INTERNATIONAL INSTITUTE OF INFORMATION TECHNOLOGY (I²IT)

Accredited by NAAC

Approved by AICTE, New Delhi | Recognized by DTE, Govt. of Maharashtra | Affiliated to the Savitribai Phule Pune University

DTE Code : EN 6754 | AISHE Code : C-41681

INSTRUCTIONS TO ILS / ACAP STUDENTS
For First Year (Academic Year 2021 – 22)

The students have to report to the academic building for Document verification and completion of Admission Process. All candidates should bring following ***original documents*** along with ***TWO sets of self-attested photocopies***. **Also, scanned copy of all the original documents has to be bought on a Pen Drive.**

The original documents hard copies would be retained by the college for the purpose of DTE / ARA Verification. The soft copy of the documents are required to be kept with students till the completion of the course (till Course Completion).

Sr. No.	DOCUMENT LIST
	Students have to bring scanned copy of below mentioned applicable documents on PEN DRIVE. The soft copy of the documents are required to be kept with students till the completion of the course (till Course Completion).
1.	Acknowledgement Receipt of E- Scrutiny Center received after document verification
2.	MHT – CET 2021 Score Card print out from the website of competent authority
3.	JEE (Main) 2021 Score Card print out from the website of competent authority
4.	Xth Grade Mark sheet / Passing Certificate
5.	XIIth Grade / Diploma Mark sheet / Passing Certificate
6.	Grade conversion in case of Xth & XIIth Maksheet shows grades or CGPA Score
7.	Migration Certificate (For other than Maharashtra Board)
8.	XIIth / Diploma Leaving / Transfer Certificate (As Applicable)
9.	Caste Certificate – For all Reserved category students
10.	Caste Validity Certificate – For all Reserved category students
11.	Non Creamy layer Certificate **valid till 31.03.2022 (For DT / VJ / NT / OBC / SBC / SEBC Category)**
12.	Income Certificate – For all Reserved Category students stating that his/her parent's annual income from all source is less than Rs. 8.0 lakhs issued by appropriate competent authority of the Maharashtra State
13.	Gap Certificate (For students who have passed XIIth Examination before 2021)

P-14, Rajiv Gandhi Infotech Park, MIDC, Phase- I, Hinjawadi, Pune - 411 057, Maharashtra, India

Tel.: +91 20 2293 3441 | Fax.: +91 20 2293 4191 | Email: info@isquareit.edu.in | principal@isquareit.edu.in | Website: www.isquareit.edu.in

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Sr. No.	DOCUMENT LIST
14.	**Nationality* Certificate (Any of the below):** ⇨ Indian Nationality Certificate issued by the Tahshildar/Executive Magistrate/Dy. Collector of the concerned Taluka/District wherein the candidate ordinarily resides ⇨ The School Leaving Certificate indicating the Nationality of the candidate as 'Indian' ⇨ Original Birth Certificate clearly indicating Nationality as 'Indian' ⇨ Original Passport (with Attested photocopy of Passport) ***Required only if Leaving Certificate does not specify the Nationality**
15.	**Domicile** Certificate (Any of the below):** ⇨ Domicile Certificate of Candidate / Parent issued by the Maharashtra State's appropriate authorities will be considered valid ⇨ The domicile certificate of Mother of the candidate shall be supported with marriage certificate and legal proof of change in name if any. Such candidates will be required to submit birth certificate clearly mentioning the name of the mother ****Required only if Leaving Certificate does not specify the place of birth in Maharashtra**
16.	**If the student is considered as below during E-Scrutiny:** ⇨ For Type "C" Candidates – **Proforma A** stating that father/mother of the candidate who is a Central Government / Government of India undertaking employee is presently posted in/outside Maharashtra ⇨ For Type "D" Candidates – **Proforma B** stating that father/mother of the candidate who is a Maharashtra State Government / Maharashtra State Government undertaking employee or undertaking along with documentary evidences from the retired employee stating place of settlement Note : Both these proforma have to be accompanied by attested copy of: 1. Transfer order 2. Joining report
17.	**Ex – Servicemen (Defense – 1) -** Defence Service Certificate Pro forma – C. Domicile certificate of father/mother who is an Ex - service personnel is domiciled in the State of Maharashtra Note : This pro forma is to be accompanied by attested copy of : 1. Transfer order 2. Joining report
18.	**Active Domicile Defense (Defense – 2)** - Defence Service Certificate Pro forma – C and Domicile certificate of father/mother who is an active defence service person is domiciled in the State of Maharashtra

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Sr. No.	DOCUMENT LIST
19.	**Active Non Domicile (Defense - 3)** - Defence Service Certificate Pro forma – C and D/E. Certificate from the employer in the pro forma – D stating that father/mother of the candidate who is an active defence service person presently posted in Maharashtra OR Certificate from the employer in the pro forma – E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra Note : Both these proforma have to be accompanied by attested copy of: 1. Transfer order 2. Joining report
20.	Latest Passport Size and Stamp Size color photographs (**Passport Size – 10 Nos. and Stamp Size – 10 Nos.**) – **Along with Soft copy on the Pen Drive.**
21.	UID / Aadhar Card self-attested Photocopy Only
22.	Character Certificate (For OMS Candidates)

For any assistance in locating the Institute Campus, kindly call on 22933441/ 2/ 3. Following are the transportation options available:

- Direct PMPL, PCMC buses are available from Pune Station, Pune Corporation, Nigdi Depot; Bhosari Depot, kindly get down at Phase I, Infosys Circle and then walk down the lane between Tata Technologies and Lemon Tree

- You can hire a Cab through OLA / UBER

- Normally the travel journey by auto is 1.5 hours from Pune Station and 1 hour from Nigdi, Bhosari.

Road Map to reach the Institute

P-14, Rajiv Gandhi Infotech Park, MIDC, Phase- I, Hinjawadi, Pune - 411 057, Maharashtra, India

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