

## APPLICATION FORM

### **How to fill the application form:**


**Candidates are requested to go through the Prospectus before filling the application form.**

*Applications are invited for UG&PG courses of SME and MCA&B.Tech courses at STAS.*

*Other courses will be notified later .Candidates are instructed to download the forms for UG/PG course as applicable.*

1. Item (2) write the name of the institution as seen in the prospectus
2. Item ( 1,4,5,7,8,9,10) make entries as shown in the S.S.L C book
3. Item No.14 – all the entries of the relevant columns should be made.
4. Filled in admission card should be sent and along with application, if the course selected has an entrance test by the University.
5. On the top of the envelope write the following – as the case may be- Name of the courses and subjects, whether Post basic, NRI, Entrance Test, course opted for, reservation status etc.
6. Two recent photographs (bust) attested by Self should be pasted. One on the application form and other on the admission card.
7. Fees to be paid by way of DD drawn in favour of the Finance Officer M.G University payable at SBT, M.G University campus branch.
8. Item No.22 (Admission Card) & 23 (for sponsored candidates) need to be filled in by applicable candidates only.
9. **Checklist** of documents enclosed:
  - i)Duly completed application form with photograph self attested
  - ii)Demand Draft/Pay-in-slip for Rs. 400/- drawn in favour of Finance Officer, M.G University payable at SBT,  
M G University Campus Branch, Kottayam. (for SC/ST candidates Rs. 200/-) or Pay-in-Slip for Rs. 400/- remitted to SBT A/C No. 67223140391 for SME courses/Pay –in – Slip of SBT A/C No. 6723235830 for The STAS courses.
  - iii) Two self addressed stamped envelope of size 24 x 12 cm. Only one is needed if the course does not have Entrance Test.
  - iv) Self attested copies of marklists of the qualifying and other exams.
  - v) Self attested copies of pass certificate/certificates,/Provisional certificates of the qualifying exams.
  - vi) Self attested copy of TC
  - vii) Self attested copies of certificates to prove claims based on reservation (caste), Children of ex-service personnel, employees of University etc.
  - viii) Self attested copies of relevant page of SSLC to prove age.

**Use pen having either pure black or pure blue ink only to fill the application form**

		<b>Mahatma Gandhi University</b> (B Accreditation by NAAC) <b>Application Form for Admission to UG Programmes</b> 2016-17		<b>Photograph</b> (Self attested by the candidate over the photograph)					
NOTE: MAKE ENTRIES IN CAPITAL LETTERS, TICK (√) THE RELEVANT ENTRIES									
1. Name of the Institution									
2. Name of Applicant									
3. Course/Courses opted for		Name of Course							
		1.		5.					
		2.		6.					
		3.		7.					
4.		8.							
4. Sex		M	F						
5. Date of Birth		Date		Month		Year		Age	
6. Place of Residence					Panchayat/ Municipality				
Taluk		Dist.			State				
7. Nationality									
8. Name of Father					Name of Mother				
9. Name of Guardian					Relationship				
10. Seat Category		General			NRI Category				
11. Religion					Caste				
12. Reservation Category as applicable		E/T	SC	ST	Muslim	OBH	OB X	AI LC	VK
		DE	KS	KU	MG	PH	RW	E X	DP



## 15. Registration Fee Particulars

Demand Draft /Pay-in-Slip No.		Amount Rs.		Date of Issue	
Issuing Bank			Branch		

## 16. Achievement in Sports and Games

Item	Position	Level-University/State/Nation	Year	Organised By

## 17. Participation in NSS/NCC

Certificate	No	Name of Course & College	Year	Reg.No & Year of Exam	Other Information

## 18. Whether Orthopaedically handicapped

Yes/No
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If yes, give details

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19. Annual Income of the family  
Rs.

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***Declaration***

I do hereby declare that the statements given in the application are true to the best of my knowledge and belief. The original certificates shall be produced during the time of interview or admission. I know that if the information given is found to be fraudulent, I shall be liable for criminal prosecution. I have gone through the instructions in the Prospectus and I agree to abide by the rules and regulations and conditions prescribed by the University for admission to the course. I agree to be transferred to a different centre of study if the University decides to do so. I agree to pay the prescribed fees stipulated by the University.

Name & Signature of  
Parent/Guardian

.....

Name &amp; Signature of Applicant


.....

Place .....

Date .....

## 20. Self attested copies of all supporting documents detailed in the Application form Sl.

No. 14 in the application form.

