

	<p style="text-align: center;"><b>சென்னைப் பல்கலைக்கழகம்</b>  <b>UNIVERSITY OF MADRAS</b>  <i>(Established under the Act of Incorporation XXVII of 1857 –Madras  University Act 1923) (State University)</i>  Centenary Building, Chepauk, Chennai – 600 005.  Telex No.41-6376-UNOM-IN, Telephone: 044-25399473,  Fax No.91-44-25399834</p>	
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No.ERC/Provisional Eligibility Certificate/2021-2022/ 925

Dated:

18 JUN 2021

From  
**The REGISTRAR/c**  
University of Madras,  
Chepauk, Chennai – 600 005.

To

- 1) The Heads of all Departments of University of Madras.  
(Chepauk / Marina / Guindy / Taramani/Chetpet campuses)
- 2) The Principals of all affiliated Arts & Science Colleges / approved Institutions.

Sir/Madam,

**Sub: Admission Procedure/Guidelines to be followed to various  
UG/PG/M.Phil/Professional and Diploma Courses of Studies for the  
academic year 2021-2022 –Communicated – reg.**

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I am by direction to inform you that, all the Principals of affiliated colleges / Heads of University Departments are advised **to adhere strictly to the procedures/guidelines before admission of candidates from other State Board/Universities**, so as to avoid the admission of INELIGIBLE candidates and consequent unnecessary litigation thereon, failing which suitable action will be taken in accordance with **Provision of XXVI of Vol. I – University calendar 2016 for disaffiliation of the colleges / institutions.**

I am to request you to kindly display a photocopy of this circular in your College/Department Notice Board for the benefit of the candidates, seeking admission in UG/PG/Professional/M.Phil and Diploma Courses in your College / Department/Institution.

I am also to request you to forward the prospectus of all courses offered at your college during the academic year 2021-2022 to this office along with the covering letter by quoting this reference number and date.

The receipt of the above may kindly be acknowledged.

Yours faithfully,

  
REGISTRAR/c

**Encl:** Admission Procedures/Guidelines.

**Copy to:**

- 1) The Controller of Examinations, University of Madras, Chennai – 600 005.
- 2) The Public Relation Officer (PRO), Main Building.
- 3) ~~The~~ The Enquiry Counter (Main)
- 4) The Section Officer, F.3 D.D. section.
- 5) The Section Officer, Eligibility Section (I.D.E)/Section Officer-CBCS Section.
- 6) The Section Officer, UG/PG Examination Sections (main building)
- 7) for information.



# UNIVERSITY OF MADRAS

## Admission Guidelines/Procedures to be followed.

### CATEGORY -I

Candidates who have qualified in the following examinations have to apply for the issue of PROVISIONAL ELIGIBILITY CERTIFICATE AND RECOGNITION FOR QUALIFYING EXAMINATIONS PASSED BY THEM:

- (1) Higher Secondary or its equivalent examination conducted by all other Boards in India /Abroad (**Except Tamil Nadu State Board**).
- (2) All UG/PG degree Examinations conducted by other Universities in Tamil Nadu (**other than University of Madras**) / India / Abroad.
- (3) ICSE/IGCSE (Std- X) and "AS" & "A" level (Std XII) conducted by Cambridge International Examination (CIE), Cambridge University.  
( These candidates should have passed this examination with a minimum of **FIVE** subjects of which **ENGLISH** shall be compulsory)

In order to reckon **FIVE SUBJECTS, SUPW** (Socially Useful Productive Work) or GFC (General Foundation Course) or Work Experience Physical Education and General Studies shall be treated as one of the subjects with other four subjects of which **ENGLISH** shall be compulsory one.

### CATEGORY -II

CANDIDATES WHO HAVE QUALIFIED IN THE FOLLOWING EXAMINATIONS **NEED NOT APPLY** FOR PROVISIONAL ELIGIBILITY CERTIFICATE, BUT THEY HAVE TO REMIT THE RECOGNITION FEE AND SEND THE SAME ALONGWITH OTHER FEES SUCH AS SPORTS, LIBRARY ETC. PAYABLE TO THE UNIVERSITY. NO NEED TO SEND THE ORIGINAL CERTIFICATES SPECIFIED UNDER EACH EXAMINATION AT THE TIME OF ADMISSION.

- [1] Higher Secondary Examination (Regular / Instant / Private Study) Government of Tamil Nadu (**Recognition fee of Rs.100/- each**).
- [2] All India Senior School Certificate Examination (AISSCE) / Central Board of Secondary Education (CBSE) New Delhi (**Recognition fee of Rs.200/- each**).
- [3] \* Indian School Certificate Examination – Council for the Indian School Certificates Examination, New Delhi (**Recognition fee of Rs.200/- each**)

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### CATEGORY –III

Candidates who have obtained UG/PG Degree from this University need not either to apply for Provisional Eligibility Certificate or to pay the Recognition fee.

PROVISIONAL ELIGIBILITY CERTIFICATE issued by this University for respective Course of Study should be insisted upon in the case of candidates who have passed the examinations other than Tamil Nadu State Board / CBSE / AISSCE New Delhi / other than University of Madras / Diploma ( Three Years) awarded by Director of Technical Education (DTE), Government of Tamil Nadu before they are admitted respectively in UG/PG courses.

#### Admission for Direct Second Year – B.Com. (G) Course:

Candidates with **Diploma** (Three years) in **Commercial Practices** or **Diploma** (Three years) in **Modern Office Practices** awarded by the Director of Technical Education, Government of Tamilnadu or any other Diploma as equivalent thereto shall be admitted to the **Second year of the B.Com Degree Course** of this University, provided they studied the language paper at the Diploma level; otherwise they should study a language in the second year B.Com degree course.

#### Admission for Direct Second Year – B.C.A. Course:

The candidates holding Diploma (Three years) in **Computer Science & Engineering (or) Electrical & Electronics Communication Engineering** awarded by the Director of Technical Education, Government of Tamilnadu or any other Diploma as equivalent thereto shall be admitted to the **Second year of the B.C.A. Degree Course** of this University, provided they studied the language paper at the Diploma level; otherwise they should study a language in the second year B.C.A. degree course.

#### Admission for Direct Second Year – M.C.A. Course:

The candidates holding **PG Diploma in Computer Science** of this University or any other University as equivalent thereto provided they satisfy the eligibility condition prescribed in the regulations are eligible for admission to the **Second Year of M.C.A. Degree Course**.

The candidates holding **B.Sc (Computer Science) and BCA degree course** of this University or any other University as equivalent thereto provided they satisfy the eligibility condition prescribed in the regulations are eligible for admission to the **Second Year of M.C.A. Degree Course**.

The above Diploma/degree candidates admitted for direct second year degree course need not apply for Provisional Eligibility Certificate, but they have to apply for recognition together with prescribed fee of Rs.200/- and they are **NOT ELIGIBLE for Classification, Ranking and Medals etc.**

Candidates who have passed the course of study from Board/University i.e. which was not listed in the COBSE/UGC/World List of Universities will not be approved for the admission in UG/PG/M.Phil Courses of this University.

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Particularly the candidates who have also passed from the open schooling should compulsory get for Provisional Eligibility Certificate before the admission and without getting the above certificate the recognition cannot be considered under any circumstances.

The Principal should carefully scrutinize the Marks Statement/Transcript Record Statement/Grade sheets / Provisional Certificate / Pass Certificate along with their Provisional Eligibility Certificates issued from University of Madras and ascertain whether the candidates are eligible for admission to first year of three year degree course provided they satisfy other conditions stipulated in the regulations of the courses for which they seek admission.

It is further informed that while admitting the students for regular courses in your college, the Principal of the colleges is to be ensured that:

- (i) candidates who have passed their qualifying examination under the pattern of 10+2 (or) 11+1 are alone eligible for admission to UG courses.
- (ii) candidates who have passed their qualifying examination under the pattern of 10+2+3 (or) 11+1+3 are alone eligible for admission to PG courses.
- (iii) the qualifying examination passed by the candidates should have passed the course of study under the pattern of 10+2+3+2 (or) 11+1+3+2 (with 55% of marks in P.G) are eligible for M.Phil courses provided to fulfillment of other requirements as stipulated in the regulations of UG/PG/M.Phil courses and the Boards / Universities should have been approved / recognized by the Council of Boards of School Education, New Delhi / Association of Indian Universities.

IF ANY CANDIDATE PERTAINING TO THE CATEGORY-I IS ADMITTED IN ANY COURSE OF STUDY WITHOUT PROVISIONAL ELIGIBILITY CERTIFICATE, THE ADMISSION OF SUCH CANDIDATES WILL BE SUMMARILY REJECTED BY THIS UNIVERSITY AND ACTION WILL BE INITIATED AGAINST THE ERRING COLLEGES.

As soon as the admissions are closed, the above mentioned candidates should apply for Recognition in the prescribed application form, which may be collected from this University by the College / University Department by remitting the cost of application form of Rs.25/- (Rupees Twenty Five only) (OR) **Eligibility / recognition form can be obtained from University website ([www.unom.ac.in](http://www.unom.ac.in))**. The completed application forms along with the Provisional Eligibility Certificate together with all Original marks statements and Pass Certificates /Provisional Certificate compulsorily of the qualifying examination should be sent to this office not later than **2<sup>nd</sup> week of August 2021** without fail for granting Recognition.

