

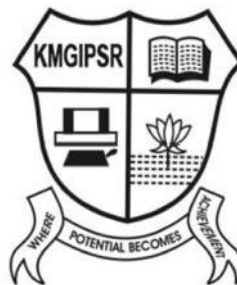


GOVERNMENT OF PUDUCHERRY  
**KANCHI MAMUNIVAR GOVERNMENT INSTITUTE FOR  
POSTGRADUATE STUDIES AND RESEARCH  
(AUTONOMOUS)-3 rd CYCLE**  
(AFFILIATED TO PONDICHERRY UNIVERSITY)

“A COLLEGE WITH POTENTIAL FOR EXCELLENCE”  
RE-ACCREDITED BY NAAC WITH B++ -3 rd CYCLE  
49th POSITION IN ALL INDIA NIRF RANKING  
AIRPORT ROAD, LAWSPET, PUDUCHERRY – 605 008

Admission to  
**Postgraduate Degree Courses**

## **PROSPECTUS**



**2020-2021**

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## 1. PROFILE OF THE INSTITUTE

Kanchi Mamunivar Government Institute for Postgraduate Studies and Research (KMGIPSR), Puducherry is an autonomous Government Institution, started in 1989 with the objective of imparting higher education at the Postgraduate and Research level to the urban and rural society here at an affordable cost. One of the unique features of this institution is that 95% of the students here are women. Affiliated to Pondicherry University, it offers 15 PG Courses and 8 Ph.D. Programmes in Arts, Humanities, Commerce, and Science disciplines. This Institute has been recognized under 2f and 12B of the UGC Act, 1956 since 1993.

In the first cycle, NAAC accredited this Institution with B++ Grade in 2005 and was re-accredited at “A” Grade in the second cycle in 2013. In the third cycle, the Institution was awarded B++ in 2019 and also placed in the 49<sup>th</sup> position by NIRF, an initiative taken up by MHRD for ranking the Higher Learning Institutions on All India Basis for the benefit of all stakeholders. The University Grants Commission (UGC) had conferred the Autonomous Status on this Institution for a period of six years from 2007-08 to 2012-13 and extended the status for the second term till 2018-19. Now the UGC has extended Autonomy for the third term till 2024. Further, the Institute was bestowed with the status of “A College with Potential for Excellence” for a period of five years from 2009-10 to 2013-14 (Phase-I) and got this status extended for a period of another five years up to 2018-19 (Phase-II).

Since the conferment of the Autonomous status in 2007, the Institute has made periodical changes in the curriculum and syllabus, incorporating the latest developments in Science & Technology, Artificial Intelligence & Machine Learning, Big Data Analytics, Python Programming, Taxation Laws, Government Policy, Industrial Policy, etc. which helped the PG students here to compete with the students of other quality higher learning institutions of national as well as international repute across the states in India and elsewhere. The Institute has made a paradigm shift in the curriculum by adopting the “Choice Based Credit System” (CBCS) since 2012-13. This System enabled both the students and faculties to be more vibrant and versatile in improving the standard and quality of their knowledge and skill content. The autonomy of evolving pedagogy helped us to match the need of the industry with the employment market at large thereby enabling our students to enjoy the benefits of the Industry-Institution Interface. This has paved the way for more number of industrial visits and internships that form an important part of the curriculum.

The Village Adoption Programme, which forms part of the Institute’s extension programme, has resulted in creating awareness among the stakeholders on issues relating to health and environment. The MOU with an NGO “Puthri” helps our students to act as mentors of the nearby school children. The Academy for Competitive Examinations and NET takes care of coaching and guiding the students for National Eligibility Test (NTA-NET & CSIR-NET) and other competitive examinations. The students’ strength has increased considerably in recent years as a result of a higher positive perception of the Institute in public.

Many student and society-friendly programmes have been added. To mention a few, growing rare and medicinal plants on the campus, Language Laboratory, incinerator facility, Wi-Fi connectivity, CCTV surveillance, an eco-sensitive garden with a fish pond and a natural habitat to shelter birds and pet animals. National Level-funded projects are regularly undertaken by this institution. More than 20 Ph.D. scholars were awarded their degrees during 2018-19. The total student strength is 1017 inclusive of those from other states. We have permanent faculties as per the UGC regulations. Research papers are regularly published in the UGC-CARE listed journals. Consistently, the result percentage hovers around 95%. Most of our PG students on completion of their course are suitably placed in various institutions and industries and some of them pursue further higher studies like research and post-doctoral research.

