

महात्मा गाँधी केन्द्रीय विश्वविद्यालय  
MAHATMA GANDHI CENTRAL UNIVERSITY

# PROSPECTUS

2018-19

*for Admission to*

**Master of Business Administration [MBA]**

**&**

**Master of Social Work [MSW]**

Last date of submission of Online Application:  
**22nd September 2018 (Saturday) by 5:00 PM**



## RECOGNITION

The Mahatma Gandhi Central University Bihar (MGCUB) is established by an Act of Parliament, which received the assent of the President on 17<sup>th</sup> December 2014.

MGCUB Degrees/Diplomas/Certificates are recognised by all the member institutions of the University Grants Commission (UGC) & the Association of Indian Universities (AIU) and are at par with the degrees/diplomas/certificates of all Indian Universities/Deemed Universities/Institutions.

**All rights reserved.** No part of this work may be reproduced in any form, by mimeograph or any other means, without permission in writing from the Mahatma Gandhi Central University, Bihar.

Further information on the Mahatma Gandhi Central University, Bihar can be obtained from the University's office or its Website <http://www.mgcub.ac.in>



## **Important Notice to Applicants seeking Admission to Undergraduate (UG) Programmes**

It is hereby informed to all applicants who may be seeking admission to various Undergraduate (UG) Programmes in Mahatma Gandhi Central University, Bihar, that due to lack of space for classrooms, laboratories, computer labs; supporting infrastructure and other basic amenities in the present Temporary Campus of the University, **admission to all Undergraduate (UG) Programmes will not be held for the Academic Session 2018-19.**



## IMPORTANT DATES TO REMEMBER

### SCHEDULE FOR ADMISSION IN POST-GRADUATE (PG) PROGRAMMES (MBA & MSW)

Events	Dates
Issue of e-Prospectus on University Website (www.mgcub.ac.in)	1 <sup>st</sup> September 2018
Opening Date for Online Registration of Applications	4 <sup>th</sup> September 2018
Last Date for submission of Applications through Online Mode	22 <sup>nd</sup> September 2018 (by 5:00 PM)
Tentative Date from which Hall Ticket/Admit Card can be downloaded Online	26 <sup>th</sup> September 2018
Tentative Date of Entrance Examination [MET]	30 <sup>th</sup> September 2018
Display of Provisional List of Selected Candidates (including Waiting List)	4 <sup>th</sup> October 2018
Tentative Date(s): Counselling for Admission	8 <sup>th</sup> – 9 <sup>th</sup> October 2018
Commencement of Classes/Orientation Programme for PG Students	11 <sup>th</sup> October 2018

**Note:** The above-mentioned dates/schedules are tentative and may change as per the needs of the University which shall be final in this matter. Therefore, the candidates are advised to check the University Website regularly.

#### PLEASE NOTE:

- **Hall Tickets for the Entrance Examination:**
  - The candidates can download the Hall Ticket from the University Website from **26<sup>th</sup> September 2018 onwards.**
- **Intimation regarding Entrance Test, Entrance Examination Centres, List of Candidates finally Selected/Waitlisted shall be displayed only on the:**
  - University Website (www.mgcub.ac.in)
  - Notice Board of the University
  - Notice Board of the concerned School/Department/Centre
- **No intimation shall be sent to the candidates by post or courier or email.**



## CONTENTS

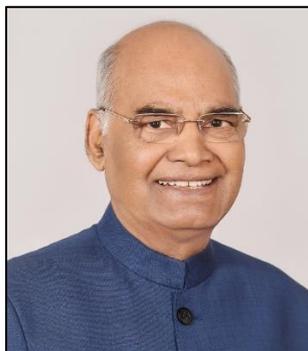
Sl.	Title	Page No.
1.	Hon'ble Visitor of the University	: 7
2.	Message from the Vice-Chancellor	: 8 - 9
3.	About the University	: 10 - 13
4.	Logo of MGCUB & Its Concept Note	: 14 - 16
5.	Salient Features of the University	: 17 - 19
6.	Facilities for the Students	: 20 - 22
7.	Collaboration and Linkages with Renowned Institutions	: 23 - 24
8.	Policy about Curbing the Menace of Ragging	: 25 - 26
9.	Academic Resources at Temporary Campus ( <i>TempCamp</i> )	: 27 - 28
10.	Faculty and Intellectual Resources	: 28
11.	Schools and Departments	: 29 - 30
12.	Programmes of Study	: 31
13.	Medium of Instruction, Examinations, Evaluation and Grading System for Postgraduate Programmes of Study	: 31
14.	General Guidelines regarding Process of Admission in MGCUB	: 32
15.	Components of Masters Entrance Test (MET)	: 33
16.	Admission Rules & Reservation Policy	: 34 - 35
17.	Rules & Regulations for Students	: 36



<b>Sl.</b>	<b>Title</b>	<b>Page No.</b>
<b>18.</b>	<b>Minimum Eligibility Conditions for Admission to two P.G. Programmes of Study</b>	<b>: 37</b>
<b>19.</b>	<b>Applicants who are not Eligible for Admission</b>	<b>: 37 - 38</b>
<b>20.</b>	<b>Entrance Examination Centres</b>	<b>: 38</b>
<b>21.</b>	<b>Procedure of Submission of Application Form for Admission</b>	<b>: 39</b>
<b>22.</b>	<b>Admission Calendar for Post-Graduate (PG) Programmes of Study</b>	<b>: 40</b>
<b>23.</b>	<b>Admission of Foreign Nationals/NRIs/PIOs – Supernumerary Seats</b>	<b>: 41</b>
<b>24.</b>	<b>Completion of Admission Formalities</b>	<b>: 42</b>
<b>25.</b>	<b>General Rules related to Admission</b>	<b>: 43 - 44</b>
<b>26.</b>	<b>Ambience at MGCUB</b>	<b>: 45 - 47</b>
<b>27.</b>	<b>Schedule of Fees for Postgraduate (PG) Programmes</b>	<b>: 48 - 50</b>
<b>28.</b>	<b>Application Form</b>	<b>: 51 - 60</b>
<b>29.</b>	<b>Checklist of Documents to be attached</b>	<b>: 61</b>
<b>30.</b>	<b>Documents to be submitted in original at the time of Admission</b>	<b>: 61</b>
<b>31.</b>	<b>Authorities of the University</b>	<b>: 62</b>
<b>32.</b>	<b>Help Desk</b>	<b>: 63</b>
<b>33.</b>	<b>Disclaimer</b>	<b>: 64</b>



## HON'BLE VISITOR OF THE UNIVERSITY



**H.E. The President of India  
Shri Ram Nath Kovind**

As per the Central Universities Act 2009, His Excellency the President of India is the Visitor of the University.

Shri Ram Nath Kovind assumed office as the 14<sup>th</sup> President of India on 25<sup>th</sup> July, 2017. Before assuming the charge of the office of the President of India, Shri Kovind served as the 36<sup>th</sup> Governor of the State of Bihar from August 16, 2015 to June 20, 2017.

A lawyer, veteran political representative and long-time advocate of egalitarianism and integrity in Indian public life and society, Shri Ram Nath Kovind was born on October 1, 1945, in Paraunkh, near Kanpur, Uttar Pradesh. His parents were Shri Maiku Lal and Smt Kalawati.

**Educational and Professional Background:** Shri Kovind completed his school education in Kanpur and obtained the degrees of B.Com. and L.L.B. from Kanpur University. In 1971, he enrolled as an Advocate with the Bar Council of Delhi.

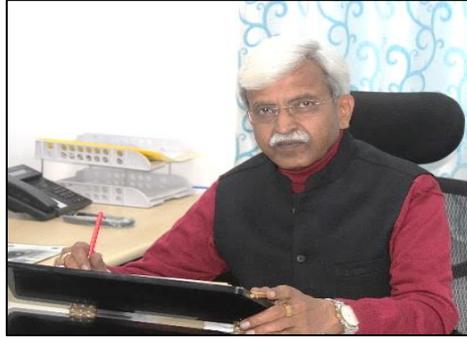
Shri Kovind was Union Government Advocate in the Delhi High Court from 1977 to 1979 and Union Government Standing Counsel in the Supreme Court from 1980 to 1993. He became Advocate-on-Record of the Supreme Court of India in 1978. He practised at the Delhi High Court and Supreme Court for 16 years till 1993.

**Parliamentary and Public Life:** Shri Kovind was elected as a member of the Rajya Sabha from Uttar Pradesh in April 1994. He served for two consecutive terms of six years each till March 2006. Shri Kovind served on various Parliamentary Committees like Parliamentary Committee on Welfare of Scheduled Castes/Tribes; Parliamentary Committee on Home Affairs; Parliamentary Committee on Petroleum and Natural Gas; Parliamentary Committee on Social Justice and Empowerment; and Parliamentary Committee on Law and Justice. He was Chairman of the Rajya Sabha House Committee.

Shri Kovind also served as Member of the Board of Management of the Dr B.R Ambedkar University, Lucknow, and Member of the Board of Governors of the Indian Institute of Management, Kolkata. He was part of the Indian delegation at the United Nations and addressed the United Nations General Assembly in October 2002.



## कुलपति का संदेश



**कुलपति, महात्मा गाँधी केंद्रीय विश्वविद्यालय, बिहार  
प्रो. (डॉ.) अरविन्द अग्रवाल**

**प्रिय विद्यार्थियों और अभिभावकों,**

महात्मा गाँधी केन्द्रीय विश्वविद्यालय बिहार की इस पावन भूमि का आपका स्वागत करते हुए मैं स्वयं को गौरवान्वित महसूस कर रहा हूँ। इसकी स्थापना इतिहास प्रसिद्ध नालंदा और विक्रमशिला विश्वविद्यालयों की अकादमिक उत्कृष्टता और उच्चतर मानदंडों की पुनर्स्थापना के महान उद्देश्य के साथ हुई है।

महात्मा गाँधी केन्द्रीय विश्वविद्यालय बिहार की स्थापना भारतीय संसद के केन्द्रीय विश्वविद्यालय (संशोधन) अधिनियम, 2014 के तहत हुई और इसे भारत के माननीय राष्ट्रपति की स्वीकृति 17 दिसंबर 2014 को मिली। महात्मा गाँधी केन्द्रीय विश्वविद्यालय बिहार 3 फरवरी 2016 को मेरे प्रथम कुलपति के रूप में कार्यभार ग्रहण करने के साथ कार्यात्मक रूप से अस्तित्व में आया। विश्वविद्यालय के प्रथम शैक्षणिक सत्र का उद्घाटन 4 अक्टूबर 2016 को माननीय केन्द्रीय मानव संसाधन विकास मंत्री श्री प्रकाश जी जावडेकर ने किया और विश्वविद्यालय में शैक्षणिक कार्य 17 अक्टूबर 2016 से प्रारम्भ हुआ। पहले अकादमिक सत्र के प्रारम्भ होने के दो वर्ष के भीतर ही विश्वविद्यालय ने अपने सपनों को साकार करने के लिए बहुत सारे महत्वपूर्ण कदम उठाये हैं।

देशज संस्कृति, महान परम्परा और वैभवशाली इतिहास की इस समृद्ध भूमि पर अवस्थित होने के कारण यह विश्वविद्यालय, बिहार को शिक्षा के क्षेत्र में विश्व-स्तरीय सुविधाएं और गुणवत्तापूर्ण शिक्षा और अनुसंधान प्रदान करने के लिए प्रतिबद्ध है। विश्वविद्यालय उन्नत एवं परिष्कृत तकनीकी के माध्यम से चंपारण को एक महान शैक्षणिक केन्द्र बनाना चाहता है जिससे इस क्षेत्र के विद्यार्थियों को उच्च शिक्षा के लिए अन्यत्र न जाना पड़े। थोड़े ही समय में, विश्वविद्यालय ने राष्ट्रीय और अन्तर्राष्ट्रीय प्रतिष्ठानों जैसे रोम के प्रसिद्ध विश्वविद्यालय सापिएंजा, पटना के 'अखि भारतीय चिकित्सा संस्थान' (AIIMS), हैदराबाद के 'राष्ट्रीय ग्रामीण संस्थान परिषद्' (NCRI), पुणे के 'भारतीय फिल्म और टेलीविजन संस्थान' (FTII) और भारतीय कृषि अनुसंधान परिषद् – राष्ट्रीय लीची अनुसंधान केन्द्र, मुजफ्फरपुर के साथ समझौता ज्ञापन किया है। हमारा व्यापक और समेकित उद्देश्य, ऐसी प्रतिभाओं का निर्माण करना है जो इस दुनिया के सर्वश्रेष्ठ मानवीय संसाधनों और प्रतिभाओं के समान हो।

विश्वविद्यालय गर्व से यह दावा करता है कि 'स्वच्छता हमारा धर्म है' और हम अपने इस धर्म का पालन मन, वचन और कर्म से करते हैं। हमने एक ऐसे सौंदर्यबोध से युक्त परिसर का निर्माण किया है जो स्वच्छता के गाँधीवादी आदर्श का ज्वलंत उदाहरण है। हरे भरे लॉन, बगीचों और साफ परिवेश के द्वारा विश्वविद्यालय अपने विद्यार्थियों को शिक्षा प्राप्ति का एक सुंदर वातावरण प्रदान करता है।



नया विश्वविद्यालय होने के नाते स्थापना व आधारभूत सुविधाओं की शुरुआती बाधाओं के बावजूद विश्वविद्यालय निरंतर प्रगति के पथ पर अग्रसर है। वर्तमान में परिसर में स्थानाभाव व स्थाई भूमि के आवंटन के प्रक्रियागत विलंब के चलते विश्वविद्यालय की सुविधाओं की कुछ सीमाएं हैं। लेकिन विश्वविद्यालय सर्वोत्कृष्ट शैक्षिक गुणवत्ता उपलब्ध कराने के लिए कृतसंकल्प है।

इस वर्ष स्नातकोत्तर कक्षाओं के पहले बैच का प्लेसमेंट बहुत उत्साहवर्धक रहा है व प्रायः अधिकांश उत्तीर्ण विद्यार्थी नौकरी पा चुके हैं। यद्यपि किसी भी पाठ्यक्रम के बाद नौकरी की गारंटी नहीं दी जा सकती पर विश्वविद्यालय का प्रयास है कि उसके विद्यार्थी ज्ञान और रोजगार संबंधी कौशल से लैस हों।

इसी वर्ष कम्प्यूटर विज्ञान व सूचना प्रौद्योगिकी संकाय में प्रतिष्ठित संस्था ए.सी.एम. का स्थानीय चैप्टर प्रारम्भ हुआ जिसके बैनर तले भव्य "अस्तित्व-2018" समारोह का आयोजन संभव हुआ।

विश्वविद्यालय में निरंतर अतिथि व्याख्यान, कार्यशालाएं व कौशल विकास के कार्यक्रम आयोजित होते रहते हैं। हाल ही में पत्रकारिता व जनसंचार पर राष्ट्रीय कार्यशाला का सफल आयोजन हुआ।

मैं आशान्वित हूँ कि दृढसंकल्प व निरंतर अध्यवसाय से महात्मा गाँधी केन्द्रीय विश्वविद्यालय उत्कृष्टता के नए सोपान छुएगा और राष्ट्र निर्माण के महत्तर संकल्प की सिद्धि का माध्यम बनेगा।

आपका विश्वविद्यालय के नए सत्र में हार्दिक स्वागत है।

**प्रो. (डॉ.) अरविन्द अग्रवाल**



## ABOUT THE UNIVERSITY

**Genesis:** The Central Universities (Amendment) Act 2014 [No. 35 of 2014] which received Presidential assent on 17<sup>th</sup> December 2014 provided for the establishment of Mahatma Gandhi Central University, having its territorial jurisdiction extending to the territory in the North of the River Ganges in the State of Bihar.

**Establishment of the University:** The territory of the State of Bihar being large, its requirement for access to, and quality in higher education was not being adequately met with just one Central University. In addition to the existing one i.e., Central University of South Bihar at Gaya, establishment of one more Central University was felt necessary. Therefore, the Mahatma Gandhi Central University was established under the Central Universities (Amendment) Act 2014 [No. 35 of 2014] enacted by the Parliament. The University is fully funded and regulated by the University Grants Commission (UGC).

The University became functional with the assumption of charge by the First Vice-Chancellor, Professor (Dr) Arvind Agrawal, on 3<sup>rd</sup> February 2016. The First Academic Session of the University started from 17<sup>th</sup> October 2016.

**Permanent Campus of the University:** The University has recently received in the first phase 32.18 Acres of Land from the State Government for establishment of its permanent campus in Motihari Town. However, the University has been assured a total land of 302 Acres near Bankat-Bairiya village in Motihari Town for which the land acquisition process is going on. The process of development of Master Plan for the existing 15 Departments and Administrative Building including Residential Quarters and basic infrastructure viz. Hostels, Guest House, Play Ground & Sports Complex, Road and

**Headquarter and Location of the University:** The Headquarter of the University is located at Motihari, District – East Champaran, Bihar (INDIA). Motihari is the “*karmbhoomi*” of the Father of the Nation, Mahatma Gandhi, where he successfully experimented with the idea of “*Satyagraha*” during the “*Neel Andolan*” at Champaran in 1917. The establishment of MGCUB commemorates the centenary year of Mahatma Gandhi’s *Champaran Satyagraha*.

**Campus of the University:** Due to non-availability of its own permanent campus, the University is presently operating from the following Campuses which have been hired by the University or provided by the State Government of Bihar on rent basis:

- ❖ **Camp Office:** The Camp Office, which presently serves as the Headquarter of the University, is located in a building hired by the University on rent basis at Raghunathpur, Near OP Thana, Motihari, District – East Champaran. The Offices of the Vice-Chancellor, Registrar and Finance Officer are located in the Camp Office.





- ❖ **Temporary Campus (*TempCamp*):** The Academic Activities of the University are being run from the building(s) provided by the State Government of Bihar on rent basis in the Zila School premises at Motihari which is named as '*Temporary Campus (TempCamp)*'. These buildings have been renovated and customised to meet the minimum functional requirements to run the academic activities of the University. The *TempCamp* of the University is like an oasis in Motihari, adequate to cater the present needs of classrooms, labs, faculty and students. It provides an inspiring ambience for academics.



- ❖ **Temporary Women's Hostel (*named as Kasturba Gandhi Women's Hostel*):** The University has hired a building in Chotta Bariyarpur, near Hawaii Adda Chowk, Motihari on rent for the Women's Hostel of the University. It has a capacity to accommodate 50 women at a time with full security measures. All students who wish to opt for hostel accommodation have to mandatorily join the hostel mess. The University has made available transport facility to the residents of the hostel to commute between the Hostel and Temporary Campus (*TempCamp*) of the University. However, to avail transport facility, students have to pay a token bus coupon fee of Rs.500/- per month or any other rate as approved by the Competent Authority from time to time. For overall supervision and management of the Women's Hostel, two female faculty members of the University have been entrusted with the charge of Warden and Associate Warden.
- ❖ **Temporary Boys Hostel:** The University has hired a building for providing modest Hostel Accommodation to eligible and interested students of the University. The hostel has limited number of seats which are allotted as per the rules and regulations of the University. Transport facility is also being provided by the University to the interested students on payment basis as decided by the competent authority of the University from time to time. For overall supervision and management of the hostel, two faculty members have been entrusted with the charge of Warden and Associate Warden.

**Accessibility & Connectivity:** The nearest airport is at Patna which is approximately 170 kilometres away from Motihari. Motihari is also connected to all the major cities by train. The nearest railway station is Bapudham Motihari (BMKI) which is approximately 2 kilometres from the Temporary Campus at Zila School, Motihari. One can also reach Motihari by train via Samastipur, Muzaffarpur and Raxaul which are located within a radius of 100 kilometres. Motihari is also well connected to all major cities and towns of Bihar and adjoining states by road through a network of four-lane National Highway.

### **Vision of the University:**

- To establish the University with a global outlook but grounded in local tradition and culture;
- To establish the University as a unique model of excellence in higher education with student-centric focus in terms of global standards of programme offerings, curricular framework, pedagogy, research, publications and extension;



- To be financially sound with its own sustainable resource generation system;
- To benchmark its curricular framework, pedagogical practices, infrastructure facilities, governance policies and administrative practices against global standards; and
- To have renewable and sustainable sources of energy for the University needs.

### **Mission of the University:**

To achieve the above avowed Vision, the University has adopted the following Mission:

- Striving for land allotment and development/acquisition of quality infrastructure in the least possible time;
- Offer relevant and up-to-date, multi-disciplinary Programmes of Study to make students vocationally competent in the global job market;
- Adopt a holistic approach to learning through e-learning, peer-group learning, self-learning and work experience (industry/summer placement) besides conventional pedagogy;
- Establish a democratic outlook, a culture of performance, commitment and professionalism in faculty development;
- Integration of a high quality of research, publication, consultancy, and industry linkages;
- To implement the UGC's new Choice Based Credit System (CBCS).

### **Objectives of the University:**

- Attract the best possible faculty;
- Develop Multi-disciplinary, choice-based, modular programmes with multiple entry & exit options;
- Arrange faculty and student exchange programmes with reputed institutions;
- Evolve an innovative framework for regular upgradation of curricular design aimed at developing knowledge, skills and aptitude as per global trends;
- Develop students and employees feedback and grievance redressal system;
- Provide for student assistantships to ensure equitable access to students for inclusive education.

### **To establish *inter alia*:**

**Social Sciences, Arts & Humanities:** Law (5 years); Textile Designing; Entrepreneurship & Skill Development Focusing on Food Processing, Eco-tourism, traditional vocations like Bihar's Weaving Crafts, Woodwork, *Madhubani* Art; Cultural Centre that promotes Local Language, Music, Tribal Art, Tribal Museum like Bhopal's *Manav Sangrahalay*; various courses of Teacher Training, establishing Academic Staff College and Community College(s).

**Science:** Information Technology; Herbal Medicine, Non-Conventional Sources of Energy; Climate Change; Seismology; Environmental Pollution Research; Converging Technology and Nano-Technology.

- Online Learning through Massive Open Online Courses (MOOCs);
- Entering into memorandum of understanding with national and international institutions;
- Extension services & community outreach programme through community laboratories;
- Industry-academia interface: According high priority to career placement of students;



- Raising Financial Resources - Using alumni resources, industry-academia interface; utilising funds of Central Government of different Ministries like Tribal Affairs, Social Justice and Empowerment; Women and Child Development; Environment and Forest; Culture; Ministry of Human Resource Development; UGC; Indian Council of Social Science Research; ICHR; ICPR; CSIR; DST-DBT; encourage consultancy services;
- Getting corporate sponsorship for maintenance of current assets and development of new infrastructure;
- Collaborating with United Nations Agencies besides the corporate sector so as to make the University financially sound.



## LOGO OF MGCUB & ITS CONCEPT NOTE



The Logo of MGCUB is a combination of (1) Charkha  and (2) Abbreviation of the name of Mahatma Gandhi Central University, Bihar written as, .

### Concept note on Charkha

The concept behind the logo of Mahatma Gandhi Central University, Bihar (MGCUB) is derived from the *Charkha*, an iconic symbol representing Mahatma Gandhi. The *Charkha* is wrapping tricolor yarn spun by its dynamic activity symbolizing our national flag making it a University of national importance. *Charkha* (form of wheel) is a symbolic representation for the progress and growth. The spinning wheel has been used metaphorically to signify transformation of raw material into finished product material that binds our society. The color of Charkha is depicted in indigo blue connoting the first public movement against colonial rule by Mahatma Gandhi, the Champaran movement (*Neel Andolan*) one of the significant events of the region. The foundation year of the University marks the centenary of this famous Champaran Movement. The design of the logo is an abstraction of the Charkha and the *Neel Andolan*. Tricolor yarn wrapped around *Charkha* represents the national movement, national unity, dynamism and overall progress.

In addition to the above, the design of the logo also represents the shining sun/star in the middle. Sun is the source of energy connoting the source of knowledge. Eight spokes of the *Charkha* denote spreading of knowledge and wisdom in all eight directions adding to the slogan of the University. In summary, the Logo features the concept of:

- **Charkha** (Symbolism of Gandhiji and wheel of life that generates yarn to weave our society besides national movement)
- **Sun** (the primary source of all life forms)
- **Champaran Movement** (specific event that illustrates the first Satyagraha of Gandhiji against the oppressive colonial regime and also signifies the local cultural context)
- **Shining Star** and **white inward arrows** in Charkha pointing towards the Centre (people coming together from every direction and converting into shining stars through quality education)
- **Cardinal Directions** (Spreading knowledge in all directions)
- **Self Determination & Self-Reliance**

#### **Symbolism of eight spokes of Charkha (wheel):**

**In Hinduism**, Eight is a very important number in Hindu tradition. It is believed that there is a group of eight deities, called *Aṣṭa-Dikpāla* (अष्ट-दिक्पाल), literally meaning guardians of eight



directions. *Asthang Yog* (Eightfold yoga) of Patanjali, *Sashtang Namaskar* (best salutation with whole body), *Asht dhatu* (considered sacred alloy), *Asht prahar* (eight divisions of day), *ashtkoniya sthapatya* (octagonal architecture) are other examples. In Hindu mythology, eight is the number of *Adityas*, *Vasus* and forms of Goddess *Lakshmi*.

**In Buddhism**, the *Dharmachakra*, a Buddhist symbol, has eight spokes. Buddha's principle teaching- the Four Noble Truths- ramifies as the Noble Eightfold Path and Buddha has emphasized upon the importance of these eight attainments.

Eight also finds a prominent place in **Islam, Christianity, Judaism, Sikhism** and **Jainism**.

**In Islam**, eight is the number of angels carrying the throne of Allah in heaven, and the number of gates of *bahisht* (heaven).

"وَالْمَلَائِكَةُ جَائِهَاتٌ وَيَحْمِلُونَ عَرْشَ رَبِّكَ فَوْقَهُمْ يَوْمَئِذٍ مَائِمَاتٌ"

और फ़रिश्ते उसके किनारों पर होंगे और उस दिन तुम्हारे रब के सिंहासन को आठ (फ़रिश्ते) अपने ऊपर उठाये हुए होंगे .." (आयत 17, सूरा 69, अल हाक्का, पवित्र कुरान)

**In Christian religion**, Peter 3:20 states that there were eight people on Noah's Ark.

"Which sometime were disobedient, when once the long suffering of God waited in the days of Noah, while the ark was a preparing, wherein few, that is, eight souls were saved by water." (Bible, King James Version, 1.Peter:20)

The Beatitudes are 8 blessings recounted in the Sermon on the Mount in the Gospel of Matthew. (Matthew 5:1-12)

**In Sikh Religion**, Sukhmani Sahib is part of Shri Granth Sahib and was compiled by the fifth Sikh Guru, Guru Shri Arjan Dev Ji. It has exactly 192 hymns with 24 (divisible by 8) sections. Group of 8 hymns are known as Ashtpadi (ਅਸ਼ਟਪਦੀ) in Sikhism. Ashtpadi, literally 8 steps is a music composition with 8 lines. It is considered rhyme of love and supreme devotion.

**In Jainism**, the number of Tirthankars is 24 (a multiple of 8) and Jain Karma theory classifies karmas into 8 types. (Jaini, Padmanabh S.: The Jaina Path of Purification, Delhi: Motilal Banarsidass, 1998)

**In Judaism**, in kabbalistic teachings, the number seven symbolizes perfection – perfection that is achievable via natural means – while eight symbolizes that which is beyond nature and its (inherently limited) perfection.

## Concept note on MGCUB

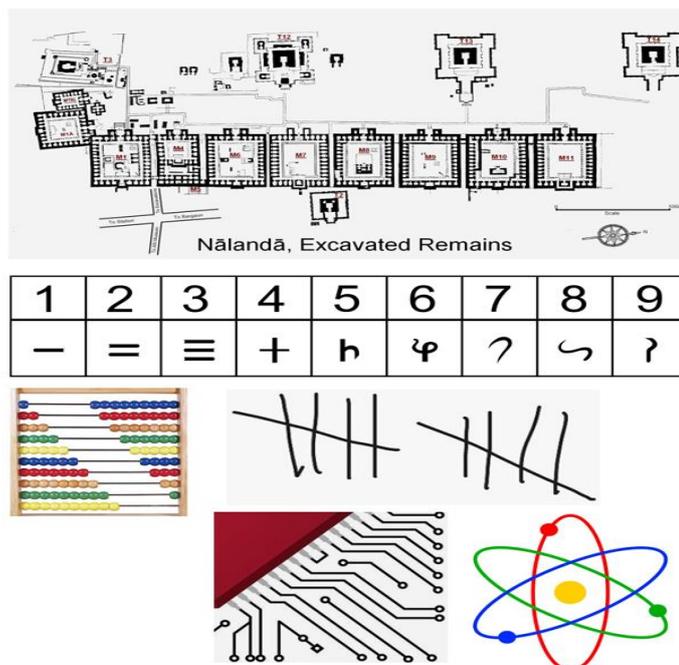
### 1. Theme/Philosophy

The First Alphabets of 'Mahatma Gandhi Central University, Bihar' – 'MGCUB' taken as basics for the Logo.



## 2. Following Educational/Cultural Elements represented in creating the MGCUB Logo

- i. The Building Foundation – Design of ancient Nalanda University in Bihar
- ii. Brahmi Numerals (1<sup>st</sup> Century, India)
- iii. Tally Marks/Hash Marks, amongst others, Squares + Dots commonly used in forestry for counting
- iv. Abacus
- v. Scientific symbols including computer chip



## 3. Educational: *Panth Nirpeksh, Inclusive*

The basic Alphabets of the Logo, representing educational facility (like the Nalanda University) also show 'Openness' for all imparting & seeking knowledge. The Building Foundation – Design of ancient Nalanda University in Bihar (as seen in the excavations) provide the design for alphabets of MGCUB. The last alphabet appears as an inverted E but this is in fact represents for B of Bihar and its shape is designed on the basis of Nalanda building Foundations as found in the excavations.

Each Alphabet of the Logo has open space for Entrance and Lines and Dots connecting Students and Gurus. All are welcome to come-in, teach, learn and also go out and spread the knowledge learnt at MGCUB.

## 4. Colours for the Logo

- i. **Blue** – for Flow of knowledge, bringing prosperity to all along the way, like a river
- ii. **Green** – for growth through the knowledge like the green fields and trees
- iii. **Saffron** – representing Gurus and Shishyas



## SALIENT FEATURES OF THE UNIVERSITY

### ADMISSION BASED ON SINGLE COMMON ENTRANCE TEST

The University has introduced an aptitude-based common entrance examination for admission to all its Programmes of Study. Candidates seeking admission to the University shall be required to fill up only a single admission form indicating their preference for various Programmes of Study and shall be required to take only one entrance examination. Accordingly, the University has introduced:

- **Graduate Entrance Test (GET):** as a single common entrance test for admission to all Undergraduate Programmes across all disciplines.
- **Masters Entrance Test (MET):** as a single common entrance test for admission to Postgraduate Programmes across all disciplines.
- **Research Entrance Test (RET):** as a single common entrance test for admission to M.Phil./Ph.D. Programmes across all disciplines.

### INNOVATIVE PROGRAMMES & CURRICULAR FRAMEWORK

Guided by the Reforms Agenda in Higher Education and learning from the experiences of the best Universities of the world, the Mahatma Gandhi Central University has introduced a number of innovations, as detailed below:

- **Semester-based Academic Calendar:** All academic programmes of the University – Undergraduate (UG), Postgraduate (PG) and Research Degrees (RD) are based on Semester System, designed at par with global practices in terms of effective number of teaching days and teaching-learning inputs.
- **Programmes based on Comprehensive Choice Based Credit System:** The University has introduced Comprehensive Choice Based Credit System (CBCS) as per the latest UGC Guidelines and modelled largely on the lines of the best Universities of the World.
- **Programmes of Study are defined in terms of Credits:** As opposed to papers/courses in the conventional system, a student is required to accumulate a minimum of:
  - 140 UG Credits to earn a UG degree
  - 176 UG Credits to earn a B.Tech. degree
  - 80 PG Credits to earn a PG degree
  - 60 RD Credits to earn an M.Phil. degree
  - 120 RD Credits to earn a Ph.D. degree
- **Students to accumulate required number of credits from across disciplines:** The inter-disciplinary approach in the selection of courses is followed with most of the courses from the Department and rest from other Schools/Departments/Centres of the University.
- **Students Mobility and Credit Transfer:** The University has designed a framework to facilitate credit accumulation by its students from other recognised Universities of India and abroad. The University has developed a structured mechanism to work out the equivalence and accept the transfer of credits earned by its students from other Universities as per the relevant Ordinance of the Mahatma Gandhi Central University, Bihar.



- **Innovative approach in designing Programmes of Study:** The Departments of Study would not design Programmes of Study as such. Instead, they would (a) design and offer courses, based on the expertise and specialisation of their faculty members; (b) Specify pre-requisite and co-requisites for each course offered; (c) Guide the students to handpick and customise their own basket of courses to accumulate the required credits to complete their study programme. Thus, the focus is on '**learner-centred approach**' (as opposed to the conventional 'teacher-centred approach') to accommodate the individual specific learning needs and expectations to have wider choices in content, mode and pace of learning.
- **Computation of Credits based on a Holistic Approach to Learning:** At the Mahatma Gandhi Central University, Bihar, One Credit for a Theory Course is defined as equivalent to the Total Student's Effort (TSE) of 30 hours comprising:
  - 10 hours of lectures/organised classroom activity/contact hours;
  - 5 hours of laboratory work/practical/field work/tutorials/teacher-led activities;
  - 15 hours of other workload such as independent individual/group work; obligatory/optional work placement; literature survey/library work; data collection/field work; writing of papers/projects/dissertation/thesis; seminars etc.

Thus, the focus is on in-depth learning driven by intrinsic curiosity and mastery of the subject by balancing the taught content with independent self-directed learning.

- **All Programmes of Study to be Modular:** All Programmes of Study in the University are designed as modular, with exit and lateral entry option. While most students may want to complete their UG/PG/RD Programmes without any break, some may opt out of the study programme mid-way, due to compelling personal reasons. The University, therefore, provides a structured framework for students to opt out of an ongoing study programme midway, whereby, depending on the extent of time spent on campus and credits accumulated by them, students will be awarded certificate/diploma/advanced diploma. For instance, if any student wants to quit the Programme of Study after two semesters, she/he can do so and would be awarded an appropriate certificate/diploma/advanced diploma and can resume her/his study from this point within three years again. Thus:

❖ **A Student Admitted to PG Programme may get:**

- Advanced Diploma (if she/he opts out after 2 semesters with at least 40 PG credits);
- Master's Degree (if she/he completes full 4 semesters with at least 80 PG credits).

Thus, those students who opt out would be eligible to join laterally to complete and earn their degree, if they return to the University within the next three years.

- **All Programmes of Study to be multi-disciplinary/inter-disciplinary:** While Departments of Study of the University are designed around basic disciplines (to enable faculty members to continue to focus on their specialised areas of research), each programme of study of the University *per se* is multi-disciplinary. Students have the choice to accumulate required number of credits from a wide variety of courses offered throughout the University (for instance, a student will be entitled to learn mathematics with music, physics with philosophy and technical courses with humanities and so on).



➤ **Examination System for all Programmes of Study:**

All Programmes of Study of the University shall be offered under Semester System and Examinations & Evaluation of students shall be done through Assessment and Evaluation System. As a general principle, the Assessment and Evaluation System shall comprise the following components:

Sl.	Particulars	Percentage
A	<b>Comprehensive Continuous Internal Assessment (CCIA)</b> <i>(15% for assignments /quizzes /presentations / live projects etc. &amp; 5% for attendance)</i>	<b>20%</b>
B	<b>Mid-Semester Examination</b>	<b>20%</b>
C	<b>End-Semester Examination</b>	<b>60%</b>
<b>TOTAL</b>		<b>100%</b>

**NOTE:** *Provided that considering the scientific nature of the course(s) in which laboratory work and practical(s) have important component of the evaluation; the attendance may be given higher weightage of 10% subject to prescribed limit of Assessment and Evaluation System but this shall be approved by the Board of Studies (BoS) & School Board (SB) and shall be notified with Detailed Course Outline (DCO) or lecture plan distributed to students before commencement of the particular course.*

- **All Programmes of Study to have Grading System:** The University shall have grading system based on ten-point scale of evaluation of the performances of students in terms of marks, grade points, letter grade and class. The total performance of a student within a semester and continuous performance from the second semester onwards shall be indicated by: (a) Semester Grade Point Average (SGPA) and (b) Cumulative Grade Point Average (CGPA).
- **Observance of Khadi Day on every Wednesday:** The University located at Motihari, District – East Champaran, Bihar happens to be the “*karmbhoomi*” of the Father of the Nation, Mahatma Gandhi, where he successfully experimented with the idea of “*Satyagraha*” during the “*Neel Andolan*” at Champaran in 1917. The establishment of Mahatma Gandhi Central University commemorates the centenary year of Gandhi’s *Satyagraha*. The Mahatma strongly believed in the dignity and worth of every individual and in self-reliance. ‘*Khadi*’ and the *Charkha* were symbols of this belief in self-reliance, which is also enshrined in the Logo of the University. The University is committed to live by the principles of Mahatma Gandhi, and further this philosophy in practice too. The Authorities of the University have declared “**WEDNESDAY**” as the day on which ‘*Khadi*’ as a formal dress would be worn by every individual of the University.



## FACILITIES FOR THE STUDENTS

**IT CENTRE:** The University has a state-of-the art computing laboratory with 35 workstations featuring Windows 10 Pro, Intel Core i5 Processor @ 3.2 GHz with 4 GB RAM. The lab is currently used for computer practicals by different departments. Students also avail internet facility in the laboratory. Besides, all faculty members are provided workstations with internet connectivity. It caters to the computing, automation and networking needs of the various departments of the University.



The centre works on in-house design and maintenance of the website along-with the web hosting solution provider. The mission of the IT Centre is to provide seamless connectivity to all the sections of the University and a secure, reliable and scalable IT environment.

The University IT Centre is in possession of Raspberry Pi toolkit for Internet of Things (IoT) research. The University is in the process of acquiring some high end software and hardware. Setting up of a research facility on Big Data and Cyber Security is proposed.

**LIBRARY:** The Central Library of University provides access to scholarly information, research support and study facilities as per need of the students and research scholars, teaching and non-teaching staff. Central Library MGCUB has more than 10215-Books (Text books, reference books, Encyclopaedia). The automation of Central Library is in process by using library software (SOUL 2.0) provided by INFLIBNET. The Library is open from 9:00 AM to 6:00 PM on all working days.



**Collection:** The Central Library, MGCUB consists of Books, Reference Books, Print Journals, E-Journals and database, Hindi & English Newspapers, magazines, CD ROM/DVDs and a small collection on Mahatma Gandhi.

### Statistical Analysis of Central University

Books	10215
Print Journals	27
E-Resource/E-Books & Journals	12084+
University's Publication (Books, Report etc.)	07



Magazine	13
News Paper	08 (Hindi - 05, English - 03)
CD-ROM/DVD	60+

**ATM:** The University has an ATM of Central Bank of India inside the campus for easy access.



**TRANSPORTATION:** The University has three Air-Conditioned vehicles and has arranged transport facilities, on nominal charge, to ferry students of the University from different parts of Motihari to Temporary Campus (TempCamp) of the University at Zila School premises. Students residing in the hostels of the University are also provided transport facility on payment basis from Hostel to Temporary Campus of the University.



