SHARDA UNIVERSITY
Beyond Boundaries

NAAC A+ ACCREDITED

# REGISTRATION BOOKLET

## ACADEMIC SESSION: 2026-27

SHARDA UNIVERSITY
Beyond Boundaries

32, 34, Knowledge Park-III, Greater Noida (Delhi-NCR)-201310

System ID | | | | | | | | | | |

ABC ID | | | | | | | | | | | | |

Programme: .....

Plan: .....

School: .....

## PERSONAL DETAILS OF THE STUDENT:

| First Name: | Last Name: |
|---|---|
| Landline No.: | Mobile No.: |
| Email Address: | Gender: Male ☐ Female ☐ Transgender ☐ |
| Date of Birth: Day ☐ Month ☐ Year ☐ | |

**Address**

i. Correspondence: _____

District _____ State _____

Country _____ Pin _____

ii. Permanent: _____

District _____ State _____

Country _____ Pin _____

| **Religion:** | i) Hindu ☐ | ii) Muslim ☐ | iii) Sikh ☐ | iv) Christian ☐ |
|---|---|---|---|---|
| | v) Jainism ☐ | vi) Buddhism ☐ | vii) Others (Please Specify) _____ | |

| **Category:** | i) General | ☐ |
|---|---|---|
| | ii) S.C. | ☐ |
| | iii) S.T. | ☐ |
| | iv) O.B.C. | ☐ |
| | v) EWS | ☐ |
| | vi) Differently abled | ☐ |

Kindly attach supporting certicate (if you are other than general category)

## EDUCATIONAL QUALIFICATIONS:

| Class/Degree | Year of Passing | Board/University | School/College | Percentage Marks with Subjects | | | | |
|---|---|---|---|---|---|---|---|---|
| X$^{th}$ | | | | | | | | |
| XII$^{th}$ | | | | Agg.% | Phy. | Chem. | Math. | Eng. |
| | | | | | MO | MO | MO | MO |
| | | | | | MM | MM | MM | MM |
| Graduation | | | | | | | | |
| Additional Qualification (if any) | | | | | | | | |

# Parents/Guardian Information

Name of Student:

System ID:

Father's Name:

Mother's Name:

Programme: ..... Plan: ..... School: .....

Address: .....

State: ..... City .....

Father/Mother Occupation: Salaried ☐ Business ☐

Business Name/Company Name: .....

Nature of Business: ..... Designation: .....

Educational Qualication of Parents(Father/Mother ): .....

Annual Household Income: .....

Phone no. Student: ..... Email id (student): .....

Phone no. Parent: ..... Email id (parent): .....

Landline no. with STD/ISD Code: .....

Dear Parents,

If you are interested in volunteering to help the institution your child attends, here you can contribute:

1. **Guest Speaker or Career Mentor:** Offer to share your expertise and experiences by being a guest speaker or career mentor at the institution. This can inspire and guide students in their academic and professional journeys.
2. **Industry Visit:** Facilitate students on Industry Visits/eld trips. This enriches their application based learning expences outside the classroom.
3. **Event Support** Help with organizing and supporting various school events, such as sports meets, cultural programs, or community outreach initiatives.

Your willingness to contribute your time and efforts is highly appreciated and can make a meaningful impact on the institution and its students.

Thank you for your endeavours & wishing your ward an enriching journey with Sharda University.

Verified that the information given above is true to the best of my knowledge and if any fact is found to be incorrect at any time during my stay in the University, the University shall have the right to penalise me as per the rules and regulation of the University.

Date: (Signature of the Candidate)

Place: (Name of the Candidate)

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# Undertaking by the Student

1) I, _____ (full name of student)system ID _____ S/o, D/o _____ , has been admitted to _____ (programme) at Sharda School of _____ , Sharda University, Greater Noida. Uttar Pradesh. I hereby state that I understand the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations') and that I have carefully read and fully understood the provisions contained in the said regulations.

2) I have, in particular, perused clause 3 of the said regulations and am aware of what constitutes ragging.

3) I have also, 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 of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I here by solemnly resolve and undertake that
   a. I will not indulge in any behavior or act that may be construed 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 construed as ragging under clause 3 of the said regulations.

5) I here by 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.

6) I here by 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, my admission is liable to be terminated.

Declared on _____ day of _____ month of _____ year.

