

BERHAMPUR UNIVERSITY



PROSPECTUS FOR ADMISSION INTO M.A./M.SC./M.COM./M.B.A./M.C.A./LL.M/M.J.M.C./SELF- FINANCING/DIPLOMA COURSES FOR THE ACADEMIC SESSION 2017-18

I. ADMISSION SCHEDULE

| Events | Dates |
|---|-----------------------|
| Commencement of Online Applications | 10.05. 2017 |
| Last Date of Applying Online with uploading of scanned documents | 10.06.2017 |
| Last date of receiving print copy of the system generated application form along with photo copies of relevant documents through Speed/Registered post by the respective Head/Course Coordinator of the Department | 23.6.2017 |
| Downloading of Admit Card from the website | 1.7.2017 |
| ADMISSION TEST | 7.7.2017 to 10.7.2017 |
| Publication of list of Selected candidates in the website and downloading of Intimation Letter | 17.7.2017 |
| Last date of receiving Original Documents by Speed/Registered post for verification by the respective departments | 1.8.2017 |
| Commencement of classes | 8.8.2017 |

Note:

1. Applicants are advised to visit the website www.buodisha.edu.in regularly for updates until the admission process is closed.
2. Admission into MBA /MCA will be through Odisha Joint Entrance Examination (OJEE)-2017.

II. COURSES OFFERED

The following regular P.G. and Diploma courses are going to be offered in Semester Pattern under Choice Based Credit System during the academic session 2017-18. The duration and number of seats available for each course is mentioned in **Table I**.

Table I

| Sl. No. | Post Graduate Courses | Duration | No. of seats |
|---------|--|----------|--------------|
| 1 | M.Sc. in Botany | 2 years | 50 |
| 2 | M.Sc. in Chemistry | 2 years | 50 |
| 3 | M.Sc. in Electronic Science & Technology | 2 years | 40 |
| 4 | M.Sc. in Marine Sciences | 2 years | 50 |
| | (a) Oceanography | | 25 |
| | (b) Marine Biology | | 25 |
| 5 | M.Sc. in Physics | 2 years | 50 |
| 6 | M.Sc. in Zoology | 2 years | 50 |
| 7 | M.A/M.Sc. in Home Science (Only for women) | 2 years | 50 |
| 8 | M.A/M.Sc. in Mathematics | 2 years | 50 |
| 9 | M.A. in Economics | 2 years | 50 |
| 10 | M.A. in English | 2 years | 50 |
| 11 | M.A. in History | 2 years | 50 |
| 12 | Master in I.R. & P.M. | 2 years | 50 |
| 13 | M.A. in Linguistics | 2 years | 50 |
| 14 | M.A. in Journalism and Mass Communication | 2 years | 50 |
| 15 | M.A. in Odia | 2 years | 50 |
| 16 | M.A. in Political Science | 2 years | 50 |
| 17 | Master of Business Administration (MBA) | 2 years | 40 |
| 18 | M.Com. | 2 years | 50 |
| 19 | Master of Law (LL.M.) | 2 years | 50 |
| 20 | Master of Computer Applications (MCA) | 3 years | 30 |
| | Diploma Courses | | |
| 21 | Diploma in Tourism & Indian Monuments (D.T.I.M.) | 1 year | 50 |
| 22 | Diploma in Russian Language (D.R.L.) | 1 year | 50 |
| | (These two diploma courses will not be offered if the total number of applications is less than ten(10)) | | |

NB: Students interested to take admission into LL. M Course 2017 are required to submit their applications and appear the Admission Test as per the schedule. However, the admission will only be finalized after publication of final LL.B examination - 2017 results of Berhampur University.

Self-Financing Courses

Admission to the self-financing courses mentioned in **Table II** will be as per the Admission Procedure of Berhampur University.

Table II

| Sl.No | Courses | Duration | No. of seats | Offered by the Department/ Centre |
|-------|--|-----------------------|--------------|-----------------------------------|
| 1 | M.Sc. in Bio-Technology | 4 Semesters (2 years) | 20 | Zoology |
| 2 | Master in Social Work | 4 Semesters (2 years) | 20 | IR & PM |
| 3 | P.G. Diploma in Banking and Insurance Management | 2 Semesters (1 year) | 20 | Business Administration |
| 4 | MBA(Financial Management) Formerly known as MFC | 4 Semesters (2 years) | 32 | Commerce |

Admission to the self-financing courses mentioned in Table III will be through the Odisha Joint Entrance Examination (OJEE/PGAT) 2017.

However, for admission into M.Tech. / M.Pharm. Programmes interested candidates may take a chance of appearing at the Admission Test Conducted by the University. Merit listed candidates from this procedure shall be considered for provisional admission, only if seats remain vacant after admitting candidates through the OJEE 2017.

