

Admission Form No. ....  
 Registration No. ....  
 Date of Receipt.....

For Official Use Only			
Roll No.	Percentage	Bonus Percentage	Total Percentage

# S. S. JAIN SUBODH P. G. COLLEGE, JAIPUR

(An Autonomous Institution)

**Re-accredited with A++ Grade (3.82 CGPA-Highest in the Country) by NAAC-UGC  
 NIRF-MHRD Ranks among top 200 colleges of India**

DBT Star College

## Admission Form 2021-22 to 2023-24

**Under Graduate (Sem. I/II/III/IV/V/VI)**

**B.A./B.Com./B.Sc. (Pass Course/Hons.)/BBA/ BCA/UG Diplomas**

Medium : English / Hindi	Gender : Male <input type="checkbox"/>	Female <input type="checkbox"/>		
Class in which admission is sought	B.A. <input type="checkbox"/>	B.Sc. <input type="checkbox"/>	B.Com. <input type="checkbox"/> B.B.A. <input type="checkbox"/>	
	B.Voc. <input type="checkbox"/>	B.A. (Hons.) <input type="checkbox"/>	B.Sc. (Hons.) <input type="checkbox"/> B.Com. (Hons.) <input type="checkbox"/> B.C.A. <input type="checkbox"/>	
Category:	Gen <input type="checkbox"/>	SC <input type="checkbox"/>	ST <input type="checkbox"/> OBC <input type="checkbox"/> PH <input type="checkbox"/>	
	Minority <input type="checkbox"/>	Jain <input type="checkbox"/> Sikh <input type="checkbox"/>	Muslim <input type="checkbox"/> Christian <input type="checkbox"/> Parsian <input type="checkbox"/>	
<b>Details of pre entry qualifying exam :</b>				
XII <input type="checkbox"/>	Year of Passing : .....	Regular <input type="checkbox"/>	Private <input type="checkbox"/>	
<b>Name of the Board:</b> .....				
<b>Marks Obtained:</b> .....		<b>Max. Marks:</b> .....	<b>Percent :</b> .....	
<b>Division :</b> .....		<b>Grade :</b> .....		
<b>Semester</b>	<b>Sem. I/II</b>	<b>Sem. III</b>	<b>Sem. IV</b>	<b>Sem. V/VI</b>
<b>Compulsory Subjects (Not Applicable for BBA/BCA)</b>	Hindi and English	Environmental Science and Elementary Computer Application	Mental Ability & Reasoning and Elementary Computer Application	—
<b>Optional Subjects</b>				

Passport size  
photo  
bearing  
candidate's  
signature

1. Name of the Student (in English CAPITAL LETTERS only).....
2. Name of the Student (in Hindi).....
3. Date of Birth (In figures)..... Age ..... Years ..... Months.....  
 (In words).....
4. Father's Name .....
5. Mother's Name .....
6. Address.....
7. Phone No. (Res)..... (Office).....
8. Mob. No. (Self)..... (Father)..... (Mother)..... (Guardian).....
9. E-mail : ..... Alternate Phone No. .....

Date : .....

Signature of the Student

Fee Description 2021-22	
Amount (in ₹)	
Online Transaction-ID/ Challan/DD Number	
Date of DD/Challan	
Branch Name	
Receipt No.	
Date	
Signature of Cashier	

Fee Description 2022-23	
Amount (in ₹)	
Online Transaction-ID/ Challan/DD Number	
Date of DD/Challan	
Branch Name	
Receipt No.	
Date	
Signature of Cashier	

Fee Description 2023-24	
Amount (in ₹)	
Online Transaction-ID/ Challan/DD Number	
Date of DD/Challan	
Branch Name	
Receipt No.	
Date	
Signature of Cashier	

10. Permanent Postal Address .....
- .....
11. Name of Local Guardian with Relation.....  
Address.....
12. Annual Income of Father / Mother .....
13. Achievements during school in last three years: .....
- .....
14. Name the extra curricular activity in which willing to participate: Games / NCC/ NSS/ Rovers/ Debate/  
Others.....
15. Aadhar Card No: .....
16. Bank A/c No: ..... Name of the Bank and Branch:.....

