



MALLA REDDY (MR)

Deemed to be University

Recognized Under Section 3 of the UGC Act, 1956

**Approved by AICTE, New Delhi, Accredited by NAAC
with 'A++' Grade (Cycle- III)**

MRDU ADMISSION POLICY





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1. INTRODUCTION

1.1. Engineering

Malla Reddy (MR) Deemed to be University, recognised under the General (Existing) Category, is promoted by the CMR Educational Society, founded by the visionary Shri CH. Malla Reddy. MRDU is steadily growing into a top-notch engineering and technology institution, with a strong focus on innovation, infrastructure, and industry collaboration. Spread across a spacious 30-Acre campus, MRDU offers modern facilities in Academic blocks, Administrative buildings, and Student amenities. The campus has a vibrant and inclusive atmosphere, welcoming students from different parts of India and abroad. This diversity creates a rich learning environment, supported by experienced faculty with global exposure. Students are encouraged to think creatively and work on innovative ideas through knowledge-sharing and hands-on learning.

The University is structured around the following key schools:

- **School of Civil & Mechanical Engineering**
- **School of Electronics & Electrical Engineering**
- **School of Computer Sciences & Information Technology**
- **School of Management**

Each school plays a vital role in shaping students into skilled professionals. The curriculum is designed to keep pace with the latest technologies like Artificial Intelligence, Internet of Things, Robotics, Data Science, and Sustainable Engineering and Digital Fabrication. Students are trained to handle real-world challenges with practical knowledge and problem-solving skills.

MRDU maintains high standards in research and publications, and has signed MoUs with reputed National & International universities & Organizations. These partnerships enable student and faculty exchange programmes, joint research projects, and exposure to global engineering practices.

The University also has strong collaborations with leading companies, providing students with internships, live projects, and excellent on-campus placement opportunities. These initiatives ensure that students are industry-ready by the time they graduate. Being recognized as a Deemed University by the University Grants Commission (UGC) is a proud milestone for MRDU. It reflects the University's multidisciplinary approach and its commitment to advancing innovation in teaching and learning, research, outreach, and developmental initiatives.

MRDU has adopted a school-based structure to promote interdisciplinary learning. This approach breaks away from traditional academic silos and encourages collaboration across different engineering domains.



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1.2. Management

At Malla Reddy (MR) Deemed to be University, management education is given equal importance alongside engineering and technology. The School of Management offers well-structured programmes in **Bachelor of Business Administration (BBA)** and **Master of Business Administration (MBA)**, designed to prepare students for leadership roles in today's competitive business world.

The BBA programme at MRDU is ideal for students who want to build a solid foundation in business and management. It covers key areas like:

- Business Communication
- Financial Accounting
- Marketing Principles
- Human Resource Management
- Entrepreneurship and Innovation

Students are encouraged to participate in case studies, group discussions, and industry visits to gain practical exposure. The curriculum also includes soft skills training and internships to help students become confident professionals.

The MBA programme is tailored for graduates who wish to specialize and advance in their careers. MRDU offers specializations in:

- Finance
- Marketing
- Human Resources
- Business Analytics

The programme blends academic learning with real-world applications. Students engage in live projects, simulations, and guest lectures from industry experts. MRDU's strong corporate connections ensure excellent placement opportunities with top companies across sectors.

Both BBA and MBA students benefit from MRDU's international collaborations and MoUs with reputed universities abroad and India. These partnerships open doors for exchange programmes, global internships, and cross-cultural learning experiences.

MRDU's dedicated Placement Cell works closely with leading companies to provide students with career guidance, resume building, interview preparation, and placement drives. Many students secure internships and full-time roles in reputed firms even before graduation. The University's Engineering programmes emphasize practical learning through industry-oriented projects, modern laboratories, and exposure to emerging technologies such as Artificial Intelligence, Data Science, Sustainable Infrastructure, and Smart Manufacturing. Meanwhile, the Management programmes



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focus on developing leadership, entrepreneurship, and strategic decision-making skills through case studies, industry mentorship, and corporate interactions.