## 2. COURSES OFFERED

Sl. No.	Name of the Degree and Specialization	No. of Seats
1	M.A. Tamil	50
2	M.A. English	50
3	M.A. French	30
4	M.A. Economics	50
5	M.A. History	40
6	M.Sc. Mathematics	50
7. (a)	M.Sc. Physics	40
7. (b)	M.Sc. Physics (Karaikal Campus) <sup>#</sup>	20
8	M.Sc. Chemistry	40
9	M.Sc. Botany	40
10	M.Sc. Zoology	40
11	M.Sc. Computer Science	60
12	M. Com.	60
13	M.Sc. Statistics	20
14	M.Sc. (Home Science) Food Service Management and Dietetics	30
15	M.Com. (Corporate Secretaryship)	60
16	M.T.T.M. (Master of Tourism & Travel Management) <sup>#</sup>	30
<b>TOTAL</b>		<b>710</b>

**# Subject to approval by the Governing Body/Govt. of Puducherry.**

### 3. PROCEDURE FOR ADMISSION

- (1) Candidates should have passed the relevant subject as main at the Degree level except for admission to language courses, i.e. M.A. English, Tamil, and French.
- (2) Candidates will be selected for admission based on aggregate marks in all semesters (**Only Part III subject marks**) except the last semester.
- (3) Candidates shall submit **application forms** separately for each course.
- (4) Once admitted to a particular course, candidates shall not be allowed to move from one course to another.
- (5) Applications complete in all respects and with all the necessary certificates, etc. (as specified in the Application Form) **should be submitted to the Office of the DIRECTOR, KMGIPSR.**
- (6) Applications duly filled in can be submitted in person or deposited in the Box kept for that purpose at the Institute Office or sent by Speed Post so as to reach the Office of the Director on or before the date specified. Candidates can also download Application Forms from the Institute's Website and submit the hard copy along with the necessary enclosures including the prescribed application fee by Speed Post or in person.
- (7) Applications received after the date prescribed by the Institute will be superscribed as *Late Application* and can be considered only after all the applications, submitted in time for a particular course and a particular category, have been exhausted.
- (8) As soon as applications are received, intimation will be sent to the applicants giving the registration number, which should be quoted in all their subsequent correspondence regarding admission. Enquiries will not be attended to unless the registration number is quoted.
- (9) Within 7 days after the last date for receipt of applications, the General List of candidates who have applied for admission will be displayed on the Notice Board giving the particulars of Registration Number, Name, Category, Average percentage of marks and course applied for.
- (10) Candidates will be selected for admission strictly in accordance with the selection criteria specified in the prospectus and the final list will be put up on the Notice Board.
- (11) After the preparation of the final merit list, counselling slips will be sent to all the eligible candidates.
- (12) A candidate eligible for any reservation is also eligible for admission under open merit or resident merit as the case may be.
- (13) If a candidate is absent from counseling for a particular course, his/her name will be deleted from the list of candidates for that particular course. However, he/she will be considered for other subjects if any.

- (14) Candidates may be required to attend a selection counselling at the Institute at their own expense. The Office of the Director will intimate the date and time of the counselling to candidates. Candidates, if provisionally selected at the counselling, should pay the prescribed fees immediately.
- (15) If there are vacancies after the first counselling, **a second list will be prepared deleting the names of candidates who were absent from the first counselling.** Selection memos will be sent to the candidates selected in the second list.
- (16) **Certificates to be produced in original at the time of counselling:**
- Transfer Certificate
  - Conduct Certificate from the Head of Institution last attended
  - The Mark List or Grade Sheet of the qualifying examination
  - Nationality Certificate
  - Residence Certificate
  - Community Certificate
  - Relevant certificates in support of the claim for reservation under different categories (Person with Disabilities (PWD)/Freedom Fighter/ Wards of Ex-Servicemen (ESM)/Sports)
  - Two passport size photographs

**Note: THE INSTITUTE WILL NOT BE RESPONSIBLE FOR ANY POSTAL DELAY IN THE DELIVERY OF COUNSELLING MEMORANDUM OR ANY OTHER COMMUNICATION.**

#### **4. TENTATIVE SCHEDULES FOR ADMISSION TO VARIOUS COURSES**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Tentative Date (Subject to change)</b>
1	Release of Advertisement for PG course Admission 2020-21	will be notified on the Institute's Website.
2	Issue & Submission of Applications with Mark Sheets from Semester-I to Semester-V	will be notified on the Institute's Website.
3	Publication of Merit List	will be notified on the Institute's Website.
4	Provisional Admission *	will be notified on the Institute's Website.
5	Last date for Submission of Semester-VI Mark Sheet	will be notified on the Institute's Website.
6	PG First Year classes begin on	will be notified on the Institute's Website.

