



# शहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमैन SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)

(UNIVERSITY OF DELHI)

वसुंधरा एनक्लेव (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास)  
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Delhi-110096

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## Notice

### **Physical Verification of Documents**

First year students (2024-25 batch) shall get their original documents/certificates verified physically in the College office, Administrative block as per the following schedule:

Day	9.30 AM-12.30 PM	
	Window 1	Window 2
Nov.5, 2024	BMS BBA(FIA)	Physics Microbiology Statistics
Nov.6, 2024	Mathematics Instrumentation Food Technology	Computer Science Electronics Chemistry
Nov.8, 2024	Biomedical Science Bio-Chemistry Psychology	

### **Checklist for Physical Verification of original documents**

1. Class X Board Examination Certificate/ Marksheet as the evidence of DOB.
2. Class XII Certificate.
3. Class XII Marksheet.
4. Character certificate (Recent) from the institute last attended.
5. SC/ST /CW/KM/PwBD certificate (in the name of candidate) issued by the competent authority.
6. Recent OBC-NCL, (in the name of the candidate) issued on or after 01.04.24 where cast is mentioned in OBC central list issued by <http://ncbc.nic.in>
7. Recent EWS (in the name of the candidate) issued on or after 01.04.24.

8. Orphan Quota: Certificate from Govt recognized Orphanage/Charitable Home or Death certificate of both the parents
9. Transfer certificate from the school/College as well as Migration certificate from the Board/University are required from those students who have passed Senior Secondary Examination from outside Delhi.
10. ECA/Sports/Ward Quota Certificate.
11. Single Girl Child Affidavit
12. ECA/Sports Undertaking.
13. For Foreign nationals, xerox copy of passport or citizenship certificate and VISA page.
14. Two passport size self-attested photographs.
15. Printout of candidate admission form submitted on the CAS portal online.
16. Printout of CUET (Common University Entrance Test) score card.

### Important Note

Students have to get the physical verification of original documents as per the above checklist, on the scheduled day and time failure of which admission of the candidate is liable to be cancelled.

All original certificates/documents will be returned to the candidate by the college upon completion of physical verification.


Candidates have to submit in office the one set of self-attested photocopy of all the documents mentioned in the checklist and category certificate if applicable.


The candidates admitted under ECA, Sports and Foreign Students quota shall get their original Certificates/Undertaking verified in the prescribed format by the respective Convenors.

Sports Admission Convenor: Dr Bimla Pawar

ECA Admission Convenor : Dr Para Dholakia and Dr Manisha Khatri

Foreign Students Admission Convenor: Dr. Varsha Mehra

  
25.10.24  
Admission Convenors  
(Dr. Daya Bhardwaj)

  
(Prof. Jasjeet Kaur)

  
Administrative Officer

  
Principal