



RAYALASEEMA UNIVERSITY, KURNOOL

RUPGCET – 2017

IMPORTANT INSTRUCTIONS

1. Convener, RUPGCET-2017, Rayalaseema University, Kurnool, invites applications **online** (www.rudoa.in) for admission to various postgraduate courses in Arts, Science, and Commerce offered at Rayalaseema University College, Kurnool, and its affiliated colleges, for the academic year 2017-18.
2. The admissions are governed by the RUPGCET-2017 rules and regulations given below. The Advisory Committee of RUPGCET-2017 reserves the right to change or modify the rules and regulations. **Notwithstanding anything in this Booklet, the rules and regulations that are in force in the University from time to time are applicable.**
3. For getting admission to a course, a candidate should qualify in RUPGCET-2017 and satisfy the eligibility criteria prescribed for the course. No candidate will be admitted by the University or the affiliated colleges without qualifying in RUPGCET-2017.
4. Indian nationals who are natives of other states (other than AP) are eligible for admission under National Integration Quota (5%). These seats are over and above the existing seats.
5. Foreign nationals / NRIs can be admitted without Entrance Test subject to satisfying the eligibility criteria and production of *Student Visa* for the period of study at the University.
6. Postgraduate degree holders of a particular course/subject are not entitled to admission to the same course/subject. **A PG degree holder can pursue another PG course in a different subject but he/she is not eligible for scholarship and fee reimbursement. No hostel accommodation will be provided to them due to limited hostel facility. We discourage second PG admissions with a view to providing opportunity for first-time PG students. Hostel accommodation will be provided only for students who are admitted to first PG course.**
7. No candidate is entitled to pursue more than one full-time course at a time. If admitted, no candidate can undertake any other assignment or employment or study any other course simultaneously.
8. **The University reserves the right to offer or not to offer a particular course basing on the economic viability/depending on the number of candidates who opt to join in it.**
9. Qualifying in the RUPGCET-2017 does not guarantee admission. The candidate must satisfy all the eligibility criteria prescribed for admission to a course.
10. **If it is proved that any of the certificates submitted by a candidate was tampered with or fake, the candidate not only loses seat but is also liable for prosecution.**
11. The rule of reservation is not applicable to Payment seats and NRI seats.

12. Before applying for RUPGCET-2017, the candidate has to satisfy himself/herself about he/she eligibility to take a particular test and to seek admission to the related course.
13. The University reserves the right to modify courses/seats available in the colleges and the details will be made available on the website www.rudoa.in from time to time.
14. **Original certificates will not be returned till the completion of the course. Candidates are instructed to maintain sufficient copies of certificates before submitting the originals to the University.**
15. The prescribed fee should be paid during the beginning of the academic year within the stipulated time. Otherwise, the admission will be cancelled.
16. The application submitted should be complete in all respects. Incomplete applications will be summarily rejected.
17. Attendance is compulsory. Student's attendance is monitored through biometric system. Students who put in less than 75% of class attendance will not be allowed to appear for examinations and they will not be eligible for fee reimbursement and scholarship also. Parents may also note this point and advise their wards to adhere to all the norms.
18. If sufficient strength is not applied for any subject in any center, the university reserves the right to cancel that center and allot the candidates to the nearest center.
19. Change of test center is not allowed under any circumstances.

20. IMPORTANT DATES

Online registration without late fee	: 25-03-2017 to 24-04-2017
Online registration with late fee Rs. 1,000/-	: up to 01-05-2017
Downloading of Hall tickets	: 10-05-2017 onwards
Entrance tests (Online Mode only)	: 25-05-2017 to 27-05-2017

ELIGIBILITY FOR TAKING THE ENTRANCE TEST

1. The candidate should have passed the qualifying examination with a minimum of 40% marks in the subject concerned. For the courses where admission is based on the degree as a whole, the aggregate percentage of marks in the group subjects should be at least 40%. For admission to M.Ed, the aggregate marks in BEd / BEIEd should be at least 50% and in case of DEIEd with UG / PG Degree with 45% marks in each course. A pass is sufficient for SC/ST candidates for admission to any course. For admission to M.Sc. in Data Science with a minimum of 50% marks in group subjects is compulsory. A minimum of 40% marks in group subjects is compulsory for SC/ST for admission to M.Sc. in Data Science. For M.Sc. Environmental science any B.Sc. second class graduate with chemistry as one of the subject. For M.P.Ed, B.P.Ed. or B.P.E. with 55% of marks are eligible.

