

# MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

## Counselling Schedule for Admission under Management Quota 2025-2026

Candidates who have registered for admission under Management Quota Seats for **BBA, B.COM (H), BA(ECO)(H), BAJMC, & BCA** (1<sup>st</sup> Year) program shall report for document verification/ counselling/admission as per the details given below:

### Schedule of Counselling/Admission:

S.No.	Schedule	Date & Time
1	Display of Rank Ordered Merit List of the Students applied through the Institute website to invite corrections, if any	<b>03.08.2025 (on or before 5 PM)</b>
2	Display of Final Rank Ordered Merit List (After incorporating the corrections, if any)	<b>06.08.2025 (on or before 11:50 PM)</b>
3	1 <sup>st</sup> Round of Counselling	<b>09-08-2025</b> <b>A. BAJMC, BA ECO (H), BCA</b> (Adhere to the Timing Schedule as mentioned below): 1. Entry Timings from Gate No.1: 12:00 N to 1:00 PM 2. Verification of Documents and Seat Allotment: 1:00 PM onwards <b>Note: No one is allowed to enter after 1:00 PM</b> <b>B. BBA &amp; B.COM (H)</b> (Adhere to the Timing Schedule as mentioned below): 1. Entry Timings from Gate No.1: 3:00 PM to 4:00 PM 2. Verification of Documents and Seat Allotment: 4:00 PM onwards <b>Note: No one is allowed to enter after 4:00 PM</b>
4	Display of vacant seats (if any)	<b>09.08.2025</b> (On or before 11:50 PM)
5	2 <sup>nd</sup> Round of Counselling, if required	<b>10-08-2025</b> <b>A. BAJMC, BA ECO (H), BCA</b> (Adhere to the Timing Schedule as mentioned below): 1. Entry Timings from Gate No.1: 12:00 N to 1:00 PM 2. Verification of Documents and Seat Allotment: 1:00 PM onwards <b>Note: No one is allowed to enter after 1:00 PM</b> <b>B. BBA &amp; B.COM (H)</b> (Adhere to the Timing Schedule as mentioned below): 1. Entry Timings from Gate No.1: 3:00 PM to 4:00 PM 2. Verification of Documents and Seat Allotment: 4:00 PM onwards <b>Note: No one is allowed to enter after 4:00 PM</b>
Venue for document verification before start of the Counselling: <b>Block-11 (GF)</b> Venue for seat allotment during counselling: <b>Maharaja Agrasen Auditorium</b>		

\*For further updates/notifications, kindly keep on visiting the Institute website [www.maims.ac.in](http://www.maims.ac.in)

