

BHARATHIAR UNIVERSITY: COIMBATORE 641 046. GUIDELINES FOR ADMISSION 2008-2009

Guidelines to be followed by the Principals of all affiliated Colleges and Institutions during admission of students to various courses, in the academic year 2008-2009, are detailed below:

1. ELIGIBILITY FOR ADMISSION:

The Principals of colleges shall ensure that the requirements with regard to eligibility of candidates for admission to various courses of study are complied with.

The details of the eligibility conditions prescribed by the University for Various Courses offered during 2008-2009 are given in a separate brochure.

The Principals shall ensure before admission that the candidates seeking admission to various courses of study, have passed the respective qualifying examinations prescribed in the course requirements.

- a. Generally candidates who have passed Higher Secondary Examination (XII standard) conducted by the Government of Tamilnadu or an equivalent examinations shall be eligible to join the first year of the UG degree courses of study in this University, subject to the condition that the candidates satisfy certain specific conditions, if any, prescribed by the University, for admission to the respective courses.
- b. Generally candidates who have passed Under-graduate degree course of Bharathiar University or an equivalent examination, shall be eligible to join the first year of PG Degree courses in this University, subject to the condition that the candidates should satisfy certain other specific conditions prescribed, if any, by the University for admission to the respective courses.

In the case of candidates who have passed other Examinations, the Principals are requested to obtain clearance from the Registrar, Bharathiar University, with regard to the eligibility of the candidates before confirming their admissions.

2. ADMISSION REQUIRMENTS:

Any candidate seeking admission to a course shall be asked to submit without fail, at the time of admission, the original copies of the following without fail:

- i. Transfer certificate and Conduct certificate, issued by the Head of the Institution, previously Studied;
- ii. Statement of marks, of the qualifying Examination; (10th, +2 and UG (for PG admission).
- iii. Provisional/Degree certificate (in case of candidates seeking admission for PG course) and
- iv. Eligibility certificate issued by this University, if necessary.

The admission of any candidate, without the production of any of the above said certificates at the time of admission, will not be approved by the University and the University will not be responsible for any inconvenience caused to such candidates due to unapproved admission.

The principals are requested to follow the reservation norms of the Tamilnadu Government for admission.

Eligibility Certificate:

The Principals are informed that the submission of **Eligibility Certificate** by candidates before admission to various courses is no more **compulsory**. However, eligibility certificate may be insisted from the candidates when there is any doubt on the eligibility condition for admission in the concerned course

The Principals shall admit only candidates who satisfy the eligibility conditions, prescribed for each course.

a. Admission to Under – Graduate Course:

All the candidates who have qualified with the following examinations are exempted from the production of Eligibility certificate, during admission to UG, Diploma and Certificate courses;

- i. Higher Secondary Certificate course (+2), conducted by the Government of Tamilnadu;
- ii. All India Senior School certificate course, conducted by C B S C;
- iii. Delhi Senior School certificate course, conducted by C B S C;
- iv. Indian School Certificate course, conducted by I C S E;

b. Admission to Post – Graduate Courses:

Candidates who have passed UG degree examinations conducted by Bharathiar University are exempted from the production of Eligibility certificate, during admission to PG and PG-Diploma courses.

In case of candidates from other Boards/Universities, who normally need to have produced Eligibility certificate before admission may provisionally be admitted without Eligibility certificate. **The original mark sheets and other relevant certificates of the above candidates should be sent for verification before the last date of admission.**

However, while admitting the students, the Principals shall obtain an undertaking from the students that their admissions are purely temporary and shall abide by the decision of the University on the eligibility of their admission.

Further it is also informed that the issue of the eligibility certificates directly to the candidates by the University, shall also continue.

Candidates possessing any other qualifications except those prescribed for the course shall not be admitted to any course. Any such admission made by the college, will not be approved by the University and the University will not be responsible for any inconvenience caused to the candidate.

