

DEVI AHILYA VISHWAVIDYALAYA, INDORE
(Accredited A⁺ Grade by NAAC)

Common University Entrance Test
(CUET-UG) 2025

Guidelines for in-person offline
(Physical Mode) Second Counseling



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Process for in-person offline (Physical Mode) Second counseling:

1. Only candidates who have appeared in CUET (UG) - 2025 will be eligible for the registration for following programs of Group B, Group C, Group D, Group E and Group F.
2. Candidate has to register for group 'B, C, D, E and F' as per eligibility/mapping mentioned in below given table:

List of Programs for Second Counseling:

Group	Programmes	Mapping subjects of CUET (UG)- 2025
B	1. M.B.A. (Management Science) -5 Yrs. 2. M.B.A. (Tourism) -5 Yrs. 3. M.B.A. (e-Commerce) – 5 Yrs. 4. M.B.A. (Foreign Trade) -5 Yrs. 5. M.Sc. (Electronic Media) -5 Yrs. 6. BBA (Aviation) 7. B.Com. (Hons.) – 4 Yrs. 8. B. Com. (Logistics) 9. B.Com. (Retail Operations) 10. B.A.L.L.B. (Hons.)- 5 Yrs. 11. B.Com. 12. B.A. (Economics) Hons. 13. B.S.W. 14. B.A. (Sociology) 15. B.A. (Psychology) 16. B.A. (Geography) 17. B.B.A. (Business Decision) Hons.	1. English and 2.General Aptitude Test
C	1. M. Tech. (B. Tech. + M. Tech.) (IT) – 5 Yrs. Integrated Dual Degree 2. M.C.A. - 5 Yrs. 3. M. Tech. (B. Tech. + M. Tech.) (CS) – 5 Yrs. Integrated Dual Degree\ 4. M. Tech. (B. Tech. + M. Tech.) in Electronics, Spl: Embedded Systems- 5 Yrs. Integrated Dual Degree 5. M. Tech. (B. Tech. + M. Tech.) (IoT) 5 Yrs. Dual Degree 6. M. Tech. (B. Tech. + M. Tech.) (Energy and Environmental Engineering) 5 Yrs. Dual Degree 7. M. Tech. (B. Tech. + M. Tech.) (Artificial Intelligence & Data Science) 5 Yrs. Dual Degree	1. English 2.Physics 3.Chemistry and 4. Mathematics
D	1. B.C.A.- 3 Yrs. / 4 Yrs. 2. M. Sc. Integrated (Cyber Security) 5 Yrs.	1. English 2.Physics and 3. Mathematics
E	B. Pharm.-4 Yrs.	1.English 2.Physics 3.Chemistry and 4.Mathematics / Biology
F	M.B.A. (HA)-5 Yrs.	1.English 2.Physics 3.Chemistry and 4. Biology

Note: Please refer first counseling information brochure for eligibility and fees structure.

3. Candidates, who have not registered for first counseling, can register themselves for the in-person offline (Physical Mode) second counseling from 08.08.2025 to 17.08.2025 through daav.mponline.gov.in (Registration Fee for each group Rs. 1500/- + Portal charges will be Rs. 100/-) through application ID provided at the time of CUET(UG) - 2025 registration.
4. Candidates registered for the first counseling need not to register again, they can appear in-person offline (Physical Mode) second counseling, if they wish.
5. Separate Merit list of all the registered candidates (including those who have already registered for first counseling) will be generated for the in-person offline (Physical Mode) second round of the counseling.
6. Details of the vacant seats for the in-person offline (Physical Mode) second counseling will be available on University website on 19.08.2025, visit University website www.dauniv.ac.in regularly for vacant seats updates.
7. Call for counseling does not guarantee admission. Counseling will be strictly done on the basis of merit generated for the in-person offline (Physical Mode) second counseling.
8. Candidates who have taken admission in first can also appear in the in-person offline (Physical Mode) second counseling as per merit, if they are interested in other program(s).
9. Seats reserved for SC/ST/OBC and EWS categories will be offered to the SC/ST/OBC and EWS candidates of Madhya Pradesh domicile only. SC/ ST/OBC and EWS candidates from other states will be treated under unreserved category. Change of category shall not be accepted at any stage. To avail benefit of reservation a certificate from a Competent Authority should be produced.

Merit of in-person offline (Physical Mode) second counseling:

1. Registered Candidates can view and download his / her merit for second round of counseling by visiting MP Online portal <https://davv.mponline.gov.in> on 21.08.2025.
2. Please note that to attend, in-person offline (Physical Mode) counseling, candidate who has already submitted fees, need not to get his / her previous admission cancelled.

