

Counselling Guidelines
for
Admissions through CUET(PG)-2022
MBA/MCA/M.Sc./B.Tech-II (Lateral Entry) for BSc Graduates



Madan Mohan Malaviya University of Technology
Gorakhpur-273010

Information cum-Guidelines for Admission through CUET(PG)-2022 MBA/MCA/M.Sc./B.Tech-II (Lateral Entry) for BSc Graduates

1. Applications for admission to following programs for the academic session 2022-23 are to be submitted online only:
 - a. MBA
 - b. MCA
 - c. M.Sc.
 - d. B.Tech.-II (Lateral Entry) for BSc Graduates
2. Candidates are required to fill the Application Form online for counselling through online mode using the link provided on university website www.mmmut.ac.in.
3. All the eligible candidates of CUET(PG)-2022 may apply for online counselling for the admission in MBA /MCA/M.Sc./ B.Tech.-II (Lateral Entry) for BSc Graduates at M. M. M. University of Technology, Gorakhpur for the academic session 2022-23 as per their eligibility criteria given in University Admission Brochure-2022.
4. The online counselling registration fee is **Rs. 2000/- (Non-Refundable)** which can be paid in online mode during online registration process.
5. Candidates are advised to read these guidelines carefully, check their eligibility and applicable reservation category, subcategory, gender etc. before filling and submitting the online registration form. The university shall not be responsible for any mistake committed by the candidates in filling the online application form.
6. The admission to **MBA/MCA/M.Sc/ B.Tech.-II (Lateral Entry) for BSc Graduates** is open to CUET(PG)-2022 qualified candidates in respective program who have passed the qualifying examination from an institution located in U.P. **or** whose parents are domicile of U.P subject to the eligibility conditions given in the guidelines/University admission brochure-2022. If the candidate has passed qualifying examination from outside U.P., he/she has to upload domicile certificate of his/her parents (**Father OR Mother only**) at the time of uploading of the documents. Candidates whose parents are defence personnel settled or posted in UP on the entrance date of CUET(PG)-2022 or whose parents are officers or employees of All India Services belonging to UP cadre must upload relevant certificates. (See Category Definitions at point 3.3 of University Admission Brochure-2022 available at www.mmmut.ac.in).
7. The candidates who register online, pay registration fee, uploaded their documents, lock their choices etc. successfully within stipulated time period will be considered for document verification. The candidates whose documents are verified successfully will be considered for Merit List preparation and seat allotment during various rounds of seat allotment.
8. **There is no provision to change/modify the locked choices (for B.Tech-II only) at any stage of the counselling. However, upto two days before the declaration of first round of seat allotment, the candidates may alter/add the choices by paying a fee of Rs. 1000/-(Non-**

Refundable). A request mail for this purpose will have to be sent at correction@mmmut.ac.in from the registered mail-id of the candidate.

9. 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.
10. For any clarification regarding eligibility, category, subcategory, etc. for admission at MMMUT, Gorakhpur, please refer the University Admission Brochure-2022. The information given in University Admission Brochure-2022 shall be final and binding upon all the candidates.
11. Accepting admission in MMMUT Gorakhpur implies the acceptance by 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.
12. Candidates claiming the benefits of EWS reservation have to upload **EWS certificate issued after March 31, 2022** on the prescribed format given in Admission Brochure-2022, failing which the candidate will be considered for seat allotment as per her/his General Rank.
13. Candidates claiming benefits of OBC reservation have to upload **OBC certificate issued after March 31, 2022 (mandatory due to the condition of creamy layer for OBC)** on the prescribed format given in Admission Brochure-2022, failing which the candidate will be considered for seat allotment as per her/his General Rank.
14. 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 by university will be cancelled and fee deposited will be forfeited.
15. **MBA/MCA/M.Sc./B.Tech-II (Lateral Entry) for BSc Graduates** candidates, whose result of the qualifying examination is awaited till the date of uploading the scanned copy of original document, due to any reason whatsoever shall have to upload an undertaking that they will produce their original documents on or before 31st October 2022, failing which admission of such candidates will be cancelled and fee deposited will be forfeited.
16. If a candidate fails to upload the relevant documents against the claim made by the candidate in the application form submitted to CUET(PG)-2022 or 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.
17. If any information (document/declaration etc.) given/uploaded/submitted by the candidate is found false at any stage, his/her admission shall be cancelled, 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.
18. The candidate has to deposit the confirmation fee of Rs. **40,000.00 (Rupees Forty Thousand only)** within stipulated time period after the seat allotment, failing which his/her allotted seat will be cancelled, and he/she cannot participate in subsequent round of seat allotment.

