



# COMMON MANAGEMENT ADMISSION COMMITTEE (CMAC- 2025)



23-08-2025

## MBA (IEV) Admission 2025-26

## SPOT ROUND (26/08/2025)

### Schedule and guidelines for Spot Round of Counselling

**Reporting Date: 26/08/2025**

**Venue:** Room no. FF-110 in Delhi School of Management, Delhi Technological University, Bawana Road, Delhi-110042.

**All Registered Candidates for MBA(IEV) 2025 admissions who submitted their application (complete in all respect) and paid the registration fee of Rs. 1500 are eligible to participate in the Spot round of Counselling on 26/08/2025.** Candidates will be called in order of their merit rank as per vacant seat availability. The allotment of seats will be done according to the Merit list of the candidates who have marked their attendance. Candidates who have already been allotted a seat and are willing to upgrade their allotment are hereby informed that the **upgradation process will be conducted in physical mode. Such candidates are requested to report in person for Spot Round in order to be considered for upgradation.** No requests for upgradation in online or remote mode will be entertained. This process is subject to the candidate's registered preferences, rank in the merit list, and availability of seats in the category. The schedule of Spot round is as follows:

SPOT ROUND – 26/08/2025 (Tuesday)		
Sl. no.	Description	Timings
1	Reporting of <ul style="list-style-type: none"><li>Registered Candidates who could not attend the screening test and personal interview held on 12/08/2025.</li><li>Registered Candidates who have submitted their application (complete in all respect) but their names were not mentioned in the list of shortlisted candidates.</li></ul>	09:30 am
2	Reporting of EWS, OBC, SC, ST, KM category candidates. <ul style="list-style-type: none"><li>Candidates from the reserved category who were allotted seat but did not pay the seat acceptance fees.</li></ul>	11:30 am

	<ul style="list-style-type: none"> <li>Candidates from the reserved category who were not allotted any seat in earlier round.</li> </ul>	
3	Allotment of seats to Reserved Category as per the merit list and payment of seat acceptance fee of Rs. 1,00,000	12:00 pm to 12:30 pm
4	Reporting of General candidates <ul style="list-style-type: none"> <li>Candidates who were allotted a seat in the previous round of counselling and wish to seek upgradation</li> <li>Candidates who were allotted seat but did not pay the seat acceptance fees.</li> <li>Candidates who were not allotted any seats in earlier round.</li> </ul>	12:30 pm
5	Display of vacant seats for spot round available to general category “after creation of additional no. of seats in General category in lieu of vacant seats in the reserved category”	01:00 pm to 01:30 pm
6	Upgradation of admitted Candidates by CMAC (Against vacant seats)	01:30 pm to 02:00 pm
7	Seat Allotment and payment of seat acceptance fee of Rs. 1,00,000	02:00pm onwards

**Note: All the candidate are required to ensure that they fulfil the eligibility criteria of this programme.**

**Note: No candidate will be allowed to mark his/her attendance after the respective times and his/her name will be deleted from the list of eligible candidates.**

The vacant seats against each category are as follows:

DTU				NSUT			
Category	GN	PD	CW	Category	GN	PD	CW
GN	0	1	0	GN	2	1	1
OB	5	0	1	OB	7	1	1
EW	3	0	0	EW	4	0	0
SC	4	0	1	SC	6	0	0
ST	2	0	0	ST	3	0	0
<b>Total</b>	<b>17</b>			<b>Total</b>	<b>26</b>		

**Note: Merely calling for counselling does not guarantee admission. Greater number of candidates than available seats are called provisionally. Admission will be offered based on eligibility, merit of the candidate and availability of vacant seats in respective categories.**

The students are provisionally selected and are subject to physical verification of documents. The candidates are required to bring the following documents in original:

- i. Graduation marks sheets and degree
- ii. 10th & 12th mark sheets and certificate
- iii. SC/ST/OBC /EWS/CW/PD/KM certificate, if applicable.
- iv. Payment receipt of Rs. 1500 registration fee**

**Note:** Admission of the candidate shall be confirmed only after providing all documentary proof of educational qualification, experience and subsequent verification of both.

### **Guidelines for Spot Round of Counselling**

- a) The candidates have to physically report for Spot Round of Counselling at DSM, DTU. Candidates who cannot come physically can authorize their parent /relative /guardian/ friends as their representative to participate in counselling on their behalf and can complete admission formalities.
- b) No other relaxation will be given in the procedure of admission.
- c) Candidates desirous of seeking admission in the spot round are required to pay a seat acceptance fee of Rs. 1,00,000/-. The candidates have to come prepared to pay the seat acceptance of Rs. 1,00,000/- in online mode with net banking, debit card or credit card. This is the responsibility of the candidates to make necessary arrangements for the online fee payment. If the candidate fails to pay the seat acceptance fee of Rs. 1,00,000/- the allotted seat will be cancelled by CMAC and will be offered to the next available candidate from the merit list as per rules.**
- d) No deficiency will be allowed in the Spot round, the candidature will be cancelled, and no representation will be entertained afterwards.
- e) Non-reporting of the candidate as per the schedule and within the stipulated time forfeits the claim for admission for any reason whatsoever, and no request will be entertained after that.
- f) CMAC 2025 reserves the right to make any modification /alteration in the process/ procedure if required.

### **Fee payment**

- All candidates who are allotted a seat in any university during the spot round of counselling are required to pay the **Part Admission Fee of ₹1,00,000 (Rupees One Lakh)** to block the allotted seat using the payment link shared as <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=6811616> or by NEFT: A/c Name : CMAC 2025 A/c No. 43932843352 Branch: DCE branch IFSC code: SBIN0010446
- This payment is mandatory and must be completed within the stipulated timeline. **After successful payment, acknowledgement/payment proof must be submitted to the admission team.** Admission will be confirmed once the payment is received in DTU Bank Account.
- Failure to pay the Part Admission Fee within the stipulated time will lead to automatic cancellation of the allotted seat.

- All candidates are requested to carefully follow the steps below to complete the payment of the MBA(IEV) seat blocking fees:
  - i. Click on the link provided above.
  - ii. Under Institute Name, select: DTU - CONSULTANCY A/C
  - iii. Under State of Corporate/Institution, select: All India
  - iv. In the Payment Category, select: Seat Acceptance Fees.
  - v. In Course name, select – MBA-IEV, and enter other payment details
  - vi. Proceed to make the payment as per the instructions shown on the screen.
- Withdrawal Policy: -  
 All fee refunds of the candidates, who have withdrawn their seat till the date of spot round, will be made by CMAC, Delhi 2025 as per the withdrawal policy of the respective University from where withdrawal is taken. After the date of spot round, the candidates have to approach the respective allotted Universities for any withdrawals.  
**Note: No refund will be done for those who will take admission in Spot round**

**Rule for Creation of additional no. of seats in General category in lieu of vacant seats in the reserved category**

After exhausting the complete list of candidates (category-wise) as per prescribed norms, any unfilled seat pertaining to any category may be filled by increasing general category seats, in equal number, during the spot round of counselling.

**Sd-**

**Chairperson CMAC**