University of Kashmir
Hazratbal, Srinagar-190006
(NAAC Accredited Grade A+)

UG Admission Instructions for Colleges & Students -2022(Regular)
(under National Education Policy-NEP - 2020)

It is notified for information of all the concerned that the Registration forms for admission to the 1st & 2nd Semester under National Education Policy (NEP 2020) for different Bachelors Programmes in the affiliated colleges of the University shall be available on the University website www.kashmiruniversity.net from **15-06-2022** as per the schedule reflected in the table mentioned below. Principals of all the concerned colleges offering courses with limited intake capacity shall ensure to complete the necessary pre-admission formalities for such courses within the first **10 days** from the date of notification of admissions to complete the admission process in time. The Colleges shall have to forward the Registration Return, Fee Detail Report along with the copies of required certificates to the University latest by **15-09-2022**.

Admission schedule for Regular Under-Graduate Programme Batch-2022:

S. NO.	PROCESS	DATE	
		From	**To**
01	Registration and Downloading of Forms from the University Portal	**15 -06-2022**	**24 -06-2022**
02	Submission of Form in the concerned College	**15 -06-2022**	**25 -06-2022**
03	Completing Admission formalities in the Colleges	**26-06-2022**	**05-07-2022**
04	Payment of University Fee	**26 -06-2022**	**06 -07-2022**
05	Submission of Form and Fee after the due date with **late fee** of:**Rs. 1000/=**	**07 -07-2022**	**20 -07-2022**
06	Commencement of Class Work	**01-08-2022**	
07	Submission of RR by the Colleges to the University with all required documents.	**15-09-2022**	

Note.

☐ **In case any of the last dates mentioned above is declared as an off day the next working day shall be treated as the last date.**

☐ **No late admission will be allowed. Students whose results are awaited or who are appearing in the CBSE/Bi-Annual 10+2 Examination of any Board shall seek provisional admission**, **which will be compulsory for regularization of their admission later on, for which no late fee shall be payable.**

The required formalities for admission are as under: -

1. The candidates who have passed their 10+2 class examination in full having secured not less than **45% marks** in aggregate in case of Open Merit and **40% marks** in aggregate in case of Reserved Categories shall be eligible for admission to the programme.

2. The main features of the programme are: -

- *All Bachelor's Degree programmes are full-time regular for the specified duration as per National Education Policy (NEP-2020), with Multiple Exit and Entry systems at various stages after even semesters, from the academic session 2022 and onwards.*

- *As per the UGC Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions, candidates who secure a minimum CGPA of 7.5 in a three-year Bachelor's Degree Programme shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's Degree with Research/ Honours.*

3. For admission reservation policy shall be implemented as per S.R.O. 127 dated: - 20-04-2020 read with S.R.O. 249 dated: - the 3-07-2021. Selection of the candidates from the reserved categories shall be made strictly based on of academic merit and validity of respective reserved category certificates as the case may be. No under-process certificate shall be accepted at any cost.

4. Forms for UG Registration (2022) shall be available only Online. **Candidates need to follow the instructions, mentioned in the User Guide, strictly for submitting application forms online.**

5. Forms shall be generated based on Board Registration Numbers only. In case, the Registration Number of candidate/s is not available on the University Admission Portal www.kashmiruniversity.net, he/she shall have to visit the University Information Centre of the College along with all the original certificates, where he/she intends to seek admission. Submission of the Academic Bank of Credits (ABC) ID of the candidate shall be mandatory to facilitate uploading the credits earned by the candidate in his/her ABC.

6. The applicants shall upload the following certificates in support of their eligibility for admission:
   a. Higher Secondary School Leaving Certificate (Provisional Certificate);
   b. Character Certificate issued by the institution, last attended;
   c. Secondary School Examination (10th Class) certificate as a proof of Date of Birth;
   d. Higher Secondary School Examination (Marks Certificate) of Part II (12th Class);
   e. Migration / Eligibility certificate (wherever applicable);
   f. Certificate from the competent authority of being ***Orphan / Physically Challenged***.

7. **(a) Candidates desirous of seeking admission in any of the affiliated colleges of this University, who have already appeared or are still appearing in the 10+2 Examination of CBSE, JKBOSE or any other Board, or have applied for re-evaluation or their final result is still awaited, for any other reason, must also submit the online Registration Form through the concerned University Information Centre of the College, before the prescribed last date. For courses with limited intake capacity such candidates, however, can be considered for admission, only in case there are any vacancies left after exhausting the list of otherwise eligible candidates.**

   (b) Such candidates shall have to pay a non-refundable Processing Fee of Rs.500/- only instead of the Full Admission Fee in the College concerned and also submit an affidavit duly sworn in before the 1ˢᵗ Class Judicial Magistrate, to the effect that he/she is seeking provisional admission in the College on his/her own risk and responsibility and in case he/she fails to attain the required eligibility after the declaration of result or the he/she does not complete the required formalities for regularizing the admission within the prescribed period, his/her admission shall automatically stand cancelled. The candidates who attain the eligibility after the declaration of result shall have to submit the required certificates along with the Admission & Examination fee in full for the first two semesters through J&K Bank, after obtaining the pay-in slip from the concerned College within 10 working days after attaining eligibility or before 31ˢᵗ of August, 2022, whichever is earlier.

