



महात्मा गाँधी केन्द्रीय विश्वविद्यालय

MAHATMA GANDHI CENTRAL UNIVERSITY

(Established by an Act of Parliament)
Chanakya Parisar, Zila School Campus, Motihari, District: East Champaran, Bihar – 845401
www.mgcub.ac.in

जंतु-विज्ञान विभाग Department of Zoology

Date: July 17, 2025

Notice for Document Verification

Admission Process in M.Sc. Zoology

(Academic Year 2025-26)

This is regarding the provisional admission to the M.Sc. Zoology Programme for the Academic Session 2025–26 in the Department of Zoology.

All the provisionally selected candidates, who have completed the formalities of admission through the deposition of requisite admission-fee through the Samarth portal till July 22, 2025 are directed to report for document verification as per the details below:

Date of Verification: From 23rd July 2025 10:30 AM onwards

Venue: Department of Zoology, Chanakya Parisar, Zila School Campus, Near Sadar Hospital, Mahatma Gandhi Central University, Motihari, District–East Champaran, Bihar – 845401

Students are further directed to bring the below mentioned documents in the original, along with a set of self-attested photocopies for verification.


Prof. Pranveer Singh
HoD, Zoology

LIST OF DOCUMENTS REQUIRED FOR ADMISSION

Following documents in original as well as a set of attested photocopies will be required for verification:

1. CUET (PG) – 2025 application form.
2. NTA score card of CUET (PG) – 2025.
3. CUET (PG) – 2025 registration form.
4. Marksheets and certificates of 10th and 12th.

5. Marksheet and Certificate of Graduation.
6. Five copies of recent passport size photographs.
7. Self-attested copy of AADHAR card.
8. Bank Account detail of student i.e. Account No., IFSC-Code, Name of account holder & address of Bank.
9. A Character certificate from the Head of the Institution last attended.
10. Transfer/Migration Certificate (in original) from the Head of the Institution/University last attended.
11. Affidavit for intervening period/gap of over three years, if applicable on 10/- stamp paper.
12. Valid SC/ST/OBC-NCL/PwD/EWS Certificate as per GOI rules, wherever applicable.
13. No Objection Certificate (NOC) from Employers, wherever applicable.
14. Anti-ragging forms duly signed by the students & parents/guardians. (Format attached at Annexure-I and Annexure-II in the University Prospectus).

AFFIDAVIT BY THE STUDENT

(to be submitted by the student at the time of admission)

I, _____ (full name of student with University Roll Number) S/o
D/o Mr _____, having been admitted to Mahatma Gandhi
Central University, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational
Institutions, 2009, (hereinafter called the "**Regulations**") and have carefully read and fully understood the provisions contained in
the said Regulations.

2) I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and
administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively,
or being part of a conspiracy to promote ragging.

4) **I submit to the disciplinary jurisdiction of the Vice-Chancellor and other authorities
of the University.**

5) I hereby solemnly aver and undertake that:

a) I will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be
constituted as ragging under Clause 3 of the Regulations.

6) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the Regulations,
without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in
force.

7) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account
of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration
is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of Deponent

Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing
has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month), _____ (year)

Signature of Deponent

NOTE: It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session.

ANNEXURE - II

AFFIDAVIT BY THE PARENT/GUARDIAN

(To be submitted by the parent/guardian at the time of admission)

I, Mr/Mrs/Ms _____ (full name of parent/guardian) father/mother/ guardian of _____ (full name of the student with admission/registration/ enrolment number), having been admitted to Mahatma Gandhi Central University, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "**Regulations**") and have carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/ she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that:

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of Deponent

Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at ----- (place) on this the ----- (day) of ----- (month), ----- (year)

Signature of Deponent

NOTE: It is mandatory to submit this affidavit in the above format if you desire to register for the forthcoming academic session.

