

Application No :

**PG Application for Admission 20\_\_ / 20\_\_**

Course:	Entrance Test Appeared / Applied	TANCET <input type="checkbox"/> CET <input type="checkbox"/> OTHER <input type="checkbox"/>
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Affix a Recent  
Passport Size  
Photo Here

Name : .....

Name of The Parent/guardian : .....

Occupation & Annual Income : .....

Date of Birth(dd/mm/yyyy) : ..... Sex : ☐ Male ☐ Female ☐ Transgender

Community : ..... Caste : ..... Nationality : .....

Address For Communication	If physically handicapped specify	
	Are you son / daughter of ex- serviceman	
	Are you of Tamil origin from Andaman Nicobar Islands	
	Distinction in sports / NCC / NSS/ anyother	
	Parent Phone No :	Name & Location (District) of college last studied
Student Phone No :		

Provide the following information pertaining to your higher secondary and college education.

Name of the Course	Subjects to Study	Name of the University / Board of Examination	Year of Passing	Aggregate Marks Obtained	Aggregate Maximum Marks	Aggregate Grade
Hsc / Pre- Degree						
Bachelor's Degree						

I declare that all the particulars furnished above are true and correct. I submit that I will abide by the rules and regulations of the college.

Note : No enclosures need be sent along with application

Place :

Date :

**FOR OFFICE USE ONLY**

Signature of the Parent / Guardian

Signature of the Applicant

CERTIFICATES VERIFIED :

HSC MARKS	COMMUNITY	TRANSFER
CONDUCT	SPL.CATEGORY	

ADMITTED

PRINCIPAL

### **Rules and Regulation for the students:**

1. College working hours are between 09:30 AM to 04:30 PM on all working days. Students must be presented in the College five minutes before the college begins for each session. The late comers will lose attendance for that session.
2. Students should be punctual in attending all classes. If any one misses any class he/she will lose attendance for that session.
3. Students should not absent themselves without applying for leave and getting it sanctioned. If any student has to leave the college "on duty" he / she should get the "on duty" form signed by the staff member concerned and give it to the class tutor in advance. On duty forms given after absence from college will not be accepted.
4. Minimum attendance of 75% is only eligible to appear for university exams. students whose attendance is between 75% and 65% is eligible to appear exam with condonation fee. students having below 65% attendance should redo their semester.
5. Those who put less than 90% attendance shall become ineligible for scholarships. Any student who receives scholarship either from government or from any outside source other than K.P.M trust has to refund the scholarship amount received from the college. He/She is eligible for only one scholarship at a time.
6. There will be no direct election system in the college for the election of chairman and secretary for the college union and sports council. There will be only indirect election.
7. The examination system consists of two parts, first being Continuous Internal Assessment (25%) and the second being the External University Semester Examination (75%). Each Under Graduate student has to secure a minimum of 40% in the Continuous Internal Assessment as well as in the External Semester Examinations and each Post Graduate Student has to secure a minimum of 50% in the continuous Internal Assessment as well as in the External semester Examinations.
8. Student's academic progress, conduct and behavior in the college and Hostel are very important. Those who do not have good conduct and behavior will be sent out of the college and Hostel any time during the course of the year. Day scholars are prohibited from entering the Hostel.
9. The college property such as books, laboratory equipments, furniture and buildings must be kept safe and neat. Those who spoil them or break them will have to pay the entire cost for the replacement of the items spoiled / broken. [Common breakage will be collected at the end of the each semester].
10. Tuition fee has to be paid before the due date in each semester. Defaulters' names will be removed from the roll. And fees, once paid will not be transferable or refundable.
11. Ragging is totally banned inside and outside the college premises. If anyone is found involved in Ragging He/She will be severely dealt with under the Government's order and such students will be summarily dismissed from the college immediately.
12. No student is permitted to enter any classroom other than his/her own classroom during college hours.
13. Students discontinuing the course during their period of study have to pay the remaining semester fees for the entire course.
14. Students should make their own arrangements to come to the college whenever college bus is not available owing to maintenance / any other reasons .

I agree to abide by the rules and regulations of the college mentioned above and I request you to kindly admit/permit me to continue my studies in the college .

Please give the particulars below.

- 1.Name of the student :  
2.Course :  
3.School / College Studied :  
Certificates given

- (i) Mark sheet please specify the number :  
(ii) TC & CC :  
(iv) Others specify :

Office Use Only

Signature of the parent/guardian

Signature of the student