



प्रवेशनिदेशालय/Directorate of Admissions

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निदेशक/Director

MANUU/DoA/F.No.47/Admissions 2024-25/491

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**Schedule and Procedure for Conduct of Online Admission for Graduation Courses through CUET**

The National Testing agency has conducted Common University Entrance Test (CUET-UG) - 2024 for Admission to Undergraduate Programmes into Central Universities and other participating Universities / Institutions/ Organizations / Autonomous Colleges. The Results have been declared.

**Standard Operating Procedures (SOP to be followed to fill the seats):**

- Candidate must have studied Urdu as a subject/language or in 10<sup>th</sup> /10 + 2 level or equivalent Madrasa courses with Urdu as a medium of instruction. (Please refer to the Prospectus - 2024).
- Please refer to page no. 32 & 33 for course specific required qualifications for B.A. (Hons/ Research), B.A. JMC (Hons/ Research), B.Com (Hons/ Research), B.Sc. (Hons/ Research) Physical Sciences, B.Sc. (Hons/ Research) Life Sciences, B.Voc (MIT), B.Voc (MLT) & B.Voc (ETT).
- CUET score (General Test) will remain the primary criteria for admitting seats.
- The following preferences criteria will be adopted to fill the seats:
  - I preference will be given to the applicants who appeared in CUET, selected MANUU, appeared in General Test & Urdu Test.
  - II preference will be given to those applicants who appeared in CUET, did not select MANUU, but appeared in General Test & Urdu Test.
  - III preference will be given to those applicants who appeared in CUET, selected MANUU, but appeared CUET with other domain subjects.
  - IV preference will be given to those applicants who appeared in CUET, did not select MANUU, but appeared in CUET with other domain subjects.
  - V preference, if still seats remain vacant, candidates who did not appear in CUET will also be considered, Merit will be based on the total marks obtained in Intermediate / +2 / Equivalent.

**The Schedule for admission into UG Programmes for Candidates for UG Admissions is as follows:**

Programme	1 <sup>st</sup> Phase			2 <sup>nd</sup> Phase		
	Release of 1 <sup>st</sup> List	Certificate Verification	Fee Payment	Release of 2 <sup>nd</sup> List	Certificate Verification	Fee Payment
B.A. (Hons/Research) B.A JMC (Hons/Research), B.Com (Hons/Research)	21 <sup>st</sup> Aug 2024	23 <sup>rd</sup> Aug 2024	24 <sup>th</sup> - 25 <sup>th</sup> Aug 2024	26 <sup>th</sup> Aug 2024	28 <sup>th</sup> Aug 2024	29 <sup>th</sup> - 30 <sup>th</sup> Aug 2024
B.Sc. (Hons/Research), B.Voc.(MIT/MLT/ETT)						

\*Note: Classes commence from : 02<sup>nd</sup> Sept, 2024



**Procedure for registration and Applying:**

- The candidates who have (1) opted for MANUU in CUET and qualified (2) those who have qualified in CUET but not opted for MANUU (3) those who have not appeared in CUET have to register and apply on MANUU admission portal by using the link <https://manuucoe.in/CUETAdmission/> from 12<sup>th</sup> Aug, 2024 to 20<sup>th</sup> Aug, 2024.
- Candidate's registration process consists of entry of basic profile of the candidate-
  - i. Personal Details
  - ii. Address Details
  - iii. Guardian Details
  - iv. Uploading Photo and Signature
- After successful registration, candidate has to log into the admission portal and fill in required details based on the programme chosen during CUET registration.
- Candidate has to provide/upload mandatory details and documents with respect to course selected by him/her.
  - \*Proof of Urdu as a language/subject/medium at 10<sup>th</sup>/12<sup>th</sup> or equivalent Madarasa courses with Urdu as medium of instruction approved by MANUU.
  - \*Marks sheet of 10<sup>th</sup>/SSC/equivalent Board Examination.
  - \*Marks Sheet of qualifying examination (12th Class).
  - Transfer certificate (from the Institution last studied).
  - \*Valid Category certificates SC / ST / OBC / EWS (as per format prescribed by Government of India), if applicable.
  - \*Valid Special category certificate (Kashmiri migrant / PWD / Children of Armed Personnel / Sports / NCC / NSS) if applicable.
  - Bonafide / Character certificate (from the institution last studied).
  - \*CUET result sheet/ + 12 marksheet for non CUET candidates.

**Note: \* Mandatory as relevant.**

- While uploading the certificates, selected candidates are required to update their mobile phone and email through which they could be contacted.
- In case any candidate finds difficulty in uploading of certificates he/she may send an e-mail to [admissionsregular@manuu.edu.in](mailto:admissionsregular@manuu.edu.in) for assistance.
- As the B.A. (Hons/Research) is offered at (1) Hyderabad campus (2) Lucknow (3) MANUU Model School Campus, Faluknama, Hyderabad (Evening college) (4) Varanasi campus (5) Bhopal campus and (6) Darbhanga campuses the candidate are requested to fill their campus preference in the application form.
- For further admission related updates please join and check telegram channel [https://t.ly/A\\_Alc](https://t.ly/A_Alc).

  
निदेशक / Director  
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