

# **ADMISSION PROCEDURE**

## **North Orissa University, Takatpur, Baripada**

### **Session: 2019-2020**

North Orissa University invites applications through open advertisement in Odia and English daily newspapers for admission into PG /M.Phil /Integrated B.Ed-M.Ed/Pre-Ph.D course from aspiring applicants who have passed/ appeared at the qualifying examination.

#### **5.1 Online Application Procedure:**

- a) The candidate shall have to fill up online application form at [www.nou.nic.in](http://www.nou.nic.in) on or before **24.06.2019** for appearing at the Entrance Test. No other mode of application shall be considered.
- b) The Application form (hard copy-generated after filling up the form) along with relevant documents must reach the office of the chairman, P.G. council on or before **24.06.2019**.
- c) **The hard copy of the same application of the candidates (for those whose results have not been declared) along with necessary documents must be submitted to the invigilator in the examination hall at the time of appearing at the Entrance Test.**
- d) Before proceeding to fill up the e-application form at [www.nou.nic.in](http://www.nou.nic.in) the candidate must read the (i) procedure of e-admission-2019 along with online submission of application fee, (ii) eligibility criteria for admission into different courses, reservation and weightage guidelines and other information available in the information brochure available in the website.
- e) The applicant has to register himself/herself at the website by giving his/her full name, name of the department and course, mobile number, e-mail ID, date of birth and the password. After registration, the applicant shall receive the SMS and e-mail containing information on registration. **The user ID and password should be noted for future use and reference.**
- f) The candidate **shall download the admit card after receiving an SMS/E-mail after the last date of application** and keep a copy of the same for reference. The admit card must be produced at the centre for Entrance Test.

#### **5.2. Online submission of Application fee:**

- a) PG/ Integrated B.Ed-M.Ed Course: **Rs 500/-** (Rupees five hundred only).
- b) M.Phil Course : **Rs 600/-** (Rupees Six hundred only).
- c) Pre Ph.D Course : **Rs 1000/-** (Rupees one thousand only)
- d) The application fee shall be paid separately for each application and for each different subject. If multiple applications are submitted with one application fee, all applications will be rejected and no admit card will be available for appearing at the Entrance Test for any course. **Under no circumstances, the Application Fee is refundable.**
- e) Application Fee can be remitted by Debit card/Credit card of any nationalized bank or by e-payment through internet banking.
- f) Candidate applying under **Green passage scheme are exempted** from paying online Application Fees as per Resolution No 23836/HE dated 29.10.2015 and No. 19226.HE-FE-1B. POL. 130/2016/HE dated 14.07.2016 of Higher Education Department. The

District Child Protection Unit (DCPU)s are required to identify enrolment of orphan students under their jurisdiction.

### 5.3 Documents to be submitted with the hard copy of the filled in application form:

- Application form generated after payment of Application Fee.
- Copies of mark sheets and certificates of all examinations.
- Copy of caste certificate (SC/ST) from the competent authority (Revenue officer/Tahasildar) for claim of the reservation.
- Copy of PH certificate of physically challenged students and ID card issued by District Welfare Officer/ Community Development Officer/ Social Welfare Department of state government for claim of the reservation.
- Copy of certificate on claim of reservation under Ex-service (ESM), Serving Defence Personal (SDP) quota issued from the Rajya /Zilla Sainik Board and Children of Martyrs (CoM)
- Copy of certificate of Kashmiri migrants to avail special reservation
- Copies of certificates of Sports and games participation from the competent authority for special weightage consideration.
- Copy of certificate of participation NSS/NCC/Rover & Ranger for special weightage consideration.
- Copy of the certificate to avail benefit under **Green passage Scheme**.

