# Manipal Academy of Higher Education (MAHE) Online BTech Common Counseling 2020

Manipal Institute of Technology (MIT), Manipal
Sikkim Manipal Institute of Technology (SMIT), Sikkim
Manipal University (MU), Jaipur

# **Information Brochure**

# Manipal Academy of Higher Education (MAHE), Manipal

Contact No: +91 9243777700 / 11 / 22 / 33 / 44

Email Id: <a href="mailto:btech.counseling@manipal.edu">btech.counseling@manipal.edu</a>

https://counseling.manipal.edu

		CONTENTS		
1	Introduction			
	1.1	Participating Institutions		
	1.2	Eligibility Criteria		
	1.3	Counseling Process		
2	Counseling Procedure			
	2.1	First, Second, Third, Fourth, Fifth and Sixth round of Counseling		
	2.2	Intra-Institute sliding		
	2.3	Spot round		
3	Opt out of Counseling			
4	Withdrawal			
5	Scholarships			
6	Refund Rules			
7	Hostel Information			
8	Advisory			

List of Tables	
Table - 1	2020 BTech Common Counseling Schedule

#### 1. INTRODUCTION

Greetings from Manipal Academy of Higher Education (MAHE), Manipal to all the candidates who have appeared for Manipal Entrance Test (MET) 2020.

We welcome all successful candidates for the Online BTech Common Counseling 2020. All the candidates are requested to read the instructions carefully, before participating in the online counseling process.

# 1.1 Participating Institutions

BTech Common counseling 2020 will be conducted for admission to the Bachelor of Technology (BTech) program offered by the following Institutions

- Manipal Institute of Technology (MIT), Manipal Campus: <a href="https://manipal.edu/mit">https://manipal.edu/mit</a>
   (A Constituent Institute of Manipal Academy of Higher Education (MAHE), Manipal)
- Sikkim Manipal Institute of Technology (SMIT), Sikkim Campus: <a href="https://smu.edu.in/smit.html">https://smu.edu.in/smit.html</a> (A Constituent Institute of Sikkim Manipal University (SMU), Sikkim)
- Manipal University Jaipur (MUJ), Jaipur Campus: <a href="https://jaipur.manipal.edu/">https://jaipur.manipal.edu/</a>

List of BTech Programs offered by Participating Institutions					
Stream	BTech Specialization	Manipal	Sikkim	Jaipur	
Building	CIVIL ENGINEERING	<b>⊘</b>	<b>②</b>	<b>⊘</b>	
	BIOTECHNOLOGY	$\bigcirc$			
Chemical	CHEMICAL ENGINEERING	<b>⊘</b>		<b>③</b>	
	COMPUTER & COMMUNICATION ENGINEERING	$\bigcirc$		$\bigcirc$	
Computer	COMPUTER SCIENCE & ENGINEERING	$\bigcirc$	$\bigcirc$	$\bigcirc$	
Computer	DATA SCIENCE & ENGINEERING	<b>(</b>		<b>(</b>	
	INFORMATION TECHNOLOGY	<b>⊘</b>	<b>⊘</b>	<b>(</b>	
	BIOMEDICAL ENGINEERING	<b>⊘</b>			
	ELECTRICAL & ELECTRONICS ENGINEERING	$\bigcirc$	$\bigcirc$	$\bigcirc$	
Electrical	ELECTRONICS & COMMUNICATION ENGINEERING	$\bigcirc$	$\bigcirc$	$\bigcirc$	
	ELECTRONICS & INSTRUMENTATION ENGINEERING	<b>(</b>			
	MEDIA TECHNOLOGY	<b>⊘</b>			
	AERONAUTICAL ENGINEERING	<b>⊘</b>			
	AUTOMOBILE ENGINEERING	<b>⊘</b>		<b>③</b>	
Mechanical	INDUSTRIAL & PRODUCTION ENGINEERING	<b>⊘</b>			
iviechanicai	MECHANICAL ENGINEERING	<b>⊘</b>	<b>⊘</b>	$\bigcirc$	
	MECHATRONICS	<b>⊘</b>		<b>⊘</b>	

We request you to visit <a href="https://manipal.edu/mit.html/">https://smu.edu.in/smit.html</a> <a href="https://manipal.edu/mit.html/">https://smu.edu.in/smit.html</a> <a href="https://manipal.edu/mit.html/">https://jaipur.manipal.edu/</a> to know more about BTech specializations, Internships & Placements, Campus Life and also have first-hand information of the various infrastructure facilities like Department laboratories, Library, Hostel, Sports etc.

