

**DIRECTORATE OF TECHNICAL EDUCATION : CHENNAI 600 025**  
**AND**  
**DIRECTORATE OF COLLEGIATE EDUCATION : CHENNAI 600 015**

**ADMISSION TO MBA DEGREE PROGRAMME 2025-2026**

**INFORMATION AND INSTRUCTIONS TO CANDIDATES**

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Common Application to seek admission to Government, Government Aided Engineering and Arts & Science Colleges, and for the seats in University Departments / Regional Centres, seats surrendered by the Self-Financing Engineering Colleges, Arts & Science Colleges including Stand Alone Institutions under the Unified online Single Window Admission System for ***Indian Nationals***.

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**1. ALLOCATION OF SEATS IN ENGINEERING / ARTS & SCIENCE COLLEGES**

**1.1** Seats in the Engineering Colleges and Stand Alone Institutions under the purview of the Directorate of Technical Education, Chennai 600 025 are grouped into the following categories:

- (i) Seats in Government Engineering Colleges.
- (ii) Seats in Government Aided Engineering Colleges.
- (iii) Seats in Anna University Departments / Regional Centres and Annamalai University
- (iv) Seats surrendered by Self-financing Engineering Colleges and Stand Alone Institutions.

**1.2** Seats in the Arts and Science Colleges and Stand Alone Institutions under the purview of the Directorate of Collegiate Education, Chennai 600 015 are grouped into the following categories:

- (i) Seats in Government Arts and Science Colleges.
- (ii) Seats in Government Aided Arts and Science Colleges.
- (iii) Seats in University Departments of University of Madras, Chennai and Other state Government Universities
- (iv) Seats surrendered by Self-financing Arts and Science Colleges and Stand Alone Institutions.

**1.3** Duration of the Programme

|     |  |
|-----|--|
| MBA | 2 Academic years comprising of 4 semesters |
|-----|--|

**2. ELIGIBILITY RULES**

The Eligibility for Admission to First Year MBA Degree Programme is given below:

**General:**

Candidates satisfying the eligibility conditions given below as on last date of submission of online application are eligible to apply. No change in claim made in application will be permitted after the last date for submission of application.

Only Indian Nationals are eligible to apply.

**2.1 Nativity :**

- (i) Tamil Nadu candidates who have studied and passed out in Tamil Nadu as noted below are eligible to apply. They need not produce the Nativity Certificate for verification.

| Pattern of Study  | Education   |
|---|---|
| 10 + Plus Two + 3 years Degree                                    | Candidates must have studied in Tamil Nadu from XI onwards          |
| 10 + 3 years Diploma + 2/3 years Degree                           | Candidates must have studied HSC / Diploma and Degree in Tamil Nadu |
| 10+ Plus Two + 2 years Lateral Entry Diploma + 2 / 3 years degree |   |
| B.E / B.Tech. / B.Arch. / B.Pharm                                 | Candidates must have studied in Tamil Nadu from XII onwards         |

- (ii) Children of Central Government Employees may also apply for admission, irrespective of their native, provided their parents or guardians (only if both parents are not alive) have been serving in Tamil Nadu continuously for the past **FIVE YEARS** at the time of submission of application. This should be supported by producing a certificate from the employer of the Parent or Guardian, to that effect.
- (iii) Sons and daughters of All India Service Tamil Nadu cadre officers are eligible to apply. A Self declaration from the parent in this regard is to be produced.
- (iv) Children of employees in Public Sector or Government recognized institutions who at the time of submission of application for admission employed in Tamil Nadu continuously for the past **FIVE YEARS** may also apply, irrespective of their domicile. A certificate from the employer has to be uploaded along with the application stating that the person is a Permanent Employee of the Firm or Institution concerned with evidence like Income Tax return, Pay Slips, etc., and is working in Tamil Nadu continuously for the past **FIVE YEARS** has to be produced.
- (v) Other state candidates who have passed the examinations as noted under 2.1 (i) above, in Tamil Nadu are eligible to apply. They need not produce - Nativity Certificate.
- (vi) Tamil Nadu native candidates who have passed any of the XI std., XII std. and Diploma / Degree examination as noted under 2.1 (i) from the institutions situated outside Tamil Nadu, can also apply. They should produce **Nativity Certificate only in electronic form/digitally signed e-Certificate**

**Note:**

1. Applications without proper employer certificate for Categories (ii), (iii) and (iv) above and nativity certificate for the category (vi) will not be considered.
2. Tamil Nadu native candidates alone will be considered for communal reservation. Others will be considered under "Open Competition".
3. The Tamil Nadu native candidates who belong to category under Item No. 2.1 (vi) and claim Tamil Nadu Nativity shall submit application along with a copy of Nativity Certificate in the prescribed format obtained from Tahsildars of their Native place in Tamil Nadu. Such of those applications received without copy of the Nativity Certificate shall be treated as incomplete application and shall be rejected.

