



DEPARTMENT OF ENGINEERING & TECHNOLOGY GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University Established under Haryana Act 17 of 2017)

Sector -51 Gurugram (Haryana) -122018 Ph: 0124-2788001-05, Fax: 0124-2788010

Web: www.gurugramuniversity.ac.in e-mail: dept.enggandtech@gurugramuniversity.ac.in

Ref. No. GUG/E&T/2026/313

Dated:- 12.08.2026

Detailed Instructions for Physical Reporting and Seat Allotment

Programme: MCA 2-Year Programme (Session 2026-27)

All candidates who have applied for admission to the **MCA 2-Year Programme** and whose names appear in the tentative merit list are hereby instructed to report in person for Physical Reporting, Document Verification, and Fee Deposition.

Please refer to the official file named "**TENTATIVE MERIT LIST**" to verify your initial merit standing before reporting.

1. Venue & Date

- Date: 13th August, 2026

- Venue: Auditorium, Sector 51, Gurugram University, Gurugram / Lab 4, Basement Gurugram University

2. Official Schedule

Candidates must strictly adhere to the following time slots on the day of reporting:

Activity	Timing	Instructions
Attendance / Reporting	09:00 AM to 11:00 AM	Candidates must sign the attendance sheet upon arrival. Latecomers will not be entertained.
Document Verification	09:00 AM to 12:00 PM	Present all original academic and category documents along with one set of photocopies.
Seat Allotment & Fee Deposition	12:00 PM to 04:00 PM	Seats will be allotted to verified candidates, followed by immediate fee deposition.

3. Seat Allotment Process & Rules

- Availability-Based Allotment: Final seat allotment will be processed strictly as per seat availability in the respective categories only *after* the successful completion of physical reporting and document verification.
- Merit-Based Progression: The allotment process will strictly follow the merit ranking, which is prepared after document verification. While candidates should reference the "MCA TENTATIVE MERIT" file for their initial standing, the final allotment order depends entirely on the verified merit list generated on-site.
- Strict Document Policy: If any candidate is unable to produce their original required documents or their final qualifying result at the time of verification, their claim for admission will be immediately forfeited. The seat will then automatically be allocated to the next eligible candidate in the verified merit list. No extra time or extensions will be granted for document submission.

4. Checklist of Required Documents

Candidates must bring the following documents (Original + 2 set of self-attested photocopies):

- Printed copy of the Admission Application Form.
- Valid Photo ID Proof (Aadhar Card, Voter ID, etc.).
- 10th and 12th Standard Marksheets and Certificates.
- Provisional Diploma Certificate



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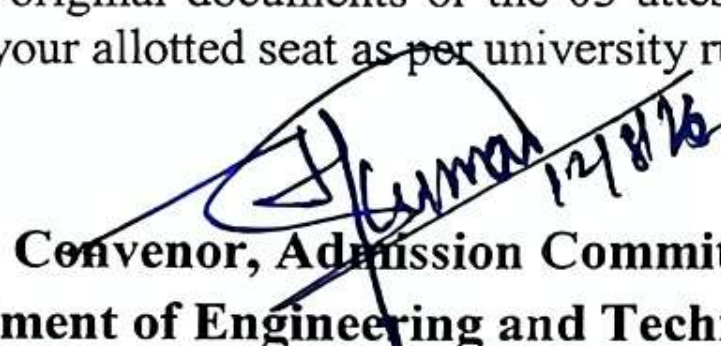
- Category/Reservation Certificates (If Applicable): SC/Deprived SC/BCA/ BCB/PH/ESM/ FF or EWS Certificate issued by the competent authority of Haryana.
- Haryana Domicile Certificate (if applicable).
- Income Certificate (if applicable).
- Online payment method for immediate Fee Deposition upon successful seat allotment. Total fee need to deposit Rs 31295/- (MCA-2 year)
- Medical Fitness Certificate: Original certificate in the prescribed HSTES format, signed by a registered Medical Practitioner.
- Gap Year Affidavit (If Applicable): A notarized affidavit on a stamp paper explaining any gap in your academic studies after completing your degree.
- Anti-Ragging Affidavits: Duly notarized affidavits by the student and the parent/guardian (as per UGC/AICTE norms).
- Photographs: 6 recent passport-size color photographs of the student.

Note: Candidates are advised to arrive well before 09:00 AM to avoid any last-minute rush and ensure a smooth verification process.

