

Department of Management Studies
Deenbandhu Chhotu Ram University of Science and Technology, Murthal

29/07/2024

The following seats (Category-wise) are available for the Fourth Counselling of MBA 2 Year programme on dated 1.08.2024.

Sr. No.	Category	Vacant for forth counselling to be held on 1 August 2024
1	AIC	0
2	HOGC	1+1 M* + 1 F*
3	SC	1**
4	DSC	05
5	BCA	04
6	BCB	03
7	PWD	02
8	EWS	01
9	KM	03
	Total	22

* Resident of Murthal (1 Male, 1 Female)

** ESM and their wards and dependent of Freedom Fighter

All interested candidates willing to take admission in MBA 2 Year Programme, are directed to report along with documents mentioned below as per PG degree prospectus 2024 (Chapter-6, Counselling and Admission) for the **Fourth Counselling on date 01/08/2024 at 9:00 A.M** at the Room no. 418, Department of Management studies, Saraswati Library Building Top Floor, DCRUST, Murthal.

Candidates have to bring all certificates in original and one set of self-attested copy of the certificates.

Documents Required:

- Print out of online filled application form.
- Passport size three photographs.
- Certificates showing the detailed marks in all subjects in the qualifying examination and one set of attested/self-attested documents. (Up to pre final semester for candidates appeared in qualifying examination).
- Matriculation/Hr. Secondary Examination Certificate as proof of age and One copy of attested/self-attested document.
- Conversion Table/Formula showing equivalence between percentage and CGPA of the qualifying degree.
- Medical Fitness Certificate from a Gazetted Medical Officer.
- Character Certificate (Annexure I). For gap period, if any, the candidate will submit an affidavit from the notary/first class magistrate certifying his/her good conducts.
- Haryana Resident Certificate (Annexure II) with one attested/self-attested copy.
- (SC/DSC)/BC/ PWD/certificates and Affidavit by parents of BC/PWD/FF/DFF/ESM (Annexure -IV, V, VI, VII, VIII, IX, X) with one attested /self-attested copy.
- Economically Weaker Section: Income and Assets Certificates (Annexure-XI)
- Resident of Murthal certificate with one attested copy (Annexure XIV).
- Declaration by parents (Annexure XV).
- Income Certificate (Annexure XVIII)

Counselling Schedule and Admission Criterion

Sr. No.	Counseling	Date	Fee to be deposited by
1.	4 th Physical Counseling	01.08.2024	03.08.2024
2.	5 th Physical Counseling	06.08.2024	09.08.2024
3.	6 th Physical Counseling	20.08.2024	23.08.2024

The Procedure for 4th/5th/6th Counseling shall be as under: (If required)

If the list of candidates appeared in the Entrance Test conducted by university is exhausted then the following procedure will be followed, otherwise candidates from the merit list of Entrance Examination will only be considered.

- i. Already registered candidates can also participate in these counseling and need not to apply again.
- ii. Unregistered candidates need to fill an application form which is available at page no. 35 – 36 of Prospectus.
- iii. Time for marking of attendance and submission of applications form is 9:30 a.m. to 11:30 a.m. in the respective departments.
- iv. For these counseling, no applications shall be accepted after 11: 30 a.m.
- v. All admitted candidates shall be charged University Fee as given in Prospectus on the day of counseling. Unregistered candidates shall have to pay an additional charge of Rs.1000/- as Registration Fee in addition to the fee mentioned in prospectus.

Seats shall be filled through following sequence (order of preference) for all counselling: -

- a. Firstly, the eligible candidates will be considered on merit of valid GATE score (wherever applicable) for admission.
- b. After exhausting (criteria a), eligible candidates will be considered for admission based on the merit list of results of entrance tests conducted by the University.
- c. After exhausting (criteria b), eligible candidates will be considered for admission on the basis of the merit list of **qualifying examination**.
- d. Thereafter, if the seats still remain vacant, chance will be given to those who have cleared their all examinations upto pre final year/semester and appeared in final exam. Their relative merit shall be formed on the basis of their average % of marks up to pre final year/semester (% marks should be equal or more than given in Chapter-1 under eligibility conditions). Proof of qualifying final exam should be submitted (should fulfill the eligibility conditions as given in Chapter-1), otherwise admission shall stand cancelled automatically and all the dues/fees paid by them shall be forfeited.

Criteria for filling of reserved seats:

- The vacant seats of reserved category will be filled by the candidates of respective category.
- However, if reserved category candidates are not available on the day of counseling (till 11.30 a.m.), the seats will be filled by General Category (All India basis).
- Supernumerary seats (EWS Quota, SQ, UEQ, SGCQ and KM) are over and above sanctioned intake and cannot be converted into any other category.

Admission Convener (MBA 2 Year)
Department of Management Studies
DCRUST, Murthal