

**ADMISSION INTO B.ED COURSE
(SELF-FINANCING MODE)
FOR THE SESSION, 2019-20**



INFORMATION BROCHURE

**SHAILABALA WOMEN'S
AUTONOMOUS COLLEGE**

**MISSION ROAD, CUTTACK-753001, ODISHA
NAAC Accredited 'A' Grade in 2006 and 2017**

Website:-www.shailabalawomenscollege.com
e-mail id:-sailabala.womenscollege@gmail.com
Phone No:-0671-2414020

Applications are invited for admission into two years B.Ed program on Self-Financing mode.

- **Intake Capacity of the Institution: 50 (Fifty)**
- Duration: 02 years
- Subject Wise distribution of seats:

B.A B.Ed : 25 Seats (Arts)

B.Sc B.Ed : Physical Science } **25 Seats (Science)**
 B.Sc B.Ed : Biological Science }

Category of Candidates and Distribution of Seats:

Sl No	Category	% Reservation	Seats to be allotted	PH (3%)	ESM (3%)	Green Card (1%)	OOT (2%)	Balance
1	SC	16.25	8	0	0	0	0	8
2	ST	22.50	11	0	0	0	0	11
3	SEBC	11.25	6	0	0	0	0	6
4	UR	50.00	25	1	1	0	1	22
TOTAL		100	50	1	1	0	1	47

Total seats in each category shall be distributed between Arts and Science discipline candidates on 50:50 basis. Out of 50% of Science seats, there will be 25% of reservation for physical science and 25% for Biological Science subject. Out of the 50% seats for Arts candidates, reservation of seats shall be made for students having English Honours and Odia Honours at Graduation level @ 7.5% each. Rest 35% seats shall be for other Arts subjects.

If available seats in any category of Arts/Science happens to be odd number, in such case benefit shall go to the candidates having the higher career marks either in Arts/Science category.

Interchange of Seats:

- In case of non-availability of eligible candidates in Science/Arts Groups interchange of seats as per social category shall be permitted.
- In case of non-availability of eligible candidates in any one PH category (VI, HI, OH) and OOT (Andhra Pradesh, West Bengal, Jharkhand, Chhatisgarh) Categories, the vacant seats will be filled up by the other PH and OOT category candidates respectively.
- The candidates seeking admission for different special reserved category are required to apply separately for each special reservation.
- The Seats earmarked for special reserved candidates shall be converted and added to total number of seats for direct admission under UR category if the specific categories of candidates are not available.

Eligibility:

The candidate must fulfil all the eligibility conditions given below:

- She must be an Arts/Science Graduate. General candidates should have at least 50% marks in aggregate in the Bachelor's Degree Examination or in the Master Degree in Science/Social Science/Humanity and SC, ST, SEBC and PH candidates should have 45% of marks in aggregate in the Bachelor Degree Examination or in the Master's Degree. She should have passed Graduation with at least two school subjects of minimum 200 marks each.

OR

- Candidates having Bachelor Degree in Engineering or Technology (B. Tech) with specialization in Science and Mathematics (as per AICTE syllabus) with 55% marks in aggregate for General candidates and 50% marks in aggregate for SC, ST, SEBC and PH candidates.
- The Science graduate candidates should have passed with two school subjects (with not less than 200 marks each) out of Physics, Chemistry, Mathematics, Botany, Zoology, Computer Science and Geography.
- For the Arts Graduate candidate, one of the subject shall be considered out of English, Odia, Hindi and Sanskrit and another subject shall be considered from the subject studied out of History, Geography, Economics, Indian Economy, Political Science, Landmarks in Indian History, Indian Geography, Indian Polity, Mathematics (Each subject of the above mentioned list should have been studied at the Graduation level with not less than of 200 marks)

N.B: The candidates who have passed Shastri qualification are not eligible to apply for the General B.Ed Course.

- She must have passed Odia as MIL up to HSC level or any such equivalent or higher examination or have passed Odia as a subject in specific examination conducted by BSE, Odisha of HSC standard or should have passed HSC Examination of BSE, Odisha in Odia medium with MIL other than Odia. Such candidates who have passed HSC Examination of BSE, Odisha without Odia as MIL should produce a certificate to the effect from the Headmaster of the concerned school that she has passed HSC Examination in Odia medium.

