



**COMMON MANAGEMENT ADMISSION COMMITTEE
CMAC-2024
MBA Admissions (2024-25)**

Dated: 4th June, 2024

1. REVISED SCHEDULE

S. No.	Events	Revised dates
1.	Release of the Merit List of Eligible Candidates	30 th May, 2024
2.	Submission of valid OBC/EWS Certificates by candidates who have given undertaking*	10 th June, 2024
2.	Release of the First List of Allotment	12 th June 2024
3.	Online Payment of Part Admission Fee (Rs. 1,00,000) by candidates in the first list of allotment.	12, 13 and 14 th June, 2024
7.	Release of the Second List of Allotment	19 th June, 2024
8.	Online Payment of Part Admission Fee (Rs. 1,00,000) by candidates in the second list of allotment.	19,20 and 21 st June, 2024
9.	Release of the Third List of Allotment	26 th June, 2024
10.	Online Payment of Part Admission Fee (Rs. 1,00,000) by candidates in the third list of allotment.	26, 27 and 28 th June, 2024
11	REVISED LAST DATE OF ADMISSION	15th July, 2024 (Monday)
12	Tentative Date of off line Spot Round (if required)	22 nd July – 23 rd July, 2024

*It is the responsibility of the candidates (who have given undertaking at the time of Document Verification) to submit and update their valid OBC/EWS certificate at Dept. of Management, IGDTUW by 10th June 2024, in case the candidate fails to do so, he/she will not get the benefit of reservation.

2. COUNSELLING PROCEDURE (ONLINE):

- 2.1 The candidates who have been given rank in the merit list of provisionally eligible candidates for admission to MBA Program 2024-25 (published on CMAC website) will only be considered for seat allotment.
- 2.2 The seat allotment/upgradations will be done strictly as per the rank and the choice/preference of the university submitted by the candidates and subject to availability of seats as per seat matrix of the participating universities.
- 2.3 There will be three rounds of counselling for seat allotment and payment of part admission fee of Rs. 1,00,000. The first three rounds (Regular Rounds) of counselling will be held in **online mode** as per the following procedure:

Step: 1- Allotment of Seats

Online Allotment of seats will be done by CMAC as per the points 2.1 to 2.2 above and as per the criteria given in admission brochure of the respective universities. **The list of allotment of university to the candidates will be published on CMAC website as per revised schedule given above in the table.**

Step: 2 - Payment of Seat Acceptance Fee (Part admission fee of Rs. 1,00,000) by the candidates who are allotted university in any round of counselling:

A candidate, who is allotted a seat in any round of counselling is required to pay the part admission fee of Rs. 1,00,000/- (Rs. One Lakh only) as seat acceptance fee. **The candidates will get the link for fee payment in their CMAC login account.** The link will be active as per counselling schedule given above in the table.

All the candidates who get an allotment in any round of counselling will have to pay compulsorily the part admission fee (Rs.1,00,000 – Rupees One Lakh) as per the admission schedule, failing which his/her allotted seat will stand automatically cancelled and the **candidate will not be considered for subsequent rounds of seat allotment.** However, such candidates are eligible for spot round of counselling. Balance fees of the respective university need to be paid by the candidate in the respective University at the time of academic registration.

Note: If the candidate is allotted a seat in any round and he/she does not pay the required part admission fee of Rs. 1,00,000 as per counselling schedule, his/her allotted seat shall be cancelled and he/she will not be considered for any seat allotment in subsequent rounds (except spot round). It is the responsibility of the candidates to pay the part admission fee well in time as per the specified schedule, failing which the admission will stand cancelled.

Upgradation

After each round of counselling, the candidates who have not obtained their first preference and paid the part admission fee of Rs. 1,00,000 will be upgraded to their next best choice/preference before the next round of counselling. Such upgradation will be done against the seats which remained vacant due to non-payment of part admission fee by candidates who were allotted seats in that round and against the withdrawals, if any. Such upgradation will be done strictly on the basis of the rank of the candidates in the merit list.

If the seats in DTU and NSUT are filled, but seats are vacant in IGDTUW only, and the girl candidates are allotted IGDTUW before other candidates in the merit list because only girl candidates can be admitted in IGDTUW, in such cases only, the girl candidates admitted in to IGDTUW will be upgraded for their next best choice/preference, in the next round of counselling as per their rank.

Spot round

Spot round may be conducted if seats remain vacant after the regular rounds. Details of spot round will be notified on the website www.cmacadmissions.com.

**Special spot round may be conducted by the respective University separately after the spot round depending upon the availability of vacant seats.*

Reporting at final allotted university

After the spot round, the final allotment list will be published on CMAC website. All provisionally admitted candidates are required to visit the website of allotted university for physical verification of original documents/commencement of classes and payment of balance fee (if any). Admitted candidates need to pay the balance fee at the final allotted University AS PER FEE PAYMENT SCHEDULE of the respective University, failing which, the admission of the candidate automatically stands cancelled *ipso facto*.

3. Withdrawal policy

All fee refunds of the candidates, who have withdrawn their seat up to last date of admission, will be made by CMAC, Delhi 2024 as per the withdrawal policy of the allotted university to the candidate. If the withdrawal is taken after the last date of admission, the candidates have to approach the respective allotted Universities for any withdrawals.

The Revised Last date of Admission is 15th July 2024. Please refer the Admission Brochure for Withdrawal Policy of Participating Universities.

Note: If any candidate is found not eligible at any stage during the admission process or thereafter, his/her admission shall be cancelled by CMAC and no fee will be refunded.

Admission Officer
CMAC - 2024