

**After submitting your application either offline or online, you may please note the following**

- Confirmation on registration of your application will be intimated by SMS / email
- Verify your status in the provisional rank list to be published in the college website and on the college notice board at 5.00 pm on 07/06/2016.
- Check your status in the final rank list to be published at 5.00 pm on 08/06/2016
- The candidates who are shortlisted for interview will be informed by SMS / email
- The selected candidates will have to pay the required fees on the day of interview
- The candidates coming for interview should be accompanied by their parents
- At the time of interview the candidate has to submit the following documents:
  1. Admission letter (Print out of email message)
  2. SSLC Book (Original and two copies)
  3. Certificate to prove date of birth.
  4. Transfer Certificate (TC) from the Institution last attended and Conduct Certificate.
  5. Mark lists of all parts of the Plus Two / equivalent examination. (Original and two copies)
  6. Eligibility Certificate from Mahatma Gandhi University, in the case of candidates who have passed their qualifying examination from other Boards/Institutes/governments, except CBSE/CISCE
  7. Migration Certificate, if applicable.
  8. Sports/cultural/physically disabled candidates should bring the relevant certificates in original, to verify their claims for the special quota.
  9. Caste Certificate for admission in the SC/ST / OBC/ OEC/quota .
  10. Bonus marks under Ex-service / NSS / NCC category (Original certificates and copies)
  11. Church Membership Certificate and recommendation from the parish priest for admission under CSI Community Merit
  12. Community Certificate along with income certificate from the revenue authorities concerned to the effect that annual family income of all members of family from all sources taken together is less than Rs. 6 lakhs in the case of SEBC candidates who claim reservation under SEBC category. The income certificate should not have been issued earlier than 12 months prior to the submission of application.
  13. Community Certificate along with the relevant certificate from the revenue authorities concerned to the effect that they come under the Below Poverty Line (BPL) category of forward communities in the case of candidates who wish to avail of reservation under EBFC.
  14. Cancellation Certificate, if already joined for any study programme in the previous years in any university
  15. Three copies of recent passport size photographs
  16. Annual or semester fee