

**IMPORTANT INSTRUCTIONS FOR ADMISSION TO FIRST YEAR B.Sc.  
IN H&HA (Academic Year :2026–2027)**

**Important: Candidates are instructed to read all instructions carefully before filling up the form. The form should be completed strictly in accordance with the steps and procedures specified in the instructions**

**Physical Reporting Dates**

**from 22<sup>nd</sup> June 2026 to 24<sup>th</sup> July 2026**

**ADMISSION TIMING**

**9:30 am – 12:30 pm and 2:00pm – 4:30pm**

**Kindly fill out the online form by scanning/clicking the QR code provided below.**



**Once you have successfully submitted the online form, a link to download the physical forms will be provided.**

**You are required to download the forms, take a printout on A4 size paper, and fill it in blue ink in BLOCK LETTERS ONLY. The duly filled and signed forms must be submitted at the time of Physical reporting to the institute.**

**NOTES (for documents to be attached):**

- 1. Seat Allotment Letter & Fee Receipt: (xerox copy required)**
  - IHM Goa Seat Allotment Letter generated by NCHMCT
  - Payment receipt of ₹20,000 (Seat Acceptance Fee)
- 2. Medical Fitness Certificate: If the Medical Fitness Certificate submitted during counselling is already available, candidates may bring the same at the time of reporting. Otherwise, a fresh Medical Fitness Certificate must be obtained in the prescribed format, duly certified by an Authorized Medical Officer.**
- 3. Anti-Ragging Registration: Kindly click on the link [www.antiragging.in](http://www.antiragging.in) or [www.amanmovement.org](http://www.amanmovement.org) and complete your registration on the Anti-Ragging Portal. After successful registration, Reference Number/Acknowledgement Number generated by the portal to be downloaded and printout of the same to be submitted at the time of physical reporting. (steps are mentioned below):**

**[https://www.antiragging.in/affidavit\\_registration\\_disclaimer.html](https://www.antiragging.in/affidavit_registration_disclaimer.html)**

  - Further select -option – Stand alone Institute
  - Fill out all personal mandatory details
  - Fill Institute details as follows:
    1. Institute Director Name: Donna D'souza
    2. Institute Contact no : 7722015622
    3. Institute Landline no: 2417252
    4. Details of the course: under Graduate Degree
    5. Name of the Course: BSc in H&HA
    6. Number of students in your Class : 310
    7. Current year of study: 1
    8. Nearest Police Station to your Institute: Porvorim Police station.

4. **Creating (ABC ID / AAPAAR):**
  - Steps to follow while creating ABC ID
  - <https://www.abc.gov.in/>
  - Go to My Account
  - Select student and add your details
  - Kindly note that your mobile no & Aadhaar should be linked.
  - Candidates who already possess an APAAR ID may enter the same in the relevant section of the form.
5. **Mark Sheet and Passing Certificate of Class X and Class XII :**

Original copies for verification along with self-attested photocopies (Xerox copies) of both Mark sheets and Passing Certificates of class X & XII (English as a mandatory subject in XII) . In case of COMPARTMENT in 10+2 result of 2026 candidate will have to submit an undertaking in the prescribed format at the time of admission stating that he/she will submit passing certificate of 10+2 latest by 30.09.2026, failing which his/her admission is liable to be cancelled and fees stands forfeited.
6. **Latest Leaving Certificate / Date of Birth Certificate:**

Original copy for verification along with a self-attested photocopy (Xerox copy).
7. **Bonafide Certificate / Character Certificate:**

