



# 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)

### **NOTICE FOR ADMISSION AGAINST VACANT SEATS THROUGH OPEN COUNSELLING IN MASTER OF BUSINESS ADMINISTRATION (MBA)**

#### **PROGRAMME**

#### **FOR ACADEMIC SESSION 2025-26**

A few seats are available for admission into the MBA Programme for the academic session 2025-26. Interested candidates satisfying the minimum eligibility criteria as prescribed below may register themselves for taking admission in MBA Programme in the Department of Management Sciences. Candidate who are interested to take admission in the MBA Programme for Academic Session 2025-26 are informed to register themselves on MGCUB/Samarth Portal by paying non-refundable registration fee as mentioned below:-

Course	Vacancy	Fee	Eligibility Criteria	Registration fee for Candidate
MBA	SC-03 ST-01	<b>Admission Fee 19018/-</b>	Bachelor's degree in any discipline from a recognized Indian or Foreign University (foreign recognition to be as per AIU list) with a minimum 55% marks or equivalent grade for Unreserved category and 50% marks or equivalent grade for SC/ST/OBC (NCL)/PwD/EWS candidates	SC/ST/PWD- <b>Rs. 200/-</b>

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

**(SC/ST/OBC/PwD/EWS latest Certificate as per GOI rules, wherever applicable. OBC Non-creamy layer certificate (Govt. of India) and EWS certificate which should have been issued on or after 01.04.2025.)**

**Abbreviation:** UR- Unreserved/ General; OBC- Other Backward Class; SC- Schedule Caste; ST- Schedule Tribe; EWS- Economically Weaker Section, PWD: Persons with Disabilities COQP12 - GENERAL (MBA ETC)



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**1. OPEN COUNSELING WILL BE INITIATED AGAINST THE VACANT SEAT FOR FOLLOWING CATEGORY OF CANDIDATES:**

- Candidates CUET (PG)-2025 Score Card Holders
- Without CUET (PG)-2025 Score Card Holders but fulfilling eligibility criteria of MGCUB

**2. DURING OPEN COUNSELING THE ADMISSION SHALL BE MADE ON THE BASIS OF CUET (PG)-2025 SCORE , ONCE SUCH CANDIDATES ARE EXHAUSTED MERIT WILL BE PREPARED BASED ON THE COMPOSITE SCORE DETERMINED AS FOLLOWS:-**

Sl. No.	Components	Weightage of different components of the Composite Score (Out of 100)
01	Percentage of marks in 10 <sup>th</sup>	20%
02	Percentage of marks in 10+2/Intermediate	35%
03	Percentage of marks in Graduation	45%
	<b>Total</b>	<b>100%</b>

### Link for the Registration

[mgcubadm.samarth.edu.in](http://mgcubadm.samarth.edu.in)

### The Schedule for Registration and admission

**Online Registration and Application through Samarth- by 14<sup>th</sup> August 2025**

**Reporting cum counselling /Document Verification and Submission of the fee through Samarth - on 18<sup>th</sup> August 2025**



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

1. Candidates are advised to report on the scheduled date and time to the venue along with required documents.
2. All candidates are advised to check their eligibility for respective programme as notified by MGCUB admission prospectus 2025-26 before appearing for counseling / admission.
3. 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.
4. 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.
5. 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.
6. **The candidates shall be required to pay the fees online at the time of admission.**
7. Admission shall be granted only on the payment of fees on the specified date.
8. 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.
9. In case of any dispute related to the provisional admission, the High Court of Patna shall have jurisdiction.
10. 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.
11. 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.



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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)-2025 Online Application Form	Self-Attested Photocopy	Original
2	CUET(PG)-2025 NTA Score Card	Self-Attested Photocopy	Original
3	MGCUB (PG) -2025 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.	-	<b>Original*</b>
12	Transfer/Migration Certificate (in original) from the Head of the Institution/University last attended.	-	<b>Original*</b>
13	Affidavit for intervening period/gap of over three years, if applicable on Non-Judicial stamp paper.	-	<b>Original*</b>
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 01.04.2025.</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/-.	-	<b>Original*</b>
17	Anti-ragging form duly signed by the Student on Non-Judicial Stamp paper of Rs. 100/-.	-	<b>Original*</b>
18	Anti-Ragging form duly signed by the Parents/Guardian on Non-Judicial Stamp paper of Rs. 100/-.	-	<b>Original*</b>
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



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### ANNEXURE - I

#### AFFIDAVIT BY THE STUDENT

(to be submitted by the student at the time of admission)

I, .....(full name of student)  
.....(University Candidate I.D.) S/o or D/o Mr  
..... having been admitted to Mahatma Gandhi Central University, Bihar  
have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009,  
(hereinafter called the "Regulations") and have carefully read and fully understood the provisions contained in the said  
Regulations.

2) I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative  
action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a  
conspiracy to promote ragging.

4) I submit to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University.

5) I hereby solemnly aver and undertake that:

a) I will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging  
under Clause 3 of the Regulations.

6) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the Regulations, without  
prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

7) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being  
found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found  
to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Deponent

Name:

#### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing  
has been concealed or misstated therein.

Verified at ----- (place) on this the ----- (day) of ----- (month), ----- (year) \_\_\_\_\_

Signature of Deponent

NOTE: It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session.



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### ANNEXURE - II

#### AFFIDAVIT BY THE PARENT/GUARDIAN

(To be submitted by the parent/guardian at the time of admission)

I, Mr/Mrs/Ms.....(full name of parent/guardian) father/mother/ guardian of Mr./Ms.....(full name of the student) .....(University Candidate I.D.), having been admitted to Mahatma Gandhi Central University, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") and have carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/ she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that:

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year. VERIFICATION

\_\_\_\_\_

Signature of Deponent  
Name:

#### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at ----- (place) on this the ----- (day) of ----- (month), ----- (year) \_\_\_\_\_

Signature of Deponent

**NOTE: It is mandatory to submit this affidavit in the above format if you desire to register for the forthcoming academic session.**

Head  
Department of Management Sciences