2. Candidates who have already passed the qualifying examination or who have appeared /are appearing for the final year annual examination in 2017 are eligible to apply. **Supplementary candidates of 2017 are not eligible.**

3. Eligibility criteria for each course are given in **Section P**.

HOW TO APPLY

IMPORTANT INSTRUCTIONS FOR ONLINE APPLICATION

1. The application should be submitted ONLINE only at the website www.rudoa.in by registering the name and other details.
2. A Separate registration is required for each test. No change of subject shall be entertained at any stage.
3. Candidates should ensure uninterrupted power supply and internet connectivity before filling the application and making the payment online.
4. For speedy processing of application, candidates should keep a scanned copy of their latest passport size photo and signature in JPEG/ JPG format only with less than 100KB in size.

SUBMISSION OF FILLED IN APPLICATIONS THROUGH ONLINE:

- i) Applications should be submitted through online only.
- ii) Read the eligibility conditions given in the prospectus for the test to be taken and ensure your eligibility before applying.
- iii) For online submission go to the website www.rudoa.in / <https://ruk.ac.in> and click on online registration button.
- iv) A candidate has to pay Rs. 400/- (Rs.300/- for SC/ST/PHC) (Plus Bank charges applicable for the mode of payment selected) as Registration and Application Processing Fee (and late fee if applicable) by opting any of the following modes of payments: Debit / Credit Card / Net Banking.

After filling the online Application form with the required details, verify all the details carefully and press Submit button. Filled in Application Form will be generated that contains Application number along with filled details. Take print out of filled in Online Application Form. Use the **Application number** for future correspondence till the admission process is completed.

- v) Last date for submission of online applications without late fee is on or before 24-04-2017.
- vi) Last date for submission of online applications with late fee Rs. 1,000/- is on or before 01-05-2017.

The following information must be kept ready for filling the details Online submission:

- a. Select the eligible courses.
- b. Hall-Ticket Number of Qualifying Examination.
- c. Percentage of marks and year of Passing of Qualifying Examination, if Passed.
- d. Date of Birth as per SSC records.
- e. Caste in case of SC / ST / BC candidates.
- f. PH / NCC / NSS / SPORTS / CAP etc.
- g. Fee concession is allowed to SC/ST/BC candidates for regular and self financing courses on the production of valid caste and income certificates as per the G.O.s in vogue. SC/ST/BC category candidates claiming fee exemption/reimbursement have to produce parental income certificate (1,00,000/- or less) taken on or after 01-04-2017.
- h. Study or Residence (from M.R.O) or relevant certificate for proof of local status.

Note: The above original certificates are to be submitted during the Counseling for Admission

GENERAL INSTRUCTIONS:

1. The University reserves the right to reject the application of a candidate at any stage, if a)
The application is incomplete.
b) The candidate fails to satisfy the prescribed eligibility conditions.
c) False or incorrect information is furnished.
2. Any change whatsoever, including that of caste/community status or category, shall not be permitted to be made in the filled in application once it is received by the University. No correspondence will be entertained in this regard.
3. The Convener, RUPGCET is not responsible for non-submission of application within the notified date and time for any reason whatsoever.
4. **The candidate should bring the print copy of filled in application at the time of Certificate verification**
5. The candidate should **PRESERVE THE RUPGCET HALL TICKET** to produce at the time of test and later at the time of admission into the course.
6. For NCC/ NSS / Sports categories the certificates obtained in qualifying examination alone are considered.
7. The candidates need not apply again for admission into University College and Colleges affiliated to RU.
8. **INCOMPLETE APPLICATIONS WILL BE SUMMARILY REJECTED.**

TEST CENTRE:

Test Centers for **RUPGCET-2017:**

S. NO	TEST CENTER
1	01-Kurnool
2	02-Nandyal
3	03-Adoni

No change in examination centre will be entertained at any stage.

G. PARTICULARS OF ENTRANCE TESTS

1. There is a prescribed syllabus for each Entrance Test as given in **Section Q**.
2. Each Entrance Test will be of 90 minutes duration with 100 multiple choice questions. Each question will be for one mark and there will be no negative mark for a wrong answer.
3. The question paper for Data Science, M.P,Ed., Electronics, English, and Computer Science will be in English only. For Telugu, question paper will be in Telugu only. For all other Tests, the question papers will be in both English and Telugu.

