



திருவள்ளூர் பல்கலைக்கழகம்
THIRUVALLUVAR UNIVERSITY
SERKKADU, VELLORE – 632 115

UG Admission Guidelines

1. Eligibility for Admission to the Course

- i. Candidate for admission to the first year of the UG degree programme shall be required to **have passed the higher secondary examination** (Academic or Vocational) conducted by the Govt. of Tamil Nadu in the relevant subjects or other examinations accepted as equivalent thereto by the Syndicate, subject to such other conditions as may be prescribed therefore, by the Government of Tamilnadu from time to time.
- ii. **ELIGIBILITY CERTIFICATE** in case of students **who have passed the higher secondary examination** other than the Govt. of Tamil Nadu.
- iii. Candidates who have passed under 10+1 are **NOT ELIGIBLE** for admission to three year degree course.
- iv. The ultimate responsibility for admission made shall only with the Principal of the Colleges and the admission committees. If it is observed at a later stage that the admissions given by the College is found incorrect, the Principal of the Colleges and the admission committees will be responsible for any violations in this regards.
- v. **The upper age limit for admission to UG courses will be 21 (twenty one) years as on 1st July every year. However, a relaxation of 5 years is permitted for Differently Abled as per G.O.Ms.No. 239. S.W. dated 03-09-1993. SC/ST/BC/MBC/DNC candidates and women candidates may be allowed the age relaxation of 3 years beyond 21 years for the admission into UG Courses.**

The above age limit should be strictly followed and no student should be admitted above the age limit and no age relaxation will be granted by Government. If the Colleges fail to adhere the above instructions, severe action will be taken against the concerned College.
- vi. In selecting candidates for admission to several courses, the **Government order on communal reservation policy, issued by the Government of Tamil Nadu from time to time, has to be strictly followed.** Institutions which are erring in this regard will be seriously viewed and may be liable for disaffiliation of the courses.
- vii. As stated by the UGC, New Delhi, in its guidelines, the filling up of seats under **18% for Scheduled Caste and 1% for Scheduled Tribe, for admission to various courses in Affiliated Colleges / University Constituent Colleges / University Departments and P.G.Extn.Center, Villupuram, should be filled only with Scheduled Caste and Scheduled Tribe and not with other categories.**
- viii. In Selecting candidates for admission under Sports Quota the Government order (GO.MS.No.466 Dated: 08-06-1994) issued by the Government of Tamil Nadu, which directs to provide a **Sports Quota of 3% in Under-Graduate Courses** in the Colleges and Universities in Tamil Nadu has to be followed.

- ix. **Under any circumstances the Total Number of candidates admitted to any branch of study should not be exceeded the strength sanctioned by the University. (Vide this Office Circular No. TU/R/UG-PG Adm/2003-2004 Dated: 16th June 2003).** Additional seats over and above the maximum strength as specified in the above circular will not be considered on any account for the current academic year.
- x. Prior permission of the University should be obtained for admitting disabled candidates to any of the courses of study involving Practical and Laboratory Works.
- xi. The admission shall be made purely on the basis of Merit in subject to the rules of reservation of Government of Tamil Nadu wherever applicable Vide G.O. (ID) No. 96 Higher Education (G1) Department Dated: 20.05.2009.
- xii. It is also mandatory on the part of the College Administration, to be more vigilant during admission, and the Principal should make necessary arrangements to verify all the certificates before admitting them to any course and a record of the name and signature of the person who verified the certificates should be maintained.
- xiii. A Statement showing the number of candidates admitted according to the Reservation Rules has to be sent to the University immediately after the admission is over.
- xiv. All the Self Financing / Un-Aided Colleges are also expected to follow the specific norms issued by the Government with regard to admission of students in Arts and Science Colleges.
- xv. For further details, see the **UG Regulation** available in our University website.

2. Duration of the Course

The course shall extend over a period of **three years comprising** of six semesters with two semesters in one academic year. There shall not be less than 90 working days for each semester. Examination shall be conducted at the end of every semester for the respective subjects.