		<b>Mahatma Gandhi University</b> (B Accreditation by NAAC) <b>Application Form for Admission to PG Programmes</b> 2016-17				<b>Photograph</b> (Self attested by the candidate over the photograph)					
NOTE: MAKE ENTRIES IN CAPITAL LETTERS, TICK (✓) THE RELEVANT ENTRIES											
1 Name of the Institution		SME/STAS/UCET/SALS/SCJ/DLIS									
2 Name of Applicant											
3. Course/Courses opted for PG		Name of Course									
		1.				3..					
		2.				4					
4 Sex		M	F								
5. Date of Birth		Date		M on th		Year			A g e		
6 Place of Residence					Panchayat/ Municipality						
Taluk		Dist.					State				
7 Nationality											
8 Name of Father					Name of Mother						
9 Name of Guardian					Relationship						
10 Seat Category		General Category			NRI Category						

1 1	Religion			Caste					
1 2	Reservation Category as applicable	E/ T	SC	ST	MU	OB H	OBX	AILC	VK
		DE	KS	K U	MG	PH	RW	EX	DP
1 3.	Permanent Address				Address for Communication				
Dist.					Dist.				
Pi nc od e					Pincode				
Tel. No./Mobile No.				Tel. No./Land No.					
e-mail:									
14. Details of the Qualifying Examinations (to be supported by copies of mark lists and certificates)									
Exam	Unive rsity /Boar d	Reg. No.	Ye ar / Mo nth	Subject	Max. Marks	Marks/ Grade Secured	% of Mar ks	C la ss	No. of chances
i. Grad uation 3 year course				English					
				2 <sup>nd</sup> Langua ge ..... ....					

				Main Subjects/ Optionals					
				Subsidiaries					
				1.					
				2.					
				Total for Main & Sub					
				Grand Total					
<b>Exam</b>	<b>Unive rsity/ Board</b>	<b>Reg No.</b>	<b>Ye ar/ mo nth</b>	<b>Semest er Credit</b>	<b>Credit</b>	<b>Secured Credit/ GPA</b>			
ii) Gradin g Syste m				<b>1</b>					
				<b>2</b>					
				<b>3</b>					
				<b>4</b>					
				<b>5</b>					
				<b>6</b>					
				<b>7</b>					
				<b>8</b>					
				<b>CGPA</b>					

Exam	Unive rsity/ Board	Reg No.	Ye ar/ mo nth	Subject	Max Marks	Marks Secured	% of Marks	Clas ss	No. of Clas ses
iii) Four year course				I year					
				II Year					
				III Year					
				IV Year					
				Total					
iv) Name & Address of the Institution where the applicant Studied:				Whether approved by – Please (√ )					
				AICTE		PCI		INC KNC	
v) Kerala Nursing / Pharmacy Council Reg. No. & Date									
Regn. No.				Date:			State:		
vi) GATE/GPAT Score				Year of qualifying					
vii) Post Graduation									
viii) Others									



## 15. Experience

Designation	Institution	From-To	Years	Regn. No.

## 16. Registration Fee Particulars

Demand Draft /Pay-in-Slip No.	Amount Rs.	Date of Issue
Issuing Bank	Branch	

## 17. Achievement in Sports and Games

Item	Position	Level-University/State/Nation	Year	Organised By

## 18. Participation in NSS/NCC

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## 19. Whether Orthopaedically handicapped

If yes, give details

20. Annual Income of the family  
Rs.

***Declaration***

I do hereby declare that the statements given in the application are true to the best of my knowledge and belief. The original certificates shall be produced during the time of interview or admission. I know that if the information given is found to be fraudulent, I shall be liable for criminal prosecution. I have gone through the instructions in the Prospectus and I agree to abide by the rules and regulations and conditions prescribed by the University for admission to the course. I agree to be transferred to a different centre of study if the University decides to do so. I agree to pay the prescribed fees stipulated by the University.

Name & Signature of

Name & Signature of      Applicant  
Parent/Guardian

.....

.....


Place .....

Date

.....

21. Self attested copies of all supporting documents detailed in the Application form Sl. No. 9: check list.

22. To be filled in by candidates applying for course having Entrance Test by M G University.

		<b>Mahatma Gandhi University</b> <b>ADMISSION CARD</b> <b>ENTRANCE TEST 2016</b>		<b>Photograph</b> (Self attested by the candidate over the photograph)											
NOTE: MAKE ENTRIES IN CAPITAL LETTERS, TICK (✓) THE RELEVANT ENTRIES															
1. Name of the Applicant															
2. Name of the Institution & Centre															
3. Name of the course															
In response to your application for admission to the above mentioned course, you are requested to appear for an Entrance Test															
4. Serial Number		5. Register Number													
6. Date		<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> </tr> </table>												7. Time From..... To.....	
8. Venue of Test															
9. Name & Address of the Candidate			10. Name & Designation of the Gazetted Officer with seal												
11. Sex : Male/Female															
12. Signature of the Candidate:				Date:											

N.B: Candidate may fill in the items 1,2,3,9,11 and 12.  
 Gazetted Officer should sign on the photograph and affix the seal.

**23. To be filled by the *sponsored candidates* only.** Name and category of the sponsoring authority.

Name:					
Category	Company	University	Educational Institution	Govt. Dept	Govt autonomous organization

### Certificate

Certified that Mr/Mrs..... Is holding post of.....in this institution from .....onwards till date and that he/she continues service/research has an experience of .....years ..... months as on. This institution has the privilege to sponsor Mr/Mrs..... to be sponsored candidate for seeking admission to M Pharm degree course in ..... and also inform that the candidate will not be withdrawn from the course of study by this institution.  
Signature of the sponsoring authority:

Name

Place:

Date:

Designation & Address:

Seal