\*The provisional admission shall be completed while the applicants are still studying the last semester. The provisional admission can be cancelled and 100% of the admission fees can be returned if a student fails to meet the minimum eligibility criteria. If a candidate gets a provisional admission to a course but fails to join, he or she shall have to forgo his/her admission fees.

## 5. APPLICATION, PROCESSING AND COUNSELLING FEES (Non-Refundable)

Sl. No.	Courses	Amount	
		SC/ST	Others
1	For all PG Courses	Rs.250/-	Rs.500/-

## 6. AGE CRITERIA

Sl. No.	Name of the Course	Upper Age Limit
1	All PG Courses (Arts & Science)	NIL

## 7. NATIONALITY CRITERIA

A candidate seeking admission should be an Indian National. However, French Nationals residing in the U.T. of Puducherry and covered by the terms of the Treaty of Cession shall be treated on a par with Indian Nationals, for the purpose of admission to all the courses.

## 8. RESIDENCE CRITERIA

An applicant is considered to be a Puducherry resident if he/she is an **Indian National** and satisfies at least one of the following criteria:

- i) The candidate or whose parent (either Mother or Father or Both) or Guardian (in case of children who have lost both the parents) has been residing continuously in this Union Territory for at least five years preceding the date of application.
- ii) Those who have passed the SSLC / HSC or any other public examination and for that purpose had undergone academic studies continuously **for 5 successive years immediately preceding the qualifying examination** (including the year of qualifying examination) in a recognized educational institution located in the UT of Puducherry and having their residence in the UT of Puducherry for 5 years continuously during that period. Mere stay in places such as residential hostel would not amount to residence.
- iii) Children of natives of the U.T. of Puducherry who have declared any place in the U.T. of Puducherry as their home town and so certified by their respective Heads of Office. Nativity Certificate in the prescribed format has to be enclosed. (G.O. Ms. No. 64 dated 25<sup>th</sup> May 2006).

- iv) a) Children whose parents are Central/ State Government Servants/ Defence Personnel/ Central Paramilitary Forces/ Employees of Public Sector Undertakings wholly or substantially owned either by the Central Government or by the Puducherry Administration posted and have been serving in the U.T. of Puducherry for at least a minimum continuous period of **three** years immediately prior to the last date of submission of application.
- b) Children of the above said employees should have studied HSC / S.S.L.C. for two years in any of the schools in the U.T. of Puducherry and should have passed the qualifying examinations (HSC/ S.S.L.C.) from the same school. (G.O. Ms. No. 04, Puducherry dated 09.02.2016 of the Chief Secretariat (Hr. & Tech. Edn.), Puducherry.
- v) Children of Defence Personnel who were killed or disabled in harness and children of Central Government Servants/ Pondicherry UT Government Servants/ Defence Personnel/ Employees of Public Sector Undertakings wholly or substantially run either by the Central Government or by the Puducherry Administration who died while in service in the UT of Puducherry.
- vi) French nationals residing in the Puducherry UT and covered by the terms of the “Treaty of Cession” shall be treated on a par with the candidates who produce the prescribed Puducherry UT Residence Certificate. Such French nationals will not be required to produce Residence Certificate; instead they should produce a “Certificate of Registration” issued for this purpose by the French Consulate at Puducherry. Children of these French nationals shall not be considered for admission under the quota of non-residents.

**Note:**

1. Candidates seeking admission under the U.T of Puducherry resident quota shall furnish the Permanent Integrated Certificate as per G.O. Ms. No 13, Dot 24/02/2007 of the Department of Revenue & Disaster Management, Puducherry and renewed from time to time.
2. Children of French Nationals under clause above shall not be considered for admission under the quota of non-residents.

## 9. RESERVATION OF SEATS

Reservations in admission to various courses for the candidates of the U.T. of Puducherry belonging to different categories are as follows. Community certificates issued by the Govt. of Puducherry will only be considered for claiming reservation benefits. Again, SC / ST / BT / EBC / MBC / BCM / OBC candidates are also eligible for selection merit wise under Open Competition / General Category in addition to the reservations entitled to them.