Recognition fee should be collected from the candidates who come under CATEGORY-II at the time of their admission and the amount so collected shall be remitted to this University not later than **31<sup>st</sup> July 2021** by way of single Demand Draft drawn in favour of the "THE REGISTRAR, UNIVERSITY OF MADRAS, CHENNAI-600 005" from any Nationalized Bank together with a statement showing the particulars of the candidates (Separate form) for each of the examination). **Candidate can also remit their eligibility/recognition fee through online payment.**

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**THE CANDIDATES WHO PASS THE SUPPLEMENTAL / COMPARTMENTAL EXAMINATIONS TO BE HELD IN AUGUST/NOVEMBER 2021 ARE NOT ELIGIBLE FOR ADMISSION TO HIGHER COURSES OF STUDY DURING THE SAME ACADEMIC YEAR 2021-2022 AND SUCH CANDIDATES WILL BECOME ELIGIBLE FOR ADMISSION ONLY DURING THE NEXT ACADEMIC YEAR (2022-2023).**

However, candidates who have passed Higher Secondary course in the instant Examination held in June/July 2020 conducted by the Director of Government Examination, Government of Tamil Nadu or any other State Government in India may be considered as eligible for admission to UG DEGREE COURSES IN THE SAME YEAR (i.e. 2020-2021).

**Candidates who have passed Two Year UG Degree Examination after Higher Secondary Examination (i.e. 10+2+2 pattern) should not be admitted to any of the PG Courses of study under any circumstances.**

***Candidates who have passed Higher Secondary Examination after completing U.G. Degree Examination (i.e. 10+3+2 pattern) should not be admitted to any of the PG Courses of study under any circumstances.***

Original Tamil Nadu Higher Secondary examination Certificate (+2) produced by the candidates admitted in your college have to be forwarded to the DIRECTOR OF GOVERNMENT EXAMINATION for verification together with the chalan showing the remittance of verification fee of Rs.10/- for each certificate to be collected from each candidate and remitted in the following Head.

**“202 Education Sports, Arts and Culture-01 General Education 102 – Secondary Education AA Tuition and other fees – 0603 Director of Government Examination Certificate of verification fees” (DFC 0202/01 102 AA 0603).”**

It has been reported that some of the colleges refuse to accept the application of the candidates for registration to a course of study in their college for want of Provisional Eligibility Certificate. The application for registration of such candidates may be provisionally accepted by allowing sufficient time to submit the Provisional Eligibility Certificate before their admission.

**Provisional Eligibility Certificates will be issued to candidates from 21.06.2021 to 30.07.2021.**

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The procedures to be followed for obtaining Provisional Eligibility Certificate are as follows:

1. Get the application form prescribed for issue of "Provisional Eligibility Certificate" download from the University of Madras Website.

**\* Provisional Eligibility Certificate Procedure**

1. [www.unom.ac.in](http://www.unom.ac.in)

2. Admission.

3. Eligibility Recognition Certificate

4. Provisional Eligibility Certificate

2. Read the instruction in the form very carefully and fill it without leaving any blank column.
3. Fee should be paid in the form of Demand Draft for Rs. (\*) drawn in favour of the "THE REGISTRAR, UNIVERSITY OF MADRAS, CHENNAI-600 005" on any of the branches of the Nationalized Bank in India or through ONLINE payment.

(\*) The prescribed Fees are:

**(a) QUALIFYING EXAMINATION PASSED WITHIN INDIA:**

Admission seeking to:

UG/PG courses (in Colleges) : Rs. 200/-  
PG courses ( in University Department) : Rs. 250/-

M.Phil Degree courses (in Colleges) : Rs. 400/-

M.Phil. Degree courses ( in University Dept) : Rs. 500/-

**(b) QUALIFYING EXAMINATION PASSED OUTSIDE INDIA:**

Admission seeking to:

UG Degree courses (in Colleges) : Rs. 5,000/-

PG Degree courses ( in University Department /  
Colleges) : Rs. 12,500/-

PG Professional Degree courses (MBA, MCA, M.L.,  
M.Ed., M.Tech etc) : Rs. 12,500/-

M.Phil.Degree courses (Qualifying examination  
Passed outside India) : Rs. 12,500/-

M.Phil Professional Degree Courses (MBA, MCA etc) : Rs. 12,500/-

4. Enclose all the original and photo copies of the certificates along with the filled in application form and submit the same at the DEMAND DRAFT Section (F-3 D.D. SECTION, Ground Floor), Centenary Building along with the Demand Draft, as above, as applicable to the candidate.
5. After getting the endorsement from the D.D. SECTION, submit it in the Eligibility Section (**Room No.F.25**, First Floor, Centenary Building) for processing.

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