

# MAC-PG CAP 2024

## DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION

**Reporting at the College for admission:** All students who get intimation for certificate verification should report for admission at the college and remit the requisite fee. Those who fail to do so will be treated as **Not Joined** and further claim for admission by those applicants will not be entertained.

The candidates should produce the following documents in original before the **Principal** at the time of admission.

1. Print out of application form.
2. Allotment memo.
3. Receipt of ADMISSION Fee (not Application Fee) remitted at the College Office.
4. X and XII standard Original certificates and two self-attested copies of both.
5. Transfer Certificate (TC) and Conduct Certificate from the Institution last attended.
6. Grade card/ Original mark lists of all parts of the qualifying programme, Provisional/Degree Certificate and two self-attested copies of the both.
7. Eligibility Certificate from Mahatma Gandhi University, in the case of candidates who have passed their qualifying examination from Boards/Institutes/Universities not listed by the Mahatma Gandhi University.
8. Migration Certificate, if applicable.
9. Caste Certificates proving eligibility for reservation and one self-attested copy of the same.
10. Community Certificate along with income certificate (as per Government rules) 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. 8 lakhs in the case of SEBC candidates who claim reservation under SEBC category. The income certificate should not have been issued earlier than 6 months prior to the submission of application.
11. Candidates seeking reservation under Christian community should produce certificate from the village officer concerned and one self-attested copy of the same.
12. Candidates who wish to avail of bonus/weightage marks and those who come under sports/cultural/PD quotas must produce relevant certificates in original and one self-attested copy of the same.
13. Any other documents found necessary by the Principal.

***The college authorities, after verifying the above documents, will admit the student.***