3. **Candidates who wish to change the program should appear and those who have not paid the fee they can also appear for in-person offline (Physical Mode) counseling.**

In-person offline (Physical Mode) Second Counseling Schedule:

- Merit of in-person offline (Physical Mode) second counseling will be available on 21.08.2025 at MP Online portal <https://davv.mponline.gov.in>
- **Schedule for in-person offline (Physical Mode) Second Counseling will be available on University web site on 21.08.2025.**

Other Important Points

1. Candidates who are admitted provisionally on undertaking regarding result, will have to produce final result (in case result is not declared at the time of document verification ATKT / Compartment) by 30th August, 2025 or any other date decided by the University, else admission will automatically be cancelled.
2. Any matter, not covered by provisions mentioned in this guideline shall be referred to the Organizing Committee / Admission Cell which will work within the ambit of Act, Statutes and Ordinances of Devi Ahilya Vishwavidyalaya, Indore and its decision shall be final.
3. The legal disputes regarding counseling, if any, shall be settled within the jurisdiction of Indore.
4. In case it comes to the notice that an applicant has secured admission based on forged certificate/s or by furnishing wrong information, willingly concealing adverse facts or due to administrative or official negligence, his/her admission will be cancelled immediately without giving any notice.

Legal Jurisdiction

1. All disputes pertaining to the admission process of CUET (PG)-2025 shall fall within the jurisdiction of Indore only.

Fee:

1. The candidate will be provisionally admitted in the program subject to online payment of full amount of first semester fees. Candidate has to submit required fee within the time period given in the provisional admission letter, failing which, his / her admission will be cancelled.

Cancellation of Admission and Refund of Fee

1. If any candidate wants to cancel the admission, he / she may cancel the admission online through <https://davv.mponline.gov.in> and submit the copy of online cancellation slip with allotment letter and payment receipt (if fees paid) at International Institute of Professional Studies (IIPS), DAVV, Indore, Takshashila Campus, Khandwa Road, Indore and one copy to the concerned Institute / Department.
2. In case, if any candidate leaves the program, the fees will be refunded as per the guidelines of UGC, New Delhi for the year 2025. If a candidate leaves any program after the said date, only caution money will be refunded (If the candidate has deposited full fees). Please note that request for refund of fee will be processed by the University office/ concerned department and only after approval of the Govt. audit, refund will be made.
3. In cases, where candidates have submitted an undertaking to the effect, that, their admission may be deemed cancelled in case they fail to produce their result of qualifying examination with required eligibility percentage by 30th August, 2025 or as decided by University, there will be no refund of fee deposited.
4. If a provisionally admitted student is declared Fail in qualifying exam then he / she should inform to concerned School / Institute / Department on or before 30th August, 2025 and his/her deposited fee will be refunded as per the University norms.

Following documents are required at the time of counseling:

For Open Category / ST / SC / OBC (Non-creamy Layer) / EWS / Persons with disabilities (PWD) / J & K Migrant (JKM):

1. Copy of Aadhar Card.
2. Copy of NTA Mark sheet of CUET (UG) – 2025 self-attested.
3. Category wise merit of CUET (UG) – 2025 for DAVV downloaded from MP Online Portal self-attested.
4. Passport size Photographs - 02Nos.
5. Copy of Allotment Letter
6. Mark Sheet of qualifying examination (Original + 3 Photocopies Self Attested)

7. Transfer Certificate: Original + 1 Photocopy (Self Attested)
8. Migration Certificate: Original + 1 Photocopy (Self Attested)
9. Caste Certificate for SC/ST/OBC (non-creamy layer) candidates (Original + 1 Photocopy self-attested)
10. Income Certificate for SC/ST/OBC (non-creamy layer) candidate (Original + 1 Photocopy self-attested)
11. EWS certificate from competent authority for **financial year 2024-25** (Only for M.P. domicile) (Original + 1 Photocopy self-attested)
12. PWD certificate from competent authority (Original + 1 Photocopy self-attested)
13. J. & K. Migrant Certificate (Original + 1 Photocopy self-attested)
14. M.P. Domicile Certificate (Original + 1 Photocopy self-attested)
15. Notarized Gap Certificate.

For DAVV Employee Ward Candidates:

1. Copy of Aadhar Card.
2. Copy of NTA Mark sheet of CUET (UG) – 2025 self-attested.
3. Passport size Photographs - 02Nos.
4. Copy of counseling registration form self-attested.
5. Mark Sheet of qualifying examination (Original + 3 Photocopies) (Self Attested)
6. Transfer Certificate: Original + 1 Photocopy (Self Attested)
7. Migration Certificate: Original + 1 Photocopy (Self Attested)
8. Certificate from the Employer.
9. Notarized Gap Certificate.

Help Line: +91-9285000362 (11.00AM to 5.00PM)