Candidates who had undergone courses offered by University/Boards outside India and seek admission in this University area, shall have to produce the **EQUIVALENCE CERTIFICATE** issued by the Association of Indian Universities, **A.I.U. House, 16 Kotla Marg, New Delhi – 110 002, (Phone No.011-23230059,23231097,23232429, E-mail aiu @ del2.vsnl.net.in FAX No.011-23232131)** to Bharathiar University. Based on this equivalence certificate, the University shall consider issue of an Eligibility Certificate.

Candidates from Open University System: Candidates who have completed degree under 10+2+3 through **Open University System are alone eligible for admission.**

The Principals are requested to verify specifically at the time of admission that the **Date of Birth** of the candidates entered in the Transfer certificate and that in Mark sheets are one and the same.

Foreign Students: While admitting foreign students, the Principals are requested to verify whether the candidate holds a valid visa (students' visa/provisional students' visa) to study in India and his eligibility for admission. **The University will not take any responsibility on these admissions.** The Principal are requested to obtain clearance from the Registrar, Bharathiar University with regard to the eligibility of the candidate before confirming their admission.

It has been noticed that some candidates submit the certificates, which have been **tampered** and which contain unauthorized alterations. Applications of such candidates are to be summarily rejected and disciplinary action to be taken against them. This may be brought to the notice of the candidates, so that they are aware of the serious consequences of unauthorized corrections.

The Mark certificates issued to the students who have passed the HSC Examination of the Government of Tamilnadu, from the examinations held in **March 2008**, shall carry an endorsement by the Head of the Institution stating that 'the mark certificate was distributed through the Institution.'

Principals are therefore requested to scrutinize carefully the certificates (**documentary evidence**) produced by the candidates, while admitting them to the various course of study. They are specifically requested to note that erasures, overwriting and corrections in the certificates if any, are duly attested by the authorities concerned, before submitting them to the University for recognition.

3. AGE LIMIT

The Upper age limit for admission to UG Degree Courses will be **21 (twenty one) years as on 1st July 2008.** For **SC/ST/BC/MBC/DNC** candidates and women candidates the age limit is relaxed by 3 years. For other communities, the Principals can relax upto three years based on merit. A relaxation of 5 years is permitted for **Physically Handicapped** as per **G.O. Ms No.239, dated 03.09.1993**

4. RECOGNITION OF THE QUALIFYING EXAMINATIONS:

The candidates who seek admission to UG courses after having passed Higher Secondary Examination of Government of Tamilnadu and those who seek admission to PG courses after having passed UG degree of Bharathiar University need not apply for recognition of their HSC/UG degree examinations, but shall pay the recognition fees prescribed therefor.

All other candidates admitted to UG/PG courses shall individually apply to the University to get their qualification recognized by the University, failing which they will not be permitted to take the University Examinations. The procedure for getting their qualification recognized is described below.

Application should be made in the form prescribed by the University in the applicant's own handwriting and should bear the signature of the Principal (and not merely his/her facsimile).

Principals shall ensure that the recognition applications in the prescribed form with the required certificate are obtained from the students at the time of admission or within a week after admission and sent to the University.

Applications for recognition of Examinations of other Universities or Bodies should be forwarded by the Principals within 15 days from the date of commencement of the class for the first year candidates or at the latest by 1st August of the year of admission.

Applications without full particulars or those, which are not accompanied by the required certificates, will not be accepted. Besides applications, which are not submitted in time, may also be not considered.

5. FEES TO BE PAID TO THE UNIVERSITY:

The Principals are informed that the candidates seeking admission to various courses in this University shall pay the fees, listed below to the University. All these fee paid by the students are non-refundable. All the fees shall be collected by the Principal of the College at the time of admission itself and remitted to this University alongwith the student returns.

i. Recognition fee:

All candidates who have passed an examination other than that conducted by the Bharathiar University, have get their qualifying examination, recognized by applying for the same and paying the prescribed fees:

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| a. For candidates who have passed Higher Secondary Examinations conducted by the Govt. of Tamilnadu (they need not send application) | Rs. 150.00 |
| b. For considering recognition of the Higher Secondary Examinations or a similar Examination conducted by any other Board or an accredited body and degree Examinations conducted by an University in India, other than Bharathiar University (including cost of application Rs.25.00) | Rs. 500.00 |
| c. For considering the application for recognition of an Examination conducted by Universities or other accredited bodies outside India for admission to a course of study in this University (including cost of application Rs.25.00) | Rs. 750.00 |

