

BERHAMPUR UNIVERSITY
(Accredited by NAAC with 'A' Grade)

DIRECTORATE OF SELF-FINANCING COURSES

PROSPECTUS

FOR ADMISSION INTO SELF-FINANCING COURSE

**MASTER OF ARTS IN WOMEN'S STUDIES
(TWO YEAR COURSE) – 2022-24**



BERHAMPUR UNIVERSITY
BHANJA BIHAR, BERHAMPUR-760007 (ODISHA)

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10/8/22

BERHAMPUR UNIVERSITY
DIRECTORATE OF SELF-FINANCING COURSES

**PROSPECTUS FOR ADMISSION INTO SELF-FINANCING COURSE
IN M.A. IN WOMEN'S STUDIES (TWO-YEAR COURSE) – 2022-24**

The applicants before applying to the above course are advised to carefully go through the Prospectus and visit the University Website (www.buodisha.edu.in) to know about the profile of the University. They are also advised to visit the University Campus, Bhanja Bihar, if they so desire and see for themselves the available infrastructure and other facilities. If satisfied, they may apply to the said course. Once admitted, making any unreasonable demand thereafter shall not be entertained and it shall be treated as an act of indiscipline.

I. SCHEDULE

| Event | Date |
|---|--|
| Date of upload of Notification and Application Form | 11 th August 2022 (Thursday) |
| Last Date of Receipt of duly filled-in application form along with Processing Fees | 30 th August 2022 (Tuesday) |
| Entrance Examination Date | 17 th September 2022; 2.00 p.m. to 3.30 p.m. |
| Examination Centres: (Preference to be mentioned by the candidate in the Application Form) | Berhampur University, Bhanja Bihar (Code: 01) R.D. Women's University, Bhubaneswar (Code: 02) |
| Date of Declaration of Entrance Test Result: | 23 rd September 2022 |
| Date of Admission: | 27 th and 28 th September 2022 |

II. COURSE OFFERED

| Sl. No. | Course | Duration | No. of seats |
|---------|-------------------------|----------|--------------|
| 1. | M.A. in Women's Studies | 2 years | 24 |

III. CATEGORY OF CANDIDATES AND DISTRIBUTION OF SEATS: 24

| Sl. No | Category | % Reservation | Seats to be allotted |
|--------|----------|---------------|----------------------|
| 1 | SC | 16.25 | 4 |
| 2 | ST | 22.50 | 5 |
| 3 | SEBC | 11.25 | 3 |
| 4 | UR | 50.00 | 12 |
| | Total: | 100% | 24 |

- One seat is reserved for PWD candidates.
- 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.

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IV. ELIGIBILITY:

The candidate must fulfil all the eligibility conditions given below:

She / he must be a Graduate in any discipline from any recognised University/Institute. General candidates should have at least **50% marks in aggregate in the Bachelor's Degree Examination** and SC, ST, SEBC and PH candidates should have 45% of marks in aggregate in the Bachelor Degree Examination.

CASTE CERTIFICATE:

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

V. ADMISSION CRITERIA/ SELECTION PROCEDURE:

Selection of the candidate will be made on merit basis based on **Written Test** and **Career Marks** from HSC/10th onwards as per **university norm**. The Entrance Examination of P.G. Women's Studies will consist of multiple-choice type questions with 1 mark for correct answer and 0 for wrong answer (no negative marking). The answer will have to be marked on OMR sheet as per instructions given in the sheet. The paper will be 90 minutes duration with 70 multiple choice questions from General Knowledge and Social Sciences).

VI. FEE TO BE PAID ALONG WITH THE APPLICATION FORM

Candidates seeking admission into the above course are required to pay a Non-Refundable Fee of **Rs. 1,000/- (Rupees One Thousand) only for General Category candidates and Rs. 800/- (Rupees Eight Hundred only) for SC/ST/PWD candidates** towards the Entrance Examination and Application-cum-Processing Fee. Candidates need to pay the fees ONLINE (NEFT, RTGS or any UPI payment through Bank Transfer option) and submit the receipt (proof of payment containing the Transaction/Reference Id and other details) in the Google Form as an attachment. The Bank Account Details are as follows:

- | | |
|--------------------|---|
| 1. Bank Name: | State Bank of India, Bhanja Bihar |
| 2. Account Number: | 41189900567 |
| 3. IFSC: | SBIN 000 2107 |
| 4. CIF Number: | 91010452404 |
| 5. Recipient Name: | Coordinator, P.G. Department of Women's Studies Berhampur University |

Any other mode of payment shall not be accepted under any circumstances.

