



MAHATMA GANDHI UNIVERSITY, KERALA

No.42168/AC B6-1/2020/AC B 6

Dated: 14.09.2020

**NOTIFICATION**

Applications are invited for admission to the Integrated Programmes in Institute for Integrated Programmes and Research in Basic Sciences (IIRBS) and Institute for Multidisciplinary Programmes in Social Sciences (IMPSS) of Mahatma Gandhi University for the academic year 2020-21.

**Details of the Programmes and Duration:** These regular Programmes lead to Post Graduate Degree in the relevant subject. The Programme extends for a period of Ten Semesters. Registration for examination shall be based on attendance and the progress of the candidate.

**Admission to seats which come under the purview of Centralized Allotment process**

**Centralized Allotment Process:**

Admission/ Allotment of seats under merit quota is governed by a Centralized Allotment Process. Selection/ Allotment of a candidate to the Institutes will be based on the rank of the candidate and the availability of seats. While a reserved category candidate, if entitled to admission on the basis of his/her merit, he/ she will be deemed to have been admitted as an open category candidate and not as a reserved category candidate.

**Prospectus:** The prospectus on Centralized Allotment Process will be available in the portal: [www.cap.mgu.ac.in](http://www.cap.mgu.ac.in)

**How and When to Apply:**

There is only a single application form for applying for admission. If a candidate submits more than one application his/her candidature is liable to be cancelled.

**Application fee:**

For General candidates : Rs. 2000/-

For SC/ST candidates : Rs. 1000/-

**Application fee once remitted will not be refunded under any circumstance.**

**Steps for On-line Registration:**

1. For online registration of personal and academic data, the candidates must visit the web site, [www.cap.mgu.ac.in](http://www.cap.mgu.ac.in) and click on the link "**IP CAP- 2020**".
2. Follow the online instructions and fill in the personal details in the relevant fields provided.
3. Please take utmost care while choosing the board of examination at plus two level and entering the register number as academic details are fetched directly based on the register number entered by the candidate.
4. Please note that only one application can be generated using one mobile number and hence the applicant should be extremely careful while entering the details online.

5. Create a '**Password**'. (The password is mandatory for all future online operations). **The password created by the candidate should not be disclosed to others who may misuse it.** This may result in tampering with the options and the University will not be responsible for any such eventuality.
6. Fill in the Application Form with personal details, academic eligibility and the options correctly.
7. Pay the application fee by clicking on the "PAY NOW" button which will redirect you to the Online Payment Gateway. You can use Debit Card/ Credit Card or Internet Banking facility for making online payment.
8. After remitting the fee, you will be redirected back to the application page.
9. Upload the digital images of the documents in proof of academic eligibility/caste/community/bonus marks claimed etc.
10. Verify with the relevant documents and confirm the details entered on-line.
11. After satisfying himself/herself that the details entered are correct, the applicants shall press the Final Submission Button.
12. Take the print out the confirmation page for your future reference.

#### **Special Attention**

After pressing final submission button, further modification of data (except options) is not possible. Hence, make double sure that all entries are made correctly before pressing final submission button. For a complete Illustration refer the appendix.

#### **Eligibility, Time Schedule and Procedure for Online Registration of Options**

**Eligibility for registering options:** The candidates, registering their options, should satisfy all the eligibility conditions with regard to academic qualifications stated in the Prospectus. Options of only those candidates who figure in the rank list will be processed for allotment.

<b>ADMISSION TO INTEGRATED PROGRAMMES (2020-21) THROUGH CAP</b>		
<b>SCHEDULE</b>		
<b>Sr. No.</b>	<b>Item</b>	<b>Dates</b>
1.	Commencement of Online Registration	15/09/2020
2.	Last date for the submission of online application	25/09/2020
3.	Publication of Provisional Rank List & Trial Allotment	28/09/2020
4.	Data modification, if any, by applicants / Rearrangement/addition/deletion of options	28/09/2020-29/09/2020
5.	First allotment	01/10/2020

