

LIST OF THE CERTIFICATES AND DOCUMENTS
TO BE SUBMITTED BY THE CANDIDATES ADMITTED TO THE
MMS PROGRAMME – 2011 - 2012

The students who are allotted Welingkar Institute for MMS admission are required to produce the following certificates in **ORIGINAL** and **2 SETS OF PHOTOCOPIES** duly attested, without which No fees will be accepted and No admission will be granted.

I. LIST OF DOCUMENTS :

1)	Internet Copy of Allotment Letter issued by DTE
2)	CET I.Card
3)	Final Score Card - CET / CAT / JMET & CET Score Card Net Copy for students thru All India Seats
4)	Proforma I
5)	S.S.C. Mark-list
6)	H.S.C. Mark-list
7)	Degree Mark-lists of all Semester / Years (1st, 2nd, 3rd / 4th year)
8)	Degree Passing Certificate (Issued by the University)
9)	Gap Certificate (Affidavit on stamp paper of Rs.100/-) *
10)	Birth Certificate / SSC Certificate
11)	Caste Certificate (For Reserved Category candidates) *
12)	Caste Validity / Proforma- H (For Reserved Category candidates)
13)	Non-Creamy Layer Certificate valid upto 31 st March 2012 (NT, VJ, DT, OBC & SBC) *
14)	Transfer / Leaving Certificate from last attended (previous) college for Graduates of University of Mumbai *
15)	Certificate of Indian Nationality (Domicile Cert./Leaving Cert../ Indian Passport / Birth Certificate)
16)	i) Type-A – Domicile Cert./Birth Cert./Leaving Cert. specifying place of birth within Maharashtra ii) Type B - Domicile Certificate(Candidate / Father / Mother) iii) Type C - Proforma D, Transfer Order, Joining Letter iv) Type D - Proforma E, Transfer Order, Joining Letter
17)	<u>For J & K Category-</u> a) Admission Letter issued by Sydenham b) Proforma A / B (as applicable)
18)	Physically handicapped Candidates – Certificate*


* If applicable

II. 4 Passport size Photographs will have to be submitted by each candidate at the time of Admission.

III. Fees: The students are required to pay first year **Interim Tuition Fee and Fees Payable to University of Mumbai** (Against PGR, University Share, Examination Fee) and Library deposit (refundable) through **two separate** D.D. / at par cheque / Local (Mumbai) cheque drawn in favour of "**Welingkar Institute of Management Development & Research**" payable at Mumbai.

Category	Interim Tuition Fee (Rs.)	Fee Payable to University of Mumbai and Library deposit (Rs.)
General / Open	1,93,200/-	16,825/-
OBC	96,600/-	16,825/
SC, ST, NT, VJ/DT, SBC	-----	16,825/

(The fees will be accepted between 11.00 am to 5.00 pm on the dates mentioned in Allotment letter)


PROF. DR. UDAY SALUNKHE
DIRECTOR

On stamp paper of Rs. 100/-

Format for Gap Certificate

AFFIDAVIT

I, Mr./Ms. _____, aged ____ years, Indian Inhabitant, residing at _____ (residential address), do hereby state and declare on solemn affirmation as under:-

I say that I have passed my _____ (bachelor degree) exam in _____ (month & year of passing) through _____ (name of the Institute with address).

I further say that since _____ (year of passing of bachelor degree) till date I did not join any educational Institution either in Mumbai or elsewhere in India. I say that from _____ to 2011 is my Gap period.

OR

I have completed _____ (post graduation) in _____ (month/year).

OR

I was working with _____ (name of the organisation) as _____ (Dsgn.) from _____ to _____ (period).

I am making this Affidavit to produce the same before the concerned college authorities to indicate my Gap period from _____ - 2011 and pursue my studies for the M.M.S. course-2011 of the University of Mumbai conducted by Welingkar Institute of Management, Mumbai.

Whatever stated hereinabove is true and correct.

Solemnly affirmed at Mumbai on)
this ___ day of _____ 2011)

Identified by me

DEPONENT.

Advocate

BEFORE ME