

LIST OF DOCUMENTS REQUIRED DURING MANAGEMENT QUOTA COUNSELLING
(For MBA, B.Ed., BCA, BBA, BBA (B&I), B.Com (Hons), BA-LLB (H), BBA-LLB (H))

Candidate shall bring the following documents for verification:

- i. Undertaking from the candidate counter signed by the parents that "Candidate seeking admission under the Management Quota for MBA, B.Ed., BCA, BBA, BBA (B&I), B.Com (Hons), BA-LLB (H), BBA-LLB (H) Programme has not taken admission in any other Institute affiliated to GGS Indraprastha University in these programmes. (Attached as Annexure – B)
- ii. Original Admission Verification Form (Appendix 6 of GGSIPU Brochure 2024-25) and one photocopy self-attested.
- iii. Candidate Registration Proof (Personal Details) of GGSIPU submitted at the time of form filling of Rs. 1500/- (02 Photocopies)
- iv. Original Admit Card of CET/CAT/CMAT/CUET/CLAT along with one Photocopy (If Original Admit Card is lost, obtain FIR)
- v. CET/CAT/MAT/CUET/CLAT Rank proof (02 photocopies)
- vi. 10th class marksheet (02 photocopies self-attested and original for verification)
- vii. 12th class marksheet and Passing/Provisional Certificate(02 photocopies self-attested and original for verification)
- viii. Original Character Certificate and one photocopy self-attested (with date issued by HOD/Principal of School / College) or by the Gazetted Officer (not older than 6 months)
- ix. Original Medical Certificate and one photocopy self-attested (Appendix 5 of GGSIPU Brochure 2024-25 signed by MBBS Doctor.
- x. Original Anti-Ragging Undertaking and one photocopy of each Appendix 7 & 8 of GGSIPU Brochure 2024-25.
- xi. Original Notarized Gap Year affidavit and one photocopy (in case Gap after passing of qualifying exam in 2023 or earlier) notarized on Rs. 10 /- Stamp Paper attached as Annexure 11)
- xii. Undertaking from result awaited candidate for seeking provisional admission for the academic session 2024-25 Appendix 4 of GGSIPU Brochure 2024-25
- xiii. Original SC/ST/Defence/PH category certificate for verification along with self-attested photocopies and also bring online document verification certificate issued by GGSIP University for SC/ST/Defence/PH category candidates.
- xiv. 04 – passport size photo of student and one passport size photo of parents (Father & Mother)

NOTE: ORIGINAL DOCUMENTS ARE MANDATORY FOR ATTENDING COUNSELLING AND GETTING ADMISSION. WITHOUT ORIGINAL DOCUMENT CANDIDATURE WILL NOT BE CONSIDERED FOR ADMISSION UNDER MANAGEMENT QUOTA

If the candidate is allotted a seat in the counseling (offline mode) to be held on 8.8.2024 & 9.8.2024 under Management Quota to MBA, B.Ed., BCA, BBA, BBA (B&I), B.Com (Hons), BA-LLB, BBA-LLB programme at Maharaja Surajmal Institute, C-4 Janak Puri, New Delhi 58, the below mentioned fee to be paid either by:

a. Demand Draft in favour of "MAHARAJA SURAJMAL INSTITUTE" payable at New Delhi

Fee Amount is as under:

Programme	Annual Fees
MBA	2,03,650/-
BA-LLB (Hons)	1,38,650/-
BBA-LLB (Hons)	1,38,650/-
BBA / BBA (B&I)	1, 36,950/-
BCA	1,35,050/-
B.Ed.	1,22,950/-
B.Com (Hons)	1,31,950/-

Note: Admission will only be confirmed after depositing the full fees

All admissions will be provisional subject to the approval of GGSIP University

Director

Maharaja Surajmal Institute

C-4, Janakpuri, New Delhi-110058

Handwritten signature and date: 5/8/24