Table III

| Sl.No | Courses | Duration | No. of seats | Offered by the Department/ Centre |
|-------|---|-----------------------|--------------|-----------------------------------|
| 1 | M.Tech. in Computer Science | 4 Semesters (2 years) | 20 | Computer Science |
| 2 | M.Tech. in Electronic System Design | 4 Semesters (2 years) | 16 | Electronic Science |
| 3 | M. Pharm. | 4 Semesters (2 years) | 18 | Pharmacy |
| | (a) Pharmaceutical Analysis & Quality Assurance | | | |
| | (b) Pharmaceutics | | | |

FOR ATTENTION OF ALL APPLICANTS

- i. The applicants, before applying for any of the above courses, are advised to carefully go through the Prospectus and visit the University's Website (www.buodisha.edu.in) to know about the profile of the University. They are also advised to visit the University Campus, Bhanja Bihar, if so desired, to see for themselves, the available infrastructure and other facilities. If satisfied, they may apply for any of the courses as per their eligibility. Once admitted, making any unreasonable demand thereafter shall not be entertained and it shall be treated as an act of indiscipline.
- ii. An applicant with criminal antecedents involving moral turpitude shall not be admitted to any course. Suppression of facts in this regard shall make a candidate ineligible and admission of such candidates will be cancelled.
- iii. Students pursuing two years (three years for MCA) PG courses in regular mode are only eligible to participate in student election process. Students of diploma/self-financing courses are not eligible to participate in the student election process.

III. PROCEDURE FOR ADMISSION AND DETERMINATION OF MERIT

- (a) Admission to all the above courses shall be governed by the Regulations of the University and Rules for Admission framed by the P.G. Council and duly approved by the Syndicate.
- (b) Admission into all regular P.G. and Diploma courses mentioned in **Table I** will be made through an **Admission Test** to be conducted by the Berhampur University. The final selection of eligible candidates will be made based on the Career points (70% weightage) and marks secured in the Admission Test (30% weightage) as specified in **Section-VI**.
- (c) A candidate whose conduct is not satisfactory or with criminal antecedents shall **NOT** be considered for admission.

IV. ADMISSION OF FOREIGN STUDENTS AND KASHMIRI MIGRANTS

A. ADMISSION OF CANDIDATES FROM FOREIGN COUNTRIES

Fifteen percent supernumerary seats shall be reserved in the P. G. Departments for international students including Persons of Indian Origin (PIO) out of which 5% shall be filled in by the children of the NRIs. These seats shall be exclusively meant for foreign students and under no circumstances any of the seats should be allocated to anyone else other than a foreign student (having a foreign passport).

No candidate from a foreign country will be considered for admission unless his/her case has been sponsored by the relevant Department/Ministry, Government of India. The sponsored candidates will be required to submit in the prescribed pro forma a Medical Fitness Certificate from a Registered Medical Practitioner not below the rank of CDMO within a

month of their provisional admission, besides such other documents as are required under the rules/instructions of the Government of India/ Odisha.

Foreign students who have passed the qualifying examination from a foreign country, and taking admission in the P.G. departments have to pay Rs. 10,000/- along with other fees for the entire course. Further, a foreign student passing the qualifying examination from any Indian / Foreign University will have to satisfy the general Admission Rules.

B. CONCESSIONS FOR THE WARDS OF KASHMIRI MIGRANTS

For the wards of Kashmiri migrants the following concessions are extended:

- i) Extension in the date of admission by about 30 days.
- ii) Relaxation in cut off percentage up to 10% (in admission test), subject to satisfying the minimum eligibility requirement.
- iii) Increase in the intake capacity up to 5% course-wise.
- iv) Waiving of domicile requirement.

V. ELIGIBILITY FOR ADMISSION

(A) The minimum qualifying degrees/subjects for admission to various courses offered under Berhampur University are provided in Table IV.

Table IV

| Subject | Qualifying Examination | Subject(s) at the Qualifying Examination | Remarks |
|-------------------------------------|------------------------|---|---|
| Post-Graduate Courses | | | |
| Physics | B.Sc. | Physics and Mathematics / Chemistry/ Electronics/ Geology/ Computer Science | |
| Chemistry | B.Sc. | Chemistry and Physics / Mathematics/ Environment & Water Management/Polymer Sc. | |
| Botany | B.Sc. | Botany and Chemistry / Zoology/Biological Tech. & Specimen Preservation/Sericulture | Must have studied minimum 400 Marks in Botany |
| Zoology | B.Sc. | Zoology and Chemistry/ Botany/ Biological Tech. and Specimen Preservation/ Sericulture/ Industrial Fish and Fisheries | |
| Marine Sciences (i) Oceanography | B.Sc. | Physics and Chemistry / Geology/ Mathematics/ Environment / Water Management/Environmental Science/Geography/Computer Science. | Candidate must be willing (i) To take multi disciplinary subjects. |
| (ii) Marine Biology | B.Sc. | Botany and Zoology / Chemistry/Biological Tech. / Specimen Preservation/Environmental Science/Biotechnology/Industrial Fish and Fisheries | (ii) To undertake field work in the sea at own risk and cost |
| Mathematics | B.A/ B.Sc. | Mathematics | Must have studied minimum 400 Marks in Math |

