

## Important Instructions

- **Online Application submission:** D.El.Ed, B.Ed, M.Ed, MBA, MCA, Integrated B.Tech-M.Tech (CS), M.Tech (CS), MA (JMC), all M.Phil., Ph.D. programs and Polytechnic programs admission is through Entrance Test for which online submission of applications facility is available. The candidates need to pay Rs.500/- fee (Rs.300/- for SC/ST) and fill-up the application form as per the details and procedure prescribed as follows:
- Candidates desirous of applying for more than one program need to apply separately for each program.
- Please check the eligibility criteria for the programs (may refer Prospectus 2015-16) before applying.
- Those completing their final examinations in qualifying examinations by June 2014 can also apply.
- **How to pay application fee:** After filling the basic information online, a challan will be generated, take printout of the challan and pay the prescribed fee (printed on challan) at any branch of State Bank of India. The scanned copy of challan with details of fee and journal number need to be attached as soft copy while completing the application form online.
- **How to Apply:** Application form has to be submitted online from 26<sup>th</sup> April 2015. Last date for submission of online application form is 27<sup>th</sup> May 2015. Before applying online, please be ready with soft copy of the photograph of the applicant (a scanned digital image), scanned signature, scanned receipt of fee paid through challan and relevant certificate in case of SC/ST/OBC category and PWD.
- **Online filling up of the form:** After filling the online application form, the computer will generate application number (User name) and password. Follow the instructions generated from the computer. M.Phil and Ph.D candidates need to upload the research proposal in soft format with the application form.
- **Hall Tickets:** The hall tickets for both online and offline applications will be made available for downloading from the University's Website only. The candidates will be informed about receipt of their application form and date of availability of hall tickets on website through sms, email and university website. No hall tickets will be sent by post. It is the responsibility of the candidate to download the hall tickets. Please mention the valid mobile phone number and email for receiving the instructions from the university. Hall tickets will be issued to only those candidates whose applications are received along with prescribed fee and other mandatory details. The candidates with these hall tickets must carry a valid photo ID as a proof for the purpose of verification and ruling out the possibility of impersonation.
- **Examination centers:** The candidates will not be permitted to write the entrance examination at any other centre except the centre mentioned in the hall ticket. Once the option for is exercised, no request for any change in centre will be entertained.
- The University reserves the right to cancel/amend any of the examination centres which will be decided on basis of the number of students at that centre. In the event of cancellation, the students will have to appear at the centre allotted by university at their own cost.
- Please note that all those who apply may be issued Hall Tickets without verifying whether or not they satisfy the eligibility criterion for admission to a program. This will be finally verified at the time of counseling and admission, if granted. The candidates are therefore advised to go through the Prospectus carefully and judge

their eligibility before submitting their application forms. Despite this caution, in case the candidates do not meet the minimum eligibility criteria and still apply and appear for the entrance examination, they will do so at their own risk and cost. At any stage if it is found that any candidate does not fulfill the minimum eligibility requirements, his/her candidature will not be considered for admission and if the admission is granted, it shall be cancelled forthwith and fee paid, if any, will be forfeited . The university may initiate due legal action against such candidates.

### **Statement of Acceptance**

1. Read all the information carefully given in all links before you click 'Apply Online'.
2. Do not create fake logins, since registration requires Mobile Number.
3. If you do not have a mobile number, you can give mobile number of your nearest relatives (with their permission).
4. You will be sent Login ID (User name) and Password on mobile by sms and through email for future reference.
5. The application must be made within the specified dates stipulated by University. The link to 'Apply Online' will be disabled once course specific last dates are over. i.e, 27<sup>th</sup> May 15.
6. Making online application does not mean that you have secured admission in any of the course.
7. Once the examination center is opted, candidates have no right to change the centre or any request in this regard would not be entertained.
8. The University reserves the right to cancel/amend any of the examination centres which will be decided on basis of the number of students at that centre. In the event of such cancellation, the students will have to appear at the centre allotted by university at their own cost.
9. By Clicking on 'Apply Online' link, you agree that you have read all the instructions carefully and understood them.