

**DELHI SCHOOL OF PROFESSIONAL STUDIES AND RESEARCH [DSPSR]**  
**NAAC ACCREDITED 'A' GRADE INSTITUTION, AFFILIATED TO G. G. S. INDRAPRASTHA UNIVERSITY, DELHI**

**LIST OF DOCUMENTS TO BE SUBMITTED WHILE REPORTING AT DSPSR AT THE TIME OF ADMISSION FOR ADMISSIONS 2017-18**

<b>All candidates should bring all marksheets and certificates in original from 10<sup>th</sup> or equivalent onwards for verification</b>	Original	Self-Attested Photocopy (2 copies)
<b>List of documents</b>		
1. DSPSR – Fee Slip (Will be Issued after depositing the balance fee at DSPSR) <b>Balance Fee to be paid by the candidates after online allotment of seat at DSPSR from 22-7-2017 to 26-7-2017. B.Com. (Rs. 33,500/-) B.B.A. (Rs. 44,200/-)</b> DEMAND DRAFT OF BALANCE FEE SHOULD BE IN FAVOR OF “DELHI SCHOOL OF PROFESSIONAL STUDIES AND RESEARCH”, PAYABLE AT Delhi only.	✓	✗
2. Student Admission Form – DSPSR <a href="http://dspsr.in/pdf/Admissions_2017-18/StudentAdmissionForm_DSPSR.pdf">http://dspsr.in/pdf/Admissions_2017-18/StudentAdmissionForm_DSPSR.pdf</a>	✓	✗
3. Marks Statement of High School Examination/10 <sup>th</sup> with passing certificate (combined)	✗	✓
4. Marks Statement of Senior Secondary/10+2 Examination	✗	✓
5. Senior Secondary/10+2 Examination Passing Certificate	✗	✓
6. Migration Certificate (optional)	✗	✓
7. Reservation Category Certificate SC/ST/PH/DC/KM (If Applicable)	✗	✓
8. Verified Receipt of Reserved Category SC/ST/PH/DC/KM as issued by GGSIPU (If Applicable)	✓	✓
9. Character Cum Conduct Certificate(not more than 6 months old)	✓	✓
10. Print out of Online Registration Form (online counseling)	✓	✓
11. CET Admit Card 2017	✓	✓
12. Medical Fitness Certificate (Appendix 6 PART B Admission Brochure) <a href="http://dspsr.in/pdf/Admissions_2017-18/MedicalFitnessCertificateFormat.pdf">http://dspsr.in/pdf/Admissions_2017-18/MedicalFitnessCertificateFormat.pdf</a>	✓	✓
13. 6 Photographs (Passport Size)	✓	✗
14. 1 photograph each of father and mother	✓	✗
15. Aadhar Card	✗	✓
16. PAN Card	✗	✓
17. Parent's Aadhar Card (One Copy Each)	✗	✓
18. Registration Slip (Rs. 1,000)	✓	✓
19. Fee Receipt (Part Academic Fee Rs.40, 000)	✓	✓
20. Provisional Allotment Letter	✓	✓
21. Provisional Admission Slip (with Enrolment Number)	✓	✓
22. Registration Slip / Fee Slip /Admission Slip and allotment letter (In case of offline/spot counseling)	✓	✓
23. Self-declaration/Affidavit for result awaited student along with proof of appearing examination (Appendix 5 PART B Admission Brochure) <a href="http://dspsr.in/pdf/Admissions_2017-18/ResultAwaitedCasesUndertaking.pdf">http://dspsr.in/pdf/Admissions_2017-18/ResultAwaitedCasesUndertaking.pdf</a>	✓	✓
24. Distance Learning Centre Location Certificate-Study Centre Proof (if applicable)	✗	✓
25. Age Relaxation application, if applicable	✓	✓
26. Gap Period Affidavit, if applicable	✓	✓
27. Minority Certificate, if minority community	✗	✓