



User Manual (PG Admission)

Version: 1.0

Prepared by

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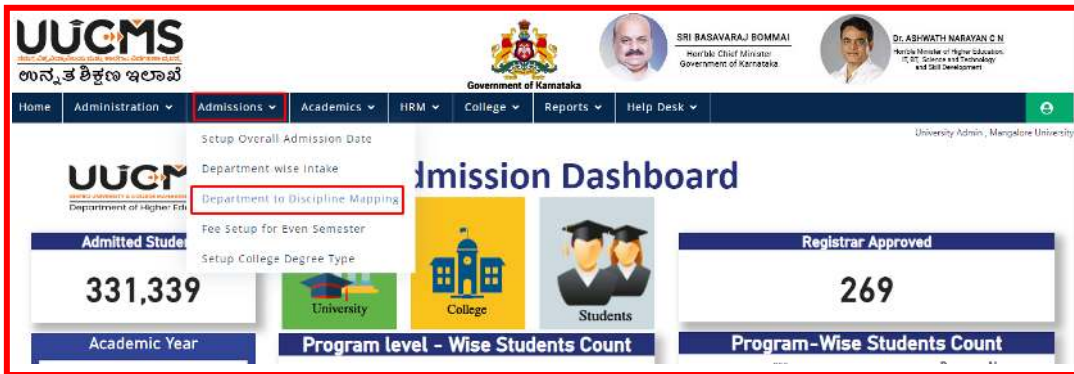
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Pre-requisites for PG Admission

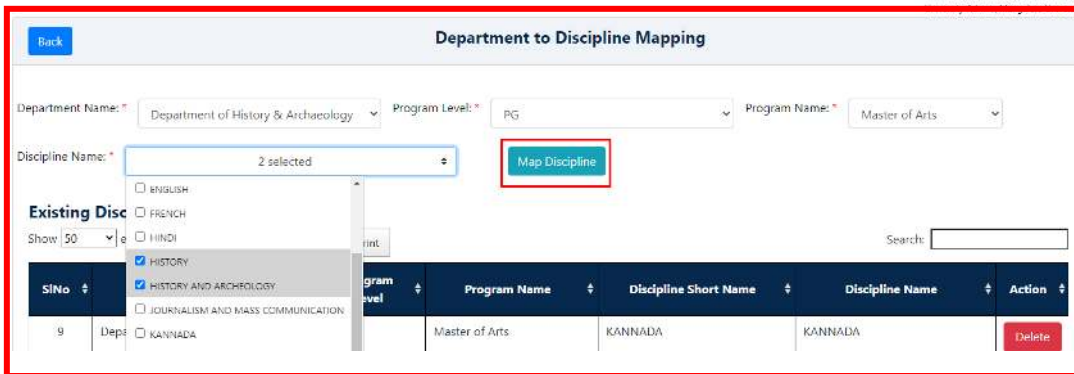
University Log in:

1. Department to Discipline Mapping:

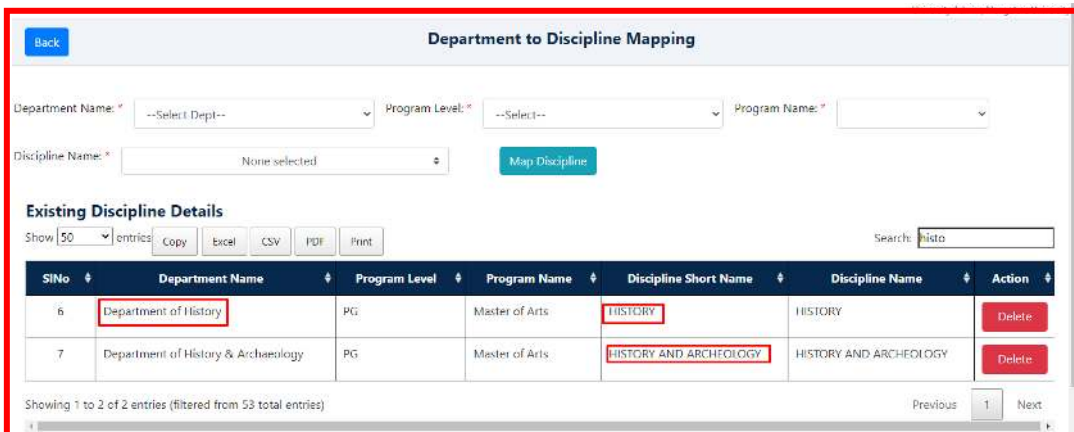
Disciplines to be mapped to Department by the University Admin, so that the Disciplines will be displayed to the students while applying for the program



