



User Manual (PG Admission)

Version: 1.0

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Pre-requisites for PG Admission

University Log in:

1. Department to Discipline Mapping:

Step 1: Disciplines to be mapped to Department by the University Admin, so that the Disciplines will be displayed to the students while applying for the program.

The screenshot shows the UUCMS Admissions Dashboard. The top navigation bar includes links for Home, Administration, Admissions, Academics, HRM, College, Reports, and Help Desk. The main content area features a 'Department-wise Intake' section with a 'Department to Discipline Mapping' link highlighted. Below this, there are statistics for 'Admitted Students' (331,339) and 'Registrar Approved' (269). The dashboard also displays 'Program level - Wise Students Count' and 'Program-Wise Students Count'.

The screenshot shows the 'Department to Discipline Mapping' interface. It includes a 'Back' button and a 'Map Discipline' button. The form has fields for 'Department Name' (Department of History & Archaeology), 'Program Level' (PG), and 'Program Name' (Master of Arts). A dropdown for 'Discipline Name' shows '2 selected' disciplines: HISTORY and HISTORY AND ARCHAEOLOGY. A table below lists the mapped disciplines:

SINo	Department Name	Program Level	Program Name	Discipline Short Name	Discipline Name	Action
9	Department of History & Archaeology	PG	Master of Arts	KANNADA	KANNADA	Delete

The screenshot shows the 'Department to Discipline Mapping' interface with the 'Existing Discipline Details' section expanded. It includes a 'Back' button and a 'Map Discipline' button. The form has fields for 'Department Name' (Department of History & Archaeology), 'Program Level' (PG), and 'Program Name' (Master of Arts). A dropdown for 'Discipline Name' shows 'None selected'. A table below lists the mapped disciplines:

SINo	Department Name	Program Level	Program Name	Discipline Short Name	Discipline Name	Action
6	Department of History	PG	Master of Arts	HISTORY	HISTORY	Delete
7	Department of History & Archaeology	PG	Master of Arts	HISTORY AND ARCHAEOLOGY	HISTORY AND ARCHAEOLOGY	Delete

2. Department Intake:

Step 2: University Admin has to provide Intake to the Departments

The screenshot shows the UUCMS Admissions Dashboard. The top navigation bar includes links for Home, Administration, Admissions, Academics, HRM, College, Reports, and Help Desk. The main content area features a 'Department-wise Intake' section with a 'Department to Discipline Mapping' link highlighted. Below this, there are statistics for 'Admitted Students' (331,339) and 'Registrar Approved' (269). The dashboard also displays 'Program level - Wise Students Count' and 'Program-Wise Students Count'.

Add affiliation to the Disciplines which are already mapped to Department

University Admin - Mangalore University

[Back](#)

Department Intake Details(PG,Diploma,Certificate)

Academic Year :* 2022-23 Program Level :* PG Department Name :* Department of History [View](#)

[Add Affiliation Data](#)

Department and Program Wise Approved Intake

Show 10 entries Search:

Sl. No.	Program Level	Program Name	Department Name	Discipline	Approved Intake	Action	Approval Status
1	PG	Master of Arts	Department of History	HISTORY	50	Edit	Approved

Showing 1 to 1 of 1 entries Previous 1 Next

Added Affiliation can be modified.

3. Fee Setup

Step 3: Fee should be setup by the Admin. In this tab, Admin can map new Fee Heads. Set up fee for the mapped fee heads according to the Gender, Category of students for all the disciplines and also for all the quota type. Set fees can also be modified. **It's mandatory to set income limit for each category.**

Home Administration Admissions Academics HRM College Reports Help Desk University Admin - Mangalore University

Faculty
Department
Fee Details
Add Other University and College Details
Details For Online Payment Account

Admission Dashboard

Registrar Approved

University Admin - Mangalore University

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Setup Fees

Applicable from Academic Year* 2022-23 Program Level* Select Program Level Program Name* --Select--

College Type* None selected Discipline* None selected Quota Type* Government Quota

Note:For multiple discipline please select check box from dropdown

[Add](#)

Sl. No	Program Level	Program Name	College Type	Discipline	Quota Type	Action
1	PG	Master of Arts	Main Campus College	HISTORY	Government Quota	Edit
2	PG	Master of Arts	Main Campus College	HISTORY AND ARCHEOLOGY	Government Quota	Edit