2. CENTRAL ADMISSION COMMITTEE

The Central Admission Committee at **Malla Reddy (MR) Deemed University (MRDU)** is responsible for ensuring a transparent, efficient, and merit-based admission process across all Engineering and Management programmes. The committee oversees the formulation of admission policies, coordination of entrance examinations (MRDUCET), verification of eligibility criteria, and finalization of admissions in alignment with UGC and institutional guidelines

Name & Designation	Role in the Committee
Hon'ble Chancellor – Shri CH. Mahinder Reddy	Provides overall guidance and policy direction for the admission process.
Hon'ble Vice Chancellor – Prof. Dr. P. Ravinder Reddy	Chairs the committee and ensures compliance with academic and regulatory standards.
Pro Vice Chancellor – Dr. Chinnam Yuvaraju	Assists in the execution of admission policies and supervises coordination among departments.
Registrar – Prof. Mandala Sreenivas	Oversees administrative procedures and ensures proper documentation and record maintenance.
Director (Admissions) – Dr. B. Sudharshan Reddy	Coordinates and manages the entire admission process, including MRDUCET and counselling activities.
Director (Academics & Planning) – Dr. S. Uday Bhaskar	Ensures alignment of admissions with academic programmes and seat allocation as per approved intake.
Director (Evaluation) – Dr. Halesh Koti	Supervises entrance test evaluation, merit list preparation, and result declaration.
Dean (Placements) – Dr. Hema Reddy	Provides insights into industry needs to help align student selection with employability trends.

*Deans will be members as applicable.

Annexure- I Admission committee.

3. ADMISSION CALENDAR

Academic Year (2026 - 2027) – Tentative Admission

Programme	Start of Application	End of Application
UG	23 rd March 2026	31 st July 2026
PG	1 st May 2026	31 st July 2026
PhD	1 st June 2026	31 st July 2026

Annexure II - Strategic Admission Campaign Calendar



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4. LIST OF PROGRAMMES

Programmes of MALLA REDDY (MR) DEEMED TO BE UNIVERSITY, Hyderabad					
S.No	School of Eminence	Department	UG	PG	PhD
1.	School of Civil & Mechanical Engineering	Civil Engineering	120	36	20
		Mechanical Engineering	60	12	20
2.	School of Electronics & Engineering	Electrical and Electronics Engineering	60	12	20
		Electronics and Communication Engineering	180	18	20
3.	School of Computer Sciences & Information Technology	Computer science Engineering	720	30	100
		Computer science Engineering (AI & ML)	720	18	
		Computer science Engineering (Data Science)	720	12	
		Computer science Engineering (Cyber Security)	360	12	
		Information Technology	180	-	
4.	School of Management	BBA and MBA	60	300	20
Total			3180	450	200

5. ELIGIBILITY CRITERIA

Students must meet the **minimum eligibility**:

UG Admissions: Usually, 10+2 or equivalent of all streams.

- **Minimum Marks:** 60% or as mentioned in the website. (No rounding off permitted)
- Current Academic Years 2025-2026, admissions will not be granted to applicants with an academic gap of more than 2 years
- **Postgraduate Programmes:** Graduation in relevant discipline with prescribed 55% minimum marks as mentioned in the website. (No rounding off permitted)
- **PhD Programmes:** Post graduation in relevant discipline with prescribed 55% minimum marks as mentioned in the website. (No rounding off permitted)

MRDUCET Examination Schedule

MRDUCET will be conducted as per the following schedule.

(Note: The exam is proctor-based and can be taken from the student's location.)

- **Undergraduate (UG):** 25th & 26th April 2026
- **Postgraduate (PG):** 27th June 2026
- **Ph.D.:** 27th June 2026 and 9th January 2027



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6. ADMISSION PROCESS

6.1. Application Portal

- **Online option:** Candidates can apply online through the official university admission portal: mrdu.edu.in/admissions
- **Offline option:** Visit the university admission office or designated centers to submit the application form in person.
- **In both cases, ensure that accurate personal and academic details are provided while applying.**

6.2. Application Form

Online application through: **Website**

- **MRDU admission portal**
- **Registration:** Applicant creates an account on the admissions portal.
- **Form Submission:** Complete the online application form with personal, academic, and contact details.
- **Document Upload:** Submit scanned copies of certificates, ID proof, passport-size photograph, etc.