# 1.2 Eligibility Criteria

The candidates who fulfill the following eligibility criteria can participate in the 2020 counseling process

- Candidate should have MET 2020 rank
- Candidate should have passed in 10+2 / 'A' Level / International Baccalaureate (IB) / American High School
  Diploma or equivalent examination <u>from a recognized board</u> with **Physics**, **Mathematics** and **English** as
  compulsory subjects.
  - Candidate should have minimum aggregate marks of 50 % in Physics, Mathematics and any one of the optional subjects put together. In each of these three subjects, candidates should have scored at least minimum pass marks prescribed by the board.

#### Note

- o If a candidate fails in one / more subjects in 10+2 / 'A' Level / IB / American High School Diploma, he / she is **NOT** eligible to participate in the counseling. Allotted Seats to students awaiting their results, will be cancelled immediately if they do not fulfill the above eligibility criteria.
- For Candidates who possess a Senior Secondary Certificate from any Foreign Board / University and seek admission, are required to apply and obtain a certificate from the Association of Indian Universities (AIU) www.aiu.ac.in certifying that the examination passed is equivalent to the Indian Senior Secondary Examination.

# 1.2.1 Optional Subject

The optional subject MUST belong to the Chemical, Civil, Computer, Electrical and Mechanical domains.

#### 1.3 Counseling Process

Counseling involves 8 rounds as follows

- Round 1 to 6 (Online round): Online Registration is permitted at the beginning of each round. After registration, candidates are required to do the choice filling. Seats will be allotted as per MET 2020 rank, availability of vacancy and choice.
- Round 7 (Intra Institute round) applicable for those candidates who have taken admission and have started attending the classes in the respective Institutes.
- Round 8 (Spot round) applicable for Candidates who have not taken admission in any of the 3 campuses

# **1.3.1 Counseling Portal**

All applicants are requested to access <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> for all the activities w.r.t. Online BTech Common Counseling

