

Dattakala Group of Institutions

(Approved by AICTE, Affiliated to Savitribai Phule Pune University, Recognized by Govt. of Maharashtra)

Swami-Chincholi, Tal: Daund, Dist: Pune – 413130

Original Documents Required for MBA & MCA Admission (2025-26)

(Institute Level / ACAP / CAP Seats)

Students seeking admission to First Year MBA & MCA must bring the following original documents along with two sets of self-attested photocopies:

Mandatory Documents (for All Candidates)

1	Allotment Letter (if applicable – from CET Cell)
2	SC Confirmation Letter
3	Seat Acceptance Letter
4	CET Score Card / JEE Main Score Card
5	SSC (10th) Marksheet
6	HSC (12th) Marksheet
7	Graduation Marksheet
8	School / College Leaving Certificate (LC / TC)
9	Domicile Certificate / Nationality Certificate / Birth Certificate (for proof of nationality)
10	Aadhar Card (Candidate)
11	Recent Passport Size Photographs (4 Nos.)

Additional Documents (if applicable)	
1	Caste Certificate (SC / ST / VJ/DT / NT / OBC / SBC / EWS)
2	Caste Validity Certificate (mandatory for reserved category candidates)
3	Non-Creamy Layer Certificate (for OBC / VJ/DT / NT / SBC) – valid up to 31st March 2026
4	Income Certificate (for EWS / TFWS / Reserved Category scholarships) – issued by Competent Authority
5	Gap Certificate (if applicable, for students with gap in education)
6	Migration Certificate (if HSC is passed from a board other than Maharashtra State Board)
7	Defence Certificate (if applicable)
8	Father Domicile Certificate for Defense Candidate (if applicable)
9	Physically Handicapped Certificate (PH) (if applicable)
10	Income Certificate (Fathers Name) valid up to 31 st March 2026 (if applicable)
11	Anti-Ragging Affidavit filled online and downloaded from https://antiragging.in/ and submit after completion of admission process to respective departments .