

**OFFICE OF THE CONTROLLER OF EXAMINATIONS
(ADMISSION SECTION)
ALIGARH MUSLIM UNIVERSITY, ALIGARH**

D. No. 2916 /Adms.

Date: 04.11.2024
05

NOTICE

ATTENTION: Students admitted during the current session 2024-25 under Foreign Nationals / NRIs Category.

It is hereby notified that students who have been admitted in any course during the session 2024-25 under Foreign Nationals / NRIs Category are required to report in the **Admission Section (Foreign Nationals/NRIs Unit)** for **PHYSICAL VERIFICATION** of documents on or before **20.11.2024**, on any working day(s) (except Fridays) from **03:00 P.M. to 04:00 P.M.** along with the following Original documents.

1. Admission Card (Attested by Advisor, International Students Cell (inside Proctor's Office)
2. Admission e-fee Receipt.
3. **Five** (2.5 x 3.0 cms in size) recent front facing colour photographs (in white background).
4. **Original** High School Marksheet & Certificate or its equivalent in support of the date of birth (with **Five** self attested photocopies)
5. **Original** Marksheet of Class XII or its equivalent (with **Five** self attested photocopies)
6. **Original** Mark sheet / grade sheet of qualifying examination from First Year/Semester to Final Year/Semester (with **Five** self attested photocopies)
7. **Transfer / Migration and Character Certificate from the Institution last attended (if not enrolled at AMU) - ORIGINAL**
8. Valid Employment / Self Employed / NRI Certificate endorsed by the Indian Embassy / High Commission /Consulate of Parents / Sponsor - **ORIGINAL**
9. Affidavits in respect of Relationship and Undertaking by the Sponsor (Annexure-II &III) of Sponsor- **ORIGINAL**
10. Valid ID proof of Candidate's Parents / Relatives to establish the relationship with the Sponsor between the Student.
11. Relevant pages of the Parents / Sponsor Passport showing Visa and latest exit and entry date. (Photocopies)
12. NRE Bank Account details of Parents / Sponsor duly attested by the concerned bank.
13. Two Undertaking on plain paper - one on your behalf and the other on behalf of your parents/guardian regarding not to indulge in ragging. The sample format of these Undertakings are available on the website www.amucontrollerexams.com.
14. Name Removal Certificate from the rolls of the concerned Faculty / College / Institution (if already enrolled to any full time course of study at AMU).
15. Valid Student visa (for Foreign Nationals only).
16. Leave Sanction/ Relieving Order from the employer for the entire duration of the course, if employed.

IMPORTANT INSTRUCTIONS

- i. Students are required to register themselves in the Office of the Advisor, International Students' Cell (Inside Proctor's Office) before reporting for Physical Verification to the FN / NRIs Unit, Admission Section
- ii. No Physical Verification of documents unless the Student produce the Original MarkSheet / GradeSheet of qualifying examination and the above relevant NRIs documents.
- iii. Student(s) is/are advised to fill the above Undertakings attached in the mail before reporting for Physical Verification of documents to Foreign Nationals / NRIs Unit, (Admission Section)
- iv. Physical verification of documents will be done in the given date and time.
- v. No Physical Verification of documents in absentia.

Assistant Controller (Admissions)

P.T.O.

Copy to:

1. Dean, Faculty of Arts / Commerce / Engineering & Technology / Law / Life Sciences / Management Studies & Research / Science / Social Sciences / International Studies
2. Chairman, Department of Biochemistry / Commerce / English / Linguistics / Law / Agribusiness Business & Economics Mangt. / Computer Science / Geology / Chemistry / Mathematics / Fine Arts / Electrical Engineering / History / Islamic Studies / Foreign Languages / West Asian Studies and North African Studies
3. Advisor, International Students' Cell
4. Director, Centre for Professional Courses
5. Coordinator, Interdisciplinary Biotechnology Unit
6. Principal, Women's College
7. Principal, University Polytechnic (Boys) / Women's Polytechnic / Paramedical College / Nursing College
8. Principal, S.H. Sr. Secondary School / Sr. Secondary School (Girls)
9. Section Officer at Controller's Secretariat / S.O. (Admissions)



Assistant Controller
(Admissions)