



Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
 [(Affiliated to Savitribai Phule Pune University, Approved by AICTE
 & Accredited by National Assessment and Accreditation Council NAAC)]
 S.No. 44/1, Vadgaon (Bk.), off Sinhgad Road, Pune 411 041
 Telefax : (020) 24356592 E-mail : director_siom@sinhgad.edu Website : www.sinhgad.edu

Documents Required for Admission MCA – I Year 2024 – 2025

Sr. No.	Required Documents
01	MAH – CET – Printout
02	Statement of Marks obtained at 10 th / SSC Equivalent Exam (Original)
03	Statement of Marks obtained at 12 th / HSC Equivalent Exam (Original)
04	Graduation Mark Sheet – (Original)
05	Gap Certificate (if applicable) – (Original)
06	Caste Certificate stating that the Caste is recognized under backward class category in Maharashtra (Original)
07	Caste / Tribe Validity Certificate issued by Caste/Tribe Certificate Scrutiny Committee (Original)
08	Non Creamy Layer Certificate (Original) (Valid up to 31/03/2025) Applicable for (VJ-NT/OBC/SBC)
09	EWS Candidate - EWS Certificate (Original) (For candidate claiming seats reserved for Economically Weaker Section Candidates) Performa – V
10	TFWS Candidate - Income certificate (Original) (Period 01/04/2023 to 31/03/2024) stating that his/her parent's annual income is less than D 8 Lakh from all sources issued by the appropriate competent authority of the Maharashtra State.)
11	Graduation College Leaving Certificate OR Transfer Certificate (Original)
12	Migration Certificate from Graduation University (Original) (if applicable)
13	Nationality Certificate (Certificate of Indian Nationality) – (Original) [if Nationality Certificate Not available Submit Passport (Photo Copy) or Birth Certificate (Original) or College Leaving Certificate or Transfer Certificate Mentioning Nationality] (Original)
14	Domicile Certificate – of indicating that he/she Domiciled in the State of Maharashtra (Original) (Applicable for Maharashtra Students)
15	Receipt-cum-Acknowledgement - issued by Facilitation Center (FC) (Document Verification) (Original)
16	ARC Seat Acceptance Acknowledgement

Important Note:-

- The above Mentioned **Original Documents** are to be **submitted** at the time of **Admission**
- Attach **One Photo Copy** of **all Documents** to the College Admission Form.
- Attach **One Photo Copy** of **all Documents** to the **Eligibility Form. (Without Attestation)**
- Students should keep with them **(4) Four Photo Copies** for their **Personal** use.
- Student should **SCAN All Original Documents** before submitting in the office. No document will be issued from the office under any circumstance until the end of the Directorate of Technical Education, Maharashtra State, and ARA verification process.
- **List of Documents may change from time as per State Common Entrance Test Cell, Maharashtra State, Mumbai guidelines**