



सत्यमेव जयते

புதுச்சேரி மாநில அரசிதழ்

La Gazette de L'État de Poudouchéry

The Gazette of Puducherry

PART - I

சிறப்பு வெளியீடு

EXTRAORDINAIRE

EXTRAORDINARY

அதிகாரம் பெற்ற
வெளியீடு

Publiée par
Autorité

Published by
Authority

விலை : ₹ 17-00

Prix : ₹ 17-00

Price : ₹ 17-00

எண்	புதுச்சேரி	செவ்வாய்க்கிழமை	2016 மூ	மே மீ	3 ம
No.	66 Poudouchéry	Mardi	3	Mai	2016 (13 Vaisakha 1938)
No.	Puducherry	Tuesday	3rd	May	2016

GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT (EDUCATION)

(G.O. Ms. No. 9, dated 2nd May 2016)

ORDER

Government of Puducherry has decided to adopt uniform admission procedures and thereby to streamline the existing system of admission of students in under graduate/postgraduate Arts and Science courses in the two Government Arts and Science Colleges functioning in Karaikal region viz., (1) Arignar Anna Government Arts and Science College, Karaikal, (2) Avvaiyar Government College for Women, Karaikal during the academic year 2016-17 onwards.

2. Hon'ble Lieutenant-Governor is pleased to order the following composition of CAPASC, Karaikal 2016-17 and Information Bulletin 2016-17 annexed to this Government order and the norms for admission to various Arts and Science (under graduate/postgraduate) courses for the academic year 2016-17.

3. *Composition of CAPASC, Karaikal 2016-17:*

- | | |
|---|-------------------|
| (i) Collector, Karaikal | . . Chairman |
| (ii) Principal, Avvaiyar Government College for Women,
Karaikal. | . . Vice-Chairman |
| (iii) Principal, Arignar Anna Government Arts and Science College,
Karaikal. | . . Convenor |

4. *Convenor:*

In order to coordinate and regulate the various activities connected with admission to the Arts and Science courses for the year 2016-17, Dr. P. Poongavanam, Principal, Arignar Anna Government Arts and Science College, Karaikal shall be the Convenor (CAPASC, Karaikal 2016-17) and the said college shall function as the Centre for admission of CAPASC, Karaikal region, wherein, filled in applications shall be received and counselled in the premises.

5. *Working group members:*

The following working group members will carry out the works related to the CAPASC, Karaikal, 2016-17.

Sl. No.	Name of the working group member	Designation	College
(1)	(2)	(3)	(4)
1	Tvl./Tmt. : V. Chandrasekaran,	Assistant Professor of Public Administration	Arignar Anna Government Arts Science College, Karaikal.
2	R. Shanmugam,	Assistant Professor of Computer Science	Arignar Anna Government Arts Science College, Karaikal.
3	A. Sowda Ummal,	Assistant Professor of Tamil	Avviyar Government College for Women, Karaikal.
4	J. Jagadeesan,	Assistant Professor of Computer Science	Avviyar Government College for Women, Karaikal.

6. The eligibility criteria and procedures for admission of candidates to first year of various under graduate/ postgraduate degree courses offered by the above two institutions at Karaikal region referred to in para 1 have been stipulated in the Information Bulletin-2016-17.

(By order of the Lieutenant-Governor)

F.P. VERBINA JAYARAJ,
Under Secretary to Government
(Higher and Technical Education).



GOVERNMENT OF PUDUCHERRY

ADMISSION TO UNDER GRADUATE AND POST GRADUATE COURSES IN GOVERNMENT ARTS AND SCIENCE COLLEGES IN KARAIKAL REGION



**Arignar Anna Government Arts and Science College
and
Avvaiyar Government College for Women**



PROSPECTUS / INFORMATION BULLETIN 2016-17

CENTRALISED ADMISSION PROCEDURE FOR ARTS AND SCIENCE COURSES (CAPASC)

**ARIGNAR ANNA GOVERNMENT ARTS AND SCIENCE COLLEGE CAMPUS,
NEHRU NAGAR, KARAIKAL - 609 605**

**Web Site: www.aagac.puducherry.gov.in
www.agcw.edu.in**

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IMPORTANT INSTRUCTIONS TO CANDIDATES

1. The application set consists of Application Form and Prospectus.
2. Before filling the Application Form, read the prospectus carefully.
3. Candidates applying for different courses in different colleges should send **Only One Application**. Multiple applications will summarily be rejected. The application should properly be stapled or tagged.
4. Ensure the following in respect of enclosed certificates.
 - 4.1. Enclose only attested photo copy of the necessary certificates, in support of different claims. Original certificates must be produced only at the time of counseling.
 - 4.2. All the certificates to be produced for various claims should be obtained or updated very recently (for the year 2016) by the competent authority.
 - 4.3. Community certificates issued by Govt. of Puducherry will only be considered for claiming reservation benefits.
 - 4.4. Sports certificates must be countersigned by the concerned authorities.
 - 4.5. Rural certificate must be countersigned by the Joint-Director, Directorate of Education (Schools), Puducherry / Chief Educational Officer, Karaikal.
 - 4.6. Minimum of two years of enrolment in NCC / NSS / Scouts and Guides will be taken into consideration for admission. A certificate of enrolment from the competent authority must be produced.
 - 4.7. Candidates who have studied in Lycee Francais and opt for UG Courses should produce an eligibility certificate issued from the Pondicherry University subject to fulfillment of other eligibility conditions.
5. The last date for receipt of filled- in Application Form along with necessary enclosures for **UNDER GRADUATE is 10. 06. 2016 & POST GRADUATE 10.08.2016.**
6. The filled in Application Form may be submitted in person to the Convenor or sent through post addressed to the **Convenor, CAPASC, Arignar Anna Govt. Arts and Science College, Karaikal – 609 605.**
7. Candidates who have appeared for the supplementary examination should not wait for the results but submit the filled in Application Form to the **Convenor, CAPASC, Arignar Anna Govt. Arts and Science College, Karaikal – 609 605** on or before the last date. However such candidates should submit the **self attested** photocopy of the mark statement of the supplementary examination within **Five days from the date of issue of mark sheet.**
8. Applications submitted after the last date and time will summarily be rejected.
9. Options once exercised with regard to course / community / rural /urban / special category is final and cannot be changed under any circumstances.
10. The final authority to settle disputes if any in any matter will be the Director, Directorate of Higher and Technical Education, Puducherry or any Authority appointed for this purpose.
11. Check List (attached with application must be marked carefully).

IMPORTANT DATES TO REMEMBER FOR UNDER GRADUATE

1. (a) Last date for the issue of application (in person) : 10. 06. 2016
(b) Through Post : 13. 06. 2016
2. Last date for the receipt of filled in Application Form : 10. 06. 2016

IMPORTANT DATES TO REMEMBER FOR POST GRADUATE

1. (a) Last date for the issue of application (in person) : 10. 08. 2016
(b) Through Post : 13. 08. 2016
2. Last date for the receipt of filled in Application Form : 10. 08. 2016

OR

Within 10 days from the date of publication of the result of the relevant qualifying examination of the Pondicherry University whichever is later.

INFORMATION TO THE CANDIDATES

- I. Admission to the first year under graduate courses and post graduate courses in Govt. Arts and Science colleges in Karaikal Region is centralized and done by the **CENTRALISED ADMISSION PROCEDURES FOR PUDUCHERRY ARTS AND SCIENCE COURSES [CAPASC]**
- II. The Admission to the under graduate and post graduate courses under different categories is purely based on the marks obtaining in the qualifying examinations.
- III. The procedure for seeking admission to the course in different colleges consists of two stages:
Stage 1. Submission of filled in Application Form along with necessary enclosures.
Stage 2. Attending the Counseling for the specified course at the notified date, time and place.

IV. COLLEGES UNDER CAPASC:

The list of colleges, coming under the purview of CAPASC

Sl. No.	Name of the Colleges	Location
1.	Arignar Anna Govt. Arts & Science College	Urban
2.	Avvaiyar Govt. College for Women	Urban

V. COURSES OFFERED AND ELIGIBILITY CONDITIONS FOR UG & PG COURSES

Candidates seeking admission to Under Graduate Courses should have passed the Higher Secondary Course Certificate Examination or an examination equivalent thereto acceptable to the Pondicherry University, Puducherry.

UNDER GRADUATE (UG)

Sl. No.	Course Name	Course Code	Eligibility Conditions
1	B.A. Tamil	A1	H.Sc. (+2) or its equivalent
2	B.A. English(Language & Literature) (Only for Women)	A2	H.Sc. (+2) or its equivalent
3	B.A. Historical Studies (Only for Women)	A3	H.Sc. (+2) or its equivalent
4	B.A. Economics	A4	H.Sc. (+2) or its equivalent
5	B.Com.	C1	H.Sc. (+2) or its equivalent with Accountancy / Commerce as one of the subjects
6	B.Com. Corporate Secretaryship (Only for Women)	C2	H.Sc. (+2) or its equivalent
7	B.Sc. Mathematics	S1	H.Sc. (+2) or its equivalent with Mathematics as one of the subjects
8	B.Sc. Physics	S2	H.Sc. (+2) or its equivalent with Physics and Mathematics
9	B.Sc. Computer Science	S7	H.Sc. (+2) or its equivalent with Mathematics / Business Mathematics / Computer Science as one of the subjects
10	B.Sc. Chemistry	S3	H.Sc. (+2) or its equivalent with Chemistry / Foundation Science / MLT
11	B.Sc. Zoology	S5	H.Sc. (+2) or its equivalent with Zoology / Biology / Foundation Science
12	B.Sc. Plant Science(Only for Women)	S4	H.Sc. (+2) or its equivalent with Botany / Biology / Foundation Science
13	B.Sc. Home Science(Only for Women)	S6	H.Sc. (+2) or its equivalent with Chemistry & Biology / Foundation Science / Home Science

Note :**1. MEDIUM OF INSTRUCTION:**

Candidates will have to write the University Examinations in the medium of instruction in which they are taught. (Ref. No. PU/CD/07, dated 09-02-2007 of Pondicherry University).

2. SUPPLEMENTARY MARKS :

The supplementary marks will be considered for the purpose of admission.

3. LATERAL ADMISSION:

Age : Candidates should not have completed 22 age on 1st July 2016

Eligibility Conditions :**3.1 For B.Com**

Candidates who have passed Diploma in Commerce or Diploma in Modern Office Practice (Three Years Course) awarded by the Directorate of Technical Education, Govt. of Tamil Nadu or other states shall be admitted to second year of B.Com. purely on merit up to 10% of the sanctioned strength in the course. However, the total strength should not exceed the sanctioned strength.

3.2 For B.Sc. Computer Science

Candidates who have passed in the first attempt in the Diploma in Computer Science / Information Technology / Computer Technology / Computer Application in First Class (10+3 years of study) are eligible to apply for lateral entry to the second year of the course subject to the availability of the seats but limited to 10% of the sanctioned strength in each course. However the total strength should not exceed the sanctioned strength in each course.

POST GRADUATE (PG) COURSES

Sl. No.	Course Name	Course Code	Eligibility Conditions
1	M.A. Tamil	PA1	B.A Tamil / B.A.(Functional Tamil)/ Any degree will be considered.
2	M.A. English (Language & Literature)(Only for Women)	PA2	English
3	M.A. Historical Studies(Only for Women)	PA3	History / Historical Studies
4	M.A. Economics	PA4	Relevant degree at U.G. level <i>i.e.</i> , B.A Economics.
5	M.Com.	PC1	Relevant degree at U.G. level <i>i.e.</i> , B.Com / B.Com (Vocational) B.C.S. / Any other Degree approved as equivalent by Pondicherry University.
6	M.A. Public Administration	PA5	Any degree will be considered.
7	M.S.W. Social Work	PA6	Any degree will be considered./ B.A Social Work
8	M.Sc. Plant Science(Only for Women)	PS1	Plant Science / Botany

Note :**1. Medium of instruction:**

Candidates will have to write the University Examinations in the medium of instruction in which they are taught. (Ref. No.PU/CD/07, dated 09-02-2007 of Pondicherry University).