### To be filled by the Admission Committee/Mentor

**Graduation: B.A./B.Com./B.Sc. (Pass Course/Hons.)/BBA/BCA (Sem. I to VI)**

Name of the Student ..... Father's Name .....  
 Category .....  
 Medium: English / Hindi  
 Optional Subjects: (1).....(2).....(3).....

### Qualifying Examination

Class/Semester	XII	I Semester	II Semester	III Semester	IV Semester	V Semester	VI Semester
<b>Max. Marks</b>							
<b>Marks Obtained</b>							
<b>Percentage</b>							
<b>Section Allotted</b>							
<b>Name and Signature with date (Member of Admission Committee/ Mentor)</b>							

### Remarks regarding the behavior and performance of the student

Year	Remarks	Name and Signature of Mentor
2021 - 22		
2022 - 23		
2023 - 24		

**S.S. JAIN SUBODH P.G. COLLEGE, JAIPUR**  
**(An Autonomous Institution)**  
**Session 2021-22 to 2023-24**  
**Undertaking of Anti Ragging Drive by Student**

**I hereby solemnly declare that:-**

1. I \_\_\_\_\_ Name of Student \_\_\_\_\_ S/D/o \_\_\_\_\_ Name of Parent \_\_\_\_\_  
student of **BA/B.Sc./B.Com./BBA/BCA** (Class) \_\_\_\_\_ Semester \_\_\_\_\_ of S.S. Jain Subodh P.G. College Jaipur  
solemnly affirm that I am fully aware of the Anti Ragging guidelines circulated by Ministry of Human Resource  
Development, Higher Education Department, Government of India, University Grants Commission, New Delhi,  
Govt. of Rajasthan, Jaipur and the direction of Hon'ble Supreme Court of India in this connection and I shall abide by  
these guidelines.
2. I am fully aware of the UGC regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009  
and have carefully gone through it.
3. I hereby undertake that
- I will not involve myself in any ragging activity directly or indirectly which falls under the category of undue  
harassment of other students of the institution.
  - I will not indulge in any behavior or act that may come under the definition of ragging.
  - I will not participate in or abet or propagate ragging in any form.
  - I will not hurt anyone physically or psychologically or cause any other harm.
4. If any such report of ragging is made against me by my fellow students/staff/ Faculty Members/ Deans of the  
Institute, I shall be liable to expulsion/debarment from the Institute. I may be punished as per the provisions of the  
UGC Regulations mentioned above and / or per the law in force.
5. The authorities may also lodge a complaint/ F.I.R. with the police and I shall face the consequences.

**Signature of the Student**

Name: \_\_\_\_\_

Class (Faculty and Year) : \_\_\_\_\_

Residential Address: \_\_\_\_\_

Res. Phone No. with STD code: \_\_\_\_\_

Mobile No. (Self) \_\_\_\_\_ Mobile No. (Parent) \_\_\_\_\_

Additional Contact No. (if any) (1) \_\_\_\_\_ (2) \_\_\_\_\_

**Undertaking by Parent/Guardian**

1. I \_\_\_\_\_ Name of Parent/Local Guardian \_\_\_\_\_ F/o,M/o,G/o  
Name of Student \_\_\_\_\_ have carefully read and fully  
understood the law prohibiting ragging and the directions of the Supreme Court and the Central/ State Government in  
this regard as well as the UGC regulations of Curbing the Menace of Ragging in Higher Educational Institutions,  
2009.
2. I assure you that my son/daughter/ ward will not indulge in any act of ragging.
3. I hereby agree that if he/she is found guilty of any aspect of ragging, college authorities are free to take any legal  
action against him/her. He / She may be punished as per the provisions of the UGC Regulations mentioned above  
and/ or as per the law in force.