Original copy for verification along with a self-attested photocopy (Xerox copy).
8. **SC & ST Candidates : Original copy for verification along with a self-attested photocopy (Xerox copy).**
  - Caste Certificate issued by the competent authority (Tehsildar / Special Executive Magistrate / Mamlatdar)
  - Caste Validity Certificate (as applicable)
9. **OBC Candidates: Original copy for verification along with a self-attested photocopy (Xerox copy).**
  - OBC (Non-Creamy Layer) Caste Certificate issued by the competent authority valid for one year. The certificate must be valid as on date of admission or as per the validity period mentioned on the certificate.
10. **Physically Disabled Candidates: Original copy for verification along with a self-attested photocopy (Xerox copy).**
  - PH Certificate issued by the Chief Medical Officer (CMO) of a Central Government / State Government / Municipal Corporation-run Hospital, clearly mentioning the type of disability and percentage of disability.
11. **EWS Candidates: Original copy for verification along with a self-attested photocopy (Xerox copy).**
  - EWS (Economically Weaker Section) The certificate must be valid for one year from the date of issue or as per the validity period mentioned on the certificate, issued by the competent authority.
12. **Colour Passport Photographs (Recent 10 photos):**
  - Full frontal view of the face
  - Size: 3.5 cm x 2.5 cm
  - Background: White or light coloured
  - Total: 10 copies
  - Not acceptable: Computer-printed photographs, Polaroids, or black & white photographs
  - Photographs must be in formal attire. Photographs taken from previous institutions will not be accepted. The photographs should be recent and preferably taken just before reporting to the institute.
13. **Self Attested copy of Aadhaar Card**
14. **Bank Pass Book Copy: self-attested copy of Candidate's Pass Book**

### 15.DOCUMENTS TO BE ARRANGED IN SEQUENCE:

- Candidates are required to arrange the following documents in the order given below:
- 1. Admission Forms (duly filled and signed)
- 2. Seat Allotment Letter (NCHMCT) & Seat Acceptance Fee (SAF) Payment Receipt (₹20,000)
- 3. Class X Mark Sheet & Passing Certificate (10th)
- 4. Class XII Mark Sheet & Passing Certificate (12th)
- 5. Latest Leaving Certificate / Date of Birth Certificate
- 6. Latest Bonafide Certificate / Character Certificate
- 7. Caste Certificate (SC/ST/OBC/EWS, if applicable)
- 8. Physically Handicapped (PH) Certificate (if applicable)
- 9. Aadhaar Card Copy
- 10. Library Form
- 11. Bank Passbook Copy (first page with account details)
- 12. Passport Size Photographs (10 copies)

Please carry all the required documents, including Original copies and Self-attested photocopies (Xerox copies). Kindly ensure to collect your Original documents back after verification. Candidates are informed to provide English translations, certified by an advocate, for any documents submitted in a regional language.

#### Payment of 1<sup>st</sup> semester balance fees.

- The candidate is required to pay Rs. 52,915/- (Rupees Fifty-Two Thousand Nine Hundred Fifteen Only) towards the "1st Semester Balance Fee for First Year B.Sc. A.Y. 2026-27" only after verification of the documents at the time of reporting to the Institute.
- **No cash /cheque/DD Transactions etc.**
- All payment to be made using ICICI Bank Ltd and State Bank of India online Fee collection method. Fee payment links are available on the Institute website [www.ihmgoa.gov.in](http://www.ihmgoa.gov.in) under **Academic- Admissions- BSC 1<sup>st</sup> year -Method of fee payment**. An e-receipt will be generated upon successful payment of the fee. Students are required to download and preserve this e-receipt for future reference and submission.
- **Please ensure that the payment category, academic year, fee amount, and other relevant details are selected correctly before initiating the payment.**
- The detailed fee structure is available on the Institute's website under **Academic- Admissions- BSC 1<sup>st</sup> year -Fee structure for 3 years Degree Course for AY 2026-27**

#### ALUMNI FEES :

Candidates are required fill the form & pay an Alumni Fee of ₹1000/- in cash at the time of admission.

#### Uniforms & Toolkit

- Uniforms may be stitched and shoes purchased at your hometown or in Goa (private tailors will be available outside the institute premises), as per specification available on Institute website [www.ihmgoa.gov.in](http://www.ihmgoa.gov.in) under E-Prospectus AY 2026-2027.
- 15 days time on commencement of the class, will be given to stitch uniforms. Until then, students must dress formally.
- Toolkit: Equipment list is available on Institute website [www.ihmgoa.gov.in](http://www.ihmgoa.gov.in) under E-Prospectus AY 2026-2027. You may purchase these at your hometown or in Goa. Ensure sizes of equipment's are as per specification in the E-Prospectus.

