



SCHOOL OF MANAGEMENT STUDIES
Cochin University of Science and Technology
KOCHI-682 022.



MBA@SMS, CUSAT: Academic Admissions -2023

Greetings from School of Management Studies, CUSAT!

This is with reference to the admission for M.B.A. programmes at SMS, CUSAT for the year 2023, university has sanctioned additional 5 seats under NRI quota for the MBA(FT) programmes and the seats shall be allotted to the deserving candidates through **the spot admissions which is scheduled on 19th, September, 2023 at 11.30AM at School of Management Studies**, strictly based on the rank order in the main rank list as per the university admission policy for filling the NRI seats. Details for availing the NRI seats are available at the CUSAT admission portal.

This round of allotment is applicable for:

- a) All candidates who are in the MBA admission main rank list published in the admission portal of the University are eligible for availing NRI seats. **The allotment shall be made based on the rank order**
- b) However, candidates who have been already admitted can still avail the opportunity of spot admission if they wish to change to full time from part time. If interested, they can attend the spot admission.
- c) Those candidates who have been rejected allotment during the previous rounds on grounds of failing to produce the claimed reservation category proof can now attend spot admission for **general category** seats(provided they have a valid rank in the rank list and the qualifying degree and entrance test (CMAT/KMAT/CAT) scores were entered correctly in the admission portal). **The allotment shall be made based on the rank order.**
- d) Those students who were rejected allotment during the previous rounds due to pending results of supplementary examinations of previous semesters of their qualifying degree examinations, can now attend this round of admission provided such results of supplementary examinations of your previous semesters of the qualifying degrees are now available for verification. **The allotment shall be made only based on rank order.**

Accordingly, you are hereby directed to report in person [*provided entrance test (CMAT/KMAT/CAT) score were entered correctly in the admission portal and you are not disqualified due to wrongly entering the entrance test (CMAT/KMAT/CAT) score in the admission portal*] and produce all the original certificates/documents claimed in your application for physical verification at the SMS office at **11.30AM on 19th, September, 2023.** You may also bring two passport size photographs,

self-attested copies (two nos) of all the certificates and documents, and a signed print out of the undertaking form attached with this mail.

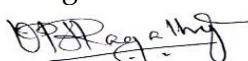
This mail is no confirmation of seat allotment to you. This mail is only an invitation to attend the spot admission for the NRI seats of the allotment process, which are sanctioned additionally by the University.

Please note that according to the order of the University regarding spot admission, candidates who report after the stipulated time (for whatsoever be the reason) shall not have any claim for participating in the admission process under any circumstances. Accordingly, it is hereby informed that the allotment hall shall be closed exactly at 11.30 am, on 19th, September, 2023 and candidates shall not be allowed to enter the hall after that.

In case you are offered seat allotment, you may have to remit **MBA programme fees** [please refer the admission portal for fee details] includes three times tuition fees for the general candidates, a refundable deposit amount of Rs 50,000/- and a registration fee of Rs 5000/. In addition of above fees, you have to pay various other fees to the Department [please refer the department fee details attached].

1st semester MBA program fees shall be paid by the candidate on the same day itself, if the allotment is made (please refer the prospectus for the applicable fee details). In addition, Matriculation fee, Recognition fee, PTA Fund, Department Development Fund, Alumni fee and Value added Course fee shall also be paid on the same day. Fee receipt will have to be produced for verification on the same day.

Regards



Director

School of Management Studies, CUSAT

Please Note and strictly adhere:

- I. Candidates should note that the allotment shall be made on rank order basis for the NRI seats to the candidates present/or to candidates whose authorized person is duly present, from the main rank list. (if the candidate is not able to attend the spot admission, and not represented by an authorized person, the candidate shall lose the claim for admission under NRI quota)
- II. Candidates should bring a declaration in the format attached with this letter. Without declaration, students will not be considered for NRI reservation
- III. Candidates/ such an authorized person should carry his/her Identity card and the authorization letter attested by the candidate. (without these they shall not be allowed to attend the spot admission procedures)

- IV. Candidates/ such authorized persons shall reach the SMS hall before 11.30AM, 19th, September, 2023. (late entry is strictly no allowed)
- V. Candidates/ such authorized person shall produce all certificates and documents as required for the spot admission process in original on behalf of the candidate. (Without these the candidate will lose their claim for admission)
- VI. They shall also be ready to remit the MBA semester fees as mentioned above, DDF, PTA Fund, Alumni Fee and Value added course fee, Matriculation fee, Recognition fee and other payments as required for completing the admission process.
- VII. Please also refer to the attachments for undertaking/list of documents to be produced for verification.
- VIII. Candidates shall also bring their parent/local guardian for the admission process.
- IX. **Department Fees details**
 - 1. Matriculation Fee : Rs 370/-
 - 2. Recognition Fee: 370/-
 - 3. DDF Fee: Rs 5000/-
 - 4. Alumni Fees and PTA Fee: 530/-+1420/- = 1950/-
 - 5. Value added Programme Fee: Rs 5000/-

DECLARATION (For claiming NRI reservation quota)

I hereby declare that I am a Non Resident Indian and the applicant Shri/Smt/Kum is my Son/Daughter/Ward/Dependent (Strike out which is not applicable) coming under the definition of NRI candidate as per section 2(o) of Act XIX of 2006.

My Passport No. is and I am Employed / residing at

 (Fill the details of Foreign Employment/ Place of residence).

I hereby undertake to abide by the rules and regulations of Cochin University of Science and Technology in connection with the admission of the above applicant under NRI.

Place : **Signature of the Declarant:**

Date: **Name and Full Address:
with Contact number**