Each semester has 90 working days consisting of 5 teaching hours per working day. Thus, each semester has 450 teaching hours and the whole programme has 2700 teaching hours.

3. Fee Structure

The following General fee and Registration fee should be remitted only through NEFT/RTGS mode with UTR number details is mandatory. The remittance details should be filled up in the enclosed **Annexure I** prescribed format and sent to the University along with the original challan within two week's time from the last date of admission. Postal Order / Money Order / Demand Draft will not be accepted. The below mention fees have to be collected by Colleges and consolidated fees amount remit it to University's account and send a single original challan to the University with prescribed format. Any lapse will be viewed very seriously.

Sl. No	Particulars	TNHSB	ISC/CBSE of India	Other Univ. Boards within India	Foreign Boards/ Univ/ Intuition
1.	General Registration fees	80	80	80	80
2.	Register of Matriculate fee	30	30	30	30
3.	Development of Infrastructire facilities fee	30	30	30	30
4.	Cultural and Youth Festival Fee	30	30	30	30
5.	<u>Sports Fee:</u>				
	Three Years Course	60	60	60	60
	Four Years Course	80	80	80	80
	Five Years Course	100	100	100	100
6.	<u>Library Fee:</u>				
	Three Years Course	60	60	60	60
	Four Years Course	80	80	80	80
	Five Years Course	100	100	100	100
7.	Recognition Fee	100	200	200	5000

University's Saving bank account details maintained in IOB, Serkadu, Vellore- 632 115 are furnished below in which the fees have to be remitted directly through RTGS/NEFT mode.

Sl.No	Nature of Fees	IFSC Code No.	MICR Code No.	SB A/c No.
1	General fees etc.	IOBA0002484	632020014	2484010000000001

Encl: Annexure I

Students Strength Details

All Colleges / University Departments need to send the admitted students strength category wise details in the enclosed **Annexure III** prescribed format along with the fees detail to the University within two week's time from the last date of admission.

Encl: Annexure III


REGISTRARI/c

Eligibility for Admission

The College Offers 9 UG Courses and 3 PG Courses in the Self-financing stream under based credit system (CBSC Pattern) UG Courses 3 years duration (6 Semesters) PG 2 years duration (4 Semesters).

UG COURSES	ELIGIBILITY
B.Sc. Mathematics	Pass in +2 with Maths
B.Sc. Chemistry	Pass in +2 with Maths, Biology
B.Sc. Computer Science	Pass in +2 with Maths, Computer Science/ Business Maths/ Statistics
B.A. English	Pass in +2
B.A. Tamil	Pass in +2
B.Com.	Pass in +2 with Commerce/ Accountancy/ Maths/ Business Maths/ Statistics
B.Com. (Computer Application)	Pass in +2 with Commerce/Computer Science/ Maths/ Business Maths/ Statistics
BBA	Pass in +2
BCA	Pass in +2 with Maths, Computer Science/ Business Maths/ Statistics
PG COURSES	ELIGIBILITY
M.Sc. Mathematics	Pass in B.Sc. Mathematics
M.A. English	Pass in B.A. English
M.Com.	Pass in B.Com.

It is requested that all communications should be addressed to The Registrar, Thiruvalluvar University and not to any person by name.

E-Mail: registrar@tvu.edu.in
registrartvu@gmail.com
Website: www.tvu.edu.in
Phone No: 0416-2274746
Fax: 0416-2274748



திருவள்ளுவர் பல்கலைக்கழகம்
THIRUVALLUVAR UNIVERSITY
(Accredited with Grade "B+" by NAAC)
(State University)
Serikkadu, Vellore - 632 115,
Tamil Nadu, India

திருவள்ளுவர் பல்கலைக்கழகம்
திருவள்ளூர்



Dr. J. SENTHIL VELMURUGAN, Ph.D.,
REGISTRAR

No.TVU/R/Guidelines UG-PG/2024/10169

Date: 24 - 05 - 2024

To

All the Principals of Arts and Science Colleges affiliated to Thiruvalluvar University
and All HOD's of University Departments.

