



GOVERNMENT OF MAHARASHTRA

ADMISSIONS REGULATING AUTHORITY

8th Floor, New Excelsior Building,
A.K. Nayak Marg, Fort, Mumbai - 400 001 (M.S.)

Tel No. 022 - 2647 6037
Fax No. 022 - 2647 6037

Website : www.sspnsamiti.gov.in
E-mail : sspnsamiti@yahoo.com

No. MIS-2018/C.R. 984/ARA

Date : 11th June 2018.

Common guidelines and instructions for submission of the documents w.r.t. admissions under NRI Quota

1. Based upon the direction of the earlier Hon'ble Pravesh Niyantaran Samiti vide its meeting dated 27th September 2007 laid down the criteria for granting admissions in NRI Quota and directed to follow the guidelines strictly,
2. As per the definition passed by the Hon'ble Pravesh Niyantaran Samiti in its aforesaid meeting, it is clear that the persons having first degree blood relation with the student, therefore the following relations to be considered as sponsored of the candidate for granting admission in NRI Quota, the details of which are as under,-
 - i) Father/Mother of the candidate, or
 - ii) Real Brother/Sister, or
 - iii) Father/Mother of father i.e. paternal grand father/grand mother, or
 - iv) Father/mother of mother i.e. maternal grand father/grand mother, or
 - v) The real brother/sister of father/mother, or
 - vi) First degree - paternal and maternal cousins i.e. children's of above clause (v)
3. Such person should be NRI and should ordinarily be residing abroad, with documentary evidence to that and also affidavit in support of the aforesaid facts.
4. To prove the NRI status of the claimant/sponsor, following documents are required to be submitted,-
 - i) Affidavit of claimant/sponsor disclosing his full identity i.e. full name, age, residence, occupation, relationship with candidate, etc duly signed by the sponsor (Marked as Annexure – A), and
 - ii) Sponsors Valid Passport & VISA, and
 - iii) Certificate of Embassy stating NRI status of the Sponsor, or
 - iii) Proof of residence showing minimum continuous 182 days of stay of claimant NRI in abroad for the Academic Year of admission, prior to the admission date, and/or
 - vii) Proof of residence i.e. Telephone bill / Property Tax copy/ Electricity Bill / Rent Receipt / Lease Agreement, etc.

5. If the Sponsor/student is Overseas Citizen of India (OCI) and he/her Nationality belongs to foreign country, in such cases the following documents are to be submitted by the concerned Sponsor/Student,-

- i) Sponsor/Students valid Passport & O.C.I. card,
- ii) Sponsor/Students original affidavit in prescribed format (Marked as Annexure – A),
- iii) Original Affidavit of the Mother/Father of the students in prescribed format (Marked as Annexure - A)

6. To prove the relation between sponsor and candidate, the following documents of the claimant/students are require to be submitted,-

- i) Affidavit of claimant disclosing his full identity i.e. full name, age, residence, Occupation, relationship with sponsor along family tree. duly signed by the candidate/student or his/her parents in prescribed format (Marked as Annexure - B)
- ii) Leaving Certificates / Birth Extracts / Mark sheet / PAN card / Passport / Marriage Certificate, etc of concerned relative members shown on family chart/tree.

As per the above directions, the candidate must submit the requisite documents in original and/or duly attested. Please note that each page of the document with full text should be properly attested, also the original affidavits (above mentioned) are required to be submitted at the time of process of documents verification. All concerned kindly note the same.


(A.E. Rayate) I.A.S.
Secretary,
Admissions Regulating Authority,
Mumbai.

To,

- 1) The All Directors, Medical Education / AYUSH Education / Technical Education / Higher Education / Arts Education / Agriculture / B.F.Sc.,
- 2) The All Dean/Principal, Private and Unaided Professional Colleges/Institutes

Copy to,-

Select file, Admissions Regulating Authority, Mumbai.

**UNDERTAKING OF PARENT / GUARDIAN FOR SPONSORSHIP
(should be notarized / registered)**

I, _____ age ----- residing at ----- occupation ---
----- situated at ----- (office Add) do hereby solemnly state on
affirmation as under:-


I Hereby give an undertaking to financially support my ward ----- (Full
name of the Candidate) aged ----- residing at ----- I am his/her -----
(relation of the sponsor with Candidate i.e. Real Brother, Sister or Maternal / Paternal aunt,
uncle, etc) and submitting my information as to enable him/her to take admission in under NRI
Quota for Academic Year 2018-19 for First Year course.

1)	Full Name of Guardian	:	
2)	Age	:	
3)	Present Address	:	
4)	Occupation / Designation	:	
5)	Name of the Company / Organisation	:	
6)	Office Address	:	
7)	Passport Details:	:	
8)	a) Passport Number	:	
	b) Date of Issue	:	
	c) Date of Expiry	:	
	d) Place of Issue	:	
9)	Period of residence in foreign Country	:	
10)	Phone No.	:	

My family relationship is as under:

Family Tree

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It is clearly understood by me that admission of my (relation) on the basis of the documents and information submitted by me. In case, the information given will found incorrect and/or in case any illegality caused in granting this admission will brought to the notice of the Admissions Regulating Authority at latter point of time I will be fully responsible for any averse affect of the same. It will be open for the Competent Authority to take appropriate action as deemed fit in this regard.

Hence, the information stated above is correct to the best of my knowledge and belief.

Signature and Name of Parents / Guardian

Dated thisday of _____, 2018

Before me



UNDERTAKING OF PARENT FOR FAMILY RELATIONSHIP

(should be notarized / registered in Rs. 100/- Stamp paper)

I, _____ age ----- residing at -----
occupation ----- do hereby solemnly state on affirmation as under:-

Mr/Mrs/Ms. _____ is my _____ (relation) and
his/her personal details are given below:-

1)	Full Name of Sponsor	:	
2)	Age	:	
3)	Present Address	:	
4)	Occupation / Designation	:	
5)	Name of the Company / Organisation	:	
6)	Office Address	:	

For that I have written this affidavit for shown of my family tree/chart, the details of which are as under :-

Family Tree ↓

It is submitted that the information stated above is correct to the best of my knowledge and also the documents and information evidence submitted by me in this respect. In case, the information given will found incorrect and/or in case any illegality caused in granting this admission will brought to the notice of the Admissions Regulating Authority at latter point of time I will be fully responsible for any averse affect of the same. It will be open for the Competent Authority to take appropriate action as deemed fit in this regard.

Hence, the information stated above is correct to the best of my knowledge and belief.



Signature and Name of Parents / Guardian

Dated thisday of _____, 2018

Before me

