

Circular

Sub: Admission approval in respect of Affiliated colleges of UG courses for the Academic Year 2023-24.
Ref: Approval of the Vice-Chancellor dated: 04.11.2023

The Admission approval process for UG courses for the academic year 2023-24 will be commencing from as detailed below. For the admission approval necessary supporting documents should be submitted at the time of approval.

- 1) The University will host the admission portal on as per UUCMS portal. The colleges have to enter all details of candidates in the format hosted on the website. The last date for online entry is 13.10.2023. The colleges have to carefully enter all details appropriately in the applications. Incomplete applications will be rejected.
- 2) Thereafter, the college have to upload the following documents on the website:-
 - a) Recent Digital passport photograph of the candidate.
 - b) One of the photo Id cards : Passport/Aadhaar card/Voter ID/Ration card.
 - c) Digital left thumb mark (LTM) of the candidate.
 - d) Digital signature or the scanned image of the signature of the candidate.

The colleges are required to submit the duly attested photocopies of all original supporting/ necessary documents by the Principal with seal and signature, at the appropriate place indicated in the application along with the relevant original documents with fee Challan for verification on the day of approval of admission.

3) **The order in which documents have to be submitted is as follows:-**

- a) One copy of consolidated admission statement downloaded along with statement of fee paid, course wise and semester wise,(As per the UUCMS Online Receipts) or along with **DD in favour of the Finance Officer, Bengaluru City University,Bengaluru, separately Offline payments, should be submitted to the Finance Officer, Bengaluru City University, Central college campus on the day of admission approval.**
- b) Marks cards, Transfer Certificate/Migration and Eligibility Certificates (for Foreign students only) PDC, Caste Certificate in original.
- 4) UUCMS students admission list (Hard copy) should be submitted during approval time.
- 5) Students statistics Course wise Year wise (I, II, III, IV) Gender wise, Category wise, UG/PG for the year 2022-23 and 2023-24 Hard and Soft Copy.
- 6) Colleges included under UGC Act 2F, 12B and NAAC Accreditation details with documents should be submitted.
- 7) **Venue: Senate Hall Bengaluru City University, Central college campus, Bengaluru.**

Your co-operation in this regard is solicited.

The following Affiliated colleges for UG Courses coming under Bengaluru City University jurisdiction is scheduled Constituency wise for admission approval as follows:-

1. All Govt. colleges/ Basavanagudi/ BTM Layout Constituency Colleges Date:10.11.2023
2. Byatarayanapura/Chamrajpet/ Gandhinagar Constituency Colleges Date:13.11.2023
3. Chickpet/ Hebbal/ Jayanagar / Shivajinagar Constituency Colleges Date:15.11.2023
4. Malleshwaram/ Rajajinagar/ Shanthinagar/Yelahanka Constituency Colleges
Date:16.11.2023
5. All Autonomous Colleges and Multi Disciplinary College Date:17.11.2023

* Incomplete applications and non-submission of required documents will be rejected.


REGISTRAR
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To:

All The Principals of Affiliated colleges, Bengaluru City University, Bengaluru.

Copy to:

1. PS to VC/Registrar / Registrar(Evaluation),Bengaluru City University, Bengaluru.
2. Finance office, BCU to make arrangements to collect DD's and issue of receipts to the colleges on the day of admission.
3. UUCMS Portal
4. Office copy/Guard file.