



DEPARTMENT OF POLITICAL SCIENCE

MAHATMA GANDHI CENTRAL UNIVERSITY

(Established by an Act of Parliament)

1st June 2024

Notice for Open Counselling-cum-Admission Process

Two Years M.A. Degree Course in Public Administration

(Academic Year 2024-25)

1. The Open Counselling-Cum-Admission for available seats in the M.A. Public Administration Programme will take place on **6th June 2024**, open to both CUET(PG)-2024 Score Card holders and those who did not participate in CUET (PG)-2024. **The last date to apply for admission through the Open Counselling-cum-Admission Process is the 5th of June 2024.**
2. The admission process is available to all students, regardless of their involvement in CUET(PG)-2024. Priority in the admission process will be given to candidates who appeared in CUET(PG)- 2024.
3. The details of vacant seats are mentioned in the table given below:

Category-Wise Vacant Seats Available

UR	OBC	SC	ST	EWS	Total
14	8	4	2	3	31

4. Eligibility Criteria:

Bachelor's Degree from a recognized Indian or foreign university in any subject (honors/general) with at least 50% marks or equivalent grade for UR category and 45% marks or equivalent grade for SC/ST/OBC (Non-Creamy Layer)/PWD/EWS categories.

5. Once all the candidates with CUET(PG)-2024 are exhausted, a merit list will be prepared for those without CUET(PG)-2024 using a composite score calculated from their 10th, 12th, and Graduation scores.

S. No.	Components	Weightage
1.	Percentage of marks in 10th	20%
2.	Percentage of marks in 10+2/Intermediate	35%
3.	Percentage of marks in Graduation	45%
Total		100%



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6. How to Apply:

The Online Application Form must be filled out by all interested and eligible candidates by clicking on the link below no later than June 5th, 2024. Candidates must complete the Online Application Form to participate in the counselling-cum-admission process on 6th June 2024.

Google Form Link:

https://docs.google.com/forms/d/e/1FAIpQLScg6rNQEHFkFicOv8jXkZ1a-DRNe2LwM1Yoj5dX5CQWCrBH_A/viewform?usp=sf_link

7. Fee of Registration:

Candidates interested in Open Counselling who haven't paid the registration fees to MGCUB will need to pay the fees (INR 500/- for General/OBC/EWS category, INR 200/- for SC/ST/PWD category) on the day of Open Counselling via Bank Challan.

8. Admission through Open Counselling-cum-Admission Process :

All candidates who would have registered through the Google Form will be invited to participate in the Open Counselling-cum-Admission Process, which is scheduled to take place on 6th June 2024. On the same day, a merit list will be prepared in accordance with the University's admission policy, and selected candidates will be offered admission based on their merit.

Course	Admission Fee	Reporting Date and Time	VENUE
M.A. Public Administration	Rs. 9218/-	6th June 2024 10:00 AM - 11:00 AM	Department of Political Science, Mahatma Gandhi Central University, Motihari Bihar- 845401 (INDIA)

S/d
Head
Department of Political Science
School of Social Sciences
Mahatma Gandhi Central University



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Important Instructions

1. Candidates are advised to report on the scheduled date and time to the venue along with the required documents.
2. Candidates who fail to report for admission along with all the original documents on the scheduled date and time shall forfeit their claim to be considered for admission.
3. In case of a tie, the senior candidate, based on Date of Birth, shall be given preference. In case of any dispute, the University administration's decision shall be final.
4. The admission of a candidate who has passed his/her qualifying examination from a Foreign University will be subject to his/her qualification being found equivalent to the qualifications prescribed by the University.
5. The candidates shall be required to pay the fees in the form of Challan at the time of admission.
6. Admission shall be granted only on the payment of fees on the specified date.
7. Candidates who fail to make payment on the date of admission shall not be considered for admission and the seat will be given to the next candidate in the merit list.
8. In case of any dispute related to the provisional admission, the High Court of Patna shall have jurisdiction.
9. Any addendum/corrigendum/notices to this notification shall be published only on the University Website (www.mgcub.ac.in). Therefore, Candidates are advised to check the University website regularly for any updates.



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LIST OF DOCUMENTS REQUIRED FOR ADMISSION

The candidates are required to be present in person and bring the following documents in Original as well as a set of attested photocopies at the time of reporting for admission:

1. CUET(PG)–2024 Application Form and Score Card (If applicable)
2. Mark sheets and certificates of 10th and 12th.
3. Mark sheet and Certificate of Graduation.
4. Five copies of recent passport-size photographs.
5. Self-attested copy of AADHAR card.
6. Bank Account details of student, i.e., Account No., IFSC-Code, Name of account holder & address of Bank.
7. A Character certificate from the Head of the Institution last attended.
8. Transfer/Migration Certificate (in original) from the Head of the Institution/University last attended.
9. Affidavit for intervening period/gap of over three years, if applicable on 10/- stamp paper.
10. Valid SC/ST/OBC-NCL/PwD/EWS Certificate as per GOI rules, wherever applicable.
11. No Objection Certificate (NOC) from Employers, wherever applicable.
12. Anti-ragging forms duly signed by the students & parents/guardians.



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ANNEXURE - I

AFFIDAVIT BY THE STUDENT

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

I,..... (full name of the student with University Roll Number) S/o or 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 ofyear.

Signature of Deponent

Name:



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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.