

ADMISSION INFORMATION BROCHURE
MBA
(2018-19)



GANGADHAR MEHER UNIVERSITY, SAMBALPUR
ODISHA-768004
www.gmuniversity.ac.in

Dear Candidates & Parents,

We the GMUites are proud of the fact that this glorious institution has successfully completed little over seven decades of its existence and is going to celebrate the platinum jubilee of its birth. The socio-economic and intellectual ecosystems of the Western Odisha in particular and Odisha in general have been enriched by this institution of eminence.

Within three year of its rebirth as a Unitary University, it has scaled new heights and is offering 22 UG programs (18-Regular, 04-Self-financing), 22 PG programs (17-Regular, 03-Self-financing, 02-Professional), 15 M.Phil. programs and Ph.D. programs in 08 major departments including 01 Foreign language program. We are branching off to newer areas of academic diversities, like CoP in French Language, subsidised Coaching for Civil Services aspirants, Placement and Career-Counseling Cell and so on. Qualitative and inclusive expansion of Higher education being the motto admission to GMU is purely merit based and strictly as per University/Govt. rules. All admissions are purely provisional and we expect the candidates to abide by the rules/ provisions/guidelines of the admission procedure-2018.

Wishing you a brighter career,

Shri Girish Chandra Singh
REGISTRAR
Gangadhar Meher University,
Sambalpur

MBA OFFLINE-ADMISSION TIME LINE

Important dates:

Availability of online application form for MBA programs in the University website. www.gmuniversity.ac.in	01.06.2018 (Friday)
Last date for submitting hard copy of application form at university counter or through speed post.	16.06.2018 (Saturday) 01.00 PM

IMPORTANT

The admission into MBA Program will be through the **Odisha JEE admission procedure**. Hence the candidates having valid **OJEE score card** are advised to participate in the **OJEE counselling**.

However, the non-OJEE candidates (having valid score card of **MAT/CAT/XAT/ATMA** etc.) may also apply directly to the university. Their applications may be considered for admission against the **vacant seats (if any)** after the admission through OJEE. Such candidate can't claim for a seat if there is no vacant seat after admission through OJEE admission process.

INFORMATION BROCHURE FOR ADMISSION INTO MBA PROGRAMS 2018-19

1. INTRODUCTION

Application form for Admission into MBA courses of G.M. UNIVERSITY are invited for the academic session 2018-19. **Candidates having valid OJEE score card are advised to participate in the OJEE counseling.** However, the non-OJEE candidates (having valid score card of MAT/CAT/XAT/ATMA etc.) may also apply directly to the university. Their applications may be considered for admission into MBA course against the vacant seats (if any) after the admission through OJEE.

This information brochure presents an overview of the procedure of admission & rules thereof. Candidates before applying for admission in to the MBA courses are advised to read this information brochure carefully and ascertain their eligibility.

Incomplete application form in any respect or form without supportive documents will be rejected.

2. SANCTIONED SEAT STRENGTH,COURSE FEE,ADMISSION PROCEDURE AND DURATION

Gangadhar Meher University, Sambalpur offers the following UG and PG Professional Courses in Self Financing mode under Semester system:

Subject	No. of Seats	Level	Course Fee / Annum	Admission Procedure	Duration
MBA	60	PG	Rs.45,000/-	Odisha JEE (for the vacant seats after OJEE counseling ,if any ,the MAT / CAT / XAT/ ATMA etc score card holder's applications may also be considered)	2 years/ 4 Semesters
MBA-FM (Financial Management)	60	PG	Rs.30,000/-	Online Admission Portal of GMU	2 years/ 4 Semesters

3. RESIDENTIAL FACILITY:

The university provides limited residential facility for both boys & girls. Selection of hostel will be made after completion of university admission purely on merit basis.

4. COMMENCEMENT OF CLASSES:

The date of commencement of classes shall be notified by the Registrar after the admission process is completed.

5. GENERAL RULES FOR ADMISSION TO MBA PROGRAM:

(A) APPLICATION PROCESS :

The applicants should read the prospectus for MBA Program; 2018-19 carefully before filling in the APPLICATION FORM.

