COLLEGE OF ENGINEERING GUINDY CAMPUS, ANNA UNIVERSITY, CHENNAI - 600 025
MBA (REGULAR, SELF SUPPORTING & PART TIME PROGRAMME) ADMISSION 2017-2018

SI No.	DETAILS	Regular Programme (MBA - 2 yrs) General candidate Amount (Rs.)	OS candidate Amount (Rs.)	TN SC/ST Amount (Rs.)	General differently Abled Amount Rs.	Self Supporting Programme MBA Tourism Management (2yrs) General candidate Amount (Rs.)	OS candidate Amount (Rs.)	TN (SC/SCA/ST candidate whose parental annual income above 2.5 lakhs)	Post Matric Scholarship (For TN SC / SCA/ ST candidates) *	General differently Abled Amount Rs.	Self Supporting Programme MBA - Part time (3yrs) General candidate Amount (Rs.)	OS candidate Amount (Rs.)	TN SC/ST Amount (Rs.)	General differently Abled Amount Rs.
I	**At the time of Admission**													
1	Admission Fee	300	300	300	-	300	300	300	-	-	300	300	300	-
2	Regulation and Syllabus Fee	200	200	200	-	200	200	200	-	-	200	200	200	-
3	Provisional Certificate and Degree Certificate	1000	1000	1000	-	1000	1000	1000	-	-	1000	1000	1000	-
4	Personality and Character Development Programme	500	500	500	-	500	500	500	-	-	500	500	500	-
5	Placement and Training Charges	1200	1200	1200	-	1200	1200	1200	-	-	-	-	-	-
6	Sports Affiliation Fee	200	200	200	-	200	200	200	-	-	-	-	-	-
7	N.S.S. Fee	10	10	10	-	10	10	10	-	-	10	10	10	-
8	Valar Tamil Mandram Development Fund	50	50	50	-	50	50	50	-	-	50	50	50	-
9	Smart Card Fee	500	500	500	500	500	500	500	500	500	500	500	500	500
10	Co-operative Society Membership Fee	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
11	Recognition, Registration and Enrolment Fee	1200	1700	1200	1200	1200	1700	1200	1200	1200	1200	1700	1200	1200
	Total	**7160**	**7660**	**7160**	**3700**	**7160**	**7660**	**7160**	**3700**	**3700**	**5760**	**6260**	**5760**	**3700**
II	**Caution Deposit (Refundable)**													
1	Institutional Deposit	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000
2	Library Deposit	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000
	Total	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**	**9000**
III	**Payable Every Semester**													
1	Tuition Fee	12500	12500	-	-	22000	22000	-	-	-	8000	8000	8000	-
2	Development Fee	1500	1500	1500	-	5000	5000	5000	-	-	3000	3000	3000	-
3	Library Fee	500	500	500	-	500	500	500	-	-	500	500	500	-
4	Computer Charges	1500	1500	1500	-	5000	5000	5000	-	-	1500	1500	1500	-
5	Lab Contingency Charges	1500	1500	1500	-	3000	3000	3000	-	-	1500	1500	1500	-
6	Educational Media Charges	200	200	200	-	500	500	500	-	-	500	500	500	-
7	Internet Society Fee	200	200	200	-	200	200	200	-	-	200	200	200	-
8	Sports & Games Fee	100	100	100	-	200	200	200	-	-	-	-	-	-
9	University Cultural and Professional Society Fee	100	100	100	-	100	100	100	-	-	100	100	100	-
10	Student Accident and Medical Relief Fund	150	150	150	-	500	500	500	-	-	500	500	500	-
11	Registration and Enrolment Fee	200	200	200	-	500	500	500	-	-	500	500	500	-
12	YRC / Army Flag Day Subscription	10	10	10	-	10	10	10	-	-	10	10	10	-
13	Institutional charges	2500	2500	2500	-	2500	2500	2500	-	-	2500	2500	2500	-
14	Industrial Visit (Applicable every ODD Semester only)	500	500	500	-	500	500	500	-	-	-	-	-	-
	Total	**21460**	**21460**	**8960**	**0**	**40510**	**40510**	**18510**	**0**	**0**	**18810**	**18810**	**18810**	**0**
	Grand Total I + II +III	**37620**	**38120**	**25120**	**12700**	**56670**	**57170**	**34670**	**12700**	**12700**	**33570**	**34070**	**33570**	**12700**
	Amount paid at the Time of Counselling	5000	5000	1000	5000	5000	5000	1000	1000	5000	5000	5000	1000	5000
	Amount to be paid Through Online	32620	33120	24120	7700	51670	52170	33670	11700	7700	28570	29070	32570	7700

* 1) SC/SCA/ST students who belong to 2.5lakhs and below annual income should compulsory submit their original income certificate at the time of admission.

2) SC/SCA/ST converted Christian students who belong to 2.0 lakhs and below annual income should compulsory submit their original income certificate at the time of admission

3) Sports affiliation fee is applicable for MBA (Regular & Tourism Management) from 3rd semester for Rs.50/- only

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INSTRUCTION TO CANDIDATES FOR MBA Programmes 2017 - 18

The Students who are getting allotment to MBA Programmes at College of Engineering Guindy Campus through counseling, are directed to report for admission on **17.08.2017 at TAG Auditorium**, College of Engineering Guindy Campus, Anna University, Chennai 600 025 as per the following schedule.

SI.No.	PROGRAMME	DATE	TIME
1	MBA (Regular)	17.08.2017	09.30 A.M
2	MBA (Tourism Management)		10.30 A.M.
3	MBA (Part Time)		11.30 A.M.

THE FOLLOWING DOCUMENTS IN ORIGINAL AND FEES RECEIPT PAID THROUGH ONLINE BE PRODUCED AT THE TIME OF ADMISSION WITHOUT FAIL.

