

UNIVERSITY OF CALICUT

(Directorate of Admissions)

Prospectus for Admission to Post Graduate Programmes

M A / M Sc. / M Com. / Others

For Affiliated Colleges

(FOR THE ACADEMIC YEAR 2018-19 ADMISSIONS ONLY)

IMPORTANT DATES

Notification of Admissions: 07.06.2018

Last Date for payment of Application Fees: 19.06.2018

Last Date for Online application: 20.06.2018

**(Detailed Schedule of PG Single Window Admission 2018-19 is published in the website
www.cuonline.ac.in)**

Centralised Admission Process (CAP)

Prospectus for admission to the Post Graduate (PG) Programmes (**except PG programmes to which admission is based on entrance examinations**) in Arts and Science colleges affiliated to the University of Calicut including 50 % of seats set apart for Merit Admission in the Self Financing colleges for the Academic Year 2018-2019 is published herewith. **The Prospectus issued by the University during the previous years for PG admission is not valid for the year 2018-19.**

The admission will be conducted through **Centralised Admission Process(CAP)**. CAP offers facility for online submission of application to various colleges and programmes. Students can opt up to **10** Colleges/Programmes of their choice on priority basis from among the Affiliated colleges through simple online steps available in CAP (website www.cuonline.ac.in)

This hassle-free process is time saving, cost effective and ensures transparency in admission. The online allotment process provides the candidates, the opportunity to obtain admission to any of the Affiliated colleges and to the programmes of his/her choice on the basis of merit. It also helps to give maximum exposure to various colleges and programmes under the jurisdiction of the University.

For Non English candidates applying for M A English, admission will be based on Entrance Test. The University will conduct the Entrance examination and admissions.

Classification/Categorization of Seats:

The seats available in the Colleges are classified as merit, reservation and community/management seats.

Merit:

The seats filled by the University in Government/Aided/Un Aided (Self-financing) and Self Financing programmes in Aided colleges are purely on the basis of the merit.

Reservation:

The seats filled by the University in Government/Aided/Unaided and Self Financing programmes in Aided colleges that are earmarked for SEBC/EBFC/SC/ST/OBX/OBH etc and Reservation seats for candidates from Union Territory of Lakshadweep/Tamil Linguistic Minority /Person with disabilities/Sports .

Community:

The seats in Aided colleges that are filled by the Management concerned on the basis of merit among their community.

Management:

The seats in Aided, Un Aided and Self Financing Courses in Aided colleges filled by the management.

1. Details of seat that comes under the ambit of Centralised Admission Process (CAP)

Sl No	Classification of Colleges/ Institution	Details of seat that comes under the ambit of Centralised Admission Process (CAP)
1	Government Colleges	All seats except Sports Quota/PWD Seats in Government Colleges. See - Table I
2	Aided Colleges	Open Quota Seats (Merit) and seats reserved for Scheduled Castes & Scheduled Tribes See - Table II
3	IHRD Colleges/Unaided Colleges / Self Financing Courses In Aided Colleges	50% of the total seats including the seats reserved for SC/ST/SEBC See -Table III

Candidates seeking admission under any category (General /SEBC/EBFC/SC/ST/ Community/ management/ Reservation seats for candidates from Andaman & Nicobar Islands/Tamil Linguistic Minority /Person with disabilities/Sports quota etc) to the courses offered by the Colleges affiliated to the University of Calicut for the Post Graduate programmes **should compulsorily register through CAP.**

2. Eligibility Criteria for admission to various courses through CAP

See **General Admission Rules** published in www.cuonline.ac.in

3. Allotment:

There will be two allotments.

THE ALLOTMENTS WILL BE MADE FROM AMONG THE LIST OF COLLEGES AND PROGRAMMES OPTED BY THE STUDENTS

4. Trial Allotment

A trial allotment will be conducted to give the applicants an idea about the chances of getting allotment to a programme and college based on the options, merit and reservation rules. After the trial allotment candidates will be allowed to verify and rearrange their options. The **trial allotment does not guarantee** the candidate to get allotment in a college or a programme of his/her choice, since the ranks may vary in actual allotment subject to the rearrangement of options by applicants after the trial allotment.

5. First Allotment

5.1 After the trial allotment and the period earmarked for rearranging options, the first allotment list will be published on the date as per the schedule. On receiving allotment to a particular option, all other lower options will automatically be cancelled and only the higher options will prevail until deletion by the candidate.

