

**NATIONAL COUNCIL FOR HOTEL MANAGEMENT AND  
CATERING TECHNOLOGY  
A-34, Sector 62, Noida 201 309**

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**M.Sc. HOSPITALITY ADMINISTRATION : 2023-25 BATCH  
INFORMATION ABOUT ONLINE COUNSELLING**

**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. Institutes are under the academic umbrella of NCHMCT which are CIHMs; SIHMs; PSU IHM; Private Institutes and 13 FCIs.

**ABOUT : Jawaharlal Nehru University**

**Jawaharlal Nehru University (JNU)** is the foremost University in India, and a world-renowned centre for teaching and research. Ranked number one in India by the National Assessment and Accreditation Council (NAAC) with a Grade Point of 3.91 (on a scale of 4) and accredited with A++ Grade by NAAC (highest grade by NAAC). JNU was ranked No. 2 among all Universities in India by the National Institutional Ranking Framework, Government of India, in 2022. JNU also received the Best University Award from the President of India in 2017. JNU established by an act of Parliament in 1966, the strength, energy, and reputation of the University result from the vision that ideas are a field for adventure, experimentation and unceasing quest, and that diversity of opinions are the basis for intellectual exploration. UGC granted Graded Autonomy (Category-I) to JNU. Now, JNU recognizes NCHMCT's B.Sc. and M.Sc. programs to award Degrees to the pass-outs.

**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.

## THE PROGRAM IS DESIGNED TO PROVIDE

- ❖ Opportunity for Post Graduate studies to Degree holders in Hospitality/Hotel Management/Hotel Administration, 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 and in human resource management;
- ❖ 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.

## 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** BBA 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 **31<sup>st</sup> October 2023** can also apply.

## 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.

## 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 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](http://www.ncbc.nic.in). Thus, the candidates falling in this list may register for counselling

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. issued after April 2022 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.

### **M.Sc. Counselling and Seat Allotment**

There shall be four 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 Rs 2,000 in the [www.nchmcounselling.nic.in](http://www.nchmcounselling.nic.in) portal.**

**Very Important :** Choices of IHMs opted by the candidates at the time of registration for online counselling shall be considered for allotment and not the choices of IHMs indicated at the time of filling online application in THIMS portal.

#### **First Round Counselling**

- (a) The registered candidate opt their choices of institutes during the schedule. The candidate may select their choice institute one or more. 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, as per the candidate choice, the candidate may confirm and lock the seat on payment of Seat Acceptance Fee of Rs.20,000/- and upload the required documents for online Document Verification by Document Verification Centre (DVC). The SAF of Rs. 20,000/- will be adjusted in the first semester fee.
- (c) **Those who are allotted seat in the first round and not deposited the seat acceptance fee in the counselling schedule, the seat will be automatically cancelled and the candidate can participate only in the final round based on the available vacant seats.**
- (d) Those who are allotted seat, but candidate is interested to upgrade the choice of Institute without lock. The candidate should pay Seat Acceptance Fee of Rs.20,000/- along with uploading the required documents for online Document Verification by Document Verification Centre (DVC) may participate in the subsequent rounds of counselling for their better choice of Institute and revise the new choice.
  - If seat is allotted in the new choice, the paid SAF will be transferred to the new Institute.
  - If seat is not allotted in the new choice, existing lock will be maintained.
- (e) 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 and will not be eligible to participate in subsequent rounds and the fees will be returned.
- (f) If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, Category certificate, etc. the candidate may give the undertaking to provide the entire necessary certificate on or before **31<sup>st</sup> October** of the year in the allotted Institute.
    - The candidate should submit all the required documents to the allotted Institute by 30<sup>th</sup> September of the year. If failed to submit, the candidature may be cancelled and submitted SAF of Rs.20,000/- is being forfeited.
  - (g) If any candidate registered in the first round and allotted seat based on the category and not able to submit the required category based documents during the document verification, the category will be converted into open category and the candidate may participate in the subsequent rounds of counselling under open category.
  - (h) If any candidate allotted the seat on the first round of counselling and withdrawal seat in the stipulated date (during the first round counselling), the candidate may participate in the final round after making re-registration along with fees of Rs.2,000/-. However, The SAF of Rs. 20,000/- will be adjusted in the first semester fee.
  - (i) If seat is not allotted, the candidate may participate in the subsequent rounds and the registration fees will be carry forwarded.
  - (j) If the candidates not lock/freeze the seat, it may be treated as floating to the further rounds.

## **Second Round of Counselling**

- (a) 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 second round of counselling for the vacant seats.
- (b) If any better rank (AIR of M.Sc. JEE) candidate, who, either not registered or not filled the choice in first round counselling will not have any right to make claim of against such a seat allotted lower rank candidate (who participated and got seat in the first round of counselling).
- (c) Those who are registered and participated in the first round counselling not allotted seat candidate also participate in the second round of counselling for the vacant seats and need not to pay any registration fees.
- (d) Before filling the choice, the candidates are advised to view the vacancy position of seats in the Institutes after first rounds allotment in the portal.
- (e) If any candidate registered in the first round and allotted seat based on the category and not able to submit the required category based documents, the candidate may convert the category into open category and participate along with open candidate.
- (f) Candidates who have given floating option after acceptance of first round allotted seat, will also be allowed to participate in second round for up-gradation or even choice modification and need not to go for document verification process exercise, except to download the **new allotment letter**.
- (g) Candidates who have registered in second round only and deposited seat acceptance fee after seat allotment in second round and uploaded all documents for verification by Document Verification Center(DVC), but found ineligible by DVC due to not belong to category applied, such seat will be cancelled. However, after initialisation, they will be allowed to participate in third/ final round under open category against the available vacant seats.