### 5.4 Eligibility criteria and Intake:

#### (A) PG Courses:

Sl. No.	Name of the Course	Eligibility		Intake	Duration
		Qualification	Category		
<b>NOU Main Campus, Takatpur, Baripada</b>					
<b>Regular Courses</b>					
1	Biotechnology	Honours in Biotechnology	I	30	2Yrs
		Honours Graduate in Biological Science	II		
		Honours Graduate in Science with Biology as a subject at + 2 level	III		
2	Botany	Honours Graduate in Botany	I	30	2Yrs
3	Chemistry	Honours Graduate in Chemistry	I	30	2Yrs
4	Computer Application	Odisha Joint Entrance Examinations (OJEE) Merit List	-	30	3Yrs
5	Economics	Honours Graduate in Economics	I	40	2Yrs
6	Physics	Honours Graduate in Physics	I	30	2Yrs
7	Santali	Honours Graduate in Santali	I	40	2Yrs
		Hons or Pass(with 45% marks in aggregate) in any discipline with Santali as subject	II		
8	Zoology	Honours Graduate in Zoology	I	30	2Yrs

<b>Self Financing Courses</b>					
1	Anthropology & Tribal Studies	Honours Graduate in the concerned subject	I	30	2Yrs
		Honours Graduate in Social Sc./Humanities with Anthropology as pass or elective	II		
		Honours Graduate in Life Sc./Botany /Zoology/Biotechnology/Microbiology/ Geology	II		
2	Business Administration	Odisha Joint Entrance Examinations (OJEE) Merit List	-	40	2Yrs
3	Computer Science	Honours Graduate in Computer Science/BCA/ 50% mark having B.Tech in Computer Science/IT	I	30	2Yrs
		Honours Graduate (Physics/ Chemistry/ Mathematics/ Statistics/ Electronics) Electronics/IST)	II		
4	Education	Honours Graduate in Education	I	40	2Yrs
5	English	Honours Graduate in English	I	40	2Yrs
6	Hindi	Honours Graduate in Hindi	I	40	2Yrs
		Hons or Pass (with 50% marks in aggregate) in any discipline with Hindi as subject	II		
7	Library & Information Science (MLIS)	Honours Graduate in Library Science	I	40	2Yrs
		Honours Graduate with Library science as pass/elective OR Honours Graduate who have qualified one year B.Lib. Information Science	II		
		Honours Graduate in any discipline	III		
8	Mathematics	Honours Graduate in Maths/ Statistics / Math and Computing	I	30	2Yrs
9	Odia	Honours Graduate in Odia	I	40	2Yrs
10	Remote Sensing & GIS	Honours Graduate in Science/ Arts with Geography as a subject	I	30	2Yrs
11	Sanskrit	Honours Graduate in Sanskrit	I	40	2Yrs
12	Social Work	Honours Graduate in any discipline	I	40	2Yrs
13	Wild Life and Biodiversity Conservation	Honours Graduate in Biological Science	I	30	2Yrs
		Honours Graduate in Science having Biology at +2 level only	II		
14	Yoga & Naturopathy	Honours Graduate in any discipline	I	30	2Yrs
<b>NOU Second Campus, Suleikhamar, Keonjhar</b>					
<b>Regular Courses</b>					
1	M.A. in English	Honours Graduate in English	I	40	2Yrs
2	M.A. in Odia	Honours Graduate in Odia	I	40	2Yrs
3	M.A. in Sanskrit	Honours Graduate in Sanskrit	I	40	2Yrs
4	M.Sc. in Geology	Honours Graduate in Geology	I	30	2Yrs
		Honours Graduate with Geology and combination of any two of the following Subjects: Physics/Chemistry/Maths/Botany/ Zoology/ Environmental Science	II		
5	M.Sc. in Material Science	Honours Graduate in Physics/Chemistry	I	30	2Yrs
		Honours Science Graduate with Physics/Chemistry as Elective/Pass	II		

**(B) Integrated B.Ed-M.Ed Course:**

- a) North Orissa University offers three year (six semesters) Integrated B.Ed-M.Ed Course under self financing mode in main campus, Baripada.
- b) A Post Graduate Degree in Sciences/Social Sciences/Humanities from a recognized institution with a minimum of 55% marks or equivalent grade (as per NCTE norms 2014).
- c) Intake of the course is 50 (25 from Science stream and 25 from Arts stream).