SL. NO.	CATEGORIES	% OF RESERVATION
<b>VERTICAL RESERVATION</b>		
1	Open General <sup>*</sup>	50 %
2	Other Backward Classes (OBC)	11 %
3	Backward Classes Muslims (BCM)	2 %
4	Most Backward Classes (MBC)	18 %
5	Extreme Backward Classes (EBC)	2 %
6	Backward Tribes (BT)	0.5 %
7	Scheduled Caste (SC)	16 %
8	Scheduled Tribe (ST)	0.5 %

\*Out of 50% Open General seats, 10% of seats are to be filled purely on the basis of merit without reference to Nativity / Residence.



<b>HORIZONTAL RESERVATION*</b>		
1	Children/Grand Children of Freedom Fighters (FF)	4 %
2	Person with Disabilities (PwD)	5 %
3	Wards of Ex-Servicemen (ESM)	3 %
4	Meritorious Sports Persons (MSP)	1 %
5	Students from Rural Colleges in Puducherry/ Karaikal Regions	15%

\* **Horizontal** reservation: Seats reserved/allocated under these categories will become operational, only if the minimum number of seats earmarked for each of these categories is not filled up under normal process of selection in any category.

### **Scheduled Caste Candidates (SC)**

Candidates claiming admission under this category should belong to a caste which is recognized as a Scheduled Caste under “the **Constitution (Puducherry) Scheduled Castes Order 1964**” dated 05.03.1964, read with “The Constitution (Scheduled Caste) orders (Second Amendment) Act 2002 (Central Act 61 of 2002) and should enclose the required certificate issued by an Officer of the Department of Revenue & Disaster Management, Puducherry, not below the rank of Deputy Tahsildar.

### **Scheduled Tribe Candidates (ST)**

Candidates claiming admission under this category should belong to a caste which is recognized as a Scheduled Tribe under “the **Constitution (Puducherry) Scheduled Tribes Order, 2016**” dated 22.12.2016 and should enclose the required certificate issued by an Officer of the Department of Revenue & Disaster Management, Puducherry, not below the rank of Deputy Tahsildar.

### **Other Backward Classes (OBC) & Most Backward Classes (MBC) Candidates**

Candidates claiming admission under these categories should enclose the recent OBC/MBC certificate issued by an Officer of the Department of Revenue and Disaster Management, not below the rank of Deputy Tahsildar.

### **Extreme Backward Classes (EBC), Backward Classes Muslims (BCM) and Backward Tribes (BT) Candidates**

Candidates claiming admission under these categories should enclose the recent EBC/BCM/BT certificate issued by an Officer of the Department of Revenue and Disaster Management, not below the rank of Deputy Tahsildar.

### **Freedom Fighter Category (FF)**

Candidates claiming admission under this category should be Children / Grand Children of Freedom Fighters and they should enclose the necessary certificate issued by the Officer-in-Charge, Freedom Fighters’ Cell, Government of Puducherry.

### **Wards of Ex-servicemen (ESM)**

Those who are registered as Ex-servicemen in the Department of Sainik Welfare (DSW), Government of Puducherry and have got an Ex-serviceman / Widow of Ex-serviceman identity card from DSW should enclose the necessary certificate issued by the Director, DSW, Puducherry.

### **Persons with Disabilities (PwD)**

Candidates seeking admission under this category should be residents of the Union Territory of Puducherry suffering from not less than 40 percent of any disability as certified by a competent Medical Authority. They should also produce a full size photograph exhibiting the deformity.

### **Meritorious Sports Persons Category (MSP)**

i) The highest achievement of the candidates in only one annual tournament under the listed sports disciplines in a year will be considered for awarding marks.

ii) The list of Sports Disciplines eligible for seats under sports quota:

- 1) Archery 2) Athletics 3) Atya Patya 4) Badminton 5) Ball Badminton 6) Basketball
- 7) Billiards and Snookers 8) Boxing 9) Gymnastics 10) Handball 11) Hockey 12) Judo
- 13) Kabaddi 14) Karate do 15) Kayaking and canoeing 16) KhoKho 17) Polo
- 18) Power lifting 19) Rifle shooting 20) Roller Skating 21) Bridge 22) Carrom 23) Chess
- 24) Cricket 25) Cycling 26) Equestrian Sports 27) Football 28) Golf 29) Rowing
- 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) TaekWondo 35) Tennikoit
- 36) Tennis 37) Volley ball 38) Weightlifting 39) Wrestling 40) Yachting

Selection of candidates will be based on the marks obtained by the candidates following the guidelines given by the Government of Puducherry vide G.O. Ms.53 dated 24<sup>th</sup> May 2012 and G.O. Ms. No 6 dated 14<sup>th</sup> March, 2018 of Chief Secretariat (Higher & Technical Education), Puducherry.

