Savitribai Phule Pune University
Department of Management Sciences (PUMBA)
MBA (Executive)

Instructions and Admission procedure for Round 2

for MBA (Executive) Admission A.Y. (2025-26)

Important Dates

DATE	PROCEDURE
5th and 7th July, 2025	Online application for admission and uploading required documents and **send for department approval**
8th to 9th July, 2025	Students to report with all original documentation at department to secure admission
On or before 10th July, 2025	Last date of confirmation of admission and payment of fees

Procedure for admission: A.Y 2025-26

Steps to be followed by students

Students should follow the following steps to complete the admission procedure.

1. Students should use button **Apply** which is displayed in the apply for admission column on their dashboard of online application. Students can access the online application dashboard by using their registered login id and password. Link of the online application http://campus.unipune.ac.in/CCEP/Login.aspx
2. After clicking the apply button, fill in the necessary information and then click on **Proceed to Next** button to upload the document. Once all the documents are uploaded then click on the **Send for Department Approval** button.
3. Students should upload only the scanned copy of their mark sheet and all other required document. Links or version of document from apps like Digi locker etc. will not be accepted.
4. The **Apply** button will be visible on **5th July 2025.**
5. **The department will verify all the document and approve the admission form according to the vacancies and merit amongst the applicants.**
6. **Candidates claiming admission under reserved category must upload [A] Cast Certificate AND [B] Cast Validity Certificate and [C] Non-Creamy layer Certificate for the categories where it is mandatory. Please visit www.pumba.in for eligibility and list of documents.** Proof of employment of at least 24 months is needed

7. After approval of the admission form, a **Pay/Print** (admission challan) link will be available in the **Admission Details** under menu.
8. Students should pay the fees online using debit/credit card or net banking. After paying the fees online, students can download the payment receipt.
9. Student gets provisional admission only after the payment of the fees.
10. **Approved Students should ensure to secure their admission by paying the required fees <mark>within 24 hours</mark> of the department approval.**
11. **Presence of your name in the list DOES NOT GUARANTEE ADMISSION**

Note- Interested students from all categories should apply. In case if vacancy is available in any category after this round, students will be considered for admission on the basis of *Inter -Se Merit* (As per S.P.P.U guidelines).

The Head of the Department's decision will be final in case of any dispute.

Dr. Supriya Patil

Professor & Head