**Signature of the Parent/Local Guardian with date**

Name of Parent/Guardian in Full: \_\_\_\_\_

Address with Contact No. \_\_\_\_\_

Phone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

## **Declaration by the Applicant**

I shall abide by all the rules and regulations of the college. I have read all the admission rules. I shall not engage in any such activity that will affect the image of the college. I hereby declare that :

1. I have never been involved in any criminal activities.
2. There is no case pending in any of the courts against me.
3. Principal/University/Equivalent authority has not registered any First Information Report against me.
4. I will regularly attend the classes in the college.
5. I will appear in Internal Assessment Test of 30/40 percentage marks (Theory/Practical) in the examination.
6. I was not involved in any indisciplinary activity in previous years.
7. If there is no seat vacant in desired optional subject then the subject allotted by the college will be acceptable. I will choose only that optional subject which is available at the college.
8. If there is no seat vacant in desired medium section then the section allotted by the college will be acceptable.
9. I will not involve in any ragging activities.
10. I am fully aware that no student union election will be held in college due to autonomous scheme. I will never demand any elections during my whole study duration in college.
11. I will not join any parallel Degree/ Diploma courses of any other University/ institution.
12. I am not serving part time or full time in any organization.
13. All the information provided by me in this application form is correct. If any information is found to be false then my admission may be cancelled.
14. I.....**Name of Student**.....Son/Daughter of.....**Name of Parent/Guardian**..... hereby declare that I am aware of the minimum attendance required in each paper as per the University rules. Being a regular student of this college, I will abide by the rules.

### **Enclosures: Self attested photo copy of :-**

1. Mark sheet of Qualifying Exam.	2. Transfer Certificate
3. Anti Ragging Form (Original)	4. Date of Birth Certificate
5. Address Proof	6. SC/ ST/PH/OBC/Minority Certificate
7. Certificate of Participation in games and extracurricular activity for which bonus marks are requested and interested for representing the college team.	8. Migration Certificate
9. X <sup>th</sup> Marksheets	10. Aadhar Card

**Signature of the Student**

## **Declaration by Parent/Guardian of the Applicant**

I certify that the above mentioned details are correct to the best of my knowledge and I am responsible for the conduct of the student. I also certify that I am wholly responsible for the said student. In case he/she involves himself/herself in any ragging activities, college authorities are free to take any legal action against him/her. My annual income is ₹.....

**Signature of Parent/Guardian**

# UNIVERSITY OF RAJASTHAN

## APPLICATION FORM FOR ENROLLMENT AS A STUDENT OF THE UNIVERSITY

(Candidates are advised to read instructions given below carefully before filling in this application form)

To,

THE REGISTRAR  
UNIVERSITY OF RAJASTHAN  
JAIPUR

Sir,

I request that I may be enrolled as a student of the University. The fee of Rs. .... is remitted herewith. The particulars are given below:-

1. Name in full in BLOCK LETTERS (Female candidate must write Miss or Mrs. before her name)  
.....
  2. Father's Name ..... Mother's Name .....
  3. Permanent Postal Address of the candidate (in full) & Phone No ..... Mobile No .....
  4. Whether the applicant belongs to S.C./S.T./Physically Handicapped. (If yes, give the name of the Category and enclose Photocopy).
  5. Class and Faculty in which admitted (i) Class ..... (ii) Faculty.....
  6. (i) Name of the qualifying examination passed .....  
(ii) Details of passing the above examination and Roll Numbers under which passed:  
(a) Year..... (b) Roll No. ....  
(iii) Name of the Board or Univ. which conducted the aforesaid Examination.....  
(iv) Name of the Institution if passed as a regular or ex-student .....
  7. Date of birth as entered in High School or Senior Sec. (10+2) or S.S.L.C. Examination.
  8. Date of admission.....
- Certified that the above particulars are correct

**To be filled in by the University**

Received ..... vide Rt. No. ....

Dated..... 20.....

Cashier

(Signature of the candidate)

Class.....Faculty.....

S.S.Jain Subodh P.G. College (Autonomous)  
Jaipur

Date.....20.....

### INSTRUCTIONS FOR GUIDANCE OF THE CANDIDATES

1. No candidate shall be admitted to an examination of the University unless he/she has been enrolled as a student of the university. Candidates who are already enrolled with the University of Rajasthan are not required to get themselves enrolled again.
2. Candidates passing the qualifying examination from other Board or Universities (except from the Board of Secondary Education Rajasthan, Ajmer) must submit the Migration certificate of the said Board/University and marks sheet of the qualifying examination/alongwith the application for Enrollment and eligibility. No applications for Enrollment and eligibility will be treated as complete in the absence of Migration Certificate and Original Mark sheet(s).
3. Candidates passing the qualifying examination from the Board of Secondary Education, Rajasthan Ajmer, must attach Original marks-sheet of the qualifying examination alongwith his/her application for Enrollment.