<b>Priority</b>	<b>Type of Achievement</b>
1	International Achievement
2	Recognized National Achievement
3	Recognized South Zone Achievement
4	Recognized State level Achievement
5	Recognized State Championships
6	District/Regional/Zonal Level Achievements

iii) Participation / Achievements in sports / games shown in the list alone in the **five** years immediately preceding the year for which admission is sought will be taken into account. National / State Level Championships / Tournaments conducted by Organizations / Federations recognized by Indian Olympic Association / Ministry of Youth Affairs and Sports, New Delhi alone will be considered for award of marks (Recognition by the Indian Olympic Association / Ministry of Youth and Sports, New Delhi should be relevant to the period of years concerned).

- iv) Open /Invitational Tournaments of any kind will not be considered.
- v) For Tennis, Achievements of Top 3 players by his/her position in the ranking list published by ATTA based on the ranking rules and the final rankings of previous 4 years will be awarded marks for achievements and participation (Necessary credentials from such Associations are to be enclosed).
- vi) For Cricket, the Annual Official Championship / Tournaments conducted within the country under the auspices of BCCI at District / State National Level alone will be taken into consideration for that year.
- vii) The participation / achievements of candidates with nativity of Puducherry Union Territory and who represented the Union Territory of Puducherry alone are eligible for marks under National Category.
- viii) The Union Territory of Puducherry candidates are eligible to apply for admission under Sports Quota and candidates of KVS/NVS/CBSE Schools within Puducherry are also eligible for marks.
- ix) All the achievement certificates are to be supported necessarily by the relevant participation Certificates and appropriate Forms / Certificates.
- x) No further enclosures of certificates will be entertained after the last date for submission of completed applications.
- xi) A candidate can utilize the sports quota only once for these admissions.
- xii) The relevant attested copies of the certificates issued by the appropriate authorities as detailed in the G.O Ms. 53 dt. 24.05.2012 are to be submitted along with the application.
- xiii) A Committee will be constituted to scrutinize the applications received under this category and will rank the candidates based on the marks assigned to the certificate/s enclosed along with the application and the sports merit list will be published.

### **Students from Rural Colleges**

Applicants claiming admission under the rural category should have continuous study of 5 years immediately preceding, and including the year of qualifying examination in the Rural Government School/Colleges situated within the jurisdiction of the respective Commune Panchayats. Rural certificates must be signed by the Head of the Institution of Government School/College, Puducherry.

#### **Note:**

Candidates seeking admission may submit the prescribed application duly furnishing all the relevant particulars with regard to Residence, Nativity and Community (no need to furnish the original certificates in support of the same). It would suffice if candidates declare in the application that all the particulars furnished by them are true and that if any information furnished by them is found to be false at a later stage, it will render them liable to severe action. However, candidates should produce their original certificates in support of their **Residence, Nativity, Community, etc** at the time of counselling.

## 10.ELIGIBILITY CONDITIONS

Candidates seeking admission to Postgraduate courses should have passed the Undergraduate Degree Examinations.

Sl. No.	Name of the Degree	Specialization	ELIGIBILITY CONDITIONS FOR ALL THE COURSES	
			Relevant subjects at the Undergraduate level	Eligibility for Admission
1	M.A.	Tamil	B.A. Tamil / B.Lit. or any other degree approved as equivalent to B.A. Tamil by Pondicherry University.	<p><b>(for Sl. No. 1-3)</b> A candidate seeking admission to these courses should have passed and secured a minimum of 50% marks in the main and allied subjects. For OBC/BCM/MBC/EBC/BT candidates, the minimum mark is 45%. There is no minimum % of marks for Scheduled Caste / Scheduled Tribe and Physically Challenged candidates; only a pass in the relevant subject is required. For admission to the language courses, preference will be given first to the candidates who have studied the languages concerned as the major subject under Part-III. After having exhausted all the candidates as mentioned above, candidates who have studied the relevant language under Part-I or Part-II (<b>minimum two years</b>) may be considered.</p>
2	M.A.	English	B.A. English or any other degree approved as equivalent to B.A. English by Pondicherry University.	
3	M.A.	French	B.A. French or any other degree approved as equivalent to B.A. French by Pondicherry University.	
4	M.A.	History	B.A. History or B.A. in Social Sciences (Political Science, Economics and Sociology) with History as an ancillary.	<p><b>(for Sl. No. 4 &amp; 5)</b> A candidate seeking admission to these courses should have passed and secured a minimum of 50%</p>