4. Candidates can download their Hall Tickets from the website using their registration details. No candidate will be permitted into the examination hall without proper Hall Ticket.
5. Mobile phones, Calculators, books, sheets of paper, mathematical and physical tables, slide rulers, pagers, electronic organizers, digital diaries or any other calculating aids will not be allowed into the Examination Hall.

RANKING

1. The minimum qualifying mark in the Entrance Test is 25. However, for SC/ST candidates there is no minimum qualifying mark.
2. When there is a tie on the basis of marks obtained in the test as a whole, it will be resolved on the basis of marks obtained in Section-C. If there is still a tie, it will be resolved on the basis of marks obtained in Section-B. If there is still a tie, it will be resolved as per seniority in age.
3. Candidates can download the Rank Card from the website www.rudoa.in after publication of the results (Rank cards will not be sent by post).
4. The Rank obtained in RUPGCET-2017 is valid for admission for the academic year 2017-18 only.
5. There is NO provision for REVALUATION or PERSONAL IDENTIFICATION of the answer sheet.

ADMISSION PROCEDURE

1. Admission to a course will be based on RUPGCET-2017 Rank, **subject to the candidate fulfilling the other eligibility criteria.**
2. The candidate should have passed the qualifying examination with the minimum percentage of marks prescribed.
3. Candidates will be called for the verification of certificates. The schedule of certificate verification / counseling will be placed in the website after announcement of results.
4. Candidates have to appear for certificate verification with all the original certificates along with TWO sets of Photostat copies and TWO passport size photographs as per the schedule.
5. Candidates have to attend the certificate verification on the date and time prescribed at their own expense with the required original documents.
6. If a candidate fails to attend the verification session on the specified date and time of the subject for whatever reason, he/she will forfeit the opportunity in that phase. However, he/she can attend the next phase of verification, if any. If a candidate attends on the subsequent phase of verification, he/she may be considered for the vacant seats available at that time.
7. Any representation for postponement of the date and time or exemption from personal appearance will not be entertained.
8. At the time of counseling, the following original documents should be submitted by the candidate. If a candidate fails to produce any of the following certificates, he/she will not be considered for admission.

- RUPGCET-2017 Hall Ticket and Rank Card
- Marks Statements and Provisional/Degree Certificate of the qualifying examination
- Transfer Certificate (TC) and Conduct Certificate(s)
- SSC and Intermediate Pass Certificates
- Two passport-size photographs
- Study Certificates from IX class to the qualifying examination
- Caste certificate in original from Tahshildar in case of SC/ST/BC candidates (Integrated Caste Certificate or Temporary Caste Certificate taken in 2017)
- Two Income Certificates from Tahshildar obtained in 2017
- Relevant certificate in case of other reservations (PH/NCC/NSS/Games & Sports/NI)
- Discharge Certificate and Service Certificate of the parent in case of children of Armed Services Personnel
- Residence Certificate of parents for stay in the state of A.P. from Tahshildar in case of candidates who have studied outside AP / carried out private study
- Migration Certificate (for other than SVU region candidates)

9. The cases of pending revaluation / results will not be considered.

10. Candidates have to appear for certificate verification with all originals and fulfil the eligibility criteria subject to rule of reservation. A candidate who fails to produce all the necessary certificates, particularly TC & CC, Marks Memo, Provisional Certificate and reservation category certificates at the time of verification will forfeit the chance.

11. Instructions regarding admissions counseling shall be made available in the website along with the admission counseling schedule.

12. Candidates who are not satisfied with the first phase of allotment and wish to appear for the second phase, need not pay the course fee and report to the allotted college. They can appear for the second phase of verification. In such cases, the allotment of first phase stands cancelled and the allotment in second phase is subject to availability of seats, merit and rule of reservation.

13. However, after the first phase of allotment, any candidate who wants to opt for cancellation of admission is allowed to do so at the Convener office with a cancellation fee of 10% of the regular or self- financing fee paid or Rs.500/- whichever is higher until the commencement of the second phase of verification and without refund of fee from the date of commencement of the second phase of verification.

14. For cancellation of admission after the closing of admissions, the candidate has to pay the total fee for the entire course period without any concession and has to take the original certificates.

15. All the admissions are purely provisional and the University reserves the right to cancel the admission of a candidate at any stage.

