

**DOCUMENT VERIFICATION CHECKLIST  
(FOR NEWLY ADMITTED 1<sup>st</sup> SEMESTER PG STUDENTS)**

All the newly admitted students of PG 1<sup>st</sup> Semester are to follow the things as under-

- **Reporting Time:** 10.30 AM
- **Venue for document verification:** Office of the Respective Department
- **Date:** As notified by the University and displayed on the University Website.
- **Time:** 11 AM to 4 PM

**Documents Required for Verification:**

Self- attested Documents	Original Documents
<ul style="list-style-type: none"><li>• Print out of application form (<b>Duly signed and Self-Attested</b>)</li><li>• Money Receipt / Confirmation Receipt stating submission of admission fees. (Self-Attested)</li><li>• One self-attested photocopy of each of the documents.</li></ul>	<ul style="list-style-type: none"><li>• Original Age proof as per Madhyamik (Secondary) examination / ICSE / CBSE Admit card or Birth certificate.</li><li>• Original Mark Sheet of the 10th Class Examination.</li><li>• Original Mark Sheet of the 10+ 2 Examination.</li><li>• Original Final Mark Sheet of the UG Honours Examination and the Complete Marksheet displaying the candidate passed the UG Course. (For Candidates other than the RGU).</li><li>• Original SC/ST/OBC-A/OBC-B/PWD/PH and EWS Certificates (if applicable)</li><li>• Original BPL Card (if mentioned in the application form)</li><li>• Original Migration Certificate of UG, if available (for the candidates other than Home Category candidates)</li><li>• Anti- Ragging Affidavit</li><li>• NoC (For working candidates)</li></ul>

The candidates are to meet **Mr. Hiranmoy Mitra, Registrar Branch** for submission of the Original Migration Certificate of UG, if available (for the candidates other than Home Category candidates). They are also requested to send the soft copy of the same through email at [hiranmay77976008@gmail.com](mailto:hiranmay77976008@gmail.com).

*Please note that any anomaly discovered during verification of documents will lead to the cancellation of admission.*

Sd/

**Secretary, PG Council,  
Raiganj University. Raiganj.**