

DOCUMENT VERIFICATION PROFORMA

(To be filled by the candidate)

NAME OF THE CANDIDATE :

FATHER'S / GUARDIAN'S NAME :

MOTHER'S NAME :

PROGRAMME & BRANCH :

ADMISSION BASED ON JEE -2025 OR 10+2 MARKS :

ROLL NO. OF JEE -2025 OR ROLL NO. 10+2 EXAMINATION & YEAR :

JEE (MAIN) SCORE/RANK -2025 OR PERCENTAGE OF 10+2 EXAMINATION & YEAR :

Arrange following documents in the sequence given below in two sets i.e. 01 set of Original & 01 set of Photocopy

| Sequence No. | Documents | Check by Verification Team (tick \checkmark or X) | |
|--------------|---|---|-----------|
| | | Original | Photocopy |
| i | Copy of Provisional Admission Letter | | |
| ii | JEE (Main) Admit Card * (If admission based on JEE -2025) | | |
| iii | JEE (Main) Score/Rank Card * (If admission based on JEE -2025) | | |
| iv | 10 th (High School) Marks sheet | | |
| v | 10 th (High School) Passing Certificate | | |
| vi | 10+2 (Intermediate) Marks sheet | | |
| vii | 10+2 (Intermediate) Passing Certificate | | |
| viii | School Leaving Certificate/Transfer Certificate from the School/College/Board last attended | | |
| ix | Migration Certificate from the School/College/Board last attended | | |
| x | Character Certificate from the School/College/Board last attended | | |
| xi | Copy of Academic Bank of Credits (ABC) ID Card | | |
| xii | Copy of Identity Proof of Parents with photo (Mother and Father) | | |
| xiii | Medical Fitness Certificate | | |
| xiv | Photo | | |
| xv | Category Certificate (SC/ST/OBC/EWS/PH/DEF/MINORITY) (if applicable) | | |

* It is essential to have one of the above documents amongst the Admit Card, Score/ Rank Card with Photo as issued by CBSE for JEE- 2025 OR 10+2 Examination Marks sheet.

Note: - Original documents will not be retained by the University except TC/Migration & Character Certificate.

Date:

Signature of the Candidate

(To be filled / checked by the Verifying Officer)

Please Tick below as applicable:

- Important Checks carried out (Tick)
 - Identity of candidate
 - Year of qualifying exam (2022 and later)
 - Qualifying in Mathematics, Physics & Chemistry/Computer Science in 10+2 examination.
- Candidates identity has been verified from Photo's JEE Admit Card or Score/Rank Card or Admission Letter.
- Original Documents as the above checked and returned after verification. **OR**
- Original Documents not shown. Undertaking form received for documents which have not been produced.
- Self attested photocopy of the above documents (i to xv) as applicable received with admission form, (Mandatory to deposit in Registry office by the verifying officer - **must be attached with the admission document**).
- Any others (Please specify):

Signature:

Name of Verifying Officer: