

RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALA,
BHOPAL M.P.

**Rules for admission in five years Dual Degree Programme in
Applied Management**

(Master of Applied Management) 2014

IMPORTANT DATES

Beginning date for Applying online form	17.06.2014
Last date for Applying Online form	10.07.2014
Last date for receiving the printout of online application	15.07.2014
Form at the RGPV (with Demand Draft and other required documents)	

Eligibility Norms:-

Minimum qualification for admission to the first year of Dual Degree programme shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme of the M.P. Board of Secondary Education or equivalent securing at least 50% of aggregate marks (also securing pass marks/grade in all subjects individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board.

Rules & Regulations:-

- The Reservation to SC/ST/OBC/PH candidates shall be applicable as per the norms of the State Government of Madhya Pradesh.
- Transfer of candidates from other programme/courses/places shall not be permitted in the programme.

- A candidate who has discontinued the course during any semester of first three years duration shall not be permitted to take re-admission to the course.

Seat available for Admission:-

1.Total number of available seats is 60.The admission for this course shall be effected on the basis of separate merit lists of students passed in various stream at standard 12th as,

- Science stream 20 seats
- Commerce stream 20 seats
- Arts Streams 20 seats

2. In case of non availability of students from one stream, remaining seats in that stream may be allotted to students from other two streams on equal basis. In case of non availability of students from two streams, remaining seats in those streams may be allotted to students from third stream.

3. In case any single seat is left vacant in any streams when other is full, it will be filled through merit on the basis of class XIIth result.

Application Procedure:-

1. To get admission, a candidate shall fill the online application form within the given time period.

2. For the purpose of registration, a candidate shall have to make payment of 750/- Rs. towards registration fees by demand draft in favour of registrar RGPV Bhopal (M.P.). The Candidates belonging to Scheduled Cast (SC), Scheduled Tribe (ST) and Other Backward Class excluding creamy layer (OBC), of Madhya Pradesh) need not to submit the registration fee.

3. Where a candidate has made more than one registration, the registration made at the latest stage shall be taken into consideration and other registration shall be treated as cancelled.

4. A candidate shall be required to obtain the print out of the application form and shall sign on the copy there of and submit the same, along with the self attested copies of the requisite certificates and testimonies as specified in the application form along with Demand Draft by registered post or by hand to **The Coordinator- MAM, Department of Training & Placement, Rajiv Gandhi Proudyogiki Vishwavidyalaya, Airport Road, Gandhi Nagar, Bhopal (M.P.), – 462 033.**

The candidate should write the “Application form for Master of Applied Management” on the top of the envelope containing the duly filled application form. Please make sure that the application form reaches to RGPV on or before 15th July 2014

Preparation of Merit List:-

1. Final list shall be prepared by the RGPV MAM Admission committee, on the /basis of percentage of total aggregate marks obtained in H.S.C. Examination (Standard 12th)
2. Separate merit list shall be prepared of students passed in various streams at standard 12th viz. Science, commerce, and arts stream. Merit list for reserved candidates would be prepared separately.
3. The criteria for deciding merit order in case of students having equal merit marks in H.S.C. Examination (Standard 12th) shall be in the following sequence, namely:-
 - a) Percentage of marks obtained in S.S.C. Examination (Standard 10th)
 - b) Percentage of marks obtained in English subject (Standard 12th)
 - c) Date of birth (Candidate who is older in age shall be given priority)

Admission Procedure:-

The admission procedure shall be offline on campus in the following manner, namely:-

1. The admission committee shall prepare a merit list of eligible candidate, who are registered subject to the verification of the documents submitted as per committee rule.
2. The Merit list shall be displayed on the website of the RGPV MAM and such other means, as the committee may consider convenient.
3. The RGPV admission committee shall publish the schedule of counselling program on the web-site of the Rajiv Gandhi Proudhyogiki Vishwavidyalaya.
4. Allotment of seats shall be made on the bases of merit, category of the candidates and availability of seats.
5. The candidate whose name appears in the merit list shall remain present personally for counselling for the purpose of admission at the scheduled date, time and place. The candidate shall be required to pay such fees, as may be determined by the Admission Committee at the time of counselling, if admission is granted.
5. In case the candidate is unable to remain present personally, on the date, time and place of counselling due to unavoidable circumstances, an authority letter signed by the candidate shall have to be produced by the parent or guardian, along with the documentary evidence showing reason for the absence or inability to remain present personally.
6. The candidates belonging to reserved category may be allowed to remain present at the scheduled date and time of counselling for admission of the candidate of unreserved category, as per his merit number in the unreserved

category. The admission shall be granted to such candidate in unreserved category, only if he is eligible to get admission.

7. After getting admission the candidate shall, within a specific time period, report to department of applied management. In case the candidate fails to get himself registered, within the time limit the admission granted shall be treated cancelled.

Documents to be attached with the application:-

The candidate shall submit the self attested copies of the following documents along with the print out of registration form at the department of Applied management, namely:-

1. Copy of 12th mark-sheet
2. Copy of 10th mark-sheet
3. Caste certificate for a candidate belonging to Schedule castes (SC), Schedule tribes castes (ST) and socially and educationally backward classes, issued by the authority empowered by the government in this behalf.
4. Non-Creamy Layer (NCL) certificate of the family, issued after 1st April of the relevant academic year, by the authority empowered by the Government in this behalf,
5. Certificate of Physical Disability, issued and duly signed by the Civil Surgeon/Medical authority, in case of a Physically Handicapped candidate,
6. Demand Draft (As applicable)
7. Such other certificates as the RGPV MAM Admission Committee deem necessary.

Fees:-

1. The fee structure is as follows:-

FIRST SEMESTER:-

Tuition Fee (Per Semester)	-Rs 25000/-
University Development Fee (Yearly)	-Rs 5000/-
Caution Money (Refundable on completion)	-Rs 5000/-
Enrolment Fee	-Rs 100/-
Emigration Fee (outside M.P.)	-Rs 500/-
Eligibility Fee (Outside RGPV)	-Rs 50/-

Total	-Rs 35650/-
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SECOND SEMESTER:-

Tuition Fee (Per Semester)	-Rs 25000/-
*Exam fees Rs.1300/- per semester to be paid along with exam form.	
*Hostel charges per semester (if availed)	-Rs 2400/-
Hostel Caution Money	-Rs 4000/-

2. In case admission is granted Rs. 10000/- must be deposited by the student and within one week the remaining amount of fees will have to be deposited.
3. If a candidate wants to cancel his admission, his fees shall be refunded after deducting 10% of the fees deposited as per RGPV rules.

Ineligibility for admission on production of false documents.-

During verification of documents, if the RGPV MAM Admission Committee finds any certificate or testimony or information submitted by any candidate, incorrect or false, the candidature of such candidate shall be cancelled for that year and he shall be disqualified for admission for the period of next two years.