

## **PUNE UNIVERSITY**

### **GUIDELINES FOR ADMISSION TO STUDENTS OF FIRST YEAR ARTS, SCIENCE, COMMERCE AND SCIENCE (COMPUTER SCIENCE) ACADEMIC PROGRAMMES**

1. It is the responsibility of Principal of the College to conduct admissions for the First Year Academic Programmes as per the guidelines of Pune University.
2. Senior Colleges which have Junior Colleges attached to it, in that case Junior Colleges of the same parent organisation / society, students passing from such Junior Colleges will be given preference for First Year Admissions and the decision will be taken by the Principal of the College.
3. The Intake Capacity for the First Year of all academic programmes will be as per sanctioned strength approved by the University and State Government. In case if the number of admitted students in the First Year exceeds the approved sanctioned intake, then in such case, the students admitted over and above the sanctioned strength will not be allowed to appear for examinations.
4. Admissions to the First Year should be carried out as per the reservation policy of the State Government.
5. Foreign students (Foreign Nationals, PIO and Children of Workers in Gulf and SE Asia): Admission of such students will be 15% above the sanctioned strength. Such admissions will be done through International Student Cell of the University.
6. NRI (Excluding Gulf and SE Asia) from other parts of the country will be given 10% of seats above the sanctioned intake for First Year of Academic Programmes.
7. 10% of Sanctioned Intake for each First Year Academic Programme should be given to students from outside the State. This 10% of allocation of the sanctioned seats should not be considered as over and above the sanctioned intake for a particular Academic Programme.
8. Students admitted to First Year through open category / reservation category / other reserved category, as per the merit list, such separate merit list should be submitted to the University after completion of admission procedure by the College.
9. Merit List for admissions should be displayed by the College in 8 - 8 days on the Notice Board of the College. The College should display the Merit List separately for open category and reservation category.
10. As per University Order No. 225, dated 15.01.2010, the Admission Fee and Other Fee should be charged accordingly. The same order PGS 7852 dated 23.12.2009 is available on University Website.
11. Admissions to the First Year Programmes should be carried out as per the directives of Government of Maharashtra, University Grants Commission (UGC) and Pune University.

12. No student should be forced to take admission for a particular subject against his / her wish. In case if admissions are full, for a particular subject, such student should be guided appropriately.
13. In case of queries arising in the Admission Process, mentioned in the above document, such queries / difficulties should be clarified as per the directives of the University and it would be the responsibility of the Principal of the College.
14. As per Pune University Circular No. 168 (Compulsory Health Service Scheme) be implemented.
15. For Students from Jammu and Kashmir, 1 seat be allotted for each academic programme and the directives of State Government be followed from time to time.
16. Admissions to First Year Science, Biotechnology should be carried out as per the merit list and as per State Government Reservation Policy.

All above guidelines should be followed in letter and spirit.

Sd/-  
Deputy Registrar  
Academic Section

**Savitribai Phule Pune University.**

**Circular**

**Landline No. 25601189/90**

**Fax No. 020-25697388**

**Website: [www.unipune.ac.in](http://www.unipune.ac.in)**

**Aarakshan/Reservation Section**

**Ganeshkhind, Pune 411007**

**E-mail: [arakshan\\_ar@unipune.ac.in](mailto:arakshan_ar@unipune.ac.in)**

**Ref. No: - Aarakshan/O-22/775**

**Date: 16/06/2015**

**Subject- Admission to Post Graduate courses - Academic Year 2015-16**

To all the Heads of Academic Departments in the university are hereby informed through this circular that while admitting students to various post-graduate courses in the academic departments, following the government Order University Ordinance 18%, admissions should be given according to the percentage of reservation mentioned below:

	General (Open)	Open	50%
	Scheduled Caste	S.C.	13
	Scheduled Tribe	S.T.	7%
	Denotified Caste A	DT-A	3%
	Nomadic Tribes B	NT-B	2.5%
	Nomadic Tribes B	NT- C	3.5%
	Nomadic Tribes B	NT- D	2%
	Other Backward Caste OBC	OBC	19%

1. According to the government order, 3% seats should be reserved for the disabled candidates.
2. After admission process, as per merit list, if some of the seats reserved for any backward category remain vacant, preference should be given for admission to special backward category candidates up to a maximum of 2% of the total admission capacity in that seat.
3. In the subject where seats are not available for all the categories the seats should be reserved in the order of first scheduled caste, Scheduled Tribe, De-notified Caste, Nomadic Tribes and Other Backward Classes taking into account the reservation % as per the reservation order mentioned above.
4. The reservation above will be as per curriculum in the departments. The non-reserved seats from Education Department should be filled in firstly. It will also consist the backward class students according to the merit. These students should not be included in reservation.
5. As per Government of Maharashtra regulations, creamy layer category will be applicable to all categories except scheduled caste and scheduled tribe.
6. Students belonging to reserved category outside Maharashtra will not be eligible for admission under reserved category in Maharashtra.
7. For second year admissions, merit and reservation policy, rules and regulations of Government of Maharashtra will be applicable.
8. The decision regarding the reservation for academic admission and related circulars are published on the website of the department from time to time. The reservation policy should be followed strictly during the admission process.

A teacher from backward category should be appointed as a Backward Class Representative on the admission committee. Enclosing the list of Backward Class Representatives for the reference. For any further information about Reservation Policies, kindly contact the Reservation Section.

It is hereby requested to submit the information about the admissions done after the Admission Process to this office in the attached form.

Ganeshkhind, Pune 411007  
Ref:- Aarakshan/Reservation /O-22/775  
Section  
Date: 16/06/2015

Deputy Registrar  
Reservation

Copy to:-

1. Hon'ble Head of Department, All Academic Sections, Savitribai Phule Pune, University, Pune 411007.
2. Hon'ble Reservation Representatives, Savitribai Phule Pune, University, Pune 411007.
3. Assistant Registrar, Academic Admission Section, Savitribai Phule Pune, University, Pune 411007.

Horizontal Reservation

- 5% Defense/Ex-Servicemen
- 3% Physically Challenged
- 30% women