



# Mahatma Gandhi University Meghalaya

## Application For Admission

Note: Please read the form carefully before filling it.  
Attach the required documents as mentioned in educational qualification.  
Result /Score of qualifying examination.  
Incomplete application will be rejected.

Form No.

Registration No.   
(to be given by the office)

SC /TC Name : .....

SC /TC Code : .....

Programme Applied For : .....

(for programme list see the information Brochure)

Affix your recent  
Passport size  
photograph not  
earlier than 6 month

**Personal Detail :**

Name (Mr. / Ms.) : .....

Date of Birth : ..... Age : ..... (as in the certificate of 10th examination)

Gender (M/F) : ..... Category : ..... Nationality : ..... Marital Status : .....

**Contact Details :**

Correspondence Address .....

.....

..

Phone No : ..... Mobile No. : ..... Mail ID : .....

Permanent Address : .....

.....

**Family Details :**

Parent's Name	Occupation	Phone No.	Mobile No.	Mail ID

**Employment History :**

Work experience : Yes  No  (If Yes, Total Experience : Years..... Mont  
hs.....)

**Organization / Company Detail :**

Name of Company	Address	Duration	Designation	Nature of Work	Salary Drawn

**Educational Qualifications :**

Examination passed	Name of The Stream	Name of the School/College and Board / University	Year of passing	Subject Studied	Marks Obtained	Maximum Marks	% of Marks
10th							
12th							
Graduation							
Post Graduation							
Any Other Qualification							

Awards and Achievements (if any) : .....

Participation in Extracurricular Activities : .....

Payment Details (applicable for downloaded forms only) :

DD No.	DD Date	Amount	Name & Address of Bank

**Rules, Regulations / Terms:**

- The fees paid are non-refundable and non-transferable under any circumstances.**
- Faliure to pay fees by the due date shall result in imposition of fine.
- Batch transfers are not permitted. In Specal cases if allowed the student will be required to pay the requisite transfer fee.
- The University reserves the right in making any changes / amendments to terms and conditions of admission at any time.
- Student is required to inform the University about any change in his /her contact details including permanent / corresp./ PG address, email-id at any point of time .
- The University may make mandatory the submission of any certificate or documents before or at the time of the admis sion or afterwards, for the purpose of admission or otherwise, as decided by the University.
- Student undertake / certify that the documents submitted by him / her are original / genuine and not fake and to the best of his /her knowledge. If found otherwise the fee of the student shall be forfeited and separate legal action would be taken by the University.
- University reserves the right to cancel admission if student fails to submit relevant documents or otherwise if fails to ful fil any condition.
- University will charge the fee for various facilities like reappear/ backlog etc. as decided from time to time.
- Student should keep himself/herself well versed with the updates in the University through our notice boards / website. University is not responsible for any individual intimation of information.
- In the event of any disputes between the parties the courts of Meghalaya shall have exclusive jurisdiction.

**Declaration**

By Student:

I .....son/ daughter of..... have read & hereby certify that the information given in the Application is complete and accurate to the best of my knowledge.

I understand all the rules and regulations laid down by the University and agree that misrepresentation or omission of facts will justify the denial of admission, cancellation of admission or expulsion. The fees paid is non-refundable under this circumstance. In case I am not in position to join or continue course even after submission of fees, I will not claim refund of fees.

Signature : .....

**Date :** \_\_\_\_\_

By SC /TC :

It is hereby certified that all the particulars given in this application form have been verified by us & found correct as per certificates enclosed. The name of the student, father's name & other details have been found matching with the certificates.

## Sumraaz Technologies : Check List

Please mention document attached for application and experience.

- |   |                          |  |                          |
|---|--------------------------|--|--------------------------|
| 1. Graduation Certificates                  | <input type="checkbox"/> | 2. Graduation Mark Sheets                      | <input type="checkbox"/> |
| 3. Work Experience Certificate              | <input type="checkbox"/> | 4. Appointment letter with current salary slip | <input type="checkbox"/> |
| 5. 2 recent passport size color photographs | <input type="checkbox"/> | 6. Address Proof                               | <input type="checkbox"/> |
| 7. Other (Specify) _____                    |                          |  |                          |

Name of Admission Executive :

Source of Enrollment :

Name of Councillor :

Referred by : \_\_\_\_\_

Referee Address : \_\_\_\_\_

Landline No. : \_\_\_\_\_ Mob. No. : \_\_\_\_\_ Email : \_\_\_\_\_

## Sumraaz Technologies : RULES & REGULATIONS

1. Fees are subject to change without notice, at the discretion of the management without assigning any reason whatsoever.
2. In case of non payment of fees, student would not be eligible to continue the program.
3. The institute will not be responsible for the performance of the student in any Examination / Interview / Job etc.
4. Applicant causing any breach of this agreement and / or the terms and conditions applicable will be deemed to have voluntarily withdrawn the admission and will not be entitled to any reimbursement of fees or compensation whatsoever.
5. The institute will not be liable for any loss / damage due to closure or disruption caused by any industrial action, Government action, fire, flood, act of God or for any other reason not in the control of the Institute.
6. Fee once paid through any mode (Cash/ Cheque /Credit card/ Debit card/ Cash card/ Net banking / D.D / online payment) is not refundable under any circumstances.
7. False declaration of qualification by the candidate will disqualify his/her admission to the institute without any refund of fees with appropriate penal action.
8. The applicant will be responsible for attending classes and maintaining discipline in and around the college and being attired in a decent and respectable manner and conducting himself/ herself in proper and in respectable manner and not causing any disruption of classes or disturbance to other students.
9. It is the duty of the student to keep the institute informed about their updated address, email, mobile no. etc.
10. The applicant will be subject to the assessment carried out by the college periodically. Failure on the part of the applicant requires the applicant to undergo reassessment procedure of the college.
11. The applicant shall be responsible for all personal property carried to college and no liability whatsoever of the college would arise for any loss or damage caused thereto.

## STUDENT UNDERTAKING

1. I undertake to keep sufficient balance in my bank account to make fee payment through online banking / cash / credit / debit card.
2. In case, I am unable to pay my dues within 15 days, my admission will stand cancelled and the fees earlier paid by me will be forfeited and I will not be eligible for any refund of fees paid earlier.
3. I also undertake to submit all the necessary documents within 1 month of my enrolment. If I fail to submit the required documents then the institute has the right to cancel my admission without refund of fees paid by me.
4. If the institute finds that I am not eligible to do the selected program due to lack of qualification or relevant experience, my admission stands cancelled and fees will be refunded after necessary deduction. (i.e. administration cost + study material cost + lecture cost + miscellaneous cost)
5. I confirm that I have read the instructions and agree to abide by the rules & regulations. I also confirm that the information provided in the form is true, correct and accurate.