



Mahatma Gandhi University

Priyadarshini Hills P.O., KOTTAYAM - 686 560, KERALA.

Tel : 0481 - 2731020, 2731050

Website: www.mgu.ac.in

Ac A1/2/5441/2018

19.03.2018

ADMISSION NOTIFICATION

Applications are invited for admission to the MBA Programme offered at the School of Management and Business Studies, for the Academic year 2018-'19.

<i>Duration of the course</i>	2 years (4 semesters)
<i>Student Intake</i>	60
<i>Eligibility</i>	<p>A pass in any Bachelor's Degree Examination of Mahatma Gandhi University or an equivalent degree of any other Universities duly recognized by Mahatma Gandhi University with not less than 50% marks in aggregate for all parts of examinations OR Masters Degree in any subject. Only a pass in the qualifying exam is required for SC/ST candidates. Those who are awaiting final semester results of qualifying exam can also apply provided that they should produce certificates and marklists of qualifying exam before the commencement of their first semester MBA examination.</p> <p>Candidates should have valid CMAT/CAT/ KMAT score. Relaxation of marks and reservation of seats are based on University/Govt. rules.</p>

SELECTION PROCESS:

Selection of students is based on the score obtained in CMAT/CAT/KMAT, Group Discussion and personal interview in the ratio 80:10:10.

ELIGIBILITY CONDITIONS:

- Copies of documents to prove Qualification/Age/Caste/Score Card received from CMAT/CAT/KMAT and other relevant certificates should be attached along with the application. Original Certificates should be produced at the time of interview/admission. Those who have appeared for final examination can also apply.
- Those who have qualified from Universities other than Mahatma Gandhi University should produce Eligibility/Recognition Certificate from this University and Migration Certificate/NOC from parent University at the time of admission.

RELAXATION OF MARKS AND RESERVATION OF SEATS:

Only a pass in the qualifying exam is required for SC/ST candidates. SEBC candidates are eligible for a concession of 3% marks and OEC candidates are eligible for a concession of 5% marks. In the absence of SC/ST candidates, vacancy will be filled up by admitting eligible OEC

candidates. Three percent of seats shall be reserved for candidates having physical disabilities. Physically challenged candidates suffering from disability of 40% or more and certified as such by a Government Medical Board indicating the percentage of disability shall be considered for reservation.

COMMUNAL RESERVATION:

The percentage break up of seats as per mandatory reservation norms based on University/Government rules is as follows.

- | | |
|---|---|
| 1. Ezhava/Thiyya | - 8 % |
| 2. Muslim | - 7 % |
| 3. Latin Catholics other than Anglo Indians | - 1 % |
| 4. Other Backward Christians
(SIUC & converts to Christianity from SC) | - 1 % |
| 5. Other Backward Hindus | - 3 % |
| 6. Scheduled Castes | - 15% |
| 7. Scheduled Tribes | - 7.5% |
| 8. Economically backward among forward
community | - 7.5% for non professional
programme &
- 6.5% for professional programme |
| 9. Kudumbi
(for admission to professional Programmes) | - 1% |

Economically backward among forward community should invariably submit income certificate from Village Officer and BPL Certificate from the authority concerned in proof of their eligibility.

Reservation of seats to the SEBC will be in accordance with the provisions contained in G.O.(P) 208/66/Edn. dated 02.05.1966, as amended from time to time. Candidates claiming reservation under SEBC Quota should invariably produce both 'Community' and 'Non-Creamy Layer' Certificates obtained from the Revenue authorities concerned. The self attested copies of the above certificates should be attached with the application.

Reservation and relaxation in minimum marks based on income, caste etc. will be allowed according to the rules of the University.

If an applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he/she had indulged in ragging, admissions shall be refused or he/she shall be expelled from the educational institution.

The Hon'ble Supreme Court of India has directed that if any incident of ragging comes to the notice of the authority, the student concerned shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the institution.

