



MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, *BHOPAL*

(An Institute of National Importance under Ministry of Education, Govt. of India)

MBA/MCA/M.Sc/MA Admissions

(MBA- Regular, Sponsored & Part Time Category)

(MA- Regular & Part Time Category)

(MCA & M.Sc – Part Time Category)

2024-2025

INFORMATION BROCHURE

TABLE OF CONTENTS

S.No	Particulars	Page No.
1.	Admission Category & Eligibility	3 - 4
2.	Admission Procedure	4
3.	Financial Liability	4
4.	Seat Matrix for part time	4
5.	Fee Structure	4
6.	Application Procedure	5-6
7.	Selection Process	6
8.	Teaching Assistance	6
9.	Schedule	6 - 7
10.	Address for Communication	7
11.	Annexure A: Certificate from employer	8

Note:

1. Candidates are advised to visit the institute website regularly for updates (if any). No individual communication via postal or e-mail shall be made regarding selection process by the institute.
2. Applicants are advised to go through the institute's PG Ordinance and amendments as available on the institute website <http://www.manit.ac.in> for norms, rules and regulations.
3. Institute reserves the right to refuse admission to any candidate, or cancel the whole admission process, without assigning any reason.
4. In case of any ambiguity, typographical error or mistake, the decision of Chairman, Senate shall be final.
5. All disputes related to admission shall be subject to Bhopal Jurisdiction only.

1. ADMISSION CATEGORIES:

Following are the four categories under which a candidate can apply depending upon his/her eligibility:

- i) **MBA – Regular 2 years Full time Degree with dual specialization** (Finance/Human Resource /Marketing) course (66 numbers of seats). **Annexure I**

Eligibility: The candidate must hold a bachelor's degree or equivalent qualification with minimum 60% (CGPA 6.5) and valid CAT/MAT/CMAT score.

- ii) **MBA - Sponsored Full Time** (2 number of seats). Any student seeking admission under this category shall be working on a regular post in any Government/semi government/public sector (units/industries/ academic institutes/ research organizations/Architectural firm) for a minimum of two years at the time of admission. Scientist working in Government of Indian Research organization such as ISRO, DRDO, CEPET, etc. can seek direct admission with the permission of senate.

The admission of sponsored candidates of MANIT Bhopal in the program may be given with following norms:

- (i) The application form of such candidates should be duly forwarded by the parent organizations and should record that the candidate will be allowed to attend the classes in day time and will be allowed to stay in the campus/ Bhopal during his/ her PG program.
- (ii) There will be NO concessions on fee to be deposited in MANIT Bhopal.

Eligibility : The candidate must hold a bachelor's degree or equivalent qualification with minimum 60% (CGPA 6.5) and relevant experience as mentioned at sr no 2.

- iii) **MA in Development Studies, Regular 2 years Full time Degree** (20 numbers of seats) **Annexure I**

Eligibility : The students who have qualified for the award of a three/four-year Bachelor Degree (B.A., B.Sc., B. Tech. or equivalent) from a recognized University or Institute with at least 60% marks (or 6.5 CGPA on a scale of 10), are eligible to apply for admission to the programme.

**iv) Part Time for MBA/MCA/M.Sc & MA (Development Studies)
(Seats as per Annexure II)**

Eligibility Criterion for all P.G Part Time Category

- a) CGPA of 6.5 (on a 10 –point Scale) / 60% marks or equivalent in the qualifying degree.
- b) One year of job experience.
- c) The requirement of one year job experience may be relaxed by the institute for candidates having a minimum CGPA of 7.5 (on a 10-point Scale)/ 69% marks or equivalent, in the qualifying degree.
- d) Qualifying in GATE / NET/CAT/MAT/C MAT/ NIMCET/JAM is not mandatory but the institute, on its sole discretion, may relax the requirement of interview in such cases. The same criterion will be applicable to candidates with a valid GATE / NET/ CAT/MAT/C MAT/ NIMCET/JAM score.

