



**MAHATMA GANDHI CENTRAL UNIVERSITY**

**महात्मा गाँधी केन्द्रीय विश्वविद्यालय**

[Established by an Act of Parliament]

Pt. Deen Dayal Upadhyay Parisar, Balua Tal, Motihari-845 401

Email: [headmanagementsciences@mgcub.ac.in](mailto:headmanagementsciences@mgcub.ac.in)

***Date: 09-08-2024***

## **NOTICE FOR COUNSELLING-CUM-ADMISSION**

### **Master of Business Administration (MBA) Programme for Academic session 2024-25**

**Dear Candidates,**

This is in reference to your application for admission to the MBA Programme for the Academic Session 2024-25 in the Department of Management Sciences. Admission will be based on the CUET (PG) Score-2024. The available vacant seats are as follows:

- 1. OBC-NCL: 02 seats**
- 2. EWS: 04 seats**

We would like to inform all candidates who previously applied for the MBA programme under the aforementioned categories through the MGCUB CUET-PG 2024 advertisement but have not yet been called for counseling-cum-admission for regular seats, that you are now invited to attend counseling-cum-admission for the EWS and OBC-NCL categories on 12<sup>th</sup> August 2024 at 10:00 AM in the Department of Management Sciences, Pt. DDU Parisar, Mahatma Gandhi Central University, Motihari

Candidates are required to report at the Department of Management Sciences on **August 12, 2024**, at **10:00 AM** with the requisite documents and fees. **The candidates shall be required to pay the fees online at the time of admission.**

**The merit list will be prepared on the day of admission among reported candidates based on the CUET PG-2024 score.**

Candidates under Waiting List would be given chance in order of merit only if seats remain vacant after the completion of admission process of Merit list candidates.

**Note: Candidates must report before 10:00 AM. In case of non-reporting, your candidature will not be considered.**

**Students are requested to visit University website regularly.**

Reservation is applicable as per existing Govt. of India/MGCUB Norms.

Fee structure and other details are provided in the admission notification (Postgraduate Programmes), Academic Session: 2024-2025 available at <https://mgcub.ac.in/pdf/2024041519030432d9e3d5af.pdf>

**Abbreviation: UR-** Unreserved/ General; **OBC-** Other Backward Class; **SC-** Schedule Caste; **ST-** Schedule Tribe; **EWS-** Economically Weaker Section, **PWD:** Persons with Disabilities



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### Instructions for Candidates

1. Admission shall be strictly based on CUET (PG) Score-2024.
2. Candidates are advised to report on the scheduled date and time to the venue along with required documents.
3. All candidates are advised to check their eligibility for respective programme as notified by NTA Information Bulletin for the admission in PG programme through CUET (PG) – 2024 before appearing for counseling / admission.
4. Wait-listed candidates shall only be considered for admission if seats remain vacant in given program of studies.
5. Candidates who fail to report for admission along with all the original documents on the scheduled date and time shall forfeit their claim to be considered for admission.
6. **In case of tie, senior candidate on the basis of Date of Birth shall be given preference. In case of any dispute, the decision of the University administration shall be final.**
7. Candidate admitted under this (Self-Finance) Scheme shall not be allowed to switch to regular seats under any circumstances.
8. The admission of candidate who has passed his/her qualifying examination from a Foreign University will be subject to his/her qualification being found equivalent to the qualifications prescribed by the University.
9. **The candidates shall be required to pay the fees through online at the time of admission.**
10. Admission shall be granted only on the payment of fees on the specified date.
11. Candidates who fail to make payment on the date of admission shall not be considered for admission and the seat will be given to the next candidate in the merit list.
12. In case of any dispute related to the provisional admission, the High Court of Patna shall have jurisdiction.
13. Any addendum/corrigendum/notices to this notification shall be published only on the University Website ([www.mgcub.ac.in](http://www.mgcub.ac.in)). Therefore, Candidates are advised to check the University website regularly for any updates.
14. Students are requested to come with all the documents required for admission in the course. Unable to present the required documents will lead to cancellation of the admission.
15. If at any stage it is found that the applicant has furnished wrong information in the online application form then the admission would be cancelled.



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### LIST OF DOCUMENTS REQUIRED FOR ADMISSION

The candidates are required to be present in person and bring the following documents in original as well as one set of self-attested photocopies at the time of reporting for counselling-cum-admission.

#### CHECK LIST

Sl. No.	List of Documents	Self-Attested Photocopy	Original
1	CUET(PG)-2024 Online Application Form	Self-Attested Photocopy	Original
2	CUET(PG)-2024 NTA Score Card	Self-Attested Photocopy	Original
3	MGCUB (PG) -2024 Online Application Form	Self-Attested Photocopy	Original
4	Five recent passport size photographs		
5	Mark sheets and certificates of 10th and 12th.	Self-Attested Photocopy	Original
6	Marks sheet and Certificate of Graduation.	Self-Attested Photocopy	Original
7	Other Marks Sheet/Transcript, if any other than above mentioned	Self-Attested Photocopy	Original
8	Self-attested copy of AADHAR Card.	Self-Attested Photocopy	Original
9	Original Extra Co-Curricular Activities Certificates.	Self-Attested Photocopy	Original
10	Bank Account detail of student i.e. Account No., IFSC- Code, and Name of account holder & address of Bank.	Self-Attested Photocopy	Original
11	A Character certificate from the Head of the Institution last attended.	-	Original*
12	Transfer/Migration Certificate (in original) from the Head of the Institution/University last attended.	-	Original*
13	Affidavit for intervening period/gap of over three years, if applicable on Non-Judicial stamp paper.	-	Original*
14	SC/ST/OBC/PwD/EWS latest Certificate as per GOI rules, wherever applicable. <b>OBC Non-creamy layer certificate (Govt. of India) and EWS certificate which should have been issued on or after 01.04.2024.</b>	Self-Attested Photocopy	Original
15	No Objection Certificate (NOC) from Employers, wherever applicable.	Self-Attested Photocopy	Original
16	Undertakings, wherever applicable on Non-Judicial Stamp paper of Rs. 100/-.	-	Original*
17	Anti-ragging form duly signed by the Student on Non-Judicial Stamp paper of Rs. 100/-.	-	Original*
18	Anti-Ragging form duly signed by the Parents/Guardian on Non-Judicial Stamp paper of Rs. 100/-.	-	Original*
19	Any other document, if needed (Please specify)	Self-Attested Photocopy	Original

**\*Original Documents will be retained permanently by the University.**

Head  
Department of Management Sciences  
Mahatma Gandhi Central University, Motihari