



STEPS FOR ADMISSION 2025-26

Name of Student :

Mobile No :

Course :

NEET Roll No :

Step	Task	Name of College Authority	Signature of College Authority
1	Reporting & Registration (Enquiry: Fees & Documents)		
2	Issue of Admission File & Documents Scrutiny		
3	MIS Entry (ERP Software)		
4	Online Anti Ragging Affidavit		
5	Fees Deposit (A/Cs Section)		
6	Admission Confirmation Letter (MCC Portal)		
7	Issue of Admission Confirmation Letter		
8	Hostel Enquiry		
9	File Submission (By Submitting Original & 2 Xerox copies of all documents)		

Signature of
Competent Authority