

Hand Book on Admission Rules

**HAND BOOK ON
ADMISSION RULES**



**UNIVERSITY of CALICUT
DIRECTORATE OF ADMISSION**

Contents

	Page No
Centralised Admission Process Rules	11
Selection of Students & Community Reservation	21
Reservation of Seats/Additional Seats	23
Essential Requirements at the Time of Admission	30
Special Rules for University Teaching Departments	31
Assessment of Merit- for Degree/ Post Graduate Admission	32
Bonus/Weightage Marks	33
Category of Seats and Reservation Rules	35
Claims for Mandatory Reservations	39
Centralized Admission Process (CAP)	43
Centralized Admission Process (CAP) Malayalam	

the course with the same set of optional subjects / languages so as to enable them to complete the Programme of studies successfully. The applications of such candidates for examinations shall be forwarded to the Controller of Examinations, in time, with the details of their admission. (U.O. No. GA1/A2/9812/2001 dated 27.08.2005).

II SELECTION OF STUDENTS & COMMUNITY RESERVATION

1. Subject to any rules of reservation that the University may make for the purpose, the selection shall be on the basis of merit generally governed by the conditions of agreement relating to the direct payment. For colleges which do not come under the direct payment, the rules of reservation prescribed by Government from time to time may be followed.
2. **Government Colleges** : The selection of students shall be governed by the Rules prescribed by the Government from time to time in respect of such admissions.
3. **Aided Colleges**: The selection of students for admission in the Colleges under the Direct Payment System will be on the following basis.
 - 3.1). **SC/ST : 20%** of the seats shall be reserved for Scheduled Castes and Scheduled Tribes to be filled up on merit basis from among the students of **Scheduled Caste (15%)** and **Scheduled Tribe (5%)** with interchangeability in the absence of either communities.
 - 3.2). In the University Teaching Departments, 15% of the seats are reserved for SC candidates and 7.5 % of the seats are reserved for ST candidates, which is inclusive of seats reserved for Lakshadweep candidates. The instructions issued in the University letter No.GAI/-A2/5220/1997

University of Calicut

dated 23.06.98 shall be followed strictly in this regard.

- 3.3). The Provisions stipulated in the Government Order No.GO(P)53/2000/SCSTDD dated 03.07.2000 and implemented vide University Order No.GAI/A2/3312/1997 dated 26.08.2000 shall be followed scrupulously to fill the vacant reserved seats of SC/ST Communities, by admitting applicants belonging to Other Eligible Communities (OEC).
- 3.4). Out of the 5% reserved for Scheduled Tribes, one percent (1%) or five seats, whichever is higher, are reserved for Primitive Tribes in the districts of Thrissur, Palakkad, Malappuram, Kozhikode, Wayanad. In the absence of enough Primitive Tribal applicants the special reserved seats shall be given to other Scheduled Tribes (circular No.GAI/A2/2667/1994. Dated 19.09.94).
- 3.5). **Management Quota** : 20% of the seats for admission will be reserved as management quota.
- 3.6). **Community quota** : 10% of the seats will be reserved for the community to which the college belongs (this will be 20% in the case of colleges belonging to Backward Communities). These seats shall be filled upon merit basis from among students of the said community.
- 3.7). **Open Merit** : 50% of the seats will be reserved for admission on open merit. (40% in the case of colleges belonging to backward communities).
4. Unaided Colleges, Unaided programmes in Aided Colleges and in IHRD : 50% of the seats will be filled on merit in accordance with the guidelines issued by the University.
 - 4.1.The normal rules of reservation for Backward Classes and Scheduled Castes and Tribes (10% of the Government merit seats are reserved for students from SC/ST communities, with effect from 2004-05 admission –

certificate from the Village Offices.

2.2. Mandatory reservation in Aided Affiliated colleges.

The seats for each programme will be distributed as per the existing pattern given below.

Sl.No.	Seat Reservation	Forward Community Colleges	Backward Community Colleges
I	Open Quota	50 %	40 %
II	Scheduled Caste	15 %	15 %
III	Scheduled Tribe	5 %	5 %
IV	Community Quota	10 %	20 %
V	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 the candidates of their choice. For admission to serial No. I to V students should apply online in (CAP).

2.3. Reservation in Self financing programmes in Unaided Colleges, Aided Colleges and IHRD Colleges.

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

Hand Book on Admission Rules

GO.(MS) No.14/2005/SC/ST Dev.Department dated 05.04.2005) will apply to these seats.

4.2. The educational agency will have the freedom to choose the other 50% from the merit list prepared from among the registered candidates , provided that they satisfy the eligibility conditions prescribed by the University. *(GAI/A2/2533/1996 dated 18.05.1996).*

5. Additional weightage given for Scheduled Tribe students of Palakkad and Wayanad districts for admission to UG programmes without entrance in Government, Aided, Un-aided Colleges and Un-aided Courses in Aided colleges.

5.1. Additional weightage will be awarded to the Scheduled Tribe Students hailing from the tribal belt of Palakkad and Wayanad district for admission to UG programmes without entrance. The tribal belt in Palakkad and Wayanad will be published in the website before commencement of online registration. While registering, the ST candidates will have options to submit the name of the residential area. If the residential area submitted belongs to tribal belt, such students will be awarded 20 marks of additional weightage. The ST students claiming the additional weightage should provide residential certificate at the time of admission.

III RESERVATION OF SEATS / ADDITIONAL SEATS

1. **Physically Handicapped** : Three percent (3%) of the seats for Degree programmes (except Geology) should be additionally created and reserved over and above the sanctioned strength, but within the Statutory maximum limit for the Physically Handicapped candidates. In programmes where the sanctioned strength and the Statutory limit are the same, the additional seats can be

University of Calicut

created above the Statutory limit, exclusively for the admission of the above candidates.(U.O. No. 2391/2015 dated : 10.03.2015).

1.1. Out of the 3%, 1% is reserved for the blind, 1% for the deaf and 1% for orthopaedically handicapped with a provision for interchange of seats, if candidates are not available in a particular category in a year.


1.2.The blind and deaf are not eligible for reservation in Science subjects involving practical. (U.O.No.GA/G2/4053/1985 dated, 05.01.1987 and letter No.GAI/A2/819/2000 Vol. II dated 14.02.2003).(U.O.No.2391/2015/Admn Dated:10.03.2015).

1.3. For PG Courses, the reservation shall be given 3% in aggregate – Faculty wise in University Teaching Departments and college wise in affiliated colleges after scrutinizing the suitability. The candidates having minimum 40% disability certified by the Medical Board be considered for admission to the reserved seats earmarked for the Physically Handicapped students.

1.4. Such eligible candidates shall be ranked on the basis of the marks secured in the qualifying examination. (GAI/A2/9091/1994 Vol. II dated 28.05.2003 & GAI/A2/5752/1998 dated 04.05.2004)

2. **Sports Quota:** Two seats in each Under Graduate (Non-Professional) course and one seat in each Post Graduate course should be additionally created and reserved over and above the sanctioned strength, but within the Statutory maximum limit for candidates with outstanding records in sports and games. In programmes where the sanctioned strength and the Statutory limit are the same, the additional seat can be created above the Statutory limit for candidates with outstanding records in sports and games, exclusively for




PRINCIPAL
E M E A COLLEGE OF ARTS
& SCIENCE, KONDOTTY
MALAPPURAM DT. 673 638