### **Srilankan Tamil Refugee:**

As per G.O. (Ms.) No.143, Higher Education (J2) Department, dated 14.06.2011 and G.O.(Ms.) No.159, Higher Education (J2) Department, dated 4.7.2011 candidates who are Srilankan Tamil Refugees studied in Tamil Nadu will be considered under open competition. They have to produce the following certificates:

- (i) Identification certificate from the Head Quarters Tahsildar.
- (ii) Those who have not registered in the refugee camp should upload a copy of passport, visa and letter registered with Police Station (with proof of Srilankan Tamil Refugee like TC etc.).

### **Overseas Citizen of India Candidates**

Candidates of Overseas Citizen of India (OCI) cardholders/Persons of Indian Origin(PIO) cardholders and Native of Tamilnadu shall be permitted to participate in the Tamil Nadu MBA / MCA Counselling under the "Open Category" from the academic year 2024-25 onwards. This will not be applicable to the candidates of overseas citizen of India (OCI) cardholders/ Persons of Indian Origin (PIO) cardholders who are born in a foreign country after 04.03.2021.

## **2.2 Qualifying Examinations and Eligibility**

- (a) A Pass in a recognized Bachelor's Degree of minimum 3 years duration and obtained at least 50% marks (45% marks in case of candidates belonging to reserved category – BC / BCM / MBC & DNC / SC / SCA / ST) in the qualifying Degree examination.
- (a) 10 + 2 + 3 / 4 / 5 years pattern (or)
- (b) 10 + 3 years Diploma\* + 2 / 3 years pattern (or)
- (c) 10 + 2 + 2 years Lateral Entry Diploma\* +2 / 3 years pattern (or)
- (d) (i) 10 + 2 + AMIE\*\* + 2 years of Experience (or)
- (ii) 10 + 3 Years Diploma\* + AMIE + 2 years of Experience\*\*

\* Awarded by the State Board of Technical Education

\*\* Candidates with section 'A' & 'B' certificates and other similar certificate issued by professional bodies or societies (e.g. A.M.I.E) recognized by the Ministry of Human Resource Development, Govt. of India and enrolled with Institutions with permanent recognition upto 31-5-2013 are eligible to be considered equivalent to B.E. / B.Tech. Degree holders, only with 2 years regular full time Teaching / Industrial experience in the relevant field after successful completion of the course including project work. An experience certificate is to be produced by the candidates.

| <b>Community</b>   | <b>Minimum Marks in the Qualifying Examination</b> |
|--|--|
| OC   | 50 %   |
| Tamil Nadu native candidates belonging to BCM, BC, MBC & DNC, SC, SCA and ST Communities | 45 %   |

- (b) In case of B.E./ B.Tech., in addition to regular mode of study, Lateral Entry and Part time modes are also considered to be eligible.

- (c) Candidates with B.E. / B.Tech. Degrees obtained through Distance mode / Week end courses are not eligible.
- (d) Candidates with Degree obtained in Arts and Science Colleges without studying 10<sup>th</sup>, 12<sup>th</sup> or Diploma are not eligible.
- (e) The qualifying UG Degree awarded by Universities should conform to the minimum standards of instruction for Grant of the First Degree through Formal / Non-Formal / Distance (Wherever applicable) Education prescribed by UGC/AICTE.
- (f) Candidates who have already passed the above qualifying Degree course and candidates who are appearing for the final semester / year examination of the said qualifying Degree course except certificates issued by professional bodies or societies such as AMIE etc., during April / May 2025 may apply for admission to **MBA** Degree Programme. However, candidates should provide evidence for having passed the qualifying Degree examination at the time of admission to the Institutions

### 2.3 Computation of minimum eligibility marks in the qualifying examinations

The average percentage of marks obtained by the candidate in the entire duration of the qualifying UG Degree (semester / yearly pattern) course after exclusion of marks for extra curricular subjects (**NCC, NSS, YRC, YOGA etc...**) will be considered for computation of minimum eligibility marks.

### 2.4 Entrance Examination

Candidates should have appeared for the TANCET 2025 (MBA) Examination conducted by Anna University Chennai, Chennai 600 025 and should produce TANCET 2025 (MBA) Mark Sheet issued by Anna University Chennai, Chennai 600 025.