Payment Method: Please ensure you carry a debit/credit card or have net banking credentials ready, as the university promotes digital transactions. **The Odd Semester fee Rs. 31295/- (MCA-2 year) must be paid at the time of reporting.**

Important Instructions for Candidates

- Physical Presence is Mandatory: The admission process cannot be completed via a proxy. The candidate must be physically present at the Auditorium for verification and document submission.
- Originals are Strictly for Verification: Your original documents will be returned to you after the verification process is completed by the committee. Only the Character Certificate, Migration Certificate (if applicable), Medical Fitness Certificate, and Affidavits will be retained in original by the university.
- Incomplete Documents: Failure to present the required original documents or the 03 attested sets will lead to delays and may result in the cancellation of your allotted seat as per university rules.


Convenor, Admission Committee
Department of Engineering and Technology

A copy of the above is forwarded to followings for information and necessary action:-

1. Nodal Officer, Samarth Portal, Gurugram University, Gurugram
2. UCDAC In-Charge (for uploading on website) Gurugram University, Gurugram.
3. AR Academic Branch, Gurugram University, Gurugram.
4. Notice Board, Deptt. of Engg. & Tech., Gurugram University, Gurugram

No.	FORM NUMBER	NAME OF THE APPLICANT	CATEGORY	VERIFIED UG PERCENTAGE
1	GMU260004586	KOMAL	HARYANA OPEN GENERAL CATEGORY (HOGC)	83.7
2	GMU260010437	YAJAT	HARYANA OPEN GENERAL CATEGORY (HOGC)	83.4
3	GMU260003575	PARIDHI SAINI	BACKWARD CLASSES OF HARYANA(A)BCA	80.92
4	GMU260002313	DIYA	BACKWARD CLASSES OF HARYANA(B)BCB	79.63
5	GMU260002307	KRITIKA	ALL INDIA OPEN CATEGORY(AIO)	77.7
6	GMU260006300	MUSKAN YADAV	BACKWARD CLASSES OF HARYANA(B)BCB	77.6
7	GMU260004257	SUPRIYA KUMARI	ALL INDIA OPEN CATEGORY(AIO)	77.12
8	GMU260011003	NITYA SHARMA	HOGC	75.33
9	GMU260005129	NIDHI	HARYANA EWS CATEGORY	75.02
10	GMU260004286	YASH PUNDIR	HARYANA OPEN GENERAL CATEGORY (HOGC)	74.71
11	GMU260006174	RAUSHAN KUMAR	ALL INDIA OPEN CATEGORY(AIO)	73.87
12	GMU260006726	YESH KUMAR	BACKWARD CLASSES OF HARYANA(A)BCA	73.33
13	GMU260007800	PUNYA PRAKASH	BACKWARD CLASSES OF HARYANA(A)BCA	73.1
14	GMU260006290	KUSHAL	BACKWARD CLASSES OF HARYANA(B)BCB	72
15	GMU260007987	JAY PRAKASH VERMA	ALL INDIA OPEN CATEGORY(AIO)	71.72
16	GMU260002475	PARAG SEN DEKA	ALL INDIA OPEN CATEGORY(AIO)	71.19
17	GMU260006189	DIMPLE	HARYANA EWS CATEGORY	71
18	GMU260007661	KUNAL	BACKWARD CLASSES OF HARYANA(B)BCB	70.53
19	GMU260004472	MONIKA SINGH	BACKWARD CLASSES OF HARYANA(B)BCB	69
20	GMU260006621	SONU KUMAR	HARYANA OPEN GENERAL CATEGORY (HOGC)	68.93
21	GMU260003250	ANJALI KUMARI	ALL INDIA OPEN CATEGORY(AIO)	68.73
22	GMU260004022	POONAM	BACKWARD CLASSES OF HARYANA(B)BCB	67.8
23	GMU260007269	ARNAV RAJ	ALL INDIA OPEN CATEGORY(AIO)	67.57
24	GMU260005386	JYOTI KUMARI	ALL INDIA OPEN CATEGORY(AIO)	67.27
25	GMU260010524	RITESH BHARGAO GAURKHEDE	ALL INDIA OPEN CATEGORY(AIO)	66.78
26	GMU260002389	VISHANT CHAUHAN	HARYANA OPEN GENERAL CATEGORY (HOGC)	66.12
27	GMU260003024	PRIYA	BACKWARD CLASSES OF HARYANA(A)BCA	65.6
28	GMU260006488	SNEHA RAGHAV	HARYANA OPEN GENERAL CATEGORY (HOGC)	65.03
29	GMU260002463	RIYA	SC	64.67
30	GMU260006228	VISHWAJEET PANWAR	ALL INDIA OPEN CATEGORY(AIO)	64.6
31	GMU260006395	VISHAL BHARDWAJ	ALL INDIA OPEN CATEGORY(AIO)	64.5
32	GMU260008212	SHIVAM SHARMA	HARYANA OPEN GENERAL CATEGORY (HOGC)	63.44
33	GMU260006487	GAYATRI	HARYANA EWS CATEGORY	63.06
34	GMU260002841	YASHITA	ALL INDIA OPEN CATEGORY(AIO)	62.98
35	GMU260002888	AKHILESH KUSHWAHA	ALL INDIA OPEN CATEGORY(AIO)	62
36	GMU260006323	KARUNA RAGHAV	HARYANA OPEN GENERAL CATEGORY (HOGC)	62
37	GMU260002488	SURYAKANT SINGH	HARYANA OPEN GENERAL CATEGORY (HOGC)	60
38	GMU260006305	NISHA	ALL INDIA OPEN CATEGORY(AIO)	60
39	GMU260006671	VIKASH KUMAR VISHVAKARMA	ALL INDIA OPEN CATEGORY(AIO)	59.72
40	GMU260005517	NAMAN JANGRA	BACKWARD CLASSES OF HARYANA(A)BCA	59.6
41	GMU260002822	SWATI	HARYANA OPEN GENERAL CATEGORY (HOGC)	57.51
42	GMU260004217	ASHWANI KUMAR SHARMA	HARYANA OPEN GENERAL CATEGORY (HOGC)	55.67
43	GMU260003810	GOVIND SINGH	ALL INDIA OPEN CATEGORY(AIO)	0
44	GMU260003026	RINKI BHARDWAJ	HARYANA OPEN GENERAL CATEGORY (HOGC)	0
45	GMU260003239	SANIYA	HARYANA OPEN GENERAL CATEGORY (HOGC)	0
46	GMU260002439	NIKHIL VERMA	ALL INDIA OPEN CATEGORY(AIO)	0
47	GMU260002420	PAYAL	BACKWARD CLASSES OF HARYANA(B)BCB	0
48	GMU260002825	HIMANSHI YADAV	BACKWARD CLASSES OF HARYANA(B)BCB	0
49	GMU260003467	SRIJAL PRADHAN	HARYANA OPEN GENERAL CATEGORY (HOGC)	0
50	GMU260003510	SOUVIK MALLICK	ALL INDIA OPEN CATEGORY(AIO)	0
51	GMU260003970	DIVYA	SC	0
52	GMU260004102	MOHIT KUMAR	BACKWARD CLASSES OF HARYANA(B)BCB	0
53	GMU260004108	SUNNY	BACKWARD CLASSES OF HARYANA(A)BCA	0
54	GMU260004542	REENA	BACKWARD CLASSES OF HARYANA(B)BCB	0
55	GMU260004723	ANJALI	SC	0

