

O/o The Secretary,
Gurukulam,
D.S.S. Bhavan, Masab Tank,
Hyderabad.

C I R C U L A R

Rc.No.12780/Acad/D1/2012

Date:07-05-2012

Sub:- Gurukulam -Acad- Admissions into intermediate 1st year in COEs / SOEs for the Academic year 2012-13 - Communication of Guidelines for conducting admissions through counseling - Issued –Reg.

Ref: 1. Circular guidelines Rc.No:12780/D1-Acad/2012,dt.13-03-2012 issued to the Principals of examination centers.
2. Rc.No.12780/Acad-D1/2012,Dt.04-05-2012 of the Secretary, Gurukulam

The Principals of COEs and SOEs are aware that the entrance test for admissions into SOEs/COEs for 1st year intermediate was held on 11.04.2012 and valuation work was also completed and the merit lists of the catchments Districts are here with communicating for conduct of admission counseling for the seats as given under.

Sl. No	Name of the counseling centre	No. of seats	Catchments districts
1	Principal, SOE Vizag	MPC - 40, BPC- 40 and left over seats in SOE Parvathipuram	Srikakulam, Vzm, Vizag, E.G, W.G, Krishna
2	Principal, COE Srikalahasthi	MPC - 40, BPC- 40 and left over seats in SOE Srisailam	Guntur, Prakasam, Nellore, Chitoor, Ananthapur, Kadapa, Kurnool.
3	Principal, COE Warangal	MPC - 40, BPC- 40 and left over seats in SOE Bhadrachalam	Adilabad, Karimnagar, Nizamabad, MBNR, Medak, RR Dist, Nalgonda, Warangal, Khammam.

The following guidelines are issued.

1. Admissions into intermediate 1st year in COEs and SOEs are meant for Scheduled Tribes only. There is no reservation for the sub-groups in STs. 20% seats are reserved for ST girls in COEs, 30% in SOEs and 3% for PHCs. The principals of SOEs are instructed to furnish the vacancies in first year to the concerned principals of COEs for conduct of admission counselling.

2. The Principals of COEs shall have to separate the applications of the selected candidates and send intimation letters to the students in merit order following the reservation rule for girls (20% for girls and 80% for open competition) under certificate of posting. The merit order of the selected students is communicated here with.

3. The Principals shall have to verify the name, father's name, address and other particulars of the candidates from the copies of the district-wise nominal roles and send the call letters to the correct address given in the nominal roles, duly getting the approval for the selection list by P.O.s of ITDA.

4. The Principals shall have to submit copies of the lists of Selected candidates (to whom the intimation letters are sent) to all the concerned POs / DTWOs of the catchments districts and one copy may be placed in the notice board of the institution.

5. The Principals of COEs shall conduct the counselling on 21.05.2012, for admission into 1st year Intermediate of COEs and for the left over vacancies of SOEs of the concerned region. The choice of Institutions (COE / SOE) and choice of group (MPC / BPC) may be given to the students.

6. A. The Principals of COEs shall have to receive the following certificates in original, from the students along with 2 sets of Xerox copies of all the certificates and three passport size photographs at the time of conducting the counseling.

- a. Transfer Certificate from the institute last studied.
- b. Conduct Certificate issued by the institute last studied
- c. Secondary School Certificate.
- d. Income Certificate issued by the concerned MRO (Income should not exceed 1lakh- per annum).
- e. Caste Certificate issued by the concerned MRO.
- f. Local candidature certificate issued by the concerned MRO.
- g. An undertaking may be taken from the students that they will be liable for any action against them as per rules if the information / certificates produced by them are found to be false without giving any notice.

6. B. The Principals can collect the T.Cs. of Gurukulam students directly from Gurukulam Principals in case of Gurukulam students fail to produce TCs.

7. The students may be called for the counselling in order of Merit. Any student reporting late shall be permitted to attend the counselling at the end of that particular session/day.

8. The Principals shall take written undertaking from the candidates regarding their final option for Group (Bi.PC/MPC) and institution (COE/SOE). If any student, who is not interested to join in COE / SOE, he may be asked to give reasons in writing for not joining.

9. After finalization of the admissions the Principals of COEs shall preserve, the original certificates of the admitted students in their institution. Only the necessary original certificates of the students admitted in SOEs may be handed over to the Principals of SOEs.

10. The principals shall submit a detailed report on the number of candidates called for, attended & absent to the counseling and the list of candidates who are admitted in COEs and SOEs group wise (separately) to the Secretary, Gurukulam on the next day of the counseling. The list of the candidates who have attended but not joined either of the institution also shall be submitted to the Secretary, Gurukulam.

11. The Principals should inform the students that they have to pay the Mess Charges if they take TCs in the middle of the Academic Year. Accordingly such undertaking may also to be taken from the students that they will complete the intermediate course in COE/SOE. They should attend the classes from 01.06.2012.

12. After completion of the admission process, the caste and income certificates of students should be submitted to the concerned DTWOs/DDs for verification.

13. Please ensure to fill up all the seats