6.3. Application Fee Payment:

- Pay the application fee **online** using the provided bank details or through designated offline payment modes.
- **Acknowledgment:** After successful submission and payment, candidates will receive a **system-generated Application ID along with a Transaction ID** for tracking the application status.

6.4. Programme-Specific Options

Choose from a wide range of **Engineering disciplines** (Civil, Electrical, Mechanical, Electronics, CSE, CSE (AI&ML), CSE (Data Science), CSE (Cyber Security), Information Technology, etc.,) and **Management programmes** (MBA, BBA with specializations in Finance, Marketing, Analytics).

Annexure III – Admission Letter



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7. HELP DESK – PARENTS / STUDENTS FACILITATION – CAMPUS TOUR

A dedicated team for support service that provides assistance to parents / students with University / Course / Programme related issues, such as IT problems, administrative queries, fee payments, academic, etc.

- **Campus Tour**
 - **Classroom**
 - **Labs**
 - **Library**
 - **Infra / Playgrounds / sports facilities / student facilities**

8. WALK-IN APPLICATIONS / SUPPORT

At Malla Reddy (MR) Deemed to be University, we understand that not everyone prefers online processes. That's why we welcome **walk-in applications** for students and parents who wish to visit the campus in person and explore admission opportunities directly.

Our **Admission Help Desk** is available on all working days to guide walk-in applicants through:

- Course selection based on interest and career goals
- Eligibility criteria and documentation
- Fee structure
- Hostel and transport facilities
- Placement support and career prospects

Whether you're interested in Engineering, Management (BBA/MBA), or other programmes, our team will help you make informed decisions.

- **On-the-Spot Application Facility**

Students can fill out their application forms on campus with the help of our staff. We also offer:

- Instant document verification
- Application fee payment assistance
- Spot counselling and provisional admission (subject to eligibility)

- **Location & Timings**

Admissions Office is located at the **Main Administrative Block** of MRDU, Maisammaguda, Hyderabad.

Timings: **Monday to Saturday, 9:00 AM to 6:00 PM**

- **Need Help Before You Visit?**

You can call our admission helpline to schedule a visit or ask for preliminary guidance. Our counsellors are happy to assist you.



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9. PhD HELP DESK

Malla Reddy (MR) Deemed to be University is committed to nurturing advanced research and academic excellence through its PhD programmes across various disciplines. To make the admission process smooth and transparent, we have set up a dedicated **PhD Help Desk** to assist aspiring research scholars.

- **Guidance on Eligibility Criteria**
Get clarity on academic qualifications, entrance requirements, and subject-specific prerequisites.
- **Programme Details & Research Areas**
Learn about available PhD Specializations in Engineering, Management, Sciences, and Humanities, along with active research domains and faculty expertise.
- **Application Support**
Assistance with filling out the application form, uploading documents, and understanding the selection process.
- **Scholarship & Funding Information**
Get details on available fellowships, stipends, and financial support options for full-time research scholars.
- **Supervisor Mapping & Research Proposal Tips**
Help with identifying potential Supervisors and framing a strong research proposal aligned with university focus areas.
- **Entrance Exam & Interview Preparation**
Information on written test formats, interview schedules, and tips for successful admission.

10. ENTRANCE EXAM / MERIT EVALUATION

- Eligible candidates will be evaluated based on their MRDUCET 2026-27 score or equivalent State /National-level exam (GATE/NET/SET etc.)
- Shortlisted candidates will be informed via email/SMS and university portal updates
- Candidates must meet the specific University eligibility criteria.

11. MERIT LIST

- Final merit will be calculated using 70% exam marks and 30% interview score
- The interview for admission into UG, PG, PhD and other advanced programmes will be conducted by the Admission Committee, which is formally appointed by the Director of Admissions and approved by the Vice Chancellor (VC).



