



अप्रमत्तेन वेद्व्यम्

# COTTON UNIVERSITY

## OFFICE OF THE ACADEMIC REGISTRAR

Panbazar, Guwahati, Assam-781001

[www.cottonuniversity.ac.in](http://www.cottonuniversity.ac.in) :: email : acadregistrar@cottonuniversity.ac.in

No. CU/Acad/PG Admissions/2022/208/819

Date: 21/10/2022

### NOTICE

#### **Documents verification of PG 1<sup>st</sup> Semester students, 2022-23**

All PG 1<sup>st</sup> Semester students (except LLM) are hereby instructed to get their **original documents verified** in their respective Departments on **26 October 2022**. At the time of verification of the originals, the following documents are also to be submitted by the PG 1<sup>st</sup> Semester students:

- Downloaded APPLICATION FORM
- One recent passport size photograph.
- Temporary ID card issued after completion of the admission process.
- Self attested copy of the GRADE SHEETS of all six semesters of the qualifying degree.
- One self attested copy of original or provisional Pass Certificate of the qualifying Degree.
- One self attested copy of Caste Certificate (The certificate must be issued by the competent authority of Govt. of Assam as per rule).
- Gap Certificate (if applicable).
- Valid Original copy of Income Certificate** of the parents from Local Circle **or** Revenue Officer **or** Head of the Institution last attended **or Affidavit** for candidate seeking admission under **Fee Waiver** scheme. Copy of **admission fee payment receipt** also should be submitted.
- Income and Asset certificate for candidates admitted in EWS category.

#### NOTE:

- The verifying official (faculty member) should put his/her signature on the **Downloaded Application Form** along with the HoD's seal and signature.
- Any remarks or comments should be made in an attached note.
- The respective Heads of Departments are requested to send the verified sets of documents to the office of the undersigned by 01 November, 2022.
- Students having the qualifying degree from other universities must apply for registration at the certificate branch of the university and must submit their **original migration certificates** along with the application for registration.
- Students **failing to get document verification done** on 26 October 2022 without prior information and permission of the concerned Departments shall have their admissions cancelled.

Academic Registrar

#### Copy to:

- PS to VC
- PS to Registrar
- All Heads of Departments
- Convener, PG Admission Committee
- CSM, to upload the notice
- Office File