| | | | |
|-----------------------------------|---|--|---|
| Home Science | B.A/ B.Sc. | Home Science/Psychology/Sociology/ Economics/Education/Anthropology/Botany/ Zoology/ Nursing | Only for women candidates |
| Odia | B.A. | Odia | With at least 300 marks in Odia at the qualifying exam. Or MIL (Odia) 200 marks and elective Odia 200 marks taken together. |
| English | B.A. | English | With at least 200 marks in English in the Qualifying Examination. |
| History | B.A. | History | Must have studied minimum 400 Marks in History |
| Economics | B.A. | Economics | Must have studied minimum 400 Marks in Economics |
| Political Science | B.A. | Political Science | Must have studied minimum 400 Marks in Political Science |
| Linguistics | Any Graduate | | |
| M.Com. | B.Com. | | |
| Law (L.L.M) | LL.B. | | Minimum 55% of mark in aggregate (for SC/ST candidates, relaxation up to 5% of marks) |
| Journalism & Mass Communication | B.A/B.Sc./ B.Com./B.E./ B.Tech./M.B.B.S./ BBA/ BCA/ B.Pharm./ BIT/BES | | |
| Master in I.R. & P.M. | B.A/B.Sc./B.Com/ BBA/BCA/BES/ BIT | | |
| Electronic Science and Technology | B.Sc. | Physics and/or Electronics & Chemistry/ Mathematics/Computer Science | |
| | B.E.S./B.I.T. | | |
| Diploma Courses | | | |
| D.T.I.M. | M.A. | History/Indian Culture/Archaeology | Should have secured at least 48% of marks in the aggregate |
| Diploma in Russian Language | Any Graduate | | 45% in aggregate |

- (B) Any applicant who has passed the qualifying degree examination (as indicated in **Table IV**) of Berhampur University, or any other examination conducted by other Universities/Institutions which is recognized as equivalent thereto by Berhampur University and fulfilling the minimum qualifying marks as in **Table V** shall be eligible for admission into a course (unless otherwise specified in the Regulations).

Table V

| Course Name | Qualifying Degree | Minimum % of Marks | |
|--|--|---|---|
| | | General | SC/ST |
| M.A./M.Sc./M.Com. (Except IR & PM, Journalism & Mass Communication, Electronic Science) | As per Table IV | 45 % in aggregate or in honours of the concerned subject | 40 % in aggregate or 45 % in honours of the concerned subject |
| M.A (IR & PM / Journalism & Mass Communication, M.Sc. Electronic Science and Technology) | As per Table IV | 50 % in aggregate or in honours in any subject as per eligibility | 45 % in aggregate or in honours in any subject as per eligibility |
| L.L.M | L.L.B. | 55 % in aggregate | 50 % in aggregate |
| Diploma into DTIM | History/Archaeology/ Indian Culture | 50% in aggregate | 45% in aggregate |
| Diploma into DRL | Any graduate | 45% in aggregate | 40 % in aggregate |

Eligibility for Self-financing Courses

| Course Name | Qualifying Degree | Minimum % of Marks | |
|---|---|--|--|
| | | General | SC/ST |
| M. Pharm | B. Pharm | 50 % in aggregate | 45 % in aggregate |
| MBA (Financial Management) Formerly known as MFC | Any graduate | 50 % in aggregate or in honours of the concerned subject | 45 % in aggregate or in honours of the concerned subject |
| M.Sc. in Bio-Technology | B.Sc/B.Pharm/ M.B.B.S/B.V. Sc/B.F.Sc/BE or B.Tech in Biotechnology /B.Sc.Agri. | | Must have passed +2 with Biology as subject. |

| | | | |
|--|--|--|---------------------------|
| Master in Social Work | Any Graduate | 45 % in aggregate or in honours of the concerned subject | 40 % in aggregate subject |
| P.G. Diploma in Banking and Insurance Management | Any Graduate | 45 % in aggregate or in honours of the concerned subject | 40 % in aggregate subject |
| M. Tech. in Computer Science | B.Tech, MCA, M.Sc. Computer Science, IT, Electronic Sc, Physics, Math. | 50 % in aggregate | 45 % in aggregate |
| M. Tech. in Electronic System Design | B.E or B.Tech(Electronics, Electrical, Instrumentation)/, M.Sc(Electronics, Physics, Applied Physics). | 50 % in aggregate | 45 % in aggregate |

