



# Xavier Institute of Management and Informatics

An MBA and MCA Division of St. Xavier's College, Jaipur

A Christian Minority Jesuit Institution run by Jaipur Xavier Educational Association

Affiliated to Rajasthan Technical University, Kota & Approved by AICTE, New Delhi

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Ref: XIMI/ACAD/2026/3354

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## NOTICE

### MBA/MCA Batches- 2022-24 & 2023-25 Consolidated Marksheet & Degree Process

This is to inform the students of the MBA/MCA Batches 2022–24 and 2023–25 who have cleared all their semester backlog papers must apply online for the consolidated marksheet through the RTU portal. The application must be submitted on or before **January 26, 2026**.

Only after this will they be eligible to receive their degree from RTU. Please share the receipt with **Ms Lakshmi Sharma** for further processing.

Kindly follow the steps below to apply for the consolidated marksheet:

**Step 1:** Visit <http://rtu.sumsraj.com/>

**Step 2:** Click on “Student Corner”

**Step 3:** Select “Application for Marksheet/Certificate”

After clicking Step 3, students must complete the registration process first; only then will they be able to log in.

#### Note:

Convocation by RTU Kota: 11.03.2026

Convocation by College: 11.04.2026 (tentative)

Director

Ref: XIMI/ACAD/2026/3355-3357

**Copy forwarded to the following for information and necessary action.**

1. Director, Office XIMI, Jaipur
2. All Staff, XIMI, Jaipur
3. Website Coordinator, XIMI, Jaipur