5.2 **The candidates who receive allotment should pay the following mandatory fee (in single E-chalan/online payment) within the time prescribed for confirmation of the allotment.**

5.3 **Remittance of Mandatory fee For SC/ST Category Rs. 105/- (Allotment Fee)**

Remittance of Mandatory fee For General Category Rs 450/- (split up is as given below):

Sports Affiliation Fee : Rs 265 / -

University Union Fee : Rs 80/-

Allotment Fee :Rs.105/-

5.4 **Those who fail to remit the fee on or before the prescribed time limit for the same, will lose the current allotment as well as the eligibility for further allotments.**

5.5 **If the candidate is satisfied with an allotment and does not want to be considered for further allotments, such candidates shall cancel all the remaining higher options. Candidate retaining higher options after an allotment is bound to accept the next allotment. Failing to do so, their chance for the previous allotment as well as the new allotments will be cancelled.**

6. Rearrangement of priority of options

Candidates can login into CAP from the home page and rearrange the options submitted earlier within the prescribed time.

7. Other details related to allotments

- 7.1. A candidate will not be allotted to a college/programme not opted by them.
- 7.2. A candidate is bound to accept an allotment as per the priority of options registered. If he/she gets allotment in the subsequent allotment, based on their higher options, he/she will lose the allotment

already got and has to relinquish the seat already occupied by him/her.

- 7.3. Request to retain a previous allotment after subsequent allotment (according to his/her higher options registered) **will not be considered under any circumstances.**

8. Reporting to the College for admission

All the candidates who got allotment and downloaded Admit Card should report for admission on the date prescribed by the University at the college concerned after remitting the fee (**University Mandatory Fee - See clause 5.3**). The candidates should produce the following documents **in original** before the Principal/Head of the Institution at the time of admission.

- The print out of the online application
- Receipt/Chalan of the fee remitted for acceptance of allotment (Mandatory Fee).
- Qualifying Certificate.
- Mark List(s)/Grade card(s) of the qualifying examination.
- Transfer Certificate from the Institution where he/she last studied.
- Conduct Certificate.
- Equivalency /Recognition Certificate (if applicable).
- Any other documents (Income Certificate / Nativity Certificate /Community Certificate/Non creamy layer) as directed by the admitting authorities.
- Candidates who claim bonus/weightage marks shall produce relevant certificates.

9. Confirmation of Admission

As the allotment is made based on the information furnished online by the candidate, the eligibility should be confirmed by the Principal/Head of the Institution at the time of admission. The Principal/Head of the Institution should verify the original documents produced, with the details furnished by the candidates in the online application. Any discrepancies which invalidate the allotment should be informed to the University and in such cases the admission should be denied immediately. The Principal/Head of the Institution shall be held personally responsible for ensuring the correctness of the relevant details in the application, by verifying the original records produced by the candidate. The University will also verify the genuineness of the certificates furnished by the candidates in due course of time and any discrepancies noticed will lead to the cancellation of the admission.

10. Community Quota

The candidates seeking admission to the community quota in aided colleges should register in CAP. University will prepare and forward a list of such candidates to colleges concerned. Candidate included in the list has to report the college on the date prescribed for considering him/her in the community rank list and the colleges will admit the candidates based on the merit from this rank list.

11. Management Quota/Sports quota

Candidates seeking admission to the above quotas in Government/Aided/Unaided colleges should register in CAP. In addition to this, candidates should contact the colleges he/she intends to take admission and submit separate application in the colleges concerned.

The Colleges shall issue separate application forms to the candidates seeking admissions to the following Quotas.

a) Management Quota

b) Sports Quota

The details of the candidates admitted under the Management Quota/Sports Quota/ Lakshadweep and Andaman & Nicobar Quota/Kashmir Students/Persons with Disabilities seats, must be uploaded in the admission portal provided by the University. If vacancies arise due to discontinuation of candidates under the above quotas, the next eligible candidate in the rank list shall be admitted. In case there is no eligible candidate the seat shall be left vacant.

ADMISSION RULES

See **General Admission Rules** published in www.cuonline.ac.in

SEAT DISTRIBUTION

The seats of each programme in Open Quota and Mandatory reservation seats in various types of colleges will be distributed as follows:

Table I Government Colleges

SI No	Seat Reservation	% of Reservation		
1	Open quota (On the basis of merit)	50%		
2	Socially and Educationally Backward Classes (SEBC)	20%		
	(a) ETB (EZ)			8%
	(b) Muslim (MU)			7%
	(c) Latin Catholic other than Anglo Indian/SIUC			1%
	(d)Other Backward Christians(OBX)			1%
	(e)Other Backward Hindus(OBH)	3%		
3	*Economically Backward among Forward Communities(EBFC - BPL)	10%		
4	Scheduled Castes/Scheduled Tribes :	20%		
	Scheduled Castes			15%

Scheduled Tribes	5%
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*For the limited purpose of reservation, under this category, candidates belonging to all those communities which do not enjoy communal reservation will be eligible. Candidates who wish to avail reservation under EBFC will have to produce at the time of admission the Certificate that they come Under the Below Poverty Line (BPL) category of forward communities, obtained from the local self government concerned and community certificate from the village offices.

