

INFORMATION BULLETIN

FOR ADMISSION TO

MASTER IN HOSPITALITY ADMINISTRATION

BATCH 2022-24



Who are eligible:

- ❖ B.Sc. Degree in Hospitality and Hotel Administration from NCHMCT-IGNOU;
- ❖ OR Bachelors Degree in Hotel Management
- ❖ OR BBA in Culinary Art from a recognized University and the Institute is approved by AICTE.



NCHMCT
Offered by:

National Council for Hotel Management and Catering Technology
A-34, Sector- 62, Noida : 201309

M.Sc. HOSPITALITY ADMINISTRATION : 2022-24 BATCH

INFORMATION ABOUT ONLINE COUNSELLING

1. NCHMCT

National Council for Hotel Management and Catering Technology (NCHMCT) was established by Ministry of Tourism, Government of India in 1982 to oversee hotel management and catering education offered by Institutes set up by it. The Council has been responsible in providing professional and skilled human capital to the hotel and tourism industry through its eleven programs. In 2002, the Council and Indira Gandhi National Open University joined hands and launched the 3-Year B.Sc. Degree in Hospitality and Hotel Administration and this cooperation further graduated with commencement of M.Sc. Hospitality Administration Program in 2003. Council runs Masters, Graduate, Diploma and Craft level hospitality courses through its huge network of affiliated Institutes, which follows standard course curricula prescribed by the Council for different professional courses. As on today, 91 Institutes are under the academic umbrella of NCHMCT which are 21 CIHMs; 27 SIHMs; 1 PSU IHM; 29 Private Institutes and 13 FCIs. All Institutes

2. IGNOU

Indira Gandhi National Open University (IGNOU) was established in September 1985 by an Act of Parliament, aimed at democratizing education to cover larger segments of the population focused on higher education for vocations and professions. IGNOU's Degrees are recognized in India by both UGC and AICTE and also worldwide by Commonwealth of Learning (CoL).

3. ABOUT THE PROGRAM

The M.Sc. Program launched by NCHMCT in collaboration with IGNOU has specific focus on the services sector as against majority of MBA programs which concentrate on merchandise and manufacturing businesses. Experimental components such as team project, mentorship under the guidance of industry specialists positions the M.Sc. scholar current with entire spectrum of hospitality and service industry.

4. THE PROGRAM IS DESIGNED TO PROVIDE

- ❖ Opportunity for Post Graduate studies to Degree holders in Hospitality/Hotel Management/Hotel Administration/ Culinary Art, who are keen to enhance their knowledge base and eye for opportunities of work in industry besides faculty positions in Hotel Management and Tourism Management Institutes. Those who have qualified through earlier programs have been placed in industry both in India and abroad in the area of training, sales and marketing, human resource management and in operation;

- ❖ Avenue for in-service sponsored candidates from industry who wish to pursue higher studies in the field. Such in-service candidates can work their way to shoulder managerial responsibilities in their area of specialization;
- ❖ Opportunity for the faculty from recognized Hospitality/Hotel Management and Tourism Institutes for enhancement of professional qualification towards advancement in teaching careers.

5. ELIGIBILITY FOR ADMISSION TO THE PROGRAM THROUGH JEE

- B.Sc. Degree in Hospitality and Hotel Administration from NCHMCT-IGNOU; **OR** Bachelors Degree in Hotel Management **OR** in Culinary Art from a recognized University and the Institute is approved by AICTE.
- Candidates appearing in the final semester/final year exam (but passed all the papers in all earlier semesters/years) of the above said Degrees and able to submit their complete Bachelor's Degree latest by 31st October 2022 can also apply.

6. CRITERIA FOR SELECTION

Admission to the program will be based on merit in the joint entrance examination and choice of IHMs exercised by the candidates. Allotment of IHM will be through a centralized online counselling process.

7. RESERVATION OF SEATS

Reservation policy in general followed by NCHMCT for admission into its affiliated Institutes is as given below:

- 15% for Scheduled Caste (SC) Category.
- 7½% for Scheduled Tribe (ST) Category.
- 27% for OBC (Central List) (Non-creamy layer) Category as per the Central List*.
- 10% for General EWS Category.
- 5% seats shall be reserved for Physically Disabled across the board as per rules.
- Other reservations, if any, as per Govt. of India directives.

1. OBC Non-Creamy Layer is as per the Central List of Other Backward Classes available on National Commission for Backward Classes (NCBC), Govt. of India website www.ncbc.nic.in. Thus, the candidates falling in this list may register for counselling under this quota. Candidates applying under this quota should produce the OBC-NCL certificate as prescribed by Govt. of India and should not be issued earlier than one year i.e. should be issued after April 2020 onwards. Format of Certificate can be downloaded from the site.

