



Form No. : _____

ACADEMIC YEAR : _____

PROGRAM : _____

Maratha Mandir's

BABASAHEB GAWDE INSTITUTE OF MANAGEMENT STUDIES

(Approved by AICTE, Affiliated to University of Mumbai.)

Accredited 'B++' Grade by NAACMaratha Mandir Annexe ,1st Floor, Babasaheb Gawde Chowk, Dr. A.B. Nair Road, Mumbai Central, Mumbai – 400 008.**ADMISSION FORM****Instructions**

- (1) Form should be filled in CAPITAL letters only.
- (2) In case of overwriting, the same should be self-attested.
- (3) Please fill in the application form completely and correctly.
- (4) Please ✓ appropriate box, wherever provided.
- (5) Please submit the application to the competent admission authority on or before the last date of submission.
- (6) Submit FIVE recent passport size photographs

**Affix
Passport Size
Recent colour
Photograph**

1. CANDIDATE'S GENERAL INFORMATION:

1. Name :

Surname	First Name	Father's Name	Mother's Name

(Note: Name should be exactly as mentioned in S.S.C. certificate)

2. Gender :

Male	Female	Transgender
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3. Date of Birth :

DD	MM	YYYY

4. Marital Status :

Single	Married	Divorcee
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5. Nationality: _____ 6. Religion: _____

7. Caste of candidate: _____ 8. Sub-Caste, if any : _____

9. If Reserved Category :
(Tick the appropriate Column)

SC	ST	NT-A	NT-B	NT-C	NT-D	VJ	SBC	OBC	EWS	SEBC	Open

10. Domicile: _____ 11. Mother tongue: _____

12. Permanent Address: _____

City / Village :

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State :

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Pin :

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Telephone Number :

STD Code

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13. Local Address : _____
(for Correspondence &
Railway Concession) _____

City / Village : State :

Pin :

Telephone Number : _____ STD Code -

14. Email: _____ Mobile Number :

15. ABC Id/ Apaar ID: _____

16. Qualifying Exam Score (MAH MCA CET): _____

17.

✓	All that applicable
	Physically Handicapped
	Maratha Mandir Employee's Relation
	Maratha Mandir Member's Relation

18. Election Identification Card No.: _____ 19. Aadhar No. _____

20. Ration Card Number (Attach Xerox copy): _____ 21. Blood Group: _____

22. You have heard of this institute from: _____

23. Any other Information you would like to add: _____

2. FAMILY INFORMATION:

1. Father's Name: _____

(Please indicate if deceased / retired / divorcee) _____

Education: _____ Occupation: _____ Age: _____

Name & address of Office: _____

Telephone: _____ Mobile: _____ Email: _____

(Specify if Govt. employee): _____ Gross Annual Income: _____

2. Mother's Name: _____

(Please indicate if deceased / retired / divorcee) _____

Education: _____ Occupation: _____ Age: _____

Name & address of Office: _____

Telephone: _____ Mobile: _____ Email: _____

(Specify if Govt. employee): _____ Gross Annual Income: _____

3. Spouse's Name : _____

(Please indicate if deceased / retired / divorcee) _____

Education : _____ Occupation : _____ Age: _____

Name & address of Office : _____

Telephone : _____ Mobile: _____ Email: _____

(Specify if Govt. employee): _____ Gross Annual Income: _____

4. Name of Brother/s & Sister/s if any :

Relation	Name	Age	Occupation	Annual Gross Income
Brother	1.			
	2.			
Sister	1.			
	2.			

3. GUARDIAN'S INFORMATION: (Only if candidate not staying with parent)

Name of the Local guardian: _____

Relationship with the guardian: _____ Education: _____

Occupation: _____ Telephone: _____ Mobile: _____ Age: _____

Name & address of office: _____

(Specify if Govt. employee): _____ Email: _____

Gross Annual Income: _____ Guardian's place of Domicile: _____

4. For Emergency Contact: (Not in Relation)

a. Name : _____

Address: _____

_____ Telephone No.: _____

b. Name : _____

Address : _____

_____ Telephone No.: _____

5. CANDIDATE'S ACADEMIC INFORMATION: (Note: Starting from Class X)

Year	Exam Passed	Stream / Specialization	Name of the Institute	Board / University	(%)
	Class X	—			
	Class XII	Science / Commerce / Arts / Diploma / Any Other (Specify)			
	Graduation	BCA / B.Sc. Computer Science/IT) / B.E. / B.Tech. / B.Com. / B.A. / BBA / BMS / B. Voc. / Any Other (Specify)			
	Post Graduation	M.Sc. / M.Com. / MBA / M. Tech. / M.E Any Other (Specify)			

6. WORK EXPERIENCE if any: Yes/ No**7. BANK ACCOUNT FOR E-TRANSFER: (for repayment like deposit etc., if any)**

i) Name of the Account Holder: _____

ii) Name of the Bank & Branch: _____

iii) Bank A/c No. : _____ iii) IFSC No : _____

(Attach Photocopy of cancelled Cheque)

