

JUNIOR COLLEGE (Class XI & XII)

Eligibility for admission to Class XI & XII

- ❖ S.S.C. passed from Maharashtra State Board of Secondary and Higher Secondary Education from any division.
- ❖ Students passing S.S.C. from other states will have to obtain eligibility certificate of Aurangabad Divisional Board and submit the migration certificate within time.
- ❖ Students desirous to seek admission to XI Science should have secured minimum 40 percent marks in science subjects.
- ❖ Admissions are available as per the government rules based on merit and reservation.

Students should submit following documents in original along with 3-copies of each.

- ❖ School Leaving Certificate
- ❖ S.S.C. Marks Memo
- ❖ Eligibility Certificate (If applicable)
- ❖ Caste Certificate (If applicable)
- ❖ Income Certificate
(If the guardian's annual income is less than Rs.8, 00,000/-)
- ❖ E.B.C. forms (Two Copies)
- ❖ The application form should be accompanied by three passport size photographs.
- ❖ Aadhar Card & Election ID card Photocopies.

COURSE DETAILS

➤ ARTS FACULTY Std. XI /XII

1. Compulsory Subjects:

- 1) English (80:20 Pattern),
- 2) Environment Education (30:20 Pattern),
- 3) Health and Physical Education (50) Grades.

2. Second Language:

Marathi/Hindi (80:20 Pattern)

3. Optional Subjects:

Political Science, History, Sociology, Economics.

SCIENCE FACULTY: Std. XI/XII

1. Compulsory Subjects:

- 1) English (80:20 Pattern),
 - 2) Environment Education (30:20 Pattern),
 - 3) Health and Physical Education (50) Grades
- 2. Second Language:** Marathi/Hindi (80:20 Pattern)
- 3. Optional Subject:**
Physics, Chemistry, Biology (70:30 Pattern),
Mathematics/Sociology (80:20 Pattern)

Senior College: For UG and PG Eligibility Criteria for Admission

- Candidate should pass either higher secondary certificate from Maharashtra or other statutory board from rest of Maharashtra or equivalent exam. Admission will be considered confirm after getting eligibility certificate from the University.
- Candidate should satisfy University result criteria of first year and second year of graduation for the admission in the third year of graduation.
- Candidate should take admission in college for every academic year till the completion of tenure of Programme/degree.
- A class/ Division or subject curriculum will be taught in college as per the academic calendar.
- Candidates from other than Dr. Babasaheb Ambedkar Marathwada University, Aurangabad should submit migration certificate within time limit given by University.
- A student seeking admission has to verify his/ her filled admission form from the college admission committee. Only verified admission form along with necessary documents and fees will be accepted in the college office.
- Initially all admissions will be provisional after scrutiny of documents admission will be confirmed. College has right to cancel the admission of any candidate if any Lacuna is found in admission process of that candidate.

Required Documents for Admission:

- Candidate should submit original certificates of the following mentioned documents and their three Xerox copies. (After admission, college will not return any Xerox copy of any certificate under any circumstances)

1. College leaving or transfer certificate	10. Annual Income of the Guardian (Rs.)
2. Marks memo of exam recently passed	11. Gap-Certificate (If applicable)
3. Caste & validity certificate from competent authority for backward classes	12. Ex-Serviceman / Freedom Fighter (If applicable)

4. Non Creamy Layer Certificate for EBC / Reserved Category	13. Project / Earthquake / Flood Affected Family (If applicable)
5. Certificate for Physically Challenged (If applicable)	14. Ward of Primary Teacher/Secondary Teacher (If applicable)
6. Affidavit for changed name / Marriage Certificate / Govt. Gazette	15. Resident of Tribal Area / Kashmir Migrant (If applicable)
7. Students Undertaking	16. Deserted / Divorced / Widowed Women (If applicable)
8. Aadhaar Card photocopy	17. Occupation of the Guardian : Service / Business / Profession /
9. Bank Account details	

Candidate should refer Notice board of the college before entering the office.

- Notices regarding dates of admission, exam fees, Scholarships etc. will be displayed on the notice board.
- the candidate will be responsible for any kind of delay in the above matters.