6.	Online Payment of fee due to University	01/10/2020-07/10/2020
7.	Online admission in the Institute and payment of fees due to the Institute	01/10/2020-07/10/2020
8.	Facility for option modification ( Rearrangement & deletion only)	08/10/2020-09/10/2020
9.	Second allotment	13/10/2020
10.	Online Payment of fee due to University (Second allotment)	13/10/2020-16/10/2020
11.	Online admission in the Institute and payment of fees due to the Institute	13/10/2020-16/10/2020
12.	Commencement of classes	19/10/2020
13.	Online registration for Special Allotment-I for SC/ST	19/10/2020-20/10/2020
14.	Special Allotment-I for SC/ST	22/10/2020
15.	Online Payment of fee due to University	22/10/2020-23/10/2020
16.	Online admission in the Institute and payment of fees due to the Institute	22/10/2020-23/10/2020
17.	Online registration for Special Allotment-II for SC/ST	27/10/2020-28/10/2020
18.	Special Allotment-II for SC/ST	31/10/2020
19.	Online Payment of fee due to University	31/10/2020 -02/11/2020
20.	Online admission in the Institute and payment of fees due to the Institute	31/10/2020 -02/11/2020

## RESERVATION OF SEATS

**Types of Reservation :** Out of the total Merit Seats available in the Institutes for various Integrated Programmes, seats will be reserved for different categories under the following main items :

- a. Reservation for Persons with Disabilities
- b. Mandatory Reservation

**Admission and other Procedures:**

It is mandatory that all students who get allotment should report for admission at the Institute concerned after remitting the requisite fee due to University through the Online Payment Gateway. Candidates can download the allotment memo only after remitting the fee due to University through the Online Payment Gateway available in the website. Those who fail to do this will be treated as Not Joined and further claim for admission by these applicants will not be entertained.

However, considering the current scenario of Covid - 19 Pandemic, candidates are exempted from reporting to the Institutes physically. Instead they should contact the Institute to which they are allotted and wish to secure permanent admission and remit the fees to be remitted at the Institute through any of the online mode suggested by the Institutes. Those who wish to take temporary admission may do so by availing the option provided in the online application after remitting the requisite fee due to University. The Institute authorities after verifying the digital copies of the documents provided online in the Institute panel may admit/reject the candidate as the case may be.

The students who get admission in their first option should remit the fee applicable to the course in the institution at the time of admission. Those students who decide to seek permanent admission by cancelling the higher options also shall remit the fee in the institution. Those who retain higher options need not pay any fee in the institution at the time of admission. However, in the second allotment, they should remit the fee applicable to the programme secured in the higher option (except SC/ST candidates) and join the Institute, and if not secured they should remit the fee applicable to the programme secured in the previous option. The original certificates of only permanently admitted students shall be kept in the respective institutions.

Two Special Allotments will be conducted for SC/ST candidates. SC/ST candidates who secure allotment through CAP and wish to retain their higher options will be permitted to take provisional admission in all allotments upto the first special allotment.

The Institute authorities, after verifying the above documents, shall confirm the online admission granted earlier on the basis of digital documents and make necessary updates in the admission portal. The students who get admission in their first option should remit the fee applicable to the course in the institution at the time of online admission through any of the online mode specified by the Institute. Those students who decide to seek permanent admission by cancelling the higher options also shall remit the tuition fee and confirm their admission.

Institute authorities shall make necessary arrangements to collect fees online to avoid any physical reporting in the current situation of global pandemic. Candidates should not be insisted to report to the Institutes in person unless otherwise notified by the University.

**However, the candidates should produce the original documents before the Head of the institution on any of the suitable dates prescribed for the same after considering the situation prevailing due to Covid -19 contagion.**

**A. Admission to seats which do not come under the purview of Centralized Allotment Process**

For admission to the seats reserved for Persons with Disabilities Quota is given below:

## SCHEDULE OF PD QUOTA ADMISSIONS

Item	Dates
Commencement of Online Registration	15/09/2020
Last date for online application	25/09/2020
Publication of Provisional Ranklist in theCAP Website	28/09/2020
Verification of Applicants credentials by the Institute Authorities	28/09/2020-29/09/2020
Publication of Final Ranklist in the CAP Website	01/10/2020
Admission of Candidates	01/10/2020-07/10/2020

Those candidates, who have passed examinations of other Universities, shall be admitted only if the examinations have been declared equivalent to the qualifying examination of the MG University. The Directors are directed to admit students to the seats earmarked for each category.

The Directors of the Institutes are directed to comply with the above schedules of admission to Integrated Programmes for the academic year 2020-21.

For more details, visit website [www.cap.mgu.ac.in](http://www.cap.mgu.ac.in)

Helpline numbers: **+9188641784, +9188651784**

**Dr.Prakash Kumar B.**

Registrar

Copy to:

1. TheDirectorsof Institutes
2. PS to VC/PVC
3. PA to Registrar/CE/FO
4. PRO for issuing a press release
5. Enquiry/FRIENDS
6. AC.AI/AC. AVII/AC.B VI/AC.A V/System Administration Wing
7. AR/DR/JR- Acad
8. Stock file /file copy