

MBA (Business Economics) Admission, 2018-19

Important Instructions for Candidates

Candidates selected for admission to MBA (BE) Programme, 2018-19 may note the following :

1. Admission to the Programme involves the following Steps :

Step 1 : Verification of all Original Documents : Candidates will be allowed to fill in the Admission Form after verification of all relevant documents (list of Documents required appear below). These documents must be verified at the Department Office (Room No. 229, 1st Floor, Arts Faculty Building, University of Delhi South Campus) from Monday to Friday between 10 a.m. to 1:00 p.m. and 2:00 p.m. to 3:00 p.m.

Step 2 : Payment of Fees : The Fees payable is Rs.12376.00/- for students of Delhi University (DU) Students and Rs. 12426/- for Non DU Students (Rs.50/- being enrolment fees for non- D.U. students). Fees are payable via Demand Draft in favour of "Director University of Delhi South Campus" to be submitted in the Department at the time of admission.

2. Candidates must bring the following:

- i. Original certificate (with attested copy) showing date of birth (10th marksheet)
- ii. Original certificate (with attested copy) (12th marksheet)
- iii. Original mark-sheet (with attested copy) of graduation
- iv. Migration Certificate (for Candidates, not belonging to Delhi University)
- v. Caste/Category Certificate etc. in original and a photocopy (if applicable)
- vi. Character Certificate from the institution last attended
- vii. One passport size photographs and fees Rs.12376.00

3. OBC candidates have to submit the following as a proof for the support of Non-Creamy Layer:

1. Copies of last three years income tax return/Copies of last three years Income Certificate from the employer.
 2. An Affidavit on Rs.10/- Stamp Paper with undertaking about Non-Creamy Layer.
4. Office, Dept. of Business Economics, phone no. is (011) 24111141.
5. Candidates who wish to apply for on-campus hostel accommodation have to apply separately at the Hostels (**Geetanjali for Women and Aravali and Saramati for Men**), after completing admission formalities. Forms / Information etc. in this regard are available at the hostels.
6. An **Orientation programme** is scheduled to be held on 19th July, 2018 from 11:00 am in Room No. 117, Arts Faculty Bldg, University of Delhi South Campus for all students admitted to First year of the MBA (BE), 2018.

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25/7/18