



ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ
 "ವಿ ಟಿ ಯು ಅಧಿನಿಯಮ ೧೯೯೪" ರ ಅಡಿಯಲ್ಲಿ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ
 ಸ್ಥಾಪಿತವಾದ ರಾಜ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯ



Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

Dr. Prasad B Rampure

Registrar

Phone: (0831) 2498100

Fax : (0831) 2405467

Ref: VTU/BGM/SA/Aca-PG-Circulars/2025-26/ **4840**

Date : **17 DEC 2025**

NOTIFICATION

Sub : Furnishing the list and updating in the resume portal for first-year admissions to MBA, MCA, M.Tech., M.Arch., M.Plan., and M.Sc. programmes in the academic year 2025-26-reg...

With reference to the above, the Principals of all Engineering Colleges (Affiliated, Constituent, Autonomous) under Visvesvaraya Technological University, Belagavi , Regional Directors, Heads of VTU Departments and Head of VTU Extension Centres, are informed to **furnish the list and also update in resume portal** for students admitted to first year MBA/MCA/M.Tech./M.Arch./M.Plan./M.Sc. in triplicate duly filled in the enclosed formats on or before the date mentioned.

The Principals are also requested to note the following points while forwarding the list of students admitted:

Academic Eligibility: The academic eligibility shall be as per the following notifications

S. No.	Programme	Notifications
1	MBA	This office Notification vide No. VTU/BGM/SA/Aca-PG-Circulars/2025-26/980 dt: 29-5-2025 (https://vtu.ac.in/wp-content/uploads/2025/05/980.pdf)
2	MCA	
3	M.Tech.	
4	M.Arch.	
5	M.Plan.	
6	M.Sc.	
7	Determinations of CGPA and other clauses	This office Notification VTU/BGM/Aca-OS/PG Cirs/ 2022-23/6033 dt: 13-01-2023 (https://vtu.ac.in/wp-content/uploads/2023/01/Notification6033.pdf)

ONLY the names of candidates who are academically qualified to apply for admission to the relevant programmes will be included. "The University is not liable for the rejection of ineligible candidates". If any legal issues arise as a result of the same, the College will be held liable and will pay the University's legal expenses, as well as any penalties.

1. Submission of Admission List Schedule:

S. No	Date	Region
1	5-1-2026	All Colleges under VTU, including VTU PG Centres and Extension centres

2. **Admission of In-Service Candidates** should be sent along with 'No Objection Certificate' from the employer.

3. **Non-employed candidates:** must submit an undertaking in the enclosed document to the college's principal, with a copy submitted to the university. Hence, the admission list should be sent along with either 'No objection Certificate' from the employer or 'Undertaking' as applicable(in separate bundles).

4. Separate sheets to be used for MBA/ MCA / M.Tech./ M.Arch. /M.Plan./ M.Sc.as per the format enclosed for approval as specified below:

S. No.	Annexure No.(*)	Category of Admission	Enclosures to be sent
1	I	Govt. Seats.	All documents (PGCET-Provisional Admission Orders, marks cards and Caste Certificates, undertaking, arranged & scanned course-wise as per approval list) shall be scanned and submitted in CD format(** please see note at Sl. No 5)
2	II	Mgmt. Seats	ALL ORIGINAL marks cards and caste certificates (if applicable and relevant) undertaking, arranged & bundled course-wise as per approval list. Further, all these documents shall also be scanned and submitted in CD format (** please see note at Sl. No 5)
3	III	Unfilled Seats	
4	IV	Supernumerary Quota.	a) AICTE Approval Letter. b) ALL ORIGINAL marks cards and caste certificates (if applicable and relevant) undertaking, arranged, bundled Course-wise as per approval list. Further, all these documents shall also be scanned and submitted in CD format (**please see note at Sl. No 5).
5	V	Working professionals	All documents (PGCET-Provisional Admission Orders, marks cards and Caste Certificates, undertaking, arranged & scanned course-wise as per approval list) shall be scanned and submitted in CD format (** please see note at Sl. No 5)

* Separate Annexures to be made for MBA, MCA, M.Plan, M.Arch. (branchwise) and M.Tech (branch-wise).

