

**Counselling Guidelines**  
**for**  
**Admissions through MET-2020**  
**(B.Tech-I)**



**Madan Mohan Malaviya University of Technology**  
**Gorakhpur-273010**

# Information cum-Guidelines for Admission through MET-2020

## (B.Tech-I)

1. All the eligible candidates of MET-2020 may apply for online counselling for the admission in B.Tech-I at M. M. M. University of Technology, Gorakhpur for the session 2020-21 as per their eligibility criteria given in Admission Brochure MET-2020.
2. The Counselling fee of Rs.2,000/- (non-refundable) is to be paid on-line only at the time of registration.
3. All the eligible candidates are required to register for online counselling through the MMMUT admission/counselling website: [www.mmmut.ac.in](http://www.mmmut.ac.in) as per the counselling schedule uploaded on the University website from time to time. For MET-2020 candidates, the login ID and password, which they have used for filling the Online application form, will be used for counselling registration, document uploading and choice filling etc.
4. All the eligible candidates are advised to read the guidelines/instructions carefully, check their eligibility and applicable reservation category, etc. before filling the registration details and uploading the relevant documents.
5. The candidates who have successfully registered online, uploaded their documents, locked their choices etc. within stipulated time will be considered for document verification. The candidates who's documents have been successfully verified will be considered for seat allotment during various rounds of seat allotment. There is no provision to change/modify the locked choices and uploaded documents at any stage of the counselling and no fresh candidate will be allowed to register for counselling after the last date of the registration, as per the counselling schedule available on the website.
6. For any clarification regarding eligibility, category, subcategory, etc. for admission at MMMUT, Gorakhpur, please refer the Admission Brochure MET-2020. The information given in Admission Brochure MET-2020 shall be final and binding upon all candidates.
7. Accepting admission in MMMUT Gorakhpur implies acceptance by the candidate and his/her parents/guardians with all the provisions given in the guidelines. Any change in the rules, regulations, fee etc. of the University shall apply mutatis mutandis to the admitted candidates.
8. Candidates claiming the benefits of EWS reservation have to upload **EWS certificate issued after March 31, 2020** on the prescribed format given in Admission Brochure MET-2020, failing which the candidate will be considered for seat allotment as per her/his General Rank.
9. Candidates claiming benefits of OBC reservation have to upload **OBC certificate issued after March 31, 2020 (mandatory due to the condition of creamy layer for OBC)** on the prescribed format given in Admission Brochure MET-2020, failing which the candidate will be considered for seat allotment as per her/his General Rank.

10. Candidates claiming advantage of Tuition Fee Waiver seats are required to upload **parents' income certificate issued after March 31, 2020** on the prescribed format given in Admission Brochure MET-2020.
11. After provisional admission, all the relevant original documents will be verified at the time of physical reporting at University along with one set of self-attested copy of required documents, failing which the provisional admission offered will be cancelled and University fee will be forfeited.
12. The candidates seeking admission in B.Tech-I must upload the scanned copy of original marksheet of their qualifying examination.
13. The claim made by the candidate in the application form submitted to MET-2020 and candidate fails to upload the relevant documents against her/his claim in application form within stipulated time, will be liable for rejection of that claim and allotment of seats will be done as per modified record of the candidate.
14. If any information (document/declaration etc.) given/uploaded/submitted by the candidate is found false at any stage, his/her admission shall be cancelled, his/her deposited University fee will be forfeited and he/she may be liable for prosecution under the law. In case of any legal dispute, the jurisdiction will be limited to Gorakhpur court only.
15. The candidate has to deposit the confirmation fee of Rs. **40,000.00 (Rupees Forty Thousand only)** within stipulated time after the seat allotment, failing which his/her allotted seat will be cancelled, and he/she cannot participate in subsequent rounds of seat allotment.
16. If a candidate wants to withdraw his / her candidature after seat allotment and depositing the confirmation fee, then the University Fee refund policy shall be applicable for the refund of fee (available at the end of this document).
17. If any of the qualifying examination Board/University awards letter grades without providing an equivalent percentage of marks on the grade sheet, then the candidate must obtain a certificate from the Board/ University specifying equivalent marks/percentage and upload along with qualifying examination marksheet. In case, such certificate is not uploaded by the candidate, the decision of the University Admission Committee regarding his/her eligibility shall be final.
18. The allotment of seats through counseling will be carried out strictly in accordance with the MET - 2020 rank of the candidates, subject to the order of preference given for the seat and availability of seat in the category and their respective sub-category.
19. No relaxation of confirmation fee will be given to any candidate at the time of granting admission.
20. All information in connection with Admissions- 2020 shall be made available through the University website [www.mmmut.ac.in](http://www.mmmut.ac.in). The candidates are advised to refer the website regularly/frequently, failing which MMMUT Gorakhpur will not be responsible for any loss due to the lack of communication.

