



# ANNA UNIVERSITY, CHENNAI - 600 025

## APPLICATION FOR ADMISSION TO M.B.A DEGREE PROGRAMME (2011 - 2012)

### NOTE:

1. Read the "Information & Instructions to the Candidates" carefully before filling the application form
2. Fill up the application form legibly in block letters and encircle the code number applicable to you.
3. Last date for receipt of completed application is 30.6.2011
4. **Separate application has to be filed for (1) M.B.A (2) M.B.A (Hospitality Management - SS) and (3) M.B.A. (Part Time-SS) programme.**

1) TANCET 2011 (MBA) Reg. No.:

(copy of the Hall-Ticket to be enclosed )

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1(a) Programme applied for:

MBA	MBA (Hospitality Management)	MBA (Part-Time - SS)
1	2	3

2(a) Name \_\_\_\_\_  
(in Block letters with initials at the end)

2(b) Name of Father / Guardian: \_\_\_\_\_

2(c) Address of the candidate for communication

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PIN \_\_\_\_\_

Phone No. with STD code: \_\_\_\_\_ Mobile No. \_\_\_\_\_

3) Date of Birth: (as entered in SSLC or its equivalent)  
(copy of the certificate to be enclosed)

Date	Month	Year

4) Gender

Male	Female
1	2

5) Community

(copy of permanent community certificate card must be enclosed except for 'OTHERS' category)

ST	SC	SC (Arunthathiyars)	MBC/DNC	BC	BC (BC Muslim)	OTHERS
1	2	3	4	5	6	7

5a) Name of the Community : .....

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5b) Code No. of Community (as given in Annexure of Information & Instruction to candidates)

**Note:** Other state candidates will be classified under 'OTHERS' category only.

Affix a recently taken (5 cm x 4 cm) Photograph. (must be from the same negative as used for the photo in the Hall Ticket for TANCET).

Photograph should be attested by an officer of Grade A / B or by the Head of the Institution last attended.

6) Nativity	Tamil Nadu	Other State
	1	2

7) Nationality	Indian	Others
	1	2

8) Are you Differently Abled Person?  
(If yes enclose the certificate from the District Medical Board)

Yes	No
1	2

9a) Qualifying Degree

B.E./ B. Tech.	B.A./B.Sc/ B.Com.	M.A./M.Sc/ M.Com	Others
1	2	3	4

Branch/Major Subject: \_\_\_\_\_

9b) Have you studied under (10+2+3/4) or (10+3 years Diploma +3 years Degree) pattern of education

Yes	No
1	2

9c) Duration (in Months) of study of the qualifying degree

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10) Details of School / College studying / studied

Sl. No.	Class	Year of passing	Name of School / College / University	Name of State
1	X Std.			
2.	XI Std.			
3	XII Std. or 3 year Diploma			
4	Degree _____			

10a) Appearance in the Qualifying Examination

Passed	Appearing for final exam in April / May 2011
1	2

10b) Have you passed all the subjects upto prefinal / year of the Qualifying Degree

Yes	No
1	2

11) Average Percentage of marks secured upto Pre-final semester / year in the Qualifying Examination (copies of Mark sheets should be enclosed) (where Grades / Grade points are awarded convert them into marks)

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12) Details of Registration fee

Name of the Bank	D.D. No.	Date	Amount (Rs.)

**Note:** D.D. for Rs. 300/- for General Category (Rs. 150/- for SC/SCA/ST candidate belonging to Tamil Nadu)  
(D.D. should be drawn in favour of "The Director (Admissions), Anna University, payable at Chennai) **Application without Registration fee will be rejected.**

### DECLARATION

All the information furnished above is true to the best of my knowledge. I am aware that any wrong information or suppression of information may result in punitive action in addition to the summary cancellation of my candidature for the Admission.