The screenshot shows the UUCMS (University of Udupi Central Management System) Admission 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 to Discipline Mapping' section with a 'Map Discipline' button. 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 interface displays a table with columns for 'Department Name', 'Program Level', 'Program Name', 'Discipline Short Name', 'Discipline Name', and 'Action'. The table shows a mapping for 'Department of History & Archaeology' at the 'PG' level for the 'Master of Arts' program, with the discipline 'KANNADA'.



The screenshot shows the 'Department to Discipline Mapping' interface in a detailed view. It includes a 'Back' button and a 'Map Discipline' button. The interface displays a table with columns for 'SINo', 'Department Name', 'Program Level', 'Program Name', 'Discipline Short Name', 'Discipline Name', and 'Action'. The table shows two entries: one for 'Department of History' at the 'PG' level for the 'Master of Arts' program, with the discipline 'HISTORY', and another for 'Department of History & Archaeology' at the 'PG' level for the 'Master of Arts' program, with the discipline 'HISTORY AND ARCHEOLOGY'. The interface also includes a search bar and a 'Showing 1 to 2 of 2 entries (filtered from 53 total entries)' message.

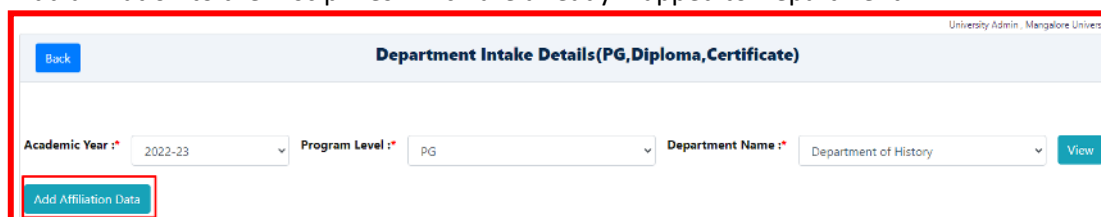
2. Department Intake:



UUCM Admission Dashboard

Registrar Approved

Add affiliation to the Disciplines which are already mapped to Department



Department Intake Details(PG,Diploma,Certificate)

Academic Year: 2022-23 Program Level: PG Department Name: Department of History

Add Affiliation Data



Department and Program Wise Approved Intake

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

Added Affiliation can be modified.