(C) Other Criteria

- a. For candidates who have passed more than one qualifying examination, the examination in which they have secured the highest marks shall be considered for determining eligibility.
- b. A Master's degree holder of this University or of any other University in India or **abroad shall not be considered for admission into M.A./M.Sc./M.Com. Courses of this university except for admission into Law (LL.M.), D.T.I.M., and D.R.L. Courses.**
- c. A student who has already completed a Post Graduate Course in a subject but either did not appear at the concerned examination for whatever reason or failed in the said examination shall not be considered for admission into any M. A., M. Sc., M. Com courses of the P. G. Departments except Law (LL.M.), D.T.I.M., and D.R.L. courses.
- d. If an applicant has been a student of a course in any Department of this University, he / she will not be considered for admission into the same course of this university again.

VI. PREPARATION OF MERIT LIST OF ELIGIBLE CANDIDATES

- (i) For admission into M.A./M.Sc./M.Com and D.R.L. except DTIM and Law (LL.M.) career points shall be awarded as below:

| Examination passed | 1 st Class | 2 nd Class | 3 rd Class/Pass |
|-------------------------------|-----------------------|-----------------------|----------------------------|
| H.S.C./10 th class | 15 | 12 | 8 |
| Intermediate/+2 | 25 | 18 | 12 |
| Graduation | | | |
| i. Honours | 50 | 40 | -- |
| ii. Pass | -- | -- | 30 |
| iii. Distinction | 10 | 10 | 10 |

NB: For candidates passing as ‘Compartmental’, no career points shall be awarded.

- (a) **For admission into M.Sc. (Electronic Science and Technology)**, candidates having Bachelor Degree in Electronic Science (B.E.S.) or having Electronic Science as Honours will be given 10 additional career points. Candidates having Physics as Honours and Electronic Science as a subject will be given 5 additional career points.
- (b) **For admission into M.A. (Journalism & Mass Communication)**, candidates having Journalism as subject at graduation level will be given 5 additional career points.
- (c) **For admission into M.A./ M.Sc. (Home Science)**, candidates having Home Science Honours or Pass at the graduation level shall be given 10 or 5 additional career points respectively.
- (d) **For admission into Master in I.R. & P.M.**, candidates having IR&PM (Hons./Pass) as a subject at the graduation level shall be given additional career points as following:
- 1st Class Honours :10 marks
2nd Class Honours :07 marks
Pass/General :05 marks
- (ii) **For admission into D.T.I.M. course** the marks secured at the qualifying Degree M.A. (History/ Indian Culture/Archaeology) shall be taken into consideration.
- (iii) **For admission into LL.M. course**, career points shall be computed as detailed below:

| Examination passed | 1 st Class | 2 nd Class | 3 rd Class/Pass |
|---------------------------------|-----------------------|-----------------------|----------------------------|
| H.S.C. / 10 th class | 15 | 12 | 8 |
| Intermediate/+2 | 25 | 18 | 12 |
| Graduation | | | |
| i. Honours | 40 | 30 | -- |
| ii. Pass | -- | -- | 20 |
| iii. Distinction | 10 | 10 | 10 |

| | | | |
|-------------------------------------|-----|----|--|
| LL.B. | | | |
| i. LL.B. | 50 | 40 | |
| ii. LL.B. (five-year course) | 90 | 70 | |
| iii. LL.B. five-year course (Hons.) | 100 | 80 | |

NB: For candidates passing as 'Compartmental', no career points shall be awarded.

VII. RESERVATIONS AND CONCESSIONS

Reservations are available under the following categories in all departments/courses.

- (a) **Scheduled Castes & Scheduled Tribes:** 38.75 % of the seats in different courses are reserved i.e. for candidates belonging to the Scheduled Tribes (22.5%) and the Scheduled Castes (16.25%). In order to claim reservation under these categories, applicants must submit necessary certificates to this effect issued only by a **Revenue Officer of the locality not below the rank of a Tahasildar.**
- (b) **Bichhinanchala: One Seat** is reserved in each course having 25 seats or more for the Odias of outlying tracts of Odisha (Bichhinanchala). However, a candidate belonging to such tracts is eligible for admission against the reservation quota only if he/she fulfils the following conditions:
- (i) Must have passed at least one public examination from HSC to the Degree course with Odia as a subject from a recognised educational institution of the Bichhinanchala area.
- (ii) Must submit a NATIVITY CERTIFICATE from a **Revenue Officer of the locality not below the rank of Tahasildar of the concerned Bichhinanchala.**
- (c) **Physically Disabled/Challenged: One Seat** in each course having 25 seats or more is reserved for physically disabled/challenged candidates. In order to be considered under this reserved category, a candidate has to submit a certificate from the CDMO confirming at least **50%** of physical deficiency (orthopaedic, deafness, dumbness or blindness).
- (d) **Sports/Games Weightage:**
- (i) **One Seat** is reserved for the candidates who have represented the country in the International/Senior National Games and Sports during last three years for admission into a course. In case of non-availability of such students, the reserved seat will be filled from merit list.

