

ADMISSION FEE

Each student seeking admission to the B.A./B.Sc./B.Com./B.B.A)/B.C.A., under CBCS, shall be required to submit the prescribed application form alongwith requisite fee:

- ⦿ For the first and second semester courses at the time of seeking admission to first semester;
- ⦿ For the third and fourth semester courses at the time of seeking admission to the third semester; and
- ⦿ For the fifth and sixth semester courses at the time of seeking admission to the fifth semester. Provided the student continues his/her studies without interruption from first semester to second semester, from third semester to fourth semester and from fifth to sixth semester. If there is a gap of one or more semesters he/she will have to fill up the prescribed application form and pay the fee at the time of seeking admission.
- ⦿ ***Fee Structure shall be as per latest fixation by the State Government and University of Jammu. Fee once paid is non-refundable.***

ADMISSION PROCEDURE

The date of admission to B.A/B.Sc./BCA/ B.Com Semester-I, III and V classes in the College shall be notified in accordance with the directive issued by the University of Jammu, Jammu.

Students seeking admission shall apply for Information Brochure Cum Admission Form available in the college on the cash payment of Rs. 50/-.

ADMISSION RULES

- ⦿ A candidate who has passed Higher Secondary Part- II Examination through J&K Board of School Education or an examination recognized as its equivalent by the University of Jammu is only eligible for admission to B.A, B.Sc. B.Com & B.C.A. Semester- I.
- ⦿ Admission is open to all state subject holders and children of Central Government employees, Army and Para- military personnel posted in J&K State.
- ⦿ A candidate who is admitted to the college and completes the minimum required attendance but either fails or does not appear in the university examination afterwards, will not be considered for admission in same class again.
- ⦿ A candidate with a break in academic year will not be considered for admission in the college. However, Principal may allow gap cases subject to the availability of seats where he gets fully convinced by the time gap justifying reasons.
- ⦿ Admission to a particular stream/subject combination shall be purely on the availability of seats. Change of subject & Stream is not permitted after admission.
- ⦿ A student whose result is declared late by the Board/University may be admitted as per admission rules of the University subject to the availability of seats.

- ⦿ All the students seeking admission shall have to be present themselves personally, along with their parents/guardians.
- ⦿ Admission is based on the availability of seats in the combination concerned and merit in each category including reserved category such as SC/ST etc.
- ⦿ Admission to various classes starts on the dates notified by University of Jammu.
- ⦿ All drop out cases, absentees, re-appear and failure candidates shall not be admitted in any case.
- ⦿ Candidates from other institution will not be admitted other than the exceptional cases (Not applicable for Semester-I).

CANCELLATION OF ADMISSION

- *If a student remains absent continuously for 15 days without any genuine reason/and information, his/her name shall be struck off from the College Roll and he/she will not be re-admitted under any circumstances.*
- *Any student found indulging in any undesirable activity in the College shall be dealt under rules to the extent of rustication from the college.*

DOCUMENTS TO BE ATTACHED WITH ADMISSION FORM

1. FOR REGULAR APPLICANTS

- ⦿ Provisional certificate in original from Head of the institution last attended.
- ⦿ Character certificate in original from the institution last attended. In case of Private candidates the character certificate issued by a First class magistrate/SHO or any Gazetted officer, shall be produced.
- ⦿ Attested Photostat copy of Date of Birth (D.O.B) certificate.
- ⦿ Three Attested Photostat copies of last qualifying exam (of Class 12thfor Semester-I)
- ⦿ Three copies of recent passport size photograph.
- ⦿ Reserved category certificate from the competent authority (One attested copies).
- ⦿ Transfer certificate of father/guardian in case of children of Military/ Para military personnel or central Govt. Employees.
- ⦿ Every student is required to produce one affidavit duly attested by oath Commissioner/Notary with the following language.

FOR ALL CANDIDATES

Affidavit

I----- S/O,D/O -----R/O-
 -----hereby solemnly declare as under:

1. That I am seeking admission to B.A/B.Sc./BCA P Semester- I/III/V and Part-II/III at Govt. Degree College Doda for the session 2016-17 on the basis of my merit in Higher Secondary Part- II.
2. That I have not sought admission in any Academic/Professional/ Technical/ Govt./ Private Institution within or outside the state.
3. That in case I seek admission in any Academic /Professional /Technical /Govt./ Private Institution I shall immediately bring the fact into the notice of the college authorities and that I shall get myself discharged from the college before getting myself admitted in any of the above mentioned institutions.
4. That I shall abide by the rules and norms of the institution in order to keep the decorum and discipline of the institution. I further undertake that I shall not misbehave or indulge in any unlawful or anti- social activity and I shall be liable to be punished up to extend of expulsion from the college in case I am found involved in any such activity.
5. That I am seeking admission with a clear understanding that my admission to the class is provisional and subject to confirmation on the issue of the certificate of eligibility by the University. If, for any reason whatsoever, the university declines to issue the said certificate, my provisional admission will automatically stand cancelled.

Attesting Authority

Deponent

NOTE: Every student is required to produce original certificate at the time of admission.

FOR STUDENTS WITH BREAK IN ACADEMIC CAREER

Affidavit

I..... S/O, D/OR/O -----
 hereby solemnly declare as under:

- a. That I have passed my 10+2 examination during the session as regular/
private candidate fromBoard.
- b. That I am seeking admission at Govt. Degree College Doda inclass for the
session 2014-15.
- c. That during the gap period, I was neither employed nor sought admission in any
Academic/Professional/Technical/Govt./Private Institution.

Attesting Authority

Deponent

**FOR STUDENTS WHO HAVE PASSED 10+ 2 FROM OTHER THAN J AND K
BOARD**

Affidavit

IS/O D/OR/O do hereby solemnly
declare that I am seeking provisional admission in.....class of
Govt. Degree College Doda on clear understanding that my admission to the class
is provisional and is subject to confirmation after the University issues the
'Certificate of eligibility'. If for any reason, whatsoever, the University declines to
issue the said certificate my provisional admission will automatically stand
cancelled.

Attesting Authority

Deponent