(B). SUBMISSION OF APPLICATION FORM:

The hard copy of duly filled in application form along with documents and Bank Draft can be submitted either in the University counter in person or can be sent through Speed Post/Regd. Post on or before the last date i.e. **16.06.2018 (01.00pm)** in the following address:-

Registrar, G.M. University, Sambalpur, Odisha-768004

**The envelope containing the application form must be superscribed
"APPLICATION FORM FOR ADMISSION INTO MBA PROGRAM"**

The university counter will remain opened from 08 a.m. to 11.00 a.m. on all working days

6. APPLICATION FEE:

Applicants for MBA program shall have to pay the required fees i.e. **Rs.500.00** for one application. The amount of application fee should be written at the specified place, at the top of the application form. This amount is to be deposited through Bank Draft, drawn in favour of "**Comptroller of Finance, Gangadhar Meher University, Sambalpur**", Payable at Sambalpur.

7. CHECK LIST FOR SUBMISSION OF APPLICATION FORM AT THE UNIVERSITY:

- I. Self attested copies of Certificate of H.S.C., or equivalent Examination in support of date of birth and mark-sheet
- II. Self attested copies of +2 Council Mark Sheet & Pass Certificate of CHSE, Odisha or other equivalent Boards.
- III. Self attested copies of +3 Degree Mark Sheet & Pass Certificate of University concerned.
- IV. Self attested true copies of the certificates in support of reservation claimed (SC/ST) from appropriate Authority.
- V. Self attested copy of physical challenged certificate, if reservation is claimed.
- VI. Four recent passport size photographs, self attested, one of which must be pasted to application form. The applicant must write his /her name and course applied for on the back-side of the photo.
- VII. Required fee in form of Bank Draft or cash receipt from the university counter. The applicant must write his /her name and course applied for i.e. **MBA** on the back- side of the Bank Draft.
- VIII. Self attested true copy of Valid score card of MAT / CAT / XAT/ ATMA/OJEE.

8. (A) The Applicant should keep the acknowledgement receipt and note the index number for future reference regarding information.

(B) The index no. for the candidates applied by post will be sent through SMS.

9. MINIMUM ELIGIBILITY CRITERIA FOR ADMISSION INTO MBA PROGRAM:

- A. A candidate should have passed three year degree examination in Science/Arts/Commerce or any equivalent examination from any UGC recognized University with minimum 50% of marks.
- B. A relaxation of 5% mark is allowed for students belonging to ST/SC category
- C. In addition to the above a candidate should have a valid score card for admission to MBA program like OJEE/MAT/CAT/XAT/ATMA etc.

10. A. Course fee: Rupees 45,000.00per annum

B. The course fee doesn't include Seminar fee, Industrial visit fee, placement fee etc. and may be collected by the department as per rules prescribed.

N.B : **No weightage for NCC/NSS/SCOUTS/SPORTS etc. will be given to the applicant.**

11. PRINCIPLES OF SELECTION FOR THE VACANT SEATS (IF ANY AFTER OJEE ADMISSION)

A merit list for admission into the vacant seats (if any after the OJEE admission) will be prepared on the basis of aggregate percentage of marks secured in graduation/+3.

C: RESERVATION

Out of the total sanctioned seats in MBA, some seats are reserved for different categories of applicants as mentioned below.

Scheduled Caste (SC)	16.25%
Scheduled Tribe (ST)	22.5%
Children / Wife / Husband of Ex-Serviceman [ESM]	1%
Serving Defence Personnel [SDP]	
Children of Martyrs [CoM]	
For Orthopedically or Physically Challenged Candidates (5% of sanction seats shall be reserved for PWD students with extent of disability not below 40% (Blindness & low vision, hard of hearing, locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy, autism, intellectual disability, specific learning disability and mental illness)	5%

Such reserved seats can be claimed only on production of relevant certificates from competent authorities.

