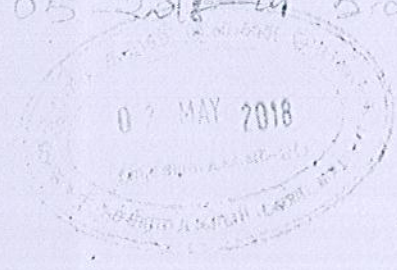


2.1.3

31/5/2018

Mail from RTI Dept. 06 05 2018 at 5:25 pm



அதிக அதிக அவசரம்/

கல்லூரிக் கல்வித் துறை

அனுப்புநர்

பெறுநர்

முனைவர். ஜெ. மஞ்சளா,
எம்.எஸ்ஸி., பி.எட்., எம்.பில்., பி.எச்.டி.,
கல்லூரிக் கல்வி இயக்குநர்,
கல்லூரிக் கல்வி இயக்ககம்,
சென்னை - 600 006.

1. அனைத்து மண்டல கல்லூரிக் கல்வி இணை இயக்குநர்கள்.
2. அனைத்து அரசு கலை மற்றும் அறிவியல் கல்லூரி முதல்வர்கள்

ந.க.எண்: 991/எம்1/2018 நாள்: 2.05.2018

அய்யா/அம்மையர்,

பொருள்- கல்லூரிக் கல்வித் துறை - 2018-19ஆம் கல்வியாண்டு - கலை மற்றும் அறிவியல் கல்லூரிகளுக்கான மாணவர் சேர்க்கை வழிகாட்டி நெறிமுறைகள் - அனுப்புதல் - தொடர்பாக.

பார்வை- அரசாணை 1 (டி) எண்.133, உயர்கல்வி (ஜி1) துறை நாள்:25.04.2018

பார்வையில் காணும் அரசாணையில், அரசு, அரசு உதவி பெறும் கல்லூரிகள் மற்றும் சுயநிதி கலை மற்றும் அறிவியல் கல்லூரிகளுக்கான 2018-19ஆம் ஆண்டிற்கான மாணவர் சேர்க்கை வழிகாட்டி நெறிமுறைகள் வெளியிடப்பட்டுள்ளன. மேற்காண் அரசாணையினை அனைத்து அரசு, அரசு உதவி பெறும் மற்றும் சுயநிதி கலை மற்றும் அறிவியல் கல்லூரிகளுக்கு அனுப்பும் பொருட்டு, தங்கள் அலுவலக மின்னஞ்சல் முகவரிக்கு அனுப்பப்பட்டுள்ளது. அரசாணையின் நகல் இத்துடன் இணைத்தனுப்பப்படுகிறது.

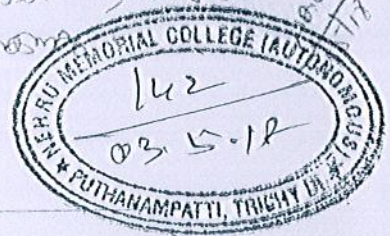
மேலும் மாணவர் சேர்க்கையினை, வழிகாட்டி நெறிமுறைகளின்படி தவறாது கடைபிடிக்க அனைத்து கல்லூரி முதல்வர்களுக்கும் சுற்றறிக்கை மூலம் அறிவுறுத்துமாறும் கேட்டுக் கொள்கிறேன்.

இக்கடிதம் பெற்றமைக்கான பெறல் ஏற்பினை உடன் இவ்வலுவலகத்திற்கு அனுப்புமாறு கேட்டுக் கொள்கிறேன்.

கல்லூரிக் கல்வி இயக்குநர்

இணைப்பு: மேற்படி நகல் எண்: 1848/அடி/2018 நாள்: 02.05.18

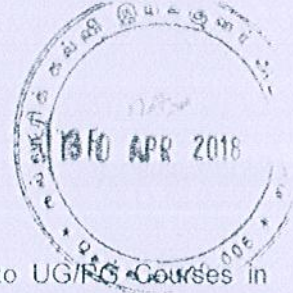
அரசு, அரசு உதவைத் துறைகள் மற்றும் சுயநிதி கல்விக்கான கல்விக்கான மாணவர் சேர்க்கை வழிகாட்டி நெறிமுறைகள்



கல்லூரிக் கல்வி இணை இயக்குநர் திருச்சிராப்பள்ளி மண்டலம், திருச்சிராப்பள்ளி - 620 002.

02/05/18 21/5/18 21/5/18

018584



Abstract

Collegiate Education - Guidelines for Admission of students to UG/PG Courses in Government /Aided / Unaided Arts and Science Colleges for the Academic year 2018-19 - Approved - Orders - Issued.

