



हरकोर्ट बटलर प्राविधिक विश्वविद्यालय

नवाबगंज, कानपुर – 208002, उ.प्र., भारत

HARCOURT BUTLER TECHNICAL UNIVERSITY

NAWABGANJ, KANPUR - 208002, U.P., INDIA

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100+ YEARS
Since 1921



GUIDELINES FOR ADMISSION TO MCA PROGRAMME SESSION 2026-27

1. Applications are invited for Admission into Two Years Master of Computer Applications (MCA) Programme at HBTU, Kanpur for the session 2026-27. These guidelines are being released for information purpose only. Online Registration and Fee Payment of Rs. 2500/- (Non-refundable) shall be made Online through the website: <https://hbtu.admissions.nic.in> or www.hbtu.ac.in
2. Admissions will be made on the basis of merit of NIMCET-2026. All the information in connection with MCA Admission 2026 shall be made available through the admission website: <https://hbtu.admissions.nic.in> and [https://www.hbtu.ac.in](http://www.hbtu.ac.in). The candidates are advised to regularly visit these websites. University will not be responsible for any loss to candidate due to the lack of communication.
3. The allotment of seats through counselling will be carried out strictly on merit in accordance with the NIMCET-2026 rank of the candidate.
4. Candidates are advised to read these guidelines carefully, check their eligibility and applicable reservation category etc. before filling and submitting the Online Registration Form. University will not be responsible for any error of judgement on the part of the candidate.
5. All eligible Indian residents may apply for the MCA programme. There is no age limit for the candidates seeking admission to the MCA programme at HBTU Kanpur.
6. **Academic Qualifications**
Bachelor's Degree under 10+2+3 or 4 years pattern of education in Mathematics / Statistics / Engineering / Technology or relevant Bachelor's degree in Science with mathematics as a subject or Bachelor in Computer Application with a minimum aggregate of 55% marks or equivalent CGPA (50% or equivalent CGPA for SC/ ST / OBC-NCL / PwD) from a University recognized by UGC.
7. All candidates whose qualifying examination result is pending may participate in the admission process with appearing status. However, such candidates must submit their qualifying examination result and produce the original documents at the time of Offline Document Verification at HBTU, Kanpur, before seat allotment. Failure to submit the required documents within the prescribed time shall result in cancellation of candidature.
8. Accepting admission in HBTU, Kanpur implies the acceptance by the candidate and his / her parents or guardians of all the terms and conditions laid down by the University. Any change

in the rules, regulations, fee and other specific conditions etc. of the University shall apply mutatis mutandis to the admitted candidates.

9. Candidates claiming the benefit of any reserved category or sub-category must indicate the same in the Online Registration Form and upload the relevant supporting documents during the document-upload period. All such candidates shall be required to appear physically at HBTU, Kanpur for Offline Document Verification and produce the original certificates along with one self-attested photocopy of each document. The formats of the required certificates shall be available on the University website. The OBC certificate shall be accepted only if it is issued on or after 01.04.2026, as applicable for Non-Creamy Layer status. Candidates belonging to states other than Uttar Pradesh shall be eligible only for vertical reservation, subject to submission of a valid category certificate issued by the Central Government. Horizontal reservation benefits shall be applicable only as per the applicable rules and submission of valid supporting documents. (Offline Document Verification shall not be conducted on Saturdays, Sundays and notified public holidays.)
10. If any document / declaration submitted by the candidate is found to be false at any stage, his / her admission will be cancelled and he / she may be liable for prosecution under the law.
11. Tentative schedule of Online Counselling, Procedure, MCA Seat Matrix, Fee Deposition details are listed in Table 1, Table 2 and Table 3, respectively.
12. **Reservation of Seats**

a) Vertical Reservation:

Category	Percentage of Reservation
(a) Scheduled Caste	21%
(b) Scheduled Tribe	02%
(c) Other Backward Classes	27%

b) Horizontal Reservation (Sub-categories):

