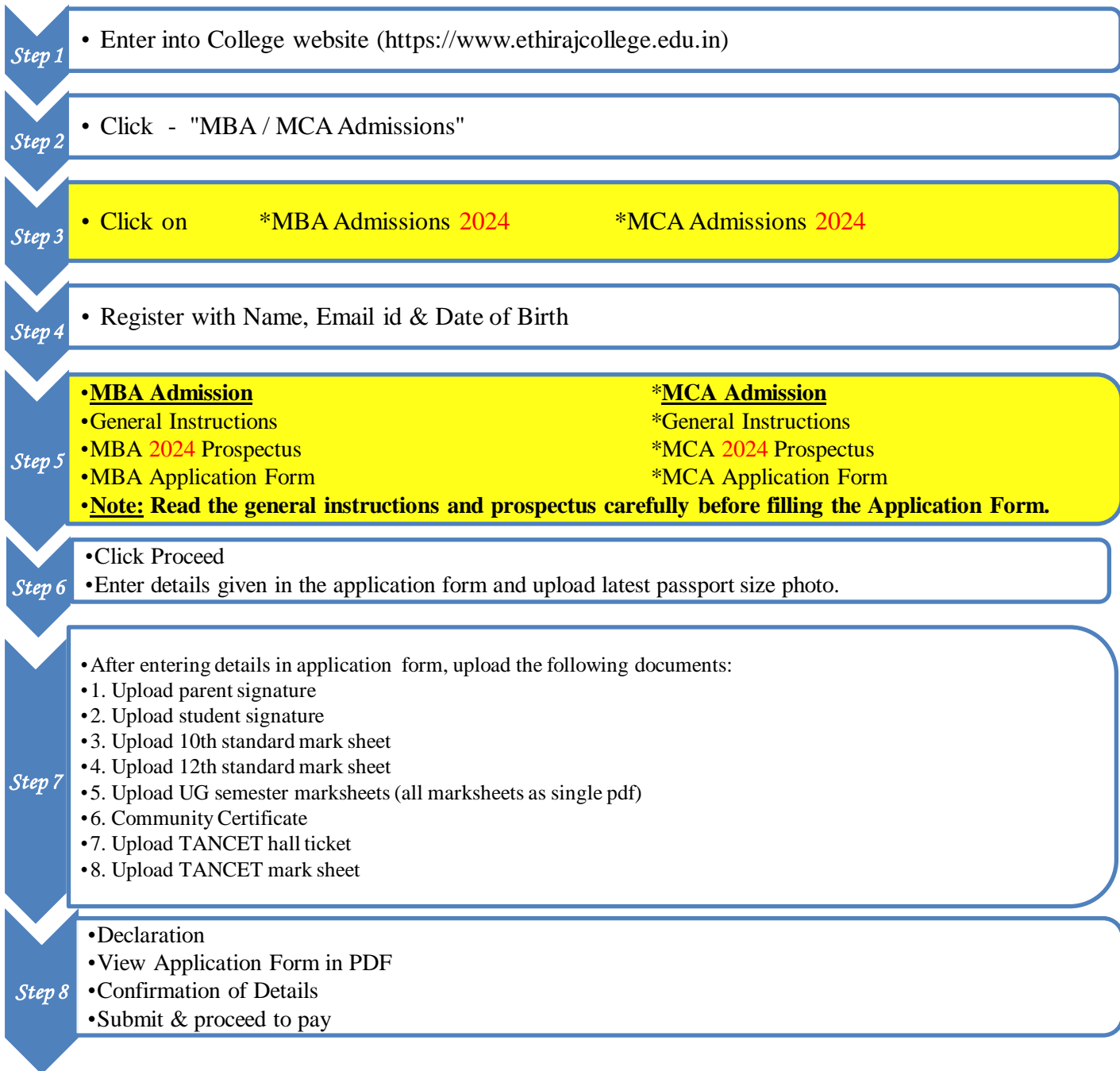


ETHIRAJ COLLEGE FOR WOMEN (Autonomous), CHENNAI

MBA/MCA DEPARTMENT

ADMISSION 2024

ONLINE REGISTRATION OF APPLICATION - PROCESS



General instructions for candidates filling application form:

- Read the general instructions and prospectus carefully before filling the Application Form.
- At the time of filling application form, candidates must provide valid e-mail ID and mobile number. **All communication in connection with admission will be sent only to this email ID and/or mobile number.**
- Scanned image of photograph taken recently (file size 100 kb; jpg/gif format) with a dimension of 125 x 165 pixels (4.4 X 5.8 cm) must be uploaded. Please note that selfie photos will not be accepted.
- Applications may be filled by paying the prescribed fee through online mode only. Online payment can be made through Net banking, Credit or Debit cards using payment gateway.
- Fill the application form carefully. Check the filled in details before saving application form. Application form once saved, cannot be edited.
- After successfully filling application form, uploading all necessary documents and making payment, a unique application number will be generated and the same will be notified by SMS and email provided by the candidate.
- Application submitted should be complete in all aspects.
- Only completed application forms will be considered for processing after verifying the payment made.
- Request for change / correction in the application form shall not be entertained under any circumstances after submitting the application form.
- College will not be responsible for any consequence arising due to furnishing incorrect/ incomplete details or failure to provide the required details.
- Submitting the application does not guarantee admission into the course of the college.
- Candidates seeking Hostel accommodation should submit the Hostel Application Form after making the College fees payment.
- For uploading documents/certificates the candidates should be ready with the following:
 - i. Parent Signature
 - ii. Student Signature
 - iii. 10th certificate
 - iv. 12th certificate
 - v. UG certificate - All semester marksheets in a single pdf file
 - vi. Photograph (Name printed on the photograph)
 - vii. Community Certificate
 - viii. TANCET hall ticket
 - ix. TANCET marksheet

General instructions for candidates admitted into MBA / MCA course:

- **Payment of fees for selected candidates is through ONLINE only.**
- **Mode of payment: Net banking of any bank, Debit / Credit card of any bank.**
- **Payment limit through debit card is only upto Rs.25000/-. If it exceeds Rs.25000/-, net banking facility should be obtained well in advance.**

IMPORTANT CRITERIA & DATES TO BE NOTED

- **Sale of Online Application Form from: 24th May 2024**
- **Last date for Sale and Submission of Online Application Form: 09th June 2024**
- **Candidates have to compulsorily attend the Group discussion and interview to be held in the MBA department, Campus II, Ethiraj College for Women. Chennai**
- **Schedule for group discussion and interview:**

Application numbers	Date
MBA24M001 to MBA24M050	10th June 2024, 10 a.m.
MBA24M051 to MBA24M100	11th June 2024, 10 a.m.
MBA24M101 to MBA24M150	12th June 2024, 10 a.m.
MBA24M151 and above	13th June 2024, 10 a.m.

- **Kindly check college website for any information /communication.**