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12. COUNSELING AND SELECTION

- Programme-specific counseling will be conducted for seat allotment on the request of the student
- Counseling can be online or offline based on the programme and mode of application

13. DOCUMENT SUBMISSION FOR ADMISSION:

- Mark sheets and certificates of qualifying examinations (Class 10, 12, UG, PG as applicable)
- Entrance exam scorecard (MRDUCET 2026/EAPCET / JEE, etc.)
- Transfer Certificate (TC) and Conduct Certificate
- Migration Certificate (if applicable)
- Aadhaar Card / Identity Proof
- APAAR ID
- Passport-size photographs
- Caste/Category certificate (if applicable)
- EWS Certificate (if applicable)
- NRI's- Affidavit, Embassy Certificate, OCI Letter, Passport & Visa Copy, Utility Bills etc.

14. PAYMENT OF FEE SCHEDULE

Annexure IV – Refund Policy

15. SCHOLARSHIPS

- Merit-based scholarships for top-performing students.
- Provision of special financial assistance for economically weaker students and female candidates nominated by the Chancellor.

Under Graduate Programme (10+2)	Tuition Fee	Scholarship for % of marks in (10+2)			
		Intermediate/ JEE Mains/ JEE Advance >98% TGEAPCET RANK (1- 3000)	Intermediate/ JEE Mains/ JEE Advance >95% TGEAPCET RANK (3000- 5000)	Intermediate/ JEE Mains/ JEE Advance >92% TGEAPCET RANK (5000- 8000)	Intermediate/ JEE Mains/ JEE Advance >90%
BBA (3 Years) B.Tech. (4 Years)					



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					TGEAPCET RANK (8000- 10000)
		(Full scholarship)	Fee (50% scholarship)	(25% scholarship)	(10% scholarship)

Post Graduate Programme	Tuition Fee	Scholarship for % of marks in Graduation		
M.Tech. and MBA (2 Years)		>9.1 CGPA	>8.6 to 9.1 CGPA	>8.0 to 8.5 CGPA
		(15% scholarship	(10% scholarship)	(5% scholarship)

PhD Programme	Tuition Fee	Scholarship
PhD		As per UGC Guidelines for Full Time and Part time Scholars

16. STUDENTS FINANCIAL SUPPORT INSTITUTIONS

- To invite Banks / Financial Institutions after taking the approval of management

17. PROVISIONAL ADMISSION OFFER

- Candidates must confirm the offer by paying the admission fee
- Selected candidates will receive a **Provisional Admission Letter**

Annexure IV

18. HOSTEL FACILITY

Malla Reddy (MR) Deemed to be University understands that some students prefer staying on-campus for personal comfort or convenience. To support this, the University offers facilitation for decent private accommodation within the campus at competitive and affordable rates. These accommodations are well-connected by transport services and nearby public transport options, ensuring easy access to the city and surrounding areas. The campus also provides essential amenities like 24/7 security, Wi-Fi, clean dining facilities, and regular maintenance to ensure a safe and comfortable living experience.



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ANNEXURE –I Admission Committee

Sl. No	Name	Designation	Position in Committee
1	Prof. P. Ravinder Reddy	Vice Chancellor	Chairperson
2	Dr. Yuvaraju Chinnam	Pro – Vice Chancellor	Member
3	Prof. Mandala Sreenivas	Registrar	Member
4	Dr. Mohammad Mustaq Ali	HoD, Mathematics	Member
5	Dr. G. Prasanna Kumar	Associate Professor, ECE	Member
6	Dr. K. Bharadwaja	Associate Professor, Mechanical	Member
7	Dr.K. Pushpalatha	Associate Professor, HoD-MBA	Member
8	Dr. K.Abhishek	Asst. Professor, Civil	Member
9	Mr.K. Krishna Kanth	Asst. Professor, CSC	Member
10	Mr. V. Jagadish Kumar	Asst. Professor, CSE	Member
11	Mr.P.Kamalakar	Asst. Professor, EEE	Member
12	Mr.D.Krishna Kishore	Asst. Professor, CSM	Member
13	Mr. K.V.Varaprasad	Asst. Professor, IT	Member
14	Ms.P.Navya	Asst. Professor, CSD	Member
15	Mr. M. Venkata Ramana Reddy	Asst. Professor, Mathematics	Member
16	Mr.D.Syam Kumar	Asst. Professor, CSE	Member
17	Dr. B. Sudharshan Reddy	Director, Admissions & HoD-CE	Convener



