

SAVITRIBAI PHULE PUNE UNIVERSITY

DEPARTMENT OF MANAGEMENT SCIENCES (PUMBA)

MBA – Academic Year 2015-2016

INSTRUCTIONS for ADMISSION and ELIGIBILITY

Dear Student,

As you have been provisionally admitted for MBA course for the academic year 2015-16, you are required to complete the necessary formalities towards the admission for the course. For this purpose, you are required to submit the following documents in the office of our department.

- a) Admission form and Eligibility form duly filled.
- b) Two Xerox copies of the Fee Receipt, as issued to you at the time of taking provisional admission.
- c) Two Xerox copies of Passing Certificate and Graduation Mark sheet
- d) Two Xerox copies of Caste Certificate, Caste Validity and Non-Creamy Layer Certificate, as applicable are compulsory.
- e) Two Xerox copies of Transfer Certificate
- f) Two Xerox copies of Gap Certificate if applicable (Required if there is a gap in your education)
- g) Two Xerox copies of Migration Certificate (not applicable for graduates passing from Savitribai Phule Pune University)

All the above documents are to be submitted in the office **immediately on the day of admission.**

Please Note: All Xerox copies have to be self attested

Fees Details:

For Open & OMS Category Rs.65,000/- (Rs. Sixty-five Thousand Only)

OBC Category Rs. 32,500/- (Rs. Thirty Two Thousand Five Hundred Only)

SC, ST, SBC, DT/ VJ, NT 1,NT2 ,NT 3 Category – No Fees

The Demand Draft of Nationalised Bank Should Drawn in Favour of **“The Finance And Accounts Officer , Savitribai Phule Pune University”**, Payable at **“PUNE”**