56	GMU260004866	HARPREET SINGH	DEPRIVED SCHEDULED CASTES HARYANA(DSC)	0
57	GMU260004995	LALITA	SC	0
58	GMU260006065	ANKIT	BACKWARD CLASSES OF HARYANA(A)BCA	0
59	GMU260005154	MEENU	BACKWARD CLASSES OF HARYANA(B)BCB	0
60	GMU260006153	PRIYANKA	BACKWARD CLASSES OF HARYANA(A)BCA	0
61	GMU260006155	SUMIT	SC	0
62	GMU260006276	AMAN	HARYANA EWS CATEGORY	0
63	GMU260006286	PAWAN JANGRA	BACKWARD CLASSES OF HARYANA(A)BCA	0
64	GMU260006288	KANAK PACHAURI	ALL INDIA OPEN CATEGORY(AIO)	0
65	GMU260006330	SANYAM	HARYANA EWS CATEGORY	0
66	GMU260006643	KOMAL	BACKWARD CLASSES OF HARYANA(B)BCB	0
67	GMU260006917	TANIYA	BACKWARD CLASSES OF HARYANA(B)BCB	0
68	GMU260007002	SHRI RAM	BACKWARD CLASSES OF HARYANA(A)BCA	0
69	GMU260007872	AASHISH KUMAR	DEPRIVED SCHEDULED CASTES HARYANA(DSC)	0