VII. APPLICATION PROCEDURE:

Applicants are required to apply in Google Form Application Form by clicking the following link: <https://forms.gle/cMEsUX8WnXR9Dbb47>

VIII. SUBMISSION OF APPLICATIONS FOR ADMISSION

Candidates are required to submit full information and upload the required documents through the above Google Forms link by **30 AUGUST 2022**. **No hard copy of the application shall be accepted in person.** The application received beyond the stipulated date shall be summarily rejected.

IX. ADMISSION PROCEDURE

After completion of the process of selection, the Merit List and the Waiting List shall be uploaded in the University website and Intimation Letters shall be communicated to the individual candidates through Email.

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After receipt of the Intimation Letter (Merit/Waiting List) for admission, the candidate is required to submit all the documents in **original (as listed below)** along with the course fee of **Rs. 20,000/- (Rupees twenty thousand only)** in shape of Bank Draft/Banker's Cheque drawn in favour of the Coordinator, P.G. Department of Women's Studies, Berhampur University payable at SBI, Bhanja Bihar (Code: 2107), Berhampur-760007, Odisha by Regd./ Speed Post in the following address:

The Co-ordinator
PG Department of Women's Studies
Berhampur University, Berhampur
Dist: Ganjam, Odisha-760007

Documents to be submitted:

- Requisite Fees in the shape of Demand Draft (Two Separate)
- Intimation Letter in Original
- CLC / TC in Original
- Conduct Certificate in Original
- Registration Receipt in case of Berhampur University Students in Original
- Migration Certificate in Original in case of Other University Students (may be submitted later prior to registration for the examination)
- All Certificates and Mark sheets in Original from HSC/10th onwards.
- Equivalency Certificate in case of any Degree obtained from University outside Odisha
- Caste Certificate in case of SC, ST and SEBC candidates, by virtue of birth in Original
- PH Certificate in case of PWD candidates in Original
(One set of Self-attested photocopies of all certificates and mark sheets shall be submitted along with the above original documents)
- Three recent passport size-coloured photographs.
- Photocopy of Aadhar Card

The admission to the course shall be made strictly on merit. The original documents and the fees deposited of the wait-listed candidates those who fail to get admission will be returned by **Registered Post/Speed Post**. However, desirous candidates can take back the original documents by submitting an application to the **Coordinator, M.A. Women's Studies, Berhampur University, Berhampur-760007, District: Ganjam, Odisha** before the completion of the admission process **on production of proper Identity Proof**. The admitted candidates shall collect their original documents (except CLC/TC, Migration Certificate and Conduct Certificate) in person from the Office of the Coordinator, M.A. Women's Studies, Berhampur University after the completion of the admission process.

The decision of the university authority in all matters relating to admission shall be final and binding.

X. FEE AND CHARGES

A Course Fee of Rs. 20,000/- (Rupees twenty thousand only) per year is to be paid at the time of Admission and Readmission.

In addition to the above fee, Rs 1,904/- (Rupees One Thousand Nine Hundred four) only to be paid at the time of admission as per following:

| Sl. No. | Nature of Fees | Amount in Rs. |
|---------|--|---------------|
| 1. | University Registration Fee (One time) | 100.00 |
| 2. | University Recognition Fee (One time) | 100.00 |
| 3. | Calendar | 47.00 |
| 4. | Magazine | 50.00 |
| 5. | Identity Card (One time) | 50.00 |
| 6. | Abstract of Attendance | 10.00 |

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|-----|---|---------|
| 7. | Medical Aid | 100.00 |
| 8. | Library Fee | 200.00 |
| 9. | Student's Aid Fund | 25.00 |
| 10. | Admission / Re-admission (equal to one month's tuition fee) | 12.00 |
| 11. | Puja subscription | 50.00 |
| 12. | University Athletic Fee (Sports Council) | 60.00 |
| 13. | Common Room Fee | 40.00 |
| 14. | Fee for Cultural Activities (University) | 40.00 |
| 15. | NIS | 05.00 |
| 16. | Red Cross | 05.00 |
| 17. | Social Service (NSS) | 10.00 |
| 18. | Utility Fee (one-time) | 1000.00 |
| | Total | 1904.00 |

NB: Fees once paid shall not be refunded under any circumstance.

