

Instructions for Documents Verification and Counselling for MCA Admission - 2025

Candidates who have filled in registration form for MCA Programme shall have to compulsorily attend the Verification of Documents and Counselling at any of the given centers on the undermentioned dates for seeking admission.

1. Dates for Documents Verification:

For the applicant who has registered through Registration Forms, document verification and counselling will be organized from:

Slot: From 24th September to 4th October, 2025. (For those who have filled in the Registration Form till 14th September, 2025)

(Reporting Time: 11:00 am to 03:00 pm)

Centres for Documents Verification:

- I. Haldwani: UOU Model Study Centre for Haldwani (16000)

Contact Persons (Coordinators) - Dr. Vishal Sharma

Mr. Yogesh Gururani - 9634490205

Mr. Vinay Rawat – 9411888913

- II. Dehradun: UOU Campus, Dehradun UCF Sadan, Vishnu Vihar, Deepnagar Road,
Near Prasar Bharti Kendra, Ajabpurkalan, Dehradun-248001, Uttarakhand.
Phone: 0135-2666794

Contact persons: Dr. Subash Ramola

Mr. Brij Mohan Khati- 9917712391, 9412974943

2. Candidates who have filled in the registration form for MCA Programme must bring with them;

1. Completely filled-in Admission Form.

2. Self-attested copies of required testimonials:

- A. Marks sheet and Certificate of Class X.
- B. Marks sheet and Certificate of Class XII.
- C. Marks sheet and Certificate of Graduation.
- D. Marks sheet and Certificate of post-graduation (if claimed).
- E. Category Certificate (if claimed).
- F. Valid Identity Proof
- G. Aadhar Card
- H. ABC I.D. Card

- I. DEB I.D. Card
 - J. Affidavit (if required)
 - K. 2 Passport Size Photographs
3. Originals of the above-mentioned testimonials (only for verification).
4. The admission shall be complete only after completion of the entire process and payment of fees. Other rules and regulations of UOU, regarding admission, shall be applicable as and where required.
5. Candidates are compulsorily required to bring Aadhar Card for the verification. Further, after the verification of documents, candidates who are found eligible for admission to the MCA Program are required to create an ABC ID and DEB ID for the purpose of seeking admission. For creating ABC and DEB ID, eligible candidates should have the following:
- a) **Aadhar Card**
 - b) **Access to their email address**
 - c) **Access to their registered phone number**
 - d) **Applicants are instructed to visit <https://uou.ac.in/abc> for ABC Id creation and <https://deb.ugc.ac.in/StudentDEBId> for DEB id creation before coming for Document Verification and Counselling.**
6. Counselling and documents verification fee shall be Rs. 500. The **Counselling and Document Verification Fee** of Rs 500 must be paid separately at the time of seeking admission. This fee can be paid through a QR code or through UOU Accounts Section using swipe Machine (at headquarters only) or Bank Challan.

Do refer the University's Website for further details. For any query, you can write to socsit@uou.ac.in.