## Important Points to be Noted:

1. It is mandatory for the candidate to submit the application form and pay the registration-cum-counselling Fees of Rs. 2500/-(non- refundable), if not submitted and paid during the stipulated time period will not be entitled/eligible for allotment of seat during counselling.
2. Candidate whose name will exist in the Rank Order Merit-wise list to be displayed on 06.08.2025 is only eligible to attend the counselling as per the schedule given above.
3. Adhere strictly to the entry/reporting timings as mentioned above. No one is allowed to enter after the prescribed timings.
4. Along with candidate either his/her father or mother can only be allowed to enter the Institute premises. No relatives are allowed. **(For verification of Identity at the entry point, kindly carry original Photo ID such as Adhar Card/Passport/PAN Card/DL etc)**
5. Candidate whose name exists in the Rank order Merit list displayed on 06.08.2025 is only eligible to attend the counselling as per the schedule given above.
6. Adhere strictly to the entry/reporting timings as mentioned above. No one is allowed to enter after the prescribed timings.
7. Laptops, mobile phones, or any other electronic gadgets are strictly prohibited in the Institute premises except water bottle. So, it's your responsibility not to carry such items or make a proper arrangement to keep them outside the campus before entering. Institute has no responsibility for the same.
8. All Reserved category (SC/ST/DEF/PH) and Un-reserved category candidates of Delhi/Outside Delhi region shall present physically along with the desired documents for verification as per the date and time mentioned above.
9. It is mandatory for the Candidate to be present in person for physical verification of documents (Original + two self-attested photocopies) otherwise he/she will not be entitled for participation in the offline counselling for allotment of seat.
10. Only Candidates with **NOT Admitted Status** are eligible to take part in the Counselling for management quota. (Not admitted means a candidate who has not taken admission in any of the Institutes affiliated to GGSIPU nor in University Schools of GGSIPU) or admitted under Management Quota. **Original admit card of CET/CUET 2025 is mandatory.**
11. Candidate shall submit the duly Notarized affidavit / undertaking on e-stamp paper (Rs. 10/-) that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
12. Candidate who has already taken admission through online counselling or under Management Quota in any of the Institutes affiliated to GGSIPU shall not be eligible for consideration of seat allotment under Management Quota. **Carry your Username and Password of GGSIPU Online Portal required for cross verification of the same.**
13. Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
14. The student to whom seat is allotted during the counselling must present with original documents along with two set of self-attested copies (to be deposited in the Institute).
15. The management quota seats will only be filled up on the merit basis derived from the aggregate percentage scored in the qualifying examination and then the seat will be allotted as per the preference of the course or program opted by the candidate.
16. Admission is confirmed only after the submission of the Institute fees in full by the candidate on the same day of the allotment of seat.
17. The entire session of Counselling/Admission will be video graphed.
18. Candidates will be called strictly on merit of the qualifying examination based on the Aggregate percentage of Class 12<sup>th</sup>.
19. Seat Matrix for Management Seats for BBA, B.COM(H), BA (ECO)(H), BAJMC and BCA Programs is also attached.
20. In the inter-se-merit of candidates securing equal aggregate percentage in class 12<sup>th</sup>, following criteria will be adopted to determine the merit:
  - (i) In case of candidates securing equal aggregate percentage, then the candidate older in age shall rank higher.
21. All admissions are provisional subject to the ratification by the University.
22. For further notification/s, applicants are advised to regularly visit the Institute website [www.maims.ac.in](http://www.maims.ac.in).
23. Institute fees once submitted after accepting the seat under management quota will not be refunded.
24. In case any seat(s) remain vacant after the 1st round of counselling, priority for admission to the aforementioned programs shall be given to candidates from the merit list who were present during the 1st round of counselling. Candidates whose names appear in the merit list but did not attend the 1st round of counselling will be treated as fresh applicants and shall be considered for seat allotment in the 2nd round only after the merit-listed candidates who attended the 1st round have been exhausted. Walk-in candidates shall be considered strictly after all merit-listed candidates have been exhausted.

Incharge (Admissions)

Director

**Candidates shall bring the following documents in Original along with two self-attested copies for verification/deposition in the Institute on the Day of Physical Counselling/Allotment of seats under Management Quota**

- 1 Proof of registration/application submitted for Management Quote Seat applied for MAIMS either through online portal of the Institute or Offline after downloading and submitting the Application form in the Institute.
- 2 Receipt/ proof of submission of Application form and Registration Fees (Rs. 2,500/- Non-refundable)
- 3 CET/CUET 2025 Admit Card (Original & Photocopy).
- 4 Copy of Rank obtained in CET/CUET 2025.
- 5 Original Certificates and Mark sheets of qualifying examination along with two sets of self-attested photocopies.
- 6 Reserved category candidates shall bring original reserved category certificates along with two sets of self-attested photocopies.
- 7 Physical Fitness Certificate. All students shall be required to submit a Medical Certificate as given in Admission Brochure 2025.
- 8 Undertaking by the student with respect to Anti Ragging is to be filled and submit the Printout of the same using the below link:  
[https://antiragging.in/affidavit\\_registration\\_disclaimer.html](https://antiragging.in/affidavit_registration_disclaimer.html)
- 9 Undertaking by the parents with respect to anti ragging (as prescribed in the admission brochure provided by GGSIP university)
- 10 Conduct and Character Certificate in original from the Head of the Institution from where the qualifying examination has been passed or from Gazetted Officer (Original), not more than 6 (six) months old.
- 11 Six Recent Photographs (Size 1.5 Inch X 2 Inch) In Coloured Showing Front View of Full Face with White Background is Required (Black & White Photograph with Colour or Dark Glasses Dark Background, Polaroid Prints or Computer Prints will Not Be Accepted)
- 12 Copy of Aadhar and PAN card
- 13 In case of gap year, the candidate is also required to submit a notarized Gap Year Affidavit on stamp paper of Rupees Ten along with one self-attested photocopy.
- 14 Candidate shall submit the **duly Notarized affidavit** on stamp paper of Rupees Ten that he/she has not taken admission and will not seek admission anywhere else in any of the college affiliated to GGSIP University once the seat is allotted under Management Quota.
  - i. Candidates who have already taken admission through online counselling shall not be eligible for consideration under M.Q seats.
  - ii. Candidates once admitted under Management Quota seat will not be eligible to take admission in any other college affiliated to GGSIPU.
- 15 The program-wise academic fee as mentioned below for the academic session 2025-26 is to be paid either through Pay Order / DD payable at Delhi in favour of Maharaja Agrasen Institute of Management Studies (additional fees will be charged from the student's subject to revision of the fees as per Department of Higher Education, Govt. of Delhi /GGSIPU if any). (No cash payment will be accepted)