### 2.5 Age Limit

There is no age limit for admission to MBA Degree Programme.

## 3. ALLOCATION OF SEATS

**3.1 Selection shall be made under seven categories namely OC, BC, BCM (BC Muslim), MBC & DNC, SC, SCA and ST following the rule of reservation of the Government of Tamil Nadu as follows:**

| Rule of Reservation                            |            |                |
|--|------------|----------------|
| Open Competition                               | ...        | 31.00%         |
| Backward Class                                 | ...        | 26.50%         |
| Backward Class Muslims                         | ...        | 3.50%          |
| Most Backward Class and Denotified Communities | ...        | 20.00%         |
| Scheduled Caste                                | ...        | 15.00%         |
| Scheduled Caste (Arunthathiyar)                | ...        | 3.00 %         |
| Scheduled Tribes                               | ...        | 1.00%          |
| <b>Total</b>                                   | <b>...</b> | <b>100.00%</b> |

**3.2** (a) Tamil Nadu Native candidates alone will be considered for communal reservation. The community recorded in the certificate of Tamil Nadu native candidate should appear in the list of communities approved by the Government of Tamil Nadu. (**Annexure – I**)

- (b) The applicants from Tamil Nadu State should have obtained permanent community certificate (for SC / SCA / ST / MBC & DNC / BC / BCMuslim candidates) in **Permanent card format/ electronic form / digitally signed e-Certificate** only from the authorities given below on or before the last date prescribed for submission of online application. Community Certificate obtained after the last date prescribed for submission of online applications will not be considered.

| Community  | Issuing Authority  |
|--|--|
| <b>Scheduled Tribe</b>   | Revenue Divisional Officer / Sub Collector of their native place (except Chennai) or P.A. (General) to Collector of Chennai. The Community Certificate card issued by Tahsildars upto 11.11.1989 is valid. |
| <b>Scheduled Caste / Scheduled Caste (Arunthathiyars)</b>                                    | Tahsildar of Native Taluk of the candidate   |
| <b>Backward Class/ Backward Class (Muslim)/ Most Backward Class/ Denotified Communities.</b> | Headquarters Deputy Tahsildar / Zonal Deputy Tahsildar / Deputy Tahsildar (Certificates)   |

- (c) Community Certificate obtained from **other states** will not be considered for communal reservation.
- (d) For communities linked with Districts **(See Annexure – I)** the candidates should obtain their community certificates in the respective districts except the communities mentioned in G.O. (St.) No. 95 BC & MBC and Minorities Welfare Department, Dated 28-10-2009. Such of those community certificates obtained on or after 28.10.2009 will be considered. Community certificate obtained from other than the respective district will not be considered.
- (e) **Candidates who have not produced the Community Certificate in the form of Permanent Community [Card] Certificate or electronic form / digitally signed e-Certificate, their application will be treated under "Open Competition (OC)".**
- The candidate is further informed that in the event of such a decision, the eligibility conditions and rules prescribed for OC will be applicable for such candidates and if such candidates do not satisfy the rules of OC, their application are liable to be rejected. No correspondence in this connection will be entertained.
- (f) ST / SCA / SC / MBC & DNC / BC / BCM candidates are eligible for selection under Open Competition in addition to the reservation made for them.

#### 4. SELECTION AND ADMISSION PROCEDURE

- (a) The selection shall be made on the basis of the marks secured in the TANCET 2025 Entrance Examination. If there is a tie (same marks obtained in TANCET 2025 by more than one candidate) while preparing the rank list, the candidates will be ranked as per following inter-se merit rules:
- Average % of marks from first semester / year to N-1 semesters / years in the qualifying Degree examination where N is the total no. of semesters / years in the qualifying examination.
  - Date of Birth (Candidates elder will be given preference)
  - Random Number Assigned (Higher value will be given preference)

(b)The candidates are informed that the allotment given in the counselling are only provisional. In accordance with rules prescribed for admission, if they are found ineligible on actual verification of original certificates by the Principal / Directorate of Technical Education, they cannot claim any right for admission or continuation of study at whatever stage of study they may be.