VI CRITERIA FOR ADMISSION**UNDER GRADUATE (UG)**

Sl. No.	Course Name	Relevant Subjects
1	B.A. Tamil	Tamil
2	B.A. English(Language & Literature) (Only for Women)	English
3	B.A. Historical Studies (Only for Women)	History
4	B.A. Economics	Economics
5	B.Com.	Accountancy / Commerce
6	B.Com. Corporate Secretaryship (Only for Women)	Accountancy/Commerce / Banking / Insurance / Auditing
7	B.Sc. Mathematics	Mathematics
8	B.Sc. Physics	Physics
9	B.Sc. Computer Science	Mathematics / Business Mathematics / Computer Science
10	B.Sc. Chemistry	Chemistry /Foundation Science / MLT
11	B.Sc. Zoology	Zoology / Biology / Foundation Science / MLT
12	B.Sc. Plant Science(Only for Women)	Botany / Biology / Foundation Science / MLT
13	B.Sc. Home Science(Only for Women)	Chemistry & Biology / Foundation Science / Home Science

POST GRADUATE (PG)

Sl. No.	Course Name	Relevant Subjects
1	M.A. Tamil	B.A Tamil / B.A.(Functional Tamil)/ Any degree will be considered.
2	M.A. English(Language & Literature) (Only for Women)	English / Any degree will be considered.
3	M.A. Historical Studies(Only for Women)	History / Historical Studies
4	M.A. Economics	Relevant degree at U.G. level i.e, B.A Economics.
5	M.Com.	Relevant degree at U.G. level i.e., B.Com / B.Com (Vocational) B.C.S. / Any other Degree approved as equivalent by Pondicherry University.
6	M.A. Public Administration	Any degree will be considered.
7	M.S.W. Social Work	B.A. Social Work /Any degree will be considered.
8	M.Sc. Plant Science(Only for Women)	Plant Science / Botany

VII. RESERVATION OF SEATS FOR UNDER GRADUATE & POST GRADUARE CLOURES

The following reservations shall be made for admission to all courses, subject to revision by the Government :

a)Vertical Reservation :

Sl. No.	Reservation Category	% of Reser vation	Remarks
1.	"Scheduled Caste "	16%	Candidates claiming admission under this category should belong to caste which is recognized as Scheduled Caste under the Constitution (Puducherry) Scheduled Castes Order 1964 dated 05.03.1964 read with the Constitution (Scheduled Caste) orders (2 nd Amendment Act 2002, Central Act 61 of 2002.
2.	Most Backward Class(MBC)-18% Extremely Backward Class(EBC)-2% Other Backward Class (OBC)-11% Backward Class Muslims (BCM)-2% Backward Tribe (BT)-1%	34%	For residents of Puducherry Union Territory who produce certificates in support of their claim issued by an officer of the Revenue Department not below the rank of Deputy Tahsildar
3.	Remaining 50%	10% 40%	To be filled purely on the basis of merit without reference to nativity / residence Purely on basis of merit from among the natives / residents of the Union Territory of Puducherry.

b) Horizontal Reservation:

(1)	(2)	(3)	(4)
1	Physically Challenged (PC)	3%	For residents of Puducherry Union Territory suffering from not less than 40 percent of any disability as certified by competent Medical Authority
2	Children / Grand Children of Freedom Fighters (FF)	4%	For residents of Puducherry Union Territory who produce the necessary certificates from the competent authority
3	Ex-Servicemen & Widow / Ward of Ex-Servicemen / Deceased Defense Personnel (EX)	3%	-do-
4	Students who are excellent in Sports (SP)	1%	As in para (c) Sports Quota
5	Students from Rural Schools in Puducherry / Karaikal Regions (Applicable for colleges in urban areas)	15%	Applicable to students who had continuous study of 5 years immediately preceding and including the year of examination qualifying in the rural school. Rural schools are those situated within the jurisdiction of the Commune Panchayat (Refer Annexure-II)

Note : Horizontal Reservation will become operational, only if, the minimum number of seats earmarked for each of these categories are not filled up, under normal process of selection in any category.

(b) DEFINITION OF RESIDENT OF UNION TERRITORY OF PUDUCHERRY:

An applicant is considered as resident of Puducherry provided he/she is an Indian National and satisfies at least one of the following criteria:

- i) Those candidates whose **parents are residing** continuously in the Puducherry Union Territory at least for five years immediately preceding the year in which the application is made.
- ii) Those **candidates** who have passed the qualifying examination for admission to the course for which admission is sought and for that purpose has **undergone academic studies from class VIII to XII standard** in a recognized educational institution located in this Union Territory.
- iii) Children/Spouse of Puducherry **State Government Employees**.
- iv) (i) **Children whose parents are central Government Servants, State Government Servants, Defense Personnel, Central Paramilitary Forces, Employees of Public Sector Undertakings** wholly or substantially run either by the Central Government or by the Puducherry Union Territory Administration, posted and serving in the Puducherry U.T. for at least a minimum continuous period of three years immediately prior to the last date of submission of the application.
 - (ii) Children of the above said employees should have studied in the Higher Secondary Courses of two years in any of the schools in the U.T. of Puducherry and should have also passed the Higher Secondary Examinations from the same school.
- v) Children of **Defense Personnel** who were killed or disabled in action and children of Central / Puducherry Government Servants / Deceased Defense Personnel/ Employees of Public Sector Under taking as referred to in categories (III) and (IV) who died while in service in Puducherry.
- vi) **French Nationals** residing in Puducherry Union Territory and covered by Treaty of Cession shall be treated on par with the Candidates who produce the prescribed Puducherry State Residence Certificate. Such French Nationals will be required to produce a resident certificate issued for this purposes from the Revenue Department in addition to the certificate issued by the French Consulate. These French Nationals shall not be considered for admission under the quota of non-residents.

c) SPORTS QUOTA (Under Graduate)

The candidates claiming admission under this category should have excellent caliber in sports and games and those who have showed consistency in sports activities. The purpose of this quota is to recognize and give weightage to sports merit of the candidates and hence marks for sports, achievements alone will be considered in ranking the candidates under this quota. The candidates are expected to continue good performance in sports, events after selection. The highest achievements of the candidates in only one annual tournament under the listed sports discipline in a year will be considered for awarding marks. The selection of candidates will be based on the marks obtained by the candidate following the guidelines given in the Government of Puducherry.