**(C) M. Phil. Courses:**

- a) North Orissa University offers one year (two semesters) M.Phil in
  - a. Biotechnology, Botany, Chemistry, Computer Science, Economics, Physics, Santali and Zoology **in main campus, Baripada**
  - b. English, Odia, Sanskrit **in 2<sup>nd</sup> campus, Suleikhamar, Keonjhar.**
- b) Maximum intake of each M.Phil course is 10 (Ten). The intake may vary depending upon the availability of faculty positions as per the UGC guideline-2016.
- c) Candidates with good academic career securing not less than 55% (50% for SC/ST candidates) marks or equivalent grade at Master's Degree in the subject from any recognized university are eligible to apply for admission into the course provided they qualify written Entrance Test followed by an interview.
- d) For M.Phil.in Computer Science, the qualifying degree is Master's Degree in Comp. Sc./ IT / Electronics / Computer Application (MCA)/ Mathematics / Statistics.
- e) For M.Phil.in Biotechnology, the qualifying degree is Master's Degree in Biotechnology / Bioinformatics/ Microbiology/ Biochemistry/ Life Sciences/ Botany/ Zoology/ Marine Biology/ Biosciences/ Environmental Science/ Pharmaceutical Science.
- f) Candidates qualifying UGC-CSIR-NET/GATE /SLET test and awardees of Teacher Fellowship (TF) from UGC are **exempted from the Entrance Test only** and shall appear at the interview on the date of Entrance Test of the concerned subject as notified.
- g) An employed person cannot be admitted unless he/she has been duly relieved by the employer and produce a proof to that effect.
- h) Candidates who have already submitted Ph.D. thesis or been awarded Ph.D. degree are not eligible for admission into M.Phil.

**(D) Pre-Ph.D Course**

- a) North Orissa University offers one semester Pre-Ph.D course work in Biotechnology, Botany, Chemistry, Computer Science & IT, Economics, Life Science, Physics, Santali and Zoology in main campus at Baripada, Odia, Sanskrit in 2<sup>nd</sup> campus at Suleikhamar, Keonjhar and Law in Mayurbhanj Law College at Baripada.
- b) Intake of Science and Arts stream of this course is 10 (ten) and 20(twenty) respectively.
- c) Master Degree holders having secured at least 55% of marks or its equivalent grade points in the subject concerned of North Orissa University or any other state/central University are eligible to take admission into Pre- Ph.D. course work provided they qualify through a written Entrance Test followed by an interview.
- d) A candidate belonging to SC/ ST / OBC (non-creamy layer)/ differently-abled category or those who had obtained their Master's degree prior to 19<sup>th</sup> September, 1991 shall be given a relaxation of 5% (i.e., from 55% to 50%) of marks or its equivalent grade points at Master level.
- e) The candidates qualifying UGC-CSIR-NET (including GRF)/ GATE/ SLET/ Teacher fellow are exempted from **written Entrance Test only**.
- f) M. Phil./ M. Tech. Degree holders are **exempted from written Entrance Test** provided they have been admitted to M. Phil./ M. Tech. Programme through

Entrance Test & Interview and have studied Research Methodology as one of the paper.

### 5.5 Ineligibility of students for admission

- No admission shall be given to a candidate for any of the P.G. courses of this University for the second time (i.e., if the candidate has already completed a P.G Course in North Orissa University or any other University earlier)
- A student having taken admission to any one of the courses of North Orissa University shall not be permitted to take admission further in any other P.G. Courses of this University. This is not applicable for students seeking admission into any other P.G. courses in the same year. The change in admission (if any) shall be allowed within the last date of admission.
- If, any candidate completing P.G. Degree takes admission into any PG course providing wrong/false information, his/her admission will be cancelled when detected.
- The applicant with criminal antecedents including moral turpitude shall not be admitted to any course. Suppression of facts in this regard shall make a candidate ineligible and admission of such candidates will be cancelled.

