



STUDENT SERVICES

NOTIFICATION

No. AUD/SS/4-1/2021/Admissions/4985
10/05/2022

Subject - Admissions 2020-21 and 2021-22: Physical verification of documents.

In view of the challenges brought about by Covid-19, the admissions for Undergraduate and Postgraduate programmes were followed through online/physical mode (uploading of documents by applicants on AUD portal and online verification) and offline mode (physical verification of documents) for academic year 2020-21 and 2021-22.

The checklist for physical verification of documents undertaken by school offices is mentioned as under:

- a. Name of student
- b. Certificate of qualifying Exam (12th / Graduation)
- c. Certificate for Date of Birth (Birth Certificate/ 10th Certificate)
- d. Reservation Category/ Caste Certificate
(SC/ST/OBC/PwD/EWS/SGC/KM/CCA/Defence)
- e. Anti-Ragging Affidavits by Student and Parent/ Guardian on non-judicial stamp paper of rupees 10/- each
- f. Affidavit of name change, if any
- g. Original Migration Certificate
- h. Discrepancy found, if any

The documents verification were carried out in online/physical mode by the dealing staff posted at various school concerned and have verified the documents with originals under supervision of concerned programme coordinator/admission coordinator.

As the matter has been viewed seriously by the Competent Authority, it is hereby informed that all the school offices shall ensure that the students presently on rolls of batches 2020-21 and 2021-22 have got their documents verified on campus and are not continuing their programme of study in absence of any above documents as mentioned in the checklist.

No student shall be permitted to pursue their programme in the absence of any document as mentioned in the checklist above and have to be de-enrolled from the programme of study. **School office may propose de-enrollment of student by 27th May 2022.**

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DEAN(SS)

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