**Note: For detail information, University Admission Brochure (MET-2020) shall be referred.**

## Online Counselling Process

### **Steps of the Online Counselling Process**

The candidates are required to read the following steps of online counselling carefully before proceeding for online registration followed by online choice filling etc.

#### **Step-1: Online Registration for Counselling**

All the candidates eligible for counselling, will have to use their MET-2020 application form number and password to register for counselling through website "[www.mmmut.ac.in](http://www.mmmut.ac.in)".

##### **Note:**

If the personal data of the candidate is found incorrect at the time of online verification of certificates either at the time of reporting or at any later stage, the allotment of seat/ admission is liable to be cancelled and his/her University fee will be forfeited.

#### **Step-2: Payment of Counseling Fee**

After successful registration, the candidate must pay the **counselling Fee of Rs. 2000/-** (non-refundable) using online payment gateway before proceeding for document uploading at Step-3.

#### **Step-3: Uploading of Documents**

After successful payment of counselling fee, the candidate must upload all the required relevant documents online before proceeding for choice filling at Step-4. (before uploading the document, please refer point 7,8,9 and 17 of Information cum-Guidelines)

#### **Step-4: Choice Filling**

After successful uploading of documents, the candidate is required to fill the choices in order of his/her preference available as per his/her applied course for admission.

**The candidates, who are eligible to apply for seats under Tuition Fee Waiver (FW) category also fill choices of FW seats. The candidate must also submit non-FW choices additionally along with FW choices for getting his/her candidature considered for allotment of Non-FW seats. Please note that in each branch of B.Tech.-I, only 5% of total intake is available as FW seats, if the candidate is filling only FW seat choices, his/her candidature shall not be considered for allotment of non-FW seats.**

#### **Step-5: Choice Locking**

Once the choices are filled-in, the candidate is required to check the order of preference of choices thoroughly and if any alterations in the order of preference are required, rearrange them. Once the order of preference of choices are final, the candidate can lock the choices by clicking the submit button. Thereafter the candidate will receive an OTP on his/her registered email and mobile number which should be used for locking the choices finally.

After the choices are locked, candidates will not be able to change their choices under any circumstances. A printable version of the list of documents uploaded, choices locked along with

the terms and conditions agreed by the candidate at the time of registration will be displayed. Candidates must take a printout (hard copy) of printable document for his/her future references.

Registered candidates who do not fill any choices will not be considered for seat allotment. His/her registration fee will also not be refunded. The registered candidates who have filled the choices but forgot to locked choices, their filled choices will be considered automatically locked and candidate will be considered for seat allotment.

**Note: Please note that the choices (order of preference), once submitted and locked, are not allowed to be altered/modified under any circumstances. All rounds of allotment will use this locked choice for seat allotment.**

#### **Step 6: Seat Allotment**

The final locked choices of the candidates would be processed centrally, and the result of seat allotment will be uploaded on the University Website.