# 1.3.2 Counseling schedule

Table 1: 2020 Online BTech Common Counseling Schedule

No		Events Duration		
1		Fresh Registration and Choice Filling	20 – 24 Aug 2020	
2	1 <sup>st</sup> Round	1 <sup>st</sup> Round online seat allotment	<b>26 Aug 2020</b> 5 PM	
3	(Online)	Payment of Course fees (1 <sup>st</sup> Installment)	26 – 31 Aug 2020	
4		Payment of Balance Course Fee (2 <sup>nd</sup> Installment)	29 Sep 2020	
5		Fresh Registration and Choice Filling	02 – 04 Sep 2020	
6	2 <sup>nd</sup> Round	Modifying filled choices by already registered Candidates	02 – 04 Sep 2020	
7		2 <sup>nd</sup> Round online seat allotment	<b>05 Sep 2020</b> ; 5 PM	
8	(Online)	Payment of Course fees (1 <sup>st</sup> Installment)	05 – 09 Sep 2020	
9		Payment of Balance Course Fee (2 <sup>nd</sup> Installment)	29 Sep 2020	
10		Fresh Registration and Choice Filling	11 – 13 Sep 2020	
11	3 <sup>rd</sup> Round	Modifying filled choices by already registered Candidates	11 – 13 Sep 2020	
12	(Online)	3 <sup>rd</sup> Round online seat allotment	<b>14 Sep 2020</b> ; 5 PM	
13	(Offilite)	Payment of Course fees (1 <sup>st</sup> Installment)	14 – 18 Sep 2020	
14		Payment of Balance Course Fee (2 <sup>nd</sup> Installment)	29 Sep 2020	
15		Fresh Registration and Choice Filling	20 – 22 Sep 2020	
16	4 <sup>th</sup> Round	Modifying filled choices by already registered Candidates	20 – 22 Sep 2020	
17	(Online)	4 <sup>th</sup> Round online seat allotment	<b>23 Sep 2020</b> ; 5 PM	
18	(Offilite)	Payment of Course fees (1 <sup>st</sup> Installment)	23 – 28 Sep 2020	
19		Payment of Balance Course Fee (2 <sup>nd</sup> Installment)	09 Oct 2020	
20		Fresh Registration and Choice Filling	30 Sep - 2 Oct 2020	
21	_th	Modifying filled choices by already registered Candidates	30 Sep - 2 Oct 2020	
22	5 <sup>th</sup> Round (Online)	5 <sup>th</sup> round online seat allotment	<b>03 Oct 2020</b> ;5 PM	
23	(0)	Payment of Course fees (1 <sup>st</sup> Installment)	04 - 08 Oct 2020	
24		Payment of Balance Course Fee (2 <sup>nd</sup> Installment)	19 Oct 2020	
25		Fresh Registration and Choice Filling	09 – 11 Oct 2020	
26	_th	Modifying filled choices by already registered Candidates	09 – 11 Oct 2020	
27	6 <sup>th</sup> Round (Online)	6 <sup>th</sup> round online seat allotment	12 Oct 2020 5 PM	
28		Payment of Course fees (1 <sup>st</sup> Installment)	<b>12 – 15 Oct 2020;</b> 5 PM	
29		Payment of Balance Course Fee (2 <sup>nd</sup> Installment)	26 Oct 2020	
20	Intra	Fresh filling of choices by admitted students for Intra Institute Sliding, at	20 21 Oct 2020	
30	Institute	the respective Institute	20 - 21 Oct 2020	
31	(Online)	·		
32	Spot Round (Online)	Spot round registration, seat allotment and Fee Payment	26 Oct to 03 Nov 2020	

#### 2. COUNSELING PROCEDURE

There are 8 rounds of counseling. All rounds are Online. *Depending on vacancy (if any), an additional round of counseling may be conducted before / after the Spot round* 

# Steps

- 1. Registration
- 2. Choice Filling
- 3. Seat Allotment
- 4. Course Fee Payment (Installment 1) & Balance Course Fee Payment (Installment 2)
- 5. Waitlisting
- 6. Hostel Booking

# 2.1.1 Registration

Candidates will have to confirm their participation in the Counseling process by logging into <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> with Application number as login ID and OTBS password as password and update the Candidate profile detail, Marks obtained in Mathematics, Physics, English and any one of optional subjects to be entered online (if not submitted).

Waitlist Deposit (Rs.10,000) is to be paid online during the Registration process for the Counseling. Having made the payment, candidates will be eligible to participate in the Online Counseling process. On Seat confirmation, Rs.10,000 will be adjusted towards refundable caution deposit / Course fee.

- o Fresh Registration is allowed at the beginning of each round (except for Intra Institute round)
- On seat allotment, if the first year Course Fee (1<sup>st</sup> Installment i.e. Rs. 1,65,000) is NOT paid before the deadline specified for that round, candidate is out of the counseling process and will also forfeit the waitlist deposit of Rs. 10,000.
- Mere registration for the counseling does not guarantee the allotment of Seat. This will exclusively depend on the candidates all India rank, the number of candidates registering for the counseling, their choice of course / institution and the number of seats available.

#### 2.1.2 Choice Filling

- After making payment of Rs.10,000, the candidate can fill in as many choices as possible from the list as per preference and must click on **UPDATE** button to save the changes.
- Please Number the Institute + Branch combination as per your priority. Most preferred Institute + Branch to be numbered as Preference 1. Then Preference 2, Preference 3 and so on...... Preference 1 is mandatory. Preference 2 34 are optional. Hence, you may number Preference 2 34 only if you are interested. For Example, if your most preferred Branch is Mechanical at MIT Manipal, please number it as "1". If your second preference is Mechanical at MU Jaipur, please number it as "2". If your third preference is Electrical at SMIT Sikkim, please number it as "3" and so on.
- Candidates are advised to fill in the choices (institutes and branches) of their interest only.