Sir/Madam,

- Sub: Thiruvalluvar University - Guidelines for Admission of students to UG/PG courses for the academic year 2024-2025 in all Affiliated Arts and Science Colleges / University Departments - Reg.
- Reg: Letter received from Higher Education (G1) Department G.O.(D) No.110, dated: 22.05.2024

I am by direction to inform you to that, with reference to the letter cited, the Guidelines for Admission of students to UG/PG courses in Government / Government Aided / Self-financing Colleges of Arts and Science for the Academic year 2024-2025 has been received from Collegiate Education. Ensure that all admission should be strictly based on guidelines prescribed by the Collegiate Education.

I am also to inform you that, if any violation is found in the admission guidelines during the verification by the University authorities, the said admission stands cancelled automatically.

Copy to:

1. The Controller of Examinations, Thiruvalluvar University.
2. P.A to V.C/Reg.
3. File.

REGISTRAR

[Handwritten Signature]
24/5/2024



ABSTRACT

Collegiate Education – Guidelines for Admission of students to UG/PG Courses in Government / Government Aided / Self-financing Colleges of Arts and Science for the Academic year 2024-25 – Orders - Issued.

Higher Education (G1) Department

G.O.(D)No.110

Dated 22.05.2024

குரோதி வருடம், வைகாசி - 9.

திருவள்ளூர் ஆண்டு, 2055.

Read:-

1. G.O.(Ms).No.77, Higher Education (G1) Department, dated 18.07.2020.
2. G.O.(1D).No.147, Higher Education (G1) Department, dated 05.05.2023.
3. From the Director Collegiate Education Letter Na.Ka.No.11346/M1/2024, dated 29.04.2024.

ORDER:-

In the Government order first read above, orders have been issued to introduce online registration of application for Tamil Nadu Government Arts and Science Colleges Admission (TNGASA) from the academic year 2020-21.

2. In the Government order second read above, guidelines for admission of students to UG/PG Courses in Government / Government Aided / University Constituent/Self-financing Colleges of Arts and Science for the Academic year 2023-24 were issued.

3. In the letter third read above, the Director of Collegiate Education has stated that a Committee headed by the Joint Director (Finance) comprising of Joint Director (Planning & Development), Assistant Director (Self-Financing Colleges) of Directorate of Collegiate Education and Principals of various colleges was constituted for framing of guidelines for admission of students to UG/PG Courses in Government / Government Aided / Self Financing Colleges of Arts and Science in Tamil Nadu for the academic year 2024-25 and has requested the Government to issue necessary orders on the guidelines for admission of students to UG/PG Courses in Government / Government Aided / Self-Financing Colleges of Arts and Science in Tamil Nadu for the Academic year 2024-25.

4. The Government after careful examination approve the guidelines for admission of students to UG/PG courses in Government / Government Aided/ Self-Financing Colleges of Arts and Science in Tamil Nadu, for the academic year 2024-25 annexed to this order and direct that the said guidelines be followed strictly.

(By Order of the Governor)

A. Karthik
Principal Secretary to Government

To

The Director of Collegiate Education, Chennai-15.

All Regional Joint Directors of Collegiate Education.

(through Director of Collegiate Education)

Copy to:-

All Sections in Higher Education Department, Chennai-9.

The Special Personal Assistant to Hon'ble Minister (Higher Education), Chennai-9.

The Private Secretary to Principal Secretary to Government,
Higher Education Department, Chennai-9.

Sf/Sc.

