

## **Institute Level Admission**

### **Admission Guidelines for vacant seats of MBA after CAP Round I & II for Academic Year - 2021-22**

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MBA Admission Institute level Round (after CAP round- I & II) at the Department of Management Sciences (PUMBA), Savitribai Phule Pune University.

#### **Notification**

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Institute level counseling round will be held on Monday, 27 December 2021 in the Department of Management Sciences for admissions to MBA Program against vacant seats after CAP Round –I & II and future cancellations/vacancies thereafter, if any, arising at the following two institutions :

**6001 --- Department of Management Sciences (PUMBA), Savitribai Phule Pune University, Pune.**

**5015 --- Savitribai Phule Pune University Sub Centre, Nashik.**

**Final vacancy status after CAP Round I & II will be displayed as schedule on PUMBA Website.**

#### **Important Dates –**

<b>Date</b>	<b>Activity</b>
<b>20/12/2021</b>	<b>Opening of online application for Counseling Round</b>
<b>22/12/2021</b>	<b>Display of Vacancy for Counseling Round</b>
<b>20/12/2021 to 25/12/2021 (Up to 5:00 PM)</b>	<b>Online Submission &amp; Confirmation of Application for Counseling Round</b>
<b>25/12/2021</b>	<b>Display of Final Merit list</b>
<b>27/12/2021 (Reporting Time 09.30 am )</b>	<b>Reporting to the Institute and Confirmation of Admission by submitting required documents and payment of a fees</b>

#### **Procedure for Admission is as follows:**

1. Candidates will have to report for counseling round on Monday, 27 December 2021 at 09.30 am
2. Candidates must have with them details about AI Merit Number, State General Merit Number, University General, Merit Number wherever applicable.
3. Students will be admitted in the respective category against vacancies based on merit in the counseling

round from amongst the candidates present for the round. Rules of DTE shall be followed for the allotment of seats to the candidates who are present for the round

4. Admission will be done according to State Merit Number. All candidates should be ready with the Application ID Number and Password to verify details.

**5. Venue for Counseling Round: Department of Management Sciences (PUMBA), Savitribai Phule Pune University, Pune – 411 007 and for 6001 --- Department of Management Sciences (PUMBA), Savitribai Phule Pune University, Pune and for 5015 --- Savitribai Phule Pune University sub-center, Nashik at Savitribai Phule Pune University sub-center, Nashik Lekha Nagar, Nashik, 422009.**

6. Selected candidates will have to secure their admission immediately by paying full fees & submitting required original documents.

**7. Candidate is required to bring the following original documents for scrutiny and verification (also bring three sets of photocopies of all original documents).**

- \* ARC/E-scrutiny verification letter.
- \* CET Scorecard.
- \* SSC (Std. X) mark sheet and certificate.
- \* HSC/Diploma and certificate.
- \* Qualifying Examination mark sheet.
- \* Degree certificate.
- \* CET mark sheet/ Score Card.
- \* School Leaving Certificate.
- \* Migration Certificate if required.
- \* Certificate of the Indian Nationality of the candidate.

## **For Reserved Category Candidates.**

- \* Caste certificate.
  - \* Caste validity certificate.
  - \* Non-creamy layer certificate.
  - \* Copy of the online application form filled initially by the candidate for participation in CAP.
8. Payment of fees is through the online mode of admission portal of the university at the time of reporting (students will be guided accordingly at the time of admission).
9. Submission of the payment receipt/challan in the office to confirm the admission.

10. A waiting list of candidates shall be prepared based on merit from amongst the candidates present for the counseling round at the same time for future vacancies arising out of cancellations if any.

11. Admission shall be confirmed after successful verification and submission of all Original Documents and Payment of Fees. (For details about Fees and a List of Documents to be submitted, please visit [www.pumba.in](http://www.pumba.in) ). It will be the sole responsibility of students to submit valid documents as required by admission rules. If at any moment any document found is not valid as required then admission may get canceled and the respective student will be liable for the subsequent actions as per rules

12. Admissions will be carried out for all seats falling vacant till 27/12/2021 and a waiting list shall be prepared from amongst candidates present for counseling round, for future vacancies/non-reporting, if any.

13. Students admitted through this round will not get a scholarship or free-ship scheme of government. Thus all admitted students will have to pay full fees irrespective of any category as specified by the government.

14. Student requires paying Rs. 500 as admission process fees at institute level round at the time of application.

15. In case of any dispute, the decision of the Head of the Department will be final.

**Carefully read Pre Admission Registration Process:- [View User Manual](#)**

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- To visit central admission portal and create new Account for application. [Click Here](#)



(<https://campus.unipune.ac.in/CCEP/Login.aspx>)

Note:- Those are not having the following Merit Number with their CET CELL login they can put 00 and complete the application process:- 1) All India Merit Number 2) State Merit Number 3) University Merit Number 4) Category Merit Number.