HOW TO APPLY:

- a. Application forms can be downloaded from the Website www.mgu.ac.in. Application forms are not available at any other source.
- b. The Registration Fee for MBA programme is **Rs.880/-**. Candidates should remit the **REGISTRATION** fee by way of **e-payment**.
- c. SC/ST candidates need to pay only 50% of the registration fee.
- d. Fee once remitted shall not be refunded.
- e. The University will not be responsible for delay in communication or late receipt of any document due to postal delay.
- f. The filled up application form should be complete in all respects. Defective and incomplete applications will be rejected.
- g. Duly filled up applications along with Registration Fee (e-payment receipt) and a self addressed stamped (Rs. 5/-) envelope should be forwarded to the Director, School of Management and Business Studies, Mahatma Gandhi University, Priyadarsini Hills P.O., Kottayam – 686 560, Kerala. **Last date for receipt of filled up application forms is 20.04.2018.** Candidates may contact the office of the School of Management and Business Studies (Tel: 0481-2732288) or visit the website: www.mgu.ac.in for further details.

Sd/-
REGISTRAR

To

1. The Director, School of Management and Business Studies
2. PS to VC/PVC
3. PA to Registrar/CE
4. JR/DR/AR (Acad)
5. Enquiry
6. PRO for issuing press release
7. Content Mgt. Section for uploading relevant details in the website
8. Stock File/File Copy

APPROVED FOR ISSUE

S. K. S. S.

SECTION OFFICER



Photograph

**MAHATMA GANDHI UNIVERSITY
KOTTAYAM, KERALA**

**APPLICATION FOR ADMISSION TO MBA PROGRAMME IN THE SCHOOL OF
MANAGEMENT AND BUSINESS STUDIES FOR THE YEAR 2018-'19**

1. Name of the candidate (in block letters)			
2. Expansion of initials			
3. Age and date of birth		Nationality	
4. Place of birth	Taluk	District	State
5. Permanent Home Address with Telephone No.			
6. Address to which communication should be sent			
Tel. No.	Mob. No.	e-mail:	
7. Name and address of parent or guardian (State relationship)			
8. Occupation and annual income of parent or guardian			
9. Name and address of Local Guardian, if any			
10. Religion and Caste (candidates belonging to SC/ST/SEBC/OEC categories should attach self attested copy of caste certificate)	Religion: Caste:		

11. Whether claiming reservation under economically backward among forward communities (if yes, attach self attested copies of BPL & income certificate)						
12. Academic Qualifications:						
<i>Statement of Marks Secured in the Qualifying Examination (Attach self attested copies of the Mark lists/Certificates)</i>						
<i>Name of Examination Passed</i>	<i>Name of University/Institution</i>	<i>Subject</i>	<i>Marks Secured</i>	<i>Maximum Marks</i>	<i>Percentage of marks secured</i>	<i>Year of passing and Reg. No.</i>
13. If disabled, specify the nature and percentage of disability (Attach self attached copy of medical certificate issued by a Government Medical Board)						
14. The period, if any, during which the candidate discontinued his/her studies, with reasons						
15. Achievement in sports and games/NCC/NSS (attach self attested copies of relevant certificate)						
16. Details of scholarship/fee concessions, if any, availed of by the applicant						
17. Any other qualification or information/ Experience (attach self attested copies of relevant certificates)						
18. Details of e-Payment Receipt for Registration fee						
<i>Number</i>		<i>Date</i>		<i>Amount (Rs.)</i>		
19. Attach the documents in the following order (Please tick the relevant items)						
1. Self attested copies of Marklists of qualifying exams						
2. e-Payment Receipt (Original)						
3. Self attested copy of Caste Certificate						
4. Self attested copy of Income Certificate						
5. Self attested copies of Other Certificates/documents, if any(specify)						
6. Self attested copy of the Score Card of CAT/CMAT/KMAT						

DECLARATION

I do hereby declare that the statements made in the application are true and the documents attached herewith are the copies of the original in my possession, which will be produced for verification when required.

Place:

Date :

Signature of the Applicant

Countersigned
by the Parent/Guardian

For Office use only

Remarks :

Date of Admission :

Admission Number :