#### 2.1.3 Seat Allotment

The Seat will be allotted as per MET 2020 Rank and subject to seat availability.

# 2.1.4 Fee Payment

On seat allotment, first year fees is to be paid within the stipulated timeline. To ease the burden of payment, MAHE Manipal has decided to allow part payment of the fees. The 1<sup>st</sup> year fee payment of Rs. 3,25,000 is split into 2 components: Part Payment of Rs. 1,65,000 + Balance Payment of Rs. 1,60,000

# Course Fee (1<sup>st</sup> Installment) of Rs.1,65,000

- (a) On Seat Allotment the candidates are required to pay Rs.1,65,000 before the last date specified for payment for each round
- (b) On completion of part payment, the allotted seat is confirmed and the candidate will be able to download the provisional admission order from the counseling portal

# Balance Course Fee (2<sup>nd</sup> Installment) of Rs. 1,60,000

- (a) Having made the part payment of Rs. 1,65,000 and choose the seat of interest, the candidate is expected to make the balance fee payment of Rs. 1,60,000 on or before the timeline mentioned in the Counseling Schedule (Table 1)
- (b) If the candidate does NOT complete the part payment process on or before the timeline mentioned in the Counseling Schedule (Table 1), the confirmed seat is forfeited, the candidate will be out of the counseling process. In such a scenario the fee will be deducted as per UGC Refund policy and the rest of the part payment will be refunded back to the candidate within 10 working days.

**Note:** In case of any withdrawal (if any), the fee will be deducted as per UGC Refund policy on Total Course Fee (Rs.3,25,000) irrespective of the fee amount received.

# **Payment Options**

# a. Option 1: Online Payment

Pay online at <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> to obtain the Provisional Admission order instantly on successful transfer.

# b. Option 2: RTGS Payment

RTGS payment in favour of "Manipal Academy of Higher Education" SB A/c 007201000089, IFSC code ICIC0000072, Address: ICICI Bank, Manipal Branch, Kasturba Hospital Complex, Manipal, Karnataka. Login to <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a>, click on "RTGS payment Details" to submit the following details Payment Date, Unique Transaction Reference (UTR) Number, Account Holder's Name and Amount. Counter slip to be uploaded.

In case of RTGS Payment, if the transaction detail is NOT entered by the candidate in candidate portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> as mentioned above within the fee payment deadline, it will be considered that the payment has not been made, allotted seat will be cancelled and the candidate will be out-of-the-counseling process and will also **forfeit the waitlist deposit of Rs. 10,000** 

# 2.1.5 Waitlist

The following candidates are eligible for the waitlist

- Registered candidates who have taken a seat in any round and wish to participate in subsequent rounds of counseling (Provisionally admitted candidates)
- Registered candidates who have NOT been allotted any seat in the previous round. (Waitlisted candidates)

#### 2.1.5.1 Waitlist Procedure

The waitlisting process is online at <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a>. Registered & waitlisted candidates can participate in all rounds of counseling except in Intra Institute round.

Registered candidates, who have not got the seat in the previous round(s), can opt for the waitlist. In case the candidate is not allotted any seat in any rounds of counseling, the waitlist deposit will be refunded within 1 month of completion of all rounds of Counseling. For this the candidates are required to update the Account details (Name of the account holder, A/c Number, Bank Name, Branch Address and IFSC code) in the Counseling portal by **30 November 2020.** The site is Safe and Secure.

- (i) As per Counseling Schedule, Candidates must login to <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> with Application number as login ID and OTBS password as the password. The candidate can fill in as many choices as possible for waitlisting, from the list as per preference and must click on **UPDATE** button. <a href="https://counseling.manipal.edu">Candidates are requested NOT to fill in the choices of branches / institutes in which they are NOT interested.
- (ii) If the candidate wants to participate in the subsequent round of counseling, he / she can login to the candidate portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> and modify the choices, and click on **UPDATE** button If a candidate does not modify his / her choices, then the choices given in the previous round will be considered for the next round of seat allotment until sixth round of counseling.
- (iii) However, if the candidate remains unallotted after the sixth round seat allotment,
  - o The choices provided will become null and void on completion of sixth round.
  - o he / she will be eligible for Spot round only
- (iv) If the candidate forgets the password, click on "forgot password" to receive the password via SMS and e-mail

Seats will be allotted as per MET 2020 rank, availability of vacancy and choice.