### UNIVERSITY OF RAJASTHAN, JAIPUR

#### Enrollment Certificate

Enrollment No. 20/.....

N.B:-All entries except that of Enrollment Number should be filled in by the candidate.

Name of Student ..... Son/Daughter of ..... Name of Parent .....

has been enrolled as a student of this University at the number given above.

Dated.....

Controller of Examination  
University of Rajasthan  
Jaipur



**S. S. JAIN SUBODH P.G. COLLEGE, JAIPUR**  
**(An Autonomous Institution)**  
**LIBRARY CUM IDENTITY CARD PROFORMA**  
**Session 2021-22**

**(All entries to be filled in ENGLISH CAPITAL LETTERS)**

1. Name of the student \_\_\_\_\_
2. Father's Name \_\_\_\_\_
3. Date of Birth \_\_\_\_\_
4. Class: B.A./B.Com./B.Sc./BBA/BCA \_\_\_\_\_ UG-Sem. I/II/III/IV/V/VI Sec. \_\_\_\_\_
5. E-Mail \_\_\_\_\_
6. Mob. No. \_\_\_\_\_ Telephone No. \_\_\_\_\_
7. Permanent Address  
\_\_\_\_\_  
\_\_\_\_\_
8. Local Address  
\_\_\_\_\_  
\_\_\_\_\_

Recent Passport  
size color Photo to  
be affixed

**(To be filled by Office)**

9. Fee Receipt No. & Date \_\_\_\_\_
10. Library Card No. 2020-21 (if any) \_\_\_\_\_

**S. S. JAIN SUBODH P.G. COLLEGE, JAIPUR**  
**(An Autonomous Institution)**  
**LIBRARY CUM IDENTITY CARD PROFORMA**  
**Session 2021-22**

**(All entries to be filled in ENGLISH CAPITAL LETTERS)**

1. Name of the student \_\_\_\_\_
2. Father's Name \_\_\_\_\_
3. Date of Birth \_\_\_\_\_
4. Class: B.A./B.Com./B.Sc./BBA/BCA \_\_\_\_\_ UG-Sem. I/II/III/IV/V/VI Sec. \_\_\_\_\_
5. E-Mail \_\_\_\_\_
6. Mob. No. \_\_\_\_\_ Telephone No. \_\_\_\_\_
7. Permanent Address  
\_\_\_\_\_  
\_\_\_\_\_
8. Local Address  
\_\_\_\_\_  
\_\_\_\_\_

Recent Passport  
size color Photo to  
be affixed

**(To be filled by Office)**

9. Fee Receipt No. & Date \_\_\_\_\_
10. Library Card No. 2020-21 (if any) \_\_\_\_\_



# S. S. JAIN SUBODH P.G. COLLEGE, JAIPUR

(An Autonomous Institution)

## Admission Rules and Regulation

<b>Minimum Eligibility</b>		<b>Admission Fee (2021-22)</b>	
<b>For Pass Course : B.A.,B.Com.,B.Sc.,B.Voc.</b>	- 48%	<b>B.A. Part-I</b>	<b>19,500/-</b>
<b>For Hons. Classes : B.A./B.Com./B.Sc.</b>	- 50%	<b>B.A. (Hons) Part-I</b>	<b>20,500/-</b>
<b>For: B.B.A./ B.C.A.</b>	- 50%	<b>B.Com. Part-I</b>	<b>18,000/-</b>
<b>* Enquiry - Reception of College</b>		<b>B.Com.(Hons) Part-I</b>	<b>19,000/-</b>
		<b>B.Sc. Part-I</b>	<b>22,500/-</b>
		<b>B.Sc.(Hons) Part-I</b>	<b>23,500/-</b>
		<b>BCA Part -I</b>	<b>25,500/-</b>
		<b>BBA Part-I</b>	<b>25,500/-</b>
<b>Admission Incharge</b>		<b>Admission Counters</b>	
<b>Dr. Alpana Saxena</b>	- <b>Convener</b>	<b>B.A. Part I (Pass Course/Hons.)</b>	<b>16</b>
<b>Dr. Subhash Agarwal</b>	- <b>Co-Convener</b>	<b>B.Com. Part I (Pass Course/Hons.)</b>	<b>5 &amp; 6</b>
<b>Dr. Rajesh Kumar Yadav</b>	- "	<b>B.Sc. Part I (Pass Course/Hons.)</b>	<b>7</b>
<b>Dr. N. K. Purohit</b>	- "	<b>BCA Part I</b>	<b>13</b>
<b>Dr. Rashmy Nair</b>	- "	<b>BBA Part I</b>	<b>14</b>
<b>Dr. B. P. Sharma</b>	- "	<b>Note: Admission related enquiry can also be directly made at the respective window</b>	
<b>Dr. Vikas Bairathi</b>	- "		