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ANNEXURE – II

Strategic Admission Campaign Calendar

S. No	Month of Activities	Name of the Activity
1	November - December 2025	Finalization of admission partners, publishers, and manpower appointments; Participation in International School Education Fair; Approaching junior, engineering, and degree colleges for seminar permissions to create awareness about MRDU; Initial digital marketing campaign launch
2	January – February 2026	Participation in education fairs in selected cities of North and South India; Conducting seminars in junior and degree colleges; Flyer distribution at examination centers; Launch targeted social media ads for admissions
3	March - April 2026	Flyer distribution at examination centers (IIT JEE Mains, EAPCET, etc.); Participation in education fairs; Organizing webinars for prospective students; Start tele-counseling for inquiries
4	May - June 2026	Flyer distribution at examination centers (IIT JEE Mains, EAPCET, etc.); Participation in education fairs; Press meets, newspaper ads, live TV shows; Spot admissions across the country; Begin influencer collaborations for brand awareness
5	July – August 2026	Participation in education fairs; Newspaper inserts; Spot admissions across the country; Conduct virtual counseling sessions; Publish success stories and alumni testimonials on digital platforms



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ANNEXURE –III

Provisional Admission Letter (for UG)

Date: [DD/MM/YYYY]

To,

Name of the Student: _____

Address or Application ID: _____

Mobile No. (Student) _____ (Parent) _____

Subject: Provisional Admission Letter for the under graduate Programme

Dear Student,

We are pleased to inform you that you have been provisionally admitted to **the UG programme in the School of _____, Department of _____**, for the academic year **2026–27 at Malla Reddy (MR)**, Maisammaguda, Hyderabad.

Your admission is **provisional** and subject to the fulfillment of the following conditions:

- Submission of Original / Final documents, including:**
 - Mark sheets and Certificates of qualifying examinations (Class 10, 12, as applicable)
 - Entrance exam scorecard (MRDUCET 2025 / JEE /EAPCET/, etc.)
 - Transfer Certificate (TC) and Study Certificate
 - Migration Certificate (if applicable)
 - Aadhaar Card and APAAR ID
 - Anti-ragging declaration by candidate and parent
 - Passport-size photographs – 6
 - Caste/Category certificate (if applicable)
- Payment of applicable Registration, Tuition Fee and Miscellaneous Fee before the due date 31st July 2026.**
- On completion of all formalities as above Admission Office will issue appropriate communication for attending Orientation / Commencement of classes.**
- Your admission is subjected to cancellation upon non fulfillment of the above requirements.

Office

Director of Admissions



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Provisional Admission Letter (for PG)

Date: [DD/MM/YYYY]

To,

Name of the Student: _____

Address or Application ID: _____

Mobile No. (Student) _____ (Parent) _____

Subject: Provisional Admission Letter for the Post Graduate Programme

Dear Student,

We are pleased to inform you that you have been provisionally admitted to **the PG programme in the School of _____, Department of _____**, for the academic year **2026–27 at Malla Reddy (MR)**, Maisammaguda, Hyderabad.

Your admission is **provisional** and subject to the fulfillment of the following conditions:

1. Submission of Original / Final documents, including:

- Mark sheets and Certificates of qualifying examinations (Class 10, 12, and Degree as applicable)
- Entrance exam scorecard (MRDUCET 2025 / GATE /NET/SET/ PGSET, etc.)
- Transfer Certificate (TC) and Study Certificate
- Migration Certificate (if applicable)
- Aadhaar Card and APAAR ID
- Anti-ragging declaration by candidate and parent
- Passport-size photographs – 6
- Caste/Category certificate (if applicable)

2. Payment of applicable Registration, Tuition Fee and Miscellaneous Fee before the due date 31st August 2026.

3. On completion of all formalities as above Admission Office will issue appropriate communication for attending Orientation / Commencement of classes.

- Your admission is subjected to cancellation upon non fulfillment of the above requirements.