NOTE: For reserved category students i.e. SC/ST/PwD a relaxation of 5% (0.5 in CGPA) is applicable.

I MBA - Part Time Qualification: The candidate must hold a bachelor's degree or equivalent qualification

II MA (Development Studies) - Part Time Qualification : The students who have qualified for the award of a three/four-year Bachelor Degree (B.A., B.Sc., B. Tech. or equivalent) from a recognized University or Institute.

III MCA – Part Time Qualification : Any UG program of minimum Three years with Mathematics/Statistics as one of the subjects OR B.E. / B.Tech. from a recognized University/Institution are eligible.

IV M.Sc (Physics) – Part Time Qualification : Bachelor's degree in Physics or a related subject from a recognized university Candidates who have cleared for the final year examination of the qualifying degree are Physics for at least two years/four semesters and Mathematics for at least one year/two semesters.

V M.Sc (Chemistry) – Part Time Qualification : Bachelor's degree in Chemistry or a related subject from a recognized university Candidates who have cleared for the final year examination of the qualifying degree Chemistry for three years/six semesters.

2. **Admission Procedure:** Admission of all the above categories candidates will be based on the Interview.

3. **Financial Liability:** No financial liability will be on the part of the MANIT Bhopal.

4. SEAT MATRIX FOR PART TIME

i) The Seat Matrix for Part Time is as per Annexure II, however a minimum of 5 students have to be enrolled to run the program.

5. FEE STRUCTURE:

The fee structure for the session 2024-25 is in the process of approval and will be notified later on the Institute website. There will be no exemption of tuition fee to any categories. Hostel facility is subject to availability.

Note: The respective courses have been governed by the Ordinance and amendments issued.

6. APPLICATION PROCEDURE:

Applications are invited for **MBA/MCA/M.Sc/MA** (Regular, Sponsored & Part Time) program

7. The application form can be filled from <http://erp.manit.ac.in/ext/adm/login> (first register and then login to fill the application form)

a) Hard copy of completed application form (downloaded filled on ERP) along with self attested copies of essential documents and **non-refundable processing fee of Rs. 1500/- for (Gen, EWS, OBC-NCL) Rs. 1000/- for (SC/ST & PwD) should be submitted to Assistant Registrar (Academic), MANIT Bhopal – 462003 upto 06/06/2024.** The payment of processing fee is to be done only through Gate way available along with the online application form. **The envelope must contain the following header “Application form for MBA/MCA/M.Sc/MA undercategory (Regular/ Sponsored/ Part time)”.**

b) List of Essential Documents

(i) 10th Class Marksheet

- (ii) 12th Class Marksheet
 - (iii) Graduation Marksheet (All semesters)
 - (iv) Graduation Degree Certificate
 - (v) Valid CAT/MAT/CMAT score card **for category 1**
 - (vi) Experience certificate and NOC from the employer in the prescribed format **for 2 & 4 Category**
 - (vii) EWS/OBC/SC/ST/PWD Certificate , If applicable **for 1, 3 & 4 Category**
 - (viii) Valid OBC–NCL certificate and EWS Certificate (issued by competent authority on or after 01st April, 2024) **for 1, 3 & 4 Category**
 - (ix) Fee receipt copy.
 - (x) Any other relevant documents
- c) Applicant must submit separate application form along with separate processing fees, if he/she wishes to apply in different departments. Applications received after due date and incomplete applications will not be considered.
- d) No individual communication via postal or e-mail shall be made regarding the interview at the institute. The schedule of the interview will be displayed on the institute website after initial scrutiny of the application forms. Candidates are advised to visit the institute website regularly for further updates.

8. SELECTION PROCESS

The selection process will be based on the candidate’s profile and as per following criteria:

Weightage of Interview 100%

No TA/DA will be paid for attending the Interview.

9. TEACHING ASSISTANCE:

There shall be no Teaching assistantship for the above category of candidates.

10.SCHEDULE:

S.No.	Schedule	Date
1.	Last Date of form submission	06th June, 2024
2.	Date of Interview	18th June to 25th June 2024 (Tentatively)
3.	Result Declaration on institute website	28th June, 2024
4.	Admission Date	11th – 12th July ,2024
5.	Start of Course work	As per the Institute academic calendar

Please visit our website (www.manit.ac.in) regularly for any changes/updates, no individual intimation shall be provided.

Institute reserves the right to change the schedule as per the prevailing conditions.

11.ADDRESS FOR COMMUNICATION:

The hardcopy of the application along with the self attested documents and fee details should be sent by speed post to:

Assistant Registrar (Academic)

Maulana Azad National Institute of Technology (MANIT),

Near Link Road no. 3, Bhopal (MP)-462003

Contact No. - 0755-4051055, 0755-4051056

Registrar

ANNEXURE A: Certificate from the employer for sponsored / Part time candidates to be issued on employers letter head

1. Name of the Employee : _____
2. Type of Organization: Central Government State Government
 National Level Research Organization
 Public Sector Enterprise
Private Sector
Educational Institute
3. Address of Administrative Officer/HR Manager : _____
Phone : _____ Fax: _____
Email : _____ Mob. _____
4. Designation of the Employee : _____
Seeking admission in MANIT
5. Employment Details :
 - a) First joined on (date) : _____
 - b) Holding the present Position since (date) : _____
 - c) Nature of Job : _____

(R & D, Design, Production, Marketing, Administrative, Teaching)

This is to certify that, Mr/Ms. _____ employed as _____ in this organization in regular capacity, is allowed as a sponsored/ part time candidate for admission to Full Time/Part Time PG Programme at MANIT, Bhopal. He / She has been employed in this organization for the past _____ years in a regular cadre. If selected the organization has no objection to his/her undergoing PG Programme under Sponsored category/Part Time at MANIT, Bhopal. He/ She, if selected, shall be allowed to attend the classes in day time and to stay in the campus/ Bhopal during his/ her PG programme in case of Sponsored candidate.

Signature of Applicant

Seal & Signature of Competent Authority

Name, Designation

Annexure I

MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, BHOPAL**SEAT MATRIX FOR REGULAR CATEGORY****MBA (MASTER OF BUSINESS ADMINISTRATION) 2024-25**

S.No.	Name of Department	Name of Course/Program	OP	EWS	SC	ST	OB	TOTAL
1	Management Studies	MBA	26	7	10	5	18	66

MA IN DEVELOPMENT STUDIES 2024-25

S.No.	Name of Department	Name of Course/Program	OP	EWS	SC	ST	OB	TOTAL
1	Humanities and Social Sciences	MA in Development Studies	9	2	3	1	5	20

NOTE: The reservation of persons with Disability (PWD) is 5% overall as per Govt of India norms

MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, BHOPAL**SEAT MATRIX FOR PART TIME****PG (M.Sc.) ACADEMIC YEAR 2024-25**

S.No.	Name of Department	Name of Course/Program	OP	EWS	SC	ST	OB	TOTAL
1	Chemistry	M.Sc. In Chemistry	9	2	3	1	5	20
2	Physics	M.Sc. In Physics	9	2	3	1	5	20

(MCA) SEAT MATRIX 2024-25

S.No.	Name of Department	Name of Course/Program	OP	EWS	SC	ST	OB	TOTAL
1	Mathematics, Bioinformatics & Computer Applications	Master in Computer Applications (MCA)	47	11	17	9	31	115

MBA (MASTER OF BUISNESS ADMINISTRATION) 2024-25

S.No.	Name of Department	Name of Course/Program	OP	EWS	SC	ST	OB	TOTAL
1	Management Studies	MBA	26	7	10	5	18	66

MA IN DEVELOPMENT STUDIES 2024-25

S.No.	Name of Department	Name of Course/Program	OP	EWS	SC	ST	OB	TOTAL
1	Humanities and Social Sciences	MA in Development Studies	9	2	3	1	5	20

NOTE: The reservation of persons with Disability (PWD) is 5% overall as per Govt of India norms