Higher Education (G1) Department

G.O.(1D)No.133

Dated 25.04.2018,

விளம்பி, சித்திரை-12,

திருவள்ளூர் ஆண்டு, 2049.

Read:-

1. G.O. (Ms) No.157, Higher Education (G1) Department, dated 11.05.2017.
2. From the Director Collegiate Education Letter No.991/M1/2018, dated 27.02.2018.

ORDER:-

In the Government order first read above, guidelines for admission of students to UG/PG Courses in Government / Aided / Unaided Arts and Science Colleges for the Academic year 2017-18 were issued.

2. In the letter second read above, the Director of Collegiate Education has stated that a Committee headed by the Director of Collegiate Education comprising of Joint Director (Planning & Development), Assistant Director (self-financing colleges) and Principals was constituted for framing of guidelines for admission of students to UG/PG Courses in Government / Aided / Unaided (self-financing) Arts and Science Colleges. The Committee has recommended to make certain changes to guidelines issued for admission of students to UG/PG Courses in Government/Aided / Unaided Arts and Science Colleges for the Academic year 2017-18 and requested the Government to issue necessary orders on the guidelines for admission of students to UG/PG Courses in Government / Aided / Unaided (self-financing) Arts and Science Colleges for the Academic year 2018-19.

3. The Government after careful examination approve the guidelines for admission of students to UG/PG courses in Government/Aided/Un-Aided (self-financing) Arts and Science Colleges for the academic year 2018-19 annexed to this order and direct that the said guidelines be followed strictly.

(By Order of the Governor)

Sunil Paliwal
Principal Secretary to Government.

To
The Director of Collegiate Education, Chennai-6.
All Regional Joint Directors of Collegiate Education.
(through Director of Collegiate Education)

Copy to:-

All Sections in Higher Education Department, Chennai-9.

The Special Personal Assistant to Hon'ble Minister (Higher Education), Chennai-9.

The Private Secretary to Principal Secretary to Government,
Higher Education Department, Chennai-9.

Sf/Sc.

//Forwarded / By Order//

Jayanthi
25/4/18
Section Officer.

ANNEXURE

PROCEDURE FOR ADMISSION TO UG/PG COURSES IN
ARTS AND SCIENCE COLLEGES 2018-19

1. The procedures given in this communication are applicable to all the Government/Government Aided/Unaided colleges of Arts and Science in Tamil Nadu. These are to be observed both in letter and spirit. Where otherwise stated these procedures for admission to UG/PG courses are common for both.
2. Transparent exhibition of the Fee Structure for various courses in the Prospectus.
3. The Principals of the colleges and the admission committees will be responsible for any violations in this regard.
4. Admission committees to be broadened to include senior teaching faculty, number to be specified as either 3 or 4.
5. To implement the Rules of Reservation Strictly to each course separately.
6. Admissions for Aided courses are to be conducted before admissions for each self financing courses are conducted.
7. a) Only one application form need to be issued with option to various courses. This should be followed very strictly.
b) Filled in application should contain atleast 2 contact numbers.
8. Enclosures:
Photocopies of the following should be enclosed along with the filled in Application submitted:
 - a) Qualifying Examination Mark Sheet/Provisional Marksheet should be attested by Head Master of the School.
 - b) Community Certificate (wherever applicable)
 - c) Certificate of proof when admission is sought under some Special Quota/Concessions-like Differently Abled/ Sports Quota/ NCC/Ex-Servicemen etc.
 - d) Transfer Certificate
 - e) Eligibility certificate for students from other States / Universities.
 - f) As per Government letter No. 4527/G1/2003, dated 17.10.2003, admission may be accorded purely on merit basis on production of Identity Card issued by the concerned HQ Tahsildars in respect of students seeking admission from Sri Lankan Tamil refugee camp and those who were not enrolled in refugee camps may be admitted on production of VISA and Passport on merit basis.

It is found from experience that many students commit mistakes in giving the correct details or leave some columns blank. Such omissions and commissions adversely affect the preparation of Rank-List. Original Certificates are to be produced at the time of admission only. However, if a candidate fails to produce the relevant certificates in original at the time of interview / Counselling for admission, the admission shall be cancelled. Principals may at their discretion give some grace time in individual cases considering merit of the case not exceeding two days.

9. Sale/Issue of Application Forms for UG Courses:

Cost of Application form is fixed at Rs.48/- (Rupees Forty Eight only) + Rs.2/- (Rupees Two only) for registration. For SC/ST candidates, Application form is to be issued free of cost on the production of the photocopy of community certificate.