### 5.6 Selection Procedure

#### (A) PG Course:

Selection of candidates for admission shall be made on the basis of their **Academic Career (50%) and performance in the written Entrance Test (50%)**.

- Entrance Test:** There shall be 75 objective type questions (50 multiple choice type questions with 01(one) mark each. The remaining 25 questions will be of short answer type (fill in the blanks/True or false/ match the columns/ one word answer type carrying 02(two) marks each). **Questions will be set from course content of the respective subject at the graduation level.** The candidate has to secure a minimum of 30% in the Entrance Test in order to be eligible for selection for admission. The duration of the written Entrance Test will be for 90 minutes.
- Career marking**

Degree	Details of Career Marking		
	1 <sup>st</sup> Div	2 <sup>nd</sup> Div	3 <sup>rd</sup> Div/ Pass/ Compartmental
HSC or equivalent	7.5	6.0	3.0
+2 or equivalent	12.5	9.5	6.0
*+3 Category I	25	20	
*+3 Category II	18	12	
*+3 Category III	15	10	
Distinction	5	5.0	
<b>Maximum</b>	<b>50</b>	<b>*See section 5.4 to know the category</b>	

#### (iii) Merit List:

- Merit list of the candidates (after the Entrance Test) will be prepared by taking into account the marks in the entrance test (50%) and marks in career assessment (50%).
- In case of discontinuity for each year of gap after +3 Degree examination, 2 (two) marks will be deducted from the total career marks for preparation of merit list.

#### (iv) Tie breaking:

In case of a tie, the position of the candidates on the merit list shall be determined on the basis of marks secured by them in the Entrance Test. In case, two candidates secure equal marks in the entrance test, their relative positions on the merit list shall be determined on the basis of their marks in graduation level in the Honours / pass subject.

In the case of equality of marks in the Honours subject, the relative merit of candidates shall be determined on the basis of their aggregate marks in the degree examination excluding marks in Ancillary and Foundation subjects. In case of pass (Santali/Hindi) students the aggregate marks in the degree examination excluding the Ancillary and Foundation subjects shall be taken into account for merit list.

**(B) Integrated B.Ed-M.Ed Course:**

Selection of candidates for admission shall be made on the basis of their Academic career and performance in the Entrance Test.

(i) **Entrance Test:**

There will be 75 objective questions (50 multiple choice questions with 01(one) mark each. The remaining 25 questions will be of short answer type (fill in the blanks/True or false/ match the columns/ one word answer type) each carrying 02(two) marks) **based on Teaching Aptitude and Basic General Knowledge on Science/Arts & Humanities**. The candidate should secure a minimum of 30% marks in the Entrance Test in order to be eligible for selection for admission. The duration of the written Entrance Test will be for 90 minutes.

(ii) **Career marking:**

Degree	Details of Career Marking		
	1st Division	2nd Division	3 <sup>rd</sup> Div/ Pass/ Compartmental
HSC or equivalent	5.0	3.0	2.0
+2 or equivalent	6.0	4.0	3.0
+3 Degree (Hons)	15.0	10.0	-
+3 Degree (Pass)	-	-	4.0
Distinction	4.0	4.0	4.0
PG Degree	20.0	15	-
<b>Maximum</b>	50		

(iii) **Merit List:**

- Merit list of the candidates (after the Entrance Test) shall be prepared by taking into account the marks in the Entrance Test (50%) and Academic Career assessment (50%).
- In case of discontinuity for each year of gap after P.G. Degree examination, 2 (two) marks will be deducted from the total career marks for preparation of merit list.

(iv) **Tie breaking**

In case of a tie, the position of the candidates on the merit list shall be determined on the basis of marks secured by them in the Entrance Test. In case, two candidates secure equal marks in the Entrance Test, their relative positions on the merit list shall be determined on the basis of their marks in Post graduation level in their respective subject.