Clean Copy (C.No.1008/G1/2024)

// Forwarded / By Order //

H. Sudha

Section Officer

of 2
22/4/24

ANNEXURE - I

PROCEDURE FOR ADMISSION TO UG/PG COURSES IN ARTS AND SCIENCE COLLEGES 2024-25

1. The procedure given in this communication is applicable to all the Government / Government Aided / Self Financing Arts and Science colleges in Tamil Nadu. These are to be observed both in letter and spirit. Unless otherwise stated this procedure for admission to UG/PG courses are common for both.
2. The fee structure for various courses should be exhibited transparently in the prospectus and to be uploaded in www.tngasa.in.
3. The Principal of the college and the admission committee will be responsible for any violations in this regard.
4. Admission committee is to be broadened to include senior teaching faculty, number to be specified as either 3 or 4.
5. Implementation of Rules of Reservation should be followed strictly to each courseseparately.
6. Admissions for aided courses are to be conducted before admissions for each self financing courses.
7. a) The applications must be made only in online mode.
b) The choices of colleges and courses, should be opted by the candidates at the time of Registration.
c) Filled in application should contain at least one contact number through which all communication should be sent.
8. Documents to be scanned and uploaded as per instructions in the web portal:
 - a) Qualifying Examination Mark Sheet / Provisional Mark sheet.
 - b) Community Certificate (wherever applicable)
 - c) Certificate of proof when admission is sought under Differently Abled / SportsQuota / NCC / Ex-Servicemen etc.
 - d) Transfer Certificate
 - e) **Eligibility certificate** for students from other States/ Boards / Universities.
 - f) As per Government letter No. 4527/G1/2003, dated 17.10.2003, admission may be accorded purely on merit basis on production of Identity Card issued by the concerned HQ Tahsildars in respect of students seeking admission from Sri Lankan Tamil refugee camp and those who were not enrolled in refugee camps may be admitted on production of VISA and Passport on merit basis.

Original Certificates are to be produced at the time of admission only. However, if a candidate fails to produce the relevant certificates in original, at the time of admission, the admission shall be cancelled at any point of time.

9. The online application fee is Rs.48/- and registration fee is Rs.2/- to be paid by every candidate. There is no application fee for SC/ST Candidates but Registration fee of Rs.2/- is to be paid, by every candidate.
10. The Registration of application for Government Arts and Science Colleges will commence on 06.05.2024 and closed on 27.05.2024

11. Age limit :

The upper age limit for admission to UG courses will be 21 (twenty one) years as on 1st July 2024. However, a relaxation of 5 years is permitted for differently abled candidates as per G.O.Ms.No.239, S.W.dated 3-9-93. SC/SCA/ST/BC/BCM/MBC/DNC and women candidates may be allowed age relaxation of 3 years beyond 21 years for the admission into UG Courses.

The above age limit should be strictly followed and no student should be admitted above the age limit and no age relaxation will be granted by Government. If the Colleges fail to the above instructions, severe action will be taken against the concerned college.

12. Admission Committee for UG and PG courses:

The Admission Committee is common for both UG and PG courses and it should include the following members apart from Principal.

- (i) Two Senior most staff members.
- (ii) A Senior most co-opted staff member belonging to SC/ST.

13. Documents to be maintained

The following Registers and other related documents pertaining to students' admission should be maintained and preserved by the colleges:

- a) List of Applications received within the last date prescribed
- b) Rank list should be signed by the members of the Admission Committee.
- c) Rank list have to be displayed in the College Website.
- d) Minutes of Admission Committee meeting.
- e) Admission Register

- f) Communication with the University/ Director of Collegiate Education related to admission
- g) Copies of all letters to the University/ Director of Collegiate Education making requisition for increase in seats and letters from the University permitting increase.
- h) The colleges shall maintain registers regarding the applications received from SC/SCA/ST/MBC/DNC/BC/BCM students who have been selected for admission and the number of such candidates admitted in each course.

14. Rule of Reservation:

The admission shall be made purely on the basis of Merit subject to the rule of reservation of the Government of Tamil Nadu.

- 1) 31% for Open Competition (OC)
- 2) 26.5% for Backward Classes (BC) other than BC Muslims and 3.5% for Backward Classes Muslims.
- 3) 20% for Most Backward classes (MBC) and Denotified Communities(DNC).
- 4) 15% for Scheduled Castes (SC) and 3 % for SCA.
- 5) 1 % for Scheduled Tribes (ST).

