

GUIDELINES FOR ADMISSION

1. DURATION

Under Graduate Programmes: 3 years, 6 semesters

Post Graduate Programmes: 2 years, 4 semesters

2. ELIGIBILITY FOR ADMISSION

Under Graduate Programmes: CBSE / ISC / IB / NCEA or equivalent

Post Graduate Programmes: Bachelor's Degree in relevant discipline

3. LANGUAGES OFFERED (FOR UNDER GRADUATE PROGRAMMES)

The course is divided into two parts, Part I Comprises the languages and Part II includes the core subjects. Languages include English (mandatory), Hindi, Kannada, Sanskrit & Additional English. Students who have not studied any of the Indian Languages in class XII are offered Additional English.

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4. ADMISSION PROCEDURE

- Application for admission to the university must be in the prescribed form
- Students who want to apply for different combinations must apply in separate application forms
- The duly filled application form has to be submitted at the university admissions office as per the prescribed schedule
- The list of provisionally selected candidates will be announced on the university notice board
- As part of the admission procedure students have to attend the personal interview
- Admission to various programmes will however be subject to verification of facts from the original certificates / documents of the candidates. In case any discrepancy is noticed, even at a later point of time after admission, the management reserves the right to cancel the candidate's admission and such a decision shall be final and binding on the candidate

5. DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

The following original certificates have to be produced with two attested copies (should be attested by the Indian Embassy)

- Statement of Marks of the qualifying examination (English Translated)
- Birth certificate or examination certificate mentioning date of birth
- Passport copy
- Proof of NRI status of student/parents/guardian (for NRI students only)
- 2 passport size colour photographs
- HIV Test Copy

6. CATEGORIES OF INTERNATIONAL STUDENTS

- **Foreign Students:** Students holding passport issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries are classified as foreign students
- **Non Resident Indians (NRI):** An NRI student is one who has an NRI status
- **Person of Indian Origin (PIO):** Students of Indian origin but not a citizen of India are classified under the PIO status
- Students who have graduated from Universities in foreign countries will be considered as NRI / international students

INSTRUCTIONS TO FILL THE APPLICATION FORM

- Each applicant should submit only one application for a given group
- Please refer to the itemwise instructions before filling up the form
- Forms must be filled in applicant's own handwriting
- Use only BLACK or BLUE Hi-Tec point type pen to fill up the form
- Applicants must paste their most recent colour photograph (not older than 3 months) in the appropriate place. Do not pin or staple the photograph
- Square boxes provided in the forms are only for writing the alphabets in capitals or numbers. The alphabet or number should be written in any one box. Wherever codes are given, fill the boxes in the application form with the appropriate codes
- Overwriting, striking off or erasing in the form may lead to rejection and should be avoided. Any discrepancy in the statement and/or submission of incomplete forms will lead to rejection of application / cancellation of admission
- Keep a photocopy of the filled application for future reference. Application number must be quoted in all future correspondence
- Applicants are required to submit photocopies of marks cards, certificates or any other document and must ensure that:
 - o The photocopies are taken on A4 size paper only
 - o The print is clear, legible and readable
 - o Both sides are photocopied if the original marks card is printed on both sides
 - o Application number must be written at top right corner of all the photocopies
- Do not send any original documents along with the application form
- Do not fold the FORM. All photocopies of marks cards and certificates, if any, must be stapled together

Admit to: _____

Language (if applicable): _____

Authorised Signatory

REMARKS

Blank area for Remarks.

OFFICE NOTE

Blank area for Office Note.

Fees Paid Rs.

Receipt No.

Date :

Dues :

Fees Details :

Blank area for Fees Details.

Acknowledgement (For office use only)

Application No.:

Programme Code:

Course Code:

Name :

Board / University:

Date of Submission :

Percentage:

Receiver's Signature

(Please preserve this slip carefully for further reference)