

## CHECK LIST OF DOCUMENTS

### DESK – 1, FOR REGISTRATION

NEET Rank : \_\_\_\_\_ University Enrolment No : \_\_\_\_\_

Name of the Candidate: \_\_\_\_\_ Father's Name : \_\_\_\_\_

(a)	Admission slip of GGSIP University	
(b)	NEET Admit Card	
(c)	NEET Score Card	

Verified by : Name \_\_\_\_\_ Signature \_\_\_\_\_

### DESK – 2, FOR CIVIL DOCUMENTS

1. **Document / Eligibility File** :-Attach the following documents in **Original** on the left side of the file in the given order from top to bottom :-

(a)	10 <sup>th</sup> Standard / Matriculation or Equivalent Pass Certificate	
(b)	10 <sup>th</sup> Standard / Matriculation or Equivalent Mark Sheet	
(c)	Pre Medical / 12 <sup>th</sup> Standard Examination (HSC) Pass Certificate	
(d)	Pre Medical / 12 <sup>th</sup> Standard Examination (HSC) Mark Sheet	
(e)	BSc Pass Certificate (if applicable)	
(f)	BSc Mark Sheet of the 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> years (if applicable)	
(g)	Migration Certificate	
(h)	Caste Certificate (for SC/ST candidates only)	
(i)	Character Certificate from the Head of the Institute last attended	
(j)	Six passport size photographs	
(k)	Arrival Report	
(l)	Police Verification Form	
(m)	Willingness Certificate	
(n)	Undertaking by Candidate / Student regarding training in ACMS - <b>Appendix '1'</b>	
(o)	Undertaking by Parent / Guardian regarding training in ACMS - <b>Appendix '2'</b>	
(p)	Acceptance Affidavit from <b>Student and Parent / Guardian</b> regarding Code of Conduct - <b>Appendix '3'</b>	
(q)	Affidavit for Gap Certificate (if applicable) - <b>Appendix '4'</b>	
(r)	Any hike in tuition fee by the SFRC/GGSIPU - <b>Appendix '5'</b>	
(s)	Undertaking by Candidate / Student regarding admission (Court case) - <b>Appendix '6'</b>	
(t)	Undertaking by Parent / Guardian regarding admission (Court case) - <b>Appendix '7'</b>	

Verified by : Name \_\_\_\_\_ Signature \_\_\_\_\_

**DESK – 3, FOR ARMY DOCUMENTS**

2. Attach the **Photocopy** of the following documents on the right side of the file in the given order from top to bottom:-

(i) **FOR SERVING** - No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_

(a)	Dependent card		
(b)	I - Card	SEEN	NOT
(c)	Relation Ship Certificate		
(d)	Serving Certificate		
	IPU prospectus – Part –B of Appendix (As applicable)	(As applicable)	
(e)	10- A		
(f)	10- B		
(g)	10- C		
(h)	10- D		

(ii) **FOR EX – SERVCEMAN** - No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_

(a)	Service book / Pension book / Discharge book	
(b)	I - Card (Ex – Serviceman)	
(c)	ECHS Card,	
(d)	PPO	
	IPU prospectus – Part –B of Appendix (As applicable)	(As applicable)
(e)	10- A	
(f)	10- B	
(g)	10- C	
(h)	10- D	

Verified by : Name \_\_\_\_\_ Signature \_\_\_\_\_

**DESK – 4, FOR ANTI RAGGING**

(a)	Undertaking by Candidate / Student regarding MCI Regulations on anti ragging - <b>Appendix ‘8’</b>	
(b)	Undertaking by Parent / Guardian regarding MCI Regulations on anti ragging <b>Appendix ‘9’</b>	

Verified by : Name \_\_\_\_\_ Signature \_\_\_\_\_

**DESK – 5, FOR ACCOUNT SECTION / BANK**

**DETAILS OF PAYMENTS**

MODE OF PAYMENT	DETAILS OF PAYMENT	REMARKS

Verified by : Name \_\_\_\_\_ Signature \_\_\_\_\_

**DESK – 6, FOR MEDICAL**

REMARKS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Verified by : Name \_\_\_\_\_ Signature \_\_\_\_\_

Checked by : \_\_\_\_\_  
(At the time of Admission)

(Signature of OIC Admission Cell)

**ARRIVAL REPORT**

**ARMY COLLEGE OF MEDICAL SCIENCES**

(TO BE FILLED IN BLOCK LETTERS BY THE CANDIDATE)

**Students Details :-**

1. Batch: **2020**
2. NEET Roll No. \_\_\_\_\_ 3. NEET Rank. \_\_\_\_\_
4. University Enrolment No. \_\_\_\_\_
5. Student's Name \_\_\_\_\_  
(Full name as per records)
6. Gender : Male / Female
7. Date of Birth \_\_\_\_\_ Age as on 31 Dec 2019 \_\_\_\_\_  
(as in High School/Matriculation Certificate)
8. Home address with Pin Code & telephone Nos.