Office

Director of Admissions



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Provisional Admission Letter (for PhD)

Date: [DD/MM/YYYY]

To,

Name of the Student: _____

Application ID: _____

Mobile No. (Scholar) _____ (Alternate) _____

Subject: Provisional Admission Letter for the PhD Programme

Dear Student,

We are pleased to inform you that you have been provisionally admitted to **the Ph.D. programme in the School of _____, Department of _____**,

for the academic year **2026–27 at Malla Reddy (MR)**, Maisammaguda, Hyderabad.

Your admission is **provisional** and subject to the fulfillment of the following conditions:

1. Submission of Original / Final documents, including:

- Mark sheets and Certificates of qualifying examinations (Class 10, 12, Degree and Post-Graduation as applicable)
- Entrance exam scorecard (MRDUCET 2025 / GATE /NET/SET, etc.)
- Transfer Certificate (TC) and No objection certificate (NOC)
- Migration Certificate (if applicable)
- Aadhaar Card and APAAR ID
- Anti-ragging declaration by candidate and parent
- Passport-size photographs – 6
- Caste/Category certificate (if applicable)

2. Payment of applicable Registration, Tuition Fee and Miscellaneous Fee before the due date 31st August 2026.

3. On completion of all formalities as above Admission Office will issue appropriate communication for attending Orientation / Commencement of classes.

- Your admission is subjected to cancellation upon non fulfillment of the above requirements.

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ANNEXURE - IV

Admission Withdrawal & Fee Refund Request

Date: (DD/MM/YYYY)

Student Name:

Parent Name:

Address:

City:

State:

Pin code:

Email Address:

Phone Number:

To

Director of Admissions

Malla Reddy (MR)

Maisammaguda, Hyderabad.

Subject: Admission Withdrawal & Fee Refund Request

Respected Sir / Madam,

I, _____ a student of Course Name: _____, School
_____, MRDU enrolled under Admission no:
_____ request you to kindly refund the fees paid for the academic year
_____ due to _____

_____ reason, after deducting the non-refundable amount / expenditure incurred
by the University, as per MRDU fee refund Policy / Norms.

I have attached the necessary documents including the payment receipt and the cancellation request
for your reference. I kindly request you to process my refund at the earliest.

Thank you for your understanding and support.

Yours sincerely,

Signature of the Student:

Signature of the Parent:



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S.No.	Details of Admission Withdrawal & Fee Refund Request (All details to be filled mandatory)	
1	Name of the Student	
2	Name of the Parent	
3	School of Eminence for which admission was taken	
4	Details of Programme for which admission was taken	
5	Date of Admission	
6	Fee paid and Receipt(s) details	
7	Total Fee paid	
8	Date of Email Sent for cancellation as per below checklist (Tick wherever applicable)	
	i. Request and reason for admission	
	ii. Application form submitted for Admission	
	iii. Soft copies of the receipts	
	iv. Cancelled cheque with account name or Passbook copy (which should contain All contents of 9a to 9d)	
9	Details of Account (Fill in the details)	
	a. Name of Account Holder as per bank records for fee refund	
	b. Account Number	
	c. Bank and Branch	
	d. IFSC Code of Branch	
Signature of the Candidate:		Signature of the Parent:

For office Use

1	Percentage of Refund & Fee in INR to be refunded as per MRDU fee refund Policy / Norms	
2	Approved Yes/No	
3	Account details as per the, mail and cancelled cheque sent./Remarks	
4	Total Amount to be refunded as per above	

Recommended	Verified & Checked	Approved	Final Approval
Director of Admissions	Finance Officer MRDU	Vice Chancellor	Chancellor



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ANNEXURE – V

Application Form



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MALLA REDDY (MR) DEEMED-TO-BE UNIVERSITY

DOCUMENT CONTROL SHEET

Document Title	Admission Policy
Document Code	MRDU/IQAC/ADMP/2025
Version No.	1.0
Revision No.	0
Effective Date	12 January 2026
Next Review Date	12 January 2029
Prepared By	Director (Admissions)
Reviewed By	Vice Chancellor & Registrar
Approved By	Executive Council
Document Category	Institutional Policy Document

Document Revision History

Version	Rev No.	Date	Description of Change	Prepared By	Approved By
1.0	0	01 Nov 2025	First issue – Initial release of the Admission Policy	Director (Admissions)	EC