Priority	Type of Achievement
01	International Achievement
02	National Achievement
03	South Zone Achievement
04	Recognised State Championships
05	Recognised State Level Achievement
06	District/Regional/Zonal Level Achievement

The list of Sports Discipline :

1. Archery, 2. Athletics, 3. Atya Patya, 4. Badminton, 5. Ball Badminton, 6. Basket Ball, 7. Billiards and snookers, 8. Boxing, 9. Gymnastics, 10. Hand ball, 11. Hockey 12. Judo, 13. Kabaddi, 14. Karate do, 15. Kayaking and canoeing, 16. Kho Kho, 17. Polo, 18. Power lifting, 19. Rifle shooting, 20. Roller skating, 21. Bridge, 22. Carrom, 23. Chess, 24. Cricket, 25. Cycling, 26. Equestrian Sports, 27. Foot Ball, 28. Golf, 29. Rowing, 30. Soft ball, 31. Squash, 32. Swimming, 33. Table Tennis, 34. Taek Wondo, 35. Tenni-koit, 36. Tennis, 37. Volley Ball, 38. Weight Lifting, 39. Wresting, 40. Yachting, 41. Yogasanas.

General Conditions:

1. For consideration of candidates seeking admission under the category of sportsperson, he/she should enclose attested photo copies of participation certificates and the certificates in the prescribed forms issued by the relevant sports authorities along with the applications.

2. Participation/achievements in sports/games shown in the list alone, immediately preceding five years to the year for which admission is sought for, will be taken into account. National / State Level Championships/ Tournaments conducted by Organizations/ Federations recognized by Indian Olympic Association / Ministry of Youth Affairs and Sports, New Delhi alone will be considered for award of marks (Recognition by the Indian Olympic Association / Ministry of Youth Affairs and Sports, New Delhi should be relevant to the years concerned).

3. The relevant attested copies of the certificates issued by the appropriate authorities are to be submitted along with the application.

4. Open / Invitational tournaments of any kind will not be considered.

5. For Tennis, achievements of top 3 players by his / her position in the ranking list published by AITA based on the ranking rules and the final rankings of previous 4 years will be awarded marks for achievements and participation.(Necessary forms from associations are to be enclosed).

6. For Cricket, the annual official championship/ tournaments conducted within the country under the auspices of BCCI at District/ State/ National Level alone will be taken into consideration for that year.

7. The participation/achievements of candidates with nativity of Puducherry Union Territory, and who represented U.T. of Puducherry alone are eligible for admission under National Category.

8. Only U.T. of Puducherry candidates are eligible to apply for admission under sports quota and only the KVS/ NVS/CBSE schools within U.T. of Puducherry are eligible for admission.

9. All the achievement certificates are to be supported necessarily by the relevant participation certificates and appropriate form/ certificates.

10. No further enclosures or certificates will be entertained after the last date for submission of completed application.

11. Required number of candidates will be called for an interview before the committee for verification of the original certificates followed by counseling after ranking.

12. If any candidate fails to produce the requisite original certificates / forms his / her seat will be allotted to the candidate next in rank and so on. The consequential vacancy at the end of the rank list will be filled up from the additional candidates, according to their ranks.

13. Selected candidates will be counseled and allotment of branches and colleges earmarked for this quota based on the ranking before the start of the main Counseling.

14. A candidate can utilize the sports quota only once for these admissions.

15. The final authority to settle all disputes in selection under sports quota will be the Director of Technical and Higher Education or any authority appointed for this purpose.

d) SPORTS QUOTA (Post Graduate)

The candidates claiming admission under this category should have participated in State/National/International level Sports and Games at the Degree level and to that effect should enclose the necessary certificates countersigned by the Deputy Director(Sports and Youth Service), Government of Puducherry:

To ensure that only sports persons of excellent caliber and those who have shown consistency in sports activities get benefited under the sports quota seats, the procedure given will be followed.

The selection of the candidates under the sports Quota will be considered as per the order of the Government of Puducherry. (G.O.Ms.No.53, dated 24-5-2012).

VIII. AGE

a) FOR UNDER GRADUATE

The candidate **should not have completed 21 years of age as on 1st July 2016**. However age relaxation by three years is applicable to Physically Challenged and Scheduled Caste and Tribe candidates and five years in case of Nuns belonging to various Religious Congregations & Widows. Apart from the above said candidates, no age relaxation will be given to any candidate under any circumstances.

b) FOR POST GRADUATE

No age limit to study Post Graduate Course.

IX. PROCEDURE FOR ADMISSION

1) Application forms can be obtained from any one of the Colleges under CAPASC by paying Rs.50/- (for SC /ST Rs.25/-) in person or Rs.80/- (for SC /ST Rs.55/-) by post by sending Money Order in the name of **The Convenor, CAPASC, Arignar Anna Govt. Arts & Science College, Karaikal – 609 605.**

2) The application forms completed in all respects and with all necessary certificates, etc., (as specified in the application form) should be submitted to the **Convenor, CAPASC, Arignar Anna Govt. Arts & Science College Karaikal – 609 605 on or before 10.06.2016 by 5.00 P.M.**

3) Candidates who appeared for the supplementary examination should not wait for the results but submit the filled in Application Form to the Convenor CAPASC on or before the last date. However such candidates should submit the photocopy of the mark statement of the supplementary examination within five days from the date of issue of mark sheet.

4) Candidates for admission may submit the prescribed application duly furnishing all the relevant particulars with regard to Residence, Nativity and Community with a declaration to the effect that all the particulars furnished by them are true and if any information furnished by them are found to be false at a later stage, it would render them liable for severe action. The candidate may however submit their original certificates in support of their residence, nativity and community at the time of counseling.