## 5. SPECIAL RESERVATION

5% of seats under government quota are reserved Differently Abled candidates. Candidates seeking admission against this reservation should produce the certificate from the **Medical Board of the District** Concerned certifying the nature and extent of disability in percentage and with regard to his / her suitability for admission to MBA Programme specifically mentioned in the format appended to this application (Certificate No. I / II / III / IV / V) respectively. Certificates obtained from an **individual Doctor** will not be considered. **Further, a separate Medical Board for each category will examine the candidates with reference to their certificates.**

**Only Tamil Nadu Native candidates are eligible for Special reservation.**

### **List of Disabilities #**

- |   |   |
|---|---|
| 1. Blindness  | 12. Muscular Dystrophy                                |
| 2. Low-Vision                                       | 13. Chronic Neurological conditions                   |
| 3. Leprosy Cured persons                            | 14. Specific Learning Disabilities                    |
| 4. Hearing Impairment<br>(deaf and hard of hearing) | 15. Multiple Sclerosis                                |
| 5. Locomotor Disability                             | 16. Speech and Language disability                    |
| 6. Acid Attack Victim                               | 17. Thalassemia                                       |
| 7. Dwarfism   | 18. Hemophilia  |
| 8. Intellectual Disability                          | 19. Sickle Cell disease                               |
| 9. Mental Illness                                   | 20. Multiple disabilities including deaf<br>blindness |
| 10. Autism Spectrum Disorder                        | 21. Parkinson's disease                               |
| 11. Cerebral Palsy                                  |   |

# As per the norms for various disabilities under 5% differently abled quota issued in Roc.No.7017/DAW 2.2/2017, Commissionerate for the Welfare of Differently Abled Department, dated: 23.06.2017 as per RPWD Act 2016 under section 32(1) & 32(2) shall be adopted.

# Letter No. 9768/DAP-3.1/2017-24, dated: 10.05.2024 from the Secretary to Government, Welfare of Differently Abled Persons (DAP3.1) Department

Candidates seeking admission against the seats under Special Reservation Categories **should also satisfy the eligibility rules mentioned in item No.2 of page number 1.** The candidates are also eligible for admission **under general counselling.**

## 5.1 Eligibility criteria for various disabilities

### **A. Norms for Visual Impairment (Certificate No. I)**

Candidates with low vision of 40 % and above are considered as disabled, and hence eligible for claiming MBA Admission against Differently Abled Persons category.

**1. "Blindness"** means a condition where a person has any of the following conditions, after best correction —

- (i) total absence of sight; or
- (ii) visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or
- (iii) limitation of the field of vision subtending an angle of less than 10 degree.

**2. "Low-vision"** means a condition where a person has any of the following conditions, namely:—

- (i) visual acuity not exceeding 6/18 or less than 20/60 up to 3/60 or up to 10/200 (Snellen) in the better eye with best possible corrections; or
- (ii) limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree.

Person with impairment of vision of less than 6/18 to 6/60 with best correction in the better eye or impairment of field in any one of the following categories:

- (a) Reduction of fields less than 50 degrees, (b) Heminaopia with macular involvement, and (c) Altitudinal defect involving lower fields categories of Visual Disability all with correction.

| Category           | Better eye                                 | Worse eye                                  | Impairment |
|--------------------|--|--|------------|
| Category O         | 6/9 – 6/18                                 | 6/24 to 6/36                               | 20 %       |
| Category I         | 6/16 – 6/36                                | 6/20 to Nil                                | 40 %       |
| Category II        | 6/40 – 4/60 or field of vision 10° - 20°   | 3/60 to Nil                                | 75 %       |
| Category III       | 3/60 to 1/60 or field of vision 10°        | F.C at 1 ft. to Nil                        | 100 %      |
| Category IV        | F.C at 1 ft. to Nil or field of vision 10° | F.C at 1 ft. to Nil                        | 100 %      |
| One eyed persons * | 6/6  | F.C at 1 ft. to Nil or field of vision 10° | 30 %       |

Note: F.C. means Finger Count

\* ONE EYED persons with normal vision are not considered as disabled.

### **B. Norms for Hearing Impairment (Certificate No. II)**

Candidates with hearing ability of 40 DB and above only in the better ear with speech discrimination score of 50 % and above are considered disabled and hence eligible for claiming MBA Admissions against Differently Abled Persons category.

**1. "Deaf"** means persons having 70 DB hearing loss in speech frequencies in both ears.

**2. "Hard of hearing"** means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears.

### **C. Norms for Locomotor Disability (Certificate No. III)**

Candidates with permanent physical impairment of 40 % and above are considered as disabled. The candidates with Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy of the following types are eligible for claiming MBA Admission against Differently Abled Persons category.

**1. Locomotor disability** (a person's inability to execute instinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both).

