

MOUNT CARMEL PU COLLEGE, AN0011

No. 58, Palace Road, Bengaluru – 560 001

I PUC 2025 - 2026

GUIDELINES TO COMPLETE THE DOCUMENTATION PROCESS OF I PUC ADMISSION

(ONLY AFTER THIS, THE STUDENT IS CONSIDERED AS OFFICIALLY ADMITTED TO PUC)

PARENTS / STUDENTS – ATTEND TO THIS ON TOP PRIORITY

1. All students enrolled this year (2025-2026) **must carry your fee card** until you receive your college ID card, while visiting the office for any correspondence. Without fee card / ID card students will not be attended to.
2. For the collection of documents college will be announcing an official date, at that time along with fee card all the students have to submit the pending documents. Original transfer certificate and original migration certificate (migration certificate is for other than SSLC students) and copy of 10th marks card. **(Kindly note College will not be collecting the original marks card)**.
3. During the provisional admission, if you have not Submitted a stamp size and passport size photograph kindly submit at the college office and collect your fee card, failing which you will not get your college ID card.
4. Most important ➡ **ELIGIBILITY CERTIFICATE**
The eligibility certificate is applicable for other than SSLC students, (CBSE/ICSE/ NIOS and other state students). You have to apply for it in the following manner
From the Department of School Education (Pre University), we have received the Eligibility link, the same link and user manual will be updated in the college website from June 2 onwards. Kindly go through the user manual and the documents that have to be uploaded for eligibility.

The following documents should be uploaded

1. Transfer certificate
2. Migration certificate - If you have received the original migration certificate from your school, you can upload the same for eligibility, otherwise kindly download from Digi locker and get the signature from school and upload the same.
3. Marks card (If you have received the original marks card from school you can upload the same otherwise the downloaded copy)
4. Study certificate / Bonafide certificate

Kindly upload all the necessary documents and make the payment of Rs.1000/-. After payment you will be receiving the Karnataka One Transaction Acknowledgment. This printout has to be submitted to the college office to verify the documents. If there are any correction the admin will inform you to make correction and to reupload the same.

If you complete the above process only then can you be enrolled for the SATS (Your admission is considered as authentic).

IGCSE students have to access PROVISIONAL ELIGIBILITY CERTIFICATE directly from the Board.

Submission of Documents

During admission if the following copies of documents have not been submitted kindly submit while you are submitting the originals.

1. Original Parish Letter (**Christians**)
2. Baptism Certificate (**Christians**)
3. Caste and Income Certificate (**Students who belong to any Category**)
4. Hall Ticket
5. Aadhar Card
6. Students Bank Passbook

Submit the following documents to college office with fee card. The dates will be announced by the college shortly. (**Black and White only. Color Xerox will not be accepted**)

SSLC BOARD (KARNATAKA)

1. Original Transfer Certificate with one Xerox copy.
2. Two Xerox copies of the Original Marks card received from the Board.

CBSE / ICSE / NIOS/ IGCSE / OTHER STATE BOARDS

After verification of Eligibility Certificate the below documents have to be submitted.

1. Original Transfer Certificate with one Xerox copy.
2. Original migration certificate with one Xerox copy.
3. Two Xerox copies of the Original Marks card received from the Board.

Babitha Saldanha
Principal
MOUNT CARMEL PU COLLEGE
58, Palace Road,
BANGALORE - 560 052.
29/05/2025