

## APPLICATION FORM (ILIS COURSES)

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

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

*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 NRI, Entrance Test, course opted for, reservation status etc.
6. Recent passport size photographs self attested by the candidate should be pasted. One on the application form and other on the admission card (if applicable).
7. Registration fee: Registration Fees of Rs.500 to be paid along with the application form (Rs. 250/- only for SC/ST candidates). All fee payment should be through **State Bank Collect** link provided in the web site [www.sme.edu.in](http://www.sme.edu.in) or [www.cpas.ac.in](http://www.cpas.ac.in). The fee shall be paid using Credit/Debit card or Net Banking or at SBI with the challan generated from the online transaction. The receipt should be attached with the application form.
8. **Checklist** of documents enclosed:
  - i) Duly completed application form with photograph self attested
  - ii) Online Payment receipt/challan of registration fee.
  - iii) Two self addressed stamped envelope of size 24 cm 12 cm.
  - 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, 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**

### **ix) Abbreviations:**

**ET** - Ezhava/Thiyya; **OBH** – Other Backward Hindu; **SC** – Scheduled Caste; **ST** - Scheduled Tribe; **MU** – Muslim; **AILC** - Anglo Indian/Latin Catholic; **OBX** - Other Backward Christian; **VK** - Viswakarma and related communities; **DE** - Dheevara and related communities; **KS** - Kusavan and related communities; **KU** – Kudumbi; **RW** - Regional Weightage; **EX** - Ex-Servicemen quota; **PH** - Physically Handicapped; **DP** - Diploma Holder

#### **Application to be sent to:**

**The Head, Institute of Library and Information Science, SME Annexe Building, Arpookara,  
Gandhinagar, Kottayam, Pin. 686008.**

<p style="text-align: center;"><b>CENTRE FOR PROFESSIONAL AND ADVANCED STUDIES</b>            (Established by the Government of Kerala)            (Previously run by Mahatma Gandhi University)  <b>Head Office:</b> School of Medical Education,            Gandhinagar, Kottayam, Kerala Pin: 686008  <b>Application Form for Admission to ILIS PG Programmes</b>            2018-19</p>										<p style="text-align: center;"><b>Photograph</b>            (Self attested by the candidate over the photograph)</p>			
NOTE: MAKE ENTRIES IN CAPITAL LETTERS, TICK (√) THE RELEVANT ENTRIES													
1. Name of the Applicant													
2. Name of the Institution		Institute of Library and Information Science (ILIS)											
3. Course/Courses opted for PG		Name of Course											
		1.					3.						
		2.					4.						
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 category					NRI category						
11. Religion							Caste						
12. Reservation Category as applicable**		ET	SC	ST	MU	OBH	OBX	AILC	VK				
		DE	KS	KU	EX	PH	RW	DP					

\*\*Refer prospectus for details of abbreviations.

13 Permanent Address						Address for Communication					
Dist.						Dist.					
Pincode						Pincode					
Mobile No. 1.						Tel. No./Land No.					
2.											
E-mail:											
14. Details of the Qualifying Examinations (to be supported by copies of mark lists and certificates)											
Exam	University / Board	Reg. No.	Year / Month	Subject	Max. Marks	Marks/ Grade Secured	% of Marks	Class	No. of chances		
i) Graduation 3 year course				English							
				2 <sup>nd</sup> Language .....							
				Main Subject/ Optionals							
				Subsidiaries							
				1.							
				2.							
				Total for Main & Sub							
				Grand Total							

Exam	University / Board	Reg. No.	Year / Month	Semester	Credit	Secured Credit	SGPA			
ii) Grading system				1						
				2						
				3						
				4						
				5						
				6						
				7						
				8						
				CGPA						
Exam	University / Board	Reg. No.	Year / Month	Subject	Max Marks	Marks Secured	% of Marks	Class	No. of Chances	
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						

Exam	University /Board	Reg. No.	Year / Month	Subject	Max marks /Grades	Secured marks/Grades	% of marks	Class	No of chances
vii) Post Graduation									
viii) Others									

## 15. Experience

Designation	Institution	From-To	Years	Regn. No.

## 16. Registration Fee Particulars

SB Collect ref No /Challan 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

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

19. Whether Orthopaedically handicapped

Yes/No

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 CPAS for admission to the course. I agree to be transferred to a different centre of study if the CPAS decides to do so. I agree to pay the prescribed fees stipulated by the CPAS.

Name & Signature of Applicant

Name & Signature of  
Parent/Guardian

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Place .....

Date .....

21. Self attested copies of all supporting documents detailed in the application form Sl. No. 8: check list