5) a) Application may also be sent by registered post addressed to the Convenor, CAPASC, Arignar Anna Govt. Arts & Science College, Karaikal – 609 605, so as to reach on or before the last date specified.

b) The Application number should be written in all the enclosures sent along with the main application form.

c) Candidates applying for different courses in different colleges should send only one application.

d) Multiple applications will summarily be rejected.

6) As soon as the applications are received at CAPASC office, intimation will be sent to the applicants giving the registration number allotted, which should be quoted in all subsequent correspondence regarding admission. Enquiries will not be attended to unless the registration number is quoted.

7) Within TEN days after the last date for the receipt of applications, a Master List of candidates who have applied for admission will be displayed in the notice board of the Arignar Anna Govt. Arts & Science College – CAPASC Office and on the website: <http://www.aagac.puducherry.gov.in> giving particulars of Registration Number, Name, Category, Number of Attempts made, Average Percentage of Marks, Courses Applied according to choice and the Normalized Percentage for each course.

8) The candidates are advised to refer to the Master List. Further if any corrections are to be made in the Master List displayed, it should be brought to the notice of the Convenor, CAPASC, Arignar Anna Govt. Arts & Science College, Karaikal–609 605 within 3 days of display, failing which, the list displayed will be treated as final.

9) Late, defective and incomplete applications will summarily be rejected. No further correspondence will be entertained in this regard.

10) If a candidate eligible for reservation is also eligible for admission under open merit or resident merit and the candidates shall be treated under open merit or resident merit as the case may be.

11) RANKING OF CANDIDATES

Selection of candidates for admission to all the degree courses will be based on the merit list prepared by CAPASC, based on the marks arrived at by adopting 'the method of normalization'. Ranking of the candidates will be done based on the normalized percentage.

12) The Candidates will be called for Counseling as per their order of merit. Candidates to be called for counseling will be intimated through call letter / public notification in local news papers / website: <http://www.aagac.puducherry.gov.in> / Phone / SMS. No change of Date / Time of Counseling is permissible, except under unavoidable circumstance.

13) COUNSELING FEES

A non-refundable counseling fee of Rs.150/- (Rs.50/- for SC/ST candidates) will be collected from each candidate at the time of first counseling of the candidate. The receipt must be produced for the subsequent counseling.

14) The candidates who are provisionally selected should pay the minimum fees prescribed by the Govt. immediately after the final selection in the CAPASC office. Any difference in the fees should be paid in the respective colleges after the publication of final admission list.

15) The Self attested **XEROX COPY** of the following certificates are to be enclosed along with the Application and their **ORIGINAL certificates must be produced at the time of counseling.**

CERTIFICATES TO BE ENCLOSED (CHECK LIST)

- (i) Transfer Certificate
- (ii) Conduct Certificate from the Head of Institution last attended
- (iii) Mark list of the qualifying examination
- (iv) Nationality Certificate
- (v) Residence Certificate
- (vi) Certificate in support of the claim for reservation under different categories – Community / Physically Challenged / Freedom Fighter / Ex-Servicemen / Sports
- (vii) Cumulative Health Record issued by the Student Health Officer
- (viii) NSS / NCC Certificate
- (ix) Two passport size photos.(Recent)

16) **Candidates have to attend the interview along with their Parents or Guardians at their own expense.**

17) CAPASC will not be responsible for any postal delay in the delivery of the counseling letter or any other communication.

18) Candidate who do not attend the counseling on the specified date and time, have to forego their claim for admission. Further his/her name will be deleted from the master list.

19) In any case, counseling will not be done in the absence of candidates.

20) No communication shall be sent to candidates who are not eligible to be called for counseling and also no further correspondence in this regard, will be entertained.

21) Verification of original certificates

Candidates called for counseling shall be required to submit all the documents in original for verification at the time of counseling. **The certificates to be enclosed should have been obtained or updated very recently by the competent authority. Extension of time will not be given to produce them on a later date.** Candidates, who fail to produce the required documents in original shall not be interviewed. **The original documents submitted by the candidates to be admitted, shall be returned only after obtaining recognition from the Pondicherry University** and hence the candidates are advised to take enough number of photocopies of the documents, before submitting the original certificates for verification during counseling and subsequently for admission to the courses.

22) Admission

Admission to all courses is based on the merit, category of the candidate and the availability of seats at the time of counseling. All admissions made by CAPASC are "provisional" and are subject to approval by Pondicherry University. Candidates who have been offered admission to a particular college should report to the college on or before the due date mentioned by CAPASC, in the 'provisional admission order', failing which, they will forfeit the right of admission. At any time, if the CAPASC / College Authorities find that admission has been offered based on false / incorrect information / documents and suppression of relevant fact, education qualification or quota, the admission offered will be summarily cancelled, irrespective of the stage of study of that course. Further, legal proceedings will also be initiated against such candidates for such actions. Hence, candidates are warned against indulging in such actions, in their own interest. All parents are also requested to make note of the above provision, and take due care and diligence, in all matters concerning admission to the undergraduate courses.

X.BASIS OF CALCULATING AGGREGATE PERCENTAGE OF MARKS AND NORMALISED PERCENTAGE:**1. PROCEDURE TO BE ADOPTED TO ARRIVE AT THE AGGREGATE PERCENTAGE OF MARK****a) UNDER GRADUATE COURSES****1.1 For admission to B.A. Degree course in Tamil**

- a. The average percentage of marks in the qualifying examination will be calculated.
- b. The percentage of marks in the relevant subject in the qualifying examination will be calculated.
- c. The average of (a) and (b) will be the aggregate percentage of marks.
- d. If the candidate has also studied the Tamil language at advanced level in H.Sc. an extra 5 percentage of marks will be added to the aggregate percentage of marks arrived at (c) above.

1.2 For admission to B.A. Degree courses in English Language & Literature

- a. The average percentage of marks in the qualifying examination will be calculated.
- b. The percentage of marks in the relevant subject in the qualifying examination will be calculated.
- c. The average of (a) and (b) will be the aggregate percentage of marks.
- d. If the candidate has also studied the relevant language at advanced level in H.Sc. an extra 5 percentage of marks will be added to the aggregate percentage of marks arrived at (c) above.