**Signature of Student**

**VERIFICATION**

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at (place) _____ on this (day) _____ of (month) _____, (year) _____

Verified by _____

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# Undertaking by Parent/Guardian (Anti Ragging)

1 I, _____ Father/Mother/Guardian of _____ admitted to (programme) _____ at Sharda School of _____ Sharda University, Greater Noida, Uttar Pradesh have understood the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereafter called the "Regulations") and that I have carefully read and fully understood the provisions contained in the said regulations.

2. I have also, perused clause 3 of the said regulations and am aware as to what constitutes ragging.
3. I have also, 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 my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4 I hereby solemnly swear and undertake that:
   a. My ward will not indulge in any behavior or act that may be construed as ragging under clause 3 of the regulations.
   b. My ward will not participate in or abet or propagate through any act of commission or omission that may be construed as ragging under clause 3 of the regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has 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, the admission of my ward is liable to be cancelled.

Declared on _____ day of _____ month of _____ year _____

(Signature of Parent)

Name: _____
Adress: _____
Tel. No. / Mobile No. _____
Email ID. _____

**VERIFICATION**

Verified that the contents of this undertaking are true to the best of my knowledge and no part of this undertaking is false and nothing has been concealed or misstated therein.

Verified at (place) _____ on this (day) _____ of (month) _____, (year) _____

(Signature of Parent)

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# Undertaking by Parent

I here by solemnly affirm and declare as under:

1. That my ward and I have carefully read and understood the University Ordinances regarding Attendance Requirements and the Notification regarding Examinations and Academic Progression and undertake to abide by the same.
2. That my ward and I further undertake that he/she shall maintain a **minimum of 75% attendance** in each course (subject), and he may be debarred in that course (subject) in case of his failure to seek requisite attendance.
3. I and my ward undertake to deposit University fee and other charges as per the University schedule. We are aware that in case of default in payment, late fee charges shall be applicable and, pending clearance of any such dues, my ward may not be allowed to attend classes or to take the examination.
4. That my ward and I have carefully read and understood the content of the **'Handbook for Students on Code of Conduct & Ethics'** & undertake that if my ward is found involved in any undesirable activities, directly or indirectly, inside or outside the campus, necessary disciplinary action may be taken against him/ her as deemed fit.
5. That it is clearly understood by me and my ward that this disciplinary action may result in expulsion/ rustication from the University after consideration of his/her reply to show-cause notice issued. The action taken will be binding on me and on my ward, and we assure full cooperation with the University authorities.
6. I and my ward understand that ragging is strictly prohibited in any form and if he/she is found guilty, strict action will be taken against him/her, in accordance with UGC Regulation on the subject and the instructions issued by the University in this regard, from time to time.
7. I and my ward undertake that in case he/she is admitted to the University hostel, he/she shall scrupulously follow the Hostel Rules and Regulations. I understand hostel allotment next year onwards will be strictly base on merit basis.
8. That I and my ward undertake that he/she will submit written application for redressal of grievances, if any, to the Student Grievance Redressal Committee (SGRC).
9. That my ward and I have checked and verified all the biographical details available on ourCampus Login i.e. Name, Father's/Mother's Name, Address, Mobile Numbers & Email IDs. My ward and I are fully responsible for the correctness of the same.
10. That I and my ward are aware that all the communications from the University shall be sent to me and my ward on the registered Email IDs and the Mobile Numbers provided herein and any communication on the same shall be construed as due and authorized communication from the University.
11. That my ward and I undertake to submit, in case of any change, our up-to-date postal address, email IDs and mobile/landline numbers under the signature of either of the parents, with self-attested/signed copies of supportive documents like PAN Card, Driving Licence, Passport, uploaded on the Campus Login.
12. I here by undertake that all educational documents submitted by the student to the University are valid. If at any point of time during an audit they are found fake/not eligible, the university has the right to take disciplinary action/cancel the admission of the student without any fee refund.
13. In case of provisional admission, if nal result is not sumitted by the student till 30th September of the academic year, the university has the right to cancel the provisional admission.