19. If a candidate wants to withdraw his / her candidature after seat allotment and deposition of the confirmation fee, then fee will be refunded as per below University Fee Refund policy.

S No.	Date of Receipt of Application	Amount to be refunded
1.	On or before 30 th October 2022, 11:59 PM	Total deposited fee
2.	After 31 st October 2022 to 2 nd November 2022, 11:59 PM	Total deposited fee after deducting Rs 1000 as a processing fee
3.	From 3 rd November 2022 onwards	Only Caution Money
4.	Tentative Date for physical reporting	02 November, 2022

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 through the login of counselling portal.
(ii)	Once the cancellation request will be received, it will be processed, and refund amount will be credited to the same account through which the fee was deposited.
(iii)	Any cancellation request sent through other than counselling portal will not be entertained.

20. 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 at the time of document uploading. In case, such certificate is not provided by the candidate, the decision of the University Admission Committee regarding his/her eligibility shall be final.
21. The allotment of seats through counseling will be carried out strictly in accordance with the Merit list prepared by the University based on CUET(PG)-2022 results 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.
22. **No relaxation of confirmation fee will be given to any candidate at the time of granting admission.**
23. All information in connection with Admissions-2022 shall be made available through the University website 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-2022 shall be referred.

Merit List Preparation using CUET(PG)-2022 Result

2.1 Admission in MBA/MCA/M.Sc./B.Tech. -II (Lateral Entry) for BSc Graduates

The seats in MBA/MCA/M.Sc. /B.Tech.-II (Lateral Entry) for BSc Graduates will be filled through the **CUET(PG)-2022** as per the Merit List prepared by the University based on CUET(PG)-2022 results of the candidates, who have passed the qualifying examination from any institution located in U.P. or whose parents are domicile of U.P subject to the eligibility conditions given in this section. If the candidate has passed qualifying examination from outside of U.P., he/she must upload domicile certificate of his/her parents (**father/mother only**) at the time of uploading the document.

2.1.1 Eligibility for Admission in MBA.:

- (a) *The candidate should have passed the recognized bachelor's degree of minimum three years duration from any University of India as recognized by UGC with at least 50% marks (45% in case of candidates belonging to SC/ST category) in the qualifying examination.*
- (b) Qualified in Test Paper for CUET(PG) -2022: PGQP38

2.1.2 Eligibility for Admission in MCA:

- (a) *The candidate should have passed BCA/ bachelor's degree in computer science engineering or equivalent degree OR passed B.Sc./ B.Com./ B.A. with minimum passing mark in Mathematics at 10+2 Level or at Graduation Level AND obtained minimum 50% marks (45% in case of candidates belonging to SC/ST category) in the qualifying examination.*
- (b) Qualified in Test Paper for CUET(PG) -2022: PGQP26

2.1.3 Eligibility for Admission in MSc Physics:

- (a) *The candidate should have passed the recognized bachelor's degree in science stream of minimum three years duration from any University of India as recognized by UGC. The candidates must have passed qualifying examination with Physics as a subject for all the three years and with mathematics as another subject for at least two years and obtained minimum 50%marks (45% in case of candidates belonging to SC/ST category) in the qualifying examination.*
- (b) Qualified in Test Paper for CUET(PG) -2022: PGQP28

2.1.4 Eligibility for Admission in MSc Mathematics:

- (a) *The candidate should have passed the recognized bachelor's degree in science stream of minimum three years duration from any University of India as recognized by UGC. The candidates must have passed qualifying examination with Mathematics as a subject for all the three years and obtained minimum 50% marks (45% in case of candidates belonging to SC/ST category) in the qualifying examination.*
- (b) Qualified in Test Paper for CUET(PG) -2022: PGQP27

2.1.5 Eligibility for Admission in MSc Chemistry:

- (a) *The candidate should have passed the recognized bachelor's degree in science stream of minimum three years duration from any University of India as recognized by UGC. The candidates must have passed qualifying examination with Chemistry as a subject for all the three years and obtained minimum 50% marks (45% in case of candidates belonging to SC/ST category) in the qualifying examination.*
- (b) Qualified in Test Paper for CUET(PG) -2022: PGQP25

2.1.6 B.Sc. graduates:

- (a) *Passed three years B.Sc. degree from any recognized University of India as defined by UGC with at least 60% marks (55% in case of candidates belonging to SC/ST category) and having passed 10+2 exam with Mathematics as a subject.*

The candidates belonging to B.Sc. Graduates shall be considered only on remaining vacant seats after filling the seats with the candidates belonging to the Diploma Holder through CUET(UG)-2022

- (b) Qualified in Test Paper for CUET(PG) -2022: PGQP27

Merit List Preparation

The Merit List will be prepared by using normalized score obtained by candidates in the respective Test Papers for **MBA/MCA/M.Sc./B.Tech. -II (Lateral Entry) for BSc Graduates**.

