

AJAY KUMAR GARG INSTITUTE OF MANAGEMENT, GHAZIABAD

LIST OF DOCUMENTS (For UPTAC Admission 2026-27)

MBA – I YEAR

Sl. No.	DOCUMENTS REQUIRED	NO. OF COPIES
1	Admission form – To be filled by all candidates	Original
2	MIS form – To be filled by all candidates	Original
3	Application Form for Student ID Card – To be filled by all candidates	Original
4	Transport Form (If required) – To be filled by all candidates	Original
5	Undertaking (Fee Related) – To be filled by candidates	Original
6	Undertaking (Attendance) – To be filled by candidates	Original
7	Mark sheet and Certificate of High School and Intermediate.	Two Photocopies
8	Graduation Marksheets (For Graduation final mark sheet, extra time shall be given).	Two Photocopies
9	Category and Sub Category Certificates (if applicable).	One Photocopy
10	UPTAC - 2026 Allotment letter/Rank letter (Institute copy + photocopy).	One Photocopy
11	Fee receipts of fee deposited during Counseling (Institute copy + photocopy).	One Photocopy
12	Ten copies of black & white passport size photographs.	One Photocopy
13	Medical Certificate as per UPTAC 2026 information brochure.	One Photocopy
14	Character Certificate issued by the last institute attended.	One Photocopy
15	Gap Affidavit, notarized on a stamp paper of Rs. 10/-, for any gap after qualifying exam.	One Photocopy
16	Aadhaar copy of the candidate.	One Photocopy
17	Aadhar card of Parents.	One Photocopy
18	Father's Income certificate issued only after April 1, 2026. (Tuition fee Waiver/EWS Candidates only) (if applicable)	One Photocopy
19	Domicile certificate (applicable only in case of the student being from other state than U.P. or the student has completed his/her Graduation from out of Uttar Pradesh.)	One Photocopy

*** If the migration certificate is not available at the time of admission, students may submit a color copy of the document available in DigiLocker and submit the original copy later.**

**** If the final-year graduation marksheet is unavailable, the student should submit all marksheets up to the pre-final year/semester along with an eligibility undertaking and submit a copy of the final-year marksheet as per the instructions of college.**

*****All documents must be self -attested by the candidate.**

(Registrar)