Date:

(Name & Signature of Parent)

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# Declaration of Local Guardian (if any)

| Photograph of Student | | Photograph of Local Guardian |
|---|---|---|

| | | |
|---|---|---|
| Name of Student | : | _____ |
| Programme | : | _____ |
| Year & Semester | : | _____ |
| Branch & Section | : | _____ |
| Name of Guardian | : | _____ |
| | : | _____ |
| Address of Guardian | : | _____ |
| Mobile No. | : | _____ |
| Tel No. with STD Code | : | _____ |
| Tel No. | : | _____ |
| Office / Work Address | : | _____ |
| Email ID | : | 1. _____ |
| | | 2. _____ |

I, _____ do hereby declare that Mr./Ms._____ admitted in Sharda University is my relative/known to me. During his entire duration of stay he/she shall be under my local guardianship and I shall monitor his/her conduct and behavior. I can be contacted any time in emergency or otherwise for issues pertaining to his/her conduct and well-being.

**(Signature of Student)** **(Signature of Local Guardian)**

**(Name of Student)** **(Name of Local Guardian)**

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# Check List of Documentation

Name: ..... Date: .....

Father's Name: ..... System ID: .....

The candidate is required to carry the following documents for their registration scheduled on ..... 2026.
Two set of qualifying educational certificates copies duly self-attested are required to be produced for verification.
10 Photographs with student's name and father's name written at the back of photographs to be submitted.

- Class 10th Marks-sheet/Certificate.
- Clas 10+2 Marks-sheet.
- Class 10+2 Certificate.
- Birth Certificate.
- Character Certificate
- School Leaving Certificate/Migration Certificate.
- Certificate of extracurricular activities if any.
- Caste Certificate in case of SC/ST/OBC & Parent's Income Certificate from **Tehsildar/SDM/ADM.**
- 5 Passport size photographs with the candidate's name, father's name & year of admission on the reverse of each photographs.
- Undertaking by Student/Parent Anti-Ragging.
- Original receipt of Fee/Hostel Fee.
- Photographs of local guardian (if any).
- Pan Card (Father).
- Aadhar Card (Student).
- Parents address proof (Driving License/Passport/Voter Card/Electricity/Telephone Bill/Ration Card).

**Important Note:**

- If any certificate which is being submitted is a **Duplicate** of original certificate the necessary explanation /clarification be attached for procuring the same.

  If any marksheet /degree or any other document is pending on account of result declaration, it is the liability of the student to get the same updated in University records before the first semester end term examination. If the same is missing his/her result may be with held by the University.
- If a student fails to provide eligibility certicate till 1st semester end term exam his/her admission will be automatically cancelled and no fee refund will be done in any circumstances.
- For getting the degree awarded it is the duty of the student to deposit all previous qualification result /documents in case of provisional admissions.

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THE TEACHER'S AWARD
AN HONOUR TO THOSE, WHO ARE BUILDING THE NATION

Sharda University honours those school teachers who had a transformational influence in your academic/personal life during your school days.
To nominate your teacher for this prestigious award you need to provide the following information.

**GUIDELINES TO FILL THE FORM**

- Only complete nominations would be accepted
- Phone number with country/STD/ISD code and E-mail address of student & teacher is mandatory
- Only teacher who taught you in Class Xth, XIth & XIIth or teacher of coaching institute are eligible
- You may nominate more than one teacher
- You may also make a short video of your School & nominate the School for this award. Send it to **teachersaward@sharda.ac.in**, if selected by the panel, your school would be rewarded.

## PERSONAL INFORMATION

Student Name: .....
Programme Name: ..... System ID: .....
Mobile No. (Personal): ..... Mobile No. (Parent): .....
E-mail ID: ..... Male/Female: .....
Home Address: .....
.....

## SCHOOL INFORMATION

School Name: .....
Address: .....
..... City: ..... State: .....
Board Name: .....
.....

## NOMINATION OF SCHOOL TEACHER WHO TRANSFORMED YOUR LIFE/CAREER

School Teacher's Name: .....
Subject in Class Xth, XIth or XIIth: .....
School Name: .....
Mobile number of Teacher: .....
E-mail of Teacher: .....

SHARDA
UNIVERSITY

SHARDA UNIVERSITY Beyond Boundaries GREATER NOIDA

SHARDA HOSPITAL

SHARDA UNIVERSITY AGRA

SHARDA TECH

SHARDA CORPORATION

HINDUSTAN CAMPUS

UGFn erprises

SHARDA WORLD SCHOOL Elevating Futures

ShardaCare HEALTHCITY Healthier World Together

RSPL Building Dreams

SHARDA WELFARE FOUNDATION

SHARDA UNIVERSITY
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**Sharda University Campus:** Plot No. 32, 34, Knowledge Park-III, Greater Noida (Delhi-NCR)-201310

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