Sub-category	Code	Maximum Percentage of Total Seats
a. Dependents of Freedom Fighters	FF	02%
b. Sons / Daughters of Defence Personnel retired (superannuated) or killed / Disabled in action	AF	05%
c. Handicapped / Disabled persons	PH	05%
d. Girls	GL	20%

- c) The candidates can be given only one type of horizontal reservation out of FF / AF / PH(Certificate no. 4, 5 & 6 respectively). **However, the Girl candidates can also claim for any one of FF / AF / PH along with GL category.**
- d) **Economically Weaker Section (EWS) Quota / Reservation :** Candidates who wish to avail the benefit of EWS quota must not be covered under the existing scheme of reservation for the Scheduled Castes, Scheduled Tribes and the Socially and Economically

Backward Classes. They must produce Certificate No. 12 issued by the Government Officer not below the rank of Tehsildar to claim the benefit of this reservation.

- e) Requests for the change of category / sub-category filled during Online Registration Form shall not be entertained under any circumstances.**
- f)** Category / sub-category claims must be supported by the relevant certificates as per the format provided at the time of Document Verification. Otherwise, the allotment will be cancelled and the candidates shall be treated in General Category in the next round of counselling.
- g)** Advantage of horizontal reservation in Armed Forces sub-category is available to sons / daughters of Defence Personnel.
- h)** Benefits of GL subcategory will automatically be given to all eligible female candidates.
- i)** Candidates belonging to other states will have to produce category certificate according to the Centre Government list for reserved category.

13. Medical Standards

- a) Candidates will have to submit a certificate of Medical Fitness / Handicapped on relevant Certificate at the time of Verifications at HBTU, Kanpur.
- b) The medical standards prescribed are given below:

Height	Candidates should be physically and mentally fit to pursue his / her studies in an opted course.
Weight	
Chest measurement	
Heart and lungs	No abnormality
Hernia, Hydrocele, Piles etc.	Presence of any of these is to be corrected before joining
Vision	Normal, if defective, it must be got corrected to 6/9 in the better eye and 6/12 in the worse one. Eyes should be free from congenital or any other disease
Hearing	Normal, If defective, it must be got corrected before joining.

Physically Handicapped / Disabled:

Physically Handicapped / Disabled persons will have a minimum of 5% reservation on the basis of impairment and mentioned below:

Type I	Minimum 40% permanent Visual impairment
Type II	Minimum 40% permanent Locomotors disability
Type III	Minimum 40% permanent speech and Hearing impairment

Note: Physically handicapped / Disability certificate should be issue by CMO of the district.

14. All the formats of certificates will be available on Admission Website www.hbtu.admissions.nic.in and University website www.hbtu.ac.in.
15. University reserves the right to modify the Guidelines as and when required.

16. **Detailed stepwise Online Counselling Procedure-**

(Note: Read the instruction carefully. All steps are time bound as stated in Table- 3)

[I]- Online Registration and Document Upload:

- i. Candidates shall register online through <https://hbtu.admissions.nic.in> by depositing the Registration Fee of Rs. 2,500/- (Non-Refundable).
- ii. During registration, candidates shall fill in all personal, academic, category and other required details carefully. Once the registration form is submitted, no correction or modification shall be permitted.
- iii. Candidates shall upload scanned copies of all required documents, including qualifying examination mark sheets, Class X certificate for date of birth proof, category certificate, domicile certificate, income certificate, sub-category certificate and other applicable documents (**Table-1**).
- iv. Candidates who fail to complete online registration, fee payment or document upload within the prescribed period shall not be considered for the admission process.

[II]- Offline Document Verification:

- i. The candidates shall be required to visit HBTU, Kanpur for Offline Document Verification on the date and time notified by the University.
- ii. During Offline Document Verification, candidates must produce all original documents along with one set of self-attested photocopies for verification and submission.
- iii. Candidates who fail to appear for Offline Document Verification or fail to produce the required original documents within the prescribed period shall not be considered for seat allotment.
- iv. Only those candidates whose documents are successfully verified shall be treated as eligible for seat allotment.