8. DECLARATION BY THE CANDIDATE AND THE PARENT / GUARDIAN:

1. The information furnished by me / my ward in this application is true to the best of my / our knowledge and belief.
2. I / we declare that I / my ward shall abide by all rules and Code of Conduct of the institute which I / we have read and understood. Specially I / we declare that the rule of attire that the male students should not wear lehenga, zabba and / or any kind of cap and female students should wear decent attire in the institutional campus will be strictly followed by me / my ward. I / we also declare that I / my ward will abide by instructions, rules etc. of the competent authority (University of Mumbai, DTE and / or other authorities) and also Laws in force from time to time.
3. I / we hereby undertake that I / my ward shall pursue the studies and shall not do anything inside or outside the institute, which may result in disciplinary action against me / my ward.
4. I / we hereby solemnly declare that I / my ward have read all the rules of admission to the Institute and after fully understanding the same, I / we have filled in this application.
5. I / we declare that I / my ward have not been debarred from studying in any school or college or appearing in any examination during the period of my / my ward's studies.
6. I / we fully understand that no other document than those required will be entertained for priority for admission.
7. I / we fully understand that the Principal / Director, of the institute or the competent authority will have full liberty to expel me from the institute for any infringement of the rules of conduct and discipline and the undertaking given above. So also if I / my ward practice /s any unfair means during examination.
8. I / we understand that if the admission being given to me / my ward is on my / my ward's claim of reservation, the same shall be provisional and the same will be cancelled if the said claim is rejected by any Competent Authority / Director of Social Welfare Maharashtra State, Pune or found to be false. Creamy Layer certificate, if applicable, shall be produced within seven days of admission.
9. I/we accept that the fees levied for MCA are interim fees approved by Fees Regulating Authority (F.R.A.) and are ready to pay the difference in fees finally approved by the F.R.A.
10. I / we fully understand that fees once paid will not be refunded.
11. I / we hereby undertake to pay fee for the entire program if I / my ward leave/s the program midstream.
12. I / we fully understand that the admission to the program will be made depending on my / my ward's inter-se-merit and availability of a seat at the time of scrutiny of my / my ward's application when I / my ward is called for a seat.
13. I / we undertake to bind myself / ourselves to pay within due date such fees, charges and the dues as levied by authorities from time to time.
14. I/my ward hereby agree to observe rules relating to library, IT Centre, I-card, Dress Code and Code of Conduct.
15. I / we shall take care that I / my ward behave/s properly and do / does nothing except in the interest of studies.
16. I/my ward am/is aware that the institute organizes guest lectures, industrial visits and other activities for students. I/my ward undertake to participate in such events organised by the institute. I/my ward undertake to abide by instructions given by the faculty in-charges of the activity and I / my ward will not hold the institute responsible for any kind of accident/untoward incident that may cause any harm/injury/loss to me/my ward.
17. I / we undertake to notify any change in the above given information to the institute within 7 days of such change in writing.
18. I/my ward am/is fully aware that all disputes will be subject to Mumbai Jurisdiction.

19. I/we understand and accept that I/we will not be entitled to any sort of scholarship/freeship, if the same is not granted by the concerned Authorities including scholarship/freeship awarded to SC/ST/DT/NT/OBC/SBCSEBC/EWS candidates by Social Welfare Department of Government of Maharashtra.
20. I /we understand & agree that the deposit will be refunded at the time of leaving institute after completion of programme successfully after deducting Alumni Association fee, common breakage & other dues etc.
21. I will not indulge in any behaviour or act that may be constituted as ragging & will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of AICTE regulations.
22. I/we am/are fully aware of the panel or administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging actively or passively or being part of a conspiracy to promote ragging.

Note : 1. No candidate shall be admitted to any Semester/Year Examination unless the candidate has successfully completed all requirements of the previous Semester/Year at the Institute and has been certified by the Principal/Director as having fulfilled the following requirements:

- a) Put in satisfactory minimum attendance of 75% of total period as prescribed in the syllabus, separately in each and every subject of semester / year.
 - b) Satisfactorily completed the specified projects, assignment, practical etc. prescribed in the syllabus / given by the faculty for the semester / year.
 - c) Satisfactory progress in his/her studies and is of good conduct and character.
 - d) Not been debarred from appearing for examination, by any government, competent authority or statutory examining authority in India.
2. Ragging is strictly prohibited.
 3. Chewing Tobacco / Smoking Cigarette/Substance/ Alcoholism in institute premises is Prohibited.

Signature of Candidate: _____ Parent's / Guardian's/Spouse Signature: _____

Date : _____ Name of the Parent /Guardian/Spouse: _____

Place : _____ Relation with the candidate: _____

DOCUMENT REQUIREMENT AND SCRUTINY FORM

(For Fresh admission only)

Sr. No.	Particulars	Original Certificate (√ appropriate column)			Remark for Scrutiny
		Yes	No	NA	
1.	Allotment letter or printout from website				
2.	Qualifying Exam Score Card (MAH-CET/ CAT/ CMAT/ XAT/ MAT/ ATMA/ GMAT)				
3.	SSC Marksheet / Certificate				
4.	HSC Mark sheet / Certificate				
5.	Graduation Marksheet (All Semesters)				
6.	Graduation Passing Certificate				
7.	GAP Certificate, If applicable				
8.	Transfer Certificate from previous college				
9.	Provisional Eligibility Certificate				
10.	Migration Certificate				
11.	Verification Report from Graduating University				
12.	Indian Nationality Certificate				
13.	Domicile certificate				
14.	Caste Certificate				
15.	Non-Creamy Layer Certificate				
16.	Caste Validity Certificate				
17.	Anti Ragging Undertaking (Instructions will be Given by College)				
18.	Aadhaar Card Copy				
19.	Birth Certificate				
20.	FC / ARC Document Verification				
21.	Seat Acceptance / Freeze Letter				

Scrutinized by: - _____

Signature of Student: - _____

Admission Form Checked by: - _____

Recommended for Admission

Fees (Rs.) : _____

Authorized Signatory