5. **** Important Note : Non acceptance of incomplete documents:**

In previous instances, it has been noted by the University that few colleges have submitted incomplete documents of students for admission approvals. The marks cards of many students issued by the University have not been submitted. It has to be noted that while according admission approval, the University has to ensure that the student has completed the degree in all respects and satisfy the minimum academic eligibility to seek admission to the PG programmes of this University. Hence, following shall be submitted, without which the admission approval will not be accorded to such candidate.

a) Markscards of all semesters and PDC or

- b) If Markscards of all semesters and PDC are not issued, an original document/s viz marks cards/PDC signed by Registrar(Eval.) of respective University or
- c) NAD uploaded document with verified signature and attested by the Principal

6. The list of Foreign students admitted should also be submitted as per Annexure- V
7. The students should be admitted within the permitted intake of each programme in the college.
8. No Change (s) / correction(s) will be entertained in the list of students after receipt of the list in the University.
9. Copy of AICTE approval letter and Karnataka State Govt. Seat Matrix for the year 2025-26
10. **Fees to be submitted along with Approval List:** The Principals are requested to collect the University fees per student as per details below tables and **the fees shall be paid through SBI Online / PayUmoney only** (Kindly visit VTU website www.vtu.ac.in for information). D.D.s Need not be sent.
11. **Admission lists submitted without University fee or balance fee will be processed only after the receipt of fee.**
12. **Registration and other fees to be remitted with respect to each student :**
As notified vide VTU/BGM/SA/Aca-fee-Circulars/2025-26/851 dt: 22-5-2025
(<https://vtu.ac.in/wp-content/uploads/2025/05/851.pdf>)

The Principals are requested to send the list of admitted students along with prescribed fee within the above prescribed date.

The Principals are requested to send the list of admitted students within the specified date.

Encl: as above

BY ORDER,

REGISTRAR

To,

1. The Principals of All Engineering Colleges (Constituent, Affiliated, Autonomous) under the ambit VTU, Belagavi
2. The Regional Directors of all Regional Centres, VTU, Belagavi
3. The Heads/programmes co-ordination of VTU Departments
4. Heads of VTU Extension Centres

Copy to:

1. Hon'ble Vice-Chancellor through the Secretary to VC, VTU, Belagavi for kind information
 2. The Regional Directors (I/C) of all the Regional Offices of VTU for kind information
 3. The Director, ITISMU, VTU, Belagavi- **to upload circular on VTU website and also needful for resume portal**
 4. The Special Officers and Case workers of Academic Section, VTU, Belagavi
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UNDERTAKING BY STUDENT

I Mr./Ms. _____ taking admission to two/three/four/five year full time UG/PG/Ph.D. course in _____ at (name of College) during the academic year _____ affiliated to Visvesvaraya Technological University Belagavi, hereby give an under taking as below

1. I shall undergo the programme of study as a responsible and disciplined student.
2. I shall adhere to the regulations governing my course and in the event of violating any of regulation. I state that the university shall forfeit my admission in adherence with its regulation. In pursuance to such action I shall not recover any sort of damages from the University/from its affiliated college.
3. I am not working anywhere and will not be working anywhere for during the entire period this programme while I am pursuing my studies leading to my _____ degree of VTU, Belagavi.
4. I have not taken admission/registered for any other degree under this university/ any other university during this period.
5. I know the regulations governing my course, if I violate any of the provision of the regulation, the University can take an appropriate decision with respect to the violation of its regulation.
6. As a disciplined student, I shall not indulge in ragging or immoral activities during the term of my course.
7. I am aware and have fully understand all the rules and regulation, codes and practices of the University and shall strictly adhere to rules and regulations that are in force and revised/notified from time to time in the University.
8. I shall not indulge in any act of indiscipline, misbehavior, unethical, immoral, anti-social, anti-national or criminal activities during my entire period of study at your University.
9. All the particulars and information given above is true, correct and no information has been suppressed.
10. If I transgress this undertaking, I am completely held responsible for any consequences thereafter.
I further agree that if I found in violating the above declaration and other rules and regulations of the University at any time during my course, my admission may be cancelled and degree awarded shall be withdrawn.

My contact details are as under

Complete correspondence Address:

Phone Number:(R)

Email:

Date:

Signature of student

Place:

Signature of principal
With seal and date