#### Hostel/ Private Accommodation

- Photographs of the hostel facilities and Hostel Fee structure are available on the Institute's website under the "**Academic – Hostel Accommodation**" section.
- Hostel Admission open on first cum first serve (Payment basis)
- Interested candidates are required to submit email on [donna.dsouza@ihmgoa.gov.in](mailto:donna.dsouza@ihmgoa.gov.in) for approval.
- Once approval granted by the Institute via mail, Hostel Fee amounting to ₹98,055/- towards "Hostel Fees for 1<sup>st</sup> year Bsc 2026-27" to be paid by online modes.
- Hostel fee payment to be made using ICICI Bank Ltd and State Bank of India online Fee collection method. Fee payment links are available on the Institute website [www.ihmgoa.gov.in](http://www.ihmgoa.gov.in) under **Academic- Admissions- BSC 1<sup>st</sup> year -Method of fee payment**. An e-receipt will be generated upon successful payment of the fee. Students are required to download and preserve this e-receipt for future reference and submission.
- **Please ensure that the payment category, academic year, fee amount, and other relevant details are selected correctly before initiating the payment.**
- **No cash /cheque/DD Transactions etc.**
- After Payment of Hostel Fees in full, you may check in the **Hostel from 25<sup>th</sup> July 2026 (12 pm to 4 pm)**. Present the online Hostel Fee receipt to the Hostel Warden and retain the same for your records.
- In case hostel is required prior to 25<sup>th</sup> July 2026 pro-rata charges will be applicable.
- **Candidate is required to fill Hostel form at the time of reporting to the Institute.**

#### Institute Location & Connectivity – IHM Goa:

- IHM Goa is located at Alto Porvorim, North Goa, close to the State Capital, Panaji (Panjim), behind Mall de Goa. Landmark: Chhatrapati Shivaji Maharaj Chowk Porvorim Goa.  
Pincode: 403531
- **Inter-State Bus Terminus:** Panaji – 4 km / Mapusa – 11 km
- **Airports:** -Dabolim Airport (GOI) – 30 km  
-Manohar International Airport, MOPA (GOX) – 28 km
- **Railway Stations:** -Karmali (KRMI) – 15 km  
-Thivim (THVM) – 20 km  
-Madgaon (MAO) – 33 km

#### Commencement of Academic Session

- **Orientation will be held from 27<sup>th</sup> July 2026 till 31<sup>st</sup> July 2026.**
- **First year Students would be permitted to attend classes without their prescribed uniforms for a period of 15 Days . During this period students must be well groomed and wear formal clothes while attending classes. No T-shirts, jeans , sport shoes, slippers will be allowed.**
- **Students must carry umbrella, raincoats, rain shoes (due to heavy rains).**
- ANTI RAGGING HELPLINE : Contact  
Ms. Janice Pereira – HOD-III - 9518909108  
Mr. Pankaj Kumar Singh – Sr. Lecturer - 9850684002

**Please note:** There will be a briefing for students on **27<sup>th</sup> July 2026** addressed by the Principal, HODs, In-charges, Guest speakers from 9:15am onwards.

Students are required to be present in New Wing A.V room (New wing 2<sup>nd</sup> floor) **at 9:00am**. It is mandatory to attend the same.

- **For any assistance the following officers may be contacted in the Institute**  
Ms. Lisa N. Dias – HOD-I; Ms. Janice Pereira – HOD-II; Mr. Dion Fernandes – Sr. Lecturer  
Mrs. Pooja Shetgaonkar - Administrative cum Accounts Officer

for and on behalf  
of Institute of Hotel Management, Catering  
Technology & Applied Nutrition – Goa.

-Sd-  
(DONNA D'SOUZA)  
PRINCIPAL/SECRETARY