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**BENGALURU
CENTRAL UNIVERSITY**

Central College Campus, Dr.B.R. Ambedkar Veedhi, Bengaluru – 560 001.
Ph.No: 080-22961016, E-mail ID: registrarbcu@gmail.com

No: BCU/PG/Adm/MBA/MCA/2024-25   Date: 13.02.2025

To,

The Chairperson / Principals,

BCU School of Management and Affiliated Post Graduate
Colleges of Bengaluru City University,
Bengaluru.

Sir / Madam,

> **Sub**: Approval of admission to MBA (Day and Evening)/ MCA Courses for
> the Academic year 2024-25.
> **Ref**: Approval of the Vice Chancellor dated:12.02.2025.
> *****

The Admission approval process for the MBA and MCA for the Academic year 2024-25 will be commencing from 17.02.2025 to 20.02.2025. The Chairperson/Co-ordinators of University Departments and Principals of affiliated Colleges to follow the procedure laid down hereunder scrupulously.

Admission Approval Procedure:-

1) The Chairperson of BCU School of Management/ Colleges are required to submit the duly attested photocopies of all original supporting/ necessary documents with seal and signature and Entrance allotment copy, at the appropriate place indicated in the application along with the relevant original documents with fee challan for verification on the day of approval of admission.

2) The order in which documents are to be submitted is as follows:-

   a) One copy of consolidated UUCMS admission statement along with photo and signature at the appropriate statement of fee paid, course wise and semester wise separately along **with NEFT(A/c No: SBI 37788668831, IFSC Code:SBIN0040007) in favour of The Finance Officer, Bengaluru City University, Bengaluru,** should be submitted to the Finance Officer, Bengaluru City University, Central College Campus on the day of admission approval.

   b) Affiliation order issued by the Bengaluru City University for each course for the year 2024-25.

c) Marks Cards, Transfer Certificate / Migration and Eligibility Certificates (for foreign students only) PDC, Caste Certificate in original, Rank Cards of entrance examination obtained in respect of MBA and MCA students.

d) Original Passport, Visa, Immigration Stamping entry into India along with Marks cards and Transcripts for languages other than in English, Equivalence Certificate issued by Association of Indian Universities in respect of Foreign Nationals.

e) Admission slip of each student issued in respect of MBA /MCA by the KEA-PGCET and by Bengaluru City University in respect of PG Course.

f) Eligibility Criteria for MCA:

I. The candidates shall have passed Bachelor Degree with **not less than 50%** of marks with **Mathematics/ Statistics / Computer Science / Computer Programming / Computer Applications / Business Mathematics/ Business Statistics** as one of the Optional or Electives at degree level. Provided further that, in respect of a candidates who has studied and passed one of the subjects specified in the first provision in the Pre-University course with 50% of marks in that subject also be considered for admission.

II. For lateral entry of MCA candidates who has passed recognised Bachelor's Degree of minimum of 3 years duration examination B.Sc (I.T/ Computer Science) with Mathematics at 10+2 level or at Graduate level and obtained an aggregate minimum of 50% marks taken together in all the subjects in all the years of the Degree Examination is eligible for admission to MCA courses (45 % of marks in Q.E in case of SC/ST and Category-1 of Karnataka Candidates) No Part Time Courses are offered for MCA.

g) Eligibility Criteria for MBA

MBA (Regular):-

A Candidate who has passed Bachelor Degree examination with not less than 50% of marks in aggregate in all the three years of Degree.

MBA (Evening):-

i. A Graduate Degree under 10+2+3 or 10+2+4 patter under any discipline securing at least 50% marks in aggregate including languages from a recognised University

ii. Honours Degree through 10+2+4 pattern from a recognised university under UGc Act having at-least 50% marks in aggregate including languages.

iii. Candidates who have passed Bachelor/ Master degree through Correspondence/ Open University system from this University or from any other University recognised by law are exempted from 10+2 pattern. The duration of the Degree must be 3years / 2 years respectively.

iv.   Candidates who pass Bachelor/ Master degree in any University system in single pattern are not eligible.

v.   After graduation, a minimum of 2 year experience as full-time supervisory in any organisation with a turnover of minimum three million and employing not less than 50 employees. However in the case of a teacher working in the University or affiliated colleges, two years of full time teaching experience is essential.

h)   The original challan of all the students allotted by PGCET shall be furnished towards reimbursement of fee on the day of admission approval.

3)   To submit separate **NEFT (A/c No: SBI 37788668831, IFSC Code:SBIN0040007)** in favour of the Finance Officer, Bengaluru City University, Bengaluru, towards admission fee (Course wise) as per the copy enclosed herewith.

4)   In case, it is found that any Colleges / Department has admitted **In-eligible** candidates or candidate without requisite percentage of marks, such of the colleges /departments will be liable for a penalty of Rs.10,000 /- per candidate, and the candidate's admission will not be approved and other punitive measure as deemed fit will be initiated.

5)   Colleges have to submit the admission statement and the above said document on the day of admission approval. Date of Admission approval 17.02.2025 to 20.02.2025. Time: 10.30.am to 05.30.pm.

Your co-operation in this regard is solicited.

Yours faithfully

REGISTRAR

Copy to:

1. PS to VC/Registrar / Registrar (Evaluation), Bengaluru City University, Bengaluru.
2. Finance office, BCU has to Certify the NEFT details and issue of receipts to the Colleges on the day of Approval.
3. BCU Website.
4. Office Copy/Guard file.