### Clarification regarding admission enquiry:-

1. All the rules and regulations are strictly according to the guidelines given by the Commissionarate College Education.
2. Admission form with prospectus can be obtained from cash counter at the college entry gate on cash payment of ₹ 300/-
3. The admission form can also be downloaded from college website "www.subodhpgcollege.com" and deposited with ₹ 400/- by DD/cash at college counter directly or by post.
4. The admission form can also be deposited online on dot star website : <http://subodh.fdsodes.com/>.
5. Admission to the various courses will be done on the basis of merit of qualifying examinations.
6. The last date of submitting application form without late fee is **21<sup>st</sup> July, 2021**.
7. The first Merit list will be displayed on **22<sup>nd</sup> July, 2021 at 1.00 p.m.**
8. **College Fee Submission :** Candidates admitted to the college must deposit the required college fee at the respective Fee counter through following ways.
  - (a) Demand Draft / Pay Order of any Bank in Favor of "Principal, S. S. Jain Subodh PG College" payable at Jaipur.
  - (b) Deposit Cash in any e-mitra counter by challan obtained from college.
  - (c) Online fee submission through Net Banking/Debit Card/Credit Card by link given on College website [www.subodhpgcollege.com](http://www.subodhpgcollege.com)

9. After Submitting the proof of fee deposition, the applicant will collect college fee receipt from fee counter.

10. If the student does not submit the proof of fee deposition in the college and within the stipulated time, he/she is not entitled for the admission in the college.

11. At the time of registration, only duly attested photocopies have to be submitted along with the form.

12. All the original documents must be brought at the time of admission and must be submitted in the college.

### **Once admission fee is deposited, it will not be refunded in any case.**

14. Students are not allowed to attach attested copies and weightage certificates after deposition of admission form.

### **DIRECT ADMISSION**

- (a) The student can also seek direct admission even before the first list is displayed.
    - The students who secured 10 CGPA in CBSE Board or above 90% marks in X<sup>th</sup> Board examination, can take admission in B.Sc. before the first admission list is declared.
    - The students who secured 9 CGPA in CBSE Board or 85% marks or above in X<sup>th</sup> Board examination, can take admission in B.Com and B.A. before the first admission list is declared.
  - (b) Direct admission can also be given to students whose results are declared and are having 60% (Commerce), 65% (Arts), 83% (Science Maths), 74% (Science Biology), 64% (BBA), 74% (BCA) respectively in XII<sup>th</sup> Grade. Original Marksheets, Transfer Certificate / Migration Certificate and Demand Draft/online form/Challan has to be deposited to **Dr. Alpana Saxena, Convener Admission Committee in Room No. 141 before declaration of merit list between 10.00 a.m. and 3.00 p.m.**
16. There is co-education in B.Sc. (Maths/Bio.), BBA, BCA, B.Sc. (Hons.), B.Com. (Hons.), B.A. (Hons.), B.A. & B.Com. all courses and 3% weightage is given to female candidates.
17. The weightage will be given to all outstanding players who contributed at state / national level. The relaxation in fee is given to some of the expected title winning players for the college.

