



**DIRECTORATE OF ADMISSIONS**  
**MAHATMA GANDHI UNIVERSITY, NALGONDA, TS**

Lr. No. 01/MBA/MGU/NLG/2023-24

Dated: 25-11-2023

To

The Principal

(All the Colleges offering MBA course under the Jurisdiction of MGU for the A.Y 2023-24)

Sub: Directorate of Admissions – MGU - Verification of certificates – Convener - Management and Spot quota - MBA course - Reg.

With reference to the subject cited above, all the Principals are requested to submit the following original certificates and two sets of Photostat copies to the Directorate of Admissions, MGU for the certificate verification of admissions under the management, spot, and convener quota on or before December 5, 2023, by 5:00 PM.

**List of certificates**

1. SSC Memorandum of Marks
2. Intermediate Memorandum of Marks
3. Under Graduation Memo
4. Under Graduation Provisional Certificate
5. ICET Hall ticket – 2023
6. Rank Card - 2023
7. Transfer Certificate
8. Caste Certificate
9. Income certificate
10. Study/ conduct certificates

You are also requested to pay verification fee of Rs. 1500/- per candidate for management and spot quota and Rs. 2000/- per course for convener quota in the form of a challan.

The account details for the remittance of fee are as follows

Name of the account: *Directorate of Admissions, Mahatma Gandhi University*

Account number: **62438850483**

Sd/  
Director  
Directorate of Admissions, MGU

**Bankers Copy**



**STATE BANK OF INDIA**  
**ANNEPARTHY BRANCH 21270, Nalgonda**

**Directorate of Admissions**  
**Mahatma Gandhi University, Nalgonda**

Collecting Branch Code:	Date:
Collecting Branch Name:	
Bank Account No: 62438850483	

Journal Number: .....  
College Name: .....  
College Code: .....  
Place: .....  
Mobile Number: .....

Purpose of Payment :	Amount Rs.
Seats under management quota	
Seats under convener quota/ No. of courses	
Seats under spot quota	
Bank charges	
<b>Total:</b>	

Rupees in Words \_\_\_\_\_

**Remitter's Signature**   **Authorized Signatory**  
**of Bank with Seal**

**University Copy**



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**Directorate of Admissions**  
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College Name: .....  
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Bank charges	
<b>Total:</b>	

Rupees in Words \_\_\_\_\_

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**College Copy**



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Rupees in Words \_\_\_\_\_

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**of Bank with Sea**