

Information to students admitted into MBA Degree Programme of Ethiraj College for Women through Management Quota/Counseling (2020-2021)

Students admitted to the MBA Degree Programme of Ethiraj College for Women for the academic year 2020-2021 through the management quota and candidates who have got allotment letter for admission into to MBA programme are requested to report, **in person**, to MBA Department, Ethiraj College for Women, on **Monday, November 30, 2020 at 10.00 a.m.** with original copies of all the following certificates without fail.

The following documents in **original** and **1 photo copy** have to be kept ready for certificate verification:

1. Copy of Application form
2. Allotment letter (original – for students admitted through counseling)
3. X standard mark statement (original and 1 photocopy)
4. XII standard mark statement (original and 1 photocopy)
5. Community certificate (original and 1 photocopy)
6. UG semester mark sheets (all semesters) (original and 1 photocopy)
7. Transfer Certificate (original and 1 photocopy)
8. Provisional Certificate (original and 1 photocopy)
9. Degree Certificate (original and 1 photocopy)
10. Eligibility Certificate (if applicable) (original and 1 photocopy)
11. Migration Certificate (if applicable) (original and 1 photocopy)
12. TANCET Score Card (original and 1 photocopy)
13. Medical Certificate
14. Declaration already signed and uploaded (original)
15. 2 passport size photographs

Along with all the above documents, the following “undertaking” has to be duly signed and submitted during verification.

Date:

UNDERTAKING

I, _____(NAME OF THE CANDIDATE, TANCET NO.) WILL PRODUCE THE CONSOLIDATED MARK SHEET OF ALL THE SEMESTERS FROM THE COMPETENT AUTHORITY, OR THE PROVISIONAL CERTIFICATE OR THE DEGREE CERTIFICATE FROM THE UNIVERSITY STUDIED, BEFORE THE COMMENCEMENT OF FIRST ASSESSMENT TEST SCHEDULED FOR THE MBA (IST SEMESTER) CLASSES. IF I FAIL TO PRODUCE THE DOCUMENTS AS STATED ABOVE FOR VERIFICATION BY THE COMPETENT AUTHORITY, I ACCEPT AND UNDERSTAND THAT MY ADMISSION WILL GET CANCELLED.

SIGNATURE OF THE PARENT/GUARDIAN

SIGNATURE OF THE CANDIDATE

You can also check your email for further communication. Irrespective of email, you shall present yourself with documents on the above date for verification.

MBA Department
Ethiraj College for Women