The rule of reservation will apply to :

- a) 100% of seats in Government Colleges.
- b) 50% of seats in the case of Aided minority colleges.
- c) 90% of seats in the cases of Aided Non minority colleges.
- d) 50% of seats in the Self-financing courses offered by the Aided Colleges.
- e) 50% of seats in the cases of Self-financing Colleges
- f) In respect of both Aided Courses and Unaided Courses in Minority Colleges, 50% of seats shall be filled by students belonging to minority concerned and the balance 50% of the seats shall be filled by following the rule of reservation.

However, wherever number of applications from minority communities is less than 50% of total seats, the remaining minority quota shall be filled up following the rule of reservation. Tamil Nadu native candidates alone will be considered for communal reservation. Other State candidates will be considered under "Open Competition".

15. Muslim girls should not be denied admission into Colleges in their neighborhoods on the ground that they should seek admission only in their own minority institutions as per Government Letter No.231/G1/98-5 dated: 5-12-2000.

16. Preparation of Rank-List for UG Courses:

For admission to Under Graduate Courses (UG) a candidate must have passed the Higher Secondary Examinations of Tamil Nadu or an examination (like the CBSE) recognised by the Universities as equivalent there to. Admission should be made based on the +2 marks only.

The Rank-list will be out of 400 marks comprising a subject-component of 400 and admission to Government / Government Aided / Self Financing Colleges order of merit / rank list against the priority of choices recorded by applicants.

(a) Rank list should be prepared based on the marks obtained by the students in the subject component out of total 400 marks under Part III in Higher Secondary Examination held in the current Academic year. Eligibility of students for admission to UG Courses in the colleges shall be as per the eligibility norms and guidelines of the Universities concerned. Apportionment of seats for each course with different streams (80% Academic / 20% Vocational) and also Apportionment of seats among students who have studied different subjects in the Higher Secondary (+2) shall be made as per the existing norms. For the students passed Higher Secondary (+2) prior to 2018-19 the marks can be converted to current stream i.e to 400, instead of 800.

(b) If more than one allied is offered for a particular major subject, 50% of the seats shall be given to each allied.

SOME ILLUSTRATIONS ARE GIVEN BELOW

Group-I தொகுப்பு - I			கட்டாயம் படித்திருக்க வேண்டிய பாடங்கள்
1	Mathematics	கணிதம், இயற்பியல், வேதியியல் பயின்ற மாணவர்களுக்கு மட்டும்) Ranking based on marks in Part III out of 400	அவசியம் கணிதம் பயின்றிருக்க வேண்டும்.
2	Physics	பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்.	Should have studied Mathematics
3	Statistics	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்.	அவசியம் கணிதம் அல்லது புள்ளியியல் அல்லது வணிகக் கணிதம் பயின்றிருக்க வேண்டும். Should have studied Mathematics or Statistics or Business Mathematics

Group-II தொகுப்பு - II

4	Botany, Plant Biology & Plant Biotechnology	தாவரவியல், விலங்கியல், உயிரியியல், வேதியியல் பயின்ற மாணவர்களுக்காக	
5	Zoology, Advanced Zoology & Biotechnology	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்.	வேதியியல் கட்டாயம் பயின்றிருக்க வேண்டும் Should have studied Chemistry
6	Bio Chemistry		
7	Chemistry	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	Should have studied Chemistry & Mathematics வேதியியல், கணிதம் கட்டாயம் படித்திருக்க வேண்டும். (or) Should have studied Chemistry & Biological Sciences வேதியியல், உயிரியல் கட்டாயம் படித்திருக்க வேண்டும்

Group-III (தொகுப்பு-III)

8	Electronic Science BES	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	Should have studied Physics & Mathematics இயற்பியல், கணிதம் கட்டாயம் படித்திருக்க வேண்டும்.
---	------------------------	--	--