[III]- First Round Results & Seat Allotment: View result, pay academic fee (if seat is allotted)

In case of seat allotment-

- i. The candidate will be allowed to deposit full Academic Fee of **Rs. 1,20,000/-** in stipulated time period *and may be able to download Provisional Admission letter. Also, candidate has to enroll on HBTU ERP through the University website: www.hbtu.ac.in.*

Note:

- Non-deposition of fee will lead to cancellation of allotted seat. This seat will be considered vacant for next round of counselling.
- Candidates must download all the letters like document verification letter as counselling process progresses. Finally download Provisional admission letter after

depositing full academic fee as proof of admission in University and for future reference.

- ii. If the candidate is not interested in further counselling process, he/she may exercise **‘WITHDRAWN’** option (**check table-1**). In such cases, Academic Fee will be refunded as per Refund Policy.

In case of no seat allotment-

The candidates are advised to wait and check the next round of seat allotment results.

[III] Second Round Results & Seat Allotment: View result, pay academic fee (if seat is allotted)

In case of seat allotment-

- i. The candidate will be allowed to deposit full Academic Fee of **Rs. 1,20,000/-** in stipulated time period *and may be able to download Provisional Admission letter. Also, candidate has to enroll on HBTU ERP through the University website: www.hbtu.ac.in.*

Note:

- Non-deposition of fee will lead to cancellation of allotted seat. This seat will be considered vacant for next round of counselling.
- Candidates must download all the letters like document verification letter as counselling process progresses. Finally download Provisional admission letter after depositing full academic fee as proof of admission in University and for future reference.
- iii. If the candidate is not interested in further counselling process, he/she may exercise **‘WITHDRAWN’** option (**check table-1**). In such cases, Academic Fee will be refunded as per Refund Policy.

In case of no seat allotment-

The candidates are advised to wait and check the next round of seat allotment results.

[III] Third Round Results & Seat Allotment: View result, pay academic fee (if seat is allotted)

In case of seat allotment-

- i. The candidate will be allowed to deposit full Academic Fee of **Rs. 1,20,000/-** in stipulated time period *and may be able to download Provisional Admission letter. Also, candidate has to enroll on HBTU ERP through the University website: www.hbtu.ac.in.*

Note:

- Non-deposition of fee will lead to cancellation of allotted seat. This seat will be considered vacant for next round of counselling.
- Candidates must download all the letters like document verification letter as

counselling process progresses. Finally download Provisional admission letter after depositing full academic fee as proof of admission in University and for future reference.

- iv. If the candidate is not interested in further counselling process, he/she may exercise ***‘WITHDRAWN’*** option (**check table-1**). In such cases, Academic Fee will be refunded as per Refund Policy.

In case of no seat allotment-

The candidates are advised to wait and check the next round of seat allotment results.