18. The weightage of 5% will be given in BCA course to all pass candidates with Physics, Mathematics, Computer application, Informatics as optional subjects in 10+2 examination.
19. The weightage of 3% will be given to Jain minority candidates.
20. If a student has more than one weightages, a candidate is entitled to avail only one and highest weightage.
21. After admission to a faculty, change from one faculty to the other can be made with proper application in prescribed format only, if the marks obtained in the qualifying examination (10+2) are higher than that of the students last admitted in the faculty/ class or there is vacant seat in the respective class.
22. After admission, a student can change one subject and that too only once, if subject/ subject combination has vacant seats. The changes will be done within 15 days from the date of admission with a fee of Rs. 500/- for the same.
23. The outstanding students in any field are entitled to get scholarship from State Government / Central Government / DST / NGO/ Society / College.
24. The student should fillup the scholarship form if eligible as and when it is notified.
25. **ADMISSION AFTER THE GAP**  
More than two years gap is not allowed for new admission.

#### **26. RULES AND REGULATIONS FOR ADMISSION UNDER AUTONOMOUS SCHEME**

- I. **The Enrollment of every admitted student will be done by University of Rajasthan.**
- II. **The college can only issue the passing provisional certificate, the degree will be granted by University of Rajasthan, Jaipur.**
- III. There will be a continuous, comprehensive evaluation of students. Students of Autonomous course will have to appear in two internal examination/home assignment per semester and one end semester exam.
- IV. Marks of internal examinations and end semester exams will be taken collectively to decide the promotion of student to the next semester.
- V. The ratio of continuous internal assessment and end semester exam will be 30:70 for theory and 40:60 for practicals.
- VI. Promotion from odd semesters to even semesters is automatic, provided the student has registered his / her name for the examination by paying the required examination fee and it is based on a student's satisfactory academic performance, character and conduct during the earlier year.
- VII. To gain eligibility for promotion to the next year (III/V Sem.) in B.A., B.Com., B.Sc., BCA and BBA, a student is required to pass in at least 50% of the subjects offered in the previous year's semesters put together.
- VIII. The student is required to score a minimum of 40% in a subject (theory and internal assessment put together). However, he/she has to score a minimum of 40% in theory. In the case of subjects with practical, it is mandatory for the student to score 40% in the practical examination to be declared to have passed in that subject. If the student fails in theory or practical, he /she should reappear for theory or practical examination as the case may be. Examination will be conducted for odd and even semester at the end of each semester.
- IX. If student does not secure minimum marks in theory paper but clears the practical exam of that paper then practical marks will be carried forward.
- X. Grace Marks will be given only in End semester exams.

#### **27. RESERVATION**

##### **(a) The benefit of reservation is given as per norms.**

The Central Government of India announced the minority status to Jain community. This institution is governed by Jain charitable trust and it has minority status. So it is mandatory for each student to submit the caste certificate.

##### **(b) Benefits to the students having sports/co-curricular/academic achievements:-**

The college has achieved good results in sports. Maintaining the winning tradition of the college for many years, the college team bagged the first prize in Badminton, Squash Racket, Table Tennis, Handball, Athletics, Tennis and stood runner up in Cross County Race, Judo, Volleyball, Gymnastics, Basketball, Football in inter college tournaments in year 2019-20. None of the events were held last year due to COVID-19 pandemic. The college authority promotes the sports and other achievers in any activities. Benefit for relaxation in admission to the above standard category students in sports or extra curricular activities would be provided only, if they have been getting achievements for last two years. **For this contact Dr. Alpana Saxena, Convener, Admission Committee in Room No. 141 between 10:00 a.m. and 3:00 p.m.**

#### **28. ADMISSION TO THE STUDENTS WITH SUPPLEMENTARY**

- (a) The students who have supplementary in 10+2 have to apply for admission before last date of admission. Such students should take provisional admission in Part-I before the last date of admission.
- (b) For those students, who have passed their supplementary examination, only the minimum obtained marks will be added for the eligibility to the next class.
- (c) If the student has not taken admission up to the last date, then admission will not be given to him/her after the declaration of supplementary result.

#### **29. ADMISSION TO THE FAILED STUDENTS OR THE STUDENTS APPEARING FOR IMPROVEMENT**

Those students who have failed or were unable to sit for an examination or have not filled an examination form, are not eligible to seek re-admission in that faculty or any other faculty. But if the student has participated in any inter university/inter state/international competition then student is eligible for re-admission. Those students who have obtained their graduation degree or the students who are improving their percentage of marks are not eligible for re-admission.

