



महात्मा गाँधी केन्द्रीय विश्वविद्यालय, बिहार
MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[संसद के अधिनियम द्वारा स्थापित एक केंद्रीय विश्वविद्यालय]

[A Central University established by an Act of Parliament]

डॉ अम्बेडकर प्रशासनिक भवन, ओपी थाना के पास, मोतिहारी - 845401, जिला - पूर्वी चंपारण, बिहार

F.No. MGCUB/CoE/CUET-2024/UG/1771

Dated: 05th September 2024

OFFICE ORDER

1. This is in continuation of ongoing admission process in various UG Programmes of Studies in the University for the Academic Session: 2024-25.
2. In this context, it is hereby notified for information of all concerned that the Competent Authority has been pleased to order that before going for Open/Spot admission in various Programmes of Studies, all Heads of various Teaching Departments shall ensure to exhaust the list of candidates who have registered themselves with payment of requisite amount of registration fee and could not get admission during offline (physical)/online Counselling.
3. Once the list of candidates as mentioned at Para 2 of above is exhausted, the concerned Head of Teaching Department shall go for Open/Spot counselling process for admission in various U.G. Programmes based on criteria circulated by Assistant Registrar (Estt. & Admin.) vide E-mail dated 05th September 2024 (Minutes of the Meeting- **Annexure I**) in this regard. Accordingly, the preference to the candidates will be given as under:
 - i. CUET Score Card holders (first preference)
 - ii. Without CUET Score Card holders
4. The counselling of such candidates is to be completed latest by 16th September 2024. The Heads of Teaching Departments shall also ensure to inform such candidates through e-mail as well as publish notice on the website of the University.
5. Further, all the Heads of concerned departments shall take necessary action to take admissions against supernumerary Self Finance/Paid Seats as defined by the Office Order no. MGCUB/Acad./SFS, dated 10th May 2024 (**Annexure II**); as per revised guidelines and fee structure.
6. This is issued with the approval of the Competent Authority of the University.

(Dr. Krishna Kant Upadhyay)
Controller of Examinations

परीक्षा नियंत्रक
Controller of Examinations
महात्मा गाँधी केन्द्रीय विश्वविद्यालय
Mahatma Gandhi Central University
मोतिहारी, बिहार / Motihari, Bihar

Annexure I : Minutes of the Meeting, circulated vide e-mail dated 05/09/2024.

Annexure II : Office Order related to Supernumerary Self Finance/Paid Seats, dated 10/05/2024.

Copy of the above forwarded to the following for information and further necessary action:

1. All Heads of various Teaching Departments, MGCU.
2. All Deans of various Teaching Departments, MGCU- with the request to ensure the compliance of the orders of the Competent Authority.
3. The OSD (Administration) (I/C)/ OSD (Finance) (I/C), MGCU.
4. The DSW/Campus Directors/Proctor/Director (RDC)/Librarian/Coordinator, IQAC, MGCU/ Vigilance cum Verification Officer.
5. Provost/Deputy Registrar/PRO/Sports Officer/Warden/Asst. Registrar/Section Officers, MGCU.
6. In-charge University Website- for uploading of the same on University Website for information of all concerned
7. Private Secretary/OSD to Vice- Chancellor, MGCU- for kind information of the Hon'ble VC, please.
8. Guard File

Utpal
05/09/24
(Utpal Kumar Thakur)

LDC, O/o CoE