8. The candidates who are already registered with the University either in a Private or Regular capacity but could not appear in the Examination and are interested to seek fresh admission under **NEP 2020** shall be eligible for re-admission. However, such candidates shall have to apply for cancellation of previous admission and examination, if any and shall be exempt from payment of University Registration fee of Rs.300/- for different programmes.

9. The candidates shall have to submit the Online Registration Form only once at the time of Admission. The said Form will be based on Board Registration Number and shall be available on the University website www.kashmiruniversity.net, along with the instructions.

10. The Prescribed Registration Form, Proof of Admission and Examination Fee (Receipt / On-line Payment Confirmation) for first two Semesters along-with the requisite set of certificates, already uploaded at the time of online Form submission, as mentioned in the Admission Notification, is to be submitted in the College concerned, up to the last date prescribed for the purpose.

11. *As per university statutes physically challenged and Orphan students, as evidenced by the requisite certificates from the concerned competent authorities, are exempt from payment of the examination fee only. However, they shall have to pay the Registration and allied fee as is applicable to other students. The principal of the college shall authenticate the certificates of such candidates, of being Orphan / physically challenged and accordingly the fee receipts shall be generated. The copy of the certificate attested by the principal shall be forwarded to the University for Verification of such claims along with the Registration Return. In case such a certificate on verification does not prove genuine, the case shall be referred back to the college concerned for realization of full fee from such a candidate along with the penalty decided by the University.*

12. Candidates, in the first instance, shall make choice of **Major Subject** only for pursuit of the Bachelor's Programme per eligibility, from the annexed list of subjects, offered by the concerned College in tune with the UG NEP-2020, for the session 2022 and onwards of the University of Kashmir. Change of subjects subsequent to the submission of Form and Fee shall be allowed only up to 15 days after the commencement of class work in the college concerned, for which the required online facility to the concerned colleges shall remain available. Besides, every student shall have to opt for other Courses, as per the scheme notified by UGC under the NEP 2020.

   No fresh admissions, for what so ever reasons, shall be allowed after the class work for the 1st Semester has officially started.

13. Admission in different colleges, affiliated to the University of Kashmir, shall be offered for different subjects under different streams, depending up on the subjects being offered in the concerned colleges, as per the eligibility criteria already in vogue. The list of subjects that shall to available to the eligible applicants, to be opted as Major subjects are listed under different groups as mentioned in the table annexed to this notification.

List of Graduate Programmes with Different Major Subjects at UG Level for 2022:

S. No.	Graduate Programme in	Major Subjects
1	*Science*	*Chemistry, Electronics, Electronic Equipment Maintenance and Design (EEM), Bio-Chemistry, Clinical Bio-Chemistry, Bio-Technology, Bio-Informatics, Physics, Botany, Zoology, Anthropology, Geology, Food Science & Technology, Bio-Resources, Geo-Informatics, Nano-Technology, Environmental Science, Mathematics, Applied Mathematics, Statistics*
2	*Social Science & Humanities*	*English Literature, Education, Islamic Studies, Geography, Economics, Psychology, Social Work, Tourism and Travel Management, Political Science, Hindi, Sociology, Punjabi, Philosophy, Indian, Music, Arabic, Persian, History, Urdu, Kashmiri, Gender Studies*
3	*Commerce*	
4	*Business Administration*	
5	*Computer Applications*	
6	*Mass Communication & Multimedia Production*	
7	*Information Technology*	
8	*Home Science*	
9	*Fazila*	
10	*Oriental Classical and Modern Indian Languages*	

Besides the Major Subject candidates shall have to opt for other subjects including the Minor, Multi-disciplinary, Skill Enhancement, Ability Enhancement, Value Added and other courses, in the college concerned, as per the scheme to be notified by the UGC for implementation at the national level.

14. The selection of candidates for admission to Bachelors Programme shall be based either on the merit obtained at the 10+2 level examination or the written test conducted by the College for different streams as decided by the College concerned. Provided that preference for admission to the Programme/s shall be given to the students who have passed the qualifying examination with the same subject/s at the 10+2 level.

However, the Principals of Private affiliated Colleges need to Contact the Dean College Development Council for Admission to different Programmes.

15. **It shall be incumbent upon all the candidates admitted to a College, whether on provisional basis or otherwise, to attend classes regularly as their attendance for eligibility to appear in the Semester-end examination shall be counted with effect from the date of commencement of classwork.**

16. The College, making use of the UID No. printed on the Registration Form shall assign the College and the Subject/s, as per NEP 2020 guidelines, to the Candidate on the University website, needless to mention that the colleges shall be provided access to generate/download reports regarding the students admitted in the respective colleges. For this purpose, the colleges shall ensure to download the latest list of Subject Groups for the current session from the university website, as and when the NEP guidelines are available.