Group-IV தொகுப்பு-IV

9	Geology	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	Should have studied Physics & Chemistry இயற்பியல், வேதியியல் கட்டாயம் படித்திருக்க வேண்டும்.
10	Geography	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	Preference should be given for 90% of seats subject concerned studied 10% of seats for students who have studied other science subjects and scored high marks.
11	A) B.Sc Computer Science, B.Sc Computer Science with Data science, B.Sc Computer Science with Artificial Intelligence, B) B.Sc Information	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	Should have studied Mathematics 2/3 of seats reserved for students who have studied Computer Science as a subject in plus two. and 1/3 of seats are for students who have not studied computer science in plus two.

	C) BCA D) BCA (Hearing Impaired)		Pass in the Higher Secondary Examination (Academic Stream) with Mathematics (or) Business Mathematics (or) Computer science in plus two Science
12	Home Science Nutrition & Dietetics	Ranking based on marks in Part III out of 400 மகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	80% for students who have studied Chemistry with Biology or Home Science. 20% for vocational stream students who have studied Biology or Home science
13	Microbiology	Ranking based on marks in Part III out of 400 மகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	For general stream only 80% for students who have studied Botany and Zoology or Microbiology subjects. 20% reserved for Biology students for Vocational Stream only.
14	B.A Economics / History / Political Science	Ranking based on marks in Part III out of 400 மகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	a) 80% for students who have studied concerned subject. b) 10% for students who have studied other subjects. c) 10% for Vocational Stream
15	B.A. Other than languages	Ranking based on marks in Part III out of 400 மகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	a) Preference should be given to subject concerned studied b) 20% reserved for Vocational Stream
16	B.Com (General) B.com (Corporate Secretaryship) B.Com (Accounts and Finance) B.Com (Computer Application) and other related B.Com Degree	Ranking based on marks in Part III out of 400 மகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	a) should have studied Commerce and Accountancy in HSC b) 20% reserved for Commerce Vocational Stream

17	BBM/BBA	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	a) 80% for students who have studied Commerce and Accountancy. b) 10% for students who have studied other subjects and meritorious. c) 10% for Commerce Vocational Stream
18	For UG courses other than above mentioned courses.	Ranking based on marks in Part III out of 400 பகுதி III மொத்த மதிப்பெண் 400-க்கு பெறப்பட்ட மதிப்பெண்கள் அடிப்படையில் தரப்பட்டியல்	Should have passed any group in HSC. As per the norms of concerned Universities.

17. LATERAL ENTRY (UG COMMERCE DEGREE)

As per the orders issued in G.O.(Ms) No. 203 Higher Education (B1) Department Dated: 26.10.2021, the students qualified with the Diploma in Commercial Practice / Diploma in Modern Office Practice [10+3(SSLC and Diploma) / 10+2+2(SSLC, HSC and Diploma)] are eligible for admission into lateral entry of all branches of UG Commerce Degree Programmes including Corporate Secretary ship offered by all State Universities in Tamil Nadu (Government / Government Aided / Autonomous / Self Financing Colleges) from the academic year 2022-23.

Hence, the above lateral entry students shall be admitted following the guidelines mentioned below:

- An additional intake of 10% of seats should be created in the colleges for the lateral entry admission to direct second year in the above courses exclusively for the Diploma Students.
 - The Students who have not studied Part-I Language should complete the paper during the course of Degree programmes.
 - The Lateral entry students are eligible for classification of Grade / Class for award of UG Commerce Degree Programmes from the academic year 2022-23.
18. All eligible applications should be ranked strictly according to the decreasing order of total marks. In case, more than one candidate secures the same marks, such candidates shall be ranked as follows:
- The candidates who have passed the examination in the first attempt.
 - If both the candidates have passed in the first attempt ranking should be done by the registration number.

