

F)

November, 2021

**NOTE :** 1) The student who have been allotted seats at **LALA LAJPATRAI INSTITUTE OF MANAGEMENT** for **MMS** course **ARE REQUIRED** to produce the following certificates in **ORIGINAL** and **1 SETS OF XEROX** copies duly attested, without which their admission will not be granted and fees will not be accepted.

**2) Scanned copy of all your original documents, Signature and Photograph in Formal Carry it in your pen drive.**

**3) Please keep two sets of attested Xerox copies with you as the original certificates will be retained by college office for verification and confirmation purpose.**

**LIST OF DOCUMENTS REQUIRED FOR MMS  
ADMISSION**

**CAP ROUND STUDENTS  
FOR STUDENTS OUTSIDE MUMBAI UNIVERSITY  
WITHIN STATE OF MAHARASHTRA)**

1	Internet copy of allotment letter issued by State Common Entrance Test Cell
2	Final Score Card of MAH- MBA/MMS-CET 2021
3	Original 10 <sup>th</sup> Standard Mark Sheet
4	Original 12 <sup>th</sup> Standard Marksheet / Diploma Mark Sheets of all semesters.
5	Original Degree Mark Sheets of all years of Graduation (1st , 2 <sup>nd</sup> , 3 <sup>rd</sup> 4 <sup>th</sup> year Semester wise & ATKT Marksheets also) of the college as well as of University. If your graduation marksheet's are not showing marks please carry letter or circular of university stating how to calculate percentage.
6	Original Degree Passing Certificate <b>OR</b> Convocation Certificate issued by the University <b>OR</b> Provisional Certificate of Passing issued by respective University signed by the Controller of Examination/Registrar of the University where you have studied, in case the Degree Certificate / Passing Certificate has not been awarded.
7	Original Migration Certificate from the University where you have studied. (should submit within 30 days from admission date)
8	<b>Candidate has to register their details on <a href="https://mumoa.digitaluniversity.ac/AdminLogin">https://mumoa.digitaluniversity.ac/AdminLogin</a> of Mumbai University Website for filling up the Post-Graduation registration form. Online copy should submit along with your scorecard All Semester Graduation Mark sheets passing certificate's Xerox and submit hard copy to Ms. Radha or Mr. Ajay in MMS Office.</b>
9	Original Gap Certificate (Affidavit on Stamp Paper of Rs. 100/-) – (If Applicable)

10	Original Date of Birth Certificate- (Domicile/ Birth Certificate of Municipal Corporation/ School Leaving Certificate) indicating date of birth in the state of Maharashtra.
11	Original Certificate of Indian Nationality in the name of the student (School Leaving Certificate, Indian Passport, Birth Certificate indicating nationality as INDIAN)
12	Transference Certificate from last attended College where you have Graduated / Post Graduated. Form will be provided from the Institute at the time of Admission.( TC Should submit/reach to Institute office within 10 days from your admission date )
13	Original Caste Certificate for reserve category (SC/ST/VJ/DT/NT(A) NT(B) NT(C) NT(D) OBC/SBC Caste Certificate should be issued by competent authority of Maharashtra Government in the name of concerned student.
14	Original Non Creamy layer certificate for VJ/DT/NT (A) NT(B) NT(C) NT(D) OBC/SBC. Non Creamy layer Certificate issued by Competent Authority of Maharashtra Government in the name of concerned student and valid upto 31.03.2022.
15	Original Caste Validity Certificate/Tribe Validity Certificate for reserve category (SC/ST/VJ/DT/NT(A) NT(B) NT(C) NT(D) OBC/SBC Caste Validity Certificate should be issued by competent authority of Maharashtra Government in the name of concerned student.
16	Original Undertaking duly notarized of Rs. 100/- Stamp Paper that they are liable to pay any difference in the fees as an when decided by the competent authority (format is available on the web site).
17	Original Undertaking on Rs. 100/- Non Judicial stamp paper (Affidavit regarding Attendance)
18	Original Undertaking on Rs. 100/- Non Judicial stamp paper (Affidavit regarding SMS and Email)
19	<b>The fees are to be paid in two amounts Online for Rs.1,60,000/- and Rs. 3,600/-. The students should visit our website <a href="http://www.llim.edu">www.llim.edu</a> and go to Student Login, and pay the fees</b>
20	<b>Rs. 1500/- for admission form Fees online The students should visit our website <a href="http://www.llim.edu">www.llim.edu</a> and go to Student Login, and pay the fees</b>
21	<b>Rs. 400/- Eligibility Fees for Other than Mumbai University within Maharashtra State University Students The students should visit our website <a href="http://www.llim.edu">www.llim.edu</a> and go to Student Login, and pay the Fees</b>
22	Xerox of Work Experience Certificate (If Applicable)
23	One Photograph of father/Guardian
24	Original E-Scrutiny Centre (Facilitation Centre) Acknowledgement Copy.
25	Original Seat Acceptance Acknowledgement Copy
26	Aadhaar Card ( True Copy)

27	Original Anti Ragging Affidavit duly notarized on Rs. 100/- Stamp Paper (format is available on the web site).(Two Affidavits i.e 1) Parent/Guardian 2) Student )
28	Xerox Copy of Passport or Driving license for Residential Proof.
29	Xerox Copy of PAN Card for identity Proof.
30	Xerox Copy of Postpaid mobile bill of both mother and father
31	Xerox Copy of Landline Telephone Bill
32	Saving Bank Account link with the AADHAR CARD Yes <input type="checkbox"/> NO <input type="checkbox"/>
33	“Whether you have registered your name in voter list?” Yes <input type="checkbox"/> NO <input type="checkbox"/>
34	Attested Xerox Copy of Ration Card
35	Original Affidavit Regarding Payment of Tuition Fees
36	Original Affidavit regarding MMS Document Authentication
37	Physically Handicapped student – Certificates as mentioned in CET Cell Information Brochure Proforma – F, F1, F2, F3, and F4. (If Applicable)