

Frequently Asked Question (F A Q)

SECTION - 20

Q1. Whether any hard copy of Application to be issued?

Ans: No. Apply through online only.

Q2. Can I save my online application part by part?

Ans: Yes, you can save part by part. You can get back the previous part (if saved).

Q3. When printed copy of Application and documents to be submitted?

Ans: For the Candidate Part-A Candidates (C.U. Graduates) will submit printed copy of Application and other testimonials after admission as notified in Admission Schedule.

For the Candidate Part-B Candidates (Non C.U. graduates) will submit printed copy of application and other testimonials to be notified in the Admission Schedule.

Q4. I submitted online Application. How I will pay Application Fee?

Ans: There shall be no Application Fee for this year.

Q5. I am a CU candidate. In my Mark sheets both Marks Grade Point and CGPA/OGPA are mentioned - which one shall I consider to put the marks in the Application?

Ans: When marks and Grade Point both are mentioned, calculate Total Marks obtained (CC+DSE+SEC) in Sem (I+II+III+IV+V+VI) and Full marks of (CC+DSE+SEC) in Sem (I+II+III+IV+V+VI)

Q6. I am a NON CU candidate. In my Mark sheets both Marks Grade Point and CGPA/OGPA are mentioned - which one shall I consider to put the marks in the Application?

Ans: When marks and Grade Point both are mentioned, consider Grade Point and Credit. Calculate CGPA/OGPA for Honours subject, as per the Calculation Sheet (available in the website) then calculate % of Marks obtained (= Calculated CGPA x 10). Accordingly put Marks obtained. Then full Marks will be 100. Similarly calculate the % of marks obtained in GENL / GE papers.

Q7. I am a NON CU candidate. In my Mark sheets Letter Grade are mentioned only- how shall I calculate CGPA?

Ans: Take a Declaration from your University/College/Department what are the equivalent Numeric Grade of respective Letter Grade. Then calculate the CGPA and % of Marks as above.

Q8. I am a NON CU candidate. In my Mark sheet there is no mention of Honours Subject/paper or CC/DSE/SEC separately - how shall I calculate CGPA/OGPA for Honours subject?

Ans: Take a Declaration from your University/College/Department mentioning the papers which will be consider as the Honours/Major subject and then calculate % of marks accordingly, as mentioned above.

Q9. Where the Format of Calculation sheet available?

Ans: Available on the admission portal.

Q10. Is there any SAMPLE of CALCULATION of % of Marks available?

Ans: Yes, available on the admission portal as SAMPLE of CALCULATION of % of MARKS.

Q11. What are the documents I have to upload during online application?

Ans: i) All mark sheets (Self attested) of 10th, 12th, Graduation (All Semesters) etc, ii) Admit card / Certificate of 10th standard as proof of Date of Birth, iii) Aadhar Card, iv) SC/ST/OBC-A/OBC-B/PWD certificate if applicable.

Q12. Who can attest documents?

Ans: Self Attested copy to be submitted. Candidate must sign all pages of printed copy of Application form and documents.

Q13. I have wrongly uploaded documents / photo / signature on the admission portal, what can I do?

Ans: You may upload again before last date of submission.

Q14. I have given wrong information on my application, what can I do?

Ans: You may edit again before last date of submission.

Q15. I have submitted more than one application forms, what can I do?

Ans: Mail to Help Desk to block the extra application form(s).

Q16. How will I know the status of my application?

Ans: You have to follow website notice and student portal.

Q17. What is the role of acknowledgement slip?

Ans: It is required at the time of submission of printed copy of application and documents.

Q18. Can I pay fees at the time of admission through Cash?

Ans: No. Fees at the time of admission can be paid only through on-line mode.

Q19. I have paid my fees - how can I get a receipt of the admission fee deposition?

Ans: Download e-receipt from the system.

Q20. What is the need of e-receipt?

Ans: You have to attach a copy of the e-receipt with your printed copy of application and other documents, when asked for.

Q21. I have paid Fees. I have got e-receipt of payment but my payment status remains Pending?

Ans: For payment status update may take 2/3 working days. If not updated after 2/3 days contact Technical Team or Email: cuadmissionmscbtech@gmail.com

Q22. Whom shall I contact for any problem?

Ans: See Contact US / Help Desk.