



NAAC 'A+' GRADE

DIRECTORATE OF ADMISSIONS
SRI VENKATESWARA UNIVERSITY::TIRUPATI
ADMISSION INTO DIPLOMA COURSES FOR THE YEAR 2018-19
Phone: 0877-2248589/2289346, Website: www.svudoa.in

INSTRUCTION BOOKLET

IMPORTANT DATES

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|---|---------------------|
| ➤ Download of Applications | : 23-10-2018 |
| ➤ Last date for receiving applications | : 31-10-2018 |
| ➤ Counseling for Diploma courses | : 05-11-2018 |

Applications in the prescribed form are invited from eligible candidates for admission into part-time (evening) Post-Graduate Diploma /Certificate courses in SV University Campus Colleges, Tirupati during the academic year 2018-19.

The University reserves the right to change or modify any of the rules and regulations including the scheme of examination and the syllabi of the courses. The decision of the admission authority is final in all matters of admissions. The Directorate of Admissions, SV University will make admissions into all the courses. The rule of reservation shall be followed as Government norms.

HOW TO APPLY

Application form and prospectus can be downloaded from the website www.svudoa.in. Filled in application should be accompanied registration fee (challan) of Rs. 500/- paid into A/c No. 103210100078008 in Andhra bank, SV University, Tirupati.

Candidates should apply and attend the counseling as per the schedule given above and no separate communication will be sent.

A separate application is to be submitted for each course.

SUBMISSION OF FILLED IN APPLICATIONS

The duly filled-in application along with the registration fee slip (original copy challan) and other enclosures should be submitted either in person or sent by registered post so as to reach on or before 31-10-2018@ 5.00 pm.

THE DIRECTOR
DIRECTORATE OF ADMISSIONS
OLD MBA BULING (Online Counseling Center)
S V UNIVERSITY
TIRUPATI – 517 502

Incomplete applications will be rejected. Applications received after the specified date will be summarily rejected and the cost of application will not be refunded. The Director is not responsible for any postal delay or loss in postal transit.

Eligibility and other Particulars of the Part-Time Diploma Courses (Evening)

S.No	Course	Offering Department	Seats	Min. Strength Required to run the course	Tuition Fee for the Course (Rs.)	Eligibility
1.	PG Diploma in Functional Hindi and Translation (9 months)	Hindi	40	10	1,500	Any Graduate with Hindi as second language or any graduate with Rashtrya Bhasha Praveen or Vidvan or DBH Prachara Sabha, Madras
2.	PG Diploma in Epigraphy (one year)	AIHC & Archeology	20	5	1,500	Any Graduate
3.	PG Diploma in Tourism and Travel Management (9 Months)	History	40	20	5,000	Any Graduate
4.	PG Diploma in General Linguistics (one year)	Linguistics	10	5	1,000	Any Graduate
5.	PG Diploma in Research Methodology (6 Months)	Centre For Women's Studies	30	5	4,000	Any Graduate
PART-TIME (EVENING CERTIFICATE COURSES)						
1	Devotional songs-2 (6 Months)	Performing Arts	20	5	3000	Any Graduate cum Engineering Students, Aptitude test (oral)
2	Devotional songs-1 (6 Months)	Performing Arts	20	5	2500	Any Graduate cum Engineering Students

Note: At the time of admission, in addition to the above Tuition fee, each admitted candidate has to pay a special fee of Rs. 360/-. Other University candidates have to pay Rs. 125/- extra towards Recognition fee.

ADMISSION PROCEDURE

- The admission into all courses is based on the marks obtained in the concerned qualifying examination.

GENERAL INFORMATION / INSTRUCTIONS

- The Director is not responsible for non-receipt of application by the notified date and time for any reason whatsoever, including delay/loss by private courier services/registered postal services/speed post service etc. No correspondence will be entertained in this regard.
- Any student studying a regular PG course is eligible for admission only in part-time courses, but not in full-time courses.
- Any course shall be offered only after getting the minimum strength as noted against each course.
- No refund of application fee is allowed even if admissions are not made into any course for any reason what so ever.
- The students admitted into these will not be provided with hostel accommodation and they are not eligible for any scholarships.
- There is no fee concession for SC/ST/BC students.



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Application for Admission into Diploma/Certificate Courses for the Year 2018-19

Name of the BANK : _____ Place of Bank : _____ Challan Date : _____ Amount : _____	Affix the latest Passport size Photo
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Counseling will be done in the O/o of the Directorate of Admission on 05 -11-2018@ 10.00 am.

Course applied for: _____

1. Name of the candidate : _____
(in BLOCK letters)

2. Name of the Parent : _____

3. Address for communication: _____

PIN: _____ Mobile: _____

4. Date of Birth : _____ 5. Sex (✓) Male / Female

6. Category:
(Place a tick mark)

SC	ST	BCA	BCB	BCC	BCD	BCE	OC
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7. Academic Qualifications:

Qualification	Year of Passing	Class & Percentage of marks	College & University
SSC			
Inter			
Degree			
PG			

DECLARATION

I have studied the instructions relating to the admission and I satisfy all the eligibility criteria prescribed for admission into the course I am applying. I shall abide by the rules and regulations of the University.

Date:

Signature of the Candidate

Enclosures:

1. Xerox Copy of SSC Pass Certificate.
2. Xerox Copy of Degree / PG Provisional certificate and marks statements, if applicable.
3. Xerox Transfer Certificate.
4. Registration fee (Original Bank Challan)