



## **ADMISSION PROCESS**

### **ADMISSION PROCESS FOR LAW PG COURSE**

#### **"E-Pravesh"**

Prestige Institute of Management & Research , Gwalior uses the online admissions platform "E-Pravesh" to handle admissions of Law PG course. For Law PG course, the admission policy usually consists of the following elements:

#### **Eligibility Criteria**

(for more information kindly visit - <https://epravesh.mponline.gov.in>)

<b>COURSE</b>	<b>SEATS</b>	<b>ELIGIBILITY CRITERIA</b>
LLM	30	LLB(3YDC/5YC) , 55% for General & OBC & 50 % for SC

#### **Merit-Based Admission**

The allotment list of Admitted students are provided by the Madhya Pradesh Higher education on the basis of Merit, the merit list is prepared by the Madhya Pradesh Higher education on the basis of applications received .

#### **Document Verification**

##### **Online verification process of documents of registered applicants:-**

(A) Registered applicants will not need to visit the college for verification of documents. The process of verification of the applicant's documents will be done online through government colleges (Help Center).

(B) For the verification process in the online admission process, the online registration form of the applicants of first year and postgraduate first semester will be verified online by the government colleges (Help Center) on the basis of the uploaded documents.



(C) Applicants will scan and upload the required certificates/documents for surcharge at the time of registration. Applicants shall ensure that the uploaded certificate document is completely clear and readable.

## **Counselling Process**

### **Seat allotment process for admission in the first phase:-**

(A) The first phase allotment list of all the colleges involved in the online admission process will be available on their login ID on the portal. After online fee payment of the concerned college by the applicant, all the colleges will be able to see the list of admitted students on their login ID. If the applicant cancels the admission after fee payment, the list of such students will also be displayed on the portal.

(B) In the first phase, college admission allotment to all e-verified applicants on the basis of merit and their choice of faculty/subject and colleges will be released on the portal as per the online admission time table.

(C) Applicants will be informed about this through message on the mobile number entered by them at the time of registration. Also, applicants will be able to download the allotment letter by checking their admission allotment on the admission portal themselves using their login password

(D) After receiving the allotment, applicants will not be required to go to the allotted college for admission or initiate the link for paying the admission fee. Applicants, after online subject selection for admission in the allotted college, will be able to pay the admission fee (enrolment fee of the concerned university) through the e-admission portal using online digital options till the scheduled date.

(E) The applicant's name will be included in the admission list of the concerned college only after confirmation of payment of fees from the admission portal. The said admission fee will be transferred online to the account of the concerned college as per earlier rules.



## **Fee Payment**

After receiving the allotment, applicants will not be required to go to the allotted college for admission or initiate the link for paying the admission fee. Applicants, after online subject selection for admission in the allotted college, will be able to pay the admission fee (enrolment fee of the concerned university) through the e-admission portal using online digital options till the scheduled date.

## **Confirmation of Admission**

The applicant's name will be included in the admission list of the concerned college only after confirmation of payment of fees from the admission portal. The said admission fee will be transferred online to the account of the concerned college as per earlier rules.

## **Cancellation and Refund Policy**

1. From the online admission session 2023-2024, the admission cancellation process will be completely online.
2. The applicant will not be required to appear in the college and submit an application for cancellation of admission.
3. The applicant will have to apply for cancellation of admission in the prescribed format through the online portal.
4. After the applicant submits the cancellation application, he/she will receive an OTP on the mobile number previously registered by him/her. On entering OTP, the entry will be automatically canceled. The applicant will be able to get the acknowledgment online.



# **PRESTIGE INSTITUTE OF MANAGEMENT & RESEARCH, GWALIOR**

**AN AUTONOMOUS INSTITUTE ACCREDITED WITH UGC NAAC GRADE 'A'**

## **Refund process after cancellation**

First phase by government/non-government/ aided non-government colleges and minority colleges / C.L.C. In case online admission is canceled midway through the admission process, the college will be automatically informed through the online portal.

In case of cancellation during the admission process, the entire amount of admission fee deposited by the applicant will be refunded to the same account number from which the admission fee has been paid. If admission is cancelled within 30 days of completion of the admission process, the entire fee will be refunded. No fee will be refunded if admission is canceled after this period.

## **Admission Helpline**

For Admission Enquiry, feel free to contact us on: **9827057466/77.**