Place :

Date :

Signature of the Candidate



## ANNA UNIVERSITY, CHENNAI - 600 025

ADMISSION TO M.B.A. DEGREE PROGRAMME (Regular & Part-Time Self-Supporting) 2011 -12

### INFORMATION AND INSTRUCTIONS TO CANDIDATES

**A candidate has to submit a separate application form for (1) MBA.  
(2) M.B.A. (Hospitality Management -SS) and (3) MBA. (Part Time-SS) Degree Programme**

#### 1. PROGRAMME OF STUDY

Master of Business Administration MBA / MBA (Hospitality Management - Self-Supporting) and MBA (Part-Time Self-Supporting) Degree Programmes are offered at the **UNIVERSITY DEPARTMENTS OF ANNA UNIVERSITY COLLEGE OF ENGINEERING GUINDY CAMPUS, CHENNAI - 600 025.**

#### Duration of the Programme and Working Hours

##### 1. M.B.A (Regular) Programme

4 Sem. (2 Academic Years) - 8.30 a.m. to 4.30 p.m.

##### 2. M.B.A (Hospitality Management - SS) Programme

4 Sem. (2 Academic Years) - 8.30 a.m. to 4.30 p.m.

##### 3. M.B.A (Part-Time - SS) Programme

6 Semesters (3 Academic Years)

Week days : From 6.15 p.m. to 9.45 p.m.  
(5 days per week)

#### 2. ELIGIBILITY FOR ADMISSION:

- i. a) A pass in any recognised degree with 10+2+3/4 years pattern and have obtained 50% (45% in case of candidate belonging to reserved categories – BC / BCM / MBC / SC / SCA / ST belonging to Tamil Nadu) at the qualifying examination as per current AICTE norms.  
(or)  
b) A pass in any recognised degree with 10+3 years Diploma + 3 years pattern and have obtained 50% (45% in case of candidate belonging to reserved categories – BC / BCM / MBC / SC / SCA / ST belonging to Tamil Nadu) at the qualifying examination as per current AICTE norms.
- ii. Candidates must have appeared for **Tamil Nadu Common Entrance Test - 2011 (TANCET – 2011) for MBA** conducted by Anna University, Chennai – 600 025.  
  
Candidates appeared for final year / semester examination of the said qualifying degree course in April / May 2011 may also apply for admission.

#### 3. GENERAL INFORMATION

- i) Candidates should carefully fill up the application form.
- ii) All "Other State" Candidates will be classified under 'OTHERS' Category only.
- iii) **HOSTEL ACCOMMODATION IS NOT AVAILABLE**
- iv) Seats are available under Special Reservation for Differently Abled candidates as per Government of Tamil Nadu norms. To avail special reservations under Differently Abled Person category a certificate from the District Medical Board has to be enclosed in the format available in website: [www.annauniv.edu](http://www.annauniv.edu)

#### 4. NATIVITY

Indian Nationals alone are eligible.

Candidates who have studied continuously for 5 years (from XI Standard onwards) in Tamil Nadu will be considered as Tamil Nadu candidates. Candidates who are Native of Tamil Nadu but have studied XI, XII or/ and Degree outside Tamil Nadu have to produce a Nativity Certificate from the Tahsildar of their Native Taluk/District of Tamil Nadu for considering them as Tamil Nadu Candidates.

Other State candidates who have studied 5 years continuously in Tamil Nadu (who have studied XI, XII and degree course) will be considered under open category.

#### 5. COMMUNITY RESERVATION

Tamil Nadu Native candidates alone will be considered for communal reservations and the list of communities eligible to compete against the reserved quota is given in **Annexure**.

- a. Candidates seeking admission against ST / SC / SCA / MBC & DNC / BCM (BC Muslim) / BC quota should obtain the certificate of social status issued by the competent authority in the format (Permanent Community Card) prescribed by Government of Tamil Nadu in the G.O.Ms.No.781 (Revenue Department) dated 2.5.1988. In the case of ST candidates, the community certificate should be issued by the Revenue Divisional Officer / P.A. (General) to the Collector of Chennai / Sub-Collector of the District concerned vide G.O. Letter No. 32061/ADWII/89-2, dated 27.12.1989 and Letter No.21424/ADWIII/94-4, dt.15.11.1994 from the Secretary to Government, Adi Dravidar and Tribal Welfare Department, Chennai 600 009. The Permanent Community Certificates issued to ST candidates by Tahsildars upto 11.11.1989 is valid.
- b. Communal reservation for BC, BC (Muslim) and MBC & DNC, SC, SC (Arunthathiyars) and ST categories are applicable to Tamil Nadu candidates only.
- c. Community Certificates obtained from Other States will not be considered for communal reservation.
- d. For Communities linked with Districts (See Annexure - I) the candidate should obtain their community Certificate in the respective districts except the communities mentioned in the G.O. (St) No.95 BC, MBC & Minorities Welfare Department, dated 28.10.2009. Community Certificate obtained from other than the respective District will not be considered.

