

CIRCULAR

Subject: Submission of Documents and PDF Copies for Admission

All admitted MBBS students are hereby informed to submit the following original documents along with two (02) sets of self-attested photocopies at the time of admission/document verification.

List of Documents to be Submitted at College

(Originals with all applicable documents + 2 sets of photocopies)

1. KEA Online Registration Copy
2. Copy of Challan for fee payment
3. KEA Document Verification Slip
4. NEET Mark Sheet (Rank Card)
5. NEET Admit Card
6. 10th Marks Sheet & Certificate
7. 12th Marks Sheet & Certificate
8. Transfer Certificate
9. Migration Certificate (CBSE/ICSE & Out-of-State only)
10. Study Certificate countersigned by BEO/DDPU
11. Caste/Caste Income Certificate (if applicable)
12. Rural Study Certificate (if applicable)
13. Kannada Medium Study Certificate (if applicable)
14. Article 371(J) Eligibility Certificate (if applicable)
15. Eligibility Certificate from RGUHS (if applicable)
16. Bonds (Annexure 1 & 9)

17. 6 Passport-size photographs

18. Aadhaar Card Copy

Additional Mandatory PDF Submission (Each file below 5 MB)

- NEET Score Card
- 10th Marks Card
- 12th Marks Card
- Transfer Certificate
- Bond
- Caste Certificate (if applicable)
- Passport Photo

File Naming Format: StudentName_DocumentName

Examples: RahulSharma_NEETScoreCard,
RahulSharma_10thMarksCard,
RahulSharma_TransferCertificate, RahulSharma_PassportPhoto

Important Instructions

- Submit each document as a separate PDF.
- Each PDF must be clear and less than 5 MB.
- Incorrect file naming or missing PDFs may delay document verification.

Additional Mandatory JPEG Submission (Below 50KB)

- Passport Photo

File Naming Format: StudentName_DocumentName

- Examples: RahulSharma_PassportPhoto,

DEAN / PRINCIPAL