

**ADMISSION TO POST GRADUATE PROGRAMMES IN THE
UNION TERRITORY OF PUDUCHERRY
(M.B.A.)**

***INFORMATION BULLETIN
2015-2016***

GOVERNMENT OF PUDUCHERRY
CENTRALISED ADMISSION COMMITTEE (CENTAC-MBA)
PONDICHERRY ENGINEERING COLLEGE, PUDUCHERRY – 605 014

**GOVERNMENT OF PUDUCHERRY
CENTRALISED ADMISSION COMMITTEE - CENTAC – MBA
PONDICHERRY ENGINEERING COLLEGE CAMPUS, PUDUCHERRY – 605 014**

ADMISSION TO MBA PROGRAMME - 2015

INFORMATION AND INSTRUCTIONS TO CANDIDATES

Admission to the First year MBA programme for Government quota seats in the Self-Financing Colleges in the Union Territory of Puducherry is centralised and made by the centralised admission committee (CENTAC–MBA), Government of Pondicherry for the academic year 2015-16. Number of government quota seats in participating self financing colleges will be announced at the time of counselling after the receipt of necessary orders from Government of Puducherry.

2. MINIMUM QUALIFICATION FOR ADMISSION

2.1 Minimum Academic qualification

- i) Bachelors' degree in any discipline with a minimum of 50% marks (45% in case of candidates belonging to reserved category)
- ii) Candidates who have passed qualifying examination and who are awaiting results can also apply. However, all candidates will have to produce proof of passing the examination at the time of counselling.

2.2 Age limit- There is no age limit.

2.3 Reservation-Reservation will be followed as per Government of Puducherry order from time to time.

2.4 Only the Residents of Puducherry are eligible to apply for admission.

3. ADMISSION PROCEDURE

Admission shall be based only on merit in the entrance examination (MBA ET-2015) conducted by CENTAC – MBA.

3.1 Minimum percentile for merit-ranking

Candidates should obtain minimum percentile in the entrance examination as prescribed below:
SC/ST candidates should have obtained at least 10% of maximum mark obtained in the MBA ET-2015. The other candidates should have obtained at least 20% of maximum mark obtained in the MBA ET-2015.

4. MBA ENTRANCE TEST – (MBA ET-2015)

The MBA ET–2015 will be conducted only in Pondicherry Engineering College on **19th JULY 2015 (Sunday) from 10.00 am to 12.00 noon.**

4.1 Pattern of MBA ET-2015

The MBA Entrance Test consists of 90 objective type questions. (15 English, 30 Logical reasoning, 30 mathematical aptitude and 15 general knowledge) **There is negative marking, -1 mark for each wrong and multiple answers and +4 marks for every right answer, zero for not answering question.**

4.2 Hall Tickets

After the receipt of the filled in application, Hall ticket will be dispatched to the candidates. Candidates who haven't received the hall ticket by 16.07.2015 are required to collect the Hall tickets in person on 17.07.2015 from the office of the PG Programme Cell (CBCS) (CENTAC–MBA). The candidates who submit their filled-in applications in person can receive their hall tickets immediately.

4.3 Results of MBA ET-2015

The results of MBA ET-2015 are expected to be declared by the CONVENOR, MBA ET-2015 within a week after the conduct of the test. The results also would be made available in the web site: **www.pec.edu**