All candidates MUST login to the portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> to check the Seat Allotment status as per Counseling schedule (Table 2). Non receipt of SMS / Email confirmation will not be considered as a reason for nonpayment of tuition fee within the specified deadline.

# On Seat allotment,

- If the Provisionally admitted candidate gets upgraded to a new branch in subsequent round(s),
  - The previously allotted branch will be cancelled and provisional admission order of the previous branch will be null & void
  - o The candidate can download the new Provisional Admission order from the Counseling portal.
  - There is NO provision to the candidate to revert to the previously allotted branch.
  - o If the candidate wishes to withdraw, they are required to complete the withdrawal process in the Counseling portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> and the fee paid will be refunded as per refund policy. On withdrawal, the candidates will be out of the Counseling process and will now be considered as the <a href="https://www.withdrawn.edu">Withdrawn.edu</a> candidate.
- If the waitlisted candidate gets a seat allotment for the first time,
  - The candidate has to confirm / accept the seat by paying the first year Program Fee (1<sup>st</sup> Installment i.e. Rs. 1,65,000) via Online / RTGS within the deadline for that round (Transaction charges to be borne by the applicant). On receipt of payment and confirmation by the University, the candidate can download the Provisional Admission order from the Counseling portal. The waitlisted candidate will now be considered as Provisionally admitted candidate.
  - On seat allotment, if the first year Course Fee (1<sup>st</sup> Installment i.e. Rs. 1,65,000)is **NOT** paid before the deadline specified for that round, candidate is out of the counseling process and will also **forfeit the waitlist deposit of Rs. 10,000**. These candidates will now be considered as <u>Exited candidates with forfeiture of waitlist deposit</u>.

#### **Payment Options**

- c. **Option 1:** Online Payment through <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> to obtain the Provisional Admission order instantly on successful transfer.
- d. Option 2: RTGS Payment in favour of "Manipal Academy of Higher Education" SB A/c 007201000089, IFSC code ICIC0000072, Address: ICICI Bank, Manipal Branch, Kasturba Hospital Complex, Manipal, Karnataka. Login to <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a>, click on "RTGS payment Details" to submit the following details Payment Date, Unique Transaction Reference (UTR) Number, Account Holder's Name and Amount. Counter slip to be uploaded.

In case of RTGS Payment, the transaction details is NOT entered by the candidate in candidate portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> as mentioned above within the fee payment deadline, it will be considered that the payment has not been made, the candidate will be out-of-the-counseling process and will also **forfeit the waitlist deposit of Rs. 10,000** 

# 2.1.5.2 Withdrawn / Exited candidates with forfeiture of waitlist deposit

- On rejection of allotted seat (by Provisionally Admitted / Waitlisted candidates), Re-entry is possible in any of the subsequent rounds (except in the Intra Institute) as new registrants by paying waitlist deposit of Rs. 10,000 online
- After successful payment of the wait-list deposit, the candidates will be permitted to fill the choices as per section 2.5.1

#### 2.1.5.3 Provisional Admission Order

• The candidate can download the Provisional Admission order from the Counseling portal if / when the seat gets upgraded for provisionally admitted candidates OR on receipt of payment and confirmation by the University for freshly allotted candidates.