Age: The age limit as on 30.06.2019.

For SC, ST and SEBC Candidates	35 years	She should have not born before 30.06.1984
For Women Candidates of all categories	35 years	She should not have born before 30.06.1984
For PH Candidates	40 years	She should not have born before 30.06.1979

Note: The upper age limit is inclusive of age relaxation for relevant groups as admissible under rules.

Residential Certificate

The candidates except Outlying Odia Tract (OOT) category must be permanent residents of Odisha. To that effect each candidate shall furnish a permanent residential certificate (issued after 30.06.2018) in the prescribed format issued in favour of her by the Tahasildar/Additional Tahasildar concerned.

Caste Certificate:

In case of SC, ST and SEBC candidates, the Caste Certificate should be issued by the concerned Tahasildar/Additional Tahasildar. The Caste Certificate shall be considered by virtue of birth only (Caste by marriage or adoption will not be considered).

PWD Certificate:

- PWD candidates are required to submit PWD certificate issued in their favour in the prescribed form by District Medical Board. Candidates in possession of temporary disability certificate shall submit their latest renewal certificates. The candidates cannot claim reservation in two types of disabilities to fulfil the minimum percentage of disability.
- PWD candidates with extent of disability. Not below 40%(blindness and low vision hard of hearing locomotors disability including cerebral palsy, leprosy cured, dwarfism, acid attack Victim and muscular dystrophy, autism, intellectual disability, specific learning disability and (Mental illness are only eligible to claim reservation under PWD category as per Higher Education Department Notification No 10161/HE dated 7th April 2018.
- The selected candidates shall be referred immediately to the Appellate Medical Board constituted at SCB Medical College, Cuttack/MKCG, Berhampur(RDC Division-wise)for verification.
- On the basic of the report of the Appellate Medical Board, the admission shall be given only to the candidates suggested by it.
- However, such candidates shall pursue their studies within the existing facilities available in the institution until special provisions are made for them.
- During examination,20 minutes compensatory time per hour shall be allowed.
- If a candidate desire to take scribe of his own or wants the provisions of a scribe from the Examination centre, he/ she shall intimate the concerned Head of the Examination Centre one day before for making necessary arrangement
- The Head of the Examination Centre shall verify the PWD certificate of the candidate before allowing the candidate to use the Scribe as well as the identity proof of the Scribe, if arranged by the candidate himself.
- All PWD candidates shall be allowed to give examination in the ground floor only.

OOT Candidates:

- Candidates from the Outlying Odia Speaking Tracts of Andhra Pradesh, Jharkhand, Chhattisgarh and West Bengal with required academic qualification/conditions as indicated above are eligible to apply.
- They are required to submit permanent Residential Certificate to that effect in their favour by the competent authority of their respective state.
- Only those candidates who have pursued their studies up to High School Certificate Examination in their respective states will be considered for selection under the Outlying Odia Speaking Tract quota.
- They should have passed Odia as a subject of study in HSC examination or any such equivalent or higher examination or have passed Odia as a subject in special examination conducted by BSE, Odisha of HSC standard.

Ex-Servicemen Candidates:

The person who is retired from Defence Service (**Army, Navy and Air-Force**) is to be considered as Ex-Servicemen except Central Army Police Force (CAPF). The unmarried daughter/ spouse of Ex-Servicemen including self are eligible to apply on submission of Certificate issued by the Rajya Sainik Board, Nageswar Tangi, Odisha, Bhubaneswar in favour of her parents/spouse at the time of filling up of the Application Form. The certificate must reflect the name of ex-servicemen, the date of entry to the defence service and retirement, his/her relationship with the candidate, seal and signature of the concerned authority.

Green Card Holder Candidates:

The candidates under this category are eligible to apply (as Government Resolution No. 29055/HFW dated 09.11.2012) on submission of the prescribed Green Card of Health and Family Welfare Department, Government of Odisha issued by CDMO concerned.

The Green Card holder shall be treated under this category provided the dates of operation of parents are prior to 09.11.2012.

The name and date of birth of the candidate and name of the parents written on Green Card must be same as reflected in HSC Certificate of the candidate.

