



DR. C.V. RAMAN UNIVERSITY

A Statutory University Under Section 2(f) of the UGC Act

APPLICATION FORM

Application Form Number

INSTRUCTIONS

1. Please read the instructions in the Information Brochure before filling up this form.
2. Use **BLACK BALL POINT PEN** in boxes using English capital letters or English numbers.
3. Do not make any stray marks on this sheet.
4. Do not staple, pin, wrinkle, scribble, tear, wet or fold this sheet.
5. Write in **CAPITAL LETTERS** only within the box without touching the lines as shown in the Sample below.

1	2	3	4	5	6	7	8	9	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
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1. NAME OF THE CANDIDATE (as in high school or equivalent certificate/marksheet)

2. MOTHER'S NAME (as in high school or equivalent certificate/marksheet)

3. FATHER'S NAME (as in high school or equivalent certificate)

4. GENDER

Male

Female

5. CATEGORY

GEN ST

SC OBC

6. DATE OF BIRTH

Date Month Year

7. PROGRAM APPLIED FOR

(Refer Information Brochure for Program name)

8. NATIONALITY

Indian Others

If others, please specify

9. PRE-QUALIFYING TEST

(For MBA Programs) CAT MAT Other

Engg. PET AIEEE Other

Score Percentage

10. CONTACT NUMBERS

STD Code Telephone No.

Country Code Mobile No.

11. MANDATORY E-MAIL ADDRESS

12. Write your complete Permanent Correspondence address including your name in English in Capital Letters with Black Pen (For all communication including letter of Admission)

Name : _____

Address : _____

City : _____ State : _____

PIN

13. PHOTOGRAPH

Write Application Form number and Name at the back of a recent colour Photograph (only on white background) (Size: 3.5 x 4.5 cm) and paste (do not staple) (within the Box only)

Do Not Attest

14. ACADEMIC QUALIFICATIONS

Exam	Board/University	Year of Passing	Subject	% Marks
10 th				
12 th				
Graduation				
Post Graduation				
PET/AIEEE/CAT/MAT/PRE.B.Ed.				

15. FAMILY INFORMATION (if applicable attach Experience Certificate)

	Age	Qualification	Profession	Organisation	Designation
Father					
Mother					

E-MAIL ADDRESS OF PARENTS

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16. DETAILS OF PAYMENT OF FORM

BY CASH

Cash Receipt No. _____

BY DEMAND DRAFT

DD No. _____ Bank : _____ Date : _____

ONLINE PAYMENT

Online Transaction No. _____ Receipt No. _____

17. SIGNATURE

I hereby certify that the information given in the Application (all relevant Forms) is complete and accurate. I understand and agree that misrepresentations or omission of facts will justify the denial of admission, the cancellation of admission or expulsion.

I have read and do hereby consent to the Terms & Conditions for Admission as mentioned in the Information Brochure.

Signature : _____ Date : _____

Declaration

I hereby declare that the information submitted is complete and correct to the best of my knowledge. I fully agree to abide by the rules and regulations of the University as they are now and may be in the future constituted and I will not claim for any refund of fees.

Signature of Father/Guardian

Signature of Applicant

Date :

Note : Enclose attested mark sheets.

