



User Manual (PG Admission)

Version: 1.0

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Pre-requisites for PG Admission

University Log in:

1. Department to Discipline Mapping:

Step 1: 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.

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

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

2. Department Intake:

Step 2: University Admin has to provide Intake to the Departments

Add affiliation to the Disciplines which are already mapped to Department

University Admin, Mangalore University

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Department Intake Details(PG,Diploma,Certificate)

Academic Year:* 2022-23 Program Level:* PG Department Name:* Department of History [View](#)

[Add Affiliation Data](#)

Department and Program Wise Approved Intake

Show 10 entries Search:

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

Showing 1 to 1 of 1 entries Previous 1 Next

Added Affiliation can be modified.

3. Fee Setup

Step 3: 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 also be modified. **It's mandatory to set income limit for each category.**

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Faculty
Department
Fee Details
Add Other University and College Details
Details For Online Payment Account

Admission Dashboard

Registrar Approved

University Admin, Mangalore University

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Setup Fees

Applicable from Academic Year* 2022-23 Program Level* Select Program Level Program Name* --Select--

College Type* None selected Discipline* None selected Quota Type* Government Quota

Note:For multiple discipline please select check box from dropdown

[Add](#)

Sl. No	Program Level	Program Name	College Type	Discipline	Quota Type	Action
1	PG	Master of Arts	Main Campus College	HISTORY	Government Quota	Edit
2	PG	Master of Arts	Main Campus College	HISTORY AND ARCHEOLOGY	Government Quota	Edit

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 UUCMS portal interface. A white message box in the center says "Successfully Created" with an "OK" button. The background shows the portal header with the UUCMS logo, navigation menu (Home, Administration, Admissions, Academics, HRM, College, Reports, Help Desk), and user profile information for Raj Bommali and Dr. Ashwath Narayan C N. The main content area displays "Setup Fees" with a "Back" button.

4. College Intake

Step 4: Providing College Intake is the next step in the pre-requisites of PG Admission.

First set up the College Degree Type.

The screenshot shows the "Admission Dashboard" in the UUCMS portal. It features a navigation menu at the top and several key metrics: "Admitted Students" (331,339), "Registrar Approved" (269), and a "Setup College Degree Type" button highlighted with a red box. Other options include "Setup Overall Admission Date", "Department-wise Intake", "Department to Discipline Mapping", and "Fee Setup for Even Semester".

The screenshot shows the "Setup College Degree Type" configuration page. It contains 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

Step 5: Add affiliation. College name can be visible to the students while applying only when this step is completed.

The screenshot shows the "Admission Dashboard" with the "College Intake" button highlighted in red. The page also displays the UUCMS logo and the text "Principal / Nodal Officer Details".

University Admin, Mangalore University

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

Academic Year: 2022-23 Program Level: PG

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

Add Affiliation Data

Program Name*: Master of Arts Discipline*: HISTORY Intake*: 500

[Save](#) [Cancel](#)

Existing Program Wise Intake Details:

Show 10 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.	180	Approve

Showing 1 to 1 of 1 entries Previous 1 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 10 entries Search:

Sl. No.	Academic Year	Program Level	Program Name	Discipline	Approved Intake	Action	Approved Status
1	2022-23	PG	Master of Arts	HISTORY	500	Edit	Approved
2	2022-23	PG	Master of Business Administration	M.B.A.	180	Edit	Approved

Showing 1 to 2 of 2 entries Previous 1 Next

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.

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[Setup Seat Allocation Method](#)

A.J. Institute of Management, Ashoknagar, Mangaluru

College Admin, A.J. Institute of Management, Ashoknagar, Mangaluru

College Fee Details

Students Reset Password

Departments

Details For Online Payment Account

Following Steps in Sequence

Approved Intake

College Admin, A.J. Institute of Management, Ashoknagar, Mangaluru

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[Back](#) **Seat Allocation Method**

Academic Year: 2022-23 Program Level: PG

College Code: P24GAJ0001 College Name: A.J. Institute of Management, Ashoknagar, Mangaluru. College Type: Private College

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		

[Submit](#)

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
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[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](#)