



Common Management Admission Committee (UG) 2026 BBA ADMISSIONS 2026-27

Details and Instructions for the Upgradation and Second Round of Counselling

DATE OF THE UPGRADATION AND SECOND ROUND OF COUNSELLING:

August 13, 2026 (Tuesday)

VENUE FOR THE UPGRADATION AND SECOND ROUND OF COUNSELLING:

*Auditorium, East Delhi Campus, Delhi Technological University, Vivek Vihar Phase II,
Delhi 110095*

REPORTING TIME FOR THE UPGRADATION AND SECOND ROUND OF COUNSELLING:

9 am – 11 am, August 13, 2026

The total number of vacant seats in three universities (across all categories) in the BBA programme after the first round of counselling is given below:

Category	DTU		NSUT		IGDTUW	
	Delhi	Outside Delhi	Delhi	Outside Delhi	Delhi	Outside Delhi
GNGN	Nil	Nil	Nil	Nil	Nil	1
GNCW	Nil	Nil	Nil	X	1	X
GNPD	3	1	2	1	1	X
SC	13	Nil	Nil	Nil	8	Nil
SCCW	1	X	1	X	1	X
SCPD	1	X	1	X	X	X
ST	9	2	7	1	4	1
STCW	1	X	X	X	1	X
STPD	1	X	1	X	X	X
OBC	27	Nil	6	Nil	12	1
OBC-CW	2	X	2	X	1	X
OBC-PD	2	X	1	X	1	X
EWS	9	Nil	6	Nil	6	Nil
EWS-CW	1	X	1	X	X	X
EWS-PD	1	X	X	X	1	X
Kashmiri	1	X	X	X	1	X

Migrant						
Single Girl Child	Nil	X	X	X	X	X

Note: Additional seats may become available due to withdrawals.

Who Should Attend?

All candidates who were physically present and marked their attendance during the First Round of Counselling held on 30th and 31st July 2026, but were not allotted a seat, are required to attend the Second Round of Counselling.

Upgradation Against Withdrawal

University upgradation shall be considered only against vacancies arising due to withdrawals from the candidate's preferred University. Upgradation shall be carried out strictly in order of merit and only with the candidate's consent. Candidates seeking upgradation must be physically present at the counselling venue at the time of the upgradation process.

Attendance for Upgradation: 9:00 a.m. to 11:00 a.m.

Allotment of Vacant Seats

After completion of the upgradation process, the seats remaining vacant, including those arising due to withdrawals up to the date of counselling, shall be allotted strictly in order of merit to eligible candidates who were physically present and had marked their attendance during the First Round

of Counselling (held on 30th and 31st July 2026) but were not allotted a seat. Any vacancies remaining thereafter shall be allotted, strictly in order of merit, to candidates eligible to participate in the Second Round of Counselling.

SCHEDULE OF THE SECOND ROUND OF COUNSELLING

Reporting Time	Date of Counselling	Venue of Counselling
9 am – 11 am	13.08.26 (Thursday)	Auditorium, East Delhi Campus, Delhi Technological University, Vivek Vihar Phase II, Delhi 110095

Candidates Eligible For The Second Round **Of Counselling** **(13.08.2026)**

Category No.	Category	Eligible Candidates	Criteria
1	General (Outside Delhi Region) (IGDTUW)	Outside Delhi Region: Only Female Candidates , irrespective of their Category (General/SC/ST/EWS/OBC, etc.).	Merit Score less than 150 and greater than or equal to 140 for all the female candidates
2	OBC-NCL (Outside Delhi Region) (IGDTUW)	Outside the Delhi Region, Only Female Candidates who belong to the OBC-NCL candidates	Merit Score less than 115 and greater than or equal to 84 for all the female candidates

IMPORTANT INSTRUCTIONS

1. Venue for all Rounds of Counselling- **DTU East Delhi Campus, Vivek Vihar, Delhi-110095**
2. Participation in counselling does not guarantee admission. A larger number of candidates than the available seats have been invited for counselling to ensure optimum utilisation of seats. Admission shall be offered strictly on merit and subject to the availability of seats.
3. **It is mandatory to bring the Demand Draft Rs 1,00,000 (Rupees One Lakh only)** towards the part payment of admission fee for the First Year Fee drawn in favour of **“CMAC (UG)-2026”** payable at Delhi to participate in the second round of counselling.
4. Seat allotment will be based on the merit of candidates who mark their attendance

- and according to the seat matrix provided in the Admission Brochure.
5. Candidates must mark their attendance within the prescribed reporting time. Late reporting shall not be entertained.
 6. Seat allotment shall be made strictly on the basis of merit, applicable reservation policy, and availability of seats.
 7. Candidates shall remain present inside the counselling venue until completion of counselling for their respective category. Requests for priority or out-of-turn counselling shall not be entertained.
 8. Candidates who fail to report on their scheduled counselling day shall not be considered in that round. However, they may participate in subsequent rounds/spot counselling if notified by the University.
 9. Candidates unable to attend personally may authorise a representative through a signed authorisation letter. The representative must carry:
 - Authorisation Letter
 - Valid Photo Identity Card
 - Original documents
 - Two sets of self-attested photocopies
 10. Only the candidate and one accompanying person shall be permitted inside the counselling venue.
 11. Limited parking facilities are available. Candidates are advised to use public transport. The nearest Delhi Metro Stations are Mansarovar Park (Red Line) and Karkardooma (Blue/Pink Lines).
 12. Candidates are advised to visit the CMAC Portal regularly for updates regarding admissions.
 13. The decision of the University regarding eligibility, document verification, merit, and seat allotment shall be final and binding.
 14. For any queries, contact us at bba.usme@dtu.ac.in

DOCUMENTS REQUIRED AT THE TIME OF COUNSELLING

Candidates must present the following documents (**originals along with two photocopies**)

1. Demand draft of **Rs 1,00,000 (Rupees One Lakh only)** for the part payment of First Year Fee drawn in favour of “**CMAC (UG) 2026**” payable at Delhi.

(NO OTHER MODE OF PAYMENT WILL BE ACCEPTED. Payment through cheque, UPI, debit card, credit card, RTGS, NEFT, etc., will not be accepted under any circumstances)

2. Three (03) passport size photographs

3. Proof of payment of the registration fee (Rs. 1500)
4. Printout of the online BBA Application Form.
5. CUET (UG)-2026 Score Card.
6. Class X Marksheet.
7. Class X Certificate.
8. Class XII Marksheet.
9. Class XII Passing Certificate/Provisional Certificate from the school, duly stamped and signed by the principal
10. Reserved Category/Sub-category Certificate(s), wherever applicable.

Note: For OBC-NCL and EWS categories, only certificates issued after March 31, 2026, will be valid for admission purposes. Candidates with certificates issued on or before March 31, 2026, will not be eligible to participate in these categories. Production of only acknowledgements indicating that new certificates are in process will not be accepted.

11. The candidate's names on the reserved category certificates and Class XII marksheet should be exactly the same, an affidavit to this end will have to be produced.
12. For candidates who have passed Class XII through Patrachar Vidyalaya, Delhi / National Institute of Open School Delhi (NIOS) or any other mode of correspondence, the criterion for deciding the region shall be the location of their centre of examination. Such candidates must bring a copy of their admit card.
13. Medical Fitness Certificate (in original)

Candidates are advised to refer to the **BBA Admission Brochure 2026–27** for the prescribed formats and additional requirements.

Dr. Pallavi Sethi
Deputy Chairperson
CMAC (UG)-2026

Dr. Nidhi Maheshwari
Chairperson
CMAC (UG)-2026