5	M.A.	Economics	B.A. Economics or any other degree approved as equivalent to B.A. Economics by Pondicherry University.	marks in the main and allied subjects. In the case of OBC/BCM/MBC/EBC/BT candidates, the minimum mark is 45%. There is no minimum % of marks for Scheduled Caste / Scheduled Tribe and Physically Challenged candidates; only a pass in the relevant subject is required.
6	M.Sc.	Mathematics	B.Sc. Mathematics or any other degree approved as equivalent to B.Sc. Mathematics by Pondicherry University.	<p><b>(for Sl. No. 6-13)</b></p> <p>A candidate seeking admission to these courses should have passed and secured a minimum of 55% marks in the main and allied subjects.</p> <p>In the case of OBC/BCM/MBC/EBC/BT candidates, the minimum mark is 50%.</p> <p>There is no minimum % of marks for Scheduled Caste / Scheduled Tribe and Physically Challenged candidates; only a pass in the relevant subject is required.</p>
7	M.Sc.	Physics	B.Sc. Physics with Mathematics and Chemistry as ancillary.	
8	M.Sc.	Chemistry	B.Sc. Chemistry or any other degree approved as equivalent to B.Sc. Chemistry by Pondicherry University.	
9	M.Sc.	Botany	B.Sc. Botany / Plant Science / Plant Biology and Biotechnology/ Biotechnology /Microbiology or any other degree approved as equivalent to B.Sc. Botany by Pondicherry University.	
10	M.Sc.	Zoology	B.Sc. Zoology or any other degree approved as equivalent to B.Sc. Zoology by Pondicherry University.	
11	M.Sc.	Computer Science	B.Sc. Computer Science/ IT/BCA or any other degree approved as equivalent to B.Sc. Computer Science by Pondicherry University.	

12	M.Sc.	(Home Science) Food Service Management and Dietetics	Bachelor's degree in Food and Nutrition/Home Science/Food Service Management & Dietetics/Clinical Nutrition & Dietetics/Biochemistry/Biotechnology/Microbiology or any other allied science subjects under life sciences.	
13	M.Sc.	Statistics	Bachelor's degree in Statistics or Mathematics with Mathematical Statistics as an allied subject.	
14	M.Com.	General	B.Com. (General)/B.Com. with any Specialization.	<p><b>(for Sl. No. 14,15 &amp; 16)</b></p> <p>A candidate seeking admission to these courses should have passed and secured a minimum of 50% marks in the main and allied subjects.</p>
15	M.Com.	Corporate Secretaryship	B.Com. (Corporate Secretaryship)/ B.Com. (General)/ B.Com. with any Specialization.	
16	M.T.T.M.	Master of Tourism & Travel Management	B.T.T.M. / B.B.A. (Tourism) / B. Voc. (Tourism) or any other equivalent degree specified by Pondicherry University.	<p>In the case of OBC/BCM/MBC/EBC/BT candidates, the minimum mark is 45%.</p> <p>There is no minimum % of marks for Scheduled Caste / Scheduled Tribe and Physically Challenged candidates; only a pass in the relevant subject is required.</p>

**Note :** If necessary, an entrance examination will be conducted for PG Courses as advised by the Academic council.

## 11. SELECTION PROCEDURE

Candidates will be selected for admission based on aggregate marks in all semesters (**Only Part III subject marks**) except the last semester.

### Procedure for Determining the Merit Score

#### Algorithm Merit list:

i)

- ❖ **Step 1:** Calculate the Total Marks,  $TM = \text{Sum of all the marks secured.}$
- ❖ **Step 2:** Aggregate Marks,  $AM = TM - [ P1.M + P2.M + E. M].$ 
  - $P1.M = \text{Part I Marks, } P2.M = \text{Part II Marks}$
  - $E.M = \text{Environment Studies/Public Administration Marks}$
- ❖ **Step 3:** Calculate the Average AM,  $AAM = AM / \text{No. of papers in AM.}$

### Order of Priority for Tie Break

In case of a tie, the following steps are to be adopted.