Program	Academic fee for the Academic Session 2025-26
BA ECO (Hon.)	154300
B.COM(Hon.)	154300
BA(JMC)	159700
BBA	159700
BCA	157600

**Note:**

1. Candidates whose results of Qualifying Exam are awaited shall not be eligible for admission under the Management Quota.
2. Candidates who have completed their Class 12th from NIOS are required to submit proof of their Study Centre in order to determine their state of eligibility, i.e., Delhi or Outside Delhi.
3. All the above-mentioned documents are mandatorily required in the same sequence and must be properly tagged. If any of the documents is found missing, the candidature will stand cancelled, and the candidate will not be eligible for allotment of a seat

Incharge (admissions)

Director

**Maharaja Agrasen Institute of Management Studies**  
**Seat Matrix for Admissions in BBA, B.COM(H), BA (ECO)(H), BAJMC and BCA in First year**  
**Under Management Quota 2025-26**

Branch	Total No. of Seats	No. of Seats reserved for Delhi Region (85%)						No. of Seats reserved for Outside Delhi Region (15%)					
		Seats for Delhi Region	Gen	SC (17%)	ST (1%)	PH (5%)	Def (5%)	Seats for Outside Delhi Region	Gen	SC (15%)	ST (7.5%)	PH (5%)	Def (5%)
BA ECO (Hon.)-1st Shift	6	5	4	1	0	0	0	1	1	0	0	0	0
BA ECO (Hon.)-2nd Shift	6	5	4	1	0	0	0	1	1	0	0	0	0
B.COM(Hon.)-1st Shift	12	10	8	2	0	0	0	2	2	0	0	0	0
B.COM(Hon.)-2nd Shift	12	10	8	2	0	0	0	2	2	0	0	0	0
BA(JMC)-1st Shift	6	5	4	1	0	0	0	1	1	0	0	0	0
BA(JMC)-2nd Shift	6	5	4	1	0	0	0	1	1	0	0	0	0
BCA	6	5	4	1	0	0	0	1	1	0	0	0	0
BBA-1 <sup>st</sup> Shift	24	20	15	3	0	1	1	4	4	0	0	0	0
BBA-2 <sup>nd</sup> Shift	18	15	10	3	0	1	1	3	3	0	0	0	0

Incharge (Admissions)

Director

## AFFIDAVIT / UNDERTAKING

I, \_\_\_\_\_ S/o, D/o \_\_\_\_\_

R/o \_\_\_\_\_

Mobile Number \_\_\_\_\_ E-Mail ID \_\_\_\_\_

having qualified **BBA (CET Code: 125), B.COM(H) (CET Code: 146), BA (ECO)(H) (CET Code: 197), BAJMC (CET Code: 126) and BCA (CET Code: 114)** with Roll No.: \_\_\_\_\_

Rank: \_\_\_\_\_ IPU Application No. \_\_\_\_\_

do hereby solemnly affirm and declare that:-

1. That I am a resident of the above address.
2. That I have not taken admission in **BBA (CET Code: 125), B.COM(H) (CET Code: 146), BA (ECO)(H) (CET Code: 197), BAJMC (CET Code: 126) and BCA (CET Code: 114)** Programmes, as applicable, for the year 2025-2026, in any other Institution / University Schools of Studies (USS) or any affiliated Institutions/Colleges, either under Merit Seats or under Management Quota Seats through Online/Offline Counselling(s) of GGSIP University or Institution(s) / College(s).
3. That I also know that after taking this admission through Management Quota Seats, I will be treated as Admitted Student and consequent to which, I shall not be eligible for admission in **BBA (CET Code: 125), B.COM(H) (CET Code: 146), BA (ECO)(H) (CET Code: 197), BAJMC (CET Code: 126) and BCA (CET Code: 114)** Programmes, as applicable, for the year 2025-2026, in any other Institution or University Schools of Studies (USS) or any affiliated Institutions/Colleges, either under Merit Seats or under Management Quota Seats through Online/Offline Counselling(s) of GGSIP University or Institution(s) / College(s).
4. That if the above information/undertaking is found false, at any later stage, my admissions, from both the Institutions, shall automatically stand cancelled and entire fee shall be forfeited. Further to it, for furnishing false affidavit, criminal proceedings shall be initiated against me.

**DEPONENT**

### Verification:

Verified at Delhi on this \_\_\_\_\_ day of \_\_\_\_\_, 2025 that the contents of the above affidavit are true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therefrom.

**DEPONENT**