**(C) M.Phil Course:**

Selection shall be made on the basis of their performance in the Entrance Test and Interview.

(i) **Entrance Test:**

Written Entrance Test will be a qualifying test. There shall be 75 objective questions (50 multiple choice questions with 01(one) mark each. The remaining 25 questions will be of short answer type (fill in the blanks/True or false/ match the columns/ one word answer type each carrying 02(two) marks). Question will be set from course content of the

respective subject at the **post graduation level**. The candidate has to secure a minimum of 40% in the entrance test in order to be eligible for selection for admission. The duration of the written Entrance Test will be for 90 minutes.

(ii) **Interview:**

All candidates including those exempted from the entrance test shall have to appear at the interview. The candidates who do not appear at the interview shall not be considered for admission.

(iii) **Merit List:**

- a) The merit list shall be prepared based on the marks secured by the candidate in the viva-voce test only (i.e., out of 100 marks).
- b) In case of non-availability of candidates from any one of the reserved categories seats will be filled up by general candidates from the merit list.

(iv) **Tie breaking:**

In case of a tie, marks secured in Entrance Test will be taken into account to break the tie.

**(D) Pre-Ph. D Course Work**

Selection shall be made on the basis of their performance in the Entrance Test and Interview.

(i) **Entrance Test**

The written Entrance Test will be a qualifying test. There shall be 75 objective questions (50 multiple choice questions with 01(one) mark each. The remaining 25 questions will be of short answer type (fill in the blanks/True or false/ match the columns/ one word answer type) each carrying 02(two) marks. Question will be set from course content of the respective subject at the **post graduation level**. The candidate has to secure a minimum of 40% in the entrance test in order to be eligible for selection for admission. The duration of the written Entrance Test will be for 90 minutes.

(ii) **Interview**

The candidates including those exempted from the Entrance Test have to appear for an interview. The candidates who do not appear before the interview will not be considered for admission.

(iii) **Merit List**

The merit list shall be prepared based on the marks secured by the candidate in the viva-voce test only (i.e., out of 100 marks).

(v) **Tie breaking:**

In case of a tie, marks secured in Entrance Test will be taken into account to break the tie.

**5.7 Rules for Entrance Test:**

- a) Entrance Test for admission into different subjects as applied by the candidates shall be held at respective campus of North Orissa University.
- b) All examinees shall enter into the examination hall at least 15 minutes before the commencement of the examination and take their seats according to their allotted roll numbers.
- c) No examinee shall be allowed to enter the examination hall 15 minutes after the commencement of the examination.
- d) Candidates shall bring their own pen/pencil/eraser/ruler as required. Royal Blue/Blue Black/Black ink is permissible.
- e) A candidate is required to submit his/her admit card for verification.
- f) Use of unfair means inside the examination hall and canvassing in any form shall disqualify the candidature.
- g) Mobile phones, pagers and electronic gadgets are not allowed inside the examination hall.

- h) Candidates shall not be allowed to leave the examination hall until the final bell is given.
- i) Candidates are required to verify the test booklet and ensure that the pages in the test booklet are continuous. Any discrepancy should be brought immediately to the notice of the invigilator.
- j) In all other matter, not provided under these rules, the Centre Superintendent is empowered to take necessary decisions for the smooth conduct of the examination.
- k) No separate intimation letter shall be issued for Entrance Test.
- l) The candidates shall not be allowed to sit in the Entrance Test without his/her photograph affixed to the Admit Card at the allotted space.