1.3 For admission to B.A. Degree Course in Historical Studies

- a. The average percentage of marks in the qualifying examination will be the aggregate percentage of marks.
- b. If the candidate has studied the relevant subject at the H.Sc. level, an extra 5 percentage of marks will be added to (a) to arrive at the aggregate percentage of marks.

1.4 For admission to B.A. Economics.

- a. The average percentage of marks in the qualifying examination will be the aggregate percentage of marks.
- b. If the candidate has studied the relevant subject at the H.Sc. level, an extra 5 percentage of marks will be added to (a) to arrive at the aggregate percentage of marks.

1.5 For admission to B.Com.(General)

- a. The average percentage of marks in the qualifying examination will be calculated.
- b. The percentage of marks in the relevant subject whichever is high in the qualifying examination will be calculated.
- c. The average of (a) and (b) will be the aggregate percentage of marks.

1.6 For admission to B.Com. (Corporate Secretaryship)

- a. The average percentage of marks in the qualifying examination will be the aggregate percentage of marks.
- b. If the candidate has studied the relevant subject at the H.Sc. level, an extra 5 percentage of marks will be added to (a) to arrive at the aggregate percentage of marks.

1.7 For admission to B.Sc. Degree courses in Mathematics, Physics, Chemistry, Plant Science, Home Science, Zoology & Computer Science.

- a. The average percentage of marks in the qualifying examination will be calculated.
- b. The percentage of marks in the relevant subject whichever is high in the qualifying examination will be calculated.
- c. The average of (a) and (b) will be the aggregate percentage of marks.

2. PROCEDURE TO BE ADOPTED TO ARRIVE AT THE NORMALISED PERCENTAGE OF MARKS FROM THE AGGREGATE PERCENTAGE OF MARKS FOR UNDER GRADUATE COURSES:

2.1 Method of normalized percentage is adopted to give weightage for relevant subjects with respect to the courses.

2.2 For more than one attempt, three percentage of marks will be subtracted from the aggregate percentage of marks.

2.3 Three percentage of marks will be added to the aggregate percentage of marks for participation in the extra-curricular activities such as NSS, NCC, Scout & Guides (with minimum participation of 2 years and so certified by the Head of the Institution last studied). The percentage so arrived at, will be the normalized percentage of marks.

2.4 The candidates under open merit or resident merit will not be eligible for admission, if the normalized percentage of marks is below 40 and in case of other candidate below 35.

2.5 If a candidate after having passed the qualifying examination appears again for improvement, the improvement marks will be considered for the purpose of admission.

b) POST GRADUATE COURSES

1. M.A Tamil:

(a) For admission to the course in M.A. Tamil, first preference will be given to the candidates who have studied the concerned language as the main subject under part –III, *i.e.*, B.A Tamil / B.A.(Functional Tamil)

(b) After having exhausted all the candidates as mentioned in (a) above, candidates with any degree who have offered the Tamil Part – I may be considered.

2. Master of Arts (M.A.) – English

(a) For admission to M.A. English, first preference will be given to the candidates who have studied English as the main subject under part III.

(b) After having exhausted all the candidates as mentioned in (a) above, candidates who have studied English in part I (or) part II for two years may be considered.

3. M.A ECONOMICS:

Relevant degree at U.G. level *i.e.*, B.A Economics.

4. Master of Social Work:

a) For admission to Master of Social Work, first preference will be given to candidates with B.A Social Work Degree.

b) After having exhausted all the candidate as mentioned in (a) above, candidates with any degree will be considered.

5. M.A. Public Administration :

Any graduate is eligible for admission to the course in M.A Public Administration

6. Master of Arts (M.A.) – Historical studies

(a) Any graduate is eligible for admission to the course in M.A. Historical studies

7. M.Com:

Relevant degree at U.G. level *i.e.*, B.Com / B.Com (Vocational) B.C.S. / Any other Degree approved as equivalent by Pondicherry University.

8. Master of Science (M.Sc.) - Plant Science

- (a) A pass in B.Sc. Plant Science/Botany or Life Sciences/ Biological Sciences conducted by the Universities approved by UGC, New Delhi with Chemistry/Zoology as allied subject(s) of study or an examination accepted as equivalent the ratio and 40 percentage of marks in Part III (aggregate / Part-III) subjects.

COMMON CRITERIA FOR ALL PG COURSES:

(a) Both main and allied subjects will be taken into consideration for calculating the percentage of marks. However, the internal valuation marks, if any will be ignored.

(b) A student should have secured minimum of fifty percent (50%) in the main and allied subjects. In the case of OBC/MBC candidate the minimum percentage of marks is forty five (45%). There is no minimum for Scheduled Caste and Physically Handicapped candidates.

(c) All the candidate should have passed in the **First attempt** irrespective of the number of appearances for examinations **within three years** of the course. However, this will not be applicable to candidates belonging to scheduled Castes / Backward Tribes and Physically Challenged and in case sufficient candidates are not available, candidates with not more than two attempts can be admitted after having exhausted all the applications with single attempt.

XI. RAGGING IS STRICTLY PROHIBITED:

Ragging is strictly prohibited by a notification issued by the Ministry of Education, Government of India, New Delhi, with a penalty ranging up to 2 years of imprisonment. If any student indulges in any form of ragging, he/she will be summarily rusticated from the college.

Note : (i) The original transfer certificate submitted at the time of admission will not be returned to the students under any circumstances. Hence, the candidates are advised to take sufficient number of copies before producing the same to the college.

(ii) The instructions/guidelines are subjected to change according to the notification issued by the Govt. of Puducherry from time to time.

XII. ATTENDANCE:

Students are required to attend a minimum of 75%of the classes actually held in each semester failing which they will not be permitted to appear for the University examination.

XIII. DISCIPLINE:

The college aims at maintaining the highest standard of discipline amongst its students. The students shall abide by any general or special rules prescribed by the college with regard to discipline and conduct from time to time and shall give a written undertaking thereof in the prescribed form before being admitted. This form has to be signed by the student and the parent before the principal.

