



**INSTRUCTIONS FOR ADMISSION to**

**Master of Management Studies (MMS) for Academic Year 2021-22**

**Certificates to be produced in original along with Five sets of Self attested photo copies.**

1. ARA Letter, Receipt Cum Acknowledgment, Freeze Confirmed Status Letter, CET Score Marksheet (Highlight your Name)
2. Certificate of Date of Birth, Copy of Adhaar Card
3. Statement of Marks of 10<sup>th</sup> & 12<sup>th</sup> (Marksheet & Passing Certificate if any)
4. Statement of Marks (All Semester wise), Passing & Degree Certificate of Graduation.
5. Income Certificate, Domicile/Nationality Certificate, Caste Certificate and Caste Validity Certificate is compulsory at the time of admission. (SC, ST, VJ/DT-NT(A)/NT(B)/NT(C)/NT(D)/OBC/SBC)
6. Candidates domiciled in Maharashtra State who have applied for admission against **reservation (Scheduled Caste/ Scheduled Tribe/ Vimukta Jati/ Nomadic Tribe/ Denotified Tribe/ Other Backward Classes, Special Backward Classes)** should obtain the caste certificate from any one of the following bodies :- (I) Chief Metropolitan Magistrate/Additional Chief Metropolitan Magistrate Authorities for Mumbai. (II) District Magistrates (III) Sub-Divisional Magistrates (IV) Taluka Executive Magistrates (v) Social Welfare Officers of the District concerned. In case, candidates are not able to produce the certificate at the time of admission, they will be treated as General Category and will not be able to stake claim on reserved seats.
7. Maharashtra State candidates who have applied for admission against the **reservation (VJ/DT-NT(A)/NT(B)/NT(C)/NT(D)/OBC/SBC)** should produce "**Non Creamy Layer Certificate**" issued by Sub Divisional Officer/Deputy Collector of the District in addition to the caste certificate. The "**Non Creamy Layer Certificate**" @ valid up to 31<sup>st</sup> March, 2022. In case candidates are not able to produce the Non Creamy Layer Certificate at the time of admission, they will be treated as General category and will not be able to stake claim on reserved seats.



**Jamnalal Bajaj Institute of Management Studies  
(AUTONOMOUS)**

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8. The candidates claiming reservation under Physical Handicapped category shall submit the certificates from the authority competent for issuing such certificate. The certificate (Pro-forma) should clearly state that the extent of disability is not less than 40% (Forty percent) and the disability is permanent in nature.
9. Two passport size photographs and Scanned colour photograph with signature below photograph, as per the format given as (Appendix-"A").
10. Eligibility - Candidate passing his/her Graduation from Universities other than Mumbai University will have to obtain eligibility certificate from University of Mumbai through JBIMS office. If eligibility is not confirmed the admission will be treated as cancelled and No fees shall be refunded as per University Rule.
11. The Rules for cancellation are applicable as per the University of Mumbai Ordinance O.3574 relating to the refund if tuition fees. The admission can be cancelled within 15 days of starting classes without attending any orientation or lecture is eligible for refund (fee will be refunded, after deduction as per the University rule).

  
Director