

PROSPECTUS
FOR ADMISSION INTO
POST GRADUATE COURSES
2017-2018



SHAILABALA WOMEN'S AUTONOMOUS COLLEGE
CUTTACK

INTRODUCTION:

1. Shailabala Women's Autonomous College, Cuttack is one of the oldest Women's Colleges in the country and the leading women's College in the state. This college was established in 1913 with the sincere efforts of Utkal Gourav Madhusudan Das and his adopted daughter Miss Shailabala Das. It is in the heart of the Silver City of Odisha. This institution has fulfilled its commitment for the development of the women of the state as well as of the country. This college was earlier under Patna University and after the establishment of the Utkal University it was affiliated to Utkal University. Since 9th June 2015, it has been affiliated to Rama Devi Women's University, Bhubaneswar and from the academic session 2017-18 it is to function as an Autonomous College.

2. RE-OPENING OF THE COLLEGE:

The college reopens on 17.06.2017 after the Summer Vacation.

3. COURSES OFFERED

This college imparts teaching in Home Science, Sanskrit, History, Odia, Political Science, Education, Economics, English, Hindi, Philosophy, Psychology and Sociology at Post Graduate Level. The Choice based Credit System (CBCS) of Rama Devi Women's University has been introduced here. The advertisement for admission to PG courses for Home Science, Sanskrit, History, Odia and Political Science was made on Office Admission Notice No. 368, dated.30.05.2017. Following is the PG courses for which advertisement is made for the increased seats.

NUMBER OF SEATS	
Odia	16
Pol Sc.	16

4. ELIGIBILITY

- Only Women students passing out the Three Year Degree Course Examination from a recognized University/Institution securing minimum 45% in the concerned Hons. Subjects are eligible to apply.

- In case of tie the candidate having higher mark in aggregate will be given first preference.

In addition to the above provisions the Principles laid down by the Govt. of Odisha (Deptt. of Higher Education) from time to time shall be adhered to.

5. RESERVATION OF SEATS

For SC/ST as per Govt. Guideline in vogue	
Ex-Serviceman	1%
SDP	1%
P.H/O.H	3%
Government Servant on Transfer	4%

6. WEIGHTAGE

Sports:

- Representing the country at international level direct admission.
- Representing the state at national level 10% of additional over the concerned subject (Hons. Mark).
- Representing the University at Inter University level 5% additional mark in the concerned Hons. Subject.

All the sports events must be organised or recognized by the Director of Sports/University. All the certificates must be countersigned by the Director of Sports, Govt. of Odisha.

The weightage shall be applicable if the participation is within three years prior to the application for admission.

7. HOSTEL

Admission to Hostel is to be considered as per the merit list.

8. APPLICATION AND PROSPECTUS

The application form and prospectus into different P.G. Classes for the session 2017-18 can be downloaded from the College website www.shailabalawomenscollege.com from **05.08.2017**.

9. SUBMISSION OF APPLICATION FORMS

- The applicants are to submit the filled in application form along with a Bank Demand Draft of Rs.200/- in any nationalized Bank drawn in favour of Principal, Shailabala Women's Autonomous College, Cuttack payable at Cuttack, in the college office either by hand or by Regd./Speed Post addressed to the Principal, Shailabala women's Autonomous College, Cuttack by designation not by name. The envelope should be super scribed with **P.G. Admission into _____ (Subject)**.

The undersigned will not be held responsible for loss in transit or postal delay for submission of application forms. Any application received after the last date is liable to be rejected.

Application forms without relevant supporting documents are liable to be rejected. The candidate should clearly mention the category such as SC/ST/PH/OH/Ex-serviceman/SDP etc on the top of the application form in the capital letter.

10. DOCUMENTS TO BE ATTACHED ALONG WITH THE APPLICATION FORM

1. Self attested Xerox copy of High School/Equivalent examination.
2. Self attested Xerox copy of mark sheet and pass certificate of the last qualifying examination.
3. Self attested Xerox copy of caste certificate.
4. Self attested Xerox copies of all other relevant document claiming for reservation.
5. Xerox copies of C.L.C & conduct certificate issued by the institution last attend.
6. Two Self addressed envelope.
7. Bank Demand Draft.
8. Nativity Certificate in case of applicant outside state.

11. LAST DATE OF SUBMISSION OF APPLICATION FORM

Last date of submission – **12.08.2017 by 4.00pm.**

12. ADMISSION INFORMATION

The merit list of selected candidates will be displayed on the College Notice Board and College website. The candidates will be intimated personally by Regd. Speed post regarding the date and details of admission.

13. DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

1. Intimation Letter.
2. Original Mark Sheet of Last Graduation Examination.
3. Original High School Certificate.
4. Original College Leaving Certificate.
5. Original Migration Certificate from candidates passing from other than Rama Devi Women's University.
6. Original Conduct Certificate from the Head of the Institution last attended.
7. Original Caste Certificate.
8. Original Certificates in support of claiming weightage for reservation.
9. 5 copies of Recent colour Passport Size Photographs.
10. Admission fees on cash amount as mentioned on the Intimation Letter.
11. Hostel admission fees on cash if selected.

AUTHORITY

All admissions are provisional. In case of admission the decision of the Principal is final & binding.

Principal
Shailabala Women's Autonomous College

College website:- www.shailabalawomenscollege.com



SHAILABALA WOMEN'S AUTONOMOUS COLLEGE, CUTTACK

APPLICATION FORM FOR ADMISSION INTO P.G. CLASSES

Application Form No.

FOR OFFICE USES ONLY

Index No.
Category
Mark as
Per merit list

Roll Number allotted

ADMISSION INTO P.G.

Subject

Signature of Verifying Officer

Signature, Officer-in-Charge, Admission

FOR APPLICANT'S USE

(Please go through the Prospectus and fill up the form carefully)

1. Admission into P.G. in for the session.....

2. Marks Secured Maximum Marks

3. **NAME OF THE APPLICANT**
(In capital Letters)

4. **Date of Birth:** (In Figures) Date Month Year
(In words)

5. Category: (Reservation of seats)
[Put tick (✓) mark in relevant box]

General S.T. S.C. OH/PH ESM
B.R. S.D.P. GSOT OSA Others

6. **If admitted I propose to reside:**
[Put tick (✓) mark in relevant box]

(a) With Parents
(b) With Legal Guardian

In Private Accommodation

In College Hostel

7. **Father's Name & Occupation**

8. **Mother's Name & Occupation**

9. Nationality 10. Religion 11. Marital Status

12. ACADEMIC RECORDS

EXAMINATION PASSED	BOARD UNIVERSITY	CLASS/ DIVISION	YEAR OF PASSING	MAXIMUM MARKS	MARKS SECURED WITH PERCENTAGE	REMARKS

13. RECORD OF EDUCATIONAL INSTITUTION LAST ATTENDED:

NAME OF THE COLLEGE	YEAR OF JOINING	YEAR OF LEAVING	REMARKS

14. ADDRESS:

FOR CORRESPONDENCE		PERMANENT	
NAME:		NAME:	
C/O:		C/O:	
AT:		AT:	
P.O.:		P.O.:	
P.S.:		P.S.:	
DIST:	STATE:	DIST:	STATE:
Tel No. (if any)	PIN:		PIN:

UNDERTAKING

15. I do hereby, agree to abide by the rules of the College/Hostel. I also undertake that any instance of indiscipline and disobedience of the rules laid down by the Government, or any authority empowered by them in this regard or any conduct in the College/Hostel found not satisfactory, my name will automatically be removed from the College/Hostel. I do hereby certify that the information furnished by me in this application is true and correct and I undertake that any wrong information furnished by me detected afterwards will be treated as a cognizable offence.

Full Signature/thumb impression of Parents/Guardians

Place:

Date:

Full Signature of the applicant

Place:

Date:

UNDERTAKING BY THE APPLICANT

16. I..... Daughter of Sri/Smt..... At..... P.O..... P.S..... Dist..... a student of P.G. in of Shailabala Women's Autonomous College, Cuttack do hereby undertake that I shall not resort to ragging activities or any other acts of misbehavior in the College premises or outside, to the newly admitted students or anybody in the College, In case, it is found that I am involved in such activities, I will be penalized and my name will be struck off from the long rolls of the Institution. **I agree.**

Full Signature/thumb impression of Parents/Guardians

Place:

Full Signature of the applicant

Place:

UNDERTAKING BY THE PARENTS/GUARDIAN

17. I..... do hereby undertake that my Daughter/ Ward will not indulge in ragging or instigate others to do so. If she is found involved in any such activity directly or indirectly, the College authorities can take action as deemed fit against her.

Date

Place:

Full Signature/thumb impression of Parents/Legal Guardian

18. LIST OF DOCUMENTS ATTACHED

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

ACKNOWLEDGEMENT-CUM-INDEX FORM

Admission into P.G. _____ Session 2017-18

Name of the Candidate _____

Index No. _____

Category: General/SC/ST _____

*Signature of the Issuing Authority***ACKNOWLEDGEMENT-CUM-INDEX FORM**

Admission into P.G. _____ Session 2017-18

Name of the Candidate _____

Index No. _____

Category: General/SC/ST _____

Signature of the Issuing Authority