Table 1: 1st phase online counselling based on NIMCET-2026 Score

STEP	Activity	Details
STEP 1	Online Registration	Online Registration at https://hbtu.admissions.nic.in & Deposit Registration Fee of Rs. 2500/- (Non Refundable)
STEP 2	Online Document Upload	Candidates shall upload all required documents through the admission portal.
STEP 3	Offline Document Verification	Candidates shall visit HBTU, Kanpur with original documents and one set of self-attested photocopies for Offline Document Verification.
STEP 4	First Round Seat Allotment	View Result
		Deposit Annual Academic Fee Rs. 1,20,000/-.
		Withdrawal / Cancellation If candidate opts for Withdrawal or fails to satisfy any of the above activity in stipulated time, then the candidate will automatically be out of counselling process. Refund will be made in due course of time as per refund policy.
STEP 5	Second Round Seat Allotment	View Result
		Deposit Annual Academic Fee Rs. 1,20,000/-.
		Withdrawal / Cancellation If candidate opts for Withdrawal or fails to satisfy any of the above activity in stipulated time, then the candidate will automatically be out of counselling process. Refund will be made in due course of time as per refund policy.
STEP 6	Third Round Seat Allotment	View Result
		Deposit Annual Academic Fee Rs. 1,20,000/-.
		Withdrawal / Cancellation If candidate opts for Withdrawal or fails to satisfy any of the above activity in stipulated time, then the candidate will automatically be out of counselling process. Refund will be made in due course of time as per refund policy.
2 nd phase online counselling based on NIMCET-2026 Score, If Any Seats Remain Vacant After Phase 1		
STEP 1	Online Registration	Online Registration at https://hbtu.admissions.nic.in & Deposit Registration Fee of Rs. 2500/- (Non Refundable)
STEP 2	Online Document Upload	Candidates shall upload all required documents through the admission portal.
STEP 3	Offline Document Verification	Candidates shall visit HBTU, Kanpur with original documents and one set of self-attested photocopies for Offline Document Verification.
STEP 4	First Round Seat Allotment	View Result
		Deposit Annual Academic Fee Rs. 1,20,000/-.
		Withdrawal / Cancellation If candidate opts for Withdrawal or fails to satisfy any of the above activity in stipulated time, then the candidate will automatically be out of counselling process. Refund will be made in due course of time as per refund policy.

STEP 5	Second Round Seat Allotment	View Result
		Deposit Annual Academic Fee Rs. 1,20,000/-.
		Withdrawal / Cancellation If candidate opts for Withdrawal or fails to satisfy any of the above activity in stipulated time, then the candidate will automatically be out of counselling process. Refund will be made in due course of time as per refund policy.

REFUND POLICY:

If the student chooses to withdraw from the programme in which he/she is enrolled, the University will follow the rules as per the University/UGC norms-

- According to UGC rules, if a student cancels his/her admission **before the formally notified last date of admission**, the university will deduct **₹5000 as processing charges**, and the rest of the money will be refunded.
- In case of student withdraws after the notified last date of admission, the refund of fees will be as per the following table:-

Sr. No	Percentage of Refund of Fees (including processing Fee)	When You withdraw Admission
1.	80%	15 days or less after the formally notified last date of admission
2.	50%	More than 15 days but less than 30 days from the formally notified last date of admission.
3.	0%	More than 30 days after the formally notified last date of admission.

Important Note:

- All refunds will be processed after the last date of Admissions for session 2026-27.
- Please fill all the BANK ACCOUNT related information VERY CAREFULLY for timely refund.
- If the refund gets stuck or goes to the wrong account due to the incorrect/ wrong information furnished by the candidate, then the University will not be responsible.
- All requests regarding withdrawal process and admission fee refund must be communicated through refunds@hbtu.ac.in. Communication via other means will not be acceptable.

TABLE 1a: TENTATIVE ACTIVITY SCHEDULE

<i>Ist phase online counselling based on NIMCET-2026 Score</i>			
Sl. No.	Activity	Sub Activity	Dates
1.	Online Registration	Online Registration & Registration Fee Payment	09-07-2026 (Thursday) to 20-07-2026 (Monday)
2.	Online Document Upload	Upload all required documents through the admission portal.	
	Document Verification	Candidates shall visit for Physical Document Verification at University (Offline Document Verification shall not be conducted on Saturdays, Sundays and notified public holidays.)	13-07-2026 (Monday) to 22-07-2026 (Wednesday) (10:00 AM to 05:00 PM)
3.	1 st Round Counselling	1 st Round Seat Allotment	24-07-2026 (Friday)
		View Result	
		Deposit Full Academic Fee.	24-07-2026 (Friday) to 27-07-2026 (Monday)
4.	2 nd Round Counselling	2 nd Round Seat Allotment	28-07-2026 (Tuesday)
		View Result	
		Deposit Full Academic Fee.	28-07-2026 (Tuesday) to 30-07-2026 (Thursday)
		Withdrawal	
5.	3 rd Round Counselling	3 rd Round Seat Allotment	31-07-2026 (Friday)
		View Result	
		Deposit Full Academic Fee.	31-07-2026 (Friday) To 01-08-2026 (Saturday)
		Withdrawal	
FORMALLY NOTIFIED LAST DATE OF ADMISSION (PHASE 1) - 05-08-2026			

