

M.O.P. VAISHNAV COLLEGE FOR WOMEN (AUTONOMOUS)
(College Affiliated to University of Madras & Re-accredited at 'A++' Grade by NAAC)
Chennai-600 034

Documents required to be brought at the time of UG admission:

- 1 Application form (pdf format of the form not screen shot) to be printed and brought by the candidate on the date of interview.
- 2 10th Std. Mark sheet (original)* along with 2 Photostat copies.
- 3 Photostat copies of 11th Std. Marksheet.
- 4 12th Std. Mark sheet (Original) ** along with 2 Photostat copies. If original has not yet been received internet copy of mark statement to be submitted.
- 5 Transfer Certificate(original) **
- 6 Conduct Certificate(original) **
- 7 Community Certificate (recently attested xerox copy) in case of SC/ST/MBC/BC/BCM candidates. Original to be produced for verification*
- 8 Medical Fitness Certificate* stating candidate fitness to pursue degree programme from family physician/ Govt. doctor.
- 9 One stamp size photograph – write App. No, Name, Course at the back of the photo.
- 10 Eligibility certificate from the University of Madras, in case of students of other Boards (other than TN State board/CBSE).
- 11 In case of CBSE candidate, migration certificate to be submitted.
- 12 Copy of Gazette Notification in case of Change of Name of the Candidate*
- 13 Copy of Passport/Visa in case of Foreign Nationals/Foreign students.
- 14 Copy of Aadhaar Card.

**** Originals to be submitted immediately within two days after the issue by the school**

*** Mandatory**

Documents required to be brought at the time of MBA admission:

- 1 Application form (pdf format of the form not screen shot) to be printed and brought by the candidate on the date of interview.
- 2 Original Mark Sheet (5/7 Semesters) of Under Graduate Course along with 2 Photostat copies of the same.

- 3 MAT score card/TANCET allotment letter.
- 4 Transfer Certificate (original)
- 5 Conduct Certificate (original)
- 6 XII Marksheet (original)
- 7 X Marksheet (original)
- 8 Community Certificate (recently attested xerox copy) in case of SC/ST/MBC/BC/BCM candidates. Original to be produced for verification.
- 9 Medical Fitness Certificate stating candidate fitness to pursue Postgraduate degree programme from family physician/ Govt. doctor.
- 10 One stamp size photograph - write App.No, Name, Course at the back of the photo.
- 11 Eligibility certificate from the University of Madras, in case of students of other Universities.
- 12 Copy of Gazette Notification in case of Change of Name of the Candidate.
- 13 Copy of Passport/Visa in case of foreign nationals/foreign students.
- 14 Copy of Aadhaar Card.

Documents required to be brought at the time of PG admission:

- 1 Application form (pdf format of form not screen shot) to be printed and brought by the candidate on the date of interview.
- 2 Original Mark Sheet (5 Semesters) of Under Graduate Course along with 2 photostat copies of the same. Internet copy of 6th Semester Mark Sheet if results published.
- 3 Transfer Certificate (original)
- 4 Conduct Certificate (original)
- 5 XII Marksheet (original)
- 6 X Marksheet (original)
- 7 Community Certificate (recently attested xerox copy) in case of SC/ST/MBC/BC/BCM candidates. Original to be produced for verification.
- 8 Medical Fitness Certificate stating candidate fitness to pursue Postgraduate degree programme from family physician/ Govt. doctor.
- 9 One stamp size photograph - write App No, Name, Course at the back of the photo.
- 10 Eligibility certificate from the University of Madras in case of students of other Boards/Universities.
- 11 Copy of Gazette Notification in case of Change of Name of the Candidate.
- 12 Copy of Passport/Visa in case of foreign nationals/foreign students.
- 13 Copy of Aadhaar Card.