

COMMON MANAGEMENT ADMISSION COMMITTEE- 2024

MBA Admissions (2024-25)



Dated: 18/07/2024

Guidelines for MBA Spot Round of Counselling on 26th July 2024

Venue For Reporting: Auditorium, IGDTUW Kashmere Gate, Delhi - 110006.

SCHEDULE FOR SPOT ROUND- 26th July 2024	
Reporting for spot round by the following reserved category candidates from Merit List of Eligible Candidates for CMAC 2024, up to rank 883: <ul style="list-style-type: none">The candidates from SC/ST/EWS*/OBC categories who were not allotted any seat in earlier rounds andThe candidates from SC/ST/EWS*/OBC categories who were allotted seat but did not pay the seat acceptance fee.	9:00 am
Allotment of Seats to Reserved Category Candidates and payment of Seat acceptance fee of Rs. 1,00,000 by the candidates.	9:30 am to 11:30 am
Reporting of the following general category candidates for Spot Round from the merit list of eligible candidates for CMAC 2024, up to the ranks mentioned below: <ul style="list-style-type: none">All general category candidates who were allotted seat in earlier rounds but did not pay the seat acceptance.The general category candidates who were not allotted any seat in earlier rounds: - up to rank 400 andFemale candidates from general category who were not allotted any seat in earlier rounds: - up to rank 729.	11:00 am
Display of vacant seats after spot round in the reserved categories SC/ST/EWS/OBC and creation of equal no of additional seats in the general category in lieu of vacant seats in reserved categories.	11:30 am
Upgradation of already admitted Candidates by CMAC [#] (Against vacant seats after creating additional seats in the general category in lieu of vacant seats in the reserved category)	11:30 am to 12:00 pm
Display of vacant seats for SPOT ROUND available to General Category (At the venue of Spot Round only)	12:00 pm
Seat allotment and payment of seat acceptance fee of Rs. 1,00,000	12:00 pm onwards.

* No seat is vacant in DTU and NSUT as on 18.07.2024 in EWS category. Candidates are called provisionally from EWS category as seats may arise due to withdrawal by 26.07.2024.

Upgradation against the vacant seats before spot round will be informed in the CMAC login account of the candidates on 25.07.2024. upgradations done on 26.07.24 will be informed to the candidates in their CMAC login account by 27.07.24.

Note: - Merely calling for counselling does not guarantee admission. Greater number of candidates than available seats are called provisionally. Admission will be offered based on eligibility, merit of the candidate and availability of vacant seats in respective categories.

Guidelines for Spot Round of Counselling

- a. The candidates have to physically report for Spot Round of Counselling at Auditorium, IGDTUW, Delhi. Candidates who cannot come physically can authorize their parent /relative /guardian/ friends as their representative to participate in counselling on their behalf and can complete admission formalities. No other relaxation will be given in the procedure of admission.
- b. Candidates desirous of seeking admission in the spot round are required to pay a seat acceptance fee of Rs. 1,00,000/-. After seat allotment, the option of the payment of seat acceptance fee of Rs. 1,00,000/- will be made available in the CMAC login account of the candidate. **The candidates have to come prepared to pay the seat acceptance of Rs. 1,00,000 in online mode with net banking, debit card or credit card. This is the responsibility of the candidates to make necessary arrangements for the online fee payment. If the candidate fails to pay the seat acceptance fee of Rs. 1,00,000 the allotted seat will be cancelled by CMAC and will be offered to the next available candidate from the merit list as per rules.**
- c. The candidates are advised to go through the respective MBA admission brochures of participating universities available at www.cmacadmissions.com and be updated about norms including withdrawal refund policy.
- d. No deficiency will be allowed in the Spot round, the candidature will be cancelled, and no representation will be entertained after wards.
- e. Non-reporting of the candidate as per the schedule and within the stipulated time forfeits the claim for admission for any reason whatsoever, and no request will be entertained after that.
- f. CMAC 2024 reserves the right to make any modification /alteration in the process/ procedure if required.

Payment of Seat Acceptance Fee

- g. Candidates must deposit the seat acceptance fee of Rs.1,00,000/- (Rupees One Lakh) through online mode only for blocking the seat allotted to him/her during the admission counselling. The option for part fee payment will be made available in the CMAC login account of the candidate. The candidates have to come prepared to pay the seat acceptance of Rs. 1,00,000 in online mode with net banking, debit card or credit card. This is the responsibility of the candidates to make necessary arrangements for the online fee payment. If the candidate fails to pay the seat acceptance fee of Rs. 1,00,000 the allotted seat will be cancelled by CMAC and will be offered to the next available candidate from the merit list as per rules.
- h. The seat acceptance fee for blocking seat shall be adjusted against the annual academic fee of the first year after getting admission in respective Universities. The candidate shall be required to deposit the balance of annual fees in the University at the time of registration of first semester courses for the confirmation of admission.
- i. **Withdrawal Policy: -**
All fee refunds of the candidates, who have withdrawn their seat till the date of spot round, will be made by CMAC, Delhi 2024 as per the withdrawal policy of the respective University from where withdrawal is taken. After the date of spot round, the candidates have to approach the respective allotted Universities for any withdrawals.

Note: - Upgradation against the vacant seats before spot round will be informed in the CMAC login account of the candidates on 25.07.2024. upgradations done on 26.07.24 will be informed to the candidates in their CMAC login account by 27.07.24.

**Admission Officer
CMAC-2024**