# 2.2 Intra-Institute Sliding

- After six rounds of counseling, if a vacancy exists, the intra-institute sliding will be conducted in the respective Institutes only for those candidates who have joined the institute and have started attending the classes.
- In intra-institute sliding, the upgradation is possible only within the institute and is NO possibility of movement across the campus.
- The Intra-Institute Sliding process will be communicated to you by the Admissions office of the respective Institutes.
- Interested candidates MUST register for intra-institute sliding at the respective institute, submit a fresh set of Choices and confirm by locking the same.
- The seat will be allotted to the candidates as per MET 2020 rank, vacancy and choice
- Information about the branch upgradation (if any) will be updated under https://counseling.manipal.edu

#### 2.3 Spot round

- The vacant seat (if any) after the intra-institute sliding will be filled in the spot round as per MET 2020 Rank. The following candidates are eligible for spot round
  - (a) Unregistered candidates in any of the previous rounds of counseling.
  - (b) Registered candidates who have not got any seat in the previous rounds of counseling.
  - (c) Registered and allotted candidates who did not pay the course fees after seat allotment in any of the previous rounds
  - (d) Admitted candidates who have withdrawn subsequently
  - (e) Admitted candidates (these candidates have to vacate the seat before participating in the spot round)

All the candidates who wish to participate in the spot round should register online by paying Rs.10,000 online. If a candidate is not allotted a seat, then the fee collected will be refunded.

#### Note

If there are any vacancies after the spot round, those seats will be filled based on JEE (Main) rank / any state CET
 Rank

#### 3. OPT OUT OF COUNSELING

Opt Out is an important step for provisionally admitted candidates and un-allotted candidates

#### 3.1 Provisionally Admitted Candidates

- If the Provisionally admitted candidate is **satisfied with the seat allotted** in any of the rounds and does not want to participate in the subsequent rounds, he / she has to opt out of the counseling.
  - To opt out, the candidate must login to the candidates' portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> and click on "OPT OUT" button. On "OPT OUT", the allotted seat will be retained and the candidate will not be eligible to participate in the subsequent rounds of counseling
  - If the candidate does **NOT** opt out, the choices provided will be considered for subsequent rounds for upgradation as per the vacancy.
    - If the seat is upgraded in the subsequent rounds, candidate has to accept it and he / she has no choice of retaining the previously allotted seat. For example, a candidate has been upgraded to Electrical Engg, Manipal University Jaipur (MUJ) from previously provisionally admitted branch of Biomedical Engg at MIT Manipal, then the candidate has to accept the Electrical Engg branch at Manipal University Jaipur (MUJ).

#### 3.2 Un Allotted Candidates

- If the candidate is not allotted any seat in any of the rounds and does not want to participate in the subsequent rounds, he/she has to opt out of the counseling.
  - To opt out, the candidate must login to the candidates' portal <a href="https://counseling.manipal.edu">https://counseling.manipal.edu</a> and click on "OPT OUT" button. On "OPT OUT", the candidate will NOT be eligible to participate in the subsequent rounds of counseling and the waitlist deposit of Rs. 10,000 will be refunded back to the candidate
  - If the candidate does NOT opt out, the choices provided will be considered for subsequent rounds for allotment as per the vacancy.
    - If the seat gets allotted in the subsequent rounds, the candidate will have to confirm the seat by paying the first year Program Fee on or before the deadline specified for that round. If the fee is not paid before the deadline specified, he / she will be out of the counseling process and will also forfeit the waitlist deposit of Rs. 10,000.

#### 4. WITHDRAWAL

Withdrawal is an important step for provisionally admitted candidates

#### 4.1 Before Class commencement (Candidates admitted in Round 1 – 6)

- All withdrawal must be made through Candidates portal https://counseling.manipal.edu
  - o The date of submission of the request will be considered as the date of withdrawal.
  - The refund will be processed as per the UGC refund policy (Refer section 6).
  - Requests for withdrawal via email / telephone / SMS / Whatsapp will NOT be considered.

#### 4.2 After Class commencement

- All withdrawal must be made through the application form available at Academic Section of the respective Institute
  - The date of receipt of the request will be considered as the date of withdrawal.
  - o The refund will be processed as per the UGC refund policy (Refer section 6).

