



# OXFORD COLLEGE OF MANAGEMENT (OCM)

An ISO - 9001 : 2008 Certified Organisation

At Ramachandarpur, P.O. Bhatapatana, P.S.- Baliana, Dist- Khurda, Bhubaneswar, Orissa.

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## APPLICATION FORM FOR ADMISSION TO YEAR MBA COURSE

Branch \_\_\_\_\_ Year \_\_\_\_\_



01. Name (in block letter) \_\_\_\_\_

02. Father's Name \_\_\_\_\_

Mother's Name \_\_\_\_\_

(a) Guardian's Name (if father is not live) \_\_\_\_\_

(b) Relationship of guardian with applicant \_\_\_\_\_

(c) Occupation of father / guardian \_\_\_\_\_

(State exact designation of Service with details)

Guardian Ph. NO. (Res.) \_\_\_\_\_ Cell \_\_\_\_\_

03. Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ (in words) \_\_\_\_\_

04. Nationality \_\_\_\_\_ (a) State to which belong \_\_\_\_\_

05. Sex \_\_\_\_\_ (a) Blood Group \_\_\_\_\_

06. If SC/ST/OBC/GENERAL, Specify \_\_\_\_\_ Mail Id \_\_\_\_\_

07. Present Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ PIN \_\_\_\_\_

Student Phone No. \_\_\_\_\_

08. Permanent Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Pin \_\_\_\_\_

Phone (with STD Code) \_\_\_\_\_

09. Name & Address of Local guardian. of Bhubaneswar with Tel. No. if any

\_\_\_\_\_

\_\_\_\_\_

10. OJEE/ATMA/CAT/MAT/XAT Application No. \_\_\_\_\_

OJEE/ATMA/CAT/MAT/XAT Rank No. \_\_\_\_\_

11. Local address in case of Days Scholar \_\_\_\_\_

## DECLARATION

I, \_\_\_\_\_ hereby solemnly declare that all the particulars furnished herewith are true to the best of my knowledge and belief and further, I affirm that I shall abide by the rules and regulations of the institution, now in force and as amended from time to time. The authority of the college can take any action against me if I break the rules and regulation of the college. I also firm that I will not discontinue before the completion of the course.

Date :

Signature of the Candidate

Place :

## DECLARATION BY PARENTS / GUARDIAN

I have gone through the prospectus of the college and hereby declare that the application is made with my consent. I take the entire responsibility for the good conduct of my ward, payment of full fees in time without default and will not allow my ward to discontinue while in middle of the course.

Date :

Signature of the Parents / Guardian

Place :

## FOR OFFICE USE ONLY

Year of Admission \_\_\_\_\_ OJEE/ATMA/CAT/MAT/XAT Rank No. \_\_\_\_\_

Branch \_\_\_\_\_

Day Scholar/Hosteller \_\_\_\_\_ University Regd. No. \_\_\_\_\_

Signature of Administrative Officer

Administrative Officer

## UNDERTAKING

I.....daughter/son of.....  
Address..... bearing Registration Roll No.....  
having been admitted to OXFORD COLLEGE OF MANAGEMENT, BHUBANESWAR carefully read  
and fully understood the provisions contained in the said Regulations.

1. I have in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty, misbehave or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
  - (a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging, and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
6. I further undertake that, I shall maintain discipline and abide by rules/regulations of the college and obey instructions given by the college authority from time to time. If during my studentship, I am found involved in ragging to my juniors I shall be liable to be rusticated from college.
7. If, I will not stay in the hostel, but willing to stay outside then if something happens outside the hostel to me (Like Accidents, Robbery, Ragging, Kidnap, Suicide) that, the college management will not be held responsible rather my guardians/myself be held sole responsible.
8. If, I don't obey the rules/regulations of college or any indiscipline, mgt. can charge any fine and punishment.
9. During hostel site, if involved in suicide and attempt of suicide, the college management will not be held responsible, rather myself guardians will be sole responsible.
10. Any damage to the college & Hostel by me the college can charge any fine and any action against me & after admission, if I shall leave the institution without any notice, I will bear the cost of the 3 year Course fees. Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Signature of Guardians

Signature of deponent

**For OXFORD COLLEGE OF MANAGEMENT**

At-Ramchandrapur, Po-Shatapurna, P.s-Ballanta, Dist-Khurda, Bhubaneswar, Orissa

## **INSTRUCTION TO THE CANDIDATE**

1. Application should be filled in by the candidate. Incomplete application forms shall not be entertained.
2. Application should be accompanied by all the original certificate and mark sheets of 10th, +2 Science or its equivalent with 2 Sets or attested copied in proof of age and qualification.
3. Six copies of passport size and two stamp photograph are to be affixed along with the application form (for hostellers one more passport, size photograph is required).
4. Fees can be paid either in cash or in shape or draft on any schedule Bank in favour of "OXFORD College of Management (OCM) payable at Bhubaneswar.
5. Permanent resident Certificate.
6. Certificate of employment of candidates parent (If necessary).
7. Caste certificate (If necessary)
8. Green Card (If necessary)
9. College Leaving Certificate.
10. Character Certificate
11. Blood Group Certificate
12. Migration Certificate (If necessary)
13. University Registration Card (Original & Xerox)
14. Income Certificate (If necessary).
15. +3 Provisional
16. +3 Mark sheet
17. BBA provisional
18. BBA Marksheet