



हरकोर्ट बटलर प्राविधिक विश्वविद्यालय

नवाबगंज, कानपुर - 208002, उ.प्र., भारत

HARCOURT BUTLER TECHNICAL UNIVERSITY

NAWABGANJ, KANPUR - 208002, U.P., INDIA

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100+
YEARS
1921 - 2021



GUIDELINES FOR ADMISSION TO MCA PROGRAMME SESSION 2024-25

1. **Applications for admission to Two Years Master of Computer Applications (MCA) Programme at HBTU, Kanpur are invited for the session 2024-25.** Online Registration and Fee Payment of Rs. 2500/- (Non-refundable) can be made Online through the website: www.hbtu.admissions.nic.in.
2. Admissions will be made on basis of merit of **CUET (PG)-2024**. Detailed guidelines related to admission are also available on University website www.hbtu.ac.in
3. The allotment of seats through counselling will be carried out strictly on merit in accordance with the **CUET (PG)-2024** rank of the candidate.
4. Candidates are advised to read these guidelines carefully, check their eligibility and applicable reservation category etc. before filling and submitting the Online Registration Form. University will not be responsible for any error of judgement on the part of the candidate.
5. All eligible Indian residents may apply for MCA programme. There is no age limit for the candidates seeking admission to the MCA programme at HBTU Kanpur.
6. **Academic Qualifications**
Bachelor's Degree under 10+2+3 or 4 years pattern of education in Mathematics / Statistics / Engineering / Technology or Bachelor in Computer Application with a minimum aggregate of 55% marks or equivalent CGPA (50% or equivalent CGPA for SC/ ST / OBC-NCL / PwD) from a University recognized by UGC.
7. All candidates, whose Qualifying Examination result is pending can participate in the Counselling with appearing status. Such candidates have to submit their Qualifying Examination results on or before the date of their physical document verification in the University, else their allotted seat may be cancelled.
8. Accepting admission in HBTU, Kanpur implies the acceptance by the candidate and his / her parents or guardians of all the terms and conditions laid down by the University. Any change in the rules, regulations, fee and other specific conditions etc. of the University shall apply mutatis mutandis to the admitted candidates.
9. Candidates claiming advantage of reserved categories, subcategories are required to indicate the same in the Online Registration Form. Original certificates are to be produced at the time of registration along with one self-attested copy of each document. Formats for various certificates to be submitted are available on the University website. **Note that the certificate for OBC candidates will be entertained only if it is issued on or after**

01.04.2024 (mandatory condition for non-creamy layer for OBC candidates). Candidates from other states will get vertical reservation only (No horizontal reservation). They are required to submit reserve category certificate issued by the **Central Government**.

10. If any document / declaration submitted by the candidate is found to be false at any stage, his / her admission will be cancelled and he / she may be liable for prosecution under the law.
11. A candidate may register himself / herself by depositing Online Registration Fee of Rs. 2500=00 (non-refundable). In case of seat allotment, the candidate is required to deposit **Seat Acceptance Fee** of Rs. 60,000=00 (for GEN / OBC) & Rs. 35,000 (for SC / ST) online. After deposition of Seat Acceptance Fee, the candidate will be allowed for Online Document Verification. If the documents produced by the candidates are in order, he / she will be allowed to participate in the counselling process. In case, the candidate fails to upload documents for Online Verification on prescribed date and time or fails to produce desired documents, his candidature will be cancelled. In such cases, Seat Acceptance Fee will be returned in due course after a deduction of Rs. 5,000=00.
12. In case of seat allotment, a candidate has to deposit the **Balance Academic Fee** i.e., Rs. 60,000=00 [Rs. 1,20,000=00 - 60,000=00 (Seat Acceptance Fee already paid) = Rs. 60,000=00] (for GEN / OBC) & Rs. 1,20,000 – 35,000 = Rs. 85,000=00 (for SC / ST) online within the prescribed time period. Annual Academic Fee for MCA programs is Rs. 1,20,000=00.
13. If a candidate wishes to withdraw his / her candidature during the withdrawal period of that round of counselling, a deduction of Rs. 5,000=00 shall be made out of the Seat Acceptance Fee and the remaining amount shall be returned in due course of time.
14. MCA Seat Matrix, Tentative schedule of Online Counselling, Procedure & Fee Deposition details are listed in Table 1, Table 2 and Table 3, respectively.
15. **Reservation of Seats**

a) Vertical Reservation:

Category	Percentage of Reservation
(a) Scheduled Caste	21%
(b) Scheduled Tribe	02%
(c) Other Backward Classes	27%

b) Horizontal Reservation (Sub-categories):

Sub-category	Code	Maximum Percentage of Total Seats
a. Dependents of Freedom Fighters	FF	02%
b. Sons / Daughters of Defence Personnel retired (superannuated) or killed / Disabled in action	AF	05%
c. Handicapped / Disabled persons	PH	05%
d. Girls	GL	20%

- c) The candidates can be given only one type of horizontal reservation out of FF / AF / PH (Certificate no. 4, 5 & 6 respectively). **However, the Girl candidates can also claim for any one of FF / AF / PH along with GL category.**

- d) Economically Weaker Section (EWS) Quota / Reservation :** Candidates who wish to avail the benefit of EWS quota must not be covered under the existing scheme of reservation for the Scheduled Castes, Scheduled Tribes and the Socially and Economically Backward Classes. They must produce Certificate No. 12 issued by the Government Officer not below the rank of Tehsildar to claim the benefit of this reservation.
- e) Request for the change of category / sub-category filled during Online Registration Form shall not be entertained under any circumstances.**
- f)** Category / sub-category claims must be supported by the relevant certificates as per the format provided at the time of Document Verification. Otherwise, the allotment will be cancelled and the candidates shall be treated in General Category in the next round of counselling.
- g)** Advantage of horizontal reservation in Armed Forces sub-category is available to sons / daughters of Defence Personnel.
- h)** Benefits of GL subcategory will automatically be given to all eligible female candidates.
- i)** Candidates belonging to other states will have to produce category certificate according to Centre Government list for reserved category.