#### 5. SCHOLARSHIPS

- Manipal Institute of Technology (MIT), Manipal https://manipal.edu/scholarships
- Sikkim Manipal Institute of Technology (SMIT), Sikkim https://smu.edu.in/smu/admission/important-links/scholarships.html
- Manipal University Jaipur (MUJ), Jaipur
   https://jaipur.manipal.edu/muj/admission/indian-students/scholarships.html

#### 6. REFUND RULES

BTech Common Counseling is the centralized admission process for admission to BTech programs offered by MIT Manipal (MAHE Manipal), SMIT Sikkim (SMU Sikkim) and MUJ are as follows

	Withdrawal Date	Deduction
15 days or more, BEFORE the formally notified the last date of admission	On or before 29 Sep	Rs. 5,000
less than 15 days BEFORE the formally notified the last date of admission	Sep 30 to Oct 14	10% (Rs. 32,500)
15 days or less, AFTER the formally notified the last date of admission	Oct 15 to Oct 29	20% (Rs. 65,000)
30 days or less, AFTER the formally notified the last date of admission	Oct 30 to Nov 13	50% (Rs. 1,62,500)
More than 30 days AFTER the formally notified the last date of admission	Nov 14 and Later	100% (Rs. 3,25,000)

**Note:** In case of any withdrawal (if any), the fee will be deducted as per the above mentioned UGC Refund policy on Total Course Fee (Rs.3,25,000) irrespective of the fee amount received.

# 7. HOSTEL INFORMATION

- Manipal Institute of Technology (MIT), Manipal https://manipal.edu/fees
- Sikkim Manipal Institute of Technology (SMIT), Sikkim https://smu.edu.in/smit/smit-experience/hostel-smit-smu/facilities.html
- Manipal University Jaipur (MUJ), Jaipur
   <a href="https://jaipur.manipal.edu/muj/life-at-muj/hostel-facility.html">https://jaipur.manipal.edu/muj/life-at-muj/hostel-facility.html</a>

Provisionally admitted students who have paid the full fees are only eligible to book the hostels. A detailed communication will be emailed to you on 01 October 2020.

#### 8. LIST OF DOCUMENTS

The following is the list of documents required for the document verification process during the Physical Reporting at the respective Institutes.

No	Document Name
1	10th Standard marks card (for date of birth proof) #
2	12th Standard marks card issued by the recognized board.
3	Aadhar Card of the Candidate #
4	Pan Card of the Parent(s) #
5	2 recent passport size photographs #
6	Copy of Overseas Citizen of India/ Person of Indian Origin card (if applied under OCI/PIO category)

<sup>#</sup>Original Document is required for Verification / Submission

Qualification obtained from Boards established by

- (i) An Act of Central / State Government
- (ii) A Gazette Notification of Central / State Government
- (iii) Executive orders issued by Central / State Government are only considered.

If a Result awaited Candidate fails in any one of the subject(s), he / she is required to inform the Admissions Office MAHE Manipal at <a href="mailto:btech.counseling@manipal.edu">btech.counseling@manipal.edu</a> immediately after declaration of the results. The allotted seat will be cancelled; Candidate will be out of counseling temporarily and permitted to enter only in the Spot round on fulfillment of the eliqibility criteria.

# 9. ADVISORY

- We have **NO** agents or middlemen for admissions and all admissions can be secured only by merit in the all India Manipal Entrance Test (MET) 2020 and counseling process.
- Mere inclusion in the merit list and call for counseling does not guarantee admission to a course. This will exclusively depend on the candidates all India MET rank, the number of candidates attending the counselling, their choice of course / institution and the number of seats available.
- All admissions are subject to fulfillment of all the eligibility conditions by the candidate. If it is found at a later stage, during active verification, that the candidate has given false information / certificate or is found to have concealed some information his / her admission will be cancelled without any notice. It is the responsibility of the candidates to ensure that they fulfill all the eligibility requirements for the course(s) applied.
- Jurisdiction for dispute if any shall be at Udupi court only.

\*\*\*\*\*\* We welcome you for Online BTech Common Counseling 2020 \*\*\*\*\*\*

Published: 10 AM, Thursday, August 20, 2020

<sup>\*</sup> If original eligibility document is not available, candidates can bring the internet copy of the marks card duly attested by the college principal. (In case of internet copy of results, candidates are required to provide the userid and password to verify the results online in website / portal of respective board).