



# HMR INSTITUTE OF TECHNOLOGY & MANAGEMENT

Hamidpur, Delhi-110036

(An ISO 14001: 2015 certified, AICTE approved & GGSIP University affiliated institute)

E-mail: admissions@hmritm.ac.in, Phone: - 8130643674, 8130643690, 8287461931, 8287453693

## LIST OF DOCUMENTS

### B. Tech / LE B. Tech Programme

Academic Session 2026-27

(Bring 2 set of Self Attested Photocopy set of documents)

1. Four Passport Sized Photographs
2. NLT Score/Rank Card and NLT Admit Card 2026.
3. CET Rank Card/Merit Order and CET Admit Card 2026. (for B. Tech LE only)
4. Online Registration Form 2026 (Payment of Rs. 2500)
5. Online Generated Candidate Profile Letter 2026.
6. Proof of date of Birth (Secondary School Mark-sheet & Certificate) (Original and photocopy)
7. Mark-sheet/ Certificates of qualifying examination (12<sup>th</sup>/UG/Diploma), whichever is applicable:  
The candidate will be required to bring the Original certificates/Mark-Sheets of all the year wise or semester wise in original along with photocopy of Certificates/Mark-sheets of qualifying examination.
8. For distance/open Learning Cases:-  
In case of students who have passed the qualifying examination through distance/open education system of any recognized University/ Board / Institution, the necessary documentary evidence related to location of his/ her study centre i.e. Study centre proof, along with marksheet, certificate from the university imparting open/ distance education certifying the location of the study centre to be submitted.
9. Physical Fitness Certificate Original \* (IPU Appendix 4 in Admission Brochure 2026-27)
10. Reserved Category Certificate (if applicable)  
All reservation category candidates who are seeking admission in reserved category in SC/ST/DEF/PWD/etc must bring their reservation certificate in original along with the self attested photocopy of the certificate for claiming seat against the reserved category.  
The Defence Category candidates, in addition to all the documents, shall also bring Appendix 1 duly completed as detailed above Para
11. Conduct and Character Certificate in original form the Head of the Institution from where the qualifying examination has been passed or from Gazetted officer in Original, not more than 06(Six) months old.
12. Undertaking for compliance with AICTE anti-ragging rules by the student and parents\*  
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13. Online Generated Allotment Letter 2026
14. Online Document Verification cum Seat Acceptance Letter 2026
15. Proof of Payment of Part Academic Fee Payment receipt of Rs.96.000/- (The balance amount of fees may be submitted through both Online (Net Banking/Credit Card/Debit Card) and Offline (through Demand Draft) as per the instructions issued by the institute at the time of Reporting.
16. Affidavit for Gap Year in Studies.\*
17. Migration Certificates for Outside Delhi students
18. Copy of Aadhar Card

**\*It is the sole responsibility of the candidates to ascertain whether he/she possesses the requisite eligibility and qualification for admission.**

**Appendix 3**

**UNDERTAKING FROM RESULT AWAITED CANDIDATES FOR  
SEEKING PROVISIONAL ADMISSION FOR ACADEMIC SESSION 2026-27**

I/My Ward \_\_\_\_\_ (Name of the candidate), Son/Daughter/Wife of  
\_\_\_\_\_(Father's/Husband's name), NLT Application No/CET /CUET/ Application No  
\_\_\_\_\_ and NLT Rank/CET Rank /CUET Rank \_\_\_\_\_ Resident \_\_\_\_\_  
(Permanent Address) seeking admission to \_\_\_\_\_ Name of the Programme of GGSIP  
University, hereby solemnly affirm and declare:

