



MAHARASHTRA EDUCATION SOCIETY'S
(SINCE 1860)

MES SENIOR COLLEGE, PUNE

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Approved by AICTE, New Delhi & Affiliated to Savitribai Phule Pune University, Pune

BBA/BBA-IB/BBA-CA & BCA Admission A.Y. 2025-26

DOCUMENT CHECKLIST

Sr. No.	Documents	OPEN		SC/ST	OBC VJ NT SBC SEBC	EWS	TFWS	EBC
		Maharashtra Students	OMS Students					
1	Receipt-cum-Acknowledgement of Seat Acceptance (through candidate's login on CET Cell website)	✓	✓	✓	✓	✓	✓	✓
2	Receipt-cum-Acknowledgement from E-Scrutiny/Physical Scrutiny	✓	✓	✓	✓	✓	✓	✓
3	Score Card of valid CET Examination 2025	✓	✓	✓	✓	✓	✓	✓
4	SSC (10 th Std.) Mark Statement	✓	✓	✓	✓	✓	✓	✓
5	HSC (12 th Std.) Mark-Statement	✓	✓	✓	✓	✓	✓	✓
6	College Leaving Certificate (HSC)	✓	✓	✓	✓	✓	✓	✓
7	Migration Certificate (If HSC from other than Maharashtra Board)	✓	✓	✓	✓	✓	✓	✓
8	GAP Affidavit, if applicable	✓	✓	✓	✓	✓	✓	✓
9	Maharashtra Domicile Proof Submitted to E-Scrutiny/Physical Scrutiny Centre 1. Domicile Certificate 2. Birth Certificate 3. School Leaving mentioning Birth Place in Maharashtra	✓	-	✓	✓	✓	✓	✓
10	Nationality Proof Submitted to E-Scrutiny/Physical Scrutiny Centre 1. Nationality Certificate 2. Birth Certificate 3. School Leaving Certificate mentioning Nationality (Indian) 4. Valid Indian Passport	✓	✓	✓	✓	✓	✓	✓
	Documents required from Reserved Category Students for claiming reservation							
11	Caste Validity Certificate	-	-	✓	✓	-	-	-
12	Caste Certificate	-	-	✓	✓	-	-	-
13	NON Creamy-Layer Certificate valid till 31/03/2026	-	-	-	✓	-	-	-
14	EWS Certificate for EWS student only - as per prescribed format (Proforma V) (Refer Information Brochure)	-	-	-	-	✓	-	-
15	Income Certificate of parents from Tahasildar (Valid upto 31/03/2026) (Mandatory for EBC, EWS, TFWS and reserved category students)	-	-	✓	✓	✓	✓	✓
16	Aadhar Card Xerox	✓	✓	✓	✓	✓	✓	✓
	Additional Document required for claiming seats under below category							
17	Orphan Certificate Proforma – U – For Orphan Students only							
18	Defense Service Certificate – Proforma C and D/E (If applicable)							
19	Physically Handicapped (Disability) Certificate- issued by competent authority (if applicable)							