

# GOVT. COLLEGE BICHHUA

## DISTRICT-CHHINDWARA(M.P.)-480111

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### ADMISSION POLICY

As per the guidelines of Higher Education Department, Govt. of M.P. in respect of Admission Process, the Admission Policy of the college for the students is hereby approved as under: -

**Policy Purpose:** Admissions Policy is intended to set transparent procedures for student admission in various streams.

**Objectives:** The Admission Policy of the college aims at:-

1. Describing the procedures for student application and admission into the various academic programmes of the college through a transparent and accountable online admission process.
2. Admitting the students in various programmes in a transparent, unambiguous, lucid and consistent way.
3. Providing equal opportunities for students, including catering to the special educational needs of differently abled.

4. Providing equal opportunities to all students irrespective of caste, creed, region, gender, nationality, race, culture and religion as outlined in the admission policy of the state government.
5. Offering unbiased guidance and advice to students.
6. Redressing the students' grievances on any aspect of the admission process in which their application and/or admission was managed.
7. Accomplishing the admission process in effective and time-bound way.
8. Completing the admission process by utilizing tools of E-governance.

### **Scope and Application of this Policy:**

The scope of Admissions Policy is to guarantee that the admissions process at the institution is open, consistent, and in line with guidelines issued by the Higher Education Department, Govt. of M.P.

### **I). Admission Process**

1. Admissions of students into UG & PG courses, has to be made limiting the admissions up to the seats sanctioned by the Higher Education Department, Govt. of M.P., duly following the order of merit.
2. Scheduled Castes / Scheduled Tribes / OBC / Women / NCC / Physically / Visually Challenged / Sports & Games / Children

of Armed personnel etc., are given proper weightage as per the norms of Higher Education Department, Govt. of M.P.

3. There is no minimum age limit to get admission into UG & PG course in the College.

4. Attested Xerox copies of the certificates of the Applicants are thoroughly verified/ cross checked with originals soon after the last date of admissions are finalized.

5. In case the certificates of the above candidate are found to be fake, the College reserves its right to cancel the admissions of such candidates forthwith and they will not be permitted for the Examinations.

6. Candidates who discontinued their courses will be permitted to join within the stipulated period and by paying the requisite fee.

7. Any student admitted in other college, shall not subsequently be admitted in this college without production of a Transfer Certificate from the Principal of the College where he/she had last studied.

8. The detailed procedure laid down in Guidelines of Higher Education Department, Govt. of M.P. is followed.

## **II). Admission Cell**

1. The Admission Cell is responsible for making the students aware of all the aspects of academics by organizing 'PRAVESHOTSAV'.

2. Admission related complaints are resolved properly.
3. The Admission Cell maintains the records of all student applications and admissions.



**Principal**  
Government College Bichhua  
Chhindwara (M.P.) 480111