Show

50

▼

entries

Excel

Print

PDF

Sl. No	Applicable to category	Gender	Income Limit	Adhyayana Peeta Fee	Admission Fee	Annual Day fee	Career Guidance Fee
1	Category I	Female	300000	100	500	50	50
2	Category I	Male	300000	100	500	50	50
3	Category I	Transgender	300000	100	500	50	50
4	Category II (A)	Female	300000	100	500	50	50
5	Category II (A)	Male	300000	100	500	50	50
6	Category II (A)	Transgender	300000	100	500	50	50
7	Category II (B)	Female	300000	100	500	50	50
8	Category II (B)	Male	300000	100	500	50	50
9	Category II (B)	Transgender	300000	100	500	50	50

Successfully Created

OK

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Department of Higher Education

Home Administration Admissions Academics HRM College Reports Help Desk

University Admin - Mangalore University

Setup Fees

4. College Intake

Step 4: Providing College Intake is the next step in the pre-requisites of PG Admission.

First set up the College Degree Type.

Home Administration Admissions Academics HRM College Reports Help Desk

University Admin - Raichur University

Setup Overall Admission Date
Department wise Intake
Department to Discipline Mapping
Fee Setup for Even Semester
Setup College Degree Type

Admitted Students: 331,339

Registrar Approved: 269

Home Administration Admissions Academics HRM College Reports Help Desk

University Admin - Raichur University

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Setup College Degree Type

Sl. No.	College Code	College Name	Degree Type
1	G06GA0001	Govt. First Grade Degree College, Raichur	UG & PG
2	A06GA80002	LVD Degree College, Raichur	UG & PG
3	A06GA0003	BRR College, Raichur	UG & PG
4	P06GAD0004	Methodist Degree College, Raichur	PG only

Step 5: Add affiliation. College name can be visible to the students while applying only when this step is completed.

Home Administration Admissions Academics HRM College Reports Help Desk

University Admin - Mangalore University

Principal / Nodal Officer Details

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Department of Higher Education

Admission Dashboard

University Admin, Mangalore University

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College Intake Details

Academic Year*: Program Level*:

College Code*: [View](#)

[Add Affiliation Data](#)

Program Name*: Discipline*: Intake*:

[Save](#) [Cancel](#)

Existing Program Wise Intake Details:

Show entries Search:

Sl. No.	Academic Year	Program Level	Program Name	Discipline	Approved Intake	Action
1	2021-22	PG	Master of Business Administration	M.B.A.	180	Approve

Showing 1 to 1 of 1 entries Previous 1 Next

Note: The Intake that has been Approved will be available to the appropriate College only after your approval.

College and Program Wise Approved Intake:

Show entries Search:

Sl. No.	Academic Year	Program Level	Program Name	Discipline	Approved Intake	Action	Approved Status
1	2022-23	PG	Master of Arts	HISTORY	500	Edit	Approved
2	2022-23	PG	Master of Business Administration	M.B.A.	180	Edit	Approved

Showing 1 to 2 of 2 entries Previous 1 Next

College Login:

Affiliated Colleges have to allocate the seat according to First Come First Serve or Merit cum Reservation basis. Method of Seat Allocation is also based on Government and Management / Self-Finance Quota.

In student Login college name is visible after the Seat Allocation is completed by the College.

Home Administration Admissions Academics Exam HRM Reports Help Desk

[Setup Seat Allocation Method](#)

College Admin, A.J. Institute of Management, Ashoknagar, Mangaluru

College Details:

[Students Reset Password](#) [Following Steps in Sequence](#)

[Departments](#) [Approved Intake](#)

[Details For Online Payment Account](#) [Make](#)

College Admin, A.J. Institute of Management, Ashoknagar, Mangaluru

[Home](#) / [Seat Allocation Method](#)

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Seat Allocation Method

Academic Year*: Program Level*:

College Code: P24GA10001 College Name: A.J. Institute of Management, Ashoknagar, Mangaluru. College Type: Private College

Program Name	Discipline	Approved Intake	Allocation Type	Government Quota	Management/Self-Finance Quota
Master of Arts	HISTORY	500	First Cum First Serve	300	200
Master of Business Administration	M.B.A.	180	Merit-cum-reservation		

[Submit](#)

Main Campus Login:

In **Department Chair Person's Login**, Allocation of seats to be done for Government and Self-Finance / Management Quota, hence is visible in students Login while applying for discipline to Main Campus College.

University/College User, Mangalore University

[Home](#) / [Seat Allocation Method](#)

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Seat Allocation Method

Academic Year :

2022-23

Program Level :

PG

Program Name	Discipline	Approved Intake	Allocation Type	Government Quota	Management/Self-Finance Quota
Master of Arts	HISTORY	50	First Cum First Serve	30	20

[Submit](#)