EWS CERTIFICATE

Government of.....
(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKERSECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of
_____ permanent resident of _____, Village/Street _____ Post.
Office _____ District _____ in the State/Union Territory _____ Pin
Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the
gross annual income* of his/her family** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____.
His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq. yards and above in notified municipalities;
 - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as
a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Recent Passport
size

attested
photograph of
the applicant

Signature with seal of Office_____

Name_____

Designation_____

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

THE OBC CATEGORY

This is to certify that _____, son/daughter of _____, of village _____ District/Division _____ in the State of _____ belongs to the _____ community which is recognized as a Backward Class under the following resolution of Government of India, Ministry of Welfare.

- *(i) Resolution No. 12011/68/93-BCC (C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993.
- *(ii) Resolution No. 12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 163, dated the 20th October, 1994.
- *(iii) Resolution No. 12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 88, dated the 25th May, 1995.
- *(iv) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 210, dated the 11th December, 1996.
- *(v) Resolution No. 12011/96/94-BCC, dated 9th March 1996.
- *(vi) Resolution No. 12011/13/97-BCC, dated 3rd December 1997.
- *(vii) Resolution No. 12011/99/94-BCC, dated 11th December 1997.
- *(viii) Resolution No. 12011/68/98-BCC, dated 27th December 1999.
- *(ix) Resolution No. 12011/88/98-BCC, dated 6th December 1999 published in the Gazette of India, Extraordinary, Part-I, Section I, No. 270 dated 6th December 1999.
- *(x) Resolution No. 12011/36/99-BCC, dated 4th April 2000 published in the Gazette of India, Extraordinary, Part-I, Section I, No. 71 dated 4th April 2000.
- *(xi) Resolution No. 12011/44/99-BCC dated 21st September 2000 published in the Gazette of India, Extraordinary, Part-I, Section I, No. 210 dated 21st September 2000.
- *(xii) Resolution No. 12015/9/2000-BCC, dated 6th September 2001.
- *(xiii) Resolution No. 12011/1/2001-BCC, dated 19th June 2003.
- *(xiv) Resolution No. 12011/4/2000-BCC, dated 13th January 2004.
- *(xv) Resolution No. 12011/9/2004-BCC dated 16th January 2006 in the Gazette of India, Extraordinary, Part-I, Section I, No. 210 dated 16th January 2006.

*Shri _____ and /or his/her family ordinarily reside(s) in the _____ District/ Division of the _____ State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No.36012/22/93/-Est. (SCT), dated 08-09-1993 which is modified vide OM NO. 36033/3/3004 Est. (Res) dated 09/03/2004.

District Magistrate Deputy Commissioner, etc.

Dated _____

SEAL

*Strike out whichever is not applicable

Note:

(a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.

(b) The authorities competent to issue caste certificates are indicated below:-

- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/ Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of first- class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

PWD CERTIFICATE

Format for Physically Challenged (PH)/Persons with Disabilities (PWD) Certificate **(To be obtained by the candidate)**

(To be filled by Medical Board notified under PWD Act)

Affix here recent
Photograph
showing the
disability duly
attested by Medical
Superintendent/CM
O/Head of Hospital
(with Seal)

Certificate No:

Date:

This is to certify that Mr./Ms. _____ son/daughter of Mr./Mrs. _____
Age _____ male/female, Registration No. _____ is a case of _____. He/She is physically
disabled/visual disabled/speech and hearing disabled/having mental retardation/ leprosy cured and has % (_____
_____ per cent) permanent (physical impairment/visual impairment/speech and hearing impairment etc.) in relation to
his/her _____.

Note:

This condition is progressive/not progressive/likely to improve/not likely to improve*.

1. Re-assessment is not recommended/ is recommended after a period of _____ months / years*. (*Strike out
whichever is not applicable)

Signature of Dr.

Name of Dr.

Specialization

Seal with Degree
(Member/Medical Board)

Signature of Dr.

Name of Dr.

Specialization

Seal with Degree
(Member/Medical Board)

Signature of Dr.

Name of Dr.