Tie Breaking in case of Equal Normalized Score

If there is a tie in the normalized score obtained by two or more candidates, the order of merit for such candidates shall be decided in the following order

1. Rank determination by normalized score of Qualifying Test Papers in CUET(PG)-2022. Candidates obtaining higher normalized score will be given a better rank.
2. Rank determination by **age of the candidate**. If one candidate is older than another, then the older candidate will have a higher rank compared to the younger candidate.
3. Rank determination by **Counselling Registration ID** provided to candidates by MMMUT. Candidate having lesser Registration ID will have a higher rank compared to higher Registration ID.

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 CUET(PG)-2022 application form number, mobile number and email id to register for counselling through website "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 to choose filling at Step-4. (before uploading the document, please refer points on page no. 3)

Step-4: Choice Filling (Only for BTech-II)

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

Step-5: Choice Locking (Only for BTech-II)

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. However, upto two day before the declaration of first round allotment of seats, the candidates may alter/add the choices by paying a fee of Rs. 1000/- (Non-Refundable). A request mail for this purpose will have to be sent at correction@mmmut.ac.in from the registered mail-id of the candidate. 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.

B.Tech-II 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 forgotten 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. However, upto two day before the declaration of first round allotment of seats, the candidates may alter/add the choices by paying a fee of Rs. 1000/- (Non-Refundable). A request mail for this purpose will have to be sent at correction@mmmut.ac.in from the registered mail-id of the candidate.

Step-6: Merit List and Seat Allotment

The Merit list will be prepared by the university and seat allotment will be done based on the final locked choices of the candidates, if any.

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 (For B.Tech-II only)

The candidate satisfied with the allotted branch as per his/her locked choices must give the consent to freeze the allotment at the time of payment of confirmation fee through counselling portal otherwise his/her seat allotment will be considered for upgradation in further round of seat allotment. However, the candidate can also freeze his/her allotted seat at later stage after satisfactory allotment.

Step-9: Deposition of remaining University Fee

Candidates are required to deposit remaining university fee after deducting confirmation fee before registration/reporting for academic session 2022-23.

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 CUET(PG)-2022 Counselling
for
MBA /MCA/M.Sc./ B.Tech.-II (Lateral Entry) for BSc Graduates**

S.N.	Activity	Sub Activity	Dates /Time*
1.	Registration, Document Uploading and	Online Registration, Counselling fee payment, Choice filling, Choice locking and Document Uploading and Verification Online.	06 October 2022/10:00 pm* To 17 October 2022/ 5:00 pm
2.	Notification of Online Document Verification	Online Document Verification and Notification through Email about status of Online Document Verification.	06 October 2022/11:00 pm* To 17 October 2022/ 10:00 pm
3.	First Round Seat Allotment	Round-1 Merit List, Seat allotment and display of seat allotment result	19 October 2022/ 5:00 pm
4.		Online fee (Seat Confirmation Fee) deposit	20 October 2022/ 10:00 am to 22 October 2022/ 05:00 pm
5.	Second Round Seat Allotment	Round-2 seat allotment and display of seat allotment result	23 October 2022/ 5:00 pm
6.		Online fee (Seat Confirmation Fee) deposit	23 October 2022/ 9:00 pm to 27 October 2022/ 05:00 pm
7.	Third Round Seat Allotment	Round-3 seat allotment and display of seat allotment result	28 October 2022/ 5:00 pm
		Online fee (Seat Confirmation Fee) deposit	29 October 2022/ 10:00 am to 30 October 2022/ 05:00 pm
8.	Subsequent Rounds of Seat Allotment	Announced Latter. Please keep watching the University website www.mmmut.ac.in for related information	

