ALLOTED ENROLMENT / REGISTRATION NUMBER (FOR OFFICE USR ONLY) | | | | | | | | | | | |

Makhanlal Chaturvedi Rashtriya Patrakarita and Sanchar Vishwavidyala, Bhopal

APP LICATION FORM FOR ENROLMENT /REGISTRATION **JULY / JAN** CYCLE, **YEAR**……..……...

This form should be filled by the candidate at the time of admission and sent to the University by the study institute on or before the last date of enrolment of the session with all the necessary documents. The information given in this form shall be used for preparation of Mark sheets, Degrees and other certificates. Therefore the information supplied by the candidate should be correct in all respect. Changes shall be not being accepted at a later stage. Do not leave any field blank. Strike out whatever is not applicable in field no. 9, 10,13and 14

(USE BLUE INK AND CAPITAL LETTERS ONLY TO FILL THE FORM)

1. Study Institute Code (Last 4 digits)	8	2	5	4	2. Name of the Course in which Admission is taken	

3. Name of the institute

4. Candidate's Full Name in English

5. Candidate's Full Name in Hindi

6. Father's Name

7. Mother's Name

8. Husband's Name

9. Sex (M/F)	10. Caste: SC/ST/OBC/GEN	11. Date of Birth (DD/MM/YYYY)	/ /
12. Date of Admission in the University / Study Institute (DD/MM/YYYY)			/ / 2 0

13. Nationality: ☐ **Indian** ☐ Other Country, Please Specify_____ (Tick and write as applicable).

14. Religion of the candidate: **Hindu / Muslim / Christian / Sikh / others**, if any (Strike out whatever is not applicable)

15. Particulars of the qualifying examination:

S. No.	Exam Passed	Board / University Name	Year of Passing	Division/Percentage

16A. Name of the School /College and place from where qualifying Exam was passed……..……..……..

……..…..……..

16B. Name of the School / College /Institute Last A vended……..……..……..

16C. Enrolment No. if already enrolled in this University……..……

17. Receipt. No. of Fees Paid to the Study Centre / UTD for Enrollment…….……

18. Complete Postal Address of student for communication:

Aadhaar | PIN CODE

E-mail

Telephone No. with STD. code / Mobile. No.

Enrolment Reference No

1. Do not write or mark in the Reference No. box above.
2. Affix your latest clear passport size photo here (Do not staple or sign on photo). This photo will appear on your admission card & Mark sheet.
3. Please put a specimen si given below. Signature within the box

(For the use of Study Centre/UTD only)

(Please tick in the box with RED ink and ensure that Original /true copies of all the documents are enclosed herewith)

I have checked the following certificates which are essential for the eligibility of the course specified.

- ☐ Proof for the Date of Birth (For UTD candidates only)
- ☐ Qualifying Exam Mark sheet
- ☐ Fee paid for the enrolment
- ☐ Caste Certificate
- ☐ Original Migration/TC
- ☐ Gap Certificate (if applicable)

Date:

Seal & Signature of HOD
Head of the Study Institute

For Enrolment Section

I have checked all the documents attached herewith and found:

- ☐ The Student is eligible for enrolment in the course.
- ☐ The following deficiency is found:

Name & Signature of checker/Dealing Assistant /Section officer

Important Instructions: 1. PGDCA & DCA candidates should enclose only attested photocopy of marks sheet of the qualifying exam. 2. Candidates of Bachelors Degree programmer and Post Graduate Diploma (Full time) courses should enclose (a) Attested photocopy of the mark sheet of qualifying examination.(b) Migration Certificate issued by the earlier university. CBSE, relevant Board (c) Original Gap Certificate (An affidavit given by the candidate on stamp paper verified by a Notary) if required. 3. Non DBSE candidate who belong to respective State Boards of Higher Secondary Education should submit their original School Transfer Certificate to the University, if their Board does not issue Migration Certificate. 4. Study Institute in charge must ensure that all the necessary documents are enclosed with the enrolment form. 5. Incomplete forms and forms without supporting documents will not be accepted. 6. Last date of receipt of this form along with the necessary documents in the University office shall be as per notification issued by the university. **STUDENTS WILL NOT BE INROLLED AFTER THE LAST DATE AS SPECIDIED IN THE NOTIFICATION. 7. CANDIDATES ARE NOT ALLOWED TO APPEAR**