19. As far as Arts subjects i.e. English / Tamil / Telugu and other languages are concerned, the order of preference shall be as follows:
- i) Candidates who have applied for the language and studied that language at the plus two level under Part III, the ranking shall be based on marks in that language.
 - ii) After exhausting all applications under category (i) applications of other candidates may be ranked on the basis of the marks secured in Part I and Part II as the case may be.
20. Admission is subject to verification of marks certificate by the Director of Government Examinations competent authority. If the mark certificate is found to be bogus, admission will be cancelled and criminal action will also be taken.
21. The selection of candidates for admission into the various courses and medium of instructions shall be made from out of the rank list strictly according to the Government rules of reservation.
22. For Government/ Government Aided/ Self Financing Colleges, intimations of provisional selection should be sent to the candidates through electronic media by E-mail/SMS. The provisional selection list in respect of Government Colleges should be displayed in the web portal www.tngasa.in and in respect of Government/Aided/Self Financing Colleges the provisional selection list is to be displayed in the respective college websites.
23. The Principal on the basis of the selection made by the Admission Committee, shall make the admissions. The Admission committee is responsible for the entire admission. Hence they should follow the admission norms scrupulously.

However, the overall responsibility will rest with the Principal only.

In Government / Government Aided / Self Financing Colleges where degree courses are taught through English and Tamil Medium, if seats in one medium are filled up, candidates may be considered for the other medium provided all the candidates who have applied for the particular medium have been considered for admission.

24. **For Supplementary candidates**

With regard to supplementary candidates, eligible for admission, separate notification will be put up in the web portal www.tngasa.in or by the respective Government Colleges.

25. Procedure for Selection/admission under Open Competition Quota:

- i) Only online applications alone will be considered for admission.
- ii) Candidates are selected / admitted under Open Competition Quota on the basis of merit from the Rank-List irrespective of the community to which a candidate belongs. If any seat falls vacant in the open quota, after making admission of candidates, such vacancies in open competition should always be filled by merit only from the Rank-List irrespective of community and irrespective of the fact that some of them have already been selected / admitted under BC/BCM/MBC/DNC/SC/SCA/ST Quota. The procedure implies that BC/MBC/ DNC/SC/SCA/ST candidates already admitted should not be left out of consideration for filling up the vacancies in the open competition, if they are eligible to be selected under Open Competition according to merit.
- iii) SC/SCA/ST/MBC/DNC/BC/BCM candidates selected under the open quota as per merit from the Rank-List are not to be taken into account against the reserved quota.
- iv) The foreign students who are willing to pursue arts and science courses shall be admitted under the open quota only, subject to eligibility norms of the concerned university / Board.
- iv) Merit list should be updated on dynamic basis.

26. Procedure for selection / admission under reserved quota for SC/SCA/ST/MBC/MBC/DNC/BC/BCM:

After filling up the vacancies in the open competition quota as aforesaid, the vacancies SC/SCA/ST/MBC/DNC/BC/BCM quota must be filled by candidates from the respective communities only according to merit from the Rank List.

27. Procedure for Differently Abled quota:

- a) Out of the quota of 19% (15% SC, 3% SCA and 1% ST) reserved for SC/ST, 5 out of every 100 seats shall be reserved for Differently Abled persons belonging to SC and ST.
- b) Out of the quota for 50% (26.5% BC, 3.5% for BCM and 20% MBC reserved for Backward Classes, Most Backward Classes and Denotified Communities, 5 out of every 100 vacancies/seats shall be reserved for Differently Abled persons belonging to BC, MBC and DNC.
- c) Out of the quota of 31% intended for open competition 5 out of every 100 seats shall be reserved for Differently Abled in general.

28. Quota for Ex-servicemen/ Tamil students of Andaman and Nicobar:

- a) Six seats in Under Graduate courses shall be reserved for the children of Ex- servicemen of Tamil Nadu Origin.(G.O.Ms.No.281,Hr.Edn.(D1), dated 26-6-98)
- b) 1) Two seats in P.G. courses shall be reserved for the children of Ex-servicemen of Tamil Nadu origin if the college has two or less P.G. courses.
2) Three seats in P.G courses shall be reserved for the children of Ex- servicemen if the Colleges has more than two P.G. courses (G.O.Ms.No.230, Higher Education (G1) Department, dated 23-7-2001).
- c) Two seats shall be reserved in Under Graduate courses in Tamil Medium in each college for the benefit of Tamil students of the Union Territory of Andaman and Nicobar.
- d) 3 seats in UG and 2 seats in PG shall be reserved for eligible children/widow's of personnel belonging to Security Forces.

