

GUIDELINES TO FILLUP THE APPLICATION

This application is for admission to M.B.A. / M.B.A. (Hospitality Management -SS) / M.B.A (Part-time - SS) Degree Programmes offered in the University Departments of Anna University, College of Engineering Guindy Campus, Chennai. Separate application has to be filed for (1) M.B.A. (2) M.B.A. (Hospitality Management –Self-Supporting) and (3) M.B.A (Part-time – Self-Supporting) Degree Programme.

1. Download the application form
 - a. Fill up the details in the application form
 - b. Affix recently taken photographs (duly attested) in the space provided
 - c. Enclose the photo copies of the following documents along with the filled-in application.
 - i) TANCET - 2011 (MBA) Hall Ticket
 - ii) X Std. Mark Sheet.
 - iii) XII Std. / HSC mark sheet.
 - iv) Degree Certificate or Provisional Degree Certificate for candidates who have passed the course before 2010.
Course Completion Certificate or photocopy of the University Examination Hall Ticket for candidates completed the course in 2011.
 - v) All mark sheets of the qualifying examination.
 - vi) Permanent Community Certificate issued by the competent authority in Card format (for BC / BCM / MBC / SC / SCA / ST candidates belonging to Tamil Nadu).
 - vii) Nativity certificate (if applicable).
 - viii) Medical Certificate issued by the District Medical Board for Differently Abled Person (if applicable).

Enclosures:

- a. Self-addressed stamped post card of Rs.6/- for acknowledgement
 - b. Self-addressed stamped envelope of Rs.8/- for Counselling Call Letter
2. Download the Application cover page (A4 size) and paste it on A4 size cover for sending the application.
3. D.D. for Rs. 300/- General category (Rs. 150/- for SC/SCA/ST candidates belonging to Tamil Nadu). D.D. should be drawn in favour of **"The Director, Admissions, Anna University", Payable at Chennai.**

All the above documents should be kept inside an A4 size cover and send it to the **"The Director (Admissions), Centre for Admissions, Anna University, Chennai -600 025"**.