



**LIST OF THE CERTIFICATES AND DOCUMENTS
TO BE SUBMITTED BY THE CANDIDATES
ADMITTED TO THE MMS PROGRAMME
[BATCH: 2025-27]**

Students who have been allotted MET Institute of Management are required to produce the following documents / certificates in original along with one set of photocopies and one passport-size photograph. The blood group must be mentioned in the form at the time of admission."

[Fees Detail: \(Click here to display\) Annexure I](#)

[Demand Draft/ Pay order in favour of **Mumbai Educational Trust Institute of Management**, Payable at Mumbai]

No.	List of Documents
1	Internet Copy of Allotment Letter issued by CET Cell and FC scrutiny acknowledgement.
2	Final Score Card of CET/CMAT/CAT/ Any other.
3	S.S.C. Mark sheet
4	H.S.C. Mark sheet
5	Graduation Mark sheets of all year/ Semester including fail Mark sheets, <i>if any</i>
6	Degree Certificate/ Passing Certificate/ Provisional Passing Certificate issued by the University
7	Gap Certificate, <i>If applicable</i> (Affidavit on stamp paper of Rs.100/- with notary) <u>SAMPLE FORMAT (Click here to display) Annexure II</u>
8	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 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 A / B / C (<i>As applicable</i>) vi) For P1/P2/P3 Candidates: Certificate* (Proforma F/ F1, <i>As applicable</i>)
9	For Mumbai University Students Transfer/ Leaving Certificate from last attended (Previous college).
10	For other than Mumbai University Students Migration Certificate Education Verification letter from respective University
11	AADHAR Card Copy and ABC ID copy
12	Printouts of the Mandatory forms to be Filled & submitted at the time of Admission (<u>Anti-Ragging Affidavit (Click here to display)</u>)* <u>Annexure III a & III b</u>
13	For Reserved Category Candidates Only a. Caste Certificate b. Caste Validity certificate c. Non-Creamy Layer Certificate valid up to 31st March 2026 (if applicable) d. EWS certificate e. Income certificate for the year 2024-25

NOTE:

PLEASE KEEP EXTRA SET OF XEROX COPIES OF ALL THE REQUIRED DOCUMENTS WITH YOU FOR YOUR RECORD PURPOSE.

(THE FEES WILL BE ACCEPTED BETWEEN 10.00 AM TO 5.00 PM ON THE DATES MENTIONED IN ALLOTMENT LETTER)