- a) Total marks are to be compared.
- b) In case the total marks are also the same, the dates of birth of the candidates concerned are to be compared.

## 12. SEAT MATRIX

The Detailed Seat Matrix will be uploaded on the Institute's Website separately.

## 13. FEE STRUCTURE

Name of the Fee	M.A./ M.Com.	M.Sc. (Science Courses)	M.Sc. (Computer Science)
<b><u>GOVT. ACCOUNT</u></b>			
*Admission Fee	50	50	50
Tuition Fee	-	-	-
Centre Calendar Fee	50	50	50
Medical Inspection	50	50	50
Laboratory Fee (for science courses)	-	60	500
Reading Room	50	50	50
Science Fee	-	-	-
Library Fee	-	-	-
Research Fee	-	-	-
<b>Sub-Total</b>	<b>200</b>	<b>260</b>	<b>700</b>
<b><u>QUASI GOVT. ACCOUNT</u></b>			
Athletic Association	200	200	200
Centre Magazine	150	150	150
Centre Day	200	200	200
Centre Development Fund **	250	250	250
Fine Arts Association	100	100	100
Stationery Fee	200	200	200
Medical Assistance Fund	50	50	50
Students' Group Insurance	100	100	100
*I.D. Card	150	150	150
*Caution Money Deposit (Refundable)	100	100	500
Union Society	20	20	20
Department Curriculum Promotion Fee	300	300	300
Students' Welfare Fund	200	200	200
*Alumni	200	200	200
Parents-Teachers' Association	200	200	200
*Students' Co-operative Stores	250	250	250
Internet Fee	100	100	100
Placement Fee	150	150	150
<b>Sub-Total</b>	<b>2920</b>	<b>2920</b>	<b>3320</b>
<b><u>UNIVERSITY ACCOUNT</u></b>			
*Registration Fee	60	60	60
University Development Fund	50	50	50
Sports Fee	25	25	25
Alumni Association	-	-	-
Matriculation Fee	-	-	-
<b>Sub-Total</b>	<b>135</b>	<b>135</b>	<b>135</b>
<b>GRAND TOTAL</b>	<b>3255</b>	<b>3315</b>	<b>4155</b>

For Non-Resident students, the admission fee is Rs. 250/-

\*Fee payable at the time of admission only.

All other fees are payable annually.



In addition to the above, the following fees are payable to Pondicherry University at the time of admission by students who are graduates from Universities other than Pondicherry University.

Matriculation Fee	...	Rs. 18
Recognition Fee for Bachelor's degree examination conducted by other accredited Statutory Agency/ University in India	...	Rs. 180
Recognition Fee for an examination conducted by Universities or other accredited bodies outside India	...	Rs. 450

**(Subject to revision by Pondicherry University)**

**Note:**

1. If a student after joining a course leaves the Institute during the term, he/she shall have no right to claim a refund of any portion of the remitted fee except the Caution Money Deposit.
2. \*\*The Governing Body has approved the following changes in the fee structure with effect from the academic year 2020-21 and the changes are subject to the approval of Govt. of Puducherry.

** Centre Development Fund -		Rs. 1,000/-
** Accreditation fees	-	Rs. 500/-
** Autonomy fees	-	Rs. 500 /-

## **14. SPECIAL FEATURES**

The courses at this Institute are run on the Semester pattern. An academic year consists of 2 semesters of 15-16 weeks each. The Institute works from Monday to Friday. The Institute has qualified faculty in each discipline and a very effective Teacher-Student ratio (1:5). Academic programmes include formal lectures, tutorials, integrated MOOCs, intensive programmes, group discussions, directed library work, projects, assignments, seminars, etc.

### **a) Assessment**

In order to qualify for a pass, a student should get

- i) a minimum of 40% marks in end-semester exam (24 out of 60 Marks), and
- ii) a minimum of 50% marks in aggregate when internal assessment and end-semester marks are added.

All students (except students of Tamil and French) shall write examinations in English which is the medium of instruction. The answer scripts written in any other language than the relevant one, which is the medium of instruction, will not be valued.