- i) that I/My ward have/has appeared in the 12<sup>th</sup> class/final semester/final year (name of the qualifying degree) e.g. B.A., B.Sc. etc., \_\_\_\_\_ Examination, 2026 of (Board/University) during the time of reporting in allotted College/ Institute, the result of which has not yet been declared and is expected to be declared latest by 30.10.2026,
- ii) I have passed all the papers of the qualifying degree \_\_\_\_\_ (name of the qualifying degree) examination other than the final year /final semester examination.
- iii) I have no compartment as on this date in my 12<sup>th</sup> class/qualifying degree examination.
- iv) I am seeking provisional admission due to non-declaration of result of final year/final semester of the qualifying degree examination by Board/University and not on account of compartment in current or previous years of the qualifying degree examination as on date of admission.
- v) That I/My ward have/has carefully gone through the rules regarding provisional admission and fully understand that in the event of my/my ward's failure to submit to the concerned Dean/Principal/Director of the concerned School/College where the admission has been granted, appropriate proof of my/my ward securing at least \_\_\_\_\_ marks in the qualifying examination for admission to \_\_\_\_\_ (Name of the Course) of GGSIP University by 30.10.2026, my/my wards provisional admission to the said course will automatically get cancelled and full fee deposited will be forfeited.

**Deponent**

**Verification:**

Verified at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 2026 that the contents of the above Undertaking are true and correct to the best of my knowledge and belief. No part of it is false and nothing material has been concealed therefrom.

**Deponent**

**Notes:**

- i) In case the candidate is minor i.e. below 18 years of age; in that case, the Undertaking shall be signed by his/her parent/guardian.
- ii) Submission of false Undertaking is punishable offence. If it is found at any stage that false Undertaking was submitted, admission shall be cancelled and legal proceedings shall be initiated, for which candidate/parent/guardian shall be responsible.

**Appendix 4**

**MEDICAL CERTIFICATE\*\***  
**(FOR THE ACADEMIC SESSION 2026-27)**  
**(TO BE SUBMITTED AT THE TIME OF COUNSELLING/ADMISSION)**

Photograph  
duly attested by  
the officer who  
has certified  
this certificate

I certify that I have carefully examined Shri/Km/Smt.\* \_\_\_\_\_ son/ daughter/wife of  
Shri/Smt.\* \_\_\_\_\_ whose signature is given below. Based on the  
examination, I certify that he/she is in good mental and physical health and is free from any physical defects which may  
interfere with his/her studies including the active outdoor duties required of a professional. Visible Mark of Identification  
\_\_\_\_\_

Signature of the Candidate \_\_\_\_\_

Place :

Date :

Name & Signature of the  
Medical Officer with Seal and  
Registration Number

\* Strike whichever is not applicable.

\*\* To be signed by a Registered Medical Practitioner holding a Medical degree.

*Note : Use photocopy of this Form*

**ADMISSION VERIFICATION FORM FOR THE  
ACADEMIC SESSION 2026-27**

Name of Candidate: (Mr./Miss/Mrs.) \_\_\_\_\_

Father's/ Guardian's Name: (Mr./Shri) \_\_\_\_\_

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

PIN Code \_\_\_\_\_ Tele. No. (with STD code) \_\_\_\_\_ Mobile No. \_\_\_\_\_

Email: \_\_\_\_\_

Minority Community (If applicable) \_\_\_\_\_ (Sikh / Muslim / Jain / Christian)

NLT/CET/CUET Application No. \_\_\_\_\_ Category: (SC/ST/OBC/Defence/PWD/Kashmiri Migrant/Army) \_\_\_\_\_

NLT /CET /Rank \_\_\_\_\_ Programme \_\_\_\_\_

1. School / College location of qualifying examination \_\_\_\_\_ (Delhi / Outside Delhi)

2. Date of Birth \_\_\_\_\_ Age as on 1-8-2026: years \_\_\_\_\_ months \_\_\_\_\_ days \_\_\_\_\_  
(As per Secondary School Certificate)