Admission Criteria/Selection Procedure:

Selection of the candidate will be made on the basis of career marks from HSC/10th to Graduation **as per NCTE norms**. In case of tie, the higher percentage of marks at the graduation level shall be taken into consideration. If the graduation marks become tie, the candidate who is born earlier will **be considered first in merit**. There shall be no transfer of candidates once admitted.

How to obtain Information Brochure and Application Form:

The Information Brochure and Application Form are available in the College Website. The candidate is required to download application format from the Website: www.shailabalawomenscollege.com .

The filled in application form along with required documents and Bank Draft must be sent either by **SPEED POST/ REGISTERED POST** or be submitted **by hand** in the **B.Ed Department, (Academic Block 5th Floor) between 11.00 AM to 2.00 PM** in the working days. Candidates of all categories are required to pay Rs. 500/- (Rupees Five Hundred only) in form of Demand Draft from any Nationalized Bank in Favour of Principal, Shailabala Women's Autonomous College payable at Cuttack.

Last date of submission of Application Form with all required documents & DD on or before 25.06.2019 or fifteen days from the date of publication of R.D.W. University result whichever is later.

Documents to be submitted with the application form:

- All candidates are required to submit the self-attested photo copies of the following documents:
- HSC/10th certificates and mark sheets.
- +2/12th certificates and mark sheets.
- Degree certificates and mark sheets.
- Post Graduation certificates and mark sheets.
- Equivalency Certificate in case of any Degree obtained from University outside Odisha.
- Certificate of Headmaster of the schools to the effect that he/she has passed HSC in Odia medium (In cases who have passed from Board of Secondary Education, Odisha without Odia as MIL)
- Residential Certificate issued by Tahasidar/Additional Tahasildar.
- Caste Certificate in case of SC, ST, SEBC candidates by virtue of birth.
- PH Certificate in case of PH candidates.
- Ex-Serviceman Certificate in case of daughter/spouse of Ex-Serviceman
- Green Card in case of Green Card Holder.
- Two recent Stamp size Photographs.
- Two self-addressed envelopes

N.B: Xerox Copies of all certificates/mark sheets shall be signed by the candidates in full.

Fees:

Institution fees at the time of Admission:

a) Admission fees of the College/ Other College fees will be intimated in the intimation letter/Selection list.

b) Course Fees @ **Rs. 45000/-** (Rupees Forty Five thousand only) for the **1st year** and **Rs. 45000/-** (Rupees Forty Five thousand only) for the **2nd year**.

*** NO COURSE FEE AND ADMISSION FEE WILL BE REFUNDED TO THE STUDENTS AFTER TAKING ADMISSION TO THE B.ED COURSE.**

- However, if a candidate wishes to leave the institution/B.Ed course before the last date of admission (but not on the last date of admission) course fees will be refunded after deduction of Rs.5000/-(five thousand)only towards processing charges.
- If a candidate wishes to leave the institution/B.Ed course after the last date of admission, she has to pay entire course fees for 02 (two)years.

N.B: However, in case of PH candidates, only tuition fees and admission fees will be exempted.

Interpretation: The decision of the Admission Committee with regard to anything not covered in the Information Brochure or as given rise to dispute in interpretation of any rule shall be final and binding.

How to apply: The application form duly filled in should reach the Principal, Shailabala Women's Autonomous College, Mission Road, Cuttack , Odisha , PIN Code : 753001 .

The College shall not be held responsible for any kind of postal delay. Application form incomplete in any respect or received after the last date shall be rejected. The cover envelop of the application form must be written as "**APPLICATION FOR THE ADMISSION TO B.ED COURSE**".

N.B: IF A SELECTED CANDIDATE FAILS TO SUBMIT THE DOCUMENTS AND ADMISSION FEES & COURSE FEES ON THE SPECIFIED DATES OF ADMISSION, THE CLAIM FOR ADMISSION SHALL BE FORFEITED.

