

**National Institute of Food Technology Entrepreneurship and Management**  
**Kundli, Haryana**

Reporting on .....for certificates/ documents verification of B.Tech (2025-26) Candidates

<b>TO BE FILLED BY CANDIDATES</b>			
Name in CAPITAL (as per 10 <sup>th</sup> certificate):			
Category: _____			
Seat allotment Category: _____			
Signature of candidate			
<b>I. FOR VERIFICATION DESK – (FOR OFFICE PURPOSE )</b>			
Sl. No.	Certificates/Documents	Yes/ No	Remarks
1.	X <sup>th</sup> Marksheet		
2.	XII <sup>th</sup> Marksheet		
3.	NIFTEM Fee payment receipt		
4.	JEE/NEET/CUET Scorecard with rank		
5.	Certificate of Category (SC/ST/OBC-NCL/Gen-EWS ), if applicable as per Govt. of India format. In case of OBC-NCL/Gen-EWS category, the certificate must be issued on or after April 01, 2025		
6.	Certificates for Person with Disabilities Certificate (PwD), if applicable, issued by the Competent Authority, Refer JoSAA-2023 website for format.		
7.	Transfer Certificate/ School Leaving Certificate <b>(original)</b>		
8.	Conduct Certificate <b>(original)</b>		
9.	Migration Certification <b>(Original)</b>		
10.	Medical Fitness Certificate <b>(Original)</b>		
11.	Anti-Ragging Affidavit from both candidates & parents, Separately (Format Attached) is to be submitted on a Non-Judicial Stamp paper and duly notarized.		
12.	Extra-curricular activities undertaking format		
13.	Self Declaration Affidavit (Format Attached)		
14.	Latest Colored Passport size Photograph- 4		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>Checked by:</b></p> <p>Signature:</p> </div> <div style="width: 45%;"> <p><b>Verified by:</b></p> <p>Signature:</p> </div> </div>			

<b>II. FOR ACCOUNT SECTION</b>			
<b>Sl. No.</b>	<b>Particulars</b>	<b>Yes / No</b>	<b>Remarks</b>
1.	Fee payment confirmation		
2.	Fee payment receipt by NIFTEM given to students		
3.	Copy of Fee payment receipt is placed in file		
Checked and Verified by:			

<b>II. For IT Section</b>			
<b>Sl. No.</b>	<b>Particulars</b>	<b>Yes / No</b>	<b>Remarks</b>
1.	Biometric completed		
2.	Photo for id card		
3.	Scanning of documents		
4.	Any other IT related		
Checked and Verified by:			

<b>II. For the Office of the Dean (Student Welfare)</b>			
<b>Sl. No.</b>	<b>Particulars</b>	<b>Yes/No</b>	<b>Remarks</b>
1.	Mess fee payment via Bankreceipt		
2.	Ant-ragging affidavit		
3.	Hostel form		
Checked and Verified by:			

**Head, Admission Cell (2025-26)**