Application forms for admission may be issued before 5 days from the date of publication/Internet-website of results of Higher Secondary Examination of Tamil Nadu (hereafter referred to as the Plus Two Examination). The last date for the issue of Application Forms may be fixed at the discretion of the Principal. But in general, it should not be earlier to the last date fixed for the receipt of completed Application Forms.

10. Last date for the receipt of completed Applications for UG Courses:

Last date for receipt of filled in applications by the Colleges should be fixed as the tenth working day from the date of publication of Plus Two Examination result in website. Applications from other streams/private candidates may be entertained after the due date in the event of their results or issue of mark sheets is on a date later than that of regular Plus Two Candidates. The Principals shall fix the last date for them suitably.

Colleges should prepare the Rank list for Admission, from the next day onwards and it should be pasted on the Notice Board within 3 days. Counselling should be conducted after 15th day of the publications of plus two results in Internet.

Applications for admission may be received even after the last date fixed for receipt of applications. Such applications shall be registered as LATE APPLICATIONS and considered only after all the applications received in time have been considered. In the case of SC/ST/MBC/ Denotified Communities/BC candidates if applications received in time from such candidates get exhausted, late applications should also be considered to fill up the seats reserved for these communities.

11. The upper age limit for admission to UG courses will be 21 (twenty one) years as on 1st July 2018. However, a relaxation of 5 years is permitted for Differently Abled as per G.O.Ms.No. 239, S.W. dated 3-9-93. SC/ST/BC/MBC/DNC candidates and women candidates may be allowed the age relaxation of 3 years beyond 21 years for the admission into UG Courses.

The above age limit should be strictly followed and no student should be admitted above the age limit and no age relaxation will be granted by Government. If the Colleges fail to adhere the above instructions, severe action will be taken against the concerned college.

12. Selection Committee for UG and PG courses:

The Selection Committee shall consist of the Principal, and two senior most Assistant Professors / Associate Professors of the College. In addition, for selection to the UG courses the senior most member of the teaching staff belonging to SC/ST of the college, if available, shall be co-opted and for selection to the PG courses the senior most SC/ST staff from a Post Graduate Department shall be co-opted. If no such teacher is available, the person co-opted for the UG selection committee shall also serve in the Post graduate selection committee.

13. Registers to be maintained

The following Registers and other related documents pertaining to students admission should be maintained and preserved by the colleges:

- a) Sale of Application Forms ✓
- b) List of Applications received within the last date prescribed ✓
- c) List of Applications received after the last date prescribed.
- d) Rank list registers signed by the members of the Selection Committee.
- e) Information about the counselling date.
- f) Copies of Rank lists displayed.
- g) Minutes of Selection Committee meetings. ✓
- h) Admission Register ✓
- i) Communication with the University/the Director of Collegiate Education related to admission

- j) Copies of all letters to the University/the Director of Collegiate Education making requisition for increase in seats and letters from the University permitting increase.
- k) The colleges shall maintain registers regarding the applications received from SC/ST/MBC/DNC/BC students who have been selected for admission and the number of such candidates admitted in each course.

14. Rule of Reservation :

The admission shall be made purely on the basis of Merit subject to the rule of reservation of the Government of Tamil Nadu.

- 1) 31% for Open Competition (OC)
- 2) 26.5% for Backward Classes (BC) other than BC Muslims and 3.5% for Backward Classes Muslims.
- 3) 20% for Most Backward classes (MBC) and Denotified Communities (DNC)
- 4) 15% for Scheduled Castes (SC), and 3 % for Arunthathiyars (SCA).
- 5) 1% for Scheduled Tribes (ST)

The rule of reservation will apply to :

- a) 100% of seats in Government Colleges.
- b) 50% of seats in the case of Aided minority colleges.
- c) 90% of seats in the cases of Aided Non minority colleges.
- d) 50% of seats in the cases of Unaided private (Self-financing) colleges
- e) 50% of seats in the Unaided (Self-financing) courses offered by the Aided Colleges.
- f) In respect of both Aided Courses and Unaided Courses in Minority Colleges, 50% of seats shall be filled by students belonging to minority concerned and the balance 50% of the seats shall be filled by following the rule of reservation.

However, wherever number of applications from minority communities is less than 50% of total seats, the remaining minority quota shall be filled up following the rule of reservation

15. Admission of Women students in Co-educational and Men's Colleges:

- a) If the college was started originally as a Co-educational institution, any number of women students may be admitted to each course on the basis of the common rank list prepared for both men, women and transgender applicants.