

**Notice for pending Documents submission**  
**(Applicable for Students admitted in Spring 2019-20,  
Summer 2019-20, Fall 2020-21, Spring 2020-21, Summer  
2020-21, Fall 2021-22, Spring 2021-22, Summer 2021-22)**

This is to notify students who were admitted in the semesters of **Spring 2019-20, Summer 2019-20, Fall 2020-21, Spring 2020-21, Summer 2020-21, Fall 2021-22, Spring 2021-22 and Summer 2021-22** that they must submit the following documents at the Admission Office, (Registrar Building, Annex-8) on campus in Kuril by July 07, 2022 [**Between 10 AM – 3 PM on weekdays**]:

- 1. Original Academic Marksheets (HSC & SSC) along with 1 set of Photocopies of all Mark Sheets & Testimonial for Undergraduate students.**
- 2. Original Academic Marksheets and Certificates (GR, HSC & SSC) along with 1 set of Photocopies of all Mark Sheets & Certificate/Testimonial for Postgraduate students.**
- 3. Photocopy of the National IDs of Parents.**
- 4. Signed AIUB Policy Statement** (available to download in the VUES portal under 'Others > Download Forms')

**\* Please ignore this notice if you have already submitted documents.**

Please note that Original Documents Submission is a standard and mandatory process for all the admitted Students. Due to pandemic, it was delayed. Students of above-mentioned semesters must submit the original documents as per the deadline mentioned. Failure to submit the original documents will lead to pre-registration block.

If any student is unable to submit the original documents at this moment, they must contact the admission office, and submit an application stating valid reason and mentioning the date by when they will submit the documents. They must receive approval of this application of extension; otherwise, the same deadline will be applicable for them.

**Please note:**

**\*\*\*Everyone must wear masks and maintain proper hygiene, safety, and security protocols at all times during the visit.**

For any further query regarding the document submission,  
please contact during office hours (9AM-5PM):

Admission Office – 01844515900/ 01844515911 or

Email: [admission@aiub.edu](mailto:admission@aiub.edu) [Email must be sent from the student's AIUB official email address]