**EQUAL OPPORTUNITY CELL:** With the purpose to eliminate discrimination and create awareness about it, as per University Grants Commission Guidelines, the University has constituted an Equal Opportunity Cell headed by an Anti-Discrimination Officer of the rank of Professor.



**SC/ST/OBC/MINORITY CELL:** The University is committed to provide assistance to the SC/ST and Minority students through SC/ST/OBC/Minority Cell. The major purposes are to implement and monitor the reservation policy and address the problems of the students and to bring them at par with the main stream students by providing them teachers with expertise and specialization in the subjects where they lack.

**PROCTORIAL BOARD:** The Proctorial Board of the University ensures and maintains discipline on the campus and ensure cordial atmosphere amongst students through observation of general conduct of the students.

**GRIEVANCE REDRESSAL CELL:** The University is committed to constitute a cell to address the grievances of students in order to promote cohesive corporate living on campus.

**INTERNAL COMPLAINT COMMITTEE:** Gender equity, including protection from sexual harassment and right to work with dignity is universally recognised as a basic human right. Eradication of social evils has been the prime aim of the Constitution of India. Article 15 of the Constitution of India prohibits discrimination on grounds of religion, race, caste, sex, or place of birth. Article 42 makes provision for securing just and human conditions of work. Article 51-A(e) makes it incumbent on every citizen to promote harmony and spirit of common brotherhood amongst all people of India transcending religious, linguistic, and regional or sectional diversities; to renounce practices derogatory to the dignity of women. India is also a signatory to the convention on the “Elimination of all forms of discrimination against women”. Resultantly, to prevent any incidence of sexual harassment, there shall be a duly constituted Committee in accordance with the relevant statutory guidelines and applicable laws.

**COUNSELLING & GUIDANCE CENTRE:** A Student Counselling & Guidance Centre has been constituted under the stewardship of the Dean of Students’ Welfare. Students of the University are provided counselling and guidance through the Student-Mentor Programme.

**UNIVERSITY-INDUSTRY INTERFACE:** The University strives to have a vibrant University-Industry interface aimed at collaborative work in the arena of curricula development, shared teaching, research and praxis. In order to make the students industry-ready so that they can stand a good chance in the highly competitive market environment, the University has entered into Memorandum of Understanding (MoU) with leading academic and research institutions of national and international repute. Efforts are being made to also network with Industrial establishments so that students of the University stand a better chance to get employment in industries and corporate houses.

**SECURITY:** Safety of the students within the campus is being taken care of by the campus security agency. All the buildings of the University are under CCTV surveillance.

### **IMPORTANT NOTICE**

**APPLICANTS SHOULD NOTE THAT THE UNIVERSITY WILL NOT PROVIDE ANY PLACEMENT ASSISTANCE OR SERVICES AS REGARD TO JOB PLACEMENT ON PASSING OUT FROM THE RESPECTIVE PROGRAMME.**



## COLLABORATION AND LINKAGES WITH RENOWNED INSTITUTIONS

### Memorandum of Understanding (MoU):

In order to provide best opportunities to its students and faculty through exchange programmes in teaching and research, the University has entered into MoUs with six educational and research institutions of international/national repute. To further the purpose of the students and its faculty, the University proposes to organise/offer collaborative programmes/courses, research/action projects, placement and internship opportunities etc. The collaborating institutions agreed to conduct joint conferences, seminars, workshops and academic discussions. The University is also in the process of entering into MoUs with several other leading institutions in the country and abroad.

Details of the institutions and purpose for which the respective MoUs have been signed is as under:

 <p><b>SAPIENZA</b> UNIVERSITÀ DI ROMA</p>	<p><b>Sapienza University of Rome, Italy</b> was founded in 1303 by Pope Boniface VIII in Rome, is one of the oldest universities in the world and a top performer in international university rankings.</p>	<p>Collaborative research Exchange of scientific information and publications Development of joint courses</p>
	<p><b>All India Institute of Medical Sciences (AIIMS), Patna</b> was created by the ordinance dated 16 July, 2012 and then the Act (Amendment), 2012 on 2nd July, 2013. AIIMS Patna is the vision of the Hon'ble Prime Minister Shri Atal Bihari Vajpayee who decided to give to the nation six regional AIIMS with the mandate to provide the most modern healthcare to the last man in the queue at affordable cost.</p>	<p>Medical facilities for Students, Faculty, Non-Teaching Staff and the dependents of the Faculty, Non-Teaching Staff Collaborative research Exchange of scientific information and publications Student Internship</p>
 <p>Rural Resilience Indian Excellence</p>	<p><b>National Council of Rural Institutes (NCRI), Hyderabad</b> under the Ministry of Human Resource Development, in Government of India strives to promote resilient rural India through Higher Education interventions. NCRI designs, develops and promotes curriculum inputs for higher education programmes offered by Universities and Autonomous Institutions in India.</p>	<p>NCRI Fellowship grant for research in rural studies Facilitating students' summer internship programme</p>
	<p><b>Film and Television Institute of India (FTII), Pune</b> is an autonomous body under the Ministry of Information and Broadcasting of the Government of India. Established as 'Film Institute of India' in 1960 on the erstwhile Prabhat Studio premises at Pune, FTII boasts of a rich legacy in quality Indian cinema. Today, the FTII is commonly regarded as a center of excellence across the world.</p>	<p>Collaborative research Exchange of scientific information and publications Develop joint programmes of study Facilitate students' internship and mobility interest Reservation of seats in the short-term courses for the students FTII to facilitate MGCUB in the establishment of the School of Film, Television, &amp; Mass Media</p>



	<p><b>Indian Council of Agricultural Research - National Research Centre on Litchi (ICAR-NRCL), Muzaffarpur</b> is a premier national institute for conducting research and developments on litchi (<i>Litchi chinensis</i>), a crop of international recognition grown maximally in Bihar.</p> <p>NRCL also acts as a national repository of information on litchi production, processing, value addition, and provides consultancy services to the farmers.</p>	<p>Collaborative research in the field of research and developments on litchi (<i>Litchi chinensis</i>)</p> <p>Facilitate transfer of technology to farmers in the neighbouring villages of the University.</p> <p>NRCL would provide short-term training/summer training/laboratory facility to the student(s)/research scholar(s)/faculty of MGCUB in their respective areas of specialisation</p> <p>NRCL would facilitate research scholars of MGCUB as part of collaborative research, with faculty at NRCL acting as co-guide</p>
	<p><b>The Institute of Cost Accountants of India (ICAI), Kolkata</b> is a statutory body under an Act of Parliament. The Institute was established on 28<sup>th</sup> May, 1959, by a special act of Parliament, namely, the Cost and Works Accountants Act, 1959 as a statutory professional body for the regulation of the profession of cost and management accountancy. It has since been continuously contributing to the growth of the industrial and economic climate of the country.</p>	<p>Co-operation in developing curriculum of academic programs, development and conduct of programs and courses.</p> <p>Collaborative research</p> <p>ICAI on its part would facilitate the conduct of specialised training programmes in the field of Entrepreneurship Development, Cost Accountancy, Cost Auditing, Taxation etc. by providing experts on its rolls.</p> <p>MGCUB on its part would share the expertise of its faculty as mutually desirable by way of acting as resource persons for training programs or workshops organised by ICAI.</p>
	<p><b>Bravo Pharma Group</b></p>	<p>A Letter of Intent (LoI) has been signed between explore the possibilities of cooperation especially for scholarship programs for Students &amp; Professor as well as creating new Internship for IT Students and further explore the other interrelated activities to broaden the focus of mutual interest, in the field of IT, R&amp;D Business Development, Internship, Student Exchange Program and other areas of Higher Education &amp; Research.</p>



## **POLICY ABOUT CURBING THE MENACE OF RAGGING**

The University considers the menace of ragging as one of the worst forms of human rights violation and shall strictly adhere to the UGC regulations on curbing the menace of ragging. These regulations can be found on the UGC website: [www.ugc.ac.in](http://www.ugc.ac.in)

### **The objectives of these Regulations are:**

- To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplinary activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student;
- To eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

### **What constitutes 'ragging'?**

One or more of the following acts constitutes 'ragging':

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student
- b. indulging in rowdy or indisciplinary activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students



- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student
- i. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student
- j. Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Resultantly, to prevent any incidence of ragging, the University has duly constituted the Anti-Ragging Committee, the Anti-Ragging Squad, in accordance with the relevant statutory guidelines and applicable laws to look into matters concerning complaints and incidents of ragging within and beyond the University premises. The University has been proactive in ensuring a ragging free environment.

In case of any incidence of ragging the students/parents/guardians may contact **Dr Pavnesh Kumar** at **+91-9407034480** or through email at [pavneshkumar@mgcub.ac.in](mailto:pavneshkumar@mgcub.ac.in) | [antiragging@mgcub.ac.in](mailto:antiragging@mgcub.ac.in) or may report the matter to the **Proctor Dr Brijesh Pandey** at **+91-9415762707** or through email at [brijeshpandey@mgcub.ac.in](mailto:brijeshpandey@mgcub.ac.in).

**Anti-Ragging Helpline: Toll Free No.: 1800-180-5522 | Email: [helpline@antiragging.in](mailto:helpline@antiragging.in)**





## ACADEMIC RESOURCES AT TEMPORARY CAMPUS

The development of physical facilities and permanent infrastructure for the campus of the University may take some time. As on date, the Academic Activities of the University are being conducted in the Temporary Campus (**TempCamp**) located at Motihari (Zila School Compound), District – East Champaran, Bihar. The TempCamp has the following facilities:

FACILITIES	DETAILS
<b>Classrooms/Lecture Theatre</b>	<ul style="list-style-type: none"><li>▪ Smart Classrooms</li><li>▪ Rooms for group discussion/projects/workshops</li></ul>
<b>Conference Hall &amp; Board Room</b>	<ul style="list-style-type: none"><li>▪ One Conference Hall with seating capacity of 100 persons</li><li>▪ One well-equipped Board Room with seating capacity of 50 persons</li><li>▪ One Auditorium with seating capacity of approximately 600 persons</li></ul>
<b>Laboratories</b>	<ul style="list-style-type: none"><li>▪ Air Conditioned Physics Laboratory</li><li>▪ Air Conditioned Life Sciences Laboratory</li><li>▪ Air Conditioned IT Centre</li><li>▪ Air Conditioned Computational Physics Laboratory and</li><li>▪ Chemistry Laboratory</li></ul>
<b>Office Space/Workstations/ Visitors Room</b>	<ul style="list-style-type: none"><li>▪ Vice-Chancellor's Chamber and Secretariat</li><li>▪ Three chambers and offices for the senior officers of the University</li><li>▪ Strong room for examination and other confidential records</li></ul>
<b>Chambers/Cubicles/Faculty rooms/Workstation</b>	<ul style="list-style-type: none"><li>▪ Chambers for Deans and Professors</li><li>▪ Cubicles for Associate Professors</li><li>▪ Two faculty rooms with Workstations for Assistant Professors</li></ul>
<b>Library &amp; Information Resource Centre (LIRC)</b>	<ul style="list-style-type: none"><li>▪ Air Conditioned Central Library with approximately 15,000 (fifteen thousand) books, which include encyclopaedias of concerned subjects</li><li>▪ Separate reading rooms for students and faculty members</li><li>▪ Open stacks of books, journals &amp; magazines</li></ul>
<b>Other Facilities</b>	<ul style="list-style-type: none"><li>▪ Landscape with beautifully manicured lawns and flowering plants</li><li>▪ Sanskriti Sankul – space for hosting cultural events and open house meetings</li><li>▪ Facilities for limited outdoor sports</li><li>▪ CCTV for the security of the students and staff</li><li>▪ 3 Air-Conditioned Buses</li><li>▪ ATM</li><li>▪ Diesel GenSets for power back-up</li></ul>



<b>Activities</b>	<ul style="list-style-type: none"><li>▪ Media Cell</li><li>▪ University Wall Magazine: Parisar Pratidhwani</li><li>▪ University News Letter: Parisar Pratibimb</li><li>▪ University Literary Magazine: Parisar Pratibha</li><li>▪ University Publication Centre</li><li>▪ Community Outreach and Extension (CORE) Services Programme<ul style="list-style-type: none"><li>i. <b>SERVE</b> (Service for Empowerment and Rural Voluntary Efforts)</li><li>ii. <b>SETU</b> (Service for Empowerment and Tribal Upliftment)</li><li>iii. <b>SUDHAR</b> (Service for Urban Development and Human Action Research)</li></ul></li></ul>
-------------------	--

## FACULTY AND INTELLECTUAL RESOURCES

The University is committed to provide quality teaching-learning environment on its campus. The University recruited 70 permanent faculty members (02 Professors, 14 Associate Professors and 54 Assistant Professors) across all the 15 departments. Most of the faculty members have completed their Ph.D. from reputed institutions of the country. In addition, some of them also possess teaching and post-doctoral research experience from institutions of repute in India and abroad.

**Full Time Faculty:** The University Grants Commission, New Delhi, has approved 20 teaching departments with teaching strength in the ratio of 1:2:4 (One Professor, Two Associate Professors and Four Assistant Professors) with 140 teaching positions (20 Professors, 40 Associate Professors and 80 Assistant Professors) and the University is in the process of recruiting quality teachers against the remaining posts.

**Visiting/Guest Faculty:** Besides, the full-time faculty, the University invites eminent and experienced academicians, professionals and practitioners to deliver lectures on specialised areas and interact with students and faculty members.

