



**MAHATMA GANDHI CENTRAL UNIVERSITY**

**महात्मा गाँधी केन्द्रीय विश्वविद्यालय**

[Established by an Act of Parliament]

Pt. Deen Dayal Upadhyaya Parisar, Balua Taal, Motihari-845 401

Email: headmanagementsciences@mgcub.ac.in

**DATE: 18/07/2025**

## Department of Management Sciences

(Pandit Madan Mohan Malaviya School of Commerce & Management Sciences)

### **Notice of Counselling-cum-admission into MBA programme against Supernumerary Self Finance/Paid Seats for academic session 2025-26**

Dear Candidates,

As per the University notification dated 20<sup>th</sup> June, 2025 and in reference to your application for admission into MBA programme for the academic session 2025-26 in the Department of Management Sciences, Admission will be made on the basis of CUET-2025 (PG) Score. If the Candidates are interested to take admission in supernumerary Self-Finance/Paid seats and have earlier applied for admissions against the advertisement (Post Graduate Programmes) issued by the University and were unable to secured admission under the regular seats are advised to appear for counselling-cum-admission to the above programme on the scheduled **DATE AND TIME in the Department of Management Sciences, MCGU, Motihari Bihar.**

Course	Total Intake for Academic session 2025-26	Fee for the Self-Finance/Paid Seats		Date and Reporting Time	Venue of Counseling-Cum-Interaction
MBA	10*	1 <sup>st</sup> Semester	54018/-	22 <sup>nd</sup> July 2025 Reporting Time Before 11:30 AM	Department of Management Sciences, PMMM School of Commerce and Management Sciences, Mahatma Gandhi Central University Pt. Deen Dayal Upadhyaya Parisar, Near Pt. Ugam Pandey College, and Nidaan Hospital, Baluatal, Motihari, East Champaran, Bihar- 845401
		2 <sup>nd</sup> Semester	49800/-		
		3 <sup>rd</sup> Semester	50418/-		
		4 <sup>th</sup> Semester	49800/-		

\* The numbers of seat may increase or decrease.

**Note:** Candidates must report before 11:30 AM. In case of non-reporting, your candidature will not be considered.

**Students are requested to visit University website regularly.**

1. Admission shall be strictly based on the CUET (PG)-2025 Score.
2. Candidates are advised to report on the scheduled date and time to the venue along with required documents.
3. All candidates are advised to check their eligibility for respective programme as notified by MGCUB admission prospectus 2025-26 before appearing for counseling / admission.
4. Wait-listed candidates shall only be considered for admission if seats remain vacant in given program of studies.
5. Candidates who fail to report for admission along with all the original documents on the scheduled date and time shall forfeit their claim to be considered for admission.
6. In case of tie, senior candidate on the basis of Date of Birth shall be given preference. In case of any dispute, the decision of the University administration shall be final.
7. The admission of candidate who has passed his/her qualifying examination from a Foreign University will be subject to his/her qualification being found equivalent to the qualifications prescribed by the University.
8. **The candidates shall be required to pay the fees online at the time of admission.**
9. Admission shall be granted only on the payment of fees on the specified date.
10. Candidates who fail to make payment on the date of admission shall not be considered for admission and the seat will be given to the next candidate in the merit list.
11. Candidate admitted under this (Self-Finance ) Scheme shall not be allowed to switch to regular seats under any circumstances.
12. If seats are increased, preference will be given to the waitlisted candidates prepared among reported candidates on the scheduled date and time.
13. In case of any dispute related to the provisional admission, the High Court of Patna shall have jurisdiction.
14. Any addendum/corrigendum/notices to this notification shall be published only on the University Website ([www.mgcub.ac.in](http://www.mgcub.ac.in)). Therefore, Candidates are advised to check the University website regularly for any updates.
15. Students are requested to come with all the documents required for admission in the course. Unable to present the required documents will lead to cancellation of the admission.

## **LIST OF DOCUMENTS REQUIRED FOR ADMISSION**

The candidates are required to be present in person and bring the following documents in original as well as **one set of self-attested photocopies** at the time of reporting for counselling-cum-admission.