29. Quota for outstanding Sports/ NCC persons:

- a) 3% of seats in UG courses and 2% of seats in PG courses as per Government Order must be reserved under Sports Quota for students who have represented at the District Level/Divisional Level and above. Relevant certificates should be produced.
- b) One seat in UG courses for "A" certificate holders and 1 seat in PG courses reserved for NCC cadet of outstanding merit with "C" certificate holders. (G.O. 354, Higher Education (D1) dept, dated 8.7.1997).

30. The Selection list shall clearly reveal particulars of candidates selected under each category-OC/BC/BCM/MBC/ DNC/SC/SCA/ST/Differently abled/ Sports Quota/ Ex- serviceme/ NCC etc.

31. Every selection list must contain the following details:

- a) Number of seats sanctioned for the course
- b) Number of seats already filled up
- c) Number of students selected in the list with rank marks
- d) Number of seats still vacant
- e) Particulars of candidates selected under each category - OC/BC/BCM/MBC/ DNC/SC/SCA/ST/ Differently Abled / Ex-servicemen / Sports Quota / NCC etc.

- 32.** If there are any vacancies in any quota, after the First phase of admission, further Second, Third, Fourth etc., phases shall be conducted by adopting the above said procedures. The vacancies in the open quota must first be filled on the basis of merit; vacancies against BC/BCM/MBC/DNC/SC/SCA/ST quota should be filled with OC/BC/BCM/MBC/DNC/SC/SCA/ST candidates respectively in the order of merit.

All vacancies shall be filled up by this procedure only.

If the vacancies still exist in any UG Course after considering the order of preference indicated for each subject, any student who has passed +2 Examination is eligible to undergo the relevant U.G. Course, provided the eligibility norm is satisfied.

- 33.** After the scheduled/ declared rounds of admission are over, the unfilled SC/ST vacancies may be filled by MBC/DNC candidates. Unfilled MBC / DNC seats may be filled by BC candidates as well as unfilled BC vacancies may be filled by other communities. Unfilled Muslim BC vacancies can be filled by other BC candidates. The unfilled ST vacancies may be filled up by SC and if there is no SC they may be filled up from DNC / MBC.

- 34.** The Principals of Government Colleges are instructed to send their request for increase in seats, if required to the Universities concerned through the Director of Collegiate Education and the Principals of other colleges through the management of the college. THE GUIDELINES FOR ADMISSION ISSUED BY GOVERNMENT WILL ALSO APPLY FOR THE ADDITIONAL INCREASED SEATS IN ALL COLLEGES.

35. Procedure for admission to PG courses:

- a) Application Fee for PG course is fixed at Rs. 58/- (Rupees Fifty Eight only) and registration fee is Rs.2/-(Rupees Two only) to be paid by every candidate. For SC/ST candidates, there is no Application fee but registration fee of Rs.2/- is to be paid by every candidate.
- b) For admission to Post Graduate courses (PG) a candidate must have passed the 3 years degree courses (under the 10+2+3 pattern) recognized by the University as equivalent thereto.
- c) In the case of admission to PG course in all Colleges including Autonomous, Aided and Self Financing Colleges, the date of registration for admission will be notified separately.

- d) For admission to all PG courses other than MBA and MCA, the qualifying examination marks will be intimated separately
- e) For MBA/MCA admission, AICTE / Anna University norms will have to be followed, subject to modification by the AICTE / Anna University.
- f) For admission to MSW course any degree holder is eligible.

A. Karthik
Principal Secretary to Government

// True Copy //

H. Sudha
Section Officer

22/11/24