2. EWS - this provision would be regulated as per the OM No.20013/01/2018-BC-II, dated 17.01.2019 issued by the Ministry of Social Justice and Empowerment and the OM No.12-4/2019-U1, dated 17.01.2019 as well as NCHM's letter No.AF.33(2)/2019-20/NC, dated 27.03.2019 regarding implementation of reservation for EWS for admission in Central Educational Institutions. Candidates applying under this quota should produce the certificate as prescribed by the Government, which is valid for current year. Format of Certificate can be downloaded from the site.

8. M.Sc. Counselling and Seat Allotment

There shall be two rounds of Counselling (Online) on the basis of M.Sc. JEE merit (All India Rank) for eligible candidates only.

Eligible candidate from the merit list of M.Sc. JEE, to participate in the Counselling process, have to register and pay one time **non-refundable registration fees for Rs2,000 in the www.nchmcounselling.nic.in portal.**

Very Important : Choices of IHMs opted by the candidates at the time of registration for online counselling shall only be considered for allotment and not on the choices of IHMs indicated at the time of filling online application in THIMS portal. However one can fill the same choice in the Counselling portal.

8.1 First Round

- (a) The registered candidate will opt their choices of institutes in first round as per schedule. The candidate may select their choice institute one or more. **Each candidate must fill choices carefully – the candidate must select only those Institutes in the choices, in which the candidate is willing to join.** The seat will be allotted based on their M.Sc. JEE All India Rank, Reservation Category and choice / preference of choice of Institute opted by the candidate by the online system.
- (b) Those who are allotted the seat in first round, as per the candidate's choice, the candidate may confirm the seat on payment of Seat Acceptance Fee (SAF) of Rs.20,000/- and upload the required documents for online Document Verification by Document Verification Centre (DVC). The SAF of Rs.20,000/- is the part of first semester fee and accordingly be sent to the finally allotted Institute.
- (c) **Those who are allotted seat in the first round and not deposited the Seat Acceptance Fee in the Counselling schedule for first round, the allotted seat will automatically be cancelled and the candidate will be eligible to participate in the next/ Final round against the available vacant seats.**
- (d) Those who are allotted seat in first round, accepted the seat by following the formalities as mentioned in (b) above, but is interested to upgrade the choice of Institute in final round should opt for "floating" option and not opt for "freeze".
- (e) The candidate completed the formality as above with floating option, may even revise their choice of Institutes in the final round. In case allotment in first round is made in an Institute other than 1st choice and opted for "floating" for final round, at the same time not revised the choices, allotment in final round will be considered within the earlier choices and availability of seat. In case of upgradation, the candidate need not to go for either to deposit SAF or further verification of document. But the fresh allotment letter should be downloaded for record. Once the allotment is upgraded, claim of earlier seat will go automatically and the candidate will not have any claim in the earlier allotted seat.

- (f) Candidate who have been deposited Seat Acceptance Fee in first round of Counselling but not completed the document verification process towards seat confirmation, such seat will automatically be cancelled. They will be eligible to participate in final round and the fees already deposited will be adjusted, if participated, otherwise will be refunded.
- (g) If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, age etc. such seat will automatically be cancelled. The SAF amount, if deposited, will be refunded.
- (h) If any candidate registered in the first round and allotted seat but not able to produce the UG Pass certificate during document verification, having sufficient other proof of appeared the exam from a recognised University/ Institution, will have to furnish a written undertaking of submitting original UG pass certificate by 31st October of the admission year at the allotted Institute. In case of failure to do so by the due date, or got compartment in UG, the allotted seat will be cancelled and there will be no refund.
- (i) If any candidate registered in the first round and allotted seat based on his/her category applied but not able to produce the category certificate during document verification, having sufficient other proof of belong to the same category, will have to furnish a written undertaking of submitting original category certificate by 31st October of the admission year at the allotted Institute. In case of failure to do so by the due date, the allotted seat will be cancelled and there will be no refund.
- (j) If any candidate registered in the first round and allotted seat based on his/her category applied but not found belong to the said category during document verification, will be converted into open category or to the actual category, the candidate may participate in the final round of counselling under actual category.
- (k) If any candidate allotted, accepted and confirmed the seat in the first round of counselling but withdraw seat during the stipulated date through online in the portal (during the first-round counselling), the seat as well as the registration for the counselling will be cancelled. Such candidate may participate in the final round after making re-registration by depositing registration fees of Rs.2,000/-. However, the SAF of Rs.20,000/- , if deposited, will be adjusted in final round.
- (l) If seat is not allotted in this round, the candidate may participate in the final round and the registration fees will be carry forwarded.
- (m) If the candidates not lock/freeze the seat, it may be treated as floating to the next round to upgrade, subject to availability of seat. Once the allotment is upgraded, claim of earlier seat will go automatically and the candidate will not have any claim in the earlier allotted seat.

8.2 Second & Final round of Counselling

- a. Candidates should note that, Second round is the final round of Admission and there will be no further round of Counselling for seat allotment.
- b. Candidates, who have not registered and not participated in first round of Counselling, can registered by depositing the registration fee of Rs.2000/- through the portal and participate in the final round of counselling for the vacant seats.
- c. Before filling the choice, the candidates are advised to view the vacancy position of seats in the Institutes after third round allotment in the portal.

