<u>विस्तार सूचना / **EXTENSION NOTICE**</u>

दिनांक: 01 अक्टूबर 2025
Dated: 01st October 2025

विषय: भौतिक दस्तावेज़ सत्यापन – अनुस्मारक
Subject: Physical Document Verification – Reminder

उपरोक्त विषय पर 10 सितंबर, 2025 को जारी महाविद्यालय के पूर्व नोटिस के क्रम में, जिन छात्रों ने अभी तक दस्तावेजों का सत्यापन नहीं करवाया है, उन्हें निर्देश दिया जाता है कि वे शुक्रवार, 10 अक्टूबर 2025 को 1600 बजे से 1700 बजे तक खिड़की संख्या 3 पर यह प्रक्रिया पूरी कर लें।

In continuation of the earlier college notice dated 10th September, 2025 on the subject cited above, those students who have not gone through the physical document verification process yet are further advised to go through the same till Friday, 10th October 2025 from 1600 hrs. to 1700 hrs. at window no.3.

दस्तावेज़ सत्यापन के लिए निम्नलिखित दस्तावेज़ (मूल और फोटोकॉपी) आवश्यक हैं:
The following documents (Original as well as photocopies) are required for physical document verification

1) आवेदन पत्र (सीएसएएस पंजीकरण पत्र/आवेदन चरण I);
   Application Form (CSAS Registration Form/ Application Phase I);
2) स्नातक अंक तालिका (केवल पी.जी. छात्रों के लिए);
   Undergraduate Marks Statement (Only for PG Students);
3) कक्षा XII का अंक तालिका सह प्रमाण पत्र;
   Marks Statement cum Certificate of Class XII;
4) कक्षा X का अंक तालिका सह प्रमाण पत्र;
   Marks Statement cum Certificate of Class X;
5) वैध जाति/श्रेणी प्रमाण पत्र (यदि किसी आरक्षित श्रेणी के अंतर्गत प्रवेश दिया गया हो);
   Valid Caste / Category certificate (If admitted under any reserved categories);
6) आवंटन पत्र और निवास प्रमाण पत्र (केवल पीएमएसएस छात्रों के लिए);
   Allotment Letter and Domicile Certificate (Only for PMSS Students);
7) रैगिंग विरोधी फॉर्म; (अनुलग्नक I देखें)
   Anti-Ragging Form; (See Annexure I)
8) यदि किसी हलफनामे के आधार पर प्रवेश दिया गया है तो छात्रों को उसे सभी संबंधित दस्तावेजों के साथ मूल रूप में जमा करना होगा;
   In case admission granted on the basis of the any affidavit, students have to submit it in original with all the related documents;
9) दिल्ली विश्वविद्यालय के प्रवेश पोर्टल पर अपलोड किए गए अन्य प्रासंगिक दस्तावेज
   Any other relevant documents uploaded on the University of Delhi's admission portal

नोट: जो छात्र दस्तावेज़ सत्यापन नहीं करा पाएँगे, उन्हें नवंबर-दिसंबर 2025 में होने वाली प्रथम सेमेस्टर कि परीक्षा में बैठने की अनुमति नहीं दी जाएगी।
Note: *The students who fail to go through the physical document verification process will not be permitted to appear in the first semester examination to be held in the month of Nov.-Dec. 2025.*
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Prof. R.K. Gupta
Principal

P.G.D.A.V. College (Evening)
(University of Delhi)
Nehru Nagar, New Delhi-110065

NOTICE

F.No.8/25/2025-26/Eve.   Dated: 10th September 2025

Dear Students,

This is to inform you that you were admitted provisionally through online mode in this college in the Academic Year 2025-26.

As per the directive of the Dean, Admissions (University of Delhi) all the students of Under Graduate (UG) & Post Graduation (PG) of 1st year classes are required to come to the college and submit the self-attested **Xerox of Certificates / Documents** for Physical Documents Verifications at window no.3 from 15th September to 30th September 2025 (Dealing Timing: 1600 hrs. to 1900 hrs.).

The following documents are required for physical document verification (in original & self-attested photocopies):

1)   Application Form (CSAS Registration Form/ Application Phase I);

2)   Undergraduate Marks Statement (Only for PG Students);

3)   Marks Statement cum Certificate of Class XII;

4)   Marks Statement cum Certificate of Class X;

5)   Valid Caste / Category certificate (If admitted under any reserved category);

6)   Allotment Letter and Domicile Certificate (Only for PMSS Students);

7)   Anti-Ragging Form; (See Annexure I)

8)   In case admission granted on the basis of the any affidavit, students have to submit it in original with all the related documents;

9)   Any other relevant documents uploaded on the University of Delhi's admission portal.

NOTE:
1.   Self-attested Xerox certificates/documents are required to be submitted along with the original certificate/documents. The original certificate/documents will be returned to the students on the same day.
2.   Admission Form and supporting documents paper size should be in portrait mode of A4.
3.   Blurred, Damaged Particulars, Phone Screenshot application form and supporting documents will not be accepted.
4.   One step towards a clean environment: Students are advised to take printout of their documents on both sides of paper.
5.   A Complete set of admission form along with supporting documents should be arranged in the sequence as mentioned above.

Prof. R.K. Gupta
Principal

GUIDELINES FOR FILLING THE ANTI RAGGING FORM

STEP 1: Visit www.antiragging.in

STEP 2: Click on 'Undertaking'→ 'Register'

STEP 3: Choose the Educational Institution Type as 'College'

STEP 4: Fill your Personal details and Parent / Guardian Details.

STEP 5: Under College and Course Details, select state as **Delhi** and College name

as <**PGDAV College (C-22471)** >.

STEP 6: Type in the below details as given:

a.   College Director's / Principal Name as <**Prof. R.K. Gupta** >

b.   College Phone Number (+91) - <**011-29845214**>

c.   College Landline Number (Optional) <**011-29845214**>

d.   Details of the course (**Under Graduate Degree / Post Graduate Degree, as**

the case may be)

e.   Name of the Course in which student admitted

f.   Number of students in your class

g.   Current year of study

h.   Nearest Police station to your College <**Lajpat Nagar**>

STEP 7: Check all boxes under UGC Regulations.

STEP 8: Fill in the Confidential Survey.

STEP 9: Recheck the form and confirm that all the details are correct.

STEP 10: Click Submit Form.

STEP 11: On successful submission, applicant will receive Reference ID. Note down this Reference ID.

STEP 12: Click on 'Undertaking'→ 'Download.

STEP 13: Enter Reference ID, Email and Mobile No and click on submit button.

STEP 14: Student Anti Raging Affidavit and Parent/Guardian Undertaking will be downloaded.

STEP 15: Students are required to take out the print of the Anti-Raging Affidavit in A4 paper size (both side) and submit it to the college with student and parents signature.