



**MAHARAJA AGRASEN COLLEGE**  
UNIVERSITY OF DELHI  
VASUNDHARA ENCLAVE, DELHI-110096



October 4, 2023

**Notice**

**Verification of Original Certificates and Distribution of College ID Cards**

The students of **First year** are hereby informed that the college will conduct physical verification of certificates/documents based on which provisional admissions were done in academic year 2023-2024. As per the Bulletins of Information of academic session 2023-2024, the candidates were allowed to upload copies of their certificates/documents at the time of registration, and produce the documents in original at the time of physical verification at the end of the admissions process.

Accordingly, the students enrolled during the academic year 2023-2024 are advised to submit the following documents alongwith a set of self attested photocopies as per the schedule given below and collect their **College ID cards**.

(Documents submission form, Class XII marksheet, Provisional/original Certificate, Class X Certificate and Character Certificate) Caste Certificate if admitted under reserved quota) & undertaking in respect of Sports/ECA category.

The students on submission of above mentioned original certificate will be provided a receipt. The college will return the original certificates on the basis of receipt provided to them after due procedure of verification which will be notified separately.

Schedule for submission of documents. :

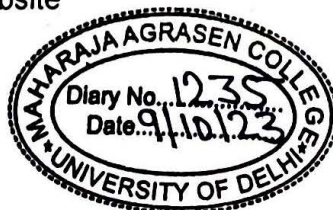
Time : 2:30 P.M. to 5:00 :P.M (5-10-2023) *onwards.*)

Name of Course	Help Desk Counter No	Contact Person
B.Com (Hons)	1	Mr. Arun Mudgal
B.Sc. Courses	1	Ms. Sangita
B.A. Programme	2	Mr. Vivek Taank
B.A. (Hons) Courses	3	Ms. Kavita Devi

Moreover, the students who fail to submit their original documents for verification will not be given College Id cards and will not be allowed to appear for end semester examination and there admission is liable to be cancelled without notice or assigning reasons thereof and or, if their original documents relating to the admission are found to be fake / non-genuine or fabricated or in any other manner defective, admission of such students will be cancelled without any prior notice.

*[Signature]*  
Professor Sanjeev Kumar Tiwari  
Principal (Officiating)

Copy to : All Concern  
Students' Notice Board and website





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Application form for the submission of Documents

Name of Course :  
Year of Admission :  
Name of Applicant :  
Examination Roll No : College Roll No :  
Email address :  
Name of Parents/ Guardian :  
Local Address : Mobile No

Subjects Allotted for the academic year 2023-2024

Name of Subjects	Number of Credits
Generic Elective	
Valued aided course	
SEC	
Membership if any (NSS, NCC, Sports, ECA/any other)	
Any other information	

Submission of original documents alongwith the self attested photocopies

Class XII Certificate / Provisional Certificate	
Class XII Marksheet	
Date of Birth Certificate / Class X certificated	
Character Certificate	
Caste certificate if admitted under reserve category (SC/ST/OBC/PwD/CW/Foreign/KM/EWS etc)	
Please enclose fee submission receipt	
Copy of Adhar Card or any other Govt. Photo ID Proof	

I hereby undertake to abide all rules and regulation of the college in connection with maintenance of discipline in the college.

I am aware that a student is required to attend 100% classes. I am also aware that is no case my attendance can be less than 2/3<sup>rd</sup> of the total classes as per Delhi University rules, failing which, my admission may be canceled. I bear a good moral character.

(Signature of applicant)