(i) Independent in ambulation with **or** without calipers but without walking aids. (ii) Good Standing Balance without calipers but without any support. (iii) Hand Function with normal limit without any aid. (iv) Good control over bladder & bowel. (v) Disease must be non progressive.

**2. "Leprosy cured person"** means a person who has been cured of leprosy but is suffering from—

- (i) Loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;
- (ii) Manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;
- (iii) Extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall be construed accordingly;

**3. "Cerebral palsy"** means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

**4. "Dwarfism"** means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

**5. "Muscular dystrophy"** means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterised by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

**6. "Acid attack victims"** means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

#### **D. Norms for Autism, Intellectual Disability, Specific Learning Disability and Mental Illness (Certificate No. IV)**

Candidates with permanent physical impairment of 40 % and above are considered as disabled. The candidates with Autism, Intellectual Disability, Specific Learning Disability and Mental Illness of the following types are eligible for claiming MBA Admission against Differently Abled Persons category.

**1. "Speech and language disability"** means a permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.

**2. Intellectual disability**, a condition characterized by significant limitation both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behaviour which covers a range of every day, social and practical skills, including—

- (i) "specific learning disabilities" means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia;



- (ii) "autism spectrum disorder" means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviours.

**3. Mental behaviour** — "mental illness" means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behaviour, capacity to recognize reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterized by sub normality of intelligence.

**4. Disability caused due to—**

- (i) chronic neurological conditions, such as—

- (a) "multiple sclerosis" means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelization and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;
- (b) "Parkinson's disease" means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

- (ii) Blood disorder—

- (c) "hemophilia" means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterized by loss or impairment of the normal clotting ability of blood so that a minor wound may result in fatal bleeding;
- (d) "Thalassemia" means a group of inherited disorders characterized by reduced or absent amounts of hemoglobin.
- (e) "sickle cell disease" means a hemolytic disorder characterized by chronic anemia, painful events, and various complications due to associated tissue and organ damage; "hemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

**E. Norms for Multiple Disabilities (Certificate No. V)**

Candidates with multiple disabilities with permanent physical impairment of 40 % and above are considered as disabled and they are eligible for claiming MBA Admission against Differently Abled Persons category.

Multiple Disabilities (more than one of the above specified disabilities) including deaf blindness which means a condition in which a person may have combination of hearing and visual impairments causing severe communication, developmental, and educational problems.

## 6. Uploading copy of Original Certificates through online.

The candidates should upload their copy of following original certificates.

1. SSLC Mark Sheet
2. HSC Mark Sheet / Diploma Certificate
3. All Semester Mark Sheets / Years of qualifying Degree Examinations (Scanning both sides)
4. Provisional / Degree Certificate / Course Completion Certificate
5. Permanent Community Certificate for ST, SC, SCA, MBC & DNC, BC and BCM  
**(either Permanent card / electronic form/digitally signed e-Certificate)**
6. TANCET 2025 (MBA) Mark sheet
7. TANCET 2025 (MBA) Hall Ticket
8. District Medical Board Certificate (for Differently abled Candidates only)
9. Nativity Certificate only in electronic form / digitally signed e-certificate – If applicable
10. Sri Lankan Tamil Refugee certificate – If applicable
11. Passport Size Photo
12. Signature

### **Registration Fee details**

**(i) For General category - Rs. 800**

**(ii) For SC /SCA /ST category belonging to Tamil Nadu - Rs. 400**

## 7. BAN ON RAGGING IN EDUCATIONAL INSTITUTIONS

Section 4 and 5 of the Tamil Nadu Prohibition of Ragging Act 1997 contain the following:

**Section 4 :** Whoever directly or indirectly commits, Participates in, abets or Propagates Penalty for “Ragging” within or without any educational institution, shall be punished with ragging imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to Twenty Five Thousand rupees.

**Section 5 :** Any student Convicted of an offence under section 4 shall also be dismissed from the educational institution and such student shall not be admitted in any other educational institution.

## 8. GENERAL INSTRUCTIONS

- (i) Tamil Nadu MBA/MCA Admissions 2025 is made online.
- (ii) Candidates have to make online registration for the counselling and the process is explained in the 'Instructions to candidates' column, 'Counselling Process' and 'Counselling Procedures' column in the home page.
- (iii) The payment should be made online.
- (iv) The Secretary, Tamil Nadu MBA / MCA Admissions 2025 reserves the right to accept or reject any application without assigning any reason.
- (v) For any correspondence, kindly contact 'Office of MBA/MCA Admissions' in 0422-2451100.