If the candidates have already obtained the eligibility certificates from the University before admission, they need not pay the fee for recognition and also the cost of the application. However such candidates shall submit the recognition application to the University. The number and date of the eligibility certificate should be mentioned in the recognition application.

ii. Matricula fee:

All candidates who have not qualified with their previous qualifying examination from Bharathiar University has to enroll themselves as a matriculate of this University by paying Matricula the fee of

Rs.100.00

iii. Registration fee:

The fee for registering an individual as a student, to undergo a course of study offered by the University through an affiliated college or University Department or any other institution recognized by the University, is as follows:

- a. Candidates seeking admission to UG, Diploma and Certificate courses Rs. 80.00
- b. Candidates seeking admission to PG and PG diploma courses Rs.120.00

Only candidates registered with the University for the Course concerned will be permitted to appear for the examinations conducted by the University. Principals are therefore requested to kindly ensure that the list furnished to the University showing the names of candidates enrolled to various courses of studies in colleges and the list of students sent for the first time to take up the University Examinations are identical, except for the dropouts during the period in between the time of admission and the time of applying for examinations.

iv. Administrative fee:

An Administrative fee at the rate of Rs.60.00 per year of study shall be collected from each student as one-time payment, based on the total years of study of the course and the amount shall be collected while admitting the candidate.

v. University Library fee:

A one-time University Library fee at the rate of Rs.20.00 per student may be collected, at the time of admission to the I year of the course (both day college and evening college).

vi. University Sports fee:

The Principals are requested to collect the (one-time) University sports fee of Rs.50.00 per student, at the time of admission to I year of the course (both day college and evening college). No fee be collected from II, and III year students.

6. FEES REMITTANCE:

A detailed Statement (as in Annexure – II) showing the particulars of various fees collected from the candidates and the consolidated amount collected, should be submitted in the form of a Demand Draft drawn, on a Nationalized Bank, in favour of the Registrar, Bharathiar University, Coimbatore payable at Coimbatore and sent to the Registrar while sending the admission details and other certificates within 15 days of closure of the admission.

In addition, each college has to pay an annual Sports Affiliation fee of Rs.360.00, which should be remitted along with the fees collected from the students. The Sports Affiliation fee should be paid by the college and not be collected from the students.

7. CANDIDATES STUDYING OTHER LANGUAGES:

Students admitted to the under-graduate course and who wish to study a language other than Tamil under Part I and for which the college does not have a teacher, shall obtain permission from the University to study that Language as **Private study**, under the tutorship of the qualified person. Such student shall submit an application in the format prescribed in Annexure – I alongwith the following particulars to this office through the Principal:

- a. Application for private study (in the format given in Annexure – I)
- b. Fees for Part – I Private study Rs.600.00 (this fee should be collected as a separate Demand Draft drawn in favour of the Registrar, Bharathiar University);
- c. Attested photocopies of the Qualified Tutor's (10+2+3+2 Patten) MA degree certificate in the concerned subject (**MA degree obtained by the Tutor under **Open University system is not considered****).
- d. Willingness letter from the proposed tutor.

The tutor who has not acquired on M.A. degree in the language concerned, but an equivalent degree shall produce documentary evidence to the effect that his/her qualification is equivalent to MA degree in the language. If the original certificates are in language other than Tamil or English, the original certificates should be submitted alongwith authenticated translated version in English, duly attested by the Principal.

The required particulars, shall be forwarded by the Principals of the college, within 15 days from the date of admission of the candidate, otherwise the candidate may not be allowed to appear for the University examinations.

To facilitate the students who have opted for languages for which sufficient number of teachers are not available in the Colleges, the University proposes to conduct Personal contact programmes, utilizing the services of the available teachers drawn from the University Departments and from the affiliated colleges.

