

DATE: 10.09.2026

**IMPORTANT NOTICE FOR MMS (FIRST YEAR)-
INSTITUTE LEVEL ADMISSION 2026-27**

Counselling and Admission Procedure

1. **Counselling for Institute Level admissions will commence from 12/09/2026.**
2. Eligible candidates will be allotted a **specific date and time slot by the Institute based on their inter-se merit number.** Candidates must report **in person** to the Institute Admission Office strictly as per the date and time slot mentioned in the admission schedule below to participate in the counselling process and be considered for admission in that round.
3. **Admissions will be strictly based on the General Merit List,** which will be displayed on the College website and Notice Board. Candidates are advised to visit the College and register their names for admission as per the merit percentile and schedule mentioned in the admission schedule.
4. Candidates who fail to report to the Institute within the allotted date and time slot will **forfeit their claim for admission in that round,** and the vacant seat will be offered to the next eligible candidate as per the inter-se merit.
5. If a candidate reports subsequently during the ongoing admission process, he/she may be considered for admission in a subsequent round, **subject to the availability of seats.**
6. Eligible candidates who report to the Admission Cell will be offered admission to the available seats strictly as per the **inter-se merit of the candidates.**
7. Candidates who are offered admission in a particular round must confirm their admission by:
 - o Paying the **prescribed total fee in full** through the online payment / Demand Draft (DD) mode; and
 - o Submitting the required documents in original on or before **5.00 p.m. on the day of allotment.**

Admission will be considered confirmed only upon payment of the prescribed fee in full.



8. If a student has secured admission to another institution and the original documents are not available, **self-attested copies of the required mark sheets and other relevant documents** may be submitted along with the **Retention Certificate or Admission Acknowledgement issued by the CET Cell.**
9. However, the **original documents must be submitted to the College Office within two (2) days from the date of admission.**
10. **Failure to submit the original documents within the stipulated period will result in the admission being deemed cancelled.**

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**DIRECTOR
SIESCOMS**

