



Department of Communication and Media Technology

TENTATIVE GENERAL INSTRUCTIONS & SCHEDULE FOR

OPEN SPOT COUNSELING of MA JMC on 28-08-2023 (Monday)

SCHEDULE & GENERAL INSTRUCTIONS:

1. Admission will be done as per COVID guidelines issued by the Govt. Wearing mask and Keeping social distance is mandatory for all students reporting for admission.
2. *Eligibility Criteria: Passed Graduation or equivalent Examination securing a minimum of 45% marks in the aggregate (40% for SC/ST candidates of Haryana only) in any stream.*
3. All original documents will be required at the time of Manual / Institute Level counseling for verification
4. Candidates must have to attend the counseling physically and also to present themselves in Person before the admission committee for the allotment of seats. Physically attend the counseling.
5. Eligibility of the candidate for admission is subjected to verification and submission of required documents at the time of admission.
6. If a candidate reports late for the document verification during counseling, he/she will be eligible only for the available seats at his/her turn after the verification of documents.

➤ Candidates has to deposit the fee amount Rs 37756/- + (**1050 for on spot registration of new candidate**) Fee can be deposited in the form of Demand Draft (drawn in favour of "Registrar J.C. Bose UST, YMCA Faridabad") on the spot on offering the seat for admission. Payment can also be made by Debit/Credit card with applied charges.

➤ **Venue of reporting for Counseling:**

CV Raman Block 2nd Floor, Room No.:-SB-205

➤ **Schedule for reporting on 28-08-2023**

Sr. No			Time of reporting	
1	Open Counseling		09:30 AM	Fresh candidates can apply with the registration fee of 1050/- additionally

➤ **Documents required for EWS (Economically Weaker Section) Category Candidates:**

1. Printout of online application form
2. Graduation Mark sheet
3. 10+2 Mark sheet
4. 10th/Matriculation/High School Certificates.
5. EWS Income and Assets Certificate of below Rs.6 Lakh (Six lakh only) (Issued by Competent Authority)
6. Domicile/Residence Certificate of Haryana State (if 10+2 is passed from outside Haryana State)
7. Character Certificate/ Gap Year affidavit.

8. Medical Fitness Certificate
9. Four Passport size color photographs
10. Anti-ragging affidavits from Student and Parent.
11. Aadhar Card
12. Copy of Parivar Pahchan Patra
13. Migration certificate in original (wherever applicable). The students who have issued Migration Certificate by their previous Board/University in DigiLocker / Online mode only, those students have to submit an undertaking on Rs.10/- stamp paper as per the format Annexure XVI along with Online issued Migration Certificate. (Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only).

➤ **Documents required for SC/SC(D) Category Candidates:**

1. Printout of online-application form
2. Graduation Mark sheet
3. 10+2 Marksheets
4. 10th/Matriculation/High School Certificates.
5. SC /SC(D) Category Certificate (Issued by Competent Authority)
6. Income Certificate (Issued by Competent Authority)
7. Domicile/Residence Certificate of Haryana State (if 10+2 is passed from outside Haryana State)

Character Certificate/ Gap Year affidavit.

8. Medical Fitness Certificate
9. Four Passport size color photographs
10. Anti-ragging affidavits from Student and Parent.
11. Aadhar Card
12. Copy of Parivar Pahchan Patra
13. Migration certificate in original (wherever applicable). The students who have issued Migration Certificate by their previous Board/University in DigiLocker / Online mode only, those students have to submit an undertaking on Rs.10/- stamp paper as per the format Annexure XVI along with Online issued Migration Certificate. (Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only).

➤ **Documents required for BC Category Candidates:**

1. Printout of online-application form
2. Graduation Mark sheet
3. 10+2 Marksheets
4. 10th/Matriculation/High School Certificates.
5. BC Category Certificate (Issued by Competent Authority)
6. Income Certificate (Issued by Competent Authority)
7. Domicile/Residence Certificate of Haryana State (if 10+2 is passed from outside Haryana State)
8. Character Certificate/ Gap Year affidavit.
9. Medical Fitness Certificate
10. Four Passport size color photographs
11. Anti-ragging affidavits from Student and Parent.
12. Aadhar Card
13. Copy of Parivar Pahchan Patra
14. Migration certificate in original (wherever applicable). The students who have issued Migration Certificate by their previous Board/University in DigiLocker / Online mode only, those students have to submit an undertaking on Rs.10/- stamp paper as per the format Annexure XVI along with Online issued Migration Certificate. (Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only).

➤ **Documents required for HOGC/ROHC Candidates**

1. Printout of online-application form
2. Graduation Mark sheet
3. 10+2 Marksheets
4. 10th/Matriculation/High School Certificates.
5. (A) Student claiming HOGC Category should be passed their 12th from the School situated in Haryana or they should possess the Domicile/Residence Certificate of Haryana State.
- (B) Student claiming ROHC Category should be passed from the school situated Outside Haryana or they should possess the Domicile/Residence Certificate of State other than Haryana.

6. Character Certificate/ Gap Year affidavit.
7. Medical Fitness Certificate

8. Four Passport size color photographs
9. Anti-ragging affidavits from Student and Parent.
10. Aadhar Card
11. Copy of Parivar Pahchan Patra
12. Migration certificate in original (wherever applicable). The students who have issued Migration Certificate by their previous Board/University in DigiLocker / Online mode only, those students have to submit an undertaking on Rs.10/- stamp paper as per the format Annexure XVI along with Online issued Migration Certificate. (Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only).

➤ **Documents required for SGC (Single Girl Child) Candidates for One Seat (Supernumerary)**

1. Printout of online-application form
2. Graduation Mark sheet
3. 10+2 Marksheets
4. 10th/Matriculation/High School Certificates.
5. Student claiming SGC Category should be passed their 12th from the School situated in Haryana or they should possess the Domicile/Residence Certificate of Haryana State.
6. The eligible Single Girl Child required submitting an affidavit on stamp paper worth Rs. 20/- duly attested by 1st Class Magistrate, to be obtained from the parents of the girl child declaring therein that the girl child is only a single child of their family not having any brother/sister.
7. Character Certificate/ Gap Year affidavit.
8. Medical Fitness Certificate
9. Four Passport size color photographs
10. Anti-ragging affidavits from Student and Parent.
11. Aadhar Card
12. Copy of Parivar Pahchan Patra
13. Migration certificate in original (wherever applicable). The students who have issued Migration Certificate by their previous Board/University in Digi Locker / Online mode only, those students have to submit an undertaking on Rs.10/- stamp paper as per the format Annexure XVI along with Online issued Migration Certificate. (Migration Certificate is exempted for the LEET category Diploma Holders pass-out from HSBTE only).

