

## Declaration cum Undertaking

I, \_\_\_\_\_ S/D/o \_\_\_\_\_

have been provisionally admitted to (Program Name) \_\_\_\_\_

for session **2024-25** at Galgotias University, subject to the submission of all following necessary documents required for my Enrolment.

**List of Documents required (Two sets of photocopies – Self-attested, to be submitted at the time of Admission)**

| Documents(s)   | Submitted (Yes / No) | Documents(s)   | Submitted (Yes / No) |
|--|----------------------|--|----------------------|
| Class X Mark-sheet and Certificate as proof of DOB             |                      | Student's Aadhaar Card   |                      |
| Class XII Mark-sheet and Certificate                           |                      | Caste Certificate (Mandatory in case of SC/ST/OBC) –   |                      |
| Class XII Admit Card (mandatory)                               |                      | Gap certificate (If applicable)  |                      |
| Migration Certificate/Leaving Certificate/Transfer Certificate |                      | Consent Letter for Galgotias University Alumni Association   |                      |
| Diploma/ITI Mark-sheet (If applicable)                         |                      | Undertaking of Discipline & Conduct Rule   |                      |
| Graduation Mark-sheet/Degree (If Applicable)                   |                      | Medical Fitness Certificate (Original to be submitted)   |                      |
| Post-Graduation Mark-sheet (If Applicable)                     |                      | AIU Equivalence Certificate: Required from Students holding foreign Certificate / Diploma / Degree against the last qualification. |                      |
| Two passport size photographs                                  |                      | Anti-ragging Affidavits Online (2 Nos)   |                      |
| Admission Offer letter (Provided by Galgotias University)      |                      | Income Certificate   |                      |
| <b>Entrance Exam Score Card submitted (Yes / No)</b>           |                      |  |                      |
| CLAT/LSAT for Law Program (if applicable)                      |                      | GATE for M.Tech Program (if applicable)  |                      |
| JEE for B Tech programs (if applicable)                        |                      | GPAT for M. Pharma Program (if applicable)   |                      |
| CAT and MAT for MBA programs. (if applicable)                  |                      | CUET 2024  |                      |
| PUEE (Pearson Undergraduate Entrance Exam) for UG Programs     |                      | Other (Please specify) _____   |                      |

***"I undertake that, in case of any discrepancy, inadequacy, wrong/improper information for the sake of admission from my side, or my failure to submit the above- mentioned documents on or before last date of admission, my admission stands cancelled and Fee shall be forfeited."***

Name of Student: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

**Office Use only**

Name of Verifier: \_\_\_\_\_

Signature of Verifier with date: \_\_\_\_\_

Remark, If any \_\_\_\_\_

## **Student Code of Conduct and Disciplinary Rules Undertaking**

- I am fully aware that the Galgotias University, Greater Noida approved by UGC. I will abide by all the rules & regulations of the University notified to me time to time.
- If my attendance is less than 75% in the theory lectures and practical sessions separately for each course, my term will not be granted.
- If I remain absent for lectures or practical without prior written permission of the Dean/HOD, I will be detained from all the examinations as decided by the University authorities.
- I am aware that if I remain absent from the without prior permission of the Dean/HOD, the University reserves the right to cancel my admission without any information from the University and to strike out my name from the roll. In such a case, I will not be entitled to any refund.
- I shall attend/give all the Assessments Tests like Internal Assessments (IAs/CATs), Mid-Term Examination, and End-Term Examinations and fulfill the minimum academic requirement in each semester. I shall also submit assignments, internships, reports, or any other assignments as per the academic requirements of the program.
- I, along with my parent/guardian, am fully aware that if I fail to complete the term work regularly and do not fulfill all the academic requirements of the program to the satisfaction of the Head of the Institution, I will not be granted the terms and will not be allowed to appear for the End-Term Examination (ETE) or any other examination.
- I shall be responsible to the authorities of the university for my conduct not only in the premises of the University but also for conduct in general, outside the premises as well.
- I am aware that any reported, observed objectionable conduct within or outside the premises of the University, will make me liable for strict disciplinary action.
- If I found guilty of Ragging, I am liable for punishment according to the rules & regulation of university, without prejudice to any other criminal action may be taken against me under any penal law or any law for the time being in force or as per the High Court decision for University Act. 1956- Regulation 26(1) G-2009.
- I am aware that sexual harassment at workplace is punishable offence as per act 2013. If I found guilty, I am liable for punishment according to university rules & regulations.
- I assure that, I will not participate in any political or antisocial activities.
- I assure for helping in maintaining the university campus clean and tidy.
- I am aware that University can take strict disciplinary action against me, if I found in any act, which breaks any Rules & Regulations of University or Student Code of Conduct.
- I will check the University website regularly to get the updated information, If any.

**I Also do undertake –**

- That I shall pay the **fees on or before 7th April of every year** during my tenure in Galgotias University.
- That the fee as on date is interim, the final fee shall be decided by Galgotias University. I, therefore, undertake to pay the difference in fees (if any) to the University as and when decided by Galgotias University for current session.
- (If applicable): My result of the last qualifying examination has not been declared yet, hence I cannot show the original marksheet and leaving certificate for verification purposes. I shall submit these documents before 30th November of the current year. If I fail to do so, my admission may be canceled at any time during my tenure at Galgotias University.

***I have read and understood the above Discipline & Conduct Rules and Regulations of the University, and I agree to abide by them. Further, I am fully aware that violation of these rules and engaging directly or indirectly in any anti-institutional activities, ragging, or misbehavior on or off campus will be viewed very seriously by the authorities, which may even result in expulsion/rustication from the University. In that case, I will not have any grounds for appeal, and I will not be entitled to any refund of fees.***

Student Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Student's Signature \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Program Name: \_\_\_\_\_

Application No.: \_\_\_\_\_

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

**FOR OFFICE USE ONLY**

Received By (Name) \_\_\_\_\_

Checked By (Name) \_\_\_\_\_

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

## **Alumni Membership Consent Form** **(Academic Year 2024-25)**

Dear Student,

The Galgotias University Alumni Association provides a vibrant platform for networking and interaction among the university alumni. As per university policy, the one-time, non-refundable caution money deposit of Rs. 2000/- paid at admission will be transferred as your Alumni Association membership fee after end of final semester/year.

**Student Details:**

Student Name \_\_\_\_\_

Permanent Address \_\_\_\_\_

Admitted in the Program \_\_\_\_\_

Admission No. \_\_\_\_\_

**Caution Deposit Transfer for Alumni Membership:**

I agree & understand that, the caution money of Rs. 2000/- paid at the time of admission is non-refundable. After the end of my final semester/year, this amount will be automatically transferred to register you as a member of the Galgotias University Alumni Association.

**Consent for Alumni Membership and Caution Deposit Transfer:**

I give my consent, that the Rs. 2000/- caution money paid at admission will be non-refundable and will be transferred as the Alumni Association membership fee.

Student Name \_\_\_\_\_ Student Signature with date \_\_\_\_\_

**Parent/Guardian Acknowledgement:**

I acknowledge and consent to the university policy of transferring the non-refundable Rs. 2000/- caution deposit paid at admission as my ward's Alumni Association membership fee upon graduation.

Father/Guardian Name \_\_\_\_\_

Father/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_