

MGU UG Admission Procedure

- **Online Registration by Candidates**
 - Students register at **cap.mgu.ac.in** before the deadline.
 - Category (SC/ST or Others) is fixed during registration — no changes allowed later.
- **Payment & Application Tracking**
 - Candidates pay fees online via the Integrated Online Payment Gateway.
 - They note down their application number for future reference.
- **Document Handling**
 - No physical documents are sent to the University.
 - **College will verify all original documents** at the time of admission for permanent allottees and when instructed for temporary allottees.
 - Candidates upload digital copies of certificates for reservation/bonus marks — colleges check these against originals during verification.
- **Communication & Updates**
 - No postal memos — all updates are via the portal and SMS.
 - Colleges should expect students to arrive with the **downloaded allotment memo**, properly attested on the relevant portion.
- **Allotment & Admission Options**
 - After allotment, students choose **temporary** or **permanent** admission online.
 - **Temporary Admission:**
 - Till 4th allotment, tuition fee is not collected.
 - Colleges verify uploaded documents digitally; originals checked later when called.
 - **Permanent Admission:**
 - Higher options are cancelled automatically.
 - Candidate must report physically with originals for verification and fee payment.
- **Special Cases**
 - SC/ST candidates will have special online allotments in addition to general allotment.

- fees collected are only as prescribed by the University.
- **Verification & Compliance**
 - verification of personal and academic details as per University instructions.
 - Fake registrations or forged documents are reported immediately.
- **General Reminder**
 - Guide students to read instructions carefully before applying and to check **cap.mgu.ac.in** regularly.