

PERSONAL FILE CHECKLIST
(BS – MS Batch 2019-2024)

Admission Mode: **KVPY/ IITJEE (Advanced 2019) / STATE AND CENTRAL BOARD**

Name: _____

Reg. No.: _____ Category: General/OBC/SC/ST/PD/KM

Sr. No	Particulars	Check
1.	Offer Letter	
2.	Completed Admission form	
3.	Medical Certificate	
4.	Certificate from KVPY /IITJEE advanced 2019/ DST Inspire certificate(if any)	
5.	Attested Photocopies of :- (One Set)	(One Each)
	a Mark Sheet of 10 th Standard.	
	b Passing certificate of 10 th Standard.	
	c Mark Sheet of 12 th Standard.	
	d Passing Certificate of 12 th Standard.	
	e Attested Photocopy of Caste certificate as per central government format (OBC/ SC/ST) (As applicable)	
	f Attested Photocopy of OBC-Non Creamy Layer Certificate issued on and after 01-04-2019 (if applicable)	
	g Attested Photocopy of Economically Weaker Section (EWS) Certificate issued on and after 01-04-2019 (if applicable)	
	h Attested Photocopy of PH certificate (if applicable)	
	i Attested Photocopy of Kashmiri Migrant Certificate (KM) (If applicable)	
6.	Original Transfer / School/ College leaving / Migration certificate	
7.	2 Passport size color photo (Please indicate your Name on the reverse side of the Photo)	
8.	Attested copy of Address Proof (Aadhaar card/ Electricity Bill/ Telephone Bill/ Ration card, Voter ID)	
9.	Copy of Photo ID (Aadhaar card, Passport, Pancard, Voters ID, Student ID card)	
10.	Signed Undertaking format as provided by the Institute	
11.	Anti-ragging Affidavit: a) By Student b) By Parent	<input type="checkbox"/>
12.	Receipt of Balance Fee Payment: GEN/OBC/KM Rs. 28200/-, SC/ST/PD-Rs.7300/-	
12.	Bank Account No. _____ Copy of Front Page of Passbook (SBI Only)	
13.	Remark (if any) _____	

Documents verified by (Name & Signature)