#### **30. RIGHTS FOR THE REFUSAL OF THE ADMISSION:-**

Principal can cancel admission in the following circumstances: -

- (a) If a student has not deposited the fees on date declared by the college.
- (b) If a student has not deposited the application form up to last date or has deposited an incomplete form.
- (c) If a student has used some illegal ways to seek admission in the college.
- (d) If a student is found misbehaving during the admission process with any faculty member or any ministerial staff of the college.
- (e) If a student hasn't been able to complete the admission requirement due to late declaration of results.

**S.S. JAIN SUBODH P.G. COLLEGE, JAIPUR**  
**(An Autonomous Institution)**  
**2021-2022**  
**Receipt of Application Form**

Admission Form No. ....

Date .....

Received Application Form from Mr. / Ms .....

S/D/o ..... for admission in class .....

Signature of Clerk

**Rules and Regulations for Admission 2021-2022**

1. The number of students to be admitted in the each course will be decided on the directions of the state government.

**Important Notes for Students**

- a. The applicant must ensure that he/she passes the qualifying examination for the course as prescribed by the State Govt. with required minimum percentage.

<b>Academic Courses</b>	<b>B.A. / B. Com. / B.Sc.</b>	<b>:</b>	<b>48%</b>
<b>Professional Courses</b>	<b>B.A./B.Com./B.Sc. (Hons.)</b>	<b>:</b>	<b>50%</b>
	<b>BCA/BBA</b>	<b>:</b>	<b>50 %</b>

- b. At the time of registration only duly attested photocopies of documents are required.
- c. All the original documents must be brought at the time of admission and must be submitted to the office at the time of the admission.

2. **College Fee Submission :** Candidates admitted to the college must deposit the required college fee at the respective fee counter through following ways.

- (a) Demand Draft / Pay Order of any Bank in Favor of "Principal, S. S. Jain Subodh PG College" payable at Jaipur.
- (b) Deposit Cash in any e-mitra counter by challan obtained from college.
- (c) Online fee submission through Net Banking/Debit Card/Credit Card by link given on College website [www.subodhpgcollege.com](http://www.subodhpgcollege.com)

3. After Submitting the proof of fee deposition, the applicant will collect college fee receipt from fee counter.

4. The last date of submitting application form without late fee is **21<sup>st</sup> July, 2021**.

5. Incomplete application form and/or forms received after the last date will not be entertained.

6. No admission will be given to any student after the last date as declared by the state government.

7. The candidates appearing for supplementary examination can take provisional admission in Part - I before the last date of admission.

8. Signature of parents is essential on the admission form.

9. Attested photocopies of following documents should be attached with the application form:

- a. Marksheets of qualifying examination.
- b. Transfer Certificate
- c. Duly attested Caste Certificate for SC/ST/OBC/SBC/PH/Minority candidates.
- d. Income Certificate.
- e. Migration Certificate in case of students of Board other than Rajasthan Board; Otherwise it should be submitted at the time of admission.
- f. Certificates of participation in games or extra-curricular activities, if bonus percentage is desired.
- g. Aadhar card.

10. Original documents should be produced at the time of admission without which the admission will not be given.

11. The names of short listed candidates will be displayed on the college notice board on the specified date. After that the students can deposit the fees and get the Identity cum Library card from library. The claim of admission is automatically rejected in case fee is not received up to the mentioned last date of deposition.

12. After admission, student should collect the fee slip from the office. Student has to collect Identity Card after seven days from library and keep the I - Card with him/her in the college every time.

13. This identity card is for one year only. If the identity card is lost or damaged it may be re-issued after charging Rs. 100/- at cash counter of library.

14. **Once admission fee is deposited it will not be refunded in any case.**

15. Even after getting admission, Principal has right to cancel the admission on the disciplinary or other grounds.

16. After last qualifying examinations, caution money can be withdrawn within one year; otherwise it will be transferred in student's alumni fund. The caution money will be disbursed through Account Payee Cheque only.

17. More than two years gap is not allowed for new admission.

18. Student has to produce Affidavit Certificate for seeking admission after gap of one/two years.

19. Students are not allowed to attach attested copies and weightage certificate after deposition of admission form.

20. For any further information, students can visit the respective admission window of the particular class.

21. All the disputes are subject to Jaipur Jurisdiction only.

Date : 16<sup>th</sup> June, 2021

**Prof. K.B. Sharma**  
**Principal**