

ADMISSION PROCESS INFORMATION

Course Name: Masters of Management Studies (MMS)

Student Notification

1).	Admission office	1 st Floor Admin. Office
2).	Contact Person	Mr. Sharad Shejawal (Registrar)
3).	Contact Number	022-4520 7711 / 98672 00006
4).	Official Time	10.00 am to 6.00 pm

List of Documents

Sr. No.	List of certificates and documents (Originals +3 sets of attested Xerox copies)
1	CAP Allotment Letter or Admission Acceptance
2	FC Letter
3	Eligibility Entrance Test Score Card - CET Score Card / CMAT / CAT / ATMA / MAT
4	SSC Marks Sheets
5	HSC Marks list
6	Degree Mark-sheet - All Semester Marks sheets
7	Degree Certificate or Passing Certificate

8	Proforma "S" (Format of Undertaking from the student for not producing Degree Certificate or Mark list at the time of submission of CAP Application at SC)
9	Proforma "O" for Hindi Linguistic Minority.
10	Domicile Certificate
10	Birth Certificate / Leaving Certificate (School / Junior College)
11	Passport Size colour photograph.
12	Aadhar Card (Xerox)
13	Academic Bank Credit (Xerox)
14	GAP Certificate on Rs. 100 stamp Judicial paper and should be notarized in case of a break in academic (Format available on Institute website)
	Other than Mumbai University
15	Migration Certificate
	Reserve Category Students
16	Caste Certificate
17	Caste Validity certificate
18	Non creamy layer certificate. (Only for OBC, SBC, VJNT and SEBC)
19	Income Certificate issued by Tahsildar (SC, ST and TFWS)
20	Proforma "V" for EWS (Issued by Tahsildar)