



MAHARAJA BIR BIKRAM UNIVERSITY
AGARTALA, TRIPURA

No.F.15(37)/MBBU/Academic/Certificate Courses/2021/2201-08

September 07, 2021

ADMISSION NOTIFICATION AND GUIDELINES

Maharaja Bir Bikram University, Agartala invites online applications available in the MBB University Website (www.mbbuniversity.ac.in) for admission to **6 (Six) months Certificate Courses in Entrepreneurship, Yoga, Video Production and Organic Farming in Self-finance mode evening programme** for the academic session 2021-2022. Online filling up of Application Forms and submission of the filled up Forms is scheduled from **September 02, 2021 (10.00 AM) to September 15, 2021 (04.00 PM)**. The candidates are required to fill up the online form available in the given link in the MBB University Website: <https://mbbuonline.edu.in/Admission/StudentLogIn.aspx> and submit the same by uploading the necessary documents and photograph.

Programme:

Certificate Course in Entrepreneurship	:	Duration: 1 Semester [6 (Six) Months]
Certificate Course in Yoga	:	Duration: 1 Semester [6 (Six) Months]
Certificate Course in Video Production	:	Duration: 1 Semester [6 (Six) Months]
Certificate Course in Organic Farming	:	Duration: 1 Semester [6 (Six) Months]

A. ELIGIBILITY CRITERIA FOR CERTIFICATE COURSES:

Any student passing H.S (+2) examination or its equivalent examinations with at least four (4) subjects including English from any recognized Board/Council shall be eligible for admission to the Certificate Courses subject to availability of seats.

Candidates with higher qualifications are also eligible to apply for the Certificate Courses. However, merit list will be prepared strictly on the basis of the aggregate marks secured by the candidates at H.S (+2) examination.

Mere possession of 'Eligibility Criteria' does not entitle right to anyone to get admission to any programme under Maharaja Bir Bikram University. Regarding selection of Eligible Candidates for admission, decision of the Admission Committee shall be final.

B. INTAKE CAPACITY:

a. Certificate Course in Entrepreneurship	:	30 Seats
b. Certificate Course in Yoga	:	30 Seats
c. Certificate Course in Video Production	:	30 Seats
d. Certificate Course in Organic Farming	:	30 Seats

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C. Guidelines for Preparation of Merit List and Selection Procedure

**CALCULATION OF SCORES OF EACH CANDIDATE FOR ADMISSION TO
CERTIFICATE COURSES**

The merit list will be prepared according to the merit position to be determined after calculating the marks / Grade points /score in the following manner:

The percentage of marks / grade point / CGPA obtained in the Higher Secondary (H.S.+2) Examinations of the candidates who have successfully completed Higher Secondary Examinations and fulfill eligibility criteria as mentioned in point 'A' shall be considered for admission.

If the secured marks of two or more Candidates are equal i.e. if there is a tie, then the following steps shall be followed one after another to break the ties:

- a. Marks obtained by the Candidate in the Matriculation Examination shall be taken into account and the candidate who has secured more marks shall be given preference.
- b. If the Marks in the Matriculation Examination are also same, then the Date of Birth of the Candidates shall be taken into account and the senior candidate shall be given preference.
- c. If the Date of Birth is also same, then the tie will be broken by listing the name of the Candidates Alphabetically.

[If step (a) fails, step (b) would be followed; if steps (a) and (b) both fail, step (c) would be followed.]

E. COUNSELING AND PROVISIONAL ADMISSION:

1. Given the pandemic situation the University shall conduct online provisional admission of Students on the basis of the merit list prepared following the reservation policy of Government of Tripura on a notified Date and Time. The selected candidates shall send an Admission Declaration Form along with relevant documents in the E-mail IDs provided by the University within the due date and time.
2. Students are required to submit self-attested photocopies of academic testimonials as well as all other documents including photo as per instruction of the University.
3. Students will have to take provisional admission on the notified Date and Time of Counseling by depositing requisite admission fee as determined by the University, failing which their Candidature will automatically be treated as cancelled and the vacant seats shall be filled up from the waiting list in the order of merit.

F. RESERVATION:

As per existing reservation policy of the Government of Tripura, the available reserved seats shall be distributed among the reserved category candidates.

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G. SUBMISSION OF APPLICATION FORMS:

The candidates need to fill up the online application form available in the given link in the MBB University Website: <https://mbbuonline.edu.in/Admission/StudentLogIn.aspx> and upload necessary documents and photograph. The requisite **Application Fee of Rs. 300/- (for General Candidates) and Rs. 150/- (for SC/ST/PWD Candidates)** is to be deposited by the candidates in the following Bank Account and upload the payment details while filling up of the online Application Form for admission:

Account Name:	MBB UNIVERSITY
Name of the Bank:	State Bank of India
Account Number:	39904304641
IFS Code:	SBIN0004527
MICR Code:	799002003
Branch Name:	Agartala Bazar Branch

H. IMPORTANT DATES:

Period of Filling up and submission of Online Application Forms	September 02, 2021 (10.00 AM) to September 15, 2021 (04.00 PM)
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**Admission will be based on the marks secured by the candidate at the H.S (+2) Level and the notified merit list accordingly.*

I. IMPORTANT INSTRUCTIONS FOR CANDIDATES:

- Candidates are advised to check the eligibility criteria thoroughly and must fully satisfy themselves about their eligibility as prescribed before applying for any course/programme. Hence, applicants will be responsible for themselves if they opt for a programme for which they are not eligible.
- Candidates are required to fill carefully all details in the prescribed online application form without making any spelling mistakes.
- No forms will be accepted after **September 15, 2021 (Time: 04.00 PM)**.
- Applicants are required to upload the following documents in jpg/pdf format:
 - One recent Passport Size Photograph.
 - Signature of the Applicant.
 - Matriculation examinations Admit Card for age verification.
 - Matriculation Marksheet (both sides).
 - Higher Secondary Marksheet (both sides).
 - SC/ST Certificate issued by the competent authority.
 - PWD (Person with Disability) Certificate issued by the competent authority.
 - Proof of Nationality.
- If any applicant has multiple mark sheets for any year, he/she is required to upload all Mark sheets (both sides) making one PDF file, i.e. First mark sheet, then it's back side followed by

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the Second mark sheet with its back side. Follow the same process if one has more mark sheets for the same examinations.

6. Please note that:

- Only one Application Form should be submitted for one course/programme.
- Submission of Multiple Application Forms for one course/programme is strictly prohibited.
- Separate Application Form should be submitted for separate course/programme.

7. Maharaja Bir Bikram University reserves all rights to change this notification at any point of time.

8. In all issues relating to the Admission Process for the Academic Session 2021-2022, decision of the Maharaja Bir Bikram University shall be final.

* Please follow the website of MBB University for further instructions.


(Dr. Sumanta Chakrabarti)
Registrar

Copy to:

1. The P.A. to the Vice- Chancellor, MBB University, Agartala.
2. The Director, Directorate of Higher Education, Government of Tripura, Agartala.
3. The Controller of Examinations, MBB University, Agartala.
4. The Director (In-charge), College Development Council, MBB University, Agartala.
5. The DDO, MBB University, Agartala.
6. The Assistant Controller of Examinations, MBB University, Agartala with a request to upload this Notification & Guidelines with the advertisement for admission in MBB University Website.
7. Notice Boards of Administrative & Academic Blocks, MBB University, Agartala.
8. Guard File of this Office.


Registrar

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