



## MAHATMA GANDHI UNIVERSITY, KERALA

No.97599/AC B6-1/2022/AC B 6

Dated: 04.07.2022

### NOTIFICATION

Applications are invited for admission to the Integrated Programmes in Affiliated Arts & Science Colleges of Mahatma Gandhi University for the academic year 2022-23.

**Details of the Programmes and Duration:** These regular Programmes lead to Post Graduate Degree in the relevant subject. The Programme extends for a period of Ten Semesters. Registration for examination shall be based on attendance and the progress of the candidate.

#### **Centralized Allotment Process:**

Admission/ Allotment of seats under merit quota is governed by a Centralized Allotment Process. Selection/ Allotment of a candidate to any college will be based on the rank of the candidate and the availability of seats. While a reserved category candidate, if entitled to admission on the basis of his/her merit, he/ she will be deemed to have been admitted as an open category candidate and not as a reserved category candidate.

**Prospectus:** The prospectus on Centralized Allotment Process will be available in the portal: [www.cap.mgu.ac.in](http://www.cap.mgu.ac.in)

#### **How and When to Apply:**

There is only a single application form for applying for admission. If a candidate submits more than one application his/her candidature is liable to be cancelled.

#### **Application fee:**

For General candidates	: Rs. 800/-
For SC/ST candidates	: Rs. 400/-

**Application fee once remitted will not be refunded under any circumstance.**

#### **Steps for On-line Registration:**

1. For online registration of personal and academic data, the candidates must visit the web site, [www.cap.mgu.ac.in](http://www.cap.mgu.ac.in) and click on the link "**IP CAP- 2022**".
2. Follow the online instructions and fill in the personal details in the relevant fields provided.
3. Please take utmost care while choosing the board of examination at plus two level and entering the register number as academic details are fetched directly based on the register number entered by the candidate.
4. Please note that only one application can be generated using one mobile number and hence the applicant should be extremely careful while entering the details online.
5. Create a '**Password**'. (The password is mandatory for all future online operations). **The password created by the candidate should not be disclosed to others who may misuse it.** This may result in tampering with the options and the University will not be responsible for any such eventuality.

6. Fill in the Application Form with personal details, academic eligibility and the options correctly.
7. Pay the application fee by clicking on the "PAY NOW" button which will redirect you to the Online Payment Gateway. You can use Debit Card/ Credit Card or Internet Banking facility for making online payment.
8. After remitting the fee, you will be redirected back to the application page.
9. Upload the digital images of the documents in proof of academic eligibility/caste/community/bonus marks claimed etc.
10. Verify with the relevant documents and confirm the details entered on-line.
11. After satisfying himself/herself that the details entered are correct, the applicants shall press the Final Submission Button.
12. Take the print out the confirmation page for your future reference.

#### **Special Attention**

After pressing final submission button, further modification of data (except options) is not possible. Hence, make double sure that all entries are made correctly before pressing final submission button. For a complete Illustration refer the appendix.

#### **Eligibility, Procedure for Online Registration of Options**

**Eligibility for registering options:** The candidates, registering their options, should satisfy all the eligibility conditions with regard to academic qualifications stated in the Prospectus. Options of only those candidates who figure in the rank list will be processed for allotment.

#### **RESERVATION OF SEATS**

**Types of Reservation :** Out of the total Merit Seats available in the Institutes for various Integrated Programmes, seats will be reserved for different categories under the following main items :

- a. Reservation for International Students
- b. Reservation for nominees
- c. Reservation for Persons with Disabilities
- d. Special Reservation and
- e. Mandatory Reservation

#### **A. Admission to seats which do not come under the purview of Centralized Allotment Process**

Those candidates, who have passed examinations of other Universities, shall be admitted only if the examinations have been declared equivalent to the qualifying examination of the MG University. The Principals are directed to admit students to the seats earmarked for each category.

The Principals of the Institutes are directed to comply with the above schedules of admission to Integrated Programmes for the academic year 2022-23

For more details, visit website [www.cap.mgu.ac.in](http://www.cap.mgu.ac.in)

Helpline numbers: **0481-2733511,3521,3518**

**Dr.Prakash Kumar B.**

Registrar

Copy to:

1. The Principals of all affiliated Arts & Science Colleges
2. PS to VC/PVC
3. PA to Registrar/CE/FO
4. PRO for issuing a press release
5. Enquiry/FRIENDS
6. AC.AI/AC. AVII/AC.B VI/AC.A V/System Administration Wing
7. CAP Technical wing
8. AR/DR/JR- Acad
9. Stock file /file copy