ADMISSION PROCEDURE

A) Admission:

- Students first have to register online to the desired course; Admission will be allowed as per merit list and schedule.
- Students should have prescribed original documents with 3 Xerox copies at the time of admission.
- All admissions are computerized, permanent registration number (PRN) will be assigned to each student.
- Necessary documents like eligibility certificate, migration certificate, E.B.C., scholarship and free ship forms must be submitted within stipulated time.
- All admissions are provisional. The College Principal & the University reserves the rights of final admission and may cancel any admission after verification of documents.
- For confirm admission, student have to pay prescribed fees Students must preserve all original fee receipts without which no refund will be entertained.
- Soon after admission, Identity Card should be obtained otherwise Rs.100/- will be charged for delayed collection & for duplicate I-card.
- Tuition fees will not be taken from national and international players seeking admission.
- A ward of primary and secondary teacher should provide an income certificate from the competent officer.

- Every student seeking admission to First Year course for the first time is required to obtain eligibility from University. A student has to apply in prescribed eligibility form, original mark-sheet and its true copy and pay the prescribed fees to obtain eligibility. Admission will not be confirmed unless eligibility is obtained from the University.
- The students of S.Y. & T.Y. classes should attach the attested copy of mark sheet of the previous examination to the admission form.
- Students from other colleges within the jurisdiction of Dr Babasaheb Ambedkar Marathwada University, Aurangabad must produce Transfer Certificate at the time of admission in this college. Such students will have to obtain a written permission or MKCL T. C. from university for the change of college.
- Normally no change is allowed in the subject once offered by a student.
- No student can claim, by right, admission to the college.

B) Rules for Refund of fees:

I. For Granted Courses:

1. Cancellation of admission on or before 31st July, 'other fees' will be deducted from the total fees payable and remaining amount will be refunded.
2. Cancellation of admission after 31st July and before the end of first term, 'other fees' will be deducted and 50% of the tuition fees will be refunded for full fees holders.
3. Cancellation of admission in the second term, there will be no refund & required to pay full fees as prescribed.
4. For cancellation of admission minimum required fees as per above criteria must be compulsorily paid.
5. Compulsory Computer Science is not mandatory subject at First Year students those who have MS-CIT certificate or studied Information Technology or Computer Science as optional subjects before taking admission to first year course.
6. Admission will be completed as per reservation policy of Government of Maharashtra and University Rules and regulations.

II. For Non-Granted Courses:

1. Cancellation of admission before 31st July, 20% of the total fees payable will be deducted and remaining amount will be refunded.
2. Cancellation of admission after 31st July and before the end of first term, 50% of the total fees payable will be deducted.
3. Cancellation of admission in the second term, there will be no refund & required to pay full fees as prescribed.
4. For cancellation of admission minimum required fees as per above criteria must be compulsorily paid.

C) Attendance:

1. 75% attendance for theory classes and practical's is compulsory as per the university rules.
2. Irregular students are liable for strict disciplinary action.

3. Attendance for college tests, tutorials and terminal examinations is compulsory.
4. Performance of students throughout the year will be monitored and will be reported to parents.
5. Use of unfair means in the college as well as in university examinations is strictly prohibited.

D) Library:

1. For all library transactions Identity Card is compulsory.
2. The library is well equipped with large number of textbooks reference books, highest number of national & International Journals & Periodicals e-books, e-Journals & CD's, Photocopying facility internet facility, Independent reading Hall for Girls.
3. Students shall collect library cards by producing Identity Card. The library card duly filled and with one photograph is to be submitted at the issue counter for borrowing books.
4. If library card is lost, student has to inform the librarian in writing and he/she will have to pay Rs. 50/- for the duplicate card.
5. Library books must be returned within seven days from date of issue.
6. If a student fails to return the book before due date, he/she will be charged late fees. (1 rupee per day per book)
7. Students must check the books thoroughly in respect of any damage or missing pages while borrowing itself. Later on, no complaints in this respect will be considered and he/she will have to pay fine according to the rules.
8. If Identity card is lost, student has to inform the librarian in writing and he/she will have to pay Rs.100/- for the duplicate Identity card.
9. There is a Book Bank Scheme which provides books to the needy students of the college for academic.