



Ref. No.05/02/2024/A&R/3013

Dated: 24/10/2024

NOTICE

Subject: Regarding- Submission of pending documents in respect of the students admitted in various courses in UTDs in AY 2024-25

All Students admitted in various courses of UTDs of the University in AY 2024-25 are hereby informed to submit the pending documents (if any) required for their registration with the University as per the schedule mentioned below:-

Sr. No.	Name of Document	Applicable Late Fee
1	Final Marksheets Copy/Original Migration or Digi-Locker issued migration certificate with affidavit etc. upto 12.11.2024	No Charge
2	Final Semester Grand Total Marksheets Copy/ Original Migration or Digi-Locker issued migration certificate with affidavit etc. upto 27.12.2024	Rs. 500/-
3	Original Migration or Digi-Locker issued migration certificate with affidavit upto 31.01.2025	Rs. 500/-
4	Original Migration or Digi-Locker issued migration certificate with affidavit upto 28.02.2025	Rs. 1000/-
5	Original Migration or Digi-Locker issued migration certificate with affidavit upto 17.03.2025	Rs. 1500/-
6	Original Migration or Digi-Locker issued migration certificate with affidavit upto 31.03.2025	Rs. 2000/-

The list of documents required for registration of students with the University is attached as annexure "A".

All concerned are hereby informed to strictly adhere the above schedule for submission of pending documents. Thereafter, the academic activities of non- registered/ineligible students will be put on hold and their admission will stand automatically cancelled.

[Handwritten Signature]
Deputy Registrar
(Affiliation & registration)
[Handwritten Signature]

- All Chairpersons of UTDs -with a request to inform concerned students of their departments to submit requisite documents at Student Window of Affiliation & Registration Branch (10:00 AM to 12:30 PM)

Copy of the above is forwarded to the following for information please:-

- 1. PA to Vice- Chancellor for kind information of Hon'ble Vice-Chancellor
- 2. PA to Registrar for kind information of W/Registrar.
- 3. System Analyst – to upload on University and affiliated colleges website
- 4. Accounts Branch
- 5. Notice Board

Annexure "A"

Sr. No.	Name of Document
1	10 th Marksheet (Photocopy)
2	12 th Marksheet (Photocopy)
3	Final semester Grand total Marksheet (Photocopy) of Diploma/UG/PG (Whichever is applicable)
4	Aadhar card (Photocopy)
5	Latest year PPP ID/Family ID (Photocopy) with verified income for Haryana resident students only
6	Original Migration certificate/(Online/Digi Locker issued Migration Certificate along with requisite affidavit as per Annexure-XVI) from the last attending Board/University. However Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only.
7	Category certificate (if applicable)
8	Original Medical fitness Certificate issued from Gazetted Medical Officer
9	Original Character Certificate from the Head of Institution last attended
10	Original gap year Affidavit (if applicable)
11	Income Certificate photocopy issued by ADC-cum-DCRIO (Additional Deputy Commissioner-cum-District Citizen Resources Information Officer) (if applicable)
12	Four Passport size color photographs (not older than 6 months).

Note: Students admitted in AY 2024-25 must submit photocopies of their 10th / 12th/ Final semester Grand total marksheet of Diploma/UG/PG (whichever is applicable) upto 27.12.2024, thereafter only migration certificate will be allowed to submit as per the notified schedule and the students who failed to submit photocopy of 10th/12th/ Final Semester Grand total marksheet of Diploma/UG/PG their admission shall stand automatically cancelled.

ANNEXURE - XVI

(On Rs. 10/ Stamp Paper with Notary attested) UNDERTAKING BY THE STUDENT - FOR SUBMISSION OF ONLINE ISSUED MIGRATION CERTIFICATE

1. It is stated that, I (Name of the Student) S/D/o
Sh. taking admission in AY in (name of
the institute) in (name of the course)
in Semester Roll. No.
2. I have completed my (name of course) from (name of
Board/University) on and this Board/University
had issued online Migration Certificate Sl. No. dated to me on completion of the
said course.
3. It is assure that, I had not used this Online generated Migration Certificate issued to me till now
and will not use the same in future for taking admission in any other Institute/ University or any
other educational purpose. At any point of time, If it is found that I have misused this online issued
Migration Certificate, University may take necessary legal action against me including
cancellation of my admission/registration and cancellation of such degree obtained due to
admission on the basis of this online issued Migration Certificate.

Signature of the Student:

Name of Student:

Signature of the Parent:

Father's Name:

Name of Institute:

Course :

Semester :

Roll No.

Dated :

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the
affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this the (day) of (month) (year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day).... of (month), (year)....
after reading the contents of this affidavit.

OATH COMMISSIONER