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Indian Institute of Cost and Management Studies & Research's

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Institute of Management Studies & Research

(An autonomous Institute affiliated to Savitribai Phule Pune University)

Documents required for admission to BMS and BBA(IB) programs 2026-27.

1. Mandatory Entrance Exam Details

- **MAH CET Scorecard:** Your official score/rank card for the BMS CET.
- **MAH CET Admit Card:** The hall ticket you used during the entrance exam.
- **CAP Allotment Letter:** The seat allotment letter downloaded from the MAH CET portal after a counseling round.

2. Academic Records

- **Class 10 (SSC) Marksheet & Passing Certificate:** For proof of date of birth.
- **Class 12 (HSC) Marksheet & Passing Certificate:** Meeting the minimum percentage eligibility prescribed by SPPU.
- **School / College Leaving Certificate (LC/TC):** Original copy from your previous institution.
- **Migration Certificate:** Mandatory *only* if you completed your Class 12 from a board other than the Maharashtra State Board (e.g., CBSE, ICSE, or other state boards).
- **Gap Certificate:** An affidavit on stamp paper if there was a year break between your Class 12 and current admission.

3. Identity and Digital Profiles

- **APAAR ID card:** Now mandatory for Maharashtra university registrations; can be generated via DigiLocker.
- **Aadhaar Card:** Copied and linked to your educational profile.
- **Passport-size Photographs:** 3 to 5 recent color copies.

4. Domicile & Category-Specific Documents (If Applicable)

If you are claiming a seat under a reserved category or Maharashtra State candidature, you must produce:

- **Domicile Certificate / Nationality Certificate:** To prove residency in Maharashtra.
- **Caste Certificate:** Issued by the Competent Authority of Maharashtra.
- **Caste Validity Certificate:** Mandatory for specific reserved categories to confirm the caste status.

- **Non-Creamy Layer Certificate (NCL):** Valid for the current financial year (required for OBC, VJ/DT, NT, and SBC categories).
- **EWS Certificate:** If applying under the Economically Weaker Section quota.

Note:

- **True Copies:** Keep at least **3 sets of self-attested photocopies** alongside all original documents.
- **Digital Backups:** Scan high-quality PDFs of every document, as you will need to upload them to the SPPU Campus Admission Portal for eligibility verification once your college seat is confirmed.