8. STRENGTH:

The number of students admitted inclusive of repeaters (re-admitted candidates), if any, in any course shall not exceed under any circumstances, the maximum strength fixed by the University at the time of affiliation, or as modified and communicated latter.

If admissions are made in excess of the sanctioned strength and without the prior approval of the University, such admissions will be treated as unauthorized admission and the college concerned will run the risk of being branded as an **Erring College**.

9. TRANSFER/READMISSION:

The Principals of the colleges should not admit any candidate in **II or III** year of any course, on transfer or readmit any candidate without getting prior permission from the university.

10. BOGUS MARKSHEETS:

The Principals are requested to verify (to the maximum extent possible) that the certificates produced by the candidates at the time of admission are genuine.

11. LAST DATE FOR ADMISSION:

The last date fixed for admission to various UG/PG courses will be communicated separately.

12. SUBMISSION OF STUDENT RETURNS:

The Principals of colleges are informed that as soon as admissions are closed, a list of candidates admitted in each course of study may be prepared and sent to the University together with all the fees, mentioned above, collected at the time of admission. The details of fees remitted may be furnished in the prescribed format (Annexure II).

Along with the above details, the following should also be submitted to the Registrar:

- a. Certificates as indicated in item 3, of this guideline;
- b. Applications for recognition of the qualifying examinations;
- c. Applications of candidates opting to study other languages, alongwith the DDs;
- d. Applications for private study, in the format, as given in annexure – I

Further if the original certificates are in a language other than Tamil or English, the original certificates should be submitted alongwith the authentic translation in English, duly attested by the Principal.

Encls: Annexure I & II

Coimbatore – 641 046.

REGISTRAR

ANNEXURE - I

BHARATHIAR UNIVERSITY : COIMBATORE – 641 046
APPLICATION FORM FOR STUDYING PRIVATELY A LANGUAGE OTHER THAN TAMIL
UNDER PART – I UG DEGREE COURSE

01. Name of the Candidate :
02. College in which the candidate is studying :
03. Year of joining : 2008-2009
04. Degree and Branch of study :
05. Language for which permission is sought
to study privately under part – I :
06. Name and address of the Tutor :
07. Higher Educational Qualification of the
tutor in the language under consideration :
(Open University is not eligible)
a. Degree :
b. Patten : 10+2+3+2 : **Yes/No**
c. Subject :
d. Month & year of Passing :
e. Class :
e. University :
08. Fees payment details- i. Amount :
ii. DD No. & Date :
iii. Bank & Branch :
09. Is willingness of the tutor enclosed : YES
10. Is attested Xerox copy of the MA/Equivalent
degree in the language subject of the
tutor enclosed : YES

Date:

SIGNATURE OF THE CANDIDATE

CERTIFICATE BY THE PRINCIPAL

Certified that no teaching staff is appointed to teach the above candidate and hence is recommended to study the language under private study.

Place:

Date :

College Seal

Signature of the Principal

ANNEXURE -II
BHARATHIAR UNIVERSITY :: COIMBATORE 641 046
PAYMENT OF REGISTRATION FEE, RECOGNITION FEE, ETC.

Name of the College

Sl.No.	Degree & Course UG	Sanctioned Strength	Admitted strength			Total	Registration Fee @ Rs. 80/-	Recognition fee TN @ Rs.150/- CBSE @ Rs.500/-	Matriculation Fee @ Rs.100	Sports fee @ Rs.50	Adminis. Fee @ Rs.60/- per year	Uni. Library Fee @ Rs.20/-	T O T A L
			TN	CBSE	OB								
	PG		Other than BU TN OU UNI.				PG @ Rs. 120	Other than BU @ Rs.500/-					
Total													

Sports affiliation fee @ Rs.360

Consolidated Demand Draft should be sent in respect of fees collected from the students along with the statement.

TN – Tamil Nadu Higher Secondary Course
 BU- Bharathiar University
 OB – Other than Tamil Nadu HSC
 OU – Other State Universities
 ** - Eligibility issued candidates

Signature of the Principal

Date:

(Seal)

