

Rashtrasant Tukadoji Maharaj Nagpur University
Rules & Regulations for admission to various Post Graduate
Courses in the University Departments for the session 2017-18
(Centralized Admission Process 2017-18)

- 1) Application forms for registration together with a copy of Prospectus for admission to various courses offered under CAP 2017-2018 are available at the special office set-up in Gram Geeta Bhavan, Rashtrasant Tukadoji Maharaj Nagpur University's Mahatma Jotiba Phule Educational Campus, Nagpur-440033 during the office hours i.e. 10.30 a.m. to 5.00 p.m. (including Sundays & holidays) as per the schedule of activities by paying Rs. 20/- by cash or DD in favour of "The Finance & Accounts Officer, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur".

- 2) Application forms for admission to various courses under CAP 2017-2018 should be submitted to the special office set-up in Gram Geeta Bhavan, on or before the last date prescribed, along with non-refundable registration fee of Rs. 25/- by cash or DD accompanied by self attested true copies of following documents:
 - 1) Aadhaar Card
 - 2) S.S.C. Mark Sheet
 - 3) H.S.C. Mark Sheet
 - 4) Mark Sheet of all Semesters/Years of degree course
 - 5) College Leaving Certificate
 - 6) Attempt Certificates
 - 7) Migration Certificate for other University candidates
 - 8) Character Certificate
 - 9) Eligibility Certificate (if applicable)
 - 10) Gap Certificate (if applicable)
 - 11) Caste Certificate (if applicable)
 - 12) Caste Validity Certificate (if applicable)
 - 13) Non Creamy Layer Certificate (if applicable)
 - 14) Bonafide Certificate (if applicable)
 - 15) Physically Handicap Certificate (if applicable)
 - 16) Defence Certificate (if applicable)
 - 17) No Objection Certificate from Employer, if employed

- 3) The merit list shall be prepared considering the aggregate marks scored at graduation level minus one percent marks for each extra attempt of qualifying examination and/or for gap.
- 4) After display of provisional merit list, CAP round I eligible candidates should report for the counseling round along with all original documents for verification. The place and schedule of CAP Round I shall be displayed on website of University.
- 5) After allotment of seat and subject to the eligible candidate in CAP round I candidate will be issued allotment letter.
- 6) Candidate should report and confirm his/her admission in CAP round I to the respective department by submitting required original documents and paying prescribed fees as per schedule.
- 7) Those candidates who have been allotted course/subject in CAP round I are not eligible for CAP round II. However, the candidate who fails to confirm his admission in CAP Round I, for whatsoever reason, will be eligible to participate in Round III only (Spot admission) which will be carried out at Department level.
- 8) Those candidate who are eligible for CAP round II should attend CAP round II for the seat remaining vacant (if any) at the end of CAP round I as per schedule. Such candidate will be issued allotment letter on the basis of which he has to confirm his admission in the allotted course/subject to respective department by submitting required original documents and paying prescribed fees as per schedule.
- 9) Admissions for seats remaining vacant at the end of CAP round II (if any) will be carried out by respective Departments as per schedule.

- 10) For maximum intake in various courses, reservation of seats (category-wise) tuition and other fees, and other related matters, reference may be made to the Prospectus and also on the website of the University www.nagpuruniversity.org.
- 11) Any dispute relating to the centralized admission shall be decided by the Centralized Admission Committee consisting of:
 - (1) Dr. G.S. Khadekar
 - (2) Dr. Sanjay Dhobale
 - (3) Dr. Shyam I. Koretti

An appeal shall lie before the Hon'ble Pro-Vice-Chancellor, Rashtrasant Tukadoji Maharaj Nagpur University against the decision of the centralized admission committee and the decision of the Hon'ble Pro-Vice-Chancellor shall be final and binding.

- 12) Candidates are required to see the website www.nagpuruniversity.org throughout the admission schedule.

Date: 15.06.2017

Chief Co-ordinator,
Admission Committee

Rashtrasant Tukadoji Maharaj Nagpur University
Notification for admission to various Post Graduate Courses in
the University Departments for the session 2017-18
(Centralized Admission Process)
Schedule of Activities

Applications in prescribed format are invited from eligible candidates for admission to various Post Graduate Courses conducted by various University Departments as per the following schedule.

