

# **DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY, RANCHI**

## **IMPORTANT ISTRUCTIONS TO THE SELECTED STUDENTS FOR ADMISSION IN DIFFERENT P.G. COURSES (SESSION 2020-22)**

IN VIEW OF COVID-19 PANDEMIC FOLLOWING PROCESS FOR ADMISSION IN DIFFERENT P.G. COURSES (SESSION 2020-22) WILL BE ADOPTED:

1. LIST OF SELECTED CANDIDATES WILL BE DISPLAYED BOTH ON THE UNIVERSITY WEBSITE AND CHANCELLOR PORTAL UNDER NOTIFICATION HEAD FROM 23/8/2020.
2. THE SELECTED CANDIDATES WILL HAVE TO SUBMIT AN UNDERTAKING IN PRESCRIBED FORMAT ALONG WITH SELF ATTESTED COPIES OF THE FOLLOWING DOCUMENTS:
  - (A) APPLICATION FORM OF THE CHANCELLOR PORTAL
  - (B) MARK SHEET OF CLASS 10<sup>TH</sup>
  - (C) MARK SHEET OF CLASS 12<sup>TH</sup>
  - (D) MARK SHEET OF GRADUATION
  - (E) ADMIT CARD OF GRADUATION
  - (F) COLLEGE LEAVING CERTIFICATE
  - (G) MIGRATION CERTIFICATE
  - (H) CASTE AND INCOME CERTIFICATE (IF APPLICABLE)
  - (I) BPL CERTIFICATE (IF CLAIMED FOR BPL QUOTA)
  - (J) ADHAR CARD
3. ALL THE ABOVE DOCUMENTS MUST BE SUBMITTED THROUGH E-MAIL TO THE RESPECTIVE HEAD OF DEPARTMENT AGAINST THE E-MAIL ID GIVEN BELOW:

[mca@dspmuranchi.ac.in](mailto:mca@dspmuranchi.ac.in) only for MCA Students

[mscit@dspmuranchi.ac.in](mailto:mscit@dspmuranchi.ac.in) only for M.Sc. IT Students

[pgcommerce@dspmuranchi.ac.in](mailto:pgcommerce@dspmuranchi.ac.in) only for PG Commerce (M.Com.) Students

4. SOON THE DEPARTMENT / UNIVERSITY WILL SEND YOU A MESSAGE TO DEPOSIT FEE ONLINE IN YOUR REGISTERED MOBILE.
5. ONCE YOU DEPOSIT THE FEE YOU ARE PROVISIONALLY ADMITTED IN THE DEPARTMENT
6. SINCE THE ADMISSION PROCESS IS ON LINE, PHYSICAL VERIFICATION WILL BE DONE LATER ON.
7. IF THE INFORMATION GIVEN BY YOU IS FOUND WRONG AT ANY STAGE. YOUR ADMISSION SHALL BE CANCELLED AND THE FEE DEPOSITED BY YOU SHALL BE FORFEITED.

**UNDER TAKING FOR ADMISSION IN DIFFERENT POST-GRADUATE COURSES**  
**OF D.S.P.M.U., RANCHI (SESSION 2020-22)**

**Subject:** .....

I, ..... Son / Daughter of .....,  
Resident of Village /Town ..... P.O. ....  
P.S. .... District ..... State ..... do  
hereby, solemnly affirm and declare on oath that the under mentioned documents  
(ticked and self-attested) are correct, complete and verified by me and I will produce the  
original copies of documents whenever required by the University. If I fail to produce the  
original copies of required documents or if any claim made by me is detected false at  
any stage, I hereby, undertake and understand that my admission shall be cancelled  
and the fee deposited by me shall be forfeited.

**LIST OF DOCUMENTS SUBMITTED:**

- A) APPLICATION FORM OF THE CHANCELLOR PORTAL
- B) MARK SHEET OF CLASS 10<sup>TH</sup>
- C) MARK SHEET OF CLASS 12<sup>TH</sup>
- D) MARK SHEET OF GRADUATION
- E) ADMIT CARD OF GRADUATION
- F) COLLEGE LEAVING CERTIFICATE
- G) MIGRATION CERTIFICATE
- H) CASTE AND INCOME CERTIFICATE (IF APPLICABLE)
- I) BPL CERTIFICATE (IF CLAIMED FOR BPL QUOTA)
- J) ADHAR CARD

*Note: All documents must be in single pdf file.*

Signature of the Student  
Date:

Signature of the Parents / Guardian  
Date: