



## MANAGEMENT & COMMERCE INSTITUTE OF GLOBAL SYNERGY

Global House, Shastri Nagar, Panchsheel Road, P.O.BOX 31, GPO, AJMER (Raj.), India  
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Fee	(For Office Use only)		
Rs.			
Receipt No.			
Date			

Class Roll No.  
(leave blank)

Recent Colour  
Photo

S. No. \_\_\_\_\_

### ADMISSION FORM (Year 20 \_ \_ - \_ \_ )

Signature

Mention the Course of your choice in the Box →

MBA / MCA / BBA / BCA \_\_\_\_\_

Part \_\_\_\_\_

<b>Name of the Student (In Capital Letters)</b>		MR. / MS.	
Date of Birth		(Please attach a attested copy of 10 <sup>th</sup> marksheet)	
Mother Tongue		Nationality	Religion
<b>Particulars of Parents</b>		<b>Father</b>	<b>Mother</b>
Name			
Profession / Occupation			
Yearly Income			
Educational Qualification			
Tel. Office (with city code)			
Tel. Residence (with city code)			
Mobile No.			
<b>Permanent Address:</b>		<b>Present Address:</b>	
State :		Pin:	
State :		Pin:	
Category : Gen / SC / ST / OBC / Minority / Phy. Handicapped		(Attach an attested copy of Category Certificate in case of SC / ST / OBC)	
<b>Academic Record</b>		<b>Last Class Passed / Appeared</b>	
Name of Last School / College with place			
Name of Board / University			
Marks obtained / out of Max Marks		/	Percentage %
Medium	Stream (√)	Arts / Science / Commerce / BBA / BCA	Year
(Kindly attach attested photocopy of last examination passed and original T.C. from previous school / college)			

I have read the instructions given along with the form & in the hand book and want to take admission to the college. I undertake to abide by all the College Rules and regulations for admission from time to time. I accept that my admission is subject to approval about eligibility &/or compliance with legal / technical requirements of the concerned University.

Date \_\_\_\_\_

**Signature of Applicant**

Note: This form should be deposited in office along with admission form fee (either in cash or a Bank Draft in favour of "Management & Commerce Institute of Global Synergy" payable at Ajmer, India) & Hand Book may be obtained.

## RULES

- (1) Admission to Professional Courses requires seriousness of purpose and it is expected that those seeking admission to this institute are interested in joining the same with that seriousness and commitment.
- (2) Every student must observe dress code of the institute throughout the year.
- (3) He / She must undertake to attend the college regularly & punctually and participate in the morning assembly. (Prayer, News, thought & G.K.)
- (4) Minimum required Attendance in each subject must be 75 % as decided by University / appropriate authority. Failure to achieve that will disqualify a student from continuing studies & appearing in final examinations.
- (5) Active participation in seminars & Workshops and honest diligent work on projects are essential elements in the learning process. Every student is also expected to take active part in co-curricular activities for his/her overall personality development.
- (6) Any damage to property or its belongings will have to be made good by the person (s) responsible / all the students collectively.
- (7) Absence from the college without permission is viewed seriously. Continuous leave for more than 15 days without permission would warrant striking off student's name from college rolls. Hence leave may be taken with prior permission only.
- (8) Library rules and Computer Lab. Instructions are mentioned in the Handbook, must be carefully read and complied with.
- (9) Irregular attendance / indiscipline / significant absence from sessional examinations will affect academic performance of students adversely and will be viewed seriously. Students will be penalized suitably including issue of Transfer Certificate to them.
- (10) Except caution money, fee once paid will not be refunded under any circumstances.
- (11) Location of campus may be changed if so required by any Government regulation or if it is considered desirable by the management.
- (12) Admission Committee reserves the right to reject any application for admission at any stage.

## UNDERTAKING

### I Understand that:

1. I have read rules mention here above. I promise to abide by them.
2. All details furnished by me are true and in case any information herein furnished by me is found to be false, I shall be liable to punishment / penalty as decided by the college administration.
3. No legal / criminal case is pending against me nor have I ever been convicted in any part of the country / outside India at any time.
4. I am not debarred by any University / Board from appearing in University / Board Examination.
5. After getting admission, if I don't continue studies or leave the institute at any time, I shall not be entitled to, nor claim refund of fee, except Caution Money.
6. I shall not get involved in any way in act of RAGGING. If found so, I accept that College Administration can take any strict action against me including rustication from college.

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

Signature of Applicant

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Note: For any legal dispute jurisdiction shall be Ajmer only.