Weightage for Sports Persons:

- (ii) Those who have represented the state during last three years at National level sports shall get 10% weightage of marks over and above the honours marks (for Honours students) and the aggregate marks (for Pass students) in the qualifying examination.
- (iii) Those who have represented University at the Inter University Sports during last three years shall get 5% weightage of marks over and above the honours marks (for Honours students) and the aggregate marks (for Pass students) in the qualifying examination.

- (iv) Those who qualify under direct quota as in (i) but could not get admission against (i), such candidates will be given weightage as (ii) above.

Such a candidate must submit a certificate to the effect in the proper format (but not in the form of a testimonial) as prescribed by sports bodies, from the Registrar of the University or Secretary Sports Council/State/National level sports bodies duly countersigned by the Head of the Institution/Principal in which the sportsperson was studying at the time of achieving the above distinction(s).

- (e) **Graduates of Berhampur University:** After providing for the reservations stated in (a) to (d) above, 50% of the remaining seats in all courses shall be reserved for candidates of Berhampur University.
- (f) **Working Journalist: Two seats** in the Journalism & Mass Communication course are reserved over and above the sanctioned strength, for Working Journalists accredited by the Government of Odisha with a minimum of five years experience with a Registered Daily Newspaper/News Agency/All India Radio/Electronic Media. **A certificate to this effect from the Daily Newspaper/News Agency/AIR/Electronic Media, duly countersigned by an officer not below the rank of ADPRO/Assistant Station Director, All India Radio or competent authority of the Electronic Media,** must be submitted along with the application form.

VIII. ONLINE APPLICATION PROCEDURE

Please visit the Berhampur University website www.buodisha.edu.in and follow the online application procedure and also make online payment following the relevant links.

IX. FEE TO BE PAID ALONG WITH THE APPLICATION FORM

Candidates seeking admission into various P.G. / Diploma/ Self-financing courses of Berhampur University have to pay a sum of **Rs. 600/- (Rupees Six Hundred) only (Rs. 500/- for SC/ST candidates)** towards Processing-cum-Application fee. The amount has to be paid following the online payment procedure through the admission portal. **No other form of payment will be acceptable under any circumstances.**

Note: Processing-cum-Application Fee once paid shall not be refunded under any circumstances.

X. SUBMISSION OF APPLICATION FORM

Candidates seeking admission into various courses of Berhampur University have to fill up online application form available at www.buodisha.edu.in on or before **10.6.2017** and send the print copy of the system generated Application Form along with photo copies of all the required documents to the respective Head / Course Coordinator of the Department by Speed/Registered post so as to reach on or before **23.06.2017**. All such documents should be self-signed by the candidate. Applications received after the due date will be summarily rejected. University authorities shall not be responsible for any postal delay. Incomplete application in any form shall be summarily rejected.

XI. POSTAL ADMISSION PROCEDURE

For admission into all courses, the University has adopted postal admission system. The procedure of postal admission is as follows:

Merit List Candidates: After downloading/receiving the **Intimation Letter** for admission, the candidate should send by **Registered/Speed Post**, all the required documents in original along with evidence of online payment of prescribed fees as per the instructions within the date mentioned in the Intimation Letter.

Waiting List Candidates: After downloading/receiving the **Intimation Letter**, such candidates shall follow the same procedure for admission as laid down above for merit list candidates. Submission of documents by the waiting list candidates is voluntary and at their own risk. The University does not guarantee admission to candidates in the waiting list. Only after finalisation of admission of merit list candidates, if seats remain vacant, the candidates in the waiting list shall be considered for admission in order of their position in the waiting list. As the admission of merit list and waiting list candidates is to be finalised simultaneously, the waiting list candidates are to send by **Registered/Speed Post** the required documents along with the prescribed fee in the form **Bank Draft/Banker's Cheque** within the date mentioned in the Intimation Letter.

