

July, 2023

**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 3 attested copies.

**2) Please bring a pen drive with Scanned copy of all your original documents, Signature and Formal Photograph**

**3) Please keep two sets of attested photo copies as the original certificates will be retained by college office.**

**LIST OF DOCUMENTS REQUIRED FOR MMS ADMISSION**

1	Internet copy of allotment letter issued by State Common Entrance Test Cell
2	Final Score Card of MAH- MBA/MMS-CET 2023, CAT, CMAT, XAT,ATMA,MAT,GMAT
3	10 <sup>th</sup> Standard Mark Sheet
4	12 <sup>th</sup> Standard Marksheet / Original Diploma Mark Sheets of all years
5	Degree Mark Sheets of all years of Graduation 1 <sup>st</sup> to 8 <sup>th</sup> Semester <b>(If Applicable)</b> ATKT and Fail Marksheets, (If any) of graduating college and University. <b>If your graduation marksheets are not showing percentage please carry Conversion certificate from your college or University.</b>
6	Degree Certificate / Passing Certificate/ Provisional Passing Certificate from the Concerned University.
7	Gap Certificate (Affidavit on Stamp Paper of Rs. 100/-) <b>(If Applicable)</b>
8	E-Scrutiny Centre (Facilitation) Acknowledgement Copy.
9	Seat Acceptance Acknowledgement Copy. <b>(If applicable)</b>
10	Transference Certificate /Leaving Certificate from last attended College where you have Graduated / Post Graduated. <b>( TC Should be submitted to LLIM office within 15 days from date of admission )</b>
11	The student is required to get their certificates according to their respective Candidature Type as given below: i) Type A - Domicile/ Birth/ School Leaving Certificate specifying place of birth within Maharashtra, Indian Passport, indicating Nationality Proof as INDIAN) ii) Type B - Domicile Certificate (Candidate / Father / Mother) iii) Type C - Proforma D, Transfer Order, Joining Letter iv) Type D - Proforma E, Transfer Order, Joining Letter v) For J & K Category - Proforma J to M (If Applicable) vi) Punjabi Community Certificate & Proforma 'O' of CET Cell <b>(for Punjabi Linguistic Minority)</b> vii) Domicile Certificate <b>(Compulsory for Punjabi Linguistic Minority)</b>

12	<b><u>For Reserved Category Candidates Only</u></b> a. Caste Certificate b. Caste Validity c. Non-Creamy Layer Certificate valid up to 31st March 2024 (For: NT/VJ/DT/OBC & SBC Candidate) d. Copy of Income Certificate
13	a. EWS certificate for EWS category students b. Original Income certificate for the year 2022-2023 for TFWS category.
14	Migration Certificate from the University where you have studied. <b>( Migration certificate Should be submitted to LLIM office within 15 days from date of admission )</b>
15	Education Verification letter from respective University (Other than Mumbai University)
16	<b>Candidate has to register their details on <a href="https://mumoa.digitaluniversity.ac/Login">https://mumoa.digitaluniversity.ac/Login</a> of Mumbai University Website for filling up the Post-Graduation registration form. Submit filled Online form in office along with photocopies of your Scorecard, all Semesters Graduation Mark sheets and Passing Certificate and Category Certificate to LLIM Office.</b>
17	P.G. Registration Form compulsory for all students.
18	Eligibility form for other than Mumbai University Students.
19	<b>ABC ID Number mandatory for all students.</b>
20	The fees are to be paid in two amounts Online for Rs.1,56,000/- and Rs. 5,263/-. 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
21	Eligibility Fees of Rs. 400/- for OTHER THAN MUMBAI UNIVERSITY WITHIN MAHARASHTRA STATE UNIVERSITY STUDENTS and Rs. 500/- for OUTSIDE MAHARASHTRA STATE (OMS 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.
22	Copy of Aadhaar Card
23	Voter ID card (If available)
24	Joint comprehensive Affidavit Regarding MBA/MMS Code Of Ethics And MMS Document Authentication
25	<b>Affidavit</b> regarding Payment of Tuition Fees
26	Curbing the Menace of Ragging in AICTE Approved Technical Institutions. <b>Affidavit</b> to be submitted by the Student and Parent / Guardian
27	<b>Joint comprehensive Affidavit</b> Regarding Attendance, SMS & Email
28	<b>Affidavit</b> For Punjabi Linguistic Minority
29	Original allotment letter issued by State Common Entrance Test Cell for MMS admission confirming J & K applicant allotting the 'Seat' to the Institute.
30	Ration Card of Jammu and Kashmir <b>(Only for J &amp; K Student)</b>
31	Original Migrant Certificate of Jammu and Kashmir <b>(Only for J &amp; K Student)</b> <b>( Migration Certificate should be submitted to LLIM office within 10 days from your admission date )</b>