



**BHARATI VIDYAPEETH'S  
INSTITUTE OF COMPUTER APPLICATIONS & MANAGEMENT**

(Affiliated to Guru Gobind Singh Indraprastha University, Approved by AICTE, New Delhi)

A-4, Paschim Vihar, Rohtak Road, New Delhi-110063

Tel.: 011- 25275055; Mobile: 09212022066

E-Mail: [mca@bvicam.ac.in](mailto:mca@bvicam.ac.in); Visit us at: [www.bvicam.ac.in](http://www.bvicam.ac.in)

Ref. No.: BV / ICAM/ ND / 756 / 2024-2025

04-08-2024

## **Reporting and Fee Submission Notice For MCA – 1<sup>st</sup> Year Academic Year 2024-2025**

All the students, who are admitted at this Institute by GGSIP University, New Delhi (upto **Sliding Round**), in **MCA – 1<sup>st</sup> Year**, are hereby informed to report, in-person, to the Institute, any day in between **12<sup>th</sup> – 13<sup>th</sup> August, 2024** between **11:00 a.m.** to **04:00 p.m.** or immediately after the day of seat allotment by the University (through **SPOT Round**), or as notified by the GGSIP University, from time to time, along with all the original documents with two sets of photo copies, as listed at our website, copy also attached herewith, and with the required balance fee of **Rs. 1,19,550.00** (Rs. One Lakh Nineteen Thousands Five Hundred and Fifty Only), for the year 2024-2025. **Pl note that Physical Reporting of Admitted Students is mandatory. The Admission of such students, who will fail to Physically Report, during the above dates, shall automatically stand cancelled.**

Students are further informed that the above mentioned fee will be accepted through **Online Fee Collection Portal / NetBanking / RTGS / NEFT / IMPS / UPI / Demand Draft (D.D.)** in favour of **Director, BVICAM, New Delhi.**

In case of payment of fee through Online Fee Collection Portal at <https://www.bharatvidyapeethfees.com>, it is mandatory for the students to mention their **GGSIU Application Number** in the column against **PRN**. Students are also advised to read the detailed instructions on the link **How to Pay** (<https://www.bharatvidyapeethfees.com/howtopay.html>), before paying the fees through this portal.



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In case of payment of fee through, Net Banking / RTGS / NEFT / IMPS modes, the required Bank details are given hereunder.

**Bank Details for NEFT / RTGS / IMPS / Online Payment**

Name of the Beneficiary Account	:	B. V. Inst. of Comp. Applications and Mgmt.
Account Number	:	201503130003373
Bank Account Type	:	Saving
IFSC Code	:	SVCB0010015
Name of Beneficiary Bank	:	Bharati Sahakari Bank Limited, Pune
Name of the Branch of the Beneficiary Bank	:	New Delhi Branch
Address of the Branch of the Beneficiary Bank	:	A-4, Rohtak Road, Highway-10, Paschim Vihar, New Delhi - 110063
MICR Code of Bank	:	110094282

**All the students are informed to take note of this and plan accordingly.**

**(Prof. M. N. Hoda)**  
DIRECTOR

**Copy to:**

1. Notice Board
2. Institute's Website
3. All the Concerned Faculty Members
4. Guard File

**List of documents to be Submitted for MCA-1<sup>st</sup> Year Admission  
at the time of in-person reporting**

(All Original documents along with Two sets of Self Attested Good Quality Photocopies)

S. No.	Document	Type
1.	Admission Verification Form (Appendix-6 of GGSIPU)	Original
2.	BVICAM's Verification Form – <i>(format shall be provided by the Institute at the time of reporting)</i>	Original
3.	Admit Card of NIMCET / GGSIPU CET (as applicable)	Original
4.	NIMCET / GGSIPU CET Score/Rank Card	Printed Copy
5.	Candidate's GGSIPU Profile	Print from GGSIPU Website
6.	Proof of Application and Payment of Fee <b>(Rs. 1,500/-)</b>	Print from GGSIPU Website
7.	Proof of Registration for Counselling <b>(Rs. 1,000/-)</b>	Print from GGSIPU Website Not Applicable for MQ
8.	Part Academic Fee Payment Receipt <b>(Rs. 96,000/-)</b>	Print from GGSIPU Website Not Applicable for MQ
9.	Provisional Allotment Letter	Print from GGSIPU Website Not Applicable for MQ
10.	10 <sup>th</sup> Marksheet	Photocopy
11.	10 <sup>th</sup> Passing Certificate	Photocopy
12.	Certificate in Support of Date of Birth (It may be 10 <sup>th</sup> Marksheet)	Photocopy
13.	12 <sup>th</sup> Marksheet	Photocopy
14.	12 <sup>th</sup> Passing Certificate	Photocopy
15.	Certificate in support of having passed English and Mathematics at 12 <sup>th</sup> Level (Not Applicable for BCA/B.Sc.)	Photocopy
16.	Qualifying Examination Marksheet (Graduation) – All Semesters/Years	Photocopy
17.	Passing Certificate/Degree of Qualifying Examination (Graduation)	Photocopy
18.	Character Certificate from the college last attended (issued within 06 months)	Original
19.	College Leaving/Transfer Certificate from the College last attended	Original
20.	Migration Certificate from the University, if Graduation is not Done from GGSIPU	Original
21.	Medical Certificate (Appendix-5 of GGSIPU)	Original
22.	Certificate in Support of Category (if any benefit is availed)	Photocopy
23.	Certificate in Support of Region (Delhi / Outside Delhi) – required proof that the last attended college / study centre is in Delhi	Photocopy
24.	Any Valid ID Proof (Aadhaar Card)	Photocopy
25.	Copy of Aadhaar Card of Father and Mother	Photocopy
26.	Affidavit for Gap Period, if any (On Stamp Paper of Rs. 100/-)	Original
27.	06 Colour Passport Size Photographs	Original
28.	Balance Fee <b>(Rs. 1,19,550/-)</b> Payment to be done after document verification on the day of reporting	Printed Copy
29.	Anti-Ragging Undertaking by Student (Appendix-7 of GGSIPU)	Original
30.	Anti-Ragging Undertaking by Parent (Appendix-8 of GGSIPU)	Original
31.	Undertaking - A1, A2, A3, A4, A5, A6 (BVICAM) – <i>(formats shall be provided by the Institute at the time of reporting)</i>	Original
32.	Undertaking in Support of Category (SC/ST/PH/DEF) (Appropriate Appendix of GGSIPU)	Original
33.	Undertaking for Result Awaited (Appendix-4 of GGSIPU)	Original