



Ref. No.: FoAP/Admission Cell/2024-25/43

Date: December 27, 2024

**NOTICE**

**P.G. (All courses) First Year 2024-25 – Enrollment**

This is to inform all the newly admitted students of M. Plan (Urban and Regional Planning) and M. Plan (Infrastructure Planning and Management), 1<sup>st</sup> year, 2024-25 that the process for enrollment of student data in the University has commenced.

All M. Plan (Urban and Regional Planning) and M. Plan (Infrastructure Planning and Management) 1<sup>st</sup> year students should be ready with a scanned copy of the following original documents: -

High School Marksheet/ Certificate	PAN Card
Intermediate Marksheet/ Certificate	Signature (in jpg format of 50KB size)
Qualifying Examination Marksheet/ Degree (merged in a single pdf document)	Fees Receipt (in pdf format of 200KB size)
Caste Certificate (if applicable)	Aadhaar Card
Income Certificate (if applicable)	Gap Affidavit (if applicable)
Colour Photograph (in jpg format of 50KB size)	Transfer Certificate/ Migration Certificate
Valid GATE Scorecard (if applicable)	

All the aforementioned documents shall be in pdf format of individual size of 500KB (except the photograph, signature and fee receipt).

The students who were given an extension at the time of admission to submit their missing documents, and who have still not submitted the missing documents, are hereby given a final chance and warning to **submit the missing documents at the time of enrollment.**

**The enrollment process shall commence from Thursday, January 02, 2025 (13:30 hours onwards) and end on January 09, 2025 (16.30 hours) in the Compter Lab and shall be conducted by Mr. Arvind.**

The students who fail to submit the missing documents by the aforementioned date and time shall not be eligible and considered for Enrollment process and the responsibility of the same shall lie with the student himself/ herself.

(Ar. Tabish Ahmed Abdullah)  
Co-coordinator – Admission Cell

**Copy to: For information and necessary action**

1. Principal/ Dean, FoAP
2. In-charge – Website and Notice Board, FoAP
3. Mr. Arvind
4. Guard File

(Ar. Tabish Ahmed Abdullah)  
Co-coordinator – Admission Cell