

# BSc@ Workplace

Work-based Degree by YCMOU & MKCL

*YCMOU MKCL Collaboration for Work-based Learning Initiative –  
Bachelor of Science (Computer System Administration) i.e. BSc (CSA)*

## **BSc@Workplace**

### **GENERAL TERMS AND CONDITIONS FOR APPLICANT**

1. Please visit the <https://mfs.mkcl.org/bsc> and read the complete information before filling the application.
2. Please fill the correct information. In case the information furnished is found to be incorrect, the application may get cancelled at any stage without any prior intimation.
3. Application process shall be conducted as per the schedule mentioned on <https://mfs.mkcl.org/bsc> MKCL as per the guidelines received from the University may change the schedule if required and the same shall be updated on the aforementioned website. Applicants are expected to visit the aforementioned website for updated information on regular basis.
4. Applicants are expected to furnish correct email-id and mobile-number in order to receive the various communications during and after application, admission and learning process.
5. Various communications during application / admission process are system generated and are sent to the email id / mobile details furnished by the applicant. Applicant is required to ensure necessary settings with email service provider / mobile operator in order to receive these communications. As such, in case the Applicant doesn't receive any of these communication on his/her email-id or mobile-number MKCL cannot be held responsible for the same.
6. Applicant is expected to complete the process as per the schedule. Please try to avoid last minute transactions in order to avoid internet congestion or probable technical issues because of bandwidth.
7. Please transfer the entrance exam fees within schedule. If transaction gets failed/ not reconciled within time, MKCL cannot be held responsible for the same.
8. Entrance Exam fees once paid through successful transaction is non-refundable and non-transferable under any circumstances. In case applicant is not able to appear for the entrance exam as per the given schedule, no re-exam shall be conducted under any circumstances. No such

requests shall be entertained. Entrance Exam fees in such case shall be non-refundable and non-transferable.

9. In case of multiple payments for entrance exam fees as against the same application-id, the amount will not be refunded. Hence applicants are requested to take due care while transferring the entrance exam fees.
10. Once the Entrance examination time is over, he/she will not be able to attempt it again, as per the guidelines of the University.
11. Applicant needs to complete the Entrance exam as per stipulated schedule and time only. Extension in time beyond stipulated time is not allowed.
12. Please check the list of 'Industry Partners'.
13. Please check and go through the detailed information about 'Industry Partner' before selecting the 'Industry Partner'.
14. 'Industry Partners' may change their selection criteria and other internship / job information (internship / job roles, stipend etc.) without informing to applicants and applicants will not be able to take any kind of objection in this regard.
15. Applicants can give preference for industry partners and appear for the interview. It is the responsibility of the applicant to appear for the interview, get selected by the company and secure internship position so as to be eligible for the admission to BSc@Workplace degree program as per the University eligibility conditions.
16. While selecting the preferred 'Industry Partners', please arrange them in the order of your preference.
17. Giving preference to the 'Industry Partners' does not mean that you are shortlisted for that 'Industry Partner'.
18. 'Industry Partner' may or may not shortlist your application. If 'Industry Partners' does not shortlist your application irrespective of your preference for that 'Industry Partner' then MKCL cannot be held responsible.
19. If any 'Industry Partner' shortlists your application, then it does not mean that your interview will get scheduled. 'Industry Partner' may or may not call you for the interview.
20. After scheduling of interview, if applicant remains absent on call or is not able to reach the interview on time, 'Industry Partner' may or may not conduct the interview.
21. 'Industry Partner' may cancel / postpone the interview at last moment without giving any prior intimation.
22. 'Industry Partner' may or may not select the applicant / candidate after conducting the interview.

23. 'Industry Partner' may not conduct the interview if candidate is not satisfying the required criteria.
24. It may be possible that, 'Industry Partner' has selected the candidate in interview but does not finally issue the offer letter. In such cases the applicant / candidate will be treated as 'not selected'.
25. 'Industry Partners' decision regarding selection of the applicant / candidate will be final in all respects and the applicant / candidate cannot raise any objection in this regard.
26. In case the applicant is selected by the 'Industry Partner' and has issued offer of internship letter, then the applicant is expected to complete the further admission process within schedule.
27. Please transfer the university fees (if selected) within schedule. Please be careful during the payment of fees as in case of transaction failure/ not reconciled, MKCL cannot be held responsible.
28. Upon successful transaction, the amount of Fees for the aforementioned program once paid, will be non-refundable and non-transferable under any circumstances.
29. In case the transaction is rejected by 'Payment gateway', the 'Payment gateway' will refund the fees to original source Bank Account from where the amount has been received. In such cases, MKCL cannot be held responsible for delay in the refund if any.
30. In case of double payment of university fees (if selected), we will verify the details and if it is found to be correct, then the process of refund of excess payment shall be initiated which may require minimum 3 months.
31. University verifies all the information of the Applicants filled during the application process. In case the information is found to be incorrect / not fitting to eligibility criteria, then University may reject admission to the program. In such case MKCL cannot be held responsible.
32. Applicant is considered as a 'Student' of the aforementioned degree program subject to confirmation of admission by the University after issuance of Student Enrolment number. In case the admission is not confirmed the internship offered by the industry partner for the aforementioned degree program shall not be valid.
33. If Student fails to join the industry partner company as per stipulated date / time, his/her admission will not be considered as valid. In such case University fees will be non-refundable and non-transferable.
34. In case the 'Industry Partner company rejects / terminates the Student before/ after joining the company due to any reasons such as non-performance or unethical behavior or any other issues as per the norms of the respective company, admission of the Students to the aforementioned degree program will be cancelled with immediate effect. In such cases, University fees will not be refunded. Student may get associated with different industry partner company in order to continue pursuing the aforementioned degree. Rules mentioned in the prospectus of the University shall be applicable.

35. Industry partner company reserves the right to offer / change the place of posting, i.e. workplace location to the student at any time during application and admission process. Industry partner company also reserves the right to offer / change the place of posting, i.e. workplace location of the student during the three years of internship with the company. Decision in this regard shall be binding to the student and no change of industry partner company shall be facilitated by MKCL in this regard.
36. University and MKCL reserves the right to modify the terms and conditions of this program and complete application process without any prior notice. University and MKCL shall not be liable to anyone for any such modification/s.
37. University or MKCL reserves all rights related to this program.
38. University or MKCL shall not be liable to anyone for any modification/s in the program.
39. University or MKCL in its sole discretion may disqualify the candidate if the candidate fails to follow the pre-examination instructions or causes a breach in the terms and conditions of online examination or has supplied false or incorrect or incomplete information, or for any other reason found appropriate.
40. University or MKCL reserves rights to suspend, stop, postpone selection procedure at any time in exceptional circumstances.

