

**Centre for Distance and Online Education (Formerly ICDEOL),
Himachal Pradesh University, Summer Hill Shimla-05
"Academic Session 2024-2025"**

Dated: 19-03-2025

Counselling Schedule for MBA

Please read following instruction/information carefully, so that there is no problem on the day of counselling and to avoid any inconvenience.

- The candidates must bring printout of **"Online Application Form" Original Marks Sheet/Consolidated Marks Sheet of Class 10th, 12th, Graduation, SC/ST/PH Certificate (in case of Reserve Category), and other required documents (if any)** along with **one set of photocopy** and one passport size photograph at the time of counselling.
- No TA/DA will be paid for attending the Counselling.
- Admission on to MBA shall be open to the any Bachelor's degree holders of an University established under the law in India, with at least 50% marks (45% marks in the case of Scheduled Caste/Scheduled Tribe candidates)
- 120 points Reservation Roaster (**Gen, SC, ST, PH, EWS**) of Himachal Pradesh University is being followed for making admissions to MBA course. Reservation will only be given to H.P. Domicile Candidates.
- The candidates, who will get admission to MBA Course, have to deposit the requisite fee (**Rs. 18300/- Each semester**) H.P. University mentioned in the prospectus at page No.50. Semester fee through Debit Card / Credit Card / Net-Banking after confirmation of their admission on the day of counselling. **No extra time will be given to deposit the fee.**
- The candidates who are unable to attend their counselling may authorize the other individual or their relatives for attending the counselling along with all original necessary documents, and authority letter in original.
- Mere calling for personal Counselling will not entitle a candidate for admission to MBA course. The personal Counselling is organized to verify the original documents so as to ensure the eligibility of the candidates strictly as per H.P. University norms.
- Admission of a student can be cancelled at any time/stage, if it is found that he/she has furnished incorrect information or has suppressed facts to secure admission.
- Candidates are also directed to bring CGPA conversion formula of their respective University from where they have obtained the Graduation Degree.

Sr. No.	Date & Time	% age in Graduation	Category	Venue
1.	25-03-2025 10.30 A.M. onwards	All Candidates	All Categories (including General and all reserve Categories)	Ground Floor, ICDEOL Building, H.P. University.

Note: -

- 4) Candidates are advised to attend the counseling as per above mentioned schedule. The candidates who fail to attend the counseling on the scheduled date of their respective category will not be entertained next day.
- 5) *The candidates who have passed their degrees from other Universities through **Distance mode** must submit the Territorial Jurisdiction Certificate at the time of Counseling. If, any candidate is not able to produce this certificate at the time of counseling he or she will not be entertained.*
- 6) If, seats will remain vacant in the 1st round, **2nd round will be scheduled on 27-03-2025** which will be notified on **25-03-2025 (Evening)**.


 Director
 ICDEOL, H.P. University
 Himachal Pradesh University
 Date: 19-03-2025


 Coordinator (MBA)

To whom it may concern

This is to certify that Mr. / Ms.....S/o. D/o
..... Completed his/ her (graduation).....
under Exam Roll no. session... ..Affiliated
University..... within the territorial jurisdiction of the
concerned state.

Head of the Institution with Seal