SR. NO.	SCHEDULE	DATE (Inclusive of holidays)
1.	Sale of Application forms and prospectus	16 th June to 27 th June, 2017
2.	Submission of application forms along with necessary documents by hand	16 th June to 28 th June, 2017
3.	Display of list of eligible candidates on the website (Group-wise)	30 th June, 2017
4.	Submission of grievances, if any, in person	1 st July, 2017 Up to 5.00 p.m. only
5.	Display of merit list and counselling schedule on website	3 rd July, 2017
6.	CAP Round I (By counselling) as per schedule	4 th July to 6 th July, 2017
7.	Reporting and Confirmation of admission in the respective Department by submitting required documents and necessary fees.	7 th July to 9 th July, 2017 till 5.00 pm
8.	Display of vacant seats of Round I	10 th July, 2017 5.00 p.m.
9.	CAP Round II (By counseling) As per schedule	11 th & 12 th July, 2017
10.	Reporting and Confirmation of admission after CAP Round II allotment to the respective Institute/ Department/ College by submitting required documents and paying fees , if any.	13 th July, 2017
11.	Display of vacant seats at the end of CAP Round II.	15 th July, 2017
12.	Round III (Non CAP round): Department level admissions against the vacant seats at the end of CAP Round II.	17 th July, 2017 onwards till last date of admissions notified by University

Notes:

1. Application forms for admission, together with copy of Prospectus, for the various courses are available at Gram Geeta Bhavan of the University's Mahatma Jyotiba Phule Educational Campus, Amravati Road, Nagpur on payment of Rs. 20/-.
2. Application for admission to the various courses are to be submitted in the below mentioned offices on or before 28th June 2017 5.00 p.m. with registration fee of Rs. 25/- (non-refundable).

Sr. No.	Name of course	Name of the Officer and his address wherein Application is to be submitted
1.	Group A: Post Graduate course in all Science Subjects	Co-ordinator, Admissions (Science) Gram Geeta Bhavan, Mahatma Jyotiba Phule Educational Campus, Amravati Road, Nagpur
2.	Group B: Humanities (M.A./M.L.I.Sc.)	Co-ordinator, Admissions (Humanities) Gram Geeta Bhavan, Mahatma Jyotiba Phule Educational Campus, Amravati Road, Nagpur
3. (i)	Group C: Law: LL.M. course	Head, P.G. Department of Law, D. Laxminarayan Campus, Near Subhedar Hall, Ravinagar Square, Amravati Road, Nagpur
(ii)	Commerce (M.Com.)	Head, Department of Commerce, C/o. Department of Business Management, D. Laxminarayan Campus, Near Subhedar Hall, Ravinagar Square, Amravati Road, Nagpur
(iii)	Home Science M.Sc. (1) Resource Management (2) Food & Nutrition	Head, Department of Home Science, Mahatma Jyotiba Phule Educational Campus, Amravati Road, Nagpur
(iv)	M.F.A. course	Head, Post Graduate Department of Fine Arts, Near Gurunanak Hall, Ambazari Road, Nagpur

(v)	Mass Communication	Head of the Department of Mass Communication, Mahatma Jyotiba Phule Educational Campus, Amravati Road, Nagpur
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3. The admissions of courses mentioned in Group A & Group B shall be conducted by Centralized Admission Process and admissions for the courses mentioned in Group C shall be done at concerned Departments level.

4. The detailed schedule for CAP round I and round II shall be displayed on the website of University www.nagpuruniversity.org from time to time.

5. Candidates applying for the course in Mass Communication may contact the concerned Head of the Department for further details of admission.

6. The rules regarding admission to various courses are available on the University's website www.nagpuruniversity.org

7. For assistance, contact the below mentioned Officers.

1. Dr. G.S. Khadekar (Co-ordinator) Mobile 9011323123
2. Dr. S.J. Dhobale (Co-ordinator, Science) Mobile 9822710204
3. Dr. S.T. Koretti (Co-ordinator, Humanities) Mobile 9527733001

Registrar