17. Candidates will not have to submit any examination form during the entire Academic Programme. However, prescribed admission and examination fees shall have to be paid at the time of admission to odd semesters. Permission to appear in examination/s will be subject to the fulfillment of eligibility criteria (details available in the **NEP 2020** Scheme available on the Syllabi and Statutes Portal of the University). However, if any candidate fails to appear in some or all the papers or is not eligible to appear or fails in any subject(s) in any Semester end Examination he/she will have to submit the backlog examination form along with the required examination fee in order to appear in the backlog examination in a subsequent session.

18. Candidates shall ensure to obtain the ABC id from the Academic Bank of Credits Portal by registering on the portal making use of their **Adhaar** linked mobile numbers and enter the 12-digit ABC id on their online Admission forms in order to avail the mobility options under Academic Bank of Credits.

19. **Classwork for each semester shall be of a minimum duration of 15 working weeks. Examination notification/date sheet will be issued separately immediately after the Classwork for a specific semester starts. In view of the carry-on system, the classwork for all the subsequent semesters, up to 4th Semester, shall start immediately after completion of the examination of the previous semester for which no separate subsequent notification shall be issued.**

20. **The principals** of **the colleges concerned shall arrange to conduct the examination of Practical / Tutorial components of the course/s as per the guidelines in vogue, wherever applicable, after the completion of courses and ensure to upload the awards on the University portal and also submit the details of students falling short of attendance, at least two weeks before the commencement of Semester-end examination, so that the eligibility of the candidates is determined well in time.**

21. All the affiliated Colleges shall dispatch the Registration Return (online) and moreover forward a hard copy of the Registration Return along with the prescribed certificates to the office of the undersigned by or before the **15th of September, 2022.**

22. The Registration Return should be supported with the following documents of the candidates:

   i. Copy of the Higher Secondary School Leaving Certificate attested by the principal or the authorized officer of the college concerned (Provisional Certificate); Original to be retained by the College.
   ii. Self-attested photocopy of Character Certificate issued by the institution, last attended.
   iii. Self-attested photocopy of Secondary School Examination (10th Class) certificate as a proof of Date of Birth;
   iv. Self-attested photocopy of Higher Secondary School Examination (Marks Certificate) of Part II (12th Class);
   v. Migration certificate (wherever applicable);
   vi. Photocopy of Certificate from the competent authority of being **Orphan / Physically Challenged,** attested by the Principal of the College concerned.

The eligibility of the pass out candidates of 12th class other than J&K Board of School Education shall be determined subject to the submission of Original Migration certificate from respective institutions and equivalence certificate of 12th class from J&K Board of School Education. The College Principals shall accordingly check the status of the Board(s) prior to their admission to the course in the respective Colleges.

S. No	Fee Head of account	Amount	Frequency of payment
01	University Registration Fee	300	One time for the programme
02	Sports Fund	65	Yearly
03	Cultural Cum Literary fund	20	Yearly
04	IT & SS Fee	150	Yearly
05	University development Fund	150	Yearly
06	Corps Fund	200	Yearly
07	NSS Fund	15	Yearly
	Total	**900**	**Yearly**
08	Eligibility Fee (Wherever required)	100	One time for the programme
	Total	**1000**	
09	Examination Fee	1200	Per Semester
10	Examination infrastructure Maintenance & Development Fund (EMF)	300	Per Semester
	Total (Examination Fee)	**1500**	**Per Semester**

Hot & Cold charges (Rs. 25/-) & Examination Management charges (Rs. 12/-) to be deposited in the college concerned, besides examination fee of Rs. 200/- for Skill enhancement courses, where ever applicable.

Preferred Mode of Payment: -

Total fee payable as calculated and displayed on-line by the system shall be paid by each student via the J&K Bank Internet Payment Gateway available on "**MyFormStatus**" **Page** in a single transaction using Credit Card / Debit Card / Net Banking together with the applicable transaction processing charges. Those with no access to Credit Card / Debit Cards / Net Banking shall have an option to pay the said fee at any finnacle branch of J&K Bank via a single Challan generated on-line. Fee of such candidates shall get reconciled within a minimum of two working days.

On-line transfer of fees from any personal account directly to the University Account shall not be entertained.

23. The Principals shall ensure that admission / classification is made strictly in accordance with the revised groups of subjects under NEP 2020 for the Session 2022, available on University website.

24. In addition to above, all the students in the last month of their even semesters shall make a selection of the required Courses for the next two semesters, as the case may be on the University website and the same shall be facilitated by the University Information Centres of the concerned colleges, before the candidates appear in the even semester end examinations.

25. Immediately after the completion of Semester end examinations the class work for the next semester shall commence, for which no separate notification shall be issued. The candidates during the subsequent Odd semesters shall deposit the University and College fee within 15 days from the inception of class work in the manner the fresh students deposit the fee at the time of admission to 1st Semester.

No. F (Admission-NT-BG Ist-2nd Semester) Reg/KU/22   **Assistant Registrar**
Date: -13-06-2022   **(Registration)**