

Indian Institute of Cost and Management Studies & Research (IndSearch)

(An Autonomous Institute affiliated to Savitribai Phule Pune University)

85/1, Law College Road, Pune – 411 004

New Campus: 37/2/2/4, Bavdhan Khurd, Pune – 411 021



IndSearch

Checklist of documents required for confirmation of BBA/BBA(IB)/BBA(CA) Admission A.Y. 2024-25.

Sr.	Name of Document
1	Receipt-cum-Acknowledgement of Seat Acceptance (through candidate's login on CET Cell website)
2	Provisional Allotment letter
3	3 Receipt-cum-Acknowledgement from E-Scrutiny Centre
4	Score Card of valid CET Examination 2024
5	SSC (10th Std.) Mark Statement
6	HSC (12th Std.) Mark-Statement
7	College Leaving Certificate (HSC)
8	Migration Certificate (If HSC from other than Maharashtra Board)
9	GAP Affidavit, if applicable
10	Maharashtra State students:- Domicile Certificate /Birth Certificate/ School Leaving mentioning Birth Place in Maharashtra
11	Nationality Certificate (Alternative: School Leaving Certificate / valid Indian Passport / Birth Certificate)
12	AADHAR CARD / Enrollment Receipt (Xerox Copy)

Additional Original Documents required from Reserved Category Students for claiming reservation	
13	Caste Validity Certificate (SC, ST, SBC, VJ/DT, NT, OBC, SEBC)
14	NON Creamy-Layer Certificate valid till 31/03/2025 (SBC, VJ/DT, NT, OBC, SEBC)
15	Caste Certificate (SC, ST, SBC, VJ/DT, NT, OBC, SEBC)
16	EWS Certificate for EWS student only - as per prescribed format (Proforma V) (Refer Information Brochure)
17	Income Certificate of parents (Valid upto 31/03/2025) (Mandatory for EBC, EWS, TFWS and reserved category students)
Additional Document required for claiming seats under below category	
18	Orphan Certificate Proforma – U – For Orphan Students only
19	Defence Service Certificate – Proforma C and D/E (If applicable)
20	Physically Handicapped (Disability) Certificate- issued by competent authority (if applicable)

To be filled after Confirmation of Admission Online Anti-Ragging Undertaking from www.antiragging.in

IMP Note:

1. All above documents shall be arranged in a sequence as shown above.
2. All above Original documents (as applicable) in scanned (below 100 kb in pdf format)