- Candidates must check the One-Time Payment limit of their debit card, credit card or other selected payment mode before initiating payment.
- Candidates are advised to complete the fee payment well before the last date and should not wait until the final day or final hours. Since banks may remain closed on Saturdays, Sundays and public holidays, candidates must ensure that their bank account, debit/credit card, internet banking facility and transaction limits are active and sufficient in advance. The University shall not be responsible for payment failure or delay due to bank closure, transaction-limit restrictions, technical issues or any other reason.

2nd phase online counselling based on NIMCET-2026 Score, <i>If Any Seats Remain Vacant After Phase 1</i>			
1.	Online Registration	Online Registration & Registration Fee Payment	03-08-2026 (Monday) to 09-08-2026 (Sunday)
	Online Document Upload	Upload all required documents through the admission portal.	
2.	Document Verification	Candidates shall visit for Physical Document Verification at University (Offline Document Verification shall not be conducted on Saturdays, Sundays and notified public holidays.)	05-08-2026 (Wednesday) to 12-08-2026 (Wednesday) (10:00 AM to 05:00 PM)
3.	1 st Round Counselling	1 st Round Seat Allotment	To be announced later
		View Result	
		Deposit Full Academic Fee.	
		Withdrawal	
4.	2 nd Round Counselling	2 nd Round Seat Allotment	
		View Result	
		Deposit Full Academic Fee.	
		Withdrawal	

Table 2: MCA Seat Matrix for Academic Session 2026-27

Total Available Seats	78
OPNO	20
OPGL	6
OPAF	2
OPFF	1
OPPH	1
EWSNO	5
EWSGL	2
EWSAF	0
EWSFF	0
EWSPH	1
BCNO	14
BCGL	4
BCAF	1
BCFF	0
BCPH	1
SCNO	11
SCGL	3
SCAF	1
SCFF	0
SCPH	1
STNO	1
STGL	0
STAF	0
STFF	0
STPH	0
TFW	3

Table 3: Fee Structure for MCA program 2026-27 1st Year Batch

S. No.	Particular	Fee in (Rs.)
A	Tuition Fee	60000
B	Other than Tuition Fee	
(i)	Registration, Examination & Certification	10000
(ii)	Facility	30500
(iii)	Medical Fee	3000
(iv)	Training & Placement	4000
(v)	Activity Charges	3000
(vi)	Other Charges	
	Caution Money	5000
	University Alumni Fund	1500
	Student Aid Fund	1500
	Contingency & Miscellaneous Charges	1500
	Total (i+ii+iii+iv+v+vi)	60000
	Grand Total (A+B)	1,20,000.00

Checklist for offline document verification:

1. Original Marksheet of class 10+2/ intermediate/ qualifying examination (All Years).
2. Original Class-X/ 10th certificate for date of birth proof.
3. Original category certificate. [SC/ST/OBC/EWS/PWD etc.]
4. Original certificate for domicile/ resident proof (If applicable).
5. Original income / tuition Fee waiver certificate (If applicable).
6. Original Sub category certificate (If applicable).
7. Medical certificate/ undertaking for medical fitness.
8. 4 Passport size photographs
9. Self-attested photocopies of all the above relevant documents for submission.
10. Gap Affidavit
11. Online Modes of Fee payment (Fee amount Rs.1,20,000/-[one Lakh Twenty thousand only]):

** Candidates must check the **One Time Payment** limit of their debit/credit card.*

Full payment will be through any one of the above modes (partial payment is not allowed**).*