

### Work Experience:

Only Full-time remunerative experience after graduation must be entered. Part-time/ Project/ Internship/ training/ apprenticeship/ Articleship/ Pre-graduation work experience should not be entered and will not be counted as work experience.

### Experience Related Certificates:

1. Work experience Letter and Relieving Letter is required for all the past organizations/companies the applicant has worked with. The certificate must be on the company letterhead with seal and signature of the competent authority.
2. Service certificate is required from the current organization's/company's letterhead & issued by an appropriate competent authority with the seal and signature for those presently working. In case, if a service certificate is not available, please provide the offer letter/Joining letter with a first-month payslip and payslip of the latest two (2) months. Please merge individual files into a single file and upload the same on the website.
3. Salary certificate from the bank is mandatory for candidates who have worked in the unorganized sector. The salary must be transferred from the firm's bank account to the employee's bank account.
4. Experience earned without salary, or with cash salary will not be considered.
5. In case the candidate is a proprietor or partner of a firm, the candidate has to provide the document proof such as the income tax for the relevant period and a certificate of registration for doing a business from the municipal corporation or appropriate authorities such as MSME certificate issued by Govt. of India, Udyog Aadhar Registration Certificate, Partnership deed of the firm duly signed by all partners and GST registration certificate.
6. Work-experience data till 31st January 2024 will be considered admission processes.