Affix  
passport  
size  
photograph

<b><u>Correspondence</u></b>	<b><u>Permanent</u></b>

9. Nationality \_\_\_\_\_ 10. Religion \_\_\_\_\_
11. Proof of Identity Submitted (Serving Cert / Ex Service I-Card, PPO, Discharge Book/ Service Record, Dependent / ECHS Card, Passport/PAN Card No/Ration Card/Driving Licence/ Dependent card/others) \_\_\_\_\_
12. Names of Brothers & Sisters with their Occupation:-
13. Student's Mobile No \_\_\_\_\_
14. E-mail ID of Student \_\_\_\_\_
15. Board from which you passed 10+2 \_\_\_\_\_ Year \_\_\_\_\_

		<b><u>Marks obtained in 10+2</u></b>	
		<b><u>Maximum Marks</u></b>	<b><u>Marks Obtained</u></b>
(a)	Physics		
(b)	Chemistry		
(c)	Biology		
(d)	English		

16. Students Bankers Details (Bank, Branch & A/C No):-

(P.T.O)

17. Extra Curricular activities in which you have taken part or are interested in:-
18. Computer Knowledge: Basic / Advanced
19. Whether in receipt of any Scholarship: Yes / No (If Yes, give details)

20. **Parents Details :-**

	<b><u>Father</u></b>	<b><u>Mother</u></b>
Name (Full Name as per Records)		
Serving/Ex-servicemen		
Pers No, Rank & Unit / Records Office		
Income / Pension (Per Month)		
Office Address		
Contact Number		
E-Mail ID		

21. **Details of local guardian:-**

Name		Relationship with student	
<b><u>Address :-</u></b>		E-Mail ID	
		Telephone No	
		Mobile No	

**Note:** - Two photographs of Local Guardian to be submitted.

22. **Personal Particulars:-**

- (a) Height \_\_\_\_\_ Weight \_\_\_\_\_ Blood Group \_\_\_\_\_
- (b) Identification Marks: (i) \_\_\_\_\_
- (ii) \_\_\_\_\_

I hereby declared that the information furnished above is correct to the best of my knowledge.

(Signature of Parent/ Legal Guardian)

(Signature of Student)

Date :

Date :

**POLICE VERIFICATION FORM**

1.	Name in Full (IN BLOCK CAPITALS) with aliases, if any (Please indicate if you have added or dropped at any stage part of your name or surname)	<b>Surname</b>	<b>Name</b>
2.	Present address in full (i.e Village, Thane & District or House No. Lane/Street & Road)		
3.	(a) Permanent address in full (i.e. Village, Thane & District or House No. Lane/Street & Road)		
	(b) If originally a resident of Pakistan, the address in that dominion and the date of migration to the Indian Union.		
4.	Particulars of the place where you have resided for more than one year during the preceding five years	<b><u>From</u></b>	<b><u>To</u></b>
	Residential address in full (i.e Village, Thane & District or House No. Lane/Street & Road)		
5.	(a) Father's Name in full with aliases		
	(b) Profession		
	(c) If in service, give designation and office address		
6.	Nationality : (a) Father :	(b) Mother :	
7.	Date of Birth :		
8.	Place of birth, District and State in which it is situated :		
9.	(a) Religion :		
	(b) Are you a member of Scheduled Caste/Scheduled Tribe? Yes / No If the answer is 'Yes' state the name thereof.		

10.	Educational qualifications showing places of education with years in school and colleges since 10 <sup>th</sup> Standard onwards :-			
	Name of School/College with full address	Date of entering	Date of leaving	Examination Passed

11. (a) Have you ever been prosecuted, kept under detention or found convicted by a court of law for any offence ? :

Is any case pending against you at the time of filling up this form ? :

If the answer is Yes, full particulars of case, detention, sentence etc, should be given. :

12. Name of two responsible persons of your locality or two referees to whom you are known with their address:-

(a) Name & Address

(b) Name & Address

I certify that the above information is correct and complete to the best of my knowledge and belief.

(Signature of Parent/Guardian)

(Signature of Candidate)

Name :

Name :

Date :

Date :

**FOLLOW THE SEQUENCE**

**DESK – 1, FOR REGISTRATION**



**DESK – 2, FOR CIVIL DOCUMENTS**



**DESK – 3, FOR ARMY DOCUMENTS**



**DESK – 4, FOR MEDICAL**



**DESK – 5, FOR ANTI RAGGING**



**DESK – 6, FOR FEE (ACCOUNT SECTION / BANK)**

**Note :-**

- Keep your Original documents ready with soft & Xerox copy.
- Maintain Silence.
- Wait for your turn & do not overcrowd around the verification table.



**ARMY COLLEGE OF MEDICAL SCIENCES**

NEET Rank : \_\_\_\_\_ University Enrolment No : \_\_\_\_\_

Name : \_\_\_\_\_ Father's Name : \_\_\_\_\_

is hereby directed to report to following departments :-

(a) Admission Sec : Documents checked \_\_\_\_\_

(b) Accts Sec : Fee Deposited \_\_\_\_\_

(c) Med Examination : Done \_\_\_\_\_

Dated : \_\_\_\_\_ (Signature of Director Academics & Trg)

-----

**ARMY COLLEGE OF MEDICAL SCIENCES**

NEET Rank : \_\_\_\_\_ University Enrolment No : \_\_\_\_\_

Name : \_\_\_\_\_ Father's Name : \_\_\_\_\_

is hereby directed to report to following departments :-

(a) Admission Sec : Documents checked \_\_\_\_\_

(b) Accts Sec : Fee Deposited \_\_\_\_\_

(c) Med Examination : Done \_\_\_\_\_

Dated : \_\_\_\_\_ (Signature of Director Academics & Trg)

## RECEIPT

It is certified that, Name \_\_\_\_\_

S/o / D/o \_\_\_\_\_ is provisionally

admitted in Army College of Medical Sciences, Delhi Cantt for 2019 MBBS Batch and

his/her following Certificates in **original** are deposited in this college on \_\_\_\_\_

- (a) Class 10<sup>th</sup> Marks Sheet
- (b) Class 10<sup>th</sup> Passing Certificates.
- (c) Class 12<sup>th</sup> Marks Sheet
- (d) Class 12<sup>th</sup> Passing Certificates.
- (e) Migration Certificate.
- (f) Any other listed below :-

Army College of Medical Sciences,  
Delhi Cantt

(Sig of Oic Academics & Trg)

Dated :                      2020