NOTE:

- (a) Candidates who have either been selected or waitlisted for admission to more than one department are required to pay the fee for each course separately, failing which they will not be considered for admission. They may pay the fees through Bank draft/Banker's cheque for such courses. However, they are required to send their original documents to the department of first preference indicating the names of other department/course for which they have been selected / waitlisted.
- (b) Submission of Transfer Certificate/College Leaving Certificate in **original** is **compulsory** for both merit list and waiting list candidates.
- (c) Failure to send the original documents and payment of requisite fees (as per the instructions in the Intimation Letter) by the date and time specified in the intimation letter shall result in forfeiture of the claim for a seat. University authorities shall not be responsible for postal delay.
- (d) **The original documents and the Bank Drafts/Banker's Cheques of the candidates who are not admitted will be returned to them by the respective Heads through Registered/Speed Post after the admissions are over.** However the concerned candidates can take back the original documents by submitting an application to the Head of the concerned Department before the completion of the admission procedure. For candidates who have been admitted, the original documents not required by the University, may be collected from the concerned Head of the Department after the admission is finalised.
- (e) **The decision of the Head of the Department in all matters relating to admission shall be final.**

XII. FIELD STUDY, OBSERVATION, INTERNSHIP, etc.

Students admitted to such subjects where the curriculum includes field study, observation, internship, industrial visits or working in the sea shall have to undergo all such field study, observation, internship, industrial visits or working in the sea at their

own cost and risk in accordance with the procedure decided upon by the Department concerned.

XIII. TRANSPORT FACILITIES

Transport facilities for the students are arranged by the University depending on the availability of private transport, on payment of requisite fee by the students as fixed by the University from time-to-time. The transport charges may be enhanced at any time depending on the increase in POL (fuel) and maintenance charges. However, the University does not give any guarantee to provide transport facilities. In case no transport operator agrees to provide transport, then the students have to make their own arrangements for their conveyance.

XIV. FEE AND CHARGES

(A) The following Annual Course Fee is to be paid by all students at the time of Admission and Readmission in subsequent years:

*** Only for students from institutions other than Berhampur University.**

THE FOLLOWING FEES ARE TO BE PAID AT THE TIME OF ADMISSION.

1. Tuition fee for 12 months from June 2017 to May 2018, payable in one instalment at the time of admission – **Women & SC/ST students are exempted from paying Tuition Fee.**

Science Departments (Rs. 14/- × 12 months) Rs. 168/-

Other Departments (Rs. 12/- × 12 months) Rs. 144/-

3. Admission/Readmission Fee (equal to one month's tuition fee)

Science Departments:Rs.14.00

Other Departments: Rs.12.00

3. University Registration fee Rs.100.00*
4. University Recognition fee Rs.100.00*

* (Only for students from institutions other than Berhampur University)

5. Students' Union Rs.192.00
6. Dramatic Association Rs.160.00
7. Athletic Association Rs.160.00
8. Calendar Rs.50.00
9. Magazine Rs.50.00
10. Identity Card Rs.50.00
11. Abstract of Attendance Rs.10.00
12. Puja subscription (Ganesh Puja and Saraswati Puja each Rs50.00 each) Rs.100.00
13. University Athletic Fee (Sports Council) Rs.60.00
14. Library Fee Rs.200.00
15. Academic and Other Fee (one-time)
(For Science [except MCA] and Home Science students only) Rs.4000.00
16. Medical Aid Rs. 100.00
17. Common Room Fee Rs.40.00

| | |
|--|-------------|
| 18. NIS | Rs.05.00 |
| 19. Transport Charge for each academic session (subject to change from time-to-time) | Rs.3200.00 |
| 20. Students' Aid Fund | Rs.25.00 |
| 21. Fee for Cultural Activities (University) | Rs. 40.00 |
| 22. NCC | Rs.05.00 |
| 23. Red Cross | Rs.05.00 |
| 24. Social Service (NSS) | Rs. 10.00 |
| 25. Utility Fee (one-time) | Rs. 1000.00 |

N.B: Exemption to the following disabled category of students

- i. Blind students who use Braille for studies
- ii. Hearing impaired and dumb students
- iii. Orthopedically handicapped students with disability of more than 75 percent

Fees to be exempted

| | | |
|----|--|---------|
| 1. | Tuition Fees For Science students | Rs. 168 |
| 2. | Admission / readmission Fees For Science students | Rs. 14 |
| 3. | Tuition Fees For other departments | Rs. 144 |
| 4. | Admission / readmission Fees For other departments | Rs. 12 |

(B) Additional fees to be paid for courses offered by the following departments as indicated below:

(i) Department of Business Administration: A student seeking admission into MBA course, has to pay a sum of Rs. 26,000/- (Rupees twenty six thousand) only towards academic and other fees to the University, part of which he/she has already deposited at the time of **OJEE-2017** counselling. The remaining amount has to be deposited to the University at the time of admission along with the original money receipt of the amount paid at the OJEE counselling centre. In the subsequent years, at the time of readmission (i.e., in the second year) students have to pay a sum of Rs. 26,000/- (Rupees twenty six thousand only) to the University.

Besides, students seeking admission/readmission have to pay the other fees prescribed by the University as at XIV (A) above.

