



Prof. Vanaja M  
Director

MANUU/DoA/Admissions 2025-26/F.No.52/2025-26/

July 24, 2025

### NOTICE

As you are aware that Spot Admissions for ET based programmes for the 2025-26 is scheduled on 31st July, 2025 at respective Satellite Campuses/ CTE's and Polytechnics, following instructions are to be taken care of by the concerned.

### SOP for Entrance Based Courses (Spot Admissions)

- 1) All candidates who have qualified Entrance Test and desiring to take admission in ET based courses (through Spot Admission) will have to be physically present at the concerned Departments/Satellite Campuses (in person) on 31st July, 2025 for Document Verification.
- 2) The candidates will have to report in person (for physical certificate verification) at the respective CTEs/Colleges from 10.00 am to 1.00 pm with the following documents:
  - \*Proof of Urdu as a language/subject/medium at 10th/12th /Graduation or equivalent from Madarasa Board.
  - \*Marks sheet of 10<sup>th</sup>/SSC/equivalent Board Examination.
  - Marks sheet of 12<sup>th</sup> Board Examination.
  - \*Marks sheet of qualifying examination.
  - Transfer certificate (from the Institution last studied).
  - Migration certificate (from the Institution last studied).
  - \*Valid Category certificates SC / ST / OBC / EWS/PWD (as per format prescribed by Government of India), if applicable.
  - Bonafide / Character certificate (from the institution last studied).

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

- 3) The candidates are requested to check the vacancy position and apply accordingly, mere attending counseling does not guarantee seat. University will not pay any travelling allowances.
- 4) The document verification forms will be sent to the concerned by the Directorate of Admissions and the Proforma for submitting the reports of Spot admissions will be shared by the Directorate of Admissions to the concerned Head/Principal/Dean.
- 5) The Schedule for Spot admission for ET based Programs 2025-2026:

Activities	Dates
Document verification at concerned Department /CTE/Polytechnic	31 <sup>st</sup> July, 2025
Display of eligible / selected candidates (ET rank will be the basis of selections)	02 <sup>nd</sup> Aug, 2025
Fee Payment	2 <sup>nd</sup> and 3 <sup>rd</sup> Aug 2025
Reporting to classes	04 <sup>th</sup> Aug, 2025

Director  
Directorate of Admissions