

MCA programmes

ONLINE OPTION REGISTRATION

General Instructions

- I. Candidates included in the rank lists for admission to MCA programme in the Academic Year 2025-26 should **invariably register their options** in the order of preference of academic programmes they wish to join through the facility provided in their profile page.

If the options are not registered, such candidates will not be considered for MCA allotment process.

Various options available for MCA Programme

- MCA Regular, Dept. of Computer Applications, Thrikkakara Campus (MCAP4F)
 - MCA Regular, Cochin University College of Engineering Kuttanad, Pulincunnoo, Alappuzha (MCAP2F)
 - MCA Cost Sharing, Dept. of Computer Applications, Thrikkakara Campus (MCAP4P)
 - MCA Cost sharing, Cochin University College of Engineering Kuttanad, Pulincunnoo, Alappuzha (MCAP2P)
- ❖ To know the difference in fee between “Regular”, “AIQ” and “Cost Sharing” MCA programmes kindly refer to the fee structure published in the admission website.
- II. 50% of General category seats are earmarked as All India Quota (AIQ) in all PG programmes (except M.Tech programmes) offered by CUSAT. **Non-Keralite candidates** are eligible for AIQ seats only. Keralite candidates are eligible for AIQ seats also. For fee details of AIQ seat for PG programmes, please refer to the fee schedule for Academic year 2025-26 published in the admission website. While logging in to the profile, candidates who wish to register/remove their choice to be considered for the AIQ seats will be given a one-time chance to update the same. If the candidate wish to be considered in the AIQ seats then click the option or if the candidate wish not to be considered in the AIQ seats then untick the option.

**Last Date for Option Registration /
Rearrangement.
08.06.2025 (Sunday)-Midnight**

- III. Merely registering/rearranging options does not entitle a candidate to be considered for admission to any programmes of the University. It will be subject to the fulfillment of the eligibility criteria prescribed in the prospectus and relevant rules of the University. It is the responsibility of candidates to prove their eligibility for admission to various programmes by producing required documents to prove their eligibility, Reservation, community, Non-creamy layer status etc. If any candidate is unable to produce the required/mandatory certificates at the time of certificate verification, their claim for admission to the programme allotted to them will be forfeited. Hence the onus of proving the claim for admission lies with the candidate and not with the University.
- IV. Candidates can modify **options** once registered/exercised/rearranged by them till the last date of online option registration. However, the online options stored in the University

database as on the date and time of closing of online option registration shall be treated as final. The final option will be considered for the allotment.

- V. Maintaining the confidentiality of the password and other login credentials shall be the sole responsibility of the candidate. **Allotment Schedule & Instructions, fee details pertaining to these programmes will be published in the admission website.**

How to register online options - Step-by-step Procedure

1. In order to register options, candidates should login to their home page using their User Id and password.
2. In the candidate's home page, click on the appropriate link to proceed to option registration/rearrangement.
3. MCA Candidates can exercise a maximum of four options. They can select preferred options using the dropdown menu. Clear button is provided in the option registration page to clear the selected options.
4. Now click Submit button to get the preview of the options exercised.
5. Candidates can now click 'Confirm' button to finalize the registered options or click 'Back' button to go back to the previous page to make changes.
6. After finalizing options candidates may take screenshot of their registered options for reference and should terminate their session by clicking the logout button.
7. Candidates can modify their options till the last date of option registration.
8. No changes in the registered options will be permitted after the last date of option registration/ rearrangement under any circumstances.
9. Candidates are advised to exercise extreme caution while giving the options. Highest priority should be given to the most preferred programme.
