

# Sadhu Vaswani Institute of Management Studies for Girls

**Institute Code 6614**

## Required Documents for MBA Admission

The candidates are required to carry ALL Original Certificates/Documents in support of their claim at the time of filling up of Application Form for Admission for the scrutiny and verification at identified Facilitation Centre. The candidates are required to scan the document in **jpg, jpeg, png, bmp, zip, rar, pdf** format (minimum 150 dpi resolution, file size upto 1 MB) and upload the scanned copies of the required documents at the time of filling up Application Form for Admission.

Sr. No.	Type of Candidate	Attested true copies of documents to be attached along with Application Form for Admission
1	All Candidates	<ol style="list-style-type: none"><li>1. SSC (Std. X) mark sheet.</li><li>2. HSC/Diploma mark sheet.</li><li>3. Qualifying Examination mark sheet.</li><li>4. CET mark sheet/ Score Card.</li><li>5. School Leaving Certificate, if required to substantiate claim.</li><li>6. Certificate of the Indian Nationality of the candidate. In live of the “<b>Certificate of Indian Nationality</b> “ any of the following certificate will be acceptable<ul style="list-style-type: none"><li>• The School leaving Certificate indicating the Nationality of the Candidate</li><li>• Indian Passport in the name of the candidate, Issued by appropriate authorities.</li><li>• Birth Certificate of the Candidate indicating the place of birth in India.</li></ul></li></ol>
In addition to the above documents candidates are required to produce the following additional documents depending upon the category to which they belong.		
2	Type– A Candidates	Candidates Domicile/Birth/Leaving certificate of candidate Indicating place of Birth in the State of Maharashtra.
3	Type– B Candidates	Candidates Domicile certificate of candidate/father/mother of candidate indicating that he/she is domiciled in the State of Maharashtra
4	Type– C Candidates	Candidates Certificate from the employer in the pro forma – A stating that father/mother of the candidate who is a Central Government / Government of India undertaking employee is presently posted in /outside Maharashtra.
5	Type– D Candidates	Certificate from the employer in the pro forma – B stating that father/mother of the candidate who is a Maharashtra State Government / Maharashtra State Government

		undertaking employee. Or Undertaking along with documentary evidences from the retired employee stating the place of settlement
6	Type-E Candidates Maharashtra Karnataka disputed border area Candidates	1. Certificate stating that candidate belongs to the disputed border area in pro forma – G1. 2. Certificate stating that the mother tongue of the candidate is Marathi in pro forma – G2(List of the villages in Maharashtra Karnataka disputed border area is available on website)
7	Backward class Candidates belonging to SC/ST	1. Caste certificate 2. Caste/Tribe validity certificate*
8	Backward class Candidates belonging to VJ/DTNT(A)/ NT(B) / NT(C) / NT(D) /O.B.C/ SBC	1. Caste certificate 2. Caste validity certificate* 3. Non creamy layer certificate @ valid upto 31st March 2020.
9	Persons with Disability Candidates (P1,P2,P3)	1. Certificate in the pro forma–F/F-1. 2. Domicile certificate of candidate.
10	Jammu and Kashmir Migrant candidates	1. Certificate of posting in case of defense and Government servants in proforma – J 2. Certificate of stay in refugee camp for those staying in camp in proforma – K 3. Certificate stating that the candidate belongs to displaced family proforma –L
11	Minority Candidates	1. Declaration of the Candidate for the respective Linguistic / Religious Minority Community or Leaving Certificate having information pertaining to Religion / Mother tongue.- proforma – O 2. Domicile Certificate of Candidate