

Marian College Kuttikkanam Autonomous

No: MCKA/Ac/UG/Adm/04/2024

Kuttikkanam

Dated: 07/06/2024

UG Programmes- 2024

Rank lists for First Allotment

NOTIFICATION

Sub: Rank Lists for admissions to UG programmes - Academic Year 2024-2025- published.

The detailed schedule (with date and time) for admission to the Undergraduate Programmes of Marian College Kuttikkanam Autonomous for the Academic Year 2024- 2025 has been published which is available in the link <https://mariancollege.org/wp-content/uploads/2024/06/UG-Admission-Dates-2024UG-03.pdf>

- 1. Important notice: The schedule of admission shall be strictly adhered to. Candidates who fail to report for interview/admission with the necessary documents on the date and time specified in the link given above in this notification will be deemed as relinquished their claim for admission and the seat will be allotted to the next eligible candidate in the rank list.**
2. Candidates whose names appear in the rank list shall log in to the admission portal immediately.
3. The link for fee payment of eligible candidates is enabled and they shall pay the fees immediately to ensure their admission.
4. Eligible candidates shall pay fees online through <https://www.mcka.in/ugadmission/>. **No other mode is available for fee payment.**
5. Candidates shall bring a printout of the fee receipt at the time of admission.
6. Link for fee payment for applicants in the waiting list will be enabled as and when vacancy of seat arises. Hence, candidates are advised to check the

admission portal frequently.

7. Candidates seeking admission shall report to the College reception on the date specified and obtain a token.
8. Applicants reporting for admission shall bring the following documents.

1	Allotment Memo		Downloadable through Applicant Login in www.mcka.in/ugadmission
2	Print out of Receipt of fees paid		
3	Mark lists of all parts of the Plus Two / equivalent examination.	Original	If original mark list is not received yet, a printout of the result sheet shall be produced. The candidate shall submit the original mark list as and when it is received. Failure to submit the mark list within the prescribed date would result in cancellation of admission.
4	SSLC or equivalent certificate issued by the concerned boards	True Copy	
5	Transfer Certificate (TC)	Original	
6	Conduct Certificate (issued within the last six months from the date of admission)	Original	
7	Migration Certificate (if applicable)	Original	Students from Boards other than Kerala shall bring Migration Certificate.
	Eligibility	Original	All students except from CBSE,

8	Certificate (if applicable)		CICSE and Board of Higher Secondary Education Kerala, VHSE Kerala, THSE Kerala are required to bring eligibility certificate from Mahatma Gandhi University, Kottayam
9	Community Certificate	Original	Compulsory for SC & ST candidates
10	Income Certificate from Village Office for educational assistance to General category candidates	Original issued within 6 months	Required for students with an annual income below 1 lakh (applicable only for aided programmes)
11	Disability Certificate	Original	If admission is claimed under PD Category
12	NSS/NCC Certificate (received at the Plus Two Level)	Original	If bonus mark is claimed
13	Student Police Cadet certificate	Original	If bonus mark is claimed
14	Rajyapuraskar/ Nanmamudra Certificate in Scouts/Guides/ Ranger/Rover (received at Plus Two Level)	Original	If bonus mark is claimed
15	Ex-servicemen Certificate	Original	If bonus mark is claimed
16	Certificate from the Parish Priest, stating that the candidate is a	Original	For admissions in Community Merit only

	parishioner of the Catholic Diocese of Kanjirappally		
17	Certificate to prove the merit in Sports / Cultural	Original	For claiming admissions in Sports/cultural Quota

9. Applicants seeking admissions in various categories/quota shall necessarily produce the certificates to prove their eligibility for admission
10. If an applicant fails to produce certificates to prove his/her claim, he/ she might lose his/her chance for admission. The seat will be allotted to the next eligible candidate in the merit/waiting list.
11. Upon reporting to the College for admission, visit the Hostel Help Desk and specify your preferred room type in the hostels (Booking facility available at the Desk). This will facilitate the necessary arrangements for room allocation when online booking begins on 25 June, 2024.
12. Applicants shall be accompanied by their parents for the admission proceedings. In case of grave inconveniences, for the applicant to report personally for admission, he/she shall delegate his/her father/mother to report at the time specified above with the necessary documents. If the candidate/parents do not report for admission on the date specified, it will be presumed that the candidate has relinquished the claim for admission and the seat will be allotted to the next eligible applicant in the list.

Sd/-

Vice Principal (Academic)

To

1. The Principal
2. The Manager/ Administrator
3. Members of Executive Council
4. The Controller of Examinations
5. Heads of Departments
6. Office Superintendent
7. MI3
8. Concerned Sections/Notice Boards/ Files/Website