

BERHAMPUR UNIVERSITY



PROSPECTUS FOR ADMISSION INTO M.A Telugu (Self-Financing) ACADEMIC SESSION 2017-19

I. ADMISSION SCHEDULE

Events	Dates
Availability of Application form in University Website	21.08.2017
Last Date of Applying filled in Application form in all respect along with photocopies of supporting documents	28.08.2017
Last date of sending Intimation Letter	07.09.2017
Last date of receiving Original Documents by Speed/Registered post for verification by the Department of Linguistics	14.09.2017
Commencement of classes	15.09.2017

Note:

1. Applicants are advised to visit the website www.buodisha.edu.in regularly for updates until the admission process is closed.

II. SELF-FINANCING COURSES

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

Table I

Sl.No	Courses	Duration	No. of seats	Offered by the Department/ Centre
1	M.A Telugu	4 Semesters (2 years)	30	Linguistics

NB: The above course will ordinarily be offered with a minimum of 10 (Ten) students for the course.

FOR ATTENTION OF ALL APPLICANTS

- i. The applicants, before applying for 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 of Self Financing courses are not eligible to participate in student election process.

III. PROCEDURE FOR ADMISSION AND DETERMINATION OF MERIT

- (A). Admission to the above course 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). A candidate whose conduct is not satisfactory or with criminal antecedents shall **NOT** be considered for admission.

VI. ELIGIBILITY FOR ADMISSION

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

Table II

Subject	Qualifying Examination	Subject(s) at the Qualifying Examination	Remarks
Post-Graduate Courses			
Telugu	B.A	Telugu Hons. / Telugu Pass/ Telugu M.I.L	At least 200 marks in Telugu in Graduation level examination

- (B). Any applicant who has passed the qualifying degree examination (as indicated in **Table II**) 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 III** shall be eligible for admission into the course (unless otherwise specified in the Regulations).

Table III

Course Name	Qualifying Degree	Minimum % of Marks	
		General	SC/ST
M.A Telugu (Self-Financing)	B.A. (Telugu Hons. / Telugu Pass/ Telugu M.I.L)	45% in Hons. or in aggregate	40% in Hons. or 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. Telugu (Self Finance).**
- 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 M.A. Telugu (Self Finance).

V. PREPARATION OF MERIT LIST OF ELIGIBLE CANDIDATES

- a. (i) For admission into M.A. Telugu (Self Finance).

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.

VI. RESERVATIONS AND CONCESSIONS

Reservations are available under the following categories for this course.

- (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.

VII. OFFLINE APPLICATION PROCEDURE

Please visit the Berhampur University website www.buodisha.edu.in to download the form and follow the procedure and also make payment by Banker's cheque/ bank draft drawn in favour of Head Linguistics payable at SBI, Bhanja Bihar (2107).

VIII. FEE TO BE PAID ALONG WITH THE APPLICATION FORM

Candidates seeking admission into M.A. Telugu (Self Finance)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. **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.

IX. SUBMISSION OF APPLICATION FORM

Candidates seeking admission into M.A. Telugu of Berhampur University have to fill up the application form available at www.buodisha.edu.in on **21.08.17** and send the print copy of the system generated Application Form along with photo copies of all the required documents to the Head Department of Linguistics by Speed/Registered post so as to reach on or before **28.08.17**. 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.

X. 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 receiving the **Intimation Letter** for admission, the candidate should send by **Registered/Speed Post**, all the required documents in **Original** along with the Banker's cheque/ bank draft for the prescribed fees as per the instructions within the date mentioned in the Intimation Letter.

Waiting List Candidates: After 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 been selected or waitlisted for admission are required to pay the fee for course, 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
- (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.

XI. 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	Annual Course Fee	Admission Fee in addition to Annual Course fee	
M.A. Telugu	Rs. 40,000/- per year	B.U. – Rs. 585/-	O.U. – Rs. 785/-

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

XII. HOSTEL FACILITIES

At present, the University has 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 = Rs 2000 + Rs 2750) to be Deposited by the boarders in the respective hostels at the time of admission and
	(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	readmission into the hostels in the shape of Bank Draft / Bank Deposit.
(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.

XIII. COMMENCEMENT OF CLASSES

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

XIV. 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.

XV. 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**

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

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

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. Telugu (Self Finance)** 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.

1. 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.
2. I do hereby further declare that I am not serving in any Government (Central or State) Organisation, Corporation or Undertaking or employed otherwise.
3. 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