#### **Step 7: Deposition of Confirmation Fee**

- The candidate is required to take the printout of the provisional allotment letter from their login, in case of seat allotment. There is no provision of sending allotment letter individually to the candidate by post.
- Candidates are required to pay complete Confirmation fee of **Rs. 40,000.00 (Rupees Forty Thousand only)** online using the payment gateway services within the stipulated time mentioned in the allotment letter, failing which the provisional admission offered to the candidate will be cancelled and the offered seat will be allotted to another candidate as per the merit. The candidature of such candidate shall not be considered in any subsequent round of seat allotment except spot counselling.

#### **Step 8: Branch up-gradation**

The candidate desirous to upgrade the allotted branch as per his/her locked choices must give the consent for branch up gradation at the time of payment of confirmation fee through counselling portal only. If the candidate does not opt for upgradation, his/her seat allotment will be considered as final and no upgradation request will be entertained at any stage.

#### **Step 9: Deposition of remaining University Fee**

Candidates are required to deposit remaining university fee after deducting confirmation fee at the time of registration/reporting for academic session 2020-21.

#### **Step 10: Physical Document Verification**

All the relevant and original documents will be verified at the time of physical reporting at University along with one set of self-attested copy of required documents, failing which the provisional admission offered will be cancelled and University fee will be forfeited.

**Tentative Schedule of MET-2020 Counselling  
for  
B.Tech.-I**

S.N.	Activity	Sub Activity	Dates /Time
1	Registration,	Display of Initial Seat Matrix to show the total availability of Seats in Various Categories and Sub-Categories	October 1, 2020/ 05:00 pm
2	Choice Filling, Document Uploading and	Start of online Registration, Counselling fee payment, Choice filling, Choice locking and Document Uploading and Verification Online.	October 6, 2020/10:00 am
3	Notification of Online Document	End of online Registration, Counselling fee payment, Choice filling, Choice locking and Document Uploading.	October 24, 2020/ 5:00 pm
4	Verification	End of Online Document Verification and Notification through Email about status of Online Document Verification.	October 26, 2020/ 5:00 pm
5	First Round	Round-1 seat allotment and display of seat allotment result	October 29, 2020/03:00 pm
6	Seat Allotment	Online fee (Seat Confirmation Fee) deposit	October 29, 2020/03:30 pm to November 2, 2020/ 05:00 pm
7	Second Round	Round-2 seat allotment and display of seat allotment result	November 4, 2020/ 10:00 am
8	Seat Allotment	Online fee (Seat Confirmation Fee) deposit	November 4, 2020/ 10:30 am to November 6, 2020/ 05:00 pm
9	Third Round	Round-3 seat allotment and display of seat allotment result	November 8, 2020/ 10:00 am
10	Seat Allotment	Online fee (Seat Confirmation Fee) deposit	November 8, 2020/ 10:30 am to November 10, 2020/ 05:00 pm
11	Fourth Round	Round-4 seat allotment and display of seat allotment result	November 12, 2020/ 10:00 am
12	Seat Allotment	Online fee (Seat Confirmation Fee) deposit	November 12, 2020/ 10:30 am to November 16, 2020/ 05:00 pm
10	Subsequent Rounds of Seat Allotment	Announced Latter. Please keep watching the University website <a href="http://www.mmmut.ac.in">www.mmmut.ac.in</a> for related information	