(ii) Department of Computer Science: A student seeking admission into MCA course, has to pay a sum of Rs. 26,000/- (Rupees twenty six thousand) only towards academic and other fees to the University, part of which he/she has already deposited at the time of **OJEE-2017** counselling. The remaining amount has to be deposited to the University at the time of admission along with the original money receipt of the amount paid at the OJEE counselling centre. In the subsequent years, at the time of readmission (i.e., in the second & third year) students have to pay a sum of Rs. 26,000/- (Rupees twenty six thousand only) to the University.

Besides, students seeking admission/readmission have to pay the other fees prescribed by the University as at XIV (A) above.

(v) **Department of IR & PM:** Students seeking admission into Master in I.R. and P.M. course, have to pay at the time of admission, a **one-time academic and other fee** of Rs. 10,000/- (Rupees Ten thousand) only in addition to the fees prescribed by the University as at XIV (A) above. The payment is to be made **through SB Collect mode**, i.e. online.

(iv) **Department of Journalism and Mass Communication:** Students seeking admission into M.A. in Journalism and Mass Communication course, have to pay at the time of admission, a **one-time academic and other fee** of Rs. 2,000/- (Rupees Two thousands) only in addition to the fees prescribed by the University as at XIV (A) above. The payment is to be made **through SB Collect mode** i.e. online payment.

(C) **Department Seminar Fee:** The students shall have to pay a seminar fee and Alumni fee, if any, to the Head of the Department as decided by the concerned Department.

(D) **Computer Laboratory Fee:** Students offered a course on computer application/ Computer practical in different departments shall have to pay Rs. 600.00 (Rupees six hundred) only per annum to the concerned Head of the Department to be utilised for maintenance of computers and peripherals.

Fees mentioned at C & D above are to be collected through Bank Draft / Bank Deposit by the respective Head / Coordinator and kept in a separate account of the concerned department.

(E) **Fee for the Self-financing Courses:**

The following Annual Course Fee is to be paid at the time of Admission as well as Readmission in subsequent years.

| Course | Fee |
|---|---|
| M. Sc. in Bio-Technology | Rs. 40,000/- per year |
| MBA (Financial Management) Formerly known as MFC | Rs. 30,000/- per year |
| M. Tech in Computer Science | Rs. 50,000/- per year (The above fee includes the fee deposited at the time of Counselling at Odisha JEE-2017) |
| M. Tech. in Electronic System Design (Formerly Known as Electronic Information System) | Rs. 35,000/- per year (The above fee includes the fee deposited at the time of Counselling at Odisha JEE-2017) |
| M. Pharm. | Rs. 50,000/- per year (The above fee includes the fee deposited at the time of Counselling at Odisha JEE-2017) |
| Master of Social Work | Rs. 25,000/- per year |
| PGDBIM | Rs. 22,500/- for one year |

NB: Fee once collected at the time of admission/re-admission shall not be refunded under any circumstance.

XV. HOSTEL FACILITIES

At present, the University has limited hostel accommodation for boys and girls. Accommodation in the Hostels cannot be claimed as a matter of right. Students seeking hostel accommodation shall have to apply to the concerned Head of the Department for admission into the hostel at the time of submission of original documents. Hostel seats will be allotted to *bona fide* students based on merit list of the candidates of the respective courses.

However, students residing at a distance of above 25 Kms. from the campus shall be given preference over other students. The respective Head of the departments / Coordinators / Directors have to finalise the list of students based on the above principle by approving the final list in the respective Staff Council and send the list to the Warden P.G. Hostels for allotment of seats subject to the availability.

Further, irrespective of their positions in the merit list of admission into respective departments, the SC/ST/PH students will be given preference for admission into hostel.

The Heads / Coordinators/ Directors will act as local guardian, if no local guardian is provided by any student at the time of admission into the hostel.

The Warden is authorised to frame any other Rule (s) as and when required for admission and smooth administration of hostels. The decision of the Warden shall be final in all matters concerning admission/ readmission of boarders in the hostels.

Accommodation of temporary guests in the hostel may be considered by the Warden and such boarders have to deposit guest fees to the respective hostel @ Rs. 100/- per person per day.

The following fees are to be paid at the time of **admission** of students to Part-I and **readmission** to Part II and Part III(in case of MCA) into the hostel:

| | | | | |
|----------|--------|--|----------|---|
| A | (i) | Hostel Admission Fees | Rs. 100 | Total Rs. 3300/- onetime payment in form of SB Collect at the time of admission / readmission |
| | (ii) | Hostel Maintenance Fees | Rs. 200 | |
| | (iii) | Electricity and Water Charges @ Rs. 150 per month | Rs. 1800 | |
| | (iv) | Hostel Rent @ Rs. 100/- per month | Rs.1200 | |
| B | (i) | Hostel Caution Money (refundable) | Rs. 500 | One time collection at the Office of the Superintendents of the concerned hostels at the time of admission |
| | (ii) | Mess Advance (adjustable) | Rs. 1500 | |
| C | (i) | Hostel Annual Day | Rs. 300 | Total of Rs. 4750/- (B + C =Rs2000+Rs2750) to be Deposited by the boarders in the respective hostels at the time of admission and readmission into the hostels in the shape of Bank Draft / Bank Deposit. |
| | (ii) | Hostel Common Room Charges | Rs. 200 | |
| | (iii) | Hostel Games , Sports and Gym | Rs. 100 | |
| | (iv) | Hostel Establishment Charges @ Rs. 100/- per month | Rs.1200 | |
| | (v) | Maintenance Fee | Rs. 300 | |
| | (vi) | Magazine | Rs. 100 | |
| | (vii) | Hostel Puja | Rs. 200 | |
| | (viii) | Identity Card for Boarders | Rs. 50 | |
| | (ix) | Medical Aid | Rs. 200 | |
| | (x) | Republic and Independence Day | Rs. 100 | |

It is compulsory for the hostel boarders to pay the monthly mess charges as may be determined by the Hostel Superintendents. The bill for every month has to be settled by the 10th of the following month and a mess clearance certificate obtained from the Hostel Superintendent concerned. Violation of this rule, or any default in regular payment of mess and other hostel charges may lead to the termination of boarder ship.

The results of the defaulting boarders shall be withheld, if the certificate of clearance in respect of payment of mess dues etc. issued by the Hostel Superintendent concerned is not produced before the Controller of Examinations at the time of finally leaving the hostel or publication of results, whichever is earlier.

Boarders shall abide by the rules of the hostel prescribed from time to time by the University. In all matters pertaining to hostels, the decision of the Warden shall be final.

N.B: Fees once collected at the time of admission/readmission shall not be refunded under any circumstance.

XVI. COMMENCEMENT OF CLASSES

Classes of the Part-I/Diploma courses will commence on the date to be notified by the concerned Head of the Department/P.G. Central Office.

XVII. DISPUTES

All disputes concerning admission and studentship are subject to the exclusive jurisdiction of the Civil Courts and legal forum at Berhampur (Ganjam).

All admissions are provisional and can be cancelled at any time for any valid reason such as misconduct, forgery, etc.

XVIII. RAGGING

Ragging in any form is strictly prohibited. Severe action shall be taken as per rules against those involved in ragging. As per the U.G.C guide line 6.1 (d & e) of the regulation (F-1-16/2007 (CPP –II/dated 17 June 2009), it is mandatory for all the applicants to submit an affidavit in a non-judicial stamp paper as per the prescribed *proforma* enclosed in the prospectus, if admitted.

**CHAIRMAN, P.G. COUNCIL
Berhampur University**

ANNEXURE - I

AFFIDAVIT BY THE STUDENT

I, (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms., having been admitted to(name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this ___ day of _____ month of _____ year.

Signature of deponent

Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at(place) on this the(day) of(month),..... (year) .

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of(month),(year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE - II

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. (full name of parent/guardian) father/mother/guardian of..... (full name of student with admission/registration/enrolment number), having been admitted to(name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

- 2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4. I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ___day of _____ month of _____year.

Signature of deponent
Name:
Address:
Telephone/Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at(place) on this the(day) of(month) , (year) .

Signature of deponent

Solemnly affirmed and signed in my presence on this the(day) of(month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE - III

DECLARATION FOR ALL APPLICANTS

1. I Mr/Ms. do hereby declare that I am aware of the provision that students admitted to the M.A./M.Sc./M.Com/LL.M./D.T.I.M./D.R.L./MBA/MCA courses are not permitted to take concurrent admission in any other course(s) or appear at any other examination so long as they continue their studies in the concerned courses, and until they have fully appeared at the said examinations.
2. I do hereby declare that I have not been admitted to any other course(s) nor shall I appear at any other examination as long as I continue my studies in the course, if admitted.
3. I do hereby further declare that I am not serving in any Government (Central or State) Organisation, Corporation or Undertaking or employed otherwise.
4. If at any time it is found that I have violated the above conditions, I shall be liable to forfeit my seat, cancellation of my admission and such other penal action as may be considered appropriate by the University.

Date:

Full Signature of the Applicant

ANNEXURE - IV

DECLARATION FOR L.L.M. COURSE

I Mr/Ms seeking admission to LL.M. Course in the Dept. of Law, Berhampur University do hereby declare that I am not practising at the Bar or serving any Government (Central or State) Organisation, Corporation or Undertaking or employed otherwise.

In case it is found that I am practising as advocate at the Bar or serving in any Government (Central or State) Organisation, Corporation or Undertaking or employed otherwise, as aforesaid, I shall be liable to forfeit my seat, cancellation of my admission and such other penal action as may be considered appropriate by the University.

Date :

Full Signature of the Applicant