

J.D. BIRLA INSTITUTE

Department of Commerce

1st year M.Com (Sem- I)

DOCUMENT VERIFICATION CHART

Date	Time	Roll No	Name of Student	Venue
13.2.2021	10.00 am - 11.30 am	1	Priyambada Singh	Central Courtyard of the Main Campus
		3	Radhika Agarwal	
		4	Bhargavi Agarwal	
		5	Ashna Jaiswal	
		6	Kalyani Kumari	
		7	Loveleen Kaur	
		8	Aparna Agarwal	
		9	Gulshan Kaur	
		10	Simran Kaur Suryawanshi	
		11	Priti Jalan	
		12	Manaswini Jaiswal	
13.2.2021	11.30 am - 1.00 pm	13	Shreya Bagani	
		14	Palak Kakarania	
		16	Anjali Sharma	
		17	Saniya Jaiswal	
		19	Urmila Dubey	
		20	Ishika Jalan	
		21	Lakshmi Nair	
		22	Priya Mehta	
		23	Krupa Bakhai	

Outstation Candidates

Date	Time	Roll No	Name of Student	Venue
13.2.2021	11.30 am - 1.00 pm	02	Anuska Roy	Central Courtyard of the Main Campus
		11	Madhvi Agrawal	
		18	Anchal Daruka	

List of documents to be submitted:

Self attested photocopies of the following documents (in **A-4 size**) have to be submitted by the concerned student only along with original documents only on the date of the verification as mentioned in the above list. For this the student must come to college physically for necessary verification. After validation, the original documents shall be **returned immediately**.

Admission is liable to be cancelled if this verification is not done on the scheduled time or documents are found incorrect. No change in timings will be made due to COVID restrictions.

Documents to be submitted:

1. Birth Certificate or Class-X Admit Card
2. Aadhar Card
3. Class-X pass Certificate
4. Class-X Mark Sheet
5. Class-XII Admit Card
6. Class-XII Mark Sheet
7. Graduation Marksheet (for PG candidate only.)
8. Migration Certificate (for PG students moving from other universities to J.D. Birla Institute)
9. Any documents supporting formal training or participation in performing or visual arts and/ or sports at regional/ state/ national/ international levels only.
10. 12 passport sized (3.5 cm × 4.5 cm) colored photographs (*must not be in school uniform*)

Important Instruction:

Only for Outstation Students: In case any outstation candidate is unable to validate his/her documents on the date mentioned in the table above, the concerned student will **remain provisionally admitted** and if allowed to appear for the exams, the results will be withheld till the procedure is complete. For this the concerned outstation students can mail an application stating the reason, to jdbiadmin@jdbikolkata.in.

Verification of original documents cannot be done online. All document verification process should be complete by the 15th of March, 2021.

NOTE: The Notarized undertaking for maintenance of requisite attendance done before a notary public (**IN KOLKATA**) on a minimum of 10 rupees stamp paper will have to be submitted when the college re-opens. The draft will be circulated in due course.