XIV.MEDICAL EXAMINATION OF STUDENTS:

The candidates who are provisionally selected for admission to the college should get themselves medically examined by the Student's Health Officer concerned and produce the cumulative Health Record in original at the time of interview.

ANNEXURE I
ARIGNAR ANNA GOVT. ARTS & SCIENCE COLLEGE
(ACCREDITED WITH 'B' BY NAAC)
KARAIKAL – 609605

(AFFILIATED TO PONDICHERRY UNIVERSITY, PUDUCHERRY)

Arignar Anna Govt. Arts & Science College is a pioneer Educational Institution at tertiary established by the Government of Puducherry in July, 1967 in the Karaikal region of Territory of Puducherry. The college is affiliated to the Pondicherry University. It is accredit the National Assessment and Accreditation Council, Bangalore with 'B'. Admission is c both boys and girls in all UG and PG courses.

1. ADDRESS OF THE COLLEGE :Nehru Nagar, Karaikal – 609605.

Website :www.aagac.puducherry.gov.in Phone No. : 04368 - 230 431
 Email ID :aagac.kkl@gmail.com Fax : 04368 - 231 743

2. NAME OF THE PRINCIPAL :Dr. Poongavanam, M.A., M.Phil., Ph.D.,

3. NAME OF THE UNDERGRADUATE COURSES OFFERED

Sl. No.	Course Name	Course Code	Sanction Strength
1	B.A. Tamil	A1	50
2	B.A. Economics	A4	55
3	B.Com.	C1	45
4	B.Sc. Mathematics	S1	40
5	B.Sc. Physics	S2	27
6	B.Sc. Computer Science	S7	22
7	B.Sc. Chemistry	S3	27
8	B.Sc. Zoology	S5	27

4. LANGUAGES OFFERED UNDER PART I – Tamil, French &Hindi

5. NAME OF THE POST GRADUATE COURSES OFFERED

Sl. No.	Course Name	Course Code	Sanction Strength
1	M.A. Tamil	PA1	20
2	M.A. Economics	PA4	15
3	M.Com.	PC1	20
4	M.A. Public Administration	PA5	20
5	M.S.W. Social Work	PA6	20

AVVAIYAR GOVT. COLLEGE FOR WOMEN

(ACCREDITED WITH 'B' BY NAAC)

KARAIKAL – 609 602

(AFFILIATED TO THE PONDICHERRY UNIVERSITY, PUDUCHERRY)

The year 1972 saw a sea change in Karaikal in the field of women's education with the starting of Avvaiyar Government College for Women by the Government of Puducherry under affiliation of Madras University. This College was started in 1972 – 73 with Arts and Science Courses at Pre-university level. Later to quench the thirst of girl students for knowledge, the college is affiliated to the Pondicherry University. It is accredited by the National Assessment and Accreditation Council, Bangalore with 'B'. Admission is open to girls in all UG and PG courses.

1. ADDRESS OF THE COLLEGE :Dr. Ambadkar Street, Karaikal – 609602.

Website :www.agcw.edu.in Phone No. : 04368 - 222454

Email ID : hoiagcw@gmail.com Fax : 04368 - 222611

2. NAME OF THE PRINCIPAL :Dr. S. Thillaivanam, M.A. M.Phil., B.Ed., Ph.D.,

3 .NAME OF THE UNDERGRADUATE COURSES OFFERED

Sl. No.	Course Name	Course Code	Sanction Strength
1	B.A. English (Language & Literature)	A2	60
2	B.A. Historical Studies	A3	60
3	B.Com.	C1	60
4	B.Com. Corporate Secretaryship	C2	30
5	B.Sc. Mathematics	S1	30
6	B.Sc. Physics	S2	30
7	B.Sc. Computer Science	S7	33
8	B.Sc. Chemistry	S3	30
9	B.Sc. Plant Science	S4	30
10	B.Sc. Home Science	S6	33

4. LANGUAGES OFFERED UNDER PART I – Tamil, French &Hindi

5. NAME OF THE UNDERGRADUATE COURSES OFFERED

Sl. No.	Course Name	Course Code	Sanction Strength
1.	M.A. English(Language & Literature)	PA2	18
2.	M.A. Historical Studies	PA3	20
3.	M.Sc. Plant Science	PS1	12

FEE STRUCTURE FOR UNDER GRADUATE COURSES**[A] THE FOLLOWING FEES ARE PAYABLE TO THE COLLEGE :(Subject to Change)**

Note : If a student after joining leaves the college during the term he/ she shall have no right to claim any refund of the fees remitted except the caution deposit.

SL. NO.	NAME OF THE FEES	ANNA COLLEGE	AVVAIYAR COLLEGE
1	Tuition Fee – Residents	NIL	NIL
2	Tuition Fee - Non-Residents	250/-	250/-
3	Athletic Association (per annum)	80/-	80/-
4	College Day (per annum)	50/-	50/-
5	College Magazine (per annum)	40/-	40/-
6	College Union / Department Association (per annum)	20/-	20/-
7	College Calendar (per annum)	20/-	20/-
8	Medical Inspection (per annum)	10/-	10/-
9	Student Medical Assistance Fund (per annum)	10/-	10/-
10	Reading Room / Library (per annum)	10/-	10/-
11	Admission Fee (on admission only)	10/-	10/-
12	Laboratory For Science Group (per annum)	50/-	50/-
13	Fine Arts Association (per annum)	25/-	25/-
14	Stationery Fee (per annum)	20/-	20/-
15	Caution Money Deposit (on admission only)	50/-	50/-
16	Laboratory for Computer Science	250/-	250/-
17	Identity Card (on admission only)	50/-	50/-
18	N.S.S. Corpus Fund (on admission only)	10/-	10/-

[B] FEE PAYABLE TO PONDICHERRY UNIVERSITY AT THE TIME OF ADMISSION ONLY. COMMON FOR BOTH THE COLLEGES COMING UNDER CAPASC.