**Honorary/Adjunct Faculty:** Renowned persons known for their expertise and experienced educationists of repute may also be involved in teaching and research as Honorary/Adjunct Faculty.

**Special/Invited Lectures:** Besides, Special Lectures by invited scholars/professionals/practitioners is a regular feature of the University for the Academic Growth and augmentation of the curricular framework of various Programmes of Study.



## SCHOOLS AND DEPARTMENTS

### I. School of Commerce and Management Sciences

**Dr Pavnesh Kumar is the Dean of the School**

- Department of Management Sciences:** Department of Management Sciences was established with the aim to impart need based, result oriented management education to develop talented managers to face the global challenges and align them to today's societal needs. The department through its latest and unique teaching pedagogy ensures development of sound and strong domain skills in students. The Department stands committed to provide the best of management education focusing on developing professional managers as well as building management leaders. The department is endowed with faculty members who are deeply engaged in education, research and consultancy to carry their experience into the classroom.

**Course offered: MBA (Masters in Business Administration)**

**Minimum Qualification for Admission:**

Bachelor's Degree from any recognised University of minimum 3 Years duration with a minimum of 55% marks for General candidates and 50% marks for SC/ST/OBC/PwD candidates.

**Duration:** 2 Years; **Semester:** 4

**Credits:** 80

**Total Intake:** 30

**Faculty in Department of Management Sciences and their Research Areas:**

Sl.	Name	Qualification	Research Area
<b>ASSOCIATE PROFESSOR</b>			
1.	Dr Pavnesh Kumar	Ph.D.	International Business and Finance
<b>ASSISTANT PROFESSOR</b>			
2.	Dr Alka Lalhall	Ph.D.	HR Issues, Women in Management, Career Advancement, Organizational Climate
3.	Mr Arun Kumar	MBA	Advertising, Marketing
4.	Dr Svati Kumari	Ph.D.	Financial Inclusion, Rural Development and Banking Services
5.	Mr Abhijeet Biswas	MBA	Corporate Finance, Capital Markets, Capital Budgeting and MSME Finance

### II. School of Social Sciences

**Prof. Asutosh Pradhan is the Dean of the School**

- Department of Interventional Development & Social Work:** The Department has the vision of becoming the seat of excellence in higher learning and research in social work. It aims to enable the students to utilise the knowledge and skills of social work for transformative social change. The Department owes its distinct nomenclature of 'Interventional Development' to the futurist thinking of the Hon'ble Vice-Chancellor Prof. (Dr) Arvind Agrawal. This nomenclature brings to fore the fundamental distinction



between social work and other social science disciplines and reaffirms the position of social work as a complete and comprehensive discipline which includes academic as well as interventional aspects.

**Objectives:**

- Imparting the values, knowledge and skills of social work profession;
- Facilitating the students to deal with the contemporary and future challenges of society;
- Enabling the students to gain an informed understanding of human beings as individuals, and as part of groups and communities;
- Orienting the students to work in various sites of social work practice with diverse clients by adhering to the ethical principles of the profession;
- Evolving innovative teaching-learning pedagogies for imparting social work education;
- Developing a comprehensive architecture of field work practicum that is imbued with indigenous methods of practice;
- Establishing itself as one of the leading social work education institute for research and publication;
- Undertaking action projects and consultancies for designing, implementing and evaluating social interventions;
- Establishing a strong connection between the department and field practitioners for incorporating the latest developments in social work practice into the curriculum;
- Providing a platform for the establishment of a strong and vibrant alumni network.

**Course offered: Masters of Social Work (MSW)**

**Minimum Qualification for Admission:**

Bachelor's Degree from any recognised University of minimum 3 Years duration with a minimum of 55% marks for General candidates and 50% marks for SC/ST/OBC/PwD candidates.

**Duration:** 2 Years; **Semester:** 4

**Credits:** 80

**Total Intake:** 30

**Faculty in Department of Interventional Development & Social Work and their Research Areas:**

Sl.	Name	Qualification	Research Area
<b>PROFESSOR</b>			
1.	Prof. Asutosh Pradhan	Ph.D.	Domestic Violence, Social Capital, Transnational Social Work, Social Work Education
<b>ASSISTANT PROFESSOR</b>			
2.	Dr Digvijoy Phukan	Ph.D.	Working with Communities, Management of Development Organisations, Corporate Social Responsibility
3.	Dr Rashmita Ray	Ph.D.	Aging, Domestic Violence, Family & Children, Social Work Education
4.	Mr Upmesh Kumar	M.Phil.	Medical & Psychiatric Social Work, Labour Welfare and Personnel Management



## PROGRAMMES OF STUDY

During the Academic Session 2018-19, the University offers the following Postgraduate Programmes of Study. The programme wise seat matrix is also given against each programme:

Programmes of Study	Total Credits	Total Seats	Out of total 30 seats, seats reserved for			
			SC	ST	OBC	UR
<b>School of Commerce &amp; Management Sciences</b>						
Master of Business Administration (MBA)	80	30	4	2	8	16
<b>School of Social Sciences</b>						
Master of Social Work (MSW)	80	30	4	2	8	16
<b>TOTAL</b>		<b>60</b>	<b>8</b>	<b>4</b>	<b>16</b>	<b>32</b>

### Important Note:

1. The University reserves the right to defer a Programme of Study depending upon the availability of adequate number of suitably qualified students, intellectual resources and other facilities;
2. The intake capacity for different Programmes of Study is only indicative and the University may reduce the intake depending on the availability of suitably qualified students, intellectual resources, research supervisor(s) and other academic infrastructure;
3. Duration of the PG Courses is 2 years, spread over 4 Semesters;
4. For relaxation criteria to the reserved categories, please refer to Admission Rules and Reservation Policy Section.

## MEDIUM OF INSTRUCTION, EXAMINATIONS, EVALUATION AND GRADING SYSTEM FOR POSTGRADUATE PROGRAMMES OF STUDY

For detail information related to Medium of Instruction, Examinations, Evaluation and Grading System for Postgraduate Programmes of Study, the applicants are advised to see Ordinance No. 20 of the University available on the University Website at the link given below:

<http://mgcub.ac.in/download/Ordinance%20No.%202020%20dealing%20with%20Medium%20of%20Instruction.%20Examination%20and%20Evaluation%20for%20UG%20&%20PG%20Programmes.pdf>

**Important Note:** In case of any contradiction between anything that is mentioned in this Prospectus 2018-19 and Ordinance No. 20 of the University dealing with "Medium of Instruction, Examinations, Evaluation and Grading System for Programme(s) of Study other than the Research Degree Programme(s)", the provision contained under Ordinance No. 20 shall apply.



## GENERAL GUIDELINES REGARDING PROCESS OF ADMISSION IN MAHATMA GANDHI CENTRAL UNIVERSITY

Deserving and talented students from all over India and the world, as per the policies of the Government of India, are welcome to seek admission in two Post-Graduate programmes. Reservation and relaxations in admission is provided to the students as per the policies of the Government of India. The general guidelines regarding the process of admission in these Postgraduate Programmes of the University are given below:

All applicants seeking admission to a Programme of Study shall be required to appear in and qualify the relevant specified Single Common Entrance Examination as under:

Sl.	For Admission in	Relevant Specified Entrance Examination
1.	Post-Graduate (PG) Programme	<b>Masters Entrance Test (MET)</b> - Single common entrance test for admission in Postgraduate (PG) Programmes of Study across all disciplines (i.e., MBA & MSW).

### FOR ADMISSION TO POST-GRADUATE (PG) PROGRAMMES:

1. All applicants seeking admission to a PG programme of study shall be required to appear in single common entrance examination i.e. Masters Entrance Test (MET).
2. Admission to various Post-Graduate (PG) Programmes (MBA & MSW) shall be made on merit of the **Composite Score** to be determined on the basis of score obtained in the MET and marks obtained in 10<sup>th</sup>, 10+2 and UG examination, as given below:

Sl.	Weightage of Different Components of the Composite Score	
	Components	Weightage
1.	Score obtained in MET	50%
2.	Percentage of marks in 10 <sup>th</sup>	10%
3.	Percentage of marks in 10+2	10%
4.	Percentage of marks in UG	30%
	<b>Total</b>	<b>100%</b>



## COMPONENTS OF MASTERS ENTRANCE TEST (MET)

The MET shall be aptitude-based tests comprising 100 Multiple Choice Questions (MCQs) lasting for a duration of 90 minutes. Broadly, the MET shall have the following components. All Questions shall carry equal marks. There shall be negative marking for each wrong answer (*i.e., for each wrong answer, one-fourth of the marks allotted for one question shall be deducted*).

### **A. Linguistic Ability:**

Intended to test the candidates' understanding of the basic rules of grammar and English usage, this section will cover Pronouns, Misplaced Modifiers, Subject-Verb Agreement, Parallel Constructions, Verbs, Quantifiers, Comparatives, Idiomatic Expression, Vocabulary, Synonyms and Antonyms and Sentence Completion. Intended to assess candidates' ability to understand and analyse information presented in text and also to assess aspirants' ability to apply concepts and information presented in a passage to parallel situations, in this part, candidates shall be provided one or more passages accompanied by set of questions.

### **B. General Intelligence & Reasoning:**

Analytical aptitude and ability to observe and distinguish patterns will be tested through questions principally of non-verbal type. This component may include questions on analogies, similarities and differences, spatial visualization, spatial orientation, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, etc.

### **C. General Knowledge and General Awareness:**

Questions in this section will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and Bihar especially pertaining to sports, history, culture, geography, economic scene, general polity, Indian Constitution and scientific research etc. These questions will be such that they do not require a special study of any discipline.

### **D. Quantitative Aptitude & Numerical Ability:**

This section will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.



## ADMISSION RULES & RESERVATION POLICY

Admission rules to be followed for admission to various Programmes of Study of the University are given below:

### 1. Admission Committee:

- i. There shall be an Admission Committee at the level of each School comprising the Dean of the School concerned as Chairman; Heads/Teacher-in-Charge of each Department in the School and two nominees of the Vice-Chancellor which will be responsible for making admissions to the respective department in accordance with the University rules. The Admission Committee may, if necessary, constitute Admission Interview Committee comprising the Head of the Department Concerned as Chairman, a Nominee of the Dean, one or two faculty members of the concerned Department and a Nominee of the Vice-Chancellor.
- ii. Each Department will be responsible for performing all admission related work of the Department.

2. **Age:** There will be no minimum or maximum age bar for admission to any Programme of Study in the University except in the courses where the respective regulatory bodies [such as Medical Council of India (MCI), Dental Council of India (DCI), Bar Council of India (BCI), National Council for Teacher Education (NCTE), All India Council of Technical Education (AICTE) etc.] have prescribed any such rule in this regard.

### 3. Reservation Policy:

- i. Reservation of seats in admissions to various Programmes of Study shall be in the following manner:  
**Scheduled Caste** = 15% of total intake in each programme  
**Scheduled Tribe** = 7.5% of total intake in each programme  
**Other Backward Class** = 27% of total intake in each programme
- ii. The seats reserved for the SC/ST shall be filled by the SC/ST candidates only. However, in the case of non-availability of the eligible candidates, the reserved seats may be interchanged between the SC & ST candidates.
- iii. The seats reserved for the OBC candidates shall be filled with the OBC candidates only. If OBC candidates possessing the minimum eligibility marks are not available in the OBC category then the vacant OBC seats shall be converted into General Category seats in accordance to the admission schedule notified by the University.
- iv. If any Reserved Category candidates qualify in General Category, he would be admitted in General Category. This rule would be allowed for every waiting list as well as main list.
- v. When a candidate belonging to any reserved category is admitted on his/her own merit (*i.e., without any relaxation in any criteria*), then such admission shall not be counted against the quota thus reserved for that category.



- vi. **Persons with Disabilities (PwD)** = 3% of total intake in each programme shall be reserved for the PwD (1% each for the persons with low vision or blindness, hearing impaired and locomotor disability or cerebral palsy (interchangeable in case of non-availability of candidates in the subcategories).

#### 4. Relaxations and Concessions:

i. **Schedule Caste (SC)/Scheduled Tribe (ST):**

- a. Where the admission is based on screening/written test, the Scheduled Caste/Tribe candidates would also be required to take the test but their merit list will be drawn separately.
- b. For admission to Programmes of Study, the SC/ST candidates shall be given only 5% relaxation in the minimum eligibility marks.

ii. **Other Backward Classes (OBC):**

- a. The OBC candidates shall be given only 5% relaxation in the minimum eligibility marks.
- b. All those OBC candidates who meet the minimum eligibility marks in the qualifying examination and the minimum eligibility marks (if any) in the entrance test shall be eligible for admission in the order of their merit, keeping in view the availability of seats reserved for them.
- c. The OBC candidates who belong to the '**Non-Creamy Layer**' and whose castes appear in the **Central List** of the OBCs only shall be eligible to be considered for admission under the OBC Category.

iii. **Person with Disabilities (PwD):**

The PwD candidates with not less than 40% disability shall be given a relaxation in the minimum eligibility to the extent of 5%.

iv. **Kashmiri Migrants:**

The Kashmiri migrant students shall have the following concessions in admission to various programmes during academic year 2018-19:

- a. Relaxation in cut-off percentage upto 10% subject to minimum eligibility requirement.
  - b. Increase in intake capacity up to 5% course-wise.
  - c. Reservation of at least one seat in merit quota in technical/professional institutions.
  - d. Waiving off domicile requirements.
- v. Two seats are available under supernumerary quota for admitting students coming from the state of Jammu & Kashmir.