#### **Note:**

**Candidates who do not produce the attested copy of permanent community certificate will be considered under open category. No further correspondence in this regard will be entertained.**

## 6. SELECTION AND ADMISSION PROCEDURE

- 6.1 Merit list will be prepared based on the marks obtained in the TANCET - 2011 (MBA) Examination. The reservation norms of Government of Tamil Nadu will be followed for admission
- 6.2 If two or more candidates have the same marks in the merit list, the candidate who has passed all the subjects upto prefinal / semester / year of the qualifying examination and having higher average percentage of marks upto pre-final semester / year of the qualifying examination will be ranked above.

## 7. COUNSELLING

- 7.1 Seats in (1) M.B.A. (Regular) (2) M.B.A. (Hospitality Management – Full-Time – Self-Supporting) and (3) M.B.A (Part –Time - Self-supporting) Programmes will be filled as per rule of the reservation norms prescribed by the Government of Tamil Nadu.
- 7.2 Candidates will be called for counselling in the order of merit. More number of candidates than the seats available may be called and seats will be filled on the basis of merit among the candidates present at the time of counselling following the rule of reservation prescribed by the Government of Tamil Nadu. Candidates should attend the counselling at their own cost and risk.

Candidates who do not attend the Counselling on the prescribed date and time can not claim any right for admission at a later date.

Candidates who have passed all the subjects of the qualifying examination alone will be permitted to attend the counselling. Candidates has to produce evidence for passing all the subjects at the time of counselling otherwise they will not be permitted to attend the counselling.

Candidates admitted through lateral entry in degree courses are not eligible except, lateral entry in B.E./B.Tech. degree course.

- 7.3 When a candidate is provisionally selected for admission during counselling, a DD for **Rs.5,000/-** (Rupees Five thousand only) has to be remitted immediately and join the programme. Otherwise the offer of admission will automatically stand cancelled.
- 7.4 Candidates who have passed the qualifying examination but has not yet received the provisional/ Degree certificate have to produce the provisional / degree certificate on or before the date prescribed by the Dean, College of Engineering. The provisional admission of those candidates who fail to produce the said certificate on or before the specified date, even if eligible otherwise, will automatically stand cancelled and such candidates have to discontinue the programme.

## 8. IMPORTANT DATE

**Last Date for receipt of completed Application:**  
**30.06.2011 by 5.30 pm.**

## 9. MAILING ADDRESS

Completed application has to be sent to

**The Director (Admissions)  
Centre for Admissions  
Examination Centre  
Anna University, Chennai - 600025.**

Candidates sending the application by post should mail them sufficiently early so that the application reaches the University on or before 30.06.2011 by 5.30 p.m

**Note:** The University is not responsible for any postal delay / Loss in transit.

Registration fee for the Application once paid will not be refunded under any circumstances.

### **List of Documents to be enclosed with the Application**

1. Copy of TANCET 2011 (M.B.A.) Hall Ticket.
2. Degree Certificate (or) Provisional Degree Certificate in the case of candidates who have passed during 2010 or earlier. Candidates appeared for the final semester / year exam. of the qualifying degree in April/May 2011 have to enclose a copy of course completion certificate from the Head of the institution where the candidate has studied.
3. Copy of X Std. Mark Sheet.
4. Copy of XII Std. Mark Sheet.
5. Copy of the Mark Sheets of all semester/year of the Qualifying Examination.
6. Copy of Community Certificate for BC / BCM / MBC / SC / SCA / ST candidates belonging to Tamil Nadu.
7. Nativity certificate (if applicable).
8. Certificate from District Medical Board for Differently Abled candidates.
9. Self addressed stamped envelope for counselling call letter.
10. Self addressed stamped acknowledgement card.