



**Dr. AKHILESH DAS GUPTA INSTITUTE OF TECHNOLOGY & MANAGEMENT
(Formerly Northern India Engineering College)**

ADGITM/Admission/2020-21

Oct. 27, 2020

Attn.: MBA – Freshers (2020-2021 Batch)

As per GGSIP University Circular No. IPU-7/online Counselling/2020/631 dated 26th Oct. 2020 this is to inform MBA {(1st Yr. Students) through CAT 2019, CMAT 2020 and CET 2020} who got admission in online counselling, to report in the institute from 10th to 13th Nov. 2020 (Between 10.30A.M. to 4.00 P.M.) along with documents as mentioned below:

A. Original & 4 Sets of Photocopies of following documents:

- Provisional Allotment letter
- Photocopy of Admit Card (CAT2019/CMAT2020/CET2020)
- Scorecard of CAT2019/CMAT2020/CET2020
- Printout of GGSIPU Registration Detail
- Verification Slip issued by GGSIPU (Reserve Category)
- Part Academic Fee Receipt of Rs. 40,000/- (Rs. Forty Thousand)
- **Demand Draft** in the name of:
Dr. Akhilesh Das Gupta Institute of Technology & Management
Rs. 86,900/- (Rs. Eighty Six Thousand Nine Hundred only)
- Laminated Original 10th & 12th Class Mark Sheet
- Laminated Original 10th & 12th Class Passing Certificate.
- Laminated Original Graduation Degree & Mark sheets.
- Laminated Original Provisional Degree
- Original Migration/ School Leaving/Transfer Certificate.
- Proof of reserved category (If applicable).
- Undertaking from Result Awaited Candidates (Appendix 5 of GGSIPU)
- Gap Year Affidavit (If applicable).
- Anti-Ragging Affidavit to be filled by student and Parent/Guardian (Appendix 13 & 14 of GGSIPU)

B. 3 Sets of photocopies of following documents:

- Character Certificate
- Medical Certificate (Appendix 6 of GGSIPU Admission Brochure)
- Latest Address Proof.

C

- 2 Recent Passport Size & 1 Stamp Size Photographs.


Prof. (Dr.) Sanjay Kumar
Director

 Copy for Information to;

1. CEO, ADGITM, New Delhi.
2. Principal – 1st Shift, ADGITM, New Delhi
3. Asst. Director – HR & OSD to Hon'ble Chairperson , ADGITM, New Delhi.
4. Web Site Incharge, ADGITM, New Delhi.



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Oct. 28, 2020

As per GGSIP University Circular No. IPU-7/online Counselling/ 2020/631 dated 26th Oct. 2020, Reporting of Students admitted in MBA through CAT 2019, CMAT 2020 and CET 2020 is scheduled from 10th to 13th November 2020 between 10.30 A.M. to 4.00 P.M:

Stage – I	Stage II	Stage III
Token Distribution	Document Verification & File Preparation	Submission of Fee & Issuance of I-Card
Auditorium, Block 2, ADGITM, Delhi		

Before leaving the campus make sure all the above mentioned 3 Stages are Completed.

Measures to be followed while reporting to Prevent Spread of COVID 19

1. Only one parent either father or mother will be allowed along with the student for registration.
2. Physical distancing of at least 6 feet to be strictly followed.
3. Use of Face Covers/Masks is mandatory. Entry is allowed only if using face cover/masks.
4. Respiratory etiquette to be strictly followed.
5. Carry your personal sanitizer and water bottle.
6. All faculty, staff and students must ensure to follow the COVID-19 guidelines dated 10-09-2020 issued by the Ministry of Health and Family Affairs, Govt. Of India.

**Prof. (Dr.) Sanjay Kumar
Director**

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