SL. NO.	NAME OF THE FEES	Amount Rs.
1.	Matriculation Fee	18
2.	Recognition Fee	
	2.1 Higher Secondary Examination conducted by the Govt. of Tamilnadu / Intermediate conducted by the Govt. of Andhra Pradesh / Pre-Degree Examination conducted by Calicut University	75
	2.2 Any other examination conducted by other Accredited Bodies / Universities in India	180
	2.3 An Examination conducted by Universities or other Accredited Bodies outside India	450
3.	Registration Fee	40
4.	Athletic Association (to be paid every year) (subject to change)	25
5.	University Development Fee	50

FEE STRUCTURE FOR POST GRADUATE COURSES

[A] THE FOLLOWING FEES ARE PAYABLE TO THE COLLEGE :(Subject to Change)

Note : If a student after joining leaves the college during the term he/she shall have no right to claim any refund of the fees remitted except the caution deposit.

SL. NO.	NAME OF THE FEES	ANNA COLLEGE	AVVAIYAR COLLEGE
1	Tuition Fee – Residents	NIL	NIL
2	Tuition Fee - Non-Residents	250/-	250/-
3	Athletic Association (per annum)	80/-	80/-
4	College Day (per annum)	50/-	50/-
5	College Magazine (per annum)	40/-	40/-
6	College Union / Department Association (per annum)	20/-	20/-
7	College Calendar (per annum)	20/-	20/-
8	Medical Inspection (per annum)	10/-	10/-
9	Student Medical Assistance Fund (per annum)	10/-	10/-
10	Reading Room / Library (per annum)	10/-	10/-
11	Admission Fee (on admission only)	10/-	10/-
12	Laboratory For Science Group (per annum)	NIL	60/-
13	Fine Arts Association (per annum)	25/-	25/-
14	Stationery Fee (per annum)	20/-	20/-
15	Caution Money Deposit (on admission only)	75/-	75/-
16	Identity Card (on admission only)	50/-	50/-

[B] FEE PAYABLE TO PONDICHERRY UNIVERSITY AT THE TIME OF ADMISSION ONLY. COMMON FOR BOTH THE COLLEGES COMING UNDER CAPASC.

The following fees due to the Pondicherry University should also be paid at the time of admission by all the students.

SL. NO.	NAME OF THE FEES	Amount Rs.
1	Registration Fee	60/-
2	University Development Fee	50/-
3	Sports fee(every year)	25/-

In addition to the above the following fees are payable to the Pondicherry University at the time of admission by students who are graduated from other Universities.

SL. NO.	NAME OF THE FEES	Amount Rs.
1	Matriculation fee	18/-
2	Recognition fee for Bachelor's degree examination conducted by the other accredited statutory agency/University in India.	80/-
3	Recognition fee for an examination conducted by Universities or other accredited bodies outside India (Rate of these fee are subject to change)	450/-

ANNEXURE II

LIST OF RURAL SCHOOLS

(Ref.No.A1/1/II/HSW/Edn./2001-02, dated 01.04.2002 of Directorate of Education, Government of Puducherry)

Government Middle Schools

Sl. No.	Name of the School	Place
1	Government Middle School	Thiruvettakudy
2	Government Middle School	Vadamattam
3	Government Middle School	Ponbethy
4	Government Middle School	Thirunallar
5	Government Middle School	Surakudy
6	Government Middle School	Neivatcherry
7	Government Middle School	Sellur
8	Government Middle School	Nallambal
9	Government Middle School	Karukkankudy
10	Government Middle School	T.R. Pattinam
11	Government Middle School, Senior Street	T.R. Pattinam
12	Bharathidasan Government Middle School	Neravy

Government High Schools

Sl. No.	Name of the School	Place
1	Kamaraj Government High School	Poovam
2	Government High School	Kottucherry
3	Government High School	Kurumbagaram
4	Government High School	Sethur
5	Government Girls High School	T.R. Pattinam
6	Government High School	Vizhidiyur
7	Government High School	Akkaraivattam
8	Government High School	Oozhiapathu
9	Hussania Government Middle School	Neravy

Government Higher Secondary Schools

Sl. No.	Name of the School	Place
1	VOC Government Higher Secondary School	Kottucherry
2	Government Higher Secondary School, Thenur	Thenur, Thirunallar
3	Government Girls Higher Secondary School	Thirunallar
4	Government Higher Secondary School	T.R. Pattinam
5	Jawaharlal Nehru Government Higher Secondary School	Nedungadu
6	Government Higher Secondary School	Neravy
7	Thiruvalluvar Government Higher Secondary School	Ambagarathur
8	Jawahar Navodaya Vidyalaya (Central School)	Rayanpalayam

ANNEXURE III
SUBJECTS AND SUBJECT CODES / COURSES AND COURSE
CODES H.Sc (+2) / Equivalent

Sl. No.	Subject Studied in H.SC(+2) or Equivalent	Subject Code
1	Tamil	1
2	Advanced Tamil	2
3	English	3
4	Hindi	4
5	French	5
6	Mathematics	6
7	Physics	7
8	Chemistry	8
9	Zoology	9
10	Botany	10
11	Biology	11
12	Computer Science	12
13	Foundation Science	13
14	Business Mathematics	14
15	Economics	15
16	Commerce	16
17	Accountancy	17
18	History	18
19	Geography	19
20	Home Science	20
21	MLT	21
22	Dress Desgn. and Making Theory	22
23	Dress Desgn. and Making Practical I	23
24	Dress Desgn. and Making Practical II	24
25	Banking Assistant Theory	25
26	Banking Assistant Practical I	26
27	Banking Assistant Practical II	27
28	Accountancy and Auditing Theory	28
29	Accountancy and Auditing Practical I	29
30	Accountancy and Auditing Practical II	30
31	Business Machines & Computer Programming Practical	31
32	Business Machines & Computer Programming Practical-Typewriting	32
33	Business Machines & Computer Programming Theory	33
34	Political Science	34
35	Office Secretaryship Theory	35
36	Office Secretaryship Typewriting	36
37	Nutrition and Dietics	37
38	Indian Culture	38
39	Business Studies	39
40	Informatics Prac.	40
41	Electronics and Equipments Theory	41

online publication at "<http://styandptg.puducherry.gov.in>"

Government Central Press
 Directorate of Stationery and Printing
 Puducherry-9