



ৰবীন্দ্রনাথ ঠাকুর বিশ্ববিদ্যালয়

Rabindranath Tagore University

Hojai-782435, Assam, India

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No.RTU/ACD/UG/AD/2024-25/105

Date : 01/06/2024

ADMISSION NOTIFICATION

ACADEMIC SESSION 2024

Pursuant to the approval of the Higher Education department, Govt. of Assam, the undersigned is directed to notify the following points to be followed for **FYUGP, FYIMP and FYIPGP admissions to the academic session 2024** by all participating Universities and Colleges.

1. Admission for FYUGP (Four-year Undergraduate Programme), FYIMP (Five-year Integrated Master Programme) and FYIPGP (Five-year Integrated Post Graduate Programme) either through non-CUET mode or CUET mode will be provisioned only through the common admission portal (<https://assamadmission.samarth.ac.in/>) for all Govt/ Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya/ Provincialized/ Govt. Model Colleges/ Autonomous Colleges. Additionally, admissions for FYIMP and FYUGP in State University campuses and Private/ Venture/ Non- Government Colleges affiliated with State Universities and Assam University will also be provisioned only through the common admission portal(<https://assamadmission.samarth.ac.in/>)
2. Students will get six options for program selection either in the same Higher Educational Institution (University/Colleges) or in different Higher Educational Institutions (HEI) (University/Colleges).
3. Students need to mark preferences against the options of programs. HEIs will be indicated of the preference given by the applicants. Autonomous Colleges /Universities shall prepare the merit lists in accordance with their admission rules. However, affiliated Colleges shall prepare their Merit list in accordance to the relevant policy of the concerned Affiliating Universities.

Accordingly, the Merit list may be prepared by the University/Colleges based on the student's preference, subject to the fulfilment of merit criteria required for admission to that University/College.

*For example: If **Student 1** who secured 95 % opts for the same or different programs in College A and B and has marked first preference in College B and second preference in College A and **Student 2** who secured 90 % opts for the same or different programs in College A and B and has marked first preference in College A and second preference in College B then **Student 2** despite securing 90 % (which is less than 95 %) will be given preference in offering admission in College A as that is his/her first preference and student 1 who secured 95 %, merely by the virtue of marks will not be offered admission in that program in College A as it was not selected as a first preference by **Student 1**. However, if **Student 1** qualifies on a merit basis in College B then similarly he/she will be given preference in the offer of admission by publication of the merit list in College B.*

4. HEIs will have to do the academic scrutiny (selection of papers based on eligibility for the program/discipline) after auto-fetching of verified marks after entering Board Roll numbers/ CUET registration numbers.
5. After academic scrutiny, the HEIs may choose the range of students for further document verification and preparation of merit lists. The minimum range would be equal to the total seats in that program discipline and the maximum range would be all the applications.
6. The Merit lists, unlike earlier practice, need not be uploaded in Excel or PDF files on the HEI website, rather the HEIs will mark the students considered for offering admission by processing the merit list in the admission portal itself. Once marked and saved by the HEI, the merit list for the programs will be auto-generated and visible to students in the “**merit list section**” of the admission portal (<https://assamadmission.samarth.ac.in/>)

P.T.O



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- The students will receive an admission offer message with a URL in their registered e-mail and mobile number for further processing. Only upon acceptance of the admission offer by the applicant by logging into their admission portal, the Universities or Colleges will be able to process the application for grant of admission.
- In the subsequent merit lists, if an admitted student is offered admission in a program/College in a relatively higher order of their preference, and if they wish to take admission in the other HEI then they need to raise a cancellation request on the first day of publication of subsequent merit lists till 5 P.M. **The HEIs are to manually cancel their admission and refund their fees on the first day until 9 P.M,** so that the applicants may take admission on the second day of the merit list. However, **if the cancellation is not done by the College/University on the first day, the pending cancellation requests will be auto-cancelled and the refund fee pendency will show in the Institution's profile** from where the applicants had cancelled their admissions.
- The total number of students in the Merit list against each program and discipline will be strictly as per the sanctioned seat matrix for the Major program in that discipline. In the case of Discipline Specific programs, the Merit list against that discipline-specific programme will be as per the sanctioned seat matrix for that discipline-specific programme. Once admission is offered by the College/University to candidates, it is mandatory for the HEIs to give admission to candidates subject to document scrutiny and compliance with college/university policies.
- Colleges and Universities will have the discretion to check and verify the Income certificates produced by applicants at the time of admission. In case of any doubt, the Institution may ask the candidate to produce further relevant documents to ascertain the validity of the claim regarding the status of income below 2 lakhs, and only after being fully satisfied with the authenticity of the claim they are to be granted admission under the Fee Waiver category. If the Institution is unsatisfied with the claim, they need to inform the applicant in writing with justification and grant admission under the non-fee waiver category.
- In case, the Ration Card is given as an income document, HEIs are to verify the income, which will be shown in the admission portal through API from the NFSA database at the time of grant of admission, and if satisfied that the income is below 2 lakhs then Fee waiver is to be granted.
- HEIs will be able to view their Fee status (received either through Cash or Payment gateway) and the net amount (admission minus cancellation) shall be remitted to the HEI's account upon completion of the cycle of admission separately for Non-CUET and CUET.

Modified Timelines for FYUGP and FYIMP

Admissions 2024

Mode of admission	Date	Activities
Non CUET	27 May-05 June	Application Programme selection
	06- 07 June	Correction window
	08- 12 June	Academic screening by HEIs
	13-Jun	Preparation and publication of 1st merit list
	14-15 June	Admissions of applicants in 1st merit list
	18-Jun	Preparation and publication of 2nd merit list

অত্র বিশ্বম্ ভবত্যেক নীড়ম্



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	19-20 June	Admissions of applicants in 2nd merit list
	21-Jun	Preparation and publication 3rd merit list
	22-24 June	Admissions of applicants in 3rd merit list
	25-27 June	Spot admission
Post-admissions under Non-CUET	01- 03 August	Induction programme
	05- 10 August	Demo class for Major and Minor and Common courses (AEC,SEC,VAC,IDC/MDC/GE)
	12- 14 August	Paper/course selection in Samarth portal
	16-Aug	Full class resumes

This is for necessary compliance of all concerned and it comes into force with immediate effect.

This has the approval of the Higher Authority.

(Dr. Amar Gautam)
Academic Registrar i/c
Rabindranath Tagore University, Hojai

Memo No: RTU/AC/UG/AD/2024-25/105(A) DATE: 01/06/2024

Copy to:-

- 1) The P. S. to VC, RTU, Hojai, for kind appraisal of the Vice-Chancellor.
- 2) The Registrar i/c , RTU, Hojai, for information.
- 3) The Controller of Exam, RTU, Hojai for information.
- 4) The Dy. Registrar, RTU, Hojai, for information.
- 5) Dy. Controller of Exam, RTU, Hojai for information.
- 6) All HoD's of Academics Departments for for information.
- 7) All Officials, RTU, Hojai for information.
- 8) Office File.

Sd/-

(Dr. Amar Gautam)
Academic Registrar i/c
Rabindranath Tagore University, Hojai