

DATES AND IMPORTANT INSTRUCTIONS

FOR UG ADMISSION 2023 (Tentative):**

Opening of Admission Portal	Wed 17 May 2023	
Closing of submission of Applications	Mon 12 June 2023	11.59 pm
Entrance Test of B.Com. Accounts & Audit and JMC Programmes (In offline mode at the College)	Sat 17 June 2023	09.30 am (JMC) 11.30 am (A&A)
Publication of Trial Rank List (in the College website) except B.Com. Accounts & Audit and JMC Programmes	Thu 15 June 2023	
Publication of Final Rank List (in the College website)	Fri 23 June 2023	
Publication of First Allotment (through ADMISSION STATUS login in at the Admission Portal) [For General Merit, Reservation(SC/ST) and Community applicants]	Mon 26 June 2023	
Allotted candidates (Merit & Waiting List) should 1. 'ACCEPT' or 'DECLINE' the allotment.	Mon 26 June 2023 to Tue 27 June 2023	
<u>For Merit List Candidates:</u> The merit list candidates can 'ACCEPT' the allotment and should pay the admission fees online on or before 11:59 PM, 27th June 2023 to confirm their admission. If you fail to make the fee payment before the above said time, your admission will be cancelled and you have no further claim for admission to that seat.	<u>ACCEPT & FEE PAYMENT for MERIT LIST</u> Mon 26 June 2023 to Tue 27 June 2023	
<u>For the Waiting list candidates:</u> Once their admission is confirmed (candidates will be intimated the confirmation through SMS/E-mail/College website) they can remit the College/University admission fee through online mode on or before 11:59 PM, 30th June 2023 to confirm their admission. If you fail to make the fee payment before the above said time, your admission will be cancelled and you have no further claim for admission to that seat. [If the candidate 'ACCEPT' the allotment he/she has to wait for the confirmation of admission. The remaining candidates will be put in the first allotment CHANCE LIST and as and when the vacancies arise, they will be informed by SMS/Mobile/E-mail according to their rank order in the chance list].	<u>FEE PAYMENT for WAITING LIST</u> Thu 29 June 2023 to Fri 30 June 2023	
First Allotment Chance List	Sat 01 July 2023	
After the fee payment candidates can download their Allotment Memo, Application form (All printouts should be in A4 size paper - double sided print)		
Further allotment dates, if needed, will be announced as per the vacancy position of seats of the various Subject/quota	Will be announced later	
Physical verification of original documents and Interview	From 1st July 2023 onwards	
FDP I Semester Classes Start	19 July 2023 (Tentative)	

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Important Instructions

- 1) Omissions and errors in the Final Rank list should be brought to the notice of the Principal by e-mail (admission@mic.ac.in) on or before 05.00 pm, 24 June 2023. No changes will be entertained after that. **E-mail should be sent from your registered e-mail id only.**
- 2) For allotment details, candidates can login to their account through the 'Candidate's Login' or through the 'Allotment Status link' provided in the home page of the College website (www.mic.ac.in)
- 3) When a candidate gets allotment he/she should follow the below steps:
 - a) First **ACCEPT** or **DECLINE** the allotment. If the candidate declines or does not respond to the allotment within the stipulated time he/she will not be considered for further allotments in that particular subject under that particular quota.
 - b) If the candidate **ACCEPT** the allotment he/she has to remit the College/University admission fee through online mode for confirmation of allotment.
 - c) If a candidate gets the first allotment in a subject of his/her second or third choice he/she can accept/decline it and wait for his/her higher choices in the succeeding allotments. If there is any fee change in the higher allotment the candidate should remit the excess fee. Balance fees will be refunded after the closure of admissions on their request through an e-mail send to (admission@mic.ac.in)
 - d) If a candidate who took admission wants to cancel his/her admission later should inform the same to the Principal by e-mail (info@mic.ac.in).
 - e) **The admission process will be complete only after the physical verification of their original certificates, PTA fund and any other additional fees will be collected at the time of interview with the students and their parents.**
 - f) **Payment of College/University fees will not be a claim for the confirmation of admission. Any discrepancy in the submitted certificates/documents at the time of physical verification may lead to the cancellation of the candidate's admission. .**
 - g) The allotment dates of PWD (Persons with Disabilities), Special reservations and Sports quota candidates will be published later. Shortlisted Sports candidates will be intimated by SMS/e-mail for uploading their sports certificates.

**** Any change in date & time will be published on the College website.**