Course Name: **Date:**

Applicant's Name:

DOCUMENTS CHECK LIST
DOCUMENT STATUS AT THE TIME OF ADMISSION / CLASS START

S.No	Types of Documents	At the time of admission Page No.	At the time of Class Start Page No.
COMPULSORY DOCUMENTS			
1	Filled Online Admission/Application Form (on printed format)		
2	Check List		
3	**10th** Mark-Sheet		
4	10th Provisional Certificate		
5	10th Migration Certificate		
6	10th School Leaving Certificate		
7	10th Original Certificate		
8	**12th** Mark-Sheet		
9	12th Provisional Certificate		
10	12th Migration Certificate		
11	12th College Leaving Certificate		
12	12th Original Certificate		
13	Aadhaar Card (Father, Mother, Applicant)		
14	Address proof		
15	Character / Medical Certificate		
16	Parents ID proof		
17	Undertaking From Parents/Guardian		
18	Six recent passport size color photos of Applicant's		
19	Application form for Scholarship		
20	Photocopies of all documents must be self-attested.		
21	Applicant & Parent/Guardian Signature		
23	Challan / Bank Demand Draft in Original.		
CONDITIONAL DOCS (IF APPLICABLE)			
1	Undertaking for Provisional Admission		
2	Parent Authorization Form (PAF)		
3	Guardians Photo (2) and ID Proof (Authorized by parents)		
PENDING DOCUMENTS / SIGNATURES			

S.No.	At the time of Admission	At the time of class start	
1			
2			

Sign of Admission Officer:		
Date & Seal		
Admissions In charge Remarks:		
File Completion Date:		
Documents Verification		
Total No. of pages after verification:		
		Sign. & Date & Seal

STATUS UPDATE AFTER CLASS START

S.No.	Documents	Date	Sign.
1			
2			

Name & Sign of Officer / In charge admission with Seal

Note : One set of all documents in hardcopy must be submitted at the time of admission at head office or by speed post at,
(AL SHAHEEN PARAMEDICAL COLLEGE AND HOSPITAL, WEST OF POLICE STATION, SHAMIM MANZIL CAMPUS, PO + PS – MASHRAK, DISTRICT – BIHAR, PIN CODE - 841417, INDIA).