मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी مولانا آزاد نیشنل اُردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University, accredited "A" Grade by NAAC)

MANUU/DOA/F. No.03/2020-21/862   17th November, 2020

Notice

Sub: 2nd Phase schedule for conduct of online counselling of Merit based programs 2020-21.
Ref: Approval of the Incharge Vice-Chancellor's dated: 16/11/2020.

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2nd Phase of Admission Schedule for Merit Based Programmes

S.No.	Merit based programs	Release of 2nd List	Certificate Upload by the student - Online	Counselling- Online verification of Certificates	Fee Payment
1	UG & PG	20th Nov	21st – 23rd Nov	24th – 25th Nov	26th – 27th Nov

Procedure for Conduct of Online Counselling of Merit based programs

1. The selected candidates will have to upload the following certificates on **21st to 23rd November**, 2020 through their application ID credentials on the Admission portal:
   - *Proof of Urdu as a language/subject/medium at 10th/12th /Graduation or equivalent from Madarasa courses with Urdu as medium of instruction and recognized by MANUU.
   - *Marks sheet of 10th/SSC/equivalent 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 (format prescribed by Government of India) if applicable.
   - *Valid Special category certificate (Kashmiri migrant/PWD/Children of Armed Personnel/Sports).
   - Bonafide/Character certificate (from the institution last studied).
   Note: * Mandatory as relevant.

2. While uploading the certificates, selected candidates are required to update their mobile phone and email through which they could be contacted.

3. On the scheduled date of Certificate verification the HoD of the Department along with a Verification team, constituted by HoD, would access the student's data and verify the uploaded certificates. The team would approve the candidates eligible for provisional admission and in case of any clarification required would contact the student to do so with the telephone number provided in Admission portal.

4. On the day of Certificate verification **(24th and 25th November, 2020)** candidates are required to be alert and available to respond for any clarification sought by the Department Verification team.

5. If the verification officer finds all the certificates in order an SMS/e-Mail will be sent to the candidate to pay the required fees through their application login ID.

6. The last Date for fee Payment is **27th November, 2020.**

7. In case of non mandatory certificates time would be given for submission till 30th November 2020.

8. In case any candidate finds difficulty in uploading of certificates he/she may send an email to admissionsregular@manuu.edu.in. and dir.cit@manuu.edu.in with scanned copies of all required documents for upload.

MANUU extends good wishes to all prospective student applicants and hopes everyone is following the prescribed COVID-19 guidelines. Stay at Home Stay Safe.

Registrar I/c

Copy to:
1. Office of Vice Chancellor/ Registrar
2. Director, CIT for uploading on website