***The above schedule is tentative and may change.**

Documents Required at the time of Uploading the Document

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

1. Certificate of High school or equivalent examination for verification of date of birth.
2. The candidates seeking admission in **MBA/MCA/M.Sc./B.Tech-II (Lateral Entry) for BSc Graduates** should upload the scanned copy of original marksheet of their qualifying examination. In case the result of the qualifying examination is awaited till the date of uploading the scanned copy of original documents, the candidate shall have to upload an undertaking (Format given at the end of this document) that they will produce their original documents on or before October 31, 2022. In case of non-fulfilment of the eligibility conditions by the stipulated time, the admission shall be cancelled, and the University fee will be forfeited whatsoever the reason may be.
3. **Domicile certificate of Parents** (Father or Mother only) of the candidate, issued by the competent authority on prescribed format given in University Admission Brochure -2022 must be uploaded by the candidates, for the candidates who have passed qualifying examination from the states other than U.P. The candidates who have passed qualifying examination from U.P need not to upload the domicile certificate of parents.
4. **Category certificate for EWS candidate** issued by the competent authority **issued after March 31, 2022**, if applicable, on prescribed format available in University Admission Brochure-2022.
5. **Category certificate for OBC candidate** issued by the competent authority, if applicable, on the prescribed format given in University Admission Brochure-2022 and **issued after March 31, 2022** (mandatory due to the condition of the creamy layer of the society).
6. **Category certificate for SC/ST candidate** issued by the competent authority, if applicable, on the prescribed format given in University Admission Brochure-2022.
7. **Physically handicapped** candidate will be required to upload a **certificate issued by the Chief Medical Officer** in the prescribed format given in University Admission Brochure-2022. 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.
8. 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 University Admission Brochure-2022 available on the university website.
Note: Priority must be mentioned in certificate as per Govt. Order.
9. 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 University Admission Brochure-2022 available on the university website.
10. A **medical fitness certificate** as prescribed in University Admission Brochure-2022 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 score.
 - b. Candidates who have registered but not uploaded relevant documents within stipulated time.
 - c. Candidates who have registered and uploaded relevant documents but failed to filled the choices within stipulated time (B.Tech-II only).
 - d. Candidate failed in online document verification.

Seat Matrix for MBA/MCA/M.Sc. for Admission through CUET(PG)-2022 Merit

Course	Intake	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
MBA	75	32	24	6	1	0	1	7	6	1	0	0	0	20	14	4	1	0	1	15	12	3	0	0	0	1	1	0	0	0	0
MCA	75	32	24	6	1	0	1	7	6	1	0	0	0	20	14	4	1	0	1	15	12	3	0	0	0	1	1	0	0	0	0
MSc Phy	30	13	11	2	0	0	0	3	3	0	0	0	0	8	7	1	0	0	0	6	5	1	0	0	0	0	0	0	0	0	0
MSc Maths	30	13	11	2	0	0	0	3	3	0	0	0	0	8	7	1	0	0	0	6	5	1	0	0	0	0	0	0	0	0	0
MSc Chy	30	13	11	2	0	0	0	3	3	0	0	0	0	8	7	1	0	0	0	6	5	1	0	0	0	0	0	0	0	0	0

Seat Matrix for B.Tech-II Lateral (for BSc Graduates) for Admission through CUET (PG)-2022

- The total seats for B.Tech-II Lateral (for Diploma holders and BSc Graduates) for admission through CUET (UG)-2022 and CUET (PG)-2022 respectively are 209 (Tentative). The final seat matrix shall be made available on university website (www.mmmut.ac.in) two days before the first round of seat allotment for B.Tech-II (Lateral Entry).
- B.Tech,-II (Lateral) seats will be filled firstly through CUET(UG)-2022 from Diploma holders candidates, if seats remains vacant after filling the seats from Diploma Holders, the seats will be allotted to BSc Graduates through CUET(PG)-2022.

UNDERTAKING BY CANDIDATE

(Whose Result of Qualifying Examination is awaited)

Date: _____

I _____ son/daughter of
_____ seeking admission in _____
hereby submit my undertaking that I will submit/produce the evidence of having passed
the qualifying examination securing the minimum passing marks as prescribed by the
University by October 31, 2022. I am fully aware that if I fail to submit the required
document on or before October 31, 2022, my admission will be cancelled and no claim
to refund the fee will be made by me whatsoever the reason may be.

Counter Signed by Father/ Guardian

Signature of the Candidate

CUET(PG)-2022 Roll No _____

Mo. No. _____

Email Id _____

Address _____