D: INTIMATION PROCEDURES TO SELECTED APPLICANT

Intimation will be sent to the selected applicants in different modes outlined in the following table during various phases of Admission

Mode of Intimation	1 st Selection	2 nd Selection	Spot Selection (Balance Sheet)
SMS	√	√	
e-Mail	√	√	
MBA Dept. Notice Board	√	√	√

7. INSTRUCTION: Submission of APPLICATION FORM:

The hard copy of duly filled in application form along with documents and DD can be submitted either in the University counter in person or can be sent through speed post/Regd. Post on or before the last date in the following address:-

Registrar, G.M.University, Sambalpur, Odisha-768004

The envelope containing the application form must be superscribed
“APPLICATION FORM FOR ADMISSION INTO **MBA PROGRAM**”

8. Residential Facility

The university provides limited residential facility for both boys & girls. Selection of hostel will be made after completion of university admission.

9. Interpretation of Rules

University Authorities’ decision with regard to anything not covered in this Admission Information Bulletin or with regard to any dispute arising out of the interpretation of any clause or clauses is final.

N.B. Applications incomplete in any respect or received after the due date i.e. **16.06.2018 (01.00 PM)** shall be summarily rejected. University is not responsible for postal delays in receipt of application by the University or receipt of intimation letter by the candidate.

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N.B. Applications incomplete in any respect shall be summarily rejected.

IMPORTANT

The candidates are advised to read the information bulletin carefully and ascertain their eligibility for admission into the course applied for. He/she has to fulfill the eligibility criteria which have been prescribed in the Information Bulletin.

DRESS CODE

To be declared at the time of Admission

*Shri Girish Chandra Singh
REGISTRAR
Gangadhar Meher University,
Sambalpur*

CONTACT DETAILS FOR QUERIES

9853132904, 9861283124, 0663-2522543(From 10.30 A.M. to 5.00 P.M.)

**UNDERTAKING BY THE STUDENT
REGARDING PROHIBITION OF RAGGING**

I Sri/Kumari....., son / daughter of Sri / Smt do hereby undertake that I am aware of the Law regarding prohibition of ragging as well as the punishments and that I, if found guilty of the offence of ragging and/or abetting ragging, am liable to be punished appropriately.

Full Signature of the applicant

**UNDERTAKING BY THE PARENT / GUARDIAN
REGARDING PROHIBITION OF RAGGING**

I Sri / Smt., Father / Mother of Sri / Kum do hereby undertake that I am aware of the Law regarding prohibition of ragging as well as the punishments and that I agree to abide by the punishment meted out to my ward in case he / she is found guilty of ragging and/or abetting ragging.

Full Signature of the Parent / Guardian

N.B.: (1) *Ragging means the following :*

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing or handling with rudeness, any other students indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has to effect of causing or generating a sense of shame embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

(2) *Punishable ingredients of ragging :*

* Abetment to ragging * Criminal conspiracy to rag * Unlawful assembly or rioting while ragging * Public nuisance created during ragging * Violation of decency and morals through ragging * Injury to body, hurt or grievous hurt * Wrongful restraint * Wrongful confinement * Use of criminal force * Assault as well as sexual offences or even unnatural offences * Extortion * Criminal trespass * Offences against property * Criminal intimidation * Attempts to commit any or all of the above mentioned offences against the victim(s) * All other offences following from the definition of "Ragging".

*

(These undertakings must be submitted at the time of Admission form)

Undertaking to be signed by the student and his/her father & mother.

I do hereby undertake to abide by the following rules of the University.

- 1) I shall come to university campus always with valid Identity card and in prescribed Uniform.
- 2) I shall never violate any of the rules regarding discipline inside the University campus and in the Hostels.
- 3) I shall attend my classes regularly and in case of shortage of attendance I shall not claim to be sent up to appear at the University Examination.
- 4) I shall not in any way be involved in causing any kind of damage to the university property.
- 5) I shall help in keeping the University building and campus clean. I shall keep my cycle / vehicle with extra lock in the appropriate place in a neat and orderly manner.
- 6) I shall not indulge in any kind of INDECENT AND IMMORAL activities inside the University premises and near the Hostels which will in any way defame the institution.

If I am found to have violated any of the rules mentioned above, action deemed fit may be taken against me by the University authorities.

Full Signature of the Student with date

Countersigned by:

Father:

Mother:

Postal Address of Father / Mother with PIN Code:

Contact Telephone No. (with code) / Mobile No. of Father / Mother.

This undertaking must to be submitted with the Admission Form MBA 2018-19