

Marian College Kuttikkanam (Autonomous)

No: MCK\Ac\Adm\PG\2021\10

Kuttikkanam
15/09/2021

NOTIFICATION

Rank list for First Allotment – Master of Management in Hospitality(MMH)

Marian is happy to publish the final Rank List for the First Allotment of **Master of Management in Hospitality(MMH)** for the Academic Year 2021-2022.

Admission Counselling will be done online. Online classes will begin after the completion of the admission and will be informed through SMS and email.

Procedure of Online Counselling.

Step 1: Candidates selected for admission will receive SMS confirming the admission from the College Admission Cell. They will also be contacted through phone from the department.

Step 2: Pay the Fees online on or before 20th September, 2021.

Fees Payable will be available in the candidate's login from 5pm on 15th September.

Step 3: Candidates in the merit list upload all required certificates immediately after the publication of rank list. Candidates in the waiting list has to upload the certificates after getting confirmation of their admission from the department concerned.

1.	Aadhaar Card	Compulsory. (Time extension can be given)
2.	Mark list of Degree or equivalent. (Computer copy)	Compulsory
3.	SSLC or equivalent Certificate issued by the concerned boards.	Compulsory
4.	Transfer Certificate(TC) (Original) (To upload TC please see the sample provided in Appendix 1 on page 3. Change the year to 2021)	Compulsory
5.	Conduct Certificate (must be issued by the issuing institution within the last six month of the admission date)(Original)	Compulsory
6.	Migration Certificate (Candidates from Universities other than Mahatma Gandhi University) (Original)	Compulsory

7.	Eligibility Certificate to join MMH (for those from Universities other than Mahatma Gandhi University) (Original)	Compulsory
8.	Community Certificate. (Original)	Compulsory for SC & ST
9.	Income Certificate for K.P.C.R Educational Assistance to SEBC Certificate. (Original)	Required for students below 1 lakh annual income. (Time extension can be given)
10	Disability Certificate (Person with Disability quota)	If applicable for admission
11	NSS/NCC Certificate (received at the Higher Secondary level)	If applicable for admission
12	Ex-service men Certificate (for the children of Ex-service men)	If applicable for admission

Step 4: Candidates will be called for an online meeting from the departments concerned. Date and session will be informed by the department.

- Candidate along with parent/guardian shall be present for the interview
- Before the interview ensure that you have uploaded all the required certificates to the admission portal. (The certificates will be verified during the meeting)

Step 4: After the personal interview candidate has to upload the Declaration provided in the **APPENDIX 2 on page 4** (Please be ready with the signed Declaration during the interview)

**** Contact details are given in APPENDIX 3 in page 5.**

Vice Principal (Academic)

To

1. The Manager
2. The Principal
3. Apex Body Members
4. PRO
5. The Controller of Examinations
6. Heads of all Under Graduate Departments
7. Office Superintendent
8. Concerned Sections/Notice Boards/ Files/Website

APPENDIX 1

FORM 5
[SEE RULE VI 17 (1)]

TRANSFER CERTIFICATE

TC No. **1 / 2018 - 19**

Ad. No: **5029**

Name of School :

Whether the School is
Govt, Aided or Recognised }
}

Name of the Pupil.....:

Name of parent/guardian
and relationship of the
pupil to the guardian }
}

Nationality.....:

Religion.....:

Whether the pupil belongs to
SC/ ST/ OBC or whether he/she
is a convert from the SC/ ST }
}

Date of Birth according to
Admission Register }
}

Standard in which pupil was last enrolled.....:

Date of admission or promotion to that standard.....:

Whether qualified for promotion to a higher std.....: Yes No

Whether the pupil has paid all the fees due.....:

Whether the pupil was in receipt of fee concession Yes No

Date of pupil's last attendance at school.....:

Date on which the name was removed from roll.....:

Date of application for certificate.....:

Date of issue of certificate.....:

Reason for leaving.....: **Higher Studies/ As per request**

Submitted to MCKA for admission - 2020
Signature of the Student with date
Signature of the Guardian

Principal

Name of the Parent/Guardian:

APPENDIX 3

1. Technical issues regarding uploading of certificates and payment of fees –
9744255785
2. For query regarding admissions:

Dr Joby Cyriac

Mob: 9447475785

Email: joby.cyriac@mariancollege.org