16. The admission shall be made into M.P.Ed. Course on the basis of marks obtained in the Entrance test (Theory), conducted by the University and the achievement in Sports & Games. The Entrance Examination (Theory) will be conducted by the Convener, RUPGCET 2017 for 100 marks. The weightage marks of 100 for Sports & Games shall be reckoned based on the highest level he/she has played and certificate produced, on the day of Entrance test. The certificates submitted by the candidate at the time of Entrance test will be subject to verification for the genuineness of the certificate from the issuing authority. There will not be any reservation under ECA quota for Sports & Games for admission into M.P.Ed. Course.

(a) In-service candidates shall produce **Relieving Certificate** from the concerned Head of Institution along with the Permission Certificate from the concerned Authorities.

(b) Student should produce **Physical Fitness Certificate** from Civil Surgeon or Assistant Surgeon (Govt. Doctor) to get eligibility for admission and to pursue the study.

LOCAL AND NON-LOCAL CANDIDATES

i. Local Area: The SVU region comprises areas coming under Rayalaseema University, Sri Venkateswara University, Sri Krishnadevaraya University, Yogi Vemana University, Vikrama Simhapuri University, Sri Padmavathi Mahila Viswa Vidyalayam, and Dravidian University.

ii. Non-Local Area: The OU region comprises Osmania, Kakatiya, Satavahana, Mahatma Gandhi, Telengana and Palamur University areas. The AU region comprises Andhra, Acharya Nagarjuna, Dr. BR. Ambedkar, Krishna, and Adikavi Nannayya University areas.

1. A candidate is treated as local to a particular region (SVU/OU/AU) if

- a. He/she studied in that region (or stayed in case of private study) for four consecutive academic years ending with the academic year in which he/she has first appeared for the final year qualifying examination.
- b. He/she studied (or stayed in case of private study) for seven consecutive academic years within the state of Andhra Pradesh ending with the academic year in which he/she first appeared for the final year qualifying examination and studied (or stayed in case of private study) for the maximum period in that region.
- c. In case a candidate studied (or stayed in case of private study) for equal periods in two different regions during the last seven years, he/she is local to that region where he/she has studied (or stayed in case of private study) last.

2. Any candidate who is not local to one region will be treated as **non-local** to that region if

- a. He/she resided for a total period of not less than 10 years in Andhra Pradesh, excluding the periods of study outside the state.
- b. He/she parents resided in Andhra Pradesh for a total period of not less than 10 years.
- c. He/she parent/spouse is presently working in Andhra Pradesh in government or allied services.

ALLOCATION OF SEATS TO VARIOUS RESERVATION CATEGORIES

1. 85% of the seats in each course are reserved for local candidates, i.e. candidates belonging to SVU region, while 15% are filled with local or non-local candidates on merit.

2. Seats allocated to different reserved categories are as follows: SC-15%, ST-6%, BCA-7%, BCB-10%, BCC-1%, BCD-7%, BCE-4%; ECA: NCC-1%, NSS-1%, Games and Sports-1%; PH (Physically Handicapped / Differently Abled) -3%, and CAP (Children of Armed Services Personnel) -2%. (ECA and PH are for local candidates only).

3. **Reservation for women:** 33.33% of the seats are reserved for women candidates in each category (i.e., OPEN, SC, ST, BC, ECA, and PH). This rule is not applied if women candidates selected on merit in a category from one third or more of the seats therein. If there are no suitable women candidates in a category, the seats will be filled with men candidates of the same category.

4. A vacancy under SC, when no SC candidate is available, goes to ST and vice-versa. If enough SC and ST candidates are not available, the vacant seats are allotted to OC candidates. A

vacancy under one BC group goes to any other BC group on the basis of merit in the Entrance Exam. If enough BC candidates are not available, the vacant seats go to OC candidates.

5. For admission to Extra Curricular Activities (ECA) seats, participation during the period of study of the qualifying course alone is considered.
6. Expert committees nominated by the University will certify the suitability and priority of the candidates under special categories (ECA/PH/CAP).

PAYMENT SEATS

In most of the Regular (R) courses, additional seats are provided as payment seats. The candidates selected for admission under this category have to pay the prescribed fee at the time of admission, in addition to the Special Fee for the respective courses.

NRI SEATS

In some of the courses, additional seats are provided as NRI seats. The candidates selected for admission under this category have to pay the NRI fee at the time of admission, in addition to the Special Fee payable.

Admissions for Payment and NRI seats will be done simultaneously along with the Regular and Self-Financing seats.

Syllabus copies can be downloaded from the website www.rudoa.in

**CONVENER
RUPGCET-2017**