16. Medical Standards

- a) Candidates will have to submit a certificate of Medical Fitness / Handicapped on relevant Certificate at the time of Verifications at HBTU, Kanpur.
- b) The medical standards prescribed are given below:

Height	Candidates should be physically and mentally fit to pursue his / her studies in opted course.
Weight	
Chest measurement	
Heart and lungs	No abnormality
Hernia, Hydrocele, Piles etc.	Presence of any of these is to be corrected before joining
Vision	Normal, if defective, it must be got corrected to 6/9 in the better eye and 6/12 in the worse one. Eyes should be free from congenital or any other disease
Hearing	Normal, If defective, it must be got corrected before joining.

Physically Handicapped / Disabled:

Physically Handicapped / Disabled persons will have a minimum of 5% reservation on the basis of impairment and mentioned below:

Type I	Minimum 40% permanent Visual impairment
Type II	Minimum 40% permanent Locomotors disability
Type III	Minimum 40% permanent speech and Hearing impairment

Note: Physically handicapped / Disability certificate should be issue by CMO of the district.

17. All the formats of certificates will be available on Admission Website www.hbtu.admissions.nic.in and University website www.hbtu.ac.in.
18. University reserves the right to modify the Guidelines as and when required.

Table 1: MCA Seat Matrix for Academic Session 2024-25

Total Available Seats	78
OPNO	20
OPGL	6
OPAF	2
OPFF	1
OPPH	1
EWSNO	5
EWSGL	2
EWSAF	0
EWSFF	0
EWSPH	1
BCNO	14
BCGL	4
BCAF	1
BCFF	0
BCPH	1
SCNO	11
SCGL	3
SCAF	1
SCFF	0
SCPH	1
STNO	1
STGL	0
STAF	0
STFF	0
STPH	0
TFW	3

Table 2: Tentative Schedule for Online counselling for admission to MCA Program at HBTU, Kanpur for Session 2024-25

Sl. No.	Activity	Sub Activity	Dates
1.	Registration	Registration & Fee Payment (Rs. 2500/- non-refundable)	To be announced later
2.	1 st Round Counselling	1 st Round Seat Allotment	
		View Result	
		If Seat is allotted, deposit Seat Acceptance Fee in prescribed time Rs. 60,000=00 (for GEN / OBC) & Rs. 35,000 (for SC / ST)	
		Uploading of Documents for Online Document Verification. Discrepancy, if any, in the uploaded documents is to be resolved by the candidate within the stipulated time period.	
		After Successful Document Verification Deposit Balance Rs. 60,000=00 (GEN / OBC) & Rs. 85,000=00 (SC / ST) OR Withdrawal If candidate opts for Withdrawal option or fails to satisfy any of the above activity in stipulated time: The candidate will automatically be out of counselling process.	
3.	2 nd Round Counselling	2 nd Round Seat Allotment	
		View Result	
		If Seat is allotted, deposit Seat Acceptance Fee in prescribed time Rs. 60,000=00 (for GEN / OBC) & Rs. 35,000 (for SC / ST)	
		Uploading of Documents for Online Document Verification. Discrepancy, if any, in the uploaded documents is to be resolved by the candidate within the stipulated time period.	
		After Successful Document Verification Deposit Balance Rs. 60,000=00 (GEN / OBC) & Rs. 85,000=00 (SC / ST) OR Withdrawal If candidate opts for Withdrawal option or fails to satisfy any of the above activity in stipulated time: The candidate will automatically be out of counselling process.	
4.	3 rd Round Counselling	3 rd Round Seat Allotment	
		View Result	
		If Seat is allotted, deposit Seat Acceptance Fee in prescribed time Rs. 60,000=00 (for GEN / OBC) & Rs. 35,000 (for SC / ST)	
		Uploading of Documents for Online Document Verification. Discrepancy, if any, in the uploaded documents is to be resolved by the candidate within the stipulated time period.	
		After Successful Document Verification Deposit Balance Rs. 60,000=00 (GEN / OBC) & Rs. 85,000=00 (SC / ST) OR Withdrawal If candidate opts for Withdrawal option or fails to satisfy any of the above activity in stipulated time: The candidate will automatically be out of counselling process.	
5.	Online ERP Registration on University website and Admission in the University	Online Registration on University ERP for admission to MCA	
6.	Date of Physical Academic Registration and Admission in the University	Physical Registration in 1 st Semester & Start of classes	
7.	Offline On-campus Round of Counselling (if required) Fresh Registration		

Table 3: Fee Structure for MCA program 2024-25 1st Year Batch

S. No.	Particular	Fee in (Rs.)
A	Tuition Fee	60000
B	Other than Tuition Fee	
(i)	Registration, Examination & Certification	10000
(ii)	Facility	30500
(iii)	Medical Fee	3000
(iv)	Training & Placement	4000
(v)	Activity Charges	3000
(vi)	Other Charges	
	Caution Money	5000
	University Alumni Fund	1500
	Student Aid Fund	1500
	Contingency & Miscellaneous Charges	1500
	Total (i+ii+iii+iv+v+vi)	60000
	Grand Total (A+B)	1,20,000.00