## RULES & REGULATIONS FOR STUDENTS

1. All students are expected to abide by the rules and regulations of the University. Breach of any rule or any other misconduct shall render the student liable for disciplinary action, including expulsion from the University.
2. **Attendance Requirements:** All students must attend classes regularly. To appear in End Semester Examinations, the minimum requirement of attendance is 75% in aggregate in the entire semester.
3. **Use of Mobile Phones:** Students possessing mobile phones must keep them switched off when in Class/Labs. Carrying a mobile phone even in switched off mode during examinations is strictly prohibited and shall amount to use of unfair means.
4. **Ragging:** Ragging of any student in any form inside or outside the Campus is punishable offence as per guidelines of Hon'ble Supreme Court of India with minimum punishment of expulsion from the University.
5. **Misbehaviour:** Students found misbehaving with other students or staff member will face disciplinary action.
6. **Infrastructure Damage:** Students must take care of their Campus. Any student found damaging the University infrastructure will be fined to recover the losses.
7. Ignorance of the Rules and Regulations of the University will not be entertained as an excuse.
8. No candidate, pursuing a full-time programme of study in the University shall be allowed to take up a job without prior and explicit permission of the University.
  - i. Provided further that those already employed at the time of admission shall submit, within thirty days, in original, a certificate from their employer to the effect that the employer has granted him/her leave for the whole duration of the programme of study for pursuing the programme of study in the University.
  - ii. Provided that the above shall not prohibit, exclude or exempt a student from undergoing obligatory or optional work placement, if completion of the programme of studies in which he/she has taken admission, so requires.
9. No student pursuing full time Programme of Study in the University shall be permitted to take any other regular examination leading to another degree of this University or any other educational institutions. However a student would be eligible to take courses under Career Oriented Proficiency/Certificate/Diploma Programmes simultaneously either from MGCUB or any other University/Educational Institution/Board etc.
10. If at any time it is discovered that a candidate has made a false or incorrect statement or has furnished false or incorrect information or has used any other fraudulent means for securing admission his/her name shall be removed from the rolls of the University.
11. A student admitted to the University shall be a member either of a Hall of Residence Hostel or Non-Resident Students' Centre of the University.
12. A student admitted to a Programme of Study if detained due to the shortage of attendance in the first Semester, will no longer remain the student of the University. Such students will have to seek fresh admission and will be required to go through the entire admission process.



## Minimum Eligibility Conditions for Admission to Master of Business Administration & Master of Social Work

The minimum eligibility requirements for admission to the Master of Business Administration (MBA) and Master of Social Work (MSW) Programmes during the Academic Year 2018-19 shall be as under:

Programme of Study	Minimum Eligibility Requirement
Master of Business Administration (MBA)	Bachelor's Degree from any recognised University of minimum 3 Years duration with a minimum of 55% marks for General candidates and 50% marks for SC/ST/OBC/PwD candidates.
Master of Social Work (MSW)	

### APPLICANTS WHO ARE NOT ELIGIBLE FOR ADMISSION

1. Any applicant who has been suspended, rusticated, debarred or expelled or removed from the rolls of any other University/Academic Institution by a competent authority of the concerned University/Academic Institution, is not eligible for admission to the University.
2. A person who at any time, was admitted to a Ph.D. programme in this University or has completed Ph.D. degree either from this University or any other University shall not be eligible to apply for the same or any other UG/PG/M.Phil./Ph.D. programme of this University.
3. A person who at any time was admitted to a M.Phil. Programme in this University or has completed an M.Phil. Degree either from this University or from any other University shall not be eligible to apply for the same or any other UG/PG/M.Phil. Programme of this University.
4. A person who at any time was admitted to a PG Programme in this University or has completed PG Degree either from this University or from any other University shall not be eligible to apply for the same or any other UG/PG Programme of this University.
5. A person who at any time was admitted to a UG Programme in this University or has completed UG Degree either from this University or from any other University shall not be eligible to apply for the same or any other UG Programme of this University.

**Note:** A person seeking admission to pursue second UG/PG programmes shall be eligible for admission, if the first UG/PG is the requirement/preference for admission to second degree.

Provided the permission to pursue second UG/PG programme is granted by the Vice-Chancellor on genuine reasons.

6. A person appearing in the Final Year of the Qualifying Examination may also apply and appear in the Test. However, the candidate will be required to produce the original mark-sheet/transcript of the qualifying examination at the time of admission. Further, the candidates may be given provisional admission in a Programme of Study, if the results of the qualifying examinations are not declared till the last date of admission, provided:
  - i. they produce a certificate from the competent authority (such as Controller of Examinations, Dean, Registrar etc.) to the effect that the result of the concerned qualifying examination has not yet been declared.
  - ii. it is evident from the mark sheets(s) of the previous examination(s) relating to the course of qualifying degree that the candidate has secured at least stipulated minimum percentage of



aggregate marks (for example 55%) in the previous examination(s) (except final examination whose result has not been declared till the time of admission) of the qualifying degree (this will not be necessary for Scheduled Caste/Scheduled Tribe candidates).

- iii. the candidate gives an undertaking that she/he will submit the mark-sheet/transcript of the qualifying examination on or before specific date of the admission year and if she/he fails to submit the original mark-sheet/transcript on or before specific date of the admission year, then her/his provisional admission in the Programme of Study of the University shall automatically stand cancelled and the candidate cannot claim for refund of fees paid for provisional admission.

Further, if her/his aggregate percentage of marks in the qualifying examination is below the stipulated minimum percentage of aggregate marks, her/his provisional admission will also stand automatically cancelled and the candidate cannot claim for any refund of fees from the University.

7. If the applicant has passed the qualifying examination where grades are awarded and:
  - i. where, the Grade Sheet does not mention the equivalent percentage of marks from grade points, the candidate should submit such a certificate of conversion from the concerned institution mentioning either the converted percentage, or the formula for the actual conversion of grade point average to percentage of marks.
  - ii. where, the Grade Sheet itself mentions the equivalent percentage of marks from grade points, or the formula for such conversion, the candidate should get both sides of the Degree/Grade Sheet photocopied showing the equivalent percentage of marks/conversion formula.

## ENTRANCE EXAMINATION CENTRES

All applicants seeking admission to a Postgraduate Programme shall be required to appear in a single common entrance examination i.e. MET (Masters Entrance Test) which will be held at the following centres:

- |                      |                                     |
|----------------------|-------------------------------------|
| ❖ Guwahati (Assam)   | ❖ Kochi/Thiruvananthapuram (Kerala) |
| ❖ Motihari (Bihar)   | ❖ Bhubaneswar (Odisha)              |
| ❖ Patna (Bihar)      | ❖ Gorakhpur (Uttar Pradesh)         |
| ❖ New Delhi          | ❖ Lucknow (Uttar Pradesh)           |
| ❖ Ranchi (Jharkhand) | ❖ Varanasi (Uttar Pradesh)          |

**NOTE:** Depending upon the total number of applicants, examination centres may be changed. If there are less than 50 candidates registering for any of the aforementioned centres, the centre may be cancelled and students would be allotted to other centres. Hence, candidates are advised to mention at least three choices of centres in descending order of preference. The same would be displayed on the University Website/Hall Ticket.



## PROCEDURE OF SUBMISSION OF APPLICATION FORM FOR ADMISSION TO MASTER OF BUSINESS ADMINISTRATION & MASTER OF SOCIAL WORK

1. All admissions shall be based on the applications received **THROUGH ONLINE MODE ONLY** in response to the admission notification and issue of this Online Prospectus.

2. **Last Date and Procedure for applying through Online Mode:**

An eligible candidate can submit his/her application through **ONLINE MODE** by clicking on the prescribed link available on the University Website (**www.mgcub.ac.in**) on or before **22<sup>nd</sup> September (Saturday) (5:00 PM)**. After filling all the details online, candidates can pay requisite application fee through Net Banking/Debit/Credit Card. The application form will be considered incomplete if the requisite application fee is not paid online.

**IMPORTANT:** The candidates who are submitting their application online are advised to save the copy of their online application and proof of transaction of application fee made online, for future reference.

3. The application fee for admission to PG Programmes of Study for different categories of applicants shall be as under:

**General – Rs.500/-**

**OBC – Rs.400/-**

**SC/ST/PwD/Women candidates – Rs.150/-**

4. **Submission of application for different Programmes of Study:** A candidate who desires to apply for both the Postgraduate Programmes (i.e., MBA and MSW) are required to submit **separate Application Form** through Online Mode **along with the prescribed fee for both the Programmes.**



## ADMISSION CALENDAR FOR POST-GRADUATE PROGRAMMES OF STUDY

### SCHEDULE FOR ADMISSION IN POST-GRADUATE (PG) PROGRAMMES (MBA & MSW)

Events	Dates
Issue of e-Prospectus on University Website (www.mgcub.ac.in)	: 1 <sup>st</sup> September 2018
Opening Date for Online Registration of Applications	: 4 <sup>th</sup> September 2018
Last Date for submission of Applications through Online Mode	: 22 <sup>nd</sup> September 2018 (by 5:00 PM)
Tentative Date from which Hall Ticket/Admit Card can be downloaded Online	: 26 <sup>th</sup> September 2018
Tentative Date of Entrance Examination [MET]	: 30 <sup>th</sup> September 2018
Display of Provisional List of Selected Candidates (including Waiting List)	: 4 <sup>th</sup> October 2018
Tentative Date(s): Counselling for Admission	: 8 <sup>th</sup> – 9 <sup>th</sup> October 2018
Commencement of Classes/Orientation Programme for PG Students	: 11 <sup>th</sup> October 2018

**Note:** The above-mentioned dates/schedules are tentative and may change as per the needs of the University which shall be final in this matter. Therefore, the candidates are advised to check the University Website regularly.



## **ADMISSION OF FOREIGN NATIONALS/NRIs/PIOs- SUPERNUMERARY SEATS**

- a) In all the courses 15% seats may be filled as Supernumerary Seats meant for Foreign Nationals (FN), Non-Resident Indians (NRI) and Persons of Indian Origin (PIO) category candidates. Out of the above 15% Supernumerary Seats, 5% seats shall be earmarked for the children of Indian workers in the Gulf and South East Asia.
- b) Candidates belonging to the FN/NRI/PIO category shall not be required to appear in the Written Entrance Examination to be conducted by the University. However, they have to fulfil minimum eligibility conditions for admission as mentioned herein. Additionally, they may be required to qualify internationally accepted aptitude tests like SAT/GMAT/GRE/TOEFL as prescribed for admission in different programme of studies as specified in the Prospectus of the University.
- c) Admission to these category of students shall be granted on merit determined either by their past academic records or by internationally conducted aptitude tests for admission in higher education or a combination thereof with due regards to need for providing opportunities to the nationals belonging to different countries.
- d) Candidates seeking admission under the above quota of Supernumerary Seats shall be required to submit their application on a prescribed form, along with the certified copies of all the necessary documents, as per the procedure specified in the Prospectus, to the office of the Foreign Students Advisor (FSA) in advance throughout the year.
- e) Application for admission should be submitted to the Dean of the School/Head of the Department concerned along with the attested/certified copies of all the necessary documents.
- f) Candidates seeking admission under FN/NRI/PIO category shall be required to pay fees and other charges as applicable to their category and as specified in the ordinances relating to fee structure and as notified in the Prospectus.
- g) Candidates admitted under the FN/PIO category shall be required to undergo a medical test (including test for HIV AIDS) within a week from the date of admission.
- h) Candidates admitted under the FN/PIO category shall be required to produce STUDENT VISA within one month of the date of completion of the admission but prior to the commencement of the academic session and submit a copy of the same in the Office of the Foreign Students Advisor, failing which their admission shall stand cancelled.



## COMPLETION OF ADMISSION FORMALITIES

1. No candidate shall be entitled to claim admission as a matter of right and the University reserves the right to refuse admission in any individual case without assigning any reasons thereof.
2. A candidate shall be considered as admitted to a Programme of Study and be eligible to avail the privileges of a student of the University only after she/he has completed all admission formalities including payment of the prescribed fees, as per the Prospectus. If a candidate fails to complete the admission formalities by the prescribed date, she/he will automatically forfeit her/his right of admission.
3. The list of selected candidates shall be displayed on the University website ([www.mgcub.ac.in](http://www.mgcub.ac.in)); notice boards of the Controller of Examinations and the concerned School/Department.

