

DATES AND IMPORTANT INSTRUCTIONS

FOR UG ADMISSION 2025 (Tentative):**

Opening of Admission Portal	Mon 21 April 2025	
Closing of submission of Applications	Sat 31 May 2025	11.59 pm
Entrance Test of B.Com. Accounts & Audit and JMC Programmes (In offline mode at the College)	Tue 3 June 2025	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	Wed 4 June 2025	10.00 PM
Publication of Final Rank List (in the College website)	Mon 9 June 2025	10.00 PM
Publication of First Allotment (through CANDIDATE login in at the Admission Portal) [For General Merit, Reservation(SC/ST) and Community applicants]	Wed 11 June 2025	
Allotted candidates (Merit & Waiting List) should 1. 'ACCEPT' or 'DECLINE' the allotment.	Wed 11 June 2025 to Thurs 12 June 2025	
<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, 12th June 2025 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> Wed 11 June 2025 to Thurs 12 June 2025	
<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, 14th June 2025 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 <u>wait for the confirmation of admission</u> . 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> Fri 13 June 2025 to Sat 14 June 2025	
First Allotment Chance List	Mon 16 June 2025	
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 16th June 2025 Mon onwards	Detailed Schedule will be published later
FDP I Semester Classes Start	1 July 2025 (Tentative)	

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Important Instructions

- 1) Omissions and errors in the Trial/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, 5th June / 10th June 2025 respectively. No changes will be entertained after that. **E-mail should be sent from your registered e-mail id only.**
- 2) For allotment details, check the 'Candidate Login' page 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. **Sports Quota applicants should submit a hard copy of their performance certificate at the physical education department by hand or by post on or before the last date of submission of the application.**

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