### ***Documents Required at the time of Uploading***

**At the time of document uploading, scanned copy of following original documents shall be required.**

1. MET-2020 Admit Card in original given by the authority of MMMUT, Gorakhpur at the centre during the entrance examination. If lost, the candidate may request duplicate admit card from admission cell of MET-2020 by paying Rs 1000/- online.
2. Certificate of High school or equivalent examination for verification of date of birth.
3. The candidate seeking admission in **B.Tech-I** must upload the scanned copy of original marksheet of the qualifying examination.
4. The candidates who have passed qualifying examination from the states other than U.P. must upload **Domicile certificate of Parents (Father or Mother only)**, issued by the competent authority on prescribed format given in Admission Brochure MET-2020.
5. The candidates who have passed qualifying examination from U.P need not to upload the domicile certificate of parents.
6. **EWS certificate for General category candidate** issued by the competent authority **issued after March 31, 2020**, if applicable, on prescribed format available in Admission Brochure MET-2020.
7. **Category certificate for OBC candidate** issued by the competent authority, if applicable, on the prescribed format given in Admission Brochure, MET-2020 and **issued after March 31, 2020** (mandatory due to the condition of the creamy layer of the society).
8. **Category certificate for SC/ST candidate** issued by the competent authority, if applicable, on the prescribed format given in Admission Brochure, MET-2020.
9. Candidates claiming advantage of **Tuition Fee Waiver** seats are required to upload **parents income certificate less than 8 lakhs issued after March 31, 2020** on the prescribed format given in Admission Brochure MET-2020.
10. **Physically handicapped** candidate will be required to upload a **certificate issued by the Chief Medical Officer** in the prescribed format given in Admission Brochure, MET-2020. A medical board, consisting of a general physician, orthopaedist, and ophthalmologist may be referred to verify the claim of the certificate if there is any doubt.
11. The candidate of **Armed Forces category (UPAF)** will be required to upload a certificate issued by the competent authority on the prescribed format given in Admission Brochure, MET-2020 available on the university website.

**Note: Priority must be mentioned in certificate as per Govt. Order.**

12. Candidate belonging to **freedom fighter's category (UPFF)** will be required to upload a certificate to this effect issued by the competent authority on the prescribed format given in Admission Brochure, MET-2020 available on the university website.
13. The Candidate who have claimed **rural weightage** will be required to upload a certificate on prescribed format at the time of uploading of document as given in Admission Brochure, MET-2020 available on the university website.

14. A **medical fitness certificate** as prescribed in Admission Brochure, MET-2020 available on university website at the time of reporting to the University.

**Important Note:**

1. Following Candidates are not eligible to participate in various rounds of seat allotment:
  - a. Candidates who have not registered within stipulated time in spite of having good merit rank.
  - b. Candidates who have registered but not uploaded relevant documents within stipulated time.
  - c. Candidates who have registered and uploaded relevant documents but not filled the choices within stipulated time.
  - d. Candidate failed in online document verification.



**Category-wise Seat Matrix for various Courses after including 10% EWS Category  
(as per UP Govt Order No.-1/2020/4/1/2002/KA-2/19 T.C.-II Dated Feb. 19,2020)**

**B.Tech 1st Year Admission through MET-2020 Merit**

Branch	Intake	FW	GN	GNOP	GNGL	GNAF	GNFF	GNHC	EWS	EWOP	EWGL	EWAF	EWFF	EWHC	BC	BCOP	BCGL	BCAF	BCFF	BCHC	SC	SCOP	SCGL	SCAF	SCFF	SCHC	ST	STOP	STGL	STAF	STFF	STHC
CE	135	8	54	37	11	2	1	3	13	9	2	1	0	1	36	25	7	2	1	1	29	20	5	1	1	2	3	2	1	0	0	0
CSE	135	7	55	37	11	3	1	3	14	10	3	0	0	1	36	25	7	1	1	2	28	19	6	2	0	1	2	2	0	0	0	0
EE	135	8	54	36	11	3	1	3	13	9	2	1	0	1	37	25	8	2	0	2	28	20	6	1	0	1	3	2	1	0	0	0
ECE	135	7	54	37	11	3	1	2	14	9	3	1	1	0	36	24	8	2	1	1	29	20	6	1	1	1	2	2	0	0	0	0
ME	135	7	54	36	11	3	1	3	14	9	3	1	0	1	36	25	7	1	1	2	28	19	6	1	1	1	3	2	1	0	0	0
CH	67	4	27	20	5	1	0	1	6	5	1	0	0	0	18	13	3	1	0	1	14	10	2	1	0	1	2	2	0	0	0	0
IT	68	4	27	19	5	1	1	1	7	5	2	0	0	0	19	14	3	1	0	1	14	9	3	1	0	1	1	1	0	0	0	0
TOT	810	45	325	222	65	16	6	16	81	56	16	4	1	4	218	151	43	10	4	10	170	117	34	8	3	8	16	13	3	0	0	0

# Madan Mohan Malviya University of Technology Gorakhpur

## Admissions 2020-2021 Refund Policy

This is for the information to all the candidates who have applied for admission through MET-2020 in Madan Mohan Malaviya University of Technology Gorakhpur in session 2020-21 that the following refund policy shall be applicable in case a candidate withdraws his/her admission.

