



भारतीय प्रबंध संस्थान बोधगया  
**Indian Institute of Management  
Bodh Gaya**

**Post Graduate Program in Management  
MBA Admission 2025-27, 11<sup>th</sup> Batch,  
MBA-DBM Admission 2025-27, 3<sup>rd</sup> Batch &  
MBA-HHM Admission 2025-27, 3<sup>rd</sup> Batch**

**Annexure V**

**Instruction for Registration and  
List of Documents to be Submitted at the time of Registration.**

1. Fill and submit the online registration form (Registration Details Form) after the payment of the term I fee. The Admission Office (AO) will share the link on 26 June 2025. Upload the documents on the portal (some of the documents will be pre-uploaded, upload the remaining documents only). After verification, the AO will confirm and provide the remarks, if any.
2. Eligibility details
  - a. Student must be Indian national
  - b. Must have passed Bachelor's degree from a university\* with atleast 50% or equivalent (45% for SC, ST and PwD)  
\* In case of the degree is obtained in India, it must be from any of the Universities incorporated by an act of the central or state legislature in India or other educational institutions established by an act of Parliament or declared to be deemed as a University under section 3 of UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of Education, Government of India. In case any of the degree is obtained from the University/Institute/Board outside India, the candidate must produce the equivalence certificate by the Association of Indian Universities. In this regard, the rules framed by the Association of Indian Universities and the Ministry of Education will be applicable.
  - c. Must have appeared CAT, WAT and PI process as per Admission Policy
  - d. Girls having CAT (overall and sectional) percentile more than than cut-off for Gender Neutral are eligible for both Gender Neutral and Girls exclusive seats.
  - e. Girls having CAT (overall or sectional) percentile less than cut-off for Gender Neutral are eligible for only Girls exclusive seats, they are not eligible for Gender Neutral Seats.
3. List of documents to be uploaded on the online registration portal of IIM Bodh Gaya and at the time of campus reporting:

Refer to the Table -1 on Page number - 3

4. List of Annexures required to be submitted at the time of campus reporting:

	Type of document	Applicable for students
VI.A	Bonafide from the College	For the students waiting for the final UG result
VII.A	Undertaking	SC/ST
VII.B	Undertaking	NC-OBC
VII.C	Undertaking	EWS
VIII.A	Medical Information	All
VIII.B	Guardianship Declaration	All

## 5. Instruction for Documents in support of Work Experience:

- a. Work Experience will counted after the completion date of Bachelor's degree. The completion date of Bachelor's degree would be considered either from marksheet or degree completion certificate.
- b. Work experience during the Bachelor's degree as internship, apperentship, articleship and project assignment will not be considered.
- c. Candidates who have worked in the unorganized sector, the salary must be transferred from the firm's bank account to the employee's bank account.
- d. **Experience earned without salary, or with cash salary will not be considered.**
- e. If any discrepancies are found in the documents submitted in support of work experience will lead to reduction in composite score. Further a revised composite score will be considered, more details regarding this can be referred from Annexure-1.
- f. The Required documents to be submitted in support of work experience are mentioned in the table-1 below.

6. Instruction for Category Certificates (If applicable): These certificates must be in the format prescribed on the CAT website [www.iimcat.ac.in](http://www.iimcat.ac.in) .

SC and ST students: The SC/ST Certificate as per the format on the CAT website and Annexure VII.A.\*

NC-OBC Certificate:

Issue Date of NC-OBC Certificate		Documents to be Submitted
i.	1 <sup>st</sup> April 2025 onwards	NC-OBC Certificate, and Undertaking (NC-OBC) – Annexure VII.B.*
ii.	31 <sup>st</sup> March 2025 or before	Existing NC-OBC Certificate, Undertaking (NC-OBC) – Annexure VII.B, Undertaking (Missing Document) – Annexure VI.C, and Application proof for new NC-OBC certificate <You must get the fresh NC-OBC Certificate and submit the same ASAP.>.

EWS Certificate:

Issue Year of EWS Certificate		Documents to be Submitted
i.	Issued for FY 2025-26 on the basis of income of FY 2024-25	EWS Certificate, and Undertaking (EWS) – Annexure VII.C.*
ii.	Issued for the year prior to mentioned above	Existing EWS Certificate, Undertaking (EWS) – Annexure VII.C, Undertaking (Missing Document) – Annexure VI.C, and Application proof for new EWS certificate <You must get the fresh EWS Certificate and submit the same ASAP.>.

\* Annexure is required at the time of reporting.

The category certificates issued in digital format will be preferred, and the students are instructed to obtain the digital file from the concerned office.

Table-1: List of documents to upload on the portal for document verification (after payment of Rs 20,000 and Rs 80,000).

Sr. No.	Type of documents	Upload	Remarks
1 A	ID_1 - Aadhaar Card	Aadhaar	Upload on the result/registration portal
1 B	ID_2 - Anyone of PAN/Voter ID/ Passport/ Driving Licence	PAN VID Passport DL	Upload on the result/registration portal
2	10 <sup>th</sup> Certificate and Marksheet	Marksheet Certificate Marksheet cum Certificate	Upload on the result/registration portal
3	12 <sup>th</sup> /Diploma	Marksheet Certificate Marksheet cum Certificate	Upload on the result/registration portal
4	Undergraduate Certificate	Marksheet Year-wise Marksheet Semester-wise Overall Marksheet Passing Certificate/Degree Provisional Certificate Bonafide from College (in print only)	Upload on the result/registration portal  Only the “Bonafide from College” is required in print and to be submitted during campus reporting – Annexure VI.A
5	Professional Certificate CA/CS/ICWA (if applicable)	Certificate Marksheet	Upload on the result/registration portal
6	Category Certificate (if applicable)		Refer to Section 6
7	PWD Certificate (if applicable)		
9	Work Experience Documents (if applicable)	Offer/Appointment Letter Resignation Acceptance Letter Relieving Letter First Salary Slip Last Salary Slip Miscellaneous	Required for each of the work experience Upload on the result/registration portal If required, the Admission Office may ask for additional documents such as Income tax Returns, PF Statement, Bank Statements of salary account, etc. for verification.

If any of the certificates mentioned above carry digital certificates or are downloaded from the website or received by email, **do not merge these documents**. Kindly select the appropriate sub-document type for these documents. Mention all the passwords in the appropriate field while uploading.