



User Manual (PG Admission)

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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 Admissions Dashboard. The top navigation bar includes 'Home', 'Administration', 'Admissions', 'Academics', 'HRM', 'College', 'Reports', and 'Help Desk'. The main content area features a 'Department to Discipline Mapping' link highlighted in a red box. Other visible elements include 'Admitted Students' (331,339), 'Registrar Approved' (269), and 'Program level - Wise Students Count'.

This screenshot shows the 'Department to Discipline Mapping' form. The 'Department Name' is set to 'Department of History & Archaeology', 'Program Level' is 'PG', and 'Program Name' is 'Master of Arts'. A dropdown menu for 'Discipline Name' shows '2 selected' items. A 'Map Discipline' button is highlighted in a red box. Below the form is a table of existing mappings.

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

This screenshot shows the 'Department to Discipline Mapping' form with a table of existing discipline details. The form fields are empty. The table below shows two entries:

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 ARCHEOLOGY	HISTORY AND ARCHEOLOGY	Delete

Showing 1 to 2 of 2 entries (filtered from 53 total entries)

2. Department Intake:

Add affiliation to the Disciplines which are already mapped to Department

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.**

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

The screenshot shows the 'Setup Fees' page in the UUCMS system. A notification box at the top center says 'Successfully Created' with an 'OK' button. The page header includes the UUCMS logo, contact information, and user details for RAJ BOMMAI, Minister of Karnataka, and Dr. ASHWATH NARAYAN C.H., Minister of Higher Education, IT, BT, Space and Technology and Skill Development. The navigation menu includes Home, Administration, Admissions, Academics, HRM, College, Reports, and Help Desk. The page title is '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.

The screenshot shows the 'Admission Dashboard' in the UUCMS system. The dashboard includes a navigation menu with Home, Administration, Admissions, Academics, HRM, College, Reports, and Help Desk. The main content area features several cards: 'Setup Overall Admission Date', 'Department-wise Intake', 'Department to Discipline Mapping', 'Fee Setup for Even Semester', 'Setup College Degree Type', and 'Registrar Approved'. The 'Admitted Students' count is 331,339 and the 'Registrar Approved' count is 269.

The screenshot shows the 'Setup College Degree Type' page in the UUCMS system. The page includes a navigation menu with Home, Administration, Admissions, Academics, HRM, College, Reports, and Help Desk. The main content area features a table with the following data:

Sl. No.	College Code	College Name	Degree Type
1	G06GAA0001	Govt. First Grade Degree College, Raichur	UG & PG
2	A06GAB0002	LVD Degree College, Raichur	UG & PG
3	A06GAC0003	BRB College, Raichur	UG & PG
4	P06GAD0004	Methodist Degree College, Raichur	PG only

The screenshot shows the 'Admission Intake Dashboard' in the UUCMS system. The page includes a navigation menu with Home, Administration, Admissions, Academics, HRM, College, Reports, and Help Desk. The main content area features the UUCMS logo, the title 'Admission Intake Dashboard', and a 'Principal / Nodal Officer Details' section.

University Admin - Mangalore University

[Back](#) **College Intake Details**

Academic Year*: Program Level*:

College Code*: [View](#)
 P24GAJ0001 - A.J. Institute of Management, Ashoknagar, Mangaluru.

[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.	<input type="text" value="180"/>	Approve

Showing 1 to 1 of 1 entries. Previous 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 entries. Search:

Sl. No.	Academic Year	Program Level	Program Name	Discipline	Approved Intake	Action	Approved Status
1	2022-23	PG	Master of Arts	HISTORY	<input type="text" value="500"/>	Edit	Approved
2	2022-23	PG	Master of Business Administration	M.B.A.	<input type="text" value="180"/>	Edit	Approved

Showing 1 to 2 of 2 entries. Previous 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: Program Level:

Program Name	Discipline	Approved Intake	Allocation Type	Government Quota	Management/Self-Finance Quota
Master of Arts	HISTORY	50	<input type="text" value="First Cum First Serve"/>	<input type="text" value="30"/>	<input type="text" value="20"/>

[Submit](#)

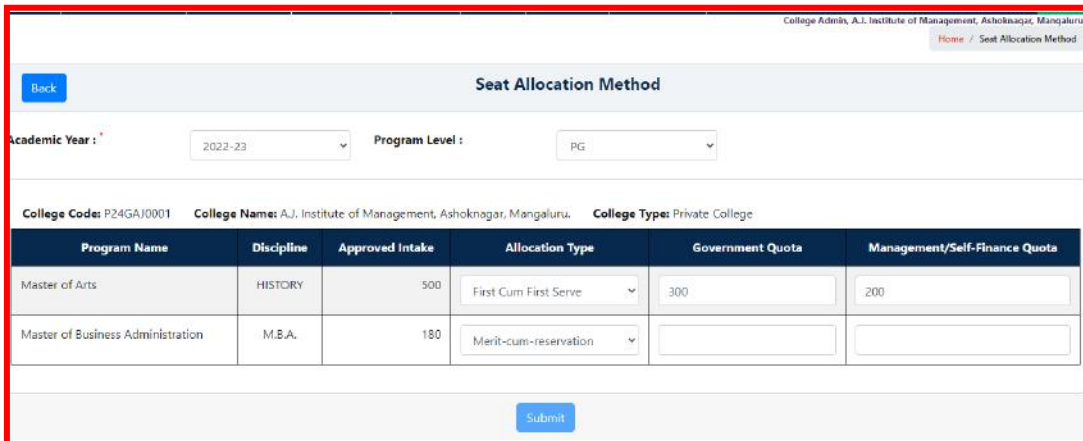
College Login:

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 administration dashboard for A.J. Institute of Management, Ashoknagar, Mangaluru. The navigation menu includes Home, Administration, Admissions, Academics, Exam, HRM, Reports, and Help Desk. The 'Administration' menu is expanded, and 'Setup Seat Allocation Method' is highlighted. Other menu items include Fee Details, Students Reset Password, Departments, and Details For Online Payment Account. The main content area shows 'A.J. Institute of Management, Ashoknagar, Mangaluru.' and a 'Following Steps in Sequence' section with 'Approved Intake' and 'Approved Intake' buttons.



The screenshot shows the 'Seat Allocation Method' configuration page. It includes a 'Back' button, 'Academic Year' (2022-23), and 'Program Level' (PG) dropdowns. Below these are fields for 'College Code: P24GAJ0001', 'College Name: A.J. Institute of Management, Ashoknagar, Mangaluru.', and 'College Type: Private College'. A table displays the seat allocation details for two programs:

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		

A 'Submit' button is located at the bottom of the page.