### **CHECK LIST**

Sl. No.	List of Documents	Self-Attested Photocopy	Original
1	CUET(PG)-2025 Online Application Form	Self-Attested Photocopy	Original
2	CUET(PG)-2025 NTA Score Card	Self-Attested Photocopy	Original
3	MGCUB (PG) -2025 Online Application Form	Self-Attested Photocopy	Original
4	Five recent passport size photographs		
5	Mark sheets and certificates of 10th and 12th.	Self-Attested Photocopy	Original
6	Marks sheet and Certificate of Graduation.	Self-Attested Photocopy	Original
7	Other Marks Sheet/Transcript, if any other than above mentioned	Self-Attested Photocopy	Original
8	Self-attested copy of AADHAR Card.	Self-Attested Photocopy	Original
9	Original Extra Co-Curricular Activities Certificates.	Self-Attested Photocopy	Original
10	Bank Account detail of student i.e. Account No., IFSC- Code, and Name of account holder & address of Bank.	Self-Attested Photocopy	Original
11	A Character certificate from the Head of the Institution last attended.	-	Original*
12	Transfer/Migration Certificate (in original) from the Head of the Institution/University last attended.	-	Original*
13	Affidavit for intervening period/gap of over three years, if applicable on Non-Judicial stamp paper.	-	Original*
14	SC/ST/OBC/PwD/EWS latest Certificate as per GOI rules, wherever applicable. <b>OBC Non-creamy layer certificate (Govt. of India) and EWS certificate which should have been issued on or after 01.04.2025.</b>	Self-Attested Photocopy	Original
15	No Objection Certificate (NOC) from Employers, wherever applicable.	Self-Attested Photocopy	Original
16	Undertakings, wherever applicable on Non-Judicial Stamp paper of Rs. 100/-.	-	Original*
17	Anti-ragging form duly signed by the Student on Non-Judicial Stamp paper of Rs. 100/-.	-	Original*
18	Anti-Ragging form duly signed by the Parents/Guardian on Non-Judicial Stamp paper of Rs. 100/-.	-	Original*
19	Any other document, if needed (Please specify)	Self-Attested Photocopy	Original

\*Original Documents will be retained permanently by the University.

Head  
Department of Management Sciences  
Mahatma Gandhi Central University, Motihari

**ANNEXURE - I**  
**AFFIDAVIT BY THE STUDENT**  
**(to be submitted by the student at the time of admission)**

I, .....(full name of student)  
.....(University Candidate I.D.) S/o or D/o Mr  
..... having been admitted to Mahatma Gandhi Central University,  
Bihar have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions,  
2009, (hereinafter called the "Regulations") and have carefully read and fully understood the provisions contained in the  
said Regulations.

2) I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and  
administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or  
passively, or being part of a conspiracy to promote ragging.

4) I submit to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University.

5) I hereby solemnly aver and undertake that:

a) I will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as  
ragging under Clause 3 of the Regulations.

6) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the Regulations,  
without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time  
being in force.

7) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of  
being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the  
declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and  
nothing has been concealed or misstated therein.

Verified at ----- (place) on this the ----- (day) of ----- (month), ----- (year) \_\_\_\_\_

Signature of Deponent

NOTE: It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic  
session.

**ANNEXURE - II**  
**AFFIDAVIT BY THE PARENT/GUARDIAN**  
**(To be submitted by the parent/guardian at the time of admission)**

I, Mr/Mrs/Ms.....(full name of parent/guardian) father/mother/guardian of Mr./Ms.....(full name of the student) .....(University Candidate I.D.), having been admitted to Mahatma Gandhi Central University, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") and have carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused Clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/ she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that:

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year. VERIFICATION  
\_\_\_\_\_

Signature of Deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at ----- (place) on this the ----- (day) of ----- (month), ----- (year) \_\_\_\_\_

Signature of Deponent

**NOTE: It is mandatory to submit this affidavit in the above format if you desire to register for the forthcoming academic session.**