Principal
Shailabala Women's Auto. college, cuttack



SHAILABALA WOMEN'S AUTONOMOUS COLLEGE, CUTTACK
APPLICATION FORM FOR ADMISSION INTO TWO YEARS B.ED COURSE
(SELF-FINANCING), FOR THE SESSION 2019-20

(FOR OFFICE USE ONLY)

Index No

Assessment Score

Full Signature of Assessing Officer

Full Signature of Verifying Officer

Roll No

(Principal)

Fill the application form by putting a tick (√) mark or words in the appropriate box.
 Leave one box empty between words, wherever applicable.
 Read the instructions given in the admission brochure before filling up the form.

Paste passport size photograph

1. **Name of the Applicant**
- (in capital letter)
2. **Date of Birth**
3. **Age as on 30.06.2019**
- (Year) (Month) (Days)
4. **Sex:** Male
5. **Name of Father:**
6. **Name of Mother:**
7. **Name of Natural Guardian:**
- (if parents not alive)
8. **Marital Status**
9. **Nativity:** Odisha/West Bengal/Chhatishgarh/Andhra Pradesh/ Other states.

10. **Course Applying for :**
 BA, B.ED
 B.SC, B.ED (PHYSICAL SCIENCE)
 B.SC, B.ED (BIOLOGICAL SCIENCE)

11. **Reservation sought in :**

SC		ST		SEBC		GREEN CARD	
ESM		OOT		PH			

12. **Whether Odia or English Hons. is taken :** Odia Hons. EngHons.

13. Have you passed odia as MIL up to HSC level/Any such equivalent or Higher Examination /passed Odia as a subject in specific examination conducted by BSE , Odisha of HSC standard/ passed HSC examination of BSE, Odisha in Odia medium with MIL other than Odia ?

Yes/No

14. Have you passed atleast two school subjects of 200 marks each from the following subject areas including/ excluding the language subjects (All language subjects like English, Hindi, Odia, Sanskrit shall be treated as one subject) ?

Yes/No

Subject Studied

(Arts) :

English		Odia		Hindi		Sanskrit	
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Other Subjects:

History		Economics		Indian Economics	
Political Science		L.I.H		Indian Geography	
Indian Polity		Mathematics			

15. Have you passed with two school subjects (with not less than 200 marks each)

Yes/No

School Subjects:

Physics		Mathematics		Zoology		Geography	
Chemistry		Botany		Computer Science			

16. **Academic Career**

Examination	Board/University	Year of Passing	Division & Distinction	Marks Secured	Maximum Marks	% of Marks Secured	Subjects Taken
H.S.C or Equivalent							
H.S(+2)/12 th or Equivalent							
B.A/B.Sc (Hons/Pass)							
B.A/B.Sc (Other than Hons)							
P.G.							
Any Other Examination							

17. Hostel Accommodation needed Yes

18. Draft Details & Branch:

Name of the Bank

DD No.

Date:

Amount

19. Address

PERMANENT ADDRESS WITH PINCODE	MAILING ADDRESS WITH PINCODE
Name.....	Name.....
C/o.....	C/o.....
.....
Dist.....	Dist.....
PIN:	PIN:

20. Email ID:

21. Mobile No.

22. List of documents attached along with the application form.

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

Signature of Applicant with date

Shailabala Women's(Auto.)College, Cuttack
Admission into B.Ed(S.F)Course,2019-20

ACKNOWLEDGEMENT SLIP
(OFFICE COPY)
(To be filled in by the applicant)

Index No.-
(for office use)

Name of the applicant:-----

1. Course Applying for: (please tick ✓ the applying course)

B.A., B.Ed:

B.Sc, B.Ed(PHYSICAL SCIENCE)

B.Sc, B.Ed(BIOLOGICAL SCIENCE)

2. Name of the Bank-----Branch-----

Bank Draft /DD No.-----Date-----Amount-----

Date of Receipt:-----

Signature of Receiving officer
(Seal)

Shailabala Women's(Auto.)College, Cuttack
Admission into B.Ed(S.F)Course,2019-20

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B.A., B.Ed:

B.Sc, B.Ed(PHYSICAL SCIENCE)

B.Sc, B.Ed(BIOLOGICAL SCIENCE)

2. Name of the Bank-----Branch-----

Bank Draft /DD No.-----Date-----Amount-----

Date of Receipt:-----

Signature of Receiving Officer
(Seal)