- d. The candidate should deposit the Seat Acceptance Fee of Rs.20,000/- to get the link to fill the choice of the Institute.
- e. Those who are allotted seats in the first rounds of counselling, and deposited the SAF of Rs.20,000/- neither deposit the fees again nor exercise the document verification process again :-
 - If seat is allotted in the new preferred choice is the final and not provision to go the previous allotment.
 - If seat is not allotted in the new preferred choice, existing allotment will be maintained.
- f. No withdrawal/ Surrender of seat, no refund during or after this round.

8.3 M.Sc. Refund Rules

- a. Registration fee of Rs.2000 to participate in the Counselling Process is non-refundable.
- b. A candidate, who has already accepted a seat in first round of Counselling can withdraw the seat by reporting online in Counselling portal. Such candidate will get refund 100% of Seat Acceptance Fee (SAF).
- c. **No refund, if not withdrawn through online Counselling portal.**
- d. A candidate only participated in Final round, deposited SAF to fill choice but not allotted any seat in Final round, or allotted seat in the round but cancelled due to not eligible, will get refund of 100% of SAF.
- e. In case, participated in only final round, seat allotted and found eligible, **no refund**, if not accepted the seat or want to withdraw from the seat.
- f. A candidate wants to withdraw/ surrender seat, who got allotted and accepted seat in any earlier round and also participated in the Final round but not upgraded the seat in final round (in such case earlier seat will retain), will not get any refund.
- g. **Refund, if any, will be made by the Council directly in the Bank Account mentioned during online withdraw through the portal, within 45 days from the date of commencement of Academic Session (AS) for the newly admitted batch. This year tentative date of commencement of AS is 22nd August 2022.**

9. INTER-INSTITUTE TRANSFER/ MIGRATION

National Council does not allow inter-institute transfer or migration on any ground during the entire duration of the course since the allotment of Institute is done on merit-cum-choice only. No request for transfer or migration will be entertained after allotment of seat.

10. FEE STRUCTURE FOR 2021-23 BATCH

Component	Fee structure				Total
	Enrolment Fee	Course Fee	Exam Fee	IGNOU Fee	
1 st Semester	Rs.1200	Rs.40000	Rs.2000	Rs.10000	Rs.55,200
2 nd Semester	--	Rs.35000	Rs.2000	Rs.10000	Rs.47,000
3 rd Semester	--	Rs.40000	Rs.2000	Rs.10000	Rs.52,000
4 th Semester	--	Rs.35000	Rs.2000	Rs.10000	Rs.47,000

Note: (i) The above is a standard fee structure for all Institutes. However, Institutes located at 'A' Category cities i.e. Bengaluru, Chennai, Hyderabad; Kolkata, Pusa (New Delhi) and NCHM-IH Noida have the discretion to charge upto 25% extra on tuition fee component only. Whereas, IHMs located at 'B' Category cities i.e. Bhopal; Chandigarh; Gandhinagar; Lucknow and Jaipur are having the discretion of charging upto 15% extra on tuition fee component only. There is no discretion for IHMs located in other cities to charge extra fee on tuition fee component
(ii) Caution money, locker fee, library fee and other charges, if any will be charged by the Institute, which will have to be paid separately at the time of physical reporting.

INSTITUTE-WISE SEAT MATRIX

(After allotting seat under direct admission quota to eligible candidates)

Sl. No.	IHM	Approved Intake	5% extra considering drop-outs	Total Seats	Open	Open PWD	Gen EWS	OBC	OBC PWD	SC	ST
1	NCHM-IH	50	3	53	19*	2	4*	12*	1	8	4
2	Pusa, Delhi	50	3	53	20	2	5	13	1	8	4
3	Bengaluru	30	2	32	10*	1	3	8	1	5	2
4	Chennai	30	2	32	12	1	3	8	1	5	2
5	Kolkata	30	2	32	12	1	3	8	1	5	1*
6	Lucknow	30	2	32	11*	1	3	8	1	5	2
7	Bhopal	30	2	32	12	1	3	8	1	5	2
8	Bhubaneswar	30	2	32	12	1	3	8	1	5	2
9	Chandigarh	30	2	32	12	1	3	8	1	5	2
10	Guwahati	30	2	32	12	1	3	8	1	5	2
11	Gwalior	30	2	32	12	1	3	8	1	5	2
12	Gandhinagar	30	2	32	12	1	3	8	1	5	2
13	Hajipur	30	2	32	12	1	3	8	1	5	2
14	Hyderabad	30	2	32	12	1	3	8	1	5	2
15	Jaipur	30	2	32	12	1	3	8	1	5	2
16	Shimla	30	2	32	12	1	3	8	1	5	2
17	Trivandrum	30	2	32	12	1	3	8	1	5	2

(* After allotment of seats under Direct Admission quota)

COUNSELING SCHEDULE

Please see the Counselling Schedule and other information on the Counselling Portal.