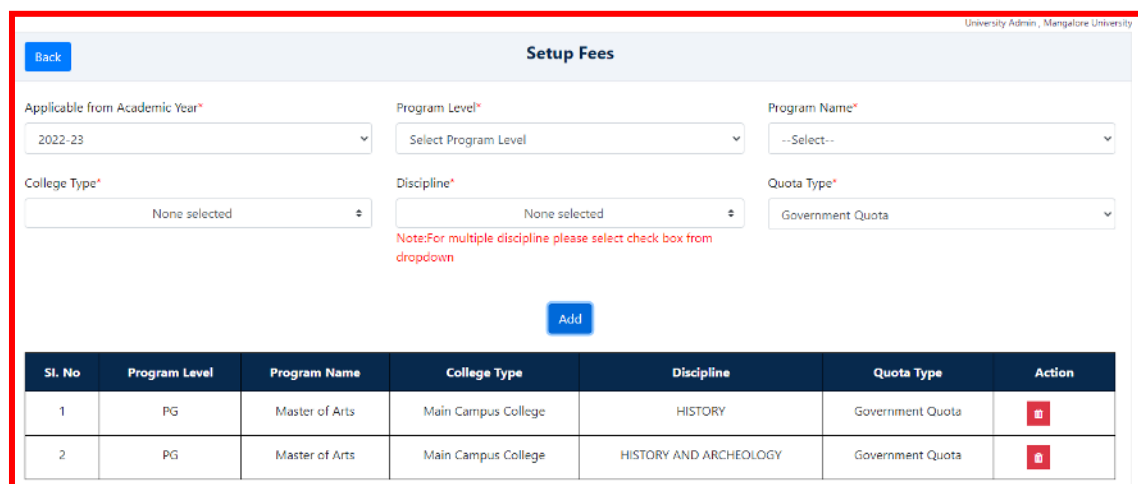
3. Fee Setup

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 be modified. **It's mandatory to set income limit for each category.**



UUCM Admission Dashboard

Registrar Approved



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	
2	PG	Master of Arts	Main Campus College	HISTORY AND ARCHEOLOGY	Government Quota	

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

contact: uucms.helpdesk@gmail.com

Successfully Created

OK

RAJ BOMMAI
Minister of Higher Education
Government of Karnataka

Dr. ASHWINATH NARAYAN C.H.
Former Minister of Higher Education
(I.B.T. Science and Technology
and Skill Development)

Home Administration Admissions Academics HRM College Reports Help Desk

University Admin - Mangalore University

Setup Fees

4. College Intake

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

Set up the college type and add affiliation. This step needs to be done, so that the college name can be visible to the students while applying.

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

Setup College Degree Type

Sl. No.	College Code	College Name	Degree Type
1	G06GAA0001	Govt. First Grade Degree College, Raichur	UG & PG
2	A06GA80002	IVD Degree College, Raichur	UG & PG
3	A06GAC0003	BRB College, Raichur	UG & PG
4	P06GAD0004	Methodist Degree College, Raichur	PG only

Home Administration Admissions Academics HRM College Reports Help Desk

University Admin - Mangalore University

Principal / Nodal Officer Details

College Intake

Admission Dashboard

University Admin - Mangalore University

Back

College Intake Details

Academic Year*:

2022-23

Program Level*:

PG

College Code*:

P24GAJ0001 - A.J. Institute of Management, Ashoknagar, Mangaluru.

View

P24GAJ0001 - A.J. Institute of Management, Ashoknagar, Mangaluru.

Add Affiliation Data

Program Name*:

Master of Arts

Discipline*:

HISTORY

Intake*:

500

Save

Cancel

Existing Program Wise Intake Details:

Show 10 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 available to the appropriate College only after your approval.

College and Program Wise Approved Intake:

Show 10 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

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

Back

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

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.

The screenshot shows the College Admin interface for A.J. Institute of Management, Ashoknagar, Mangaluru. The 'Administration' menu is highlighted, and the 'Setup Seat Allocation Method' option is selected. The interface includes a sidebar with links like 'Fee Details', 'Students Reset Password', 'Departments', and 'Details For Online Payment Account'. The main content area shows 'Following Steps in Sequence' with a 'Approved Intake' button.

The screenshot shows the 'Seat Allocation Method' form. It includes a 'Back' button, a 'College Admin, A.J. Institute of Management, Ashoknagar, Mangaluru' header, and a 'Home / Seat Allocation Method' breadcrumb. The form has dropdowns for 'Academic Year' (2022-23) and 'Program Level' (PG). Below these, it displays 'College Code: P24GA10001', 'College Name: A.J. Institute of Management, Ashoknagar, Mangaluru', and 'College Type: Private College'. The main table lists programs with their disciplines, approved intakes, allocation types, and quotas.

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