- (h) If any candidate allotted the seat on the second round of counselling and withdrawal seat in the stipulated date, the candidate may participate in the final round after making re-registration alongwith fees of Rs.2,000/- against available vacant seats. However, The Seat Acceptance Fee of Rs. 20,000/- will be adjusted in the first semester fee.
- (i) **Those who are allotted seat in the Second round and not deposited the seat acceptance fee in the counselling schedule, the seat will be automatically CANCELLED and the candidate can participate only in the Final Round based on the available vacant seats.**
- (j) Those who are allotted seat, but candidate is interested to upgrade the choice of Institute without lock. The candidate should pay Seat Acceptance Fee of Rs.20,000/- along with uploading the required documents for online Document Verification by Document Verification Centre (DVC) may participate in the subsequent rounds of counselling for their better choice of Institute and revise the new choice.
- If seat is allotted in the new preferred choice in the second round, the candidate may lock the seat and it will be treated as final.
  - If seat is not allotted in the new preferred choice, existing allotment will be maintained.
- (k) Candidate who have been deposited seat acceptance fee in second round of Counselling but not completed the document verification process towards seat confirmation, such seat will automatically be cancelled and will not be eligible to participate in subsequent rounds and the fees will be returned.
- (l) If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, Category certificate, etc. the candidate may give the undertaking to provide all the necessary certificate on or before **31<sup>st</sup> October** of the year in the allotted Institute.
- The candidate should submit all the required documents to the allotted Institute by **31<sup>st</sup> October** of the year. If failed to submit, the candidature may be cancelled and submitted SAF of Rs.20,000/- is being forfeited.
- (m) If seat is not allotted in this round, the candidate may participate in the subsequent rounds and the registration fees will be carry forwarded.
- (n) If the candidates not lock/freeze the seat, it may be treated as floating to the further rounds.

#### **Final Round of Counselling :-**

- a. Candidates should note that, Third 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/Second rounds 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 of 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/ Second rounds of counselling, and deposited the SAF of Rs.20,000/- neither deposit the fees again nor exercise the document verification process again.
- f. Those who are allotted seat in the second round of counselling, but candidate is interested to upgrade the choice of Institute without lock may participate in the final round and opt the choices of Institute as per their preference.

- 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.

### **M.Sc. Refund Rules**

- a. The Registration fees of Rs.2000/- for participation of **counselling are not refundable**.
- b. Those who are allotted the seat during the counselling and paid Seat Acceptance fee of Rs.20,000/- will be transferred to the concerned institute and adjusted with the First semester fee of the course.
- c. **Full Refund :**
  - I. No seat allotted upto final round, the SAF of Rs.20,000/- will be refunded.
  - II. Seat Cancelled during first, second or in final round of counselling due to not uploading the required document / rejected by document verification center.
  - III. Allotted the seat in First / Second round but withdrawn through online-portal in the stipulated schedule period.
- d. **No Refund :**
  - I. Participated and allotted seat in final round, whether candidate like withdrawn will not be eligible for refund of SAF.
  - II. Participated and allotted seat in final round, whether document uploaded / not uploaded are not eligible for refund of SAF.
  - III. If seat is allotted and the candidate is not fulfilling the eligible criteria like educational qualification, Category certificate, etc. and the candidate is not able to submit the necessary certificate on or before **31<sup>st</sup> October** of the year in the allotted Institute are not eligible for refund of SAF.
- e. The refund amount will be released after 45 days from the closing of final round of Counselling process as per the schedule. The refund amount will be released by NCHMCT through RTGS in favour of candidate. The eligible candidate may send their Name, Roll No., AIR& bank details to NCHMCT JEE CELL through E-mail : [jeenchm@gmail.com](mailto:jeenchm@gmail.com) for refund.

### **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.

### **FEE STRUCTURE FOR 2023-25 BATCH**

- Candidates allotted seats through M.Sc. JEE should make the rest of the fee of first semester to the allotted Institute excluding the Seat Acceptance Fee of Rs. 20,000.
- There is no concession in fee for Category students.

- o 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 admission.

Components	First Year		Second Year	
	1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester	3 <sup>rd</sup> Semester	4 <sup>th</sup> Semester
Admission/Enrolment Fee (One time)	Rs.1,200	NIL	NIL	NIL
Tuition Fee	Rs.45,000	Rs.45,000	Rs.45,000	Rs.45,000
Examination Fee	Rs.2,000	Rs.2,000	Rs.2,000	Rs.2,000
JNU Fees	Rs.10,000	--	--	--
<b>TOTAL</b>	<b>Rs.58,200</b>	<b>Rs.47,000</b>	<b>Rs.47,000</b>	<b>Rs.47,000</b>

**Note: -**

i) The above is a common fee structure for all the Institutes those who are running the M.Sc. Programme is a standard fee fixed by the Council. However, the cities in India have been divided in three categories according to the status of the city. The IHMs are located in A and B category cities, have been given discretion of charging higher rate of tuition fee. The categorization of the cities and the discretion of charging increased tuition fee is as under.

Category	Cities where the IHMs are located	Maximum discretion allowed to the respective Board of the IHM
"A"	Delhi NCR, Mumbai, Kolkata, Chennai, Bengaluru and Hyderabad	Maximum up to 25% in the Tuition fee component only.
"B"	Gandhinagar, Jaipur, Lucknow, Bhopal and Chandigarh	Maximum up to 15% in the Tuition fee component only.
"C"	Rest of the cities where the IHMs are located	No discretion

- (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 admission.

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