1	Allotment Order	
2	Counseling Call Letter	
3	Entrance Examinations Hall Ticket	
4	Entrance Examinations Mark Sheet	
5	Transfer Certificate	Three Photocopies & Original
6	Conduct Certificate	
7	Degree or Provisional Certificate	
8	Community Certificate	
9	Income Certificate (for all SC / SCA / ST candidates)	
10	Date of Birth (Proof – 10th Mark Sheet)	
11	Mark Sheets of all semesters/ Consolidated marksheet	
12	Medical Fitness Certificate at Anna university only	Two Photocopies & original
13	Aadhar card	
14	Passport Size Photograph	Four Copy

(LIMITED HOSTEL FACILITY AVAILABLE FOR BOTH BOYS AND GIRLS)

Date and Time as mentioned in the allotment order

The first year classes will commence on **21.08.2017.**

DEAN, CEGC
DEAN
College of Engineering, Guindy,
Anna University, Chennai-600 025.

I. Procedure for Registering Mobile Number

Important Note :

The mobile number registered here will be used for all communications in future. This mobile number will be printed on the SMART CARD. DO NOT register temporary mobile number. After registration, if you want to change the mobile number, you have to apply through the Dean of the college.

Step 1 :Go to www.aukdc.edu.in (Google chrome is the preferred browser but all latest browsers are supported.)

Step 2 :Select Mobile Registration.

Step 3 :Enter application number, Date of Birth and click "LOGIN".

Step 4 :Enter the mobile number to be registered.

Step 5 :Click "Send OTP".

Step 6 :Enter the OTP, you have received in your mobile.

Check the message displayed on the screen.

II. Procedure for Registering E-Mail Id

Important Note:

The e-mail id registered here will be used for all communications in future. DO NOT register temporary e-mail id.

Step 1 :Go to www.aukdc.edu.in (Google chrome is the preferred browser but all latest browsers are supported.)

Step 2 :Select e-mail registration.

Step 3 :Enter the Captcha.

Step 4 :Enter application number and D.O.B.

Step 5 :Enter e-mail id to be registered.

Step 6 :Click "Send OTP".

Step 7 :Enter OTP, you have received in your mail.

Step 8 :Click "Register".

Step 9 :Set password according to the mentioned requirements.

Step 10 :Enter the same password in confirm password.

Step 11 :"Click set password". Check the message displayed on the screen.

III. Procedure for filling the student smartcard through online

Important Note : Scan the original documents **with 75 DPI resolution**. The size of a single file should be **less than 150 kb** . **DO NOT** scan the documents using **cam scanner or mobile**. All the documents except photo and signature, **should be in PDF** format only. Photo and signature should be **less than 50 kb** and in **JPEG** only.

Before proceeding to pay admission cum term fees, student have to fill the data for smartcard.

Step 1 :Go to www.aukdc.edu.in, Knowledge Data Centre website (Google chrome is the preferred browser but all latest browsers are supported.) Click Smartcard from quick links.

Step 2 :Enter the captcha.

Step 3 :Select Forms.

Step 4 :Select UG/PG/Lateral Admission, enter your application number, D.O.B and click "Submit".

Step 5 :View admission data

Step 6 :Fill personal academic details using "Add/Edit" personal option

Step 7 :Click "Submit" button to save.

Step 8 :Check the entered details on the screen. To update use "Edit" button. To complete the data entry click "Freeze" (You cannot update after clicking "Freeze" button.)

Step 9 : Upload all the necessary Original certificates scanned copy in the format Prescribed.

Step 10 :Verify each uploaded files for readability and relevance.

Step 11 :Freeze each uploaded certificate.

Step 12 :Generate PDF file with "Tentative" water mark.

IV. Procedure for paying admission cum term fees through online using Internet Banking.

All students of MBA degree program must pay the semester fee through online payment only.

Step 1 :Go to www.aukdc.edu.in, Knowledge Data Centre website (Google chrome is the preferred browser but all latest browsers are supported.)

Step 2 :Select (Click) "Fees" on www.aukdc.edu.in

Step 3 :Enter the Registration / Application Number, Date of Birth and press login button. The respective student's particulars will be displayed on the webpage. If all the shown information is correct then press "Pay Fees".

Step 4 :After clicking Pay Fees, the user will be requested to select a bank for payment on the webpage and proceed to the respective bank's website for payment (if internet banking enter the login name, password and Proceed).

Step 5 :On successful completion of the transaction, the candidate can take a temporary receipt of the payment for further reference. A signed copy of the receipt will be available in the same portal within 48 working hours.

NOTE :   1. The signed receipt copy must be produced at the time of admissions.

2. For making payment, at zero transaction charges, the candidate may require an Internet Banking Account in any one of the following banks.
(I) State Bank of India (II) Indian Overseas Bank (III) Indian Bank (IV) Canara Bank.

3. Other mode of payments may require transaction charges as indicated in the web portal.

The online fee payment will be made available from **08.08.2017 to 11.08.2017**
For any clarification on datasheet, admission cum term fees contact **044-22357091, 044-22357092.**

V. RULES FOR REFUND OF FEES

Sl.No	Fees Refund	Procedure
1	Full fees Refund	The candidates who have admitted and paid the 1st semester fees but not reported on that date of enrollment*
2	50 % of one time fee, Semester fees (Section 1 & 3 of fees structure) & Refundable deposit	The candidate enrolled on the date of class commence and wishes to quit the programme with in 2 weeks (14 days)
3	Only Refundable Deposit amount	The candidate enrolled on the date of class commence and wishes to quit the programme after 2 weeks (14 days)

* Enrolment means the date of opening of the institution.

Director - KDC