



# MAHARASHTRA NATIONAL LAW UNIVERSITY NAGPUR

(Established by Maharashtra Act VI of 2014)

June 19, 2018

## LL.M. (One-Year Postgraduate Degree Course)

### Session 2018-19

#### INSTRUCTIONS FOR COMPLETION OF ADMISSION FORMALITIES

1. Candidates who were been allotted to Maharashtra National Law University, Nagpur and have locked their option to remain with Maharashtra National Law University, Nagpur and have paid Rs.50,000/- to CLAT 2018 Office are only required to pay the remaining fee of Rs.1,55,000/- (Rs.1,36,250/- in case of Candidates of Maharashtra Domicile) by way of a crossed demand draft drawn in favour of '**Registrar, Maharashtra National Law University, Nagpur**' payable at Nagpur, or by transferring the amount electronically to Current Account No. 35882247161 State Bank of India, Ravi Nagar Branch, IFSC Code – SBIN0007504, MICR Code – 440002015

**Note:** The candidates who have been allotted to Maharashtra National Law University, Nagpur and still have opted for up-gradation in further lists as per their merit-cum-preference need not make the payment and need not follow the procedure as indicated hereunder till they are finally allotted to Maharashtra National Law University, Nagpur by the CLAT-2018 Office.

2. The Candidates who have been allotted to Maharashtra National Law University, Nagpur and exercised the option to remain with Maharashtra National Law University, Nagpur are required to be present as per the below mentioned schedule to complete the admission formalities:
  - **Candidates of Maharashtra Domicile: June 28 & 29, 2018 (9:30 a.m. to 4:00 p.m.)**
  - **Candidates other than Maharashtra Domicile: June 30, 2018 (9:30 a.m. to 4:00 p.m.)**

**Note:** Candidates are required to report for admission at Maharashtra National Law University, Nagpur on the above mentioned dates and time. If any candidate does not report and complete the admission formalities on the appointed date and time, the provisional allotment offered to him / her shall automatically stand cancelled. No request for extension of time for payment of fee etc., shall be entertained under any circumstances. If any candidate fails to produce the original Marks Statements of the Qualifying Examination on the day of admission, his / her candidature for admission shall automatically stand cancelled.

3. Candidates are required to download the attached Admission Application Form and other forms and bring the duly filled-in forms along with the following original documents on the day of admission / counseling at **Maharashtra National Law University, Nagpur**:

**Original Documents required:**

- SSC or 10<sup>th</sup> Class Marks Statement / Pass Certificate containing the Date of Birth
- 12<sup>th</sup> Class Marks Statement
- 12<sup>th</sup> Class Pass Certificate
- LL.B. Mark Sheet(s) and Pass Certificate
- Maharashtra Domicile Certificate (for Maharashtra Residents)
- Conduct / Character Certificate
- Transfer Certificate
- Migration Certificate
- Caste Certificate issued by the Competent Authority (wherever applicable)
- Caste Validity Certificate Issued by the Competent Authority
- Non- Creamy Layer Certificate (wherever is applicable)
- CLAT–2018 Admit Card
- Proof of fee paid to CLAT-2018 Office
- Proof of fee paid to Maharashtra National Law University, Nagpur
- GAP Affidavit
- Two Passport Size Photographs
- Medical Report on Blood Group / allergies / Fitness Certificate
- Copy of Aadhar Card
- Proof of Bank Account of the Candidate linked with Aadhar

**Note:** The Specially Abled Persons (Persons with Disability) should submit the Disability Certificate issued by the Competent Authority, i.e., District / State Medical Board during the last five years. The candidates will be considered under the said category only when the percentage of disability is 40% and above. Acceptance of their Disability Certificate by any other CLAT participating University would not automatically entitle them for admission under the said category at Maharashtra National Law University, Nagpur.

4. The candidates belonging to SC, VJ/DT (NT(A)), NT(B), NT(C), NT(D), OBC and SBC categories should produce “Caste Validity Certificate” issued by Scrutiny Committee of Social Welfare Department and the Candidate belonging to ST category should submit “Tribe Validity Certificate” issued by Scrutiny Committee of Tribal Department at the time of verification of documents for the Admission.

- 5 The candidates belonging to VJ/DT (NT(A)), NT(B), NT(C), NT(D), OBC and SBC categories should produce “Non Creamy layer Certificate” issued by Sub Divisional Officer / Deputy Collector of the district in addition to the caste certificate at the time of Admission.
- 6 Confirmation of admission will be subject to fulfillment of the eligibility criteria and completion of admission formalities on the scheduled date and time.
- 7 State Bank of India Staff will be available on the day of admission and interested candidates may open the Savings Bank Account on the same day.
- 8 Hostel allotment will be done on the day Orientation Programme. The University is accommodating the students in the 2 BHK / 3BHK apartments. In 2 BHK 4 students would be accommodated and in 3 BHK 6 students would be accommodated. The allotment will be done by lottery system
- 9 The University will provide only a chair, study table, Steel Almirah and cot in the room. The candidates are required to make their own arrangements to procure **mattress (3 X 6.6 Feet), bed sheets, bed cover, pillows, pillow covers, Bucket, Mug and other items required for their stay.**
- 10 Download the following forms and the **duly filled-in forms should be submitted at the time of Admission along with the original documents:**
  - Admission Form
  - Medical Certificate
  - Hostel Accommodation Application Form
  - Local Guardian Form
  - Anti-Ragging Affidavits by the Candidate and Parent(s)
- 11 For any further clarification in regard to admissions, you may contact the Office of the OSD (Academics) and Dy. Registrar on **07103-297477** during Office hours i.e.10:00 a.m. to 5:00 p.m.

**Address of the University**

Maharashtra National Law University, Nagpur  
Moraj Design and Decorators (DnD) Building,  
Adjacent to MIHAN Flyover, Near Oil Depot,  
Khapri, Wardha Road, Nagpur  
Maharashtra- 44 11 08

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