



COMMON MANAGEMENT ADMISSION COMMITTEE 2023  
MBA (IEV) Admissions-2023

**Guidelines for Interviews and Counselling**

This is to inform that all the candidates applied for admission to MBA (IEV) program (2023 – 25) are required to report to Department of Management Studies as per the below mentioned schedule

**Schedule of Activities**

| Activity   | Date       | Timings          | Venue  |
|--|------------|------------------|--|
| Reporting and attendance                                   | 20/07/2023 | 10:00-10:30 AM   | 4th Floor, Library Block, Department of Management Studies, NSUT |
| Case Study Evaluation                                      | 20/07/2023 | 10:30– 11:30 AM  | 4th Floor, Library Block, Department of Management Studies, NSUT |
| Documents Verification                                     | 20/07/2023 | 11:30 AM         | 4th Floor, Library Block, Department of Management Studies, NSUT |
| Interviews   | 20/07/2023 | 11:30 AM onwards | Department of Management Studies, NSUT                           |
| Result declaration (Merit List)                            | 21/07/2023 | 6:00 PM          | On CMAC admission portal   |
| Reporting of Candidates for Counselling                    | 24/07/2023 | 10:00- 11: 00 AM | 4th Floor, Library Block, Department of Management Studies, NSUT |
| Seat allotment to candidates based on merit list and seats | 24/07/2023 | 11:00 AM Onwards | 4th Floor, Library Block, Department of Management Studies, NSUT |

## **GUIDELINES FOR ADMISSION OF SHORLISTED CANDIDATES FOR COUNSELLING**

1. The candidate has to physically report for Counselling at 4th Floor, Library Block, Department of Management Studies, NSUT, Delhi
2. Candidates who can't come physically can authorize their parent/relative/guardian/friends as their representative to participate on their behalf and complete admission formalities. No other relaxation will be given in the procedure of admission.
3. CMAC reserves the right to make any modification/ alteration in the process/procedure with prior information to the available aspirants.

### **PAYMENT OF SEAT ACCEPTANCE FEE**

- (1) Candidates are required to deposit a part admission fee (Rs.1,00,000 – Rupees One Lakh) through demand draft for blocking the seat, allotted to him/her during the first round of admission counselling.
- (2) The seat blocking fee shall be adjusted against the annual academic fee of first year after getting the admission in respective universities. The candidate shall be required to deposit the balance annual fees in the University at the time of registration of first semester courses for the confirmation of admission.
- (3) The demand draft should be of amount Rs. 100,000/- in favour of “ Registrar, NSUT PG Admission ” Payable at New Delhi.
- (4) Balance fees need to be paid by the candidate in the respective University by the date declared by CMAC.
- (5) If a candidate fails to deposit the admission fee immediately at the time of seat allotment for whatsoever reason, the seat allotted to him/her will be immediately cancelled and offered to the next candidate based on merit.

### **Withdrawal Policy of CMAC**

- (1) Last date of admission withdrawal is 1<sup>th</sup> August, 2023. The withdrawal form is as available on the CMAC website. The request of withdrawal received after the due date will not be entertained by CMAC.
- (2) Beyond the last date of withdrawal, the refunds, if any, is not the responsibility of the CMAC, Delhi 2023. Such candidates may approach/contact allotted university for refund as per their respective policies for the same.

### **Venue for Counselling**

**Department of Management Studies, 4<sup>th</sup> Floor, Library Block  
Netaji Subhas University of Technology Sector-  
3, Dwarka, New Delhi-110078**