3. Passed Senior Secondary Examination / Three year Diploma in Engg/B Sc Graduation (3 yrs) \_\_\_\_\_

4. Aggregate percentage of all subjects in Sr. Secondary Examination/Dip. in Engg/ B Sc Graduation (3 yrs) \_\_\_\_\_

5. Passed in English in 12<sup>th</sup> Class (Yes/No) \_\_\_\_\_

6. PCM/PCBM Percentage in 12<sup>th</sup> Class \_\_\_\_\_

7. Percentage in qualifying degree as per the eligibility condition specified in PART A of the Admission Brochure:  
\_\_\_\_\_

8. Passed in Maths / Computer Science / Computer Applications in 12<sup>th</sup> Class \_\_\_\_\_

9. Category Certificate SC/ST/OBC/PWD/Defence/Kashmiri Migrants/Minority Community (Attach photocopy):

10. Character Certificate (Attach photocopy) (Yes/No) \_\_\_\_\_

11. Medical Certificate (Attach Original) (Yes/No) \_\_\_\_\_

12. Passed Graduation in the year \_\_\_\_\_ Percentage of marks in graduation \_\_\_\_\_

13. Passed Post-Graduation in the year \_\_\_\_\_ Percentage of marks in post-graduation \_\_\_\_\_

14. (a) CAT/CMAT/CET Score/Rank \_\_\_\_\_  
(b) Year of Passing \_\_\_\_\_

15. Details of Demand Draft(s) for Submission of fees/Online Transaction Details, if any.

Amt _____	DD No/online Transaction. _____	Bank Name _____	Date _____
Amt _____	DD No/online Transaction. _____	Bank Name _____	Date _____

I solemnly affirm that the information furnished above is true and correct in all respects. I have not concealed any information. I realize that if any information furnished herein is found to be incorrect or untrue, I shall be liable to criminal prosecution and also forgo my claim to the seat in the college. Further, that my candidature for examination/selection and admission to the course is liable to be cancelled. I agree to abide by the rules & regulations of the University.

Signature of the Parent/Guardian & Date

Signature of Candidate & Date

**FOR OFFICE USE ONLY**

Certificates Checked and Verified by University official/Officer during counselling:

Signed by Document Verification  
Assistant with Date

Counter Signed by Admission  
Officer with Date

University Enrollment No.

**Note: Use Photocopy of this form**

**Appendix 6**

**UNDERTAKING BY THE STUDENT WITH RESPECT TO ANTI RAGGING**

I, \_\_\_\_\_ S/D of Mr./ Mrs. /Ms. \_\_\_\_\_ ,  
having been admitted to Programme/Stream \_\_\_\_\_, at  
(Institute/College) \_\_\_\_\_ have read UGC Regulations on Curbing the Menace of  
Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”) and fully understood the  
provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 5 and clause 6.1 of the Regulations and am fully aware of the penal and  
administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or  
passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the  
Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be  
constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the  
Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any  
law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on  
account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that,  
in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/Mobile No.

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false  
and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_ of \_\_\_\_\_.

\_\_\_\_\_  
Signature of deponent

**Appendix 7**

**UNDERTAKING BY PARENT/GUARDIAN WITH RESPECT OF ANTI RAGGING**

I, Mr./Mrs./Ms. \_\_\_\_\_ (full name of parent/guardian) father/mother/guardian of, (full name of student with admission/registration/enrolment number), having been admitted to \_\_\_\_\_ (name of the institution), have read UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 5 and clause 6.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behave our or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_,

\_\_\_\_\_  
Signature of deponent

**PREFERENCE SHEET FOR THE ACADEMIC SESSION 2026-27**

Name of the Programme: \_\_\_\_\_

Candidate Name: Mr/Ms/Mrs. \_\_\_\_\_

Telephone No. (with STD Code): \_\_\_\_\_ Mob: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ NLT/CET/CUET Application No.. \_\_\_\_\_

Category: \_\_\_\_\_ Rank \_\_\_\_\_.

Give preference in order of your Priority:

S.No.	Name of the College/Institute	Shift	Programme/Branch
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____

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

(Signature of the Candidate)

(Counter Signature of Parent/Guardian)

**Note : The preference sheet is valid only for one particular counselling not for all round of counselling.**