### 1. B Tech II<sup>nd</sup> Year (Lateral)/ BBA/MCA/ MBA/M Tech/ MSc candidates

Expected last date of admission: **19<sup>th</sup> October 2020**

S No.	Date of Receipt of Application	Amount to be refunded
1.	15 days or more before the formally notified last date of admission i.e. till 4 <sup>th</sup> October 2020	After deducting Rs. 5000/- out of the fee deposited
2.	Less than 15 days before the formally notified last date of admission i.e. 5 <sup>th</sup> October-18 <sup>th</sup> October 2020	90% of the fee deposited (Minimum deduction of Rs5000/-)
3.	15 days or less after the formally notified last date of admission i.e. 19 <sup>th</sup> October-3 <sup>rd</sup> November 2020	80% of the fee deposited
4.	30 days or less after the formally notified last date of admission i.e. 4 <sup>th</sup> November-19 <sup>th</sup> November 2020	50% of the fee deposited
5.	More than 30 days after the formally notified last date of admission after 19 <sup>th</sup> November 2020	NIL

### 2. B Tech I<sup>st</sup> Year (All Branches) candidates

Expected last date of admission: **17<sup>th</sup> November 2020**

S No.	Date of Receipt of Application	Amount to be refunded
1.	15 days or more before the formally notified last date of admission i.e. <b>till 2<sup>nd</sup> November 2020</b>	After deducting Rs. 5000/- out of the fee deposited
2.	Less than 15 days before the formally notified last date of admission i.e. 3 <sup>rd</sup> November-16 <sup>th</sup> November 2020	90% of the fee deposited (Minimum deduction of Rs5000/-)
3.	15 days or less after the formally notified last date of admission i.e. <b>17<sup>th</sup> November-2<sup>nd</sup> December 2020</b>	80% of the fee deposited
4.	30 days or less after the formally notified last date of admission <b>3<sup>rd</sup> December-17<sup>th</sup> December 2020</b>	50% of the fee deposited
5.	More than 30 days after the formally notified last date of admission <b>after 17<sup>th</sup> December 2020</b>	NIL

### 3. Process for withdrawal/cancellation of admission and fee refund

(i)	The candidate may submit an application for the cancellation of his/her admission and fee refund request in the office of Admission Cell only (either in person or speed/registered post) where the date and time of receipt of application will be recorded for the fee refund. The candidate must attach the copies of the Admission offer letter, confirmation fee deposit receipt, and self-signature copy of his/her photo ID. The university will not be responsible for any postal delay. <b>The working hours of Admission cell office is 9:30 am to 5:00 pm (on all working days except Saturday) &amp; 9:30 am to 1:00 pm (on Saturday only).</b>
(ii)	However, the candidate may send an application for the cancellation of admission and fee refund through the candidate's registered e-mail as filled in application form of MET-2020 to <b>met@mmmut.ac.in</b> along with the scanned copies of Admission offer letter, the fee deposit receipt, and self-signature copy of his/her photo ID. The date and time of received e-mail will be recorded for deciding the amount of fee refund to the candidate. <b>Email received after 5.00 pm will be treated as the next day.</b> University will not be responsible for bouncing back of email/not receipt of the email.
(iii)	<b>Any cancellation request sent through other than the candidate's registered email as filled in the application form of MET-2020 will not be entertained.</b>

**Important Note: Application for the cancellation of admission and fee refund through the candidate's registered e-mail received after 5.00 pm will be treated as the next day.**



(Prof. S. P. Singh)  
Coordinator, Admission Cell