



**LIST OF THE CERTIFICATES AND DOCUMENTS  
TO BE SUBMITTED BY THE CANDIDATES  
ADMITTED TO THE MMS PROGRAMME  
(BATCH: 2019-21)**



The students who are allotted **MET Institute of Management** are required to produce the following certificates in **Original and 3 sets of Photocopies and one passport size photographs**. 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 DTE   |
| 2   | Final Score Card of CMAT / CAT / JMET / MAT / ATMA / XAT Any other.   |
| 3   | S.S.C. Mark sheet or Passing Certificate  |
| 4   | H.S.C. Mark sheet or Passing Certificate  |
| 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/-)<br><a href="#">SAMPLE FORMAT (Click here to display) Annexure II</a>   |
| 8   | The student is required to get their certificates according to their respective <b>Candidature Type</b> as given below:<br>i) <b>Type A</b> - Domicile/ Birth/ School Leaving Certificate specifying place of birth within Maharashtra<br>ii) <b>Type B</b> - Domicile Certificate (Candidate / Father / Mother)<br>iii) <b>Type C</b> - Proforma D, Transfer Order, Joining Letter<br>iv) <b>Type D</b> - Proforma E, Transfer Order, Joining Letter<br>v) For <b>J &amp; K</b> Category - Proforma A / B / C ( <i>As applicable</i> )<br>vi) For <b>P1/P2/P3</b> Candidates: Certificate* (Proforma F/ F1, <i>As applicable</i> ) |
| 9   | ➤ Transfer/ Leaving Certificate from last attended (Previous) college ( <i>if available</i> )<br><b>(For Mumbai University Students)</b><br>➤ Migration Certificate ( <b>For other than Mumbai University Students</b> )  |
| 10  | <b>Proof of Indian Nationality:</b> Any one of the following:<br>a) Domicile Certificate<br>b) Indian Passport<br>c) Birth Certificate<br>d) School Leaving Certificate specifying place of birth   |
| 11  | <b>AADHAR Card</b> Copy for All students  |
| 12  | <b>Printouts of the Mandatory forms to be Filled &amp; submitted at the time of Admission</b><br><a href="#">(Anti-Ragging Affidavit (Click here to display))* Annexure III a &amp; III b</a>   |
| 13  | <b>For Reserved Category Candidates Only</b><br>a. Caste Certificate<br>b. Caste Validity<br>c. Non-Creamy Layer Certificate valid up to 31st March 2020 (For: NT/VJ/DT/OBC & SBC Candidate)  |

**NOTE:**

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

(THE FEES WILL BE ACCEPTED BETWEEN 11.00 AM TO 5.00 PM ON THE DATES MENTIONED IN ALLOTMENT LETTER)