Table II Aided Colleges

SI No.	Seat Reservation	Forward Community Colleges	Backward Community Colleges
1	Open Quota	50%	40%
2	Scheduled Caste	15%	15%
3	Scheduled Tribe	5 %	5%
4	Community Quota	10%	20%
5	Management Quota	20%	20%

The seats under community quota shall be reserved for students of the community to which the college belongs and such seats shall be filled on the basis of merit. The seats under management quota shall be filled by the management from among candidates of their choice provided that they satisfy the eligibility condition prescribed by the University. **For admission to serial no. 1 to 5 students should apply online in CAP.**

TABLE III Reservation in Self financing programmes

In the case of Unaided Colleges and Self Financing programmes conducted in Aided Colleges, 50% of the total seats shall be filled by the management from among candidates of their choice provided they satisfy the eligibility conditions. The remaining seats (50%) shall be distributed and filled as follows:

Distribution of 50% Seats earmarked under merit	% of Reservation
Open Quota	65
Scheduled Caste	8
Scheduled Tribe	2
Ezhava, Thiyya & Billava	9

Muslims	8
Latin Catholics other than Anglo Indians	2
Other Backward Christians	1
Other Backward Hindus	5

Those who wish to get admission to the 50% seats under merit in Self Financing programmes in aided colleges shall apply online in CAP. However, those who wish to get admission to the Management seats in Self Financing Colleges shall register through CAP and apply directly to the colleges concerned.

Open quota

For admission to seats coming under merit category, students should apply online in CAP. The open quota seats will be filled purely on merit basis irrespective of the category/ community to which the candidate belongs.

CLAIMS FOR MANDATORY RESERVATIONS

Claims for Mandatory Reservations must be made by the candidate in the relevant column of the online application in CAP. However, the supporting documents shall submit only at the time of admission in the colleges concerned. **The claims for mandatory reservation once made in the Application form cannot be altered by the candidate under any circumstances.**

Claim for Communal reservation under ‘Socially and Educationally Backward Classes’(SEBC):

Reservation of seats to the Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O.(P) 208/66/Edn. dated 2.5.1966, as amended from time to time. Candidates belonging to Ezhava, Muslim, Other backward Hindus, Latin Catholic other than Anglo Indians and Other backward Christian communities, claiming reservation under SEBC Quota should invariably produce both ‘Community’ and ‘Non Creamy Layer Certificate’ obtained from the Village Officer concerned at the time of admission. Candidates whose annual family income is above the amount stipulated by the Government for this purpose from time to time are not eligible for reservation. The seats unavailed by SEBC category candidates will be allotted under open quota.

Claim for Reservation under Scheduled Castes/Scheduled Tribes Quota: Candidates claiming reservation under Scheduled Castes/ Scheduled Tribes Quota should obtain caste/community certificate from the Tahsildar. The seats unavailed by the SC candidates will go to ST candidates and vice versa. The seats reserved for SC/ST shall be re-notified twice through print media by the colleges concerned. If such seats are remaining vacant after re-notification, the seats shall be filled as detailed below.

Government/Aided Colleges Except Colleges run by aided backward minority Communities: The unfilled seats shall be filled up from candidates belonging to OEC and in their absence, candidates belonging to SEBC. The seats that further remain unfilled will go to the open quota.

Aided Colleges run by backward minority communities: The unfilled seats shall be filled on the basis of the merit as per the rank list from among the applicants of the backward minority community, which runs the college. If seats still remain unfilled, it will be filled up from candidates belonging to OEC and in their absence, candidates belonging to SEBC. The seats that further remain unfilled will go to the open quota.

Claim of OEC candidates against the un-availed seats of SC/ST candidates: Other Eligible Community (OEC) candidates who claim allotment to the un-availed seats, if any, under SC/ST quota should furnish community

and income certificates obtained from the Village Officer concerned. Those OEC candidates whose annual family income is upto the amount stipulated by the Government for this purpose from time to time alone are eligible for such seats.