**NOTE: No intimation to the selected candidates will be sent by post/email.**

4. The candidates shall be required to get their admission completed by the dates given in the Schedule.
5. The selected candidates shall be required to produce for verification at the time of interview/last date for completion of the admission formalities, the following documents in original:
  - a. Certificates, diplomas, degrees, mark-sheets of all educational qualifications;
  - b. No Objection Certificate (NOC) in original from the employer in case they are employed, clearly mentioning that the employer has no objection to the candidate's pursuing higher education in the Mahatma Gandhi Central University Bihar, on full-time basis;
  - c. Affidavit in case the candidate has a gap between the qualifying examination and the year of seeking admission in the University indicating the reasons for such gaps and the activities in which she/he was engaged during the intervening period.
6. Admission to a Programme of Study will be granted only to those candidates whose results of the qualifying examinations are complete in all respects.
7. Admission of candidates seeking admission after a gap of three or more academic years of their taking certificate/diploma/degree/postgraduate degree from this University or any other university/educational institution/Board, shall be subject to the clearance by the Admission Review Committee consisting of the Dean, Students' Welfare (DSW), the Dean of the School concerned, the Head of the Department concerned and the Proctor.
8. At the time of admission, every student shall be required to sign a declaration to the effect that she/he submits herself/himself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University.
9. All the students admitted to the various Programmes of Study shall be required to submit Transfer Certificate/Migration Certificate in original within 30 days from the date of admission, failing which their admission to the University shall stand cancelled.
10. Admission of the candidate will only be final after the verification of her/his testimonials at the time of registration.



## GENERAL RULES RELATED TO ADMISSION

1. The University shall be open to the person(s) of all sex, caste, creed, race or class, and it shall not be lawful for the University to adopt or impose on any person(s), any test whatsoever of religious belief or profession in order to entitle her/him to be admitted as a student in the University or to graduate thereat or to enjoy or exercise any privilege thereof;
2. The University shall maintain an All-India character and high standards of teaching and research and shall admit students strictly on merit as determined through a common national level entrance test conducted by the University either individually or with other universities;
3. No candidate, pursuing a full-time study programme in the University shall be allowed to take up a job without prior and explicit permission of the University.
  - a. Provided that those already employed at the time of admission shall submit, within thirty days, in original, a certificate from their employer to the effect that the employer has granted her/his leave for the whole duration of the Programme of Study.
  - b. Provided further that the above shall not prohibit, exclude or exempt a student from undergoing obligatory or optional work placement, if completion of the study programme in which she/he has taken admission so requires.
4. No student pursuing a Programme of Study at the University shall be permitted to take any other regular examination leading to another degree of this University or any other education institution. However, a student would be eligible to take courses, subject to the prior permission of the Dean of the School concerned, under Career Oriented Proficiency/Certificate/Diploma Programmes simultaneously either from Mahatma Gandhi Central University Bihar or any other university/educational institution/ Board, etc.
5. Provided further that a student may also be permitted to take additional courses, over and above the minimum prescribed for a Semester. In such a case, the following conditions shall apply:
  - a. She/he shall be required to pay fees for the additional courses registered;
  - b. Her/his marks sheet would reflect such courses having been studied by her/him as additional courses;
  - c. The additional courses so taken would not be considered for the computation of total credit for the award of the degree.
6. Similarly, a person who is not a student of the University and is not registered for any Programme of Study of the University, may, with the prior permission of the Dean of the School concerned, be allowed to register for select courses of the University subject to the following conditions:
  - a. No more than two courses in a Semester may be allowed to be taken;
  - b. She/he shall meet minimum eligibility conditions to pursue such courses;



- c. She/he shall be required to pay a non-refundable Registration Fee of Rs.2,000/- per semester plus the Tuition Fees twice the rate as applicable to such courses.
  - d. She/he shall not be considered to be a student of the University and shall, therefore, not be eligible to the privileges of a student of the University. However, she/he shall be subject to the disciplinary jurisdiction of the University authorities.
  - e. Subject to the successful completion of all credit requirements for the courses so taken, she/he shall be eligible to receive a testimonial from the University indicating the courses that she/he has so attended and qualified. This may however, not entitle her/him to receive any certificate/diploma/degree of the University.
7. If at any time it is discovered that a candidate has made a false or incorrect statement or has furnished false or incorrect information or has used any other fraudulent means for securing admission, her/his name shall be blacklisted and removed from the rolls of the University.
  8. A student admitted to the University shall be a member either of a Hall of Residence Hostel or Non-Resident Students Centre of the University.
  9. A student admitted to a study programme if detained due to the shortage of attendance in the first semester, will no longer remain the student of the University. Such students will have to seek fresh admission and will be required to go through the entire admission process *de novo*.



## AMBIENCE AT MGCUB

While the University is yet to build its permanent campus, the academic programmes are being run from the hired buildings for the time being. When the local administration handed over the unused hostels of the Zila School on a temporary basis, little did it know that this makeshift arrangement will turn out to be such an aesthetically pleasant ecological garden that it has become in such a small span of time.



The building which was handed over was in a pitiable and dilapidated condition. Wild vegetation grew in front of the building and pigs roamed about with abandon in the dirt. The toilets emitted a putrefied smell, and what has now become Vidyarthi Vihar was a place for open bath from tap water. The building had two halls with electric wires hanging from the roof and discoloured walls replete with geckos and spider webs. The two halls have now been converted into six smart classrooms with LCD projectors, whiteboards, lecture podium and chairs with attached writing pad.





The transformation has not been easy, yet swift. Within just a few months of time, tireless efforts of the University staff, PwD personnel and the relentless pursuit of the visionary Vice-Chancellor changed the dilapidated buildings into a temple of knowledge.

The Temporary Campus (TempCamp) now boasts of lush green lawns equipped with eco-friendly



drip irrigation system which not only appease the eyes but also help reduce the mercury level a bit during the summer heat. At the entrance of the University, an earthen dome, shaped like a droplet of water and enveloped with a canopy of cropped grass, welcomes each visitor with a green and rejuvenating smile. The initials of the University are enshrined with resplendent black and white polished marble stones so bright and oval that even birds mistook them for eggs

many a times. Adorned with white and saffron striped threshold and with infant coconut trees at its borders, the dome looks celestial on a moonlit night.

To the left is a lawn with three mounds which represent the revered temples of wisdom established in the land of Bihar viz. Nalanda and Vikramshila. The third mound in the lawn is the

smallest of all, which symbolises the ambition of this fledgling University to scale new heights and emulate the glory of the ancient institutions. To the right of the dome, one is greeted by a host of incense bearing plants with colourful flowers swaying in gentle breeze like little giggling children. In the backside



of the Office of Hon'ble Vice-Chancellor and the common Faculty Hall, one will be amazed to find geometrical shapes like squares, triangles, circles created with shrubbery of various hues surrounding a plant proudly growing inside.



Right in the centre of the University, the National Flag flies elegantly with two giant coconut trees paying their tribute on either side, and in between lie two green rectangular lawns with patches of striped grass cropped and watered regularly.



Pragyan Parisar, the front area of the University, is surrounded by vases with plants of various kinds adjoining each other. In Sanskriti Sankul, a bel (wood apple) tree stands like a sagacious mendicant which symbolises the sanctity of the sanctum sanctorum that an educational institution represents.



The University has placed dustbins at designated spots which are emptied every day to keep the campus clean. MGCUB proudly proclaims “Cleanliness is Our Religion”. Not a speck of dust is to be found on the window sills or even on the water tanks placed on the rooftop. The glass doors and partitions are wiped every day and they shine like huge mirrors without a trace of dust resting on them. The campus is friendly to the differently-able and has slopes beside each staircase. The buildings are painted white and indigo-blue to honour the historical *Neel Andolan* that made a Mahatma out of Mohandas Karamchand Gandhi in this sacred soil of Bihar.

The University has constituted an Ambience Committee to oversee the upkeep of this beautiful oasis and Hon’ble Vice-Chancellor personally inspects the surroundings every now and then.





**SCHEDULE OF FEES FOR  
MASTER OF BUSINESS ADMINISTRATION & MASTER OF SOCIAL WORK**

HEADS OF FEES/FUNDS (in Rs.)	Master of Social Work (MSW)	Master of Business Administration (MBA)
<b>(A) ONE TIME</b>		
Alumni Registration Fee	500	500
Security Deposit/Caution Money (Refundable)	3000	3000
University Registration/Enrolment Fee	1000	1000
Convocation Fee	500	500
Identity Card Fee	100	100
<b>Total (One Time) (A)</b> <i>(Payable at the time of Admission)</i>	<b>5,100</b>	<b>5,100</b>
<b>(B) ANNUAL</b>		
Foundation Day Celebration Fee	500	500
Cultural Activities Fund	200	200
Games & Sports Fund	200	200
Library Fee	500	500
Students Welfare Fund	500	500
University Magazine Fee	100	100
<b>Total (Annual) (B)</b> <i>(Payable in the beginning of Odd Semester i.e., 1<sup>st</sup> &amp; 3<sup>rd</sup> Semester)</i>	<b>2,000</b>	<b>2,000</b>
<b>(C) PER SEMESTER</b>		
Examination Fee	500	500
Tuition Fee	4000	6000
Admission Fee	1000	1000
Campus Development & Beautification Fund	500	500
Electricity & Water Fee	1000	1000
CORE Services Fee	250	250
Professional Development Fee	5000	5000
<b>Total (Per Semester) (C)</b> <i>(Payable in the beginning of each Semester i.e., 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> &amp; 4<sup>th</sup> Semester)</i>	<b>12,250</b>	<b>14,250</b>



**NOTE:**

1. **Professional Development Fee** shall be utilized for the following purposes which may include apart from the list as given below other activities and programmes as may be decided by the concerned Department from time to time as per the needs:

*Study Tour; Field Visits; Exhibition; Lecture Series; Guest Talk; Excursion; Seminar and Conferences; Workshops; Training Programmes; Panel Discussion; Special Skill Development Programme (for example Spoken English); Projects; Student Exchange Program etc.*

2. **CORE Services:** The Community Outreach and Extension (CORE) Services – Programme initiated in the University is of an example of multi-disciplinary academic/research/extension work. Core Services has three sub-units namely:

- **SERVE** : Service for Empowerment and Rural Voluntary Efforts
- **SETU** : Service for Empowerment and Tribal Upliftment
- **SUDHAR** : Service for Urban Development and Human Action Research

3. There shall be separate fee for issuance of duplicate Identification Card of the University as decided by the Competent Authority in this regard.

4. Teaching Learning Resource Fund fee comprises the charges for resource platform(s) and/or material for course(s) of study by concerned faculty member.

5. Health & Insurance Fee comprises the charges for insurance to be provide to students admitted in the university and other related charges such as health awareness, medical check-up camp etc.

6. Training & Placement Fee shall be used in capacity building of the students, pre-placements talks, campus drive for placements etc. to make them employable.

7. Subject Association Fund shall be used in students' club/society related to concerned Programme of Study to create the interest of students in particular subject by student centric activities, academic and quasi academic in nature.

8. University Magazine Fee hall be charged towards **Parisar Pratibimb** and **Parisar Pratibha**- monthly and annual magazine of the university respectively.

9. Tuition fee for offering audit course and 'T' grade will be Rs.100/- per credit.

10. For 'F', 'T' and audit course, examination fee will be Rs.100/- per credit.

11. The University shall charge separate fee for issuing the following certificate(s)/documents as decided by competent authority:

- *Character Certificate*
- *Migration Certificate*
- *Provisional Result*
- *Provisional Degree*
- *Duplicate Marks-Sheet*
- *Duplicate Degree*



## 12. Rules relating to Refund of Fees

<i>Sl. No.</i>	<i>Reasons for seeking refund</i>	<i>Quantum of fee to be refunded</i>
a)	When a student applies for withdrawal of admission 15 days before the last date of admission fixed by the University.	Full fee after deduction of Rs.500/- and full Examination fee.
b)	When a student applies for withdrawal of admission within three working days after last date of admission.	Full fee after deduction of Rs.1000/- and full examination fee. No fee will be refunded thereafter.
c)	When admission is made inadvertently due to error/omission commission on the part of the University	Full fee and full examination fee.
d)	When cancellation of admission is due to concealment/ falsification of facts, submission of false/fake certificate(s), non-submission of required documents, providing misleading information by the student or for any error/ mistake on the part of the student	No fee will be refunded except Caution Money.
f)	If a student provisionally admitted to a programme on declaration of the result of his/her qualifying examination / compartmental examination becomes ineligible for admission and his/her admission is cancelled.	Full fee after deduction of Rs.1000/- provided that he/she applies for refund in the same financial year.
g)	In case a student, after his/ her admission, expires within one month of the last date of admission.	Full fee including examination fee will be refunded to his/her parents.



# MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

Temporary Campus (TempCamp), Zila School Campus, Motihari – 845 401, District – East Champaran, Bihar (India)

*For office use only:*

Selected/Rejected: \_\_\_\_\_

Reason, if rejected: \_\_\_\_\_

Signature

**Application Form for Admission to  
PG Programmes  
(Academic Session 2018-19)**

*Affix latest  
photograph and  
sign across*

Name of the PG Programme applied for: \_\_\_\_\_

Name of the Candidate *(In English)* \_\_\_\_\_

Name of the Father *(In English)* \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Mobile No.: \_\_\_\_\_ Email: \_\_\_\_\_

## **Examination Centres**

*Candidates can opt for any of these centres in descending order of preference (write 1 for first preference; 2 for second preference; 3 for third; 4 for fourth & 5 for fifth preference)*

- ❖ Guwahati (Assam)
- ❖ Motihari (Bihar)
- ❖ Patna (Bihar)
- ❖ New Delhi
- ❖ Ranchi (Jharkhand)
- ❖ Kochi / Thiruvananthapuram (Kerala)
- ❖ Bhubaneswar (Odisha)
- ❖ Gorakhpur (Uttar Pradesh)
- ❖ Lucknow (Uttar Pradesh)
- ❖ Varanasi (Uttar Pradesh)







## SECTION - B ACADEMIC RECORD

(Attach self-attested copies of mark sheets and certificates)

Exam Passed	Board/ University	Year of Passing	Marks		% of Marks	Subjects Studied
			Obtained	Maximum		
Matriculation/Secondary (10 <sup>th</sup> )						
Higher Secondary/ Intermediate (10+2)						
Bachelor's Degree (Mention the name of degree) _____						
Any other _____						

*Please state the gaps in the educational career, if any, clearly in terms of time period (specifying from and to dates) and reasons thereof. In the absence of this information, the candidate would not be considered for admission.*

1. From \_\_\_\_\_ To \_\_\_\_\_ Reasons \_\_\_\_\_

2. From \_\_\_\_\_ To \_\_\_\_\_ Reasons \_\_\_\_\_

3. From \_\_\_\_\_ To \_\_\_\_\_ Reasons \_\_\_\_\_

Scholarships/Awards received (*Evidence to be enclosed*) \_\_\_\_\_

Extracurricular Activities: \_\_\_\_\_



## UNDERTAKING

[As per the Statute 28(7) of Central Universities Act 2009]

1. I, \_\_\_\_\_, hereby declare that the above particulars given by me are correct to the best of my knowledge and I may be held solely responsible for any discrepancy whatsoever. If any information provided is found to be incorrect at any time, even after admission, my candidature is liable to be cancelled with immediate effect without any liability for compensation and/or damages of any nature whatsoever.
2. I also hereby commit to shift to any other campus within the State of Bihar whenever the University decides to do so.
3. I also hereby submit myself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University. To this extent, I shall unconditionally abide by all prevailing terms and conditions and applicable rules and regulations of the University.
4. I also hereby undertake to deposit all the University dues including fees in time and in case of default and also agree to pay late fee/fine as per the University rules. I am fully aware that in case of non-compliance, the admission would be liable for cancellation at any stage with or without prior intimation.
5. I also hereby commit not to indulge in using unfair means in examinations and or any act of vandalism and or damage to University property. In case of such an act(s), I am liable to be punished/expelled from the University as per the University rules.

**(Signature)**

**Name of the Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_



# MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

Tempoary Campus (TempCamp), Zila School Campus,  
Motihari – 845 401, District – East Champaran, Bihar  
Website: www.mgcub.ac.in

## HALL TICKET MET – 2018

Name of the Candidate  
(in capital letters) \_\_\_\_\_

Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

Affix recent  
passport size  
photograph here

Signature of the Candidate

*(To be Filled in by the Office)*

Candidate's Roll No.: \_\_\_\_\_

Entrance Test Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Entrance Test Centre:** \_\_\_\_\_

Address of Entrance Test Centre:

Controller of Examinations



## FORMAT FOR CERTIFICATE TO BE PRODUCED BY CANDIDATES APPLYING UNDER

### THE OBC CATEGORY

This is to certify that \_\_\_\_\_, son/daughter of \_\_\_\_\_, of village \_\_\_\_\_ District/Division \_\_\_\_\_ in the State of \_\_\_\_\_ belongs to the \_\_\_\_\_ community which is recognized as a Backward Class under the following resolution of Government of India, Ministry of Welfare.

- \*(i) Resolution No. 12011/68/93-BCC (C), dated the 10<sup>th</sup> September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 186, dated the 13<sup>th</sup> September, 1993.
- \*(ii) Resolution No. 12011/9/94-BCC, dated the 19<sup>th</sup> October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 163, dated the 20<sup>th</sup> October, 1994.
- \*(iii) Resolution No. 12011/7/95-BCC, dated the 24<sup>th</sup> May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 88, dated the 25<sup>th</sup> May, 1995.
- \*(iv) Resolution No. 12011/44/96-BCC, dated the 6<sup>th</sup> December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 210, dated the 11<sup>th</sup> December, 1996.
- \*(v) Resolution No. 12011/96/94-BCC, dated 9<sup>th</sup> March 1996.
- \*(vi) Resolution No. 12011/13/97-BCC, dated 3<sup>rd</sup> December 1997.
- \*(vii) Resolution No. 12011/99/94-BCC, dated 11<sup>th</sup> December 1997.
- \*(viii) Resolution No. 12011/68/98-BCC, dated 27<sup>th</sup> December 1999.
- \*(ix) Resolution No. 12011/88/98-BCC, dated 6<sup>th</sup> December 1999 published in the Gazette of India, Extraordinary, Part-I, Section I, No. 270 dated 6<sup>th</sup> December 1999.
- \*(x) Resolution No. 12011/36/99-BCC, dated 4<sup>th</sup> April 2000 published in the Gazette of India, Extraordinary, Part-I, Section I, No. 71 dated 4<sup>th</sup> April 2000.
- \*(xi) Resolution No. 12011/44/99-BCC dated 21<sup>st</sup> September 2000 published in the Gazette of India, Extraordinary, Part-I, Section I, No. 210 dated 21<sup>st</sup> September 2000.
- \*(xii) Resolution No. 12015/9/2000-BCC, dated 6<sup>th</sup> September 2001.
- \*(xiii) Resolution No. 12011/1/2001-BCC, dated 19<sup>th</sup> June 2003.
- \*(xiv) Resolution No. 12011/4/2000-BCC, dated 13<sup>th</sup> January 2004.
- \*(xv) Resolution No. 12011/9/2004-BCC dated 16<sup>th</sup> January 2006 in the Gazette of India, Extraordinary, Part-I, Section I, No. 210 dated 16<sup>th</sup> January 2006.

\*Shri \_\_\_\_\_ and /or his/her family ordinarily reside(s) in the \_\_\_\_\_ District/ Division of the \_\_\_\_\_ State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No. 36012/22/93/-Est. (SCT), dated 08-09-1993 which is modified vide OM NO. 36033/3/3004 Est. (Res) dated 09/03/2004.

District Magistrate  
Deputy Commissioner, etc.

Dated \_\_\_\_\_

SEAL

\*Strike out whichever is not applicable

**Note:**

- (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.
- (b) The authorities competent to issue caste certificates are indicated below:-
  - (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of first-class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar.
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.



**FORMAT FOR CASTE/TRIBE CERTIFICATE TO BE PRODUCED BY THE  
CANDIDATES APPLYING UNDER SC/ST CATEGORY**

Form of Certificate as prescribed in M.H.A, O.M. No. 42/21/49-N.G.S., dated 28-1-1952 as revised in Dept. of Per. &A.R., Letter No. 36012/6/76-Est. (S.C.T.), dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

1) This is to certify that Shri/Shrimati\*/Kumari\* \_\_\_\_\_ Son/daughter\* of Shri /Shrimati \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/ Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste/Tribe\* which is recognized as a Scheduled Caste / Scheduled Tribe\*

Under:

- \*The Constitution (Scheduled Castes) Order, 1950.
- \*The Constitution (Scheduled Tribe) Order, 1950.
- \*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.
- \*The Constitution (Scheduled Tribe) (Union Territories) Order, 1951.

(As amended by the Scheduled Castes and Schedules Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966 the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Schedules Tribes Orders (Amendment) Act, 1976).

- \*The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956.
- \*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Tribe Order, 1962.
- \*The Constitution (Pondicherry) Scheduled castes Order, 1964.
- \*The Constitution (Uttar Pradesh), Scheduled Tribes Order, 1967.
- \*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968.
- \*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968.
- \*The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- \*The Constitution (Sikkim) Scheduled Castes Order, 1978.
- \*The Constitution (Sikkim) Scheduled Tribes Order, 1978.
- \*The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989.
- \*The Constitution (Scheduled Castes) Order (Amendment) Act, 1990.
- \*The Constitution (Scheduled Tribes) Order Amendment Act, 1991.
- \*The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

2) This certificate is issued on the basis of the Scheduled Castes /Scheduled Tribes Certificate issued to Shri/Shrimati\* \_\_\_\_\_ father/mother\* of Shri/Shrimati/Kumari\* \_\_\_\_\_ of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe\* in the State/Union Territory\* \_\_\_\_\_ issued by the \_\_\_\_\_ dated \_\_\_\_\_

3) Shri/Shrimati/Kumari\* \_\_\_\_\_ and/or\* his/her\* family ordinarily reside(s) in the village/town\* \_\_\_\_\_ of \_\_\_\_\_ District/Division\* of the State/Union Territory\* of \_\_\_\_\_

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Designation \_\_\_\_\_

(With seal of Office)

\_\_\_\_\_ State/Union Territory

**Note-** The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.



## **ANNEXURE - I**

### **AFFIDAVIT BY THE STUDENT**

(to be submitted by the student at the time of admission)

I, \_\_\_\_\_ (full name of student with University Roll Number) S/o D/o Mr \_\_\_\_\_, 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 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 \_\_\_\_\_ (full name of the student with admission/registration/ enrolment number), 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.

\_\_\_\_\_  
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.***



## CHECKLIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

Sl.	Documents Required
1.	Self-attested copy of the Secondary School/Matriculation/10 <sup>th</sup> Examination Marks Sheet
2.	Self-attested copy of the Secondary School/Matriculation/10 <sup>th</sup> Examination Certificate
3.	Self-attested copy of the Senior Secondary/Intermediate/10+2 Examination Marks Sheet
4.	Self-attested copy of the Senior Secondary/Intermediate/10+2 Examination Certificate
5.	Self-attested copy of the Graduation Marks Sheet of Final Year
6.	Self-attested copy of the Other Marks Sheet/Transcript, if any other than above mentioned
7.	Self-attested copy of the SC/ST/OBC/Physically Handicapped Certificate, if applicable
8.	Self-attested copy of the Kashmiri Migrant Certificate, if applicable
9.	Self-attested copy of the other Certificate, if applicable
10.	Self-attested copy of the Proof of Permanent Address
11.	Any other document (Please specify)

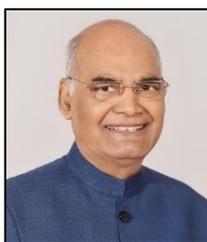
## DOCUMENTS TO BE SUBMITTED IN ORIGINAL AT THE TIME OF ADMISSION

The above documents will have to be produced in original at the time of admission. Further, the following documents shall also be required to be submitted in original at the time of admission:

1.	Migration Certificate
2.	Character Certificate from Head of Institution last attended
3.	Affidavit by Student regarding Anti-Ragging
4.	Affidavit by Parents/Guardian regarding Anti-Ragging
5.	Affidavit for intervening period/gap of over three years, if applicable
6.	No-Objection Certificate (“NOC”) from Employer’s, if applicable



## AUTHORITIES OF THE UNIVERSITY



**Shri Ram Nath Kovind**  
*Hon'ble Visitor*  
*His Excellency the President of India*



**Prof. (Dr) Arvind Agrawal**  
*Vice-Chancellor*



**Prof. Asutosh Pradhan**  
OSD Administration (I/C)  
&  
Dean  
School of Social Sciences

**Prof. Anand Prakash**  
OSD Finance (I/C)  
&  
Dean  
School of Life Sciences



**Dr Santosh Kumar Tripathi**  
Controller of Examinations (I/C)  
&  
Dean  
School of Physical &  
Material Sciences

**Dr Pavnesh Kumar**  
Dean Students Welfare  
&  
Dean  
School of Commerce &  
Management Sciences



**Dr Vikas Pareek**  
Dean  
School of Computer Sciences  
& Information Technology

**Dr Sunil Kumar Singh**  
Dean  
School of Mathematics &  
Statistical Sciences



**Dr Pramod Meena**  
Provost  
&  
Dean  
School of Humanities & Languages

**Dr Brijesh Pandey**  
Proctor  
&  
Associate Professor  
Department of Biotech





## HELP DESK

### **Dr Santosh Kumar Tripathi**

Controller of Examinations (I/C)

Contact No: +91 - 94793 33913

Email: [coe@mgcub.ac.in](mailto:coe@mgcub.ac.in)

&

### **Dr Neelabh Srivastava**

Assistant Director (Examination)

Contact No: +91 - 84479 73354

Email: [admission@mgcub.ac.in](mailto:admission@mgcub.ac.in)



**THE MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR, PURSUES A POLICY OF  
ZERO TOLERANCE AGAINST RAGGING AND SEXUAL HARASSMENT**

**STATUTORY WARNING REGARDING ANTI-RAGGING**

There is zero tolerance for ragging in the University. The University fully complies with the guidelines laid down by the Hon'ble Supreme Court of India as notified by the University Grants Commission (UGC) in the "*UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009*" [Under Section 26(1) (g) of The UGC Act, 1956] published in the Gazette of India (Part- III- Sec 4, July 4, 2009).

**DISCLAIMER**

**The illustrative, non-exhaustive information given in this Prospectus pertains only to the Programmes of Study proposed to be offered by the Mahatma Gandhi Central University, Bihar, during the Academic Session 2018-19 and are subject to the Act, Statutes, Ordinances and Regulations of the University. Depending on the influx of applications (in quantitative and qualitative terms) and other unforeseen exigencies, the University reserves its unilateral discretionary right to introduce, suspend, postpone, withdraw, modify, alter current or prospective Programmes of Study. Notwithstanding anything to the contrary, the information contained in this Prospectus is only indicative and must not be used for legal purposes.**

**This Prospectus does not purport to be a document containing the rules and regulations of the University. The information contained herein is general in nature and is intended only to serve as a guideline for prospective students. Rules and Regulation of the University are issued separately from time to time.**