



ADMISSION FORM

Instructions :

Please read the form carefully before filling it.
Form should be filled in Block Letters in English.
Attach the required documents as mentioned in educational qualification.
Incomplete application will be rejected.
Filling up of Application Form does not guarantee admission.

Form Info :

FORM NO: _____

Registration No. (To be given by the office): _____

Section Title (Bold):

Session: _____ School: _____

Course Applied for : _____

Specialization (if applicable) : _____

Personal Details

Name (Mr./Ms): _____

Father's Name: _____

Occupation: _____

Mother's Name: _____

Occupation: _____

Date of Birth: _____ POB: _____ AGE: _____

Gender: _____ Nationality: _____ Marital Status: _____

Category (Tick Only):

☐ SC ☐ ST ☐ OBC ☐ SBC ☐ GENERAL ☐ MINORITY ☐ OTHERS

Special Category (Tick Only):

☐ Physically Challenged ☐ JK Migrated ☐ Sports ☐ National Awardees ☐ OTHERS

Section Title (Bold):

Contact Details

Correspondence Address: _____

Student Mobile No: _____ WhatsApp No: _____

Parent's Contact No: _____ Land Line No: _____

E-mail ID: _____

Permanent Address: _____

Educational Qualifications

Examination Passed	Name of the School / College	Board / University	Year of Passing	Stream	Marks Obtained	Max. Marks	% of Marks
10th							
12th							
Graduation							
Post Graduation							
Any Other Qualification							

Award _____ and _____ achievement _____ (if _____ any):
 _____ Participation in extracurricular

activities: ☐ No ☐ Yes

Employment History:

If Yes, Total Experience: _____

Year(s) Month: _____

Name of the Company	Address	Duration	Designation	Salary Drawn

NOTE:

All documents must be self-attested.

Submission of Original Migration Certificate / Transfer Certificate of previous qualification is compulsory.

DETAILS OF PAYMENT OF APPLICATION

Amount : ₹ _____

in favour of **College of ART O VISION.**

Cheque / D.D. No.: _____

Dated: _____

Bank & Branch: _____

(Fee once paid is not refundable)

University Receipt No.: _____

RULES AND REGULATIONS

Admission is subject to clearing the qualifying examination, group discussion and interview (if any).

The scholarship (if any) in subsequent semesters will be subject to the candidate acquiring the prescribed percentage of marks as well as an honest conduct in the University.

The admission of a candidate shall be cancelled if it is found that the admission has been secured on the basis of furnishing false documents/information to the University.

Any change in the candidate's residence is required to be intimated to the University authorities immediately in writing so that contact information is maintained in the office records of the University.

College of ART O VISION reserves the right to revise its fee structure.

A candidate found indulging in drugs, abuse, violence or improper behavior and who does not adhere to the rules and regulations or are irrelevant from time to time, will be subject to disciplinary action and may be rusticated depending on the proceedings and decision of the disciplinary committee.

Activities that have the effect or intention of interfering with education, pursuit of knowledge, or fair evaluation of a student's performance are prohibited.

The University shall display important notices pertaining to fees payment, examination dates, seminars, guest lectures, and industrial visits from time to time on the notice board. Students are advised to read the notice board regularly as no excuse on non-compliance shall be entertained.

The admission offer limits academic benefit. Information brochure and website of the University are indicative in nature and only guides to the terms and conditions of the student. The student should verify the information. Students are advised to refer to the same for clarification. No other document except the offer letter should be referred to, when the student is admitted to the University and no document which has not been signed by the Registrar/Dean/Head of Department/University Official/Centre Coordinator will be considered authentic.

Fees once paid are not refundable for any reason whatsoever. Only Caution Money will be refunded, if paid.

College of ART O VISION reserves the right to cancel the admission of any candidate under any of the following circumstances:

All the fees is not deposited by the stipulated date.

If the candidate fails to produce the original documents by the stipulated date even though the fee has been deposited.

If the candidate fails to furnish the proof of the stipulated minimum qualifications required for admission into the course.

All admissions are entirely at the discretion of the management of College of ART O VISION and no explanation will be given in case of refusal.

The acceptance of an offer of admission implies the consent of the student to the rules and regulations of College of ART O VISION.

DOCUMENTS ATTACHED:

- | | | | |
|--|---|--------------------------------------|------------------------------|
| ☐ 10th Marksheet | ☐ Certificate | ☐ Certificate | ☐ 1st |
| ☐ 12th Marksheet | year ☐ 2nd year ☐ 3rd year ☐ | | |
| ☐ Graduation | 4th year | | |
| ☐ Post-Graduation | ☐ 1st year ☐ 2nd year ☐ 3rd year | | |
| ☐ SLC | ☐ Birth Certificate | | |
| ☐ Degree (UG) | ☐ Degree (PG) ☐ PGD | | |
| ☐ Migration | ☐ Photo ☐ ID Proof (Aadhar Card) | | |

UNDERTAKING

I, _____ (Name), bind myself to abide by the university's rules and regulations as per details given below:

I will be punctual in the class and the activities related to my course. I will submit reports of visits & practicals as per the prescribed format.

I will not indulge myself in any form of teasing or any other anti-social activities, which may harm the reputation of College of ART O VISION.

I am not registered in any other regular course of any other University.

I am not employed by any Government or Non-Government organizations.

I will seek approval of the University before joining any other part-time/online distance mode courses during the period of my study at the University.

I have understood the fee structure and I am also aware that fee once paid is not refundable. In case of withdrawal, refund is admissible only as per admission policy.

I will maintain minimum 75% attendance as per the attendance policy.

THEREBY GIVE THE FOLLOWING UNDERTAKING:

That I am not involved in any Civil / Criminal / Case / Proceedings / Charges / Enquiry prior joining College of ART O VISION.

That I am not involved in any Disciplinary / malpractice / or any other charges / proceedings / enquiry / case pending against me in any University or any other education authority / institution prior to joining College of ART O VISION.

Date: _____

Signature of Candidate: _____

DECLARATION

By Student:

I, _____ Son /
Daughter _____ of
_____ have read
& hereby certify that the information given in the Application
is complete and accurate to the best of my knowledge.

I understand all the rules and regulations laid down by the
University and agree that misrepresentation or omission of facts
will justify the denial of admission, cancellation of admission or
expulsion. The fees paid to the University under any
circumstances cannot be refunded.

If I am not in a position to join/continue the course even after
submission of fees, I will not claim refund of fees.

I am not entitled to pursue any course from any other
Educational Institution while being enrolled with this University.

Date: _____

Signature of Candidate: _____