Specialization

Seal with Degree
(Member/Medical Board)

Signature/Thumb impression of Patient

Countersigned by the Medical Superintendent/CMO/Head of Hospital (with seal)

FORMAT FOR CASTE/TRIBE CERTIFICATE TO BE PRODUCED BY THE CANDIDATES APPLYING UNDER SC/ST

Form of Certificate as prescribed in M.H.A. O.M. No. 42/21/49-N.G.S., dated 28-1-1952 as revised in Dept. of Per. & A.R., Letter No. 36012/6/76-Est. (S.C.T.), dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

1) This is to certify that Shri/Shrimati*/Kumari* _____ Son/daughter* of Shri /Shrimati _____ of village/town* _____ in District/ Division* of the State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as a Scheduled Caste / Scheduled Tribe*

Under:

- *The Constitution (Scheduled Castes) Order, 1950.
- *The Constitution (Scheduled Tribe) Order, 1950.
- *The Constitution (Scheduled Castes) (Union Territories) Order, 1951.
- *The Constitution (Scheduled Tribe) (Union Territories) Order, 1951.

(As amended by the Scheduled Castes and Schedules Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966 the State of Himachal Pradesh Act, 1970, the North- Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Schedules Tribes Orders (Amendment) Act, 1976).

- *The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956.
- *The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.
- *The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.
- *The Constitution (Dadra and Nagar Haveli) Scheduled Tribe Order, 1962.
- *The Constitution (Pondicherry) Scheduled castes Order, 1964.
- *The Constitution (Uttar Pradesh), Scheduled Tribes Order, 1967.
- *The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968.
- *The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968.
- *The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- *The Constitution (Sikkim) Scheduled Castes Order, 1978.
- *The Constitution (Sikkim) Scheduled Tribes Order, 1978.
- *The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989.
- *The Constitution (Scheduled Castes) Order (Amendment) Act, 1990.
- *The Constitution (Scheduled Tribes) Order Amendment Act, 1991.
- *The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

2) This certificate is issued on the basis of the Scheduled Castes /Scheduled Tribes Certificate issued to Shri/Shrimati* _____ father/mother* of Shri/Shrimati/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* _____ issued by the _____ dated _____

3) Shri/Shrimati/Kumari* _____ and/or* his/her* family ordinarily reside(s) in the village/town* _____ of _____ District/Division* of the State/Union Territory* of _____

Place _____

Signature _____

Date _____

Designation _____

(With seal of Office)

_____ State/Union Territory

Note- The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

(On Non-Judicial Stamp paper)

UNDERTAKING

I.....(DOB).....S/D/W/o
.....R/o do state
on solemn affirmation the following –

- 1) That my above name and address is correct.
- 2) That I have applied for admission to.....Programme for Academic Year 2022-23.
- 3) **That I am not able to submit my following mandatory certificates excluding category certificate (SC/ST/OBC-NCL/EWS/PWD) at the time of admission but will submit it positively on or before**
 1.
 2.
 3.
 4.
 5.
- 4) That I may be allowed to attend the 1st Semester classes provisionally on the condition that in case of non-submission of requisite documents latest by
....., Mahatma Gandhi Central University, Bihar reserves the right to cancel my admission and enrolment in the said programme without any further correspondence in this regard and disallow me from continuing in the programme.
- 5) That decision of Mahatma Gandhi Central University, Bihar in this regard will be final and binding upon me.

Signature of the Deponent

UNDERTAKING

[As per the Statute 28(7) of Central Universities Act
2009]

1. I, _____, hereby declare that the above particulars given by me are correct to the best of my knowledge and I may be held solely responsible for any discrepancy whatsoever. If any information provided is found to be incorrect at any time, even after admission, my candidature is liable to be cancelled with immediate effect without any liability for compensation and/or damages of any nature whatsoever.
2. I also hereby commit to shift to any other campus within the State of Bihar whenever the University decides to do so.
3. I also hereby submit myself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University. To this extent, I shall unconditionally abide by all prevailing terms and conditions and applicable rules and regulations of the University.
4. I also hereby undertake to deposit all the University dues including fees in time and in case of default and also agree to pay late fee/fine as per the University rules. I am fully aware that in case of non-compliance, the admission would be liable for cancellation at any stage with or without prior intimation.
5. I also hereby commit not to indulge in using unfair means in examinations and or any act of vandalism and or damage to University property. In case of such an act(s), I am liable to be punished/expelled from the University as per the University rules.

(Signature)

Name of the Applicant: _____

Date: _____

Place: _____