5. APPLICATION PROCEDURE

Application forms and Information Brochure can be obtained from the Office of PEC cooperative Credit Society, Pondicherry Engineering College, Puducherry-605014, in person on all working days on or after **08th June 2015** on payment of Rs. 1030/- [Rs.530/- for SC / ST candidates]. Application forms can also be obtained by post by sending a request to The Convenor, CENTAC-PG, Pondicherry Engineering College, Puducherry - 605 014, along with **two self-addressed slips** (neatly typed or hand written) and a crossed demand draft for Rs.1065/- (Rs.1000/- towards the cost of application and Rs.65/- for postage) [Rs.565/- for SC / ST Candidates - (Rs.500/- towards the cost of application and Rs.65/- for postage)], drawn in favour of The Convenor, CENTAC-PG payable at Puducherry. Payment by cheques, postal orders and money orders will not be accepted. Filled-in application forms along with all necessary enclosures should be sent in the prescribed envelope to 'The Convenor, Centralised Admission Committee (CENTAC-MBA), Pondicherry Engineering College, Puducherry - 605 014', so as **to reach latest by Friday, the 3rd July 2015 before 5.00 p.m.** Details are also available in the web site **www.pec.edu**. Application forms can also be downloaded and submitted along with crossed Demand Draft for Rs.1000/- [Rs.500/- for SC/ST candidates] drawn in favour of the Convenor, CENTAC-PG payable at Puducherry. The candidates desirous of submitting their filled-in applications in person are requested to submit the same to the CENTAC-MBA Cell (*Department of Mechanical Engineering*), Pondicherry Engineering College, Puducherry - 605 014.

Note :

- (i) Applications which are incomplete, defective or received after the due date shall be rejected summarily and no correspondence shall be entertained in this regard.
- (ii) The candidates shall be required to submit all the documents in original at the time of counselling. *Admission will not be granted to candidates who do not produce the original certificates at the time of counselling.*
- (iii) The original documents submitted shall be returned only after obtaining the recognition from the Pondicherry University. *The candidates are advised to take enough number of photocopies of the documents before submitting the original documents.*
- (iv) All admissions made are provisional and subject to the approval of Pondicherry University.
- (v) It shall be the responsibility of the candidate who applies for admission to study the Information and Instructions to the Candidates given in Information Bulletin and ensure that he / she is eligible for admission.
- (vi) The admission of any candidate not possessing the required qualification, allotted either based on false certificates or by oversight shall be liable to be cancelled and the candidates shall have no cause for grievance.

6. CRITERIA FOR DOMICILE

A candidate is considered to belong to the UT of Puducherry, if he/she satisfies at least one of the following domicile criteria (Refer Format of Certificates):

- a) The candidates or whose parent (either mother or father or both) or Guardian (in the case of children who have lost both the parents) have been residing continuously in this UT of Puducherry for at least for 5 years immediately preceding the date of application.
- b) Those who have passed the Degree examination and for that purpose had undergone academic studies continuously for 5 successive years immediately preceding the qualifying examination (including the year of the qualifying examination) in recognised educational institution(s) located in Puducherry UT and having their residence in Puducherry UT for 5 years continuously during that period.
- c) Children of Central/State Government Servants / Defence Personnel / Central Paramilitary Forces / Employees of Public Sector Undertakings wholly or substantially run either by the Central Government or by the Puducherry UT administration posted and serving in the Puducherry UT for at least a minimum period of one year prior to the last date of submission of application.

- d) Children of Defence Personnel who were killed or disabled in action and who have declared Puducherry as their hometown.
- e) French Nationals residing in Puducherry UT and covered by the terms of the "Treaty of Cession" shall be treated on par with the candidates who produce the prescribed Puducherry UT residence certificate. Such French Nationals will be required to produce residence certificate issued by the Department of Revenue and Disaster Management, Puducherry not below the rank of Deputy Tahsildar. In addition they should produce a certificate of registration issued for this purpose from the French Consulate at Puducherry.

Note: Children of these French Nationals shall not be considered for admission under the quota of non-residents.

7. COUNSELLING FOR ADMISSION

The admission is based on the merit, category of the candidates, and availability of vacancies at the time of counselling. All admissions made by CENTAC-MBA are provisional and subject to the approval of Pondicherry University.

7.1. Venue

Counselling for MBA programmes will be conducted at the Office of the CENTAC-MBA, Pondicherry Engineering College, Puducherry - 605 014.

7.2. Date and Time

Candidates shall be called for counselling as per their merit. Candidates to be called for counselling shall be intimated through call letters or a public notification in newspapers and in the Pondicherry Engineering College web site (www.pec.edu). No change of date / time of counselling is allowed. CENTAC-MBA will not be responsible for postal delay, if any, and non-delivery of counselling intimation whatever reason thereto.

