Jagan Institute of Management Studies jims
NAAC A++ Grade & PGDM, PGDM (IB), PGDM(RM) & MCA Programs Accredited by NBA
Affiliated to GGSIP University; Approved by All India Council for Technical Education

Ref. No: JIMS(Rohini)/2026-27/049 Date: 17/08/2026

NOTICE

Physical reporting of students for admission

for the Academic year 2026-2027

This is to inform that all the students who have been allotted seats in JIMS , Rohini after the after Online Spot counselling conducted by the GGSIPU University are required to report to the Institute for verification of the documents & payments of balance fees:

The candidate shall report as per the programme schedule given below:

S NO	Programme	Date & Time Reporting (11 am till 6 pm)	Venue for physical reporting
1	BBA	21st Aug 2026	Auditorium Basement, A Bldg
2	BCA	21st Aug 2026	Auditorium Basement, A Bldg

I. Candidates shall bring the following documents duly filled in for verification (original & photocopy). It is mandatory to download forms and duly filled in wherever applicable

a. Four passport sized photographs (preferred same as that in admit card)
b. CET / CUET/ NIMCET Rank Card/Merit Order and CET Admit Card 2026, wherever applicable.
c. NLT Score/Rank Card and NL T Admit Card 2026, wherever applicable.
d. Online Registration Form 2026 / Candidate profile form
e. Provisional Seat Allotment Letter. 2026 .
f. Proof of date of birth (Secondary School Mark-sheet & Certificate) (Original and Photocopy)
g. Mark-sheets / Certificates of qualifying examination: (10^{th}, 12^{th} & graduation if applicable)
h. The candidate will be required to bring the Original certificates/Mark-sheets of all the year wise or semester wise in original along with photocopy of Certificates/ Marksheets of qualifying examination.
i. **For Distance/ Open Learning Cases**: In case of students. who have passed the qualifying examination through distance / open education system of any recognized University / Board / Institution, the necessary documentary evidence related to location of his / her study Centre i.e. study centre proof, certificate from the University imparting open / distance education certifying the location of the study centre to be submitted.
j. Medical Certificate, as per University Appendix 4 of Admission Brochure 2026-27.
k. **Reserved Category Certificate**: All reservation category candidates who are seeking admission in reserved category in SC / ST / DEF /OBC must bring their reservation certificate in original along with the self-attested photocopy of the certificate for claiming seat against the reserved category. **The PWD category candidates are** required to furnish PWD Certificate from any ,government Hospital/Unique Disability ID issued by Govt of India having minimum disability of 40% in consonance of sub para 6.1.4 of para 6.1 of Chapter 6 of UG/PG Admission Brochure 2026-27
l. **The Defence Category candidates**, in addition to all the documents, shall also bring Appendix 1 countersigned by competent Authority and also bring original documents with respect to claimed category, as mentioned in the in the sub para 6.1.5 of para 6.1 of Chapter 6 i.e. Reservation Policy of UG/PG Admission Brochure 2026- 27 at the time of physical reporting in their respective allotted institute.
m. Admission Verification as per Appendix 5

n. Character Certificate in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted officer in Original, not more than 06 (six) months old.
o. Proof of payment of Part Academic Fee Payment receipt of Rs.96,000/-
p. Undertaking by the student with respect to Anti Ragging, as per Appendix 6 of Admission Brochure 2026-27.
q. Undertaking by the Parent/Guardian with respect to Anti Ragging, as per Appendix 7 of Admission Brochure 2026-27.