GENERAL INFORMATION AND GUIDELINES FOR ADMISSIONS

1. The applicants are advised to read carefully the contents of the Information Brochure and familiarize themselves with the relevant rules governing the Admission/Entrance Test/GD/Interview of Dr. C.V. Raman University. They should also check all the eligibility criteria for a particular programme.
2. The Dr. C.V. Raman University will not be responsible if a candidate is denied admission for not fulfilling the eligibility criteria even if he/she has cleared the Entrance Test/GD/Interview and has been issued offer letter for admission to a particular programme of study.
3. Bachelor's degree signifies that the degree has been obtained under 10+2+3 system of education or its equivalent. Application Form of candidate whose qualifying examination is not recognized by this University shall not be considered for admission.
4. All admissions shall be provisional. If any omission/error in the processing/verification of certificates/documents of a candidate or not fulfilling eligibility criteria, etc. is detected at the time of admissions or thereafter, the University shall have the right to cancel such admission at any time.
5. Displaying short-listed candidates on the website/University Notice Board and appearing in Entrance Test/GD/Interview, issuance of the Admit Card/Interview Letter do not confer any right to a candidate to claim admission if he/she does not fulfill all the eligibility conditions prescribed by Dr. C.V. Raman University.
6. The University takes no responsibility for any delay in postal transit or non-receipt of Admit Card/Interview Letter/Intimation Letter etc. or any other communication related to admission as per regulations.
7. Any amendments made in the Admission Rules or in the eligibility criteria from time to time, shall be applicable to applicants seeking admission in the University.
8. If it is discovered at any stage that a candidate has made a false representation or used fraudulent means for admission or that he/she does not fulfill the eligibility requirements, he/she will not be allowed to complete the admission formalities. If admission has been granted to such candidate, the same shall be liable to be cancelled at any stage. The University reserves the right to ask the candidate to reappear in the Entrance Test to assess his candidature if considered necessary.
9. A vacancy created due to the cancellation of admission in a manner mentioned above or due to name removal or any other reason, shall be filled up by the candidate on merit basis and as per rules of the University.
10. Applicant should satisfy himself/herself that he/she fulfils the eligibility criteria in terms of educational qualifications and age (if applicable).
11. No candidate is allowed to pursue two regular courses simultaneously in one academic year.
12. Dual attendance at any stage will not be permissible.
13. The list of selected candidates will be displayed on the University Notice Board and University website - www.cvru.ac.in. It is the responsibility of the candidate to keep himself/herself informed about such notices. The University shall not be responsible if a candidate fails to get information regarding his/her selection for admission.
14. A candidate not reporting for admission on the date and time as stipulated, shall forfeit his/her claim for admission and no further correspondence in this regard will be entertained.
15. The University may display a waiting list. However, figuring of a name in the waiting list by itself is not an offer of admission.
16. Candidates not selected for admission shall not be informed. In the event of non-selection, his/her Application Form/ Fees/ Photocopies of the attached Certificates/Documents shall not be returned.

17. A candidate already enrolled in any of the programmes of study/class of Dr. C.V. Raman University will be required to get his/her admission cancelled from the programme he/she is pursuing in this University to be eligible for admission to another programme.
 18. Candidates are required to produce the original mark sheets/certificate of qualifying examination and other necessary documents at the time of reporting for admission, while completing the admission formalities. The candidates who have applied as 'result awaited' should verify original copy and submit attested copies of their mark sheets within ten days of the declaration of results but not after the date of closure of admission of Dr. C.V. Raman University. Form No. and Roll No. allotted by Dr. C.V. Raman University should be written clearly on the back of the mark sheet, failing which the offer of admission shall stand cancelled and no further correspondence in the matter shall be entertained.
 19. The applicant is required to fill in the Application Form by himself/herself with correct information.
 20. Application Form shall be liable to be rejected in case:
 - Application Forms received after the last date
 - Those received without requisite fee
 - Paying of the requisite fee through Demand Draft with lesser amount
 - Demand Draft of requisite fee not drawn in favour of Dr. C.V. Raman University, payable at Bilaspur
 - Incomplete information
 - Mutilated form
- No further correspondence shall be entertained in this regard. Applicant is advised to ensure that his/her Online Application Form is correctly filled.
21. The confidential marks, received directly on or before the last date for receiving the mark sheet under sealed cover in the name of the Controller of Examinations & Admissions, Dr. C.V. Raman University from the Universities/Boards where the result of qualifying examination could not be declared formally may be accepted, after obtaining the approval by the Competent Authority of Dr. C.V. Raman University. Such a candidate must submit an undertaking duly Notarized by a public Notary to the effect that the original mark sheet/grade sheet of the qualifying examination shall be submitted within the stipulated time limit.
 22. If any discrepancy is found in the examination result of the aforesaid candidate or the original mark sheet /grade sheet is not produced within the stipulated time, the provisional admission so granted shall be cancelled.
 23. No candidate shall be allowed to take admission to the same Course/ Class which he/she has already passed.
 24. The application form can be filled online. However, in such cases a Printout of the form with photograph/fees through DD should be sent to the Registrar of the Admission Section, Dr. C.V. Raman University, Bilaspur. Printout of the Application Form can be sent by Registered Post/ Speed Post or through Courier so as to reach on or before the last date. Printout of the Forms received late, incomplete, without requisite fee, or not supported with the required certificates/documents shall be rejected and no further correspondence shall be entertained in this regard.
 25. The candidates once admitted shall be governed by the rules and bye-laws of Dr. C.V. Raman University.
 26. Ragging is strictly prohibited. Offenders will be dealt with prescribed laws.
 27. All matters of dispute shall be subject to Bilaspur jurisdiction only.