

COMMON MANAGEMENT ADMISSION COMMITTEE- 2025

MBA Admissions (2025-26)



Dated: 20/07/2025

Guidelines for MBA Spot Round of Counselling on 28th July 2025

Venue For Reporting: DSM, Delhi Technological University

SPOT ROUND- 28th July 2025	
Reporting for spot round by Reserve Category Candidates from Merit List of Eligible Candidates: (SC/ST/EWS/OBC candidates) <ul style="list-style-type: none">Candidates from the reserved category who were not allotted any seats in earlier rounds andCandidates from reserve categories who were allotted seat but did not pay the seat acceptance fee.	9:00 am
Allotment of Seats to Reserve Category Candidates and payment of Seat acceptance fee of Rs. 1,00,000 by the candidates.	9:30 am to 11:30 am
Reporting of General Category Candidates for Spot Round from the Merit List of Eligible Candidates up to the ranks mentioned below: <ul style="list-style-type: none">All general category Candidates who were allotted seat in earlier rounds but did not pay the seat acceptance fee of Rs. 1,00,000.The general category candidates who were not allotted any seat in earlier round up to rank 400 (Female candidates from general category up to rank 811)	11:00 am
Display of Vacant Seats in the Reserve Category and creation of equal no of additional seats in the General Category in lieu of vacant seats in reserve categories.	11:30 am
Upgradation of admitted Candidates by CMAC [#] (Against vacant seats after creating additional seats in the general category in lieu of vacant seats in the reserved category)	11:30 am to 12:00 pm
Display of vacant seats for SPOT ROUND available to General Category (At the venue of Spot Round only)	12:00 pm
Seat Allotment and payment of seat acceptance fee of Rs. 1,00,000	12:00 pm onwards.

Upgradation against the vacant seats before spot round will be informed in the CMAC login account of the candidates on 27.07.2025. Upgradations done on 28.07.25 will be informed to the candidates in their CMAC login account by 29.07.25.

Candidates admitted to IGDTUW after the closing ranks of DTU and NSUT will be considered for upgradation based on their rank and the availability of seats, alongside fresh candidates.

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.

Guidelines for Spot Round of Counselling

- a. The candidates have to physically report for Spot Round of Counselling at DSM, DTU main campus, Delhi. 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. No other relaxation will be given in the procedure of admission.
- b. Candidates desirous of seeking admission in the spot round are required to pay a seat acceptance fee of Rs. 1,00,000/-. The option of the payment of seat acceptance fee of Rs. 1,00,000/- will be made available in the CMAC login account of the candidate. **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.**
- c. The candidates are advised to go through the respective MBA admission brochures of participating universities available at www.cmacadmissions.com and be updated about norms including withdrawal refund policy.
- 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.

Payment of Seat Acceptance Fee

- g. Candidates must deposit the seat acceptance fee of Rs.1,00,000/- (Rupees One Lakh) through online mode only for blocking the seat allotted to him/her during the admission counselling. The option for part fee payment will be made available in the CMAC login account of the candidate. 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.
- h. The seat acceptance fee for blocking seat shall be adjusted against the annual academic fee of the first year after getting admission in respective Universities. The candidate shall be required to deposit the balance of annual fees in the University at the time of registration of first semester courses for the confirmation of admission.
- i. **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.

-S/d
Chairperson, CMAC