**b) Supplementary Exam**

- i) A failed student who meets the attendance requirement and has a minimum of 40% internal assessment marks (16 out of 40 Marks) may be permitted to register for the next end-semester examination in the following semester itself.
- ii) Students who have failed due to insufficient attendance (less than 75%) and/or less than 40% internal assessment marks (16 out of 40 Marks) should repeat the course as and when it is offered on an extra payment.

**c) Students' Co-operative Stores**

It is mandatory for all students to be members of the Students' Co-operative Stores

**d) Attendance**

Students are required to attend a minimum of 75% of the classes actually held in each semester, failing which they may not be permitted to appear for the University examinations.

**e) Discipline**

The Institute aims at maintaining the highest standard of discipline amongst its students. The students shall cooperate and abide by any general or special rules prescribed from time to time by the Institute and shall give a written undertaking thereof in the form prescribed. This form has to be signed by students and parents/guardians before the Director of the Institute.

- i) Students shall not associate themselves with any political party or organisation within or outside the college campus.
- ii) Use of alcohol and intoxicating drugs inside the Institute premises is strictly prohibited.
- iii) Students shall desist from agitations and demonstrations.
- iv) Every student shall carry his/her Identity Card issued by the Institute Authorities.
- v) Any act of disobedience or misconduct on the part of a student will be promptly reported to their respective parent/guardian and will be seriously viewed, attracting suspension, expulsion and the like depending upon the degree of misconduct.
- vi) The Director has the right to issue the Transfer Certificate to any student at any time in the course of the study on account of his/her indiscipline or non-payment of fees/dues on time or continuous absence from class for more than 10 days and ask him/her to leave the Institute.
- vii) Ragging is strictly prohibited as per the notification issued by the Ministry of Education, Government of India, New Delhi (vide their letter No. 9-18/2008 [U-5] dated 29<sup>th</sup> April, 2008) with a penalty ranging up to 2 years of imprisonment. If any student indulges in any form of ragging, he/she will be summarily rusticated from the Institute.

Candidates and Parents have to sign the undertaking at the time of admission.

**FOR OTHER DETAILS, CONTACT THE OFFICE OF THE DIRECTOR, KMGIPSR.**

## LIST OF ANNEXURES

### ANNEXURE - I

#### FORMAT OF CERTIFICATES FOR PUDUCHERRY UT RESIDENTS' QUOTA

1. Candidates seeking admission under the UT of Puducherry residents' quota seats must furnish Permanent Integrated Certificate as per G.O. M.s. No.13, Dt.24.2.2007. of the Department of Revenue & Disaster Management, Puducherry or separate certificate in the prescribed format issued by the Taluk Office concerned.

[OR]

2a. Certified that Shri. / Smt. / Kumari.....passed the Higher Secondary / any other higher public examination/UG Degree in the year ..... and for that purpose has undergone his/her academic studies continuously for five successive classes in the following recognized institution(s) in the UT of Puducherry.

Sl. No.	Name of the Institution (s)	Date(s) attended
1		
2		

Place:

Date:

Signature of the Head of the  
Institution last attended with office seal

2b. Certified that the said Shri./Smt./Kumari -----  
has resided in the UT of Puducherry continuously for five years during the period of his/her study mentioned in the certificate 2(a) above.

Place:

Date:

Tahsildar/Deputy Tahsildar

Name of the Officer:

(Office Seal)

[OR]

3a. Certified that Shri./Smt ----- Father /Mother of  
Shri./Smt./Kumari ----- is a Puducherry  
Government employee/Central Government Employee/Employee of -----  
which is a Public Sector Undertaking run wholly/substantially by the Central  
Government/Puducherry Administration and he/she is presently posted and has been  
serving in the UT of Puducherry since ----- (Continuous THREE years is mandatory).  
(Please indicate the date from which he/she has been serving in the UT of Puducherry).

Place:

Date:

Name & Designation of Head of the  
Office  
(Office Seal)

[OR]

4. Certified that Shri./Smt.-----  
Designation ----- Father/Mother of  
Shri./Smt./Kumari ----- was a  
Defence Personnel/Central Paramilitary Force and was killed / disabled in harness during the  
year ----- .

**(Enclose separately the document to prove that you have declared any place in UT of Puducherry as their home town).**

Place:

Date:

Name

Designation of Head of the  
Office/OC of Unit  
(Office Seal)



13. Details of Marks obtained in the Qualifying examination:—

	Subject	Max. marks	Marks obtained	Year of passing
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**Part-III Subjects and Marks**

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