### **5.8 Reservation:**

As per the Government of Odisha notification No.HE-FE-III-Admn.-64/14/11710/HE, dated 01.06.2015, and the Odisha Gazette (No.632 dated 19th April, 2018) embodying Higher Education Department Notification dated 7<sup>th</sup> April, 2018, the reservation of seats shall be as follows

- a) ST-22.5%, SC-16.25%. The reserved seats are not interchangeable between SC and ST category. SC/ST applicants selected for admission on their merit shall not be counted against reserve seats.
- b) 5% of sanctioned seats shall be reserved for Persons with Disabilities (PWDs) with extent of disability not below 40% (blindness and low vision, hard of hearing, locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy, autism, intellectual disability, specific learning disability and mental illness).
- c) 1% of the sanctioned seats shall be reserved for Self/Children/Wife/ Husband of ex-serviceman Serving (ESM) defence personnel and the Children of Martyrs (CoM).
- d) For Kashmiri migrants relaxations shall be as follows:
  - (i) Such student can be admitted over and above the sanctioned strength (total number of seats in the department), to the extent of 2 seats.
  - (ii) Such candidates can be given an extension in the date of admission up to 30 days.
  - (iii) Relaxation will be given in cut-off percentage up to 10% subject to minimum eligibility requirement.
  - (iv) Domicile requirements shall be waived.
  - (v) Migration in second and subsequent years shall be allowed subject to the condition given in d(i) above.

### **5.9 Weightage**

As per the Odisha Gazette (No.632, dated 19<sup>th</sup> April, 2018) embodying Notification of Higher Education Department dated 7<sup>th</sup> April, 2018, the weightage of seats for admission shall be as follows:

- (a) Those who have represented the state during last three years at National level sports shall get 10% weightage of marks over and above the aggregate career marks.
- (b) Those who have represented North Orissa University sports during last three years shall get 5% weightage of marks over and above the aggregate career marks.
- (c) NCC:
  - (i) Applicants holding B certificate shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Higher secondary (+2) or equivalent examination.

- (ii) Applicants who have represented the State or the Central School/Sainik School at the All India level NCC Camps/Course/Activities shall be given weightage of additional 3% of marks over and above the aggregate marks secured at the Higher secondary (+2) or equivalent examination.
- (d) NSS:
  - (i) Applicants who have represented the State at National level camp shall be given weightage of additional 5% of marks over and above the aggregate marks secured at CHSE/ equivalent examination.
  - (ii) Applicants who have represented the inter State category camp shall be given weightage of additional 3% of marks over and above the aggregate marks secured at CHSE/ equivalent examination.
  - (iii) Applicants who have got the best NSS volunteer award in University shall be given weightage of additional 2% of marks over and above the aggregate marks secured at CHSE/ equivalent examination.
- (e) Rover and Ranger
  - (i) Rover and Ranger possessing and producing the original certificate signed by President of India shall be given weightage of additional 5% of marks over and above the aggregate marks secured at the Higher Secondary (+2)/ equivalent examination.
  - (ii) Rover and Ranger possessing and producing the original certificate signed by Governor/ PATRON/ President of the state Association shall be given weightage of additional 2% of marks over and above the aggregate marks secured at the Higher Secondary (+2)/ equivalent examination.
- (f) Reservation for Odias leaving in neighboring states (OLNS) and Outside State Applicants (OSA) is abolished from the academic session 2018-19 as per the Govt. of Odisha Higher Education office order.
- (g) The weightage as mentioned above will be applicable for admission at the Post Graduation level.

#### **5.10 Documents required at the time of admission**

1. Demand Draft(s)
2. All Original Certificates and Mark Sheets from HSC onwards (to be returned after verification).
3. Original College Leaving and Conduct Certificates.
4. Original Migration Certificate with requisite fee of Rs.65/- in the form challen.
5. Photocopy of 'Aadhaar Card'
6. Six Stamp size photographs (if not attached to the application form).
7. Original Certificates in support of any special claim, such as SC/ST/PWD/ Ex-Serviceman / NCC/ NSS/ Green Passage scheme (to be returned after verification).
8. Original Residential Certificate for outside state.
9. Original Relive order from the employer in case of service holder.
10. Original Affidavit by the Student and Parents/Guardian from the Oath Commissioner.