XI. HOSTEL FACILITIES:

No Hostel facilities shall be provided.

XII. COMMENCEMENT OF CLASSES

Date of commencement of Classes will be notified by the Director, Self-Financing Courses.

XIII. DISPUTES

All disputes concerning admission and studentship are subject to the exclusive jurisdiction of the Civil Courts and legal forums at Berhampur (Ganjam). All admissions are provisional and can be cancelled at any time for any valid reason such as misconduct, forgery, etc.

XIV. RAGGING

Ragging in any form is strictly prohibited. Severe action shall be taken as per rules against those involved in ragging. As per the U.G.C guideline 6.1 (d & e) of the regulation (F-1-16/2007 (CPP –II/dated 17 June 2009), it is mandatory for all the applicants and their parents to submit affidavit in a non-judicial stamp paper as per the prescribed *proforma* enclosed in the prospectus (Annexure I and II), if admitted.

NB: THE UNIVERSITY RESERVES THE RIGHT TO AMEND OR ALTER ANY OF THE PROVISIONS IN THIS PROSPECTUS WITHOUT ASSIGNING ANY REASON THEREOF.

**DIRECTOR, SELF-FINANCING COURSES
Berhampur University**

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ANNEXURES TO BE SUBMITTED AT THE TIME OF ADMISSION

ANNEXURE - I

AFFIDAVIT BY THE STUDENT

1. I (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms., having been admitted to name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
 2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
 4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
 5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
 6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
- Declared this ___ day of _____ month of _____ year.

Signature of deponent
Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.
Verified at(place) on this the(day) of(month),..... (year) .

Signature of deponent
Solemnly affirmed and signed in my presence on this the (day) of(month),(year) after reading the contents of this affidavit.

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OATH COMMISSIONER

ANNEXURE - II

AFFIDAVIT BY PARENT/GUARDIAN

1. I, Mr. /Mrs. /Ms. (full name of parent/guardian) father/mother/guardian of..... (full name of student with admission/registration/enrolment number), having been admitted to(name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ___ day of _____ month of _____ year.

Signature of deponent

Name:

Address:

Telephone/Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this the(Day) of (Month),(Year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the (Day) of(month),(year) after reading the contents of this affidavit.

Bm
10/08/22

OATH COMMISSIONER

ANNEXURE - III

DECLARATION OF THE APPLICANT

1. I Mr/Ms

.....
do

hereby declare that I am aware of the provision that students admitted to the M.A./M.Sc./M.Com/LL.M./D.T.I.M./D.R.L./MBA/MCA courses are not permitted to take concurrent admission in any other course(s) or appear at any other examination so long as they continue their studies in the concerned courses, and until they have fully appeared at the said examinations.

2. I do hereby declare that I have not been admitted to any other course(s) nor shall I appear at any other examination as long as I continue my studies in the course, if admitted.
3. I do hereby further declare that I am not serving in any Government (Central or State) Organization, Corporation or Undertaking or employed otherwise.
4. If at any time it is found that I have violated the above conditions, I shall be liable to forfeit my seat, cancellation of my admission and such other penal action as may be considered appropriate by the University.

Date:

Full Signature of the Applicant

ANNEXURE - IV

AFFIDAVIT BY THE CANDIDATE

I, Mr/Ms.....do here by declare that I have no criminal antecedents involving moral turpitude. If found suppressing of any facts in this regard shall lead to cancellation of my admission and I shall be liable for any penal action or penalties as the University may deem fit.

Date:

Signature of the Applicant

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