

**AJAY KUMAR GARG ENGINEERING COLLEGE, GHAZIABAD**

**LIST OF DOCUMENTS (For students admitted through Counselling)**

<b>B.TECH. – I YEAR, MCA, M.TECH – I YEAR, &amp; B.Tech II yr. (B.Sc. GRADUATE / DIPLOMA HOLDERS)</b>		
<b>S.NO</b>	<b>DOCUMENTS REQUIRED</b>	<b>NO. OF COPIES</b>
1	Undertaking ( Fee Related ) – To be filled by all candidates	Original
2	Undertaking (Attendance) – To be filled by all candidates	Original
3	Undertaking ( Tuition Fee Waiver) To be filled by all FW category candidates	Original
4	Allotment Letter (Counselling)	Two Photocopies
5	Aadhar Card	Two Photocopies
6	10 <sup>TH</sup> Marksheet & Pass Certificate	Two Photocopies
7	B.TECH. – I YEAR 12 <sup>TH</sup> Marksheet	Two Photocopies
8	B.Tech II yr. & MCA Ist year (B.Sc. GRADUATE / DIPLOMA HOLDERS) Graduation/ Diploma Marksheets All Years/Semesters	Two Photocopies
9	Caste and Category Certificate (if applicable). OBC Certificate(Should be issued on or after 01/04/2025)	Two Photocopies
10	Domicile Certificate (if applicable)	Two Photocopies
11	Medical Certificate	Original + 1 Photocopy
12	Character Certificate To be submitted by all candidates	Original + 1 Photocopy
13	Migration & TC Both are to be submitted by all candidates.	Original + 1 Photocopy
14	Affidavit for the gap period After qualifying exam (If Applicable)	Original + 1 Photocopy
15	Anti Ragging Undertaking – To be submitted by all candidates	Two Printouts
16	Photocopy of address proof of parents to be submitted by all candidates.	Two Photocopies
17	Income Certificate (TFW) / EWS Certificate(Should be issued on or after 01/04/2025)	Two Photocopies

**\* If 10th certificate, 12th marksheet and migration certificate are not available at the time of admission, students can submit the copies of the aforementioned documents available in the DG Locker.**

**\*\* If the graduation / diploma marksheet for the final year is unavailable, student should submit all the marksheets up to the pre-final year / semester along with an eligibility undertaking.**

**Note: 1. Attach two copies of coloured passport size photographs with the Admission Form.**

**2. Documents must be self attested by the candidates.**

**(Registrar)**