Candidates who do not attend the counselling in the specified date and time have to forego the claim for admission. However, due to unforeseen circumstances and unavoidable reasons, if a candidate is unable to attend the counselling on the indicated date and time, he / she can attend on a subsequent date and time during the counselling period with prior permission of The Convenor, CENTAC-MBA. But, the candidate can only opt for the seat available at that time and cannot claim any seat as per his / her original rank. In any case, counselling will not be done in the absence of candidates.

Unfilled seats and vacancies arising out of the dropouts of already admitted candidates will be filled up during the subsequent counselling(s). Details of such vacancies will be notified on the notice board and will also be made available in the Pondicherry Engineering College web site (www.pec.edu) updated periodically. **Individual intimation will not be sent to candidates for the Counselling for seats arising due to vacancies.**

No communication shall be sent to candidates who are not eligible to be called for counselling and no further correspondence in this regard shall be entertained.

7.3. Verification of Original Certificates

Candidates called for counselling shall be required to submit all the documents in original for verification at the time of counselling. Candidates, who fail to produce the required documents in original, shall not be counselled. However, if a candidate has deposited the original certificates to an institution where he / she has already been admitted, a letter to that effect issued by the Head of the institution should be produced. Only in that case, attested / true copy of certificates will be accepted for verification.

The original documents submitted by the candidates to be admitted, shall be returned only after obtaining recognition from the respective Universities and hence the candidates are advised to

take enough number of photocopies of the documents before submitting the originals for verification during counselling.

7.4. Counselling Fees

A counselling fee of Rs.1100/- (Rs.550/- for SC/ST) will be collected from each candidate. Candidates will forfeit the counselling fee of Rs.1100/- (Rs.550/- for SC/ST candidates) only on selection of seat.

The counselling fee should be in the form of 'Demand Draft' drawn in favour of "The Convenor, CENTAC-PG", PAYABLE at Puducherry. **Payment by cheques, postal orders, money orders and Cash will not be accepted. No candidate will be allowed to attend the counselling without the prescribed counselling fee.**

**FORMAT OF CERTIFICATES
FOR PUDUCHERRY RESIDENTS QUOTA**

1. Candidates seeking admission under UT of Puducherry residents quota seats must furnish Permanent Integrated Certificate as per G. O. Ms. No. 13, Dt. 24.2.2007. of Department of Revenue & Disaster Management, Puducherry **or separate certificate in the prescribed format issued by the concerned Taluk Office.**

OR

2. Certified that Shri./ Smt. , Designation.
. father / mother of Shri./ Smt. / Kumari.
. is an employee of Central /State Government / Defence Personal / Central Paramilitary Forces/ (a public sector under taking wholly or substantially run by the central Government / UT Administration) and that he/she is presently posted and serving in Puducherry UT) since. (Please indicate the date from which he / she has been serving in UT of Puducherry).

Place :
Date :

Name :
Designation of
Head of the Office

(Office Seal)

OR

3. Certified that Shri./ Smt. , Designation
father / mother of Shri. / Smt. / Kumari.
. was a Defence Personnel / Central Paramilitary Force and was killed / disabled in action during the year

Place :
Date :

Name :
Designation of
Head of the Office /OC of Unit

(Office Seal)

4. **FORMAT OF CERTIFICATES FOR OTHER STATE/UT QUOTA SEATS**

Certificate of Nationality, SC/ST, shall be in the format as prescribed by the respective State/UT Governments.

5. **FORMAT OF SPONSORSHIP CERTIFICATE FOR EMPLOYED CANDIDATES (M.Tech. only)**

This is to certify that Shri./ Smt. / Kumari.
working in as is sponsored to undergo the four semester M.Tech. course in and that there is 'No Objection' to the individual undergoing the above course for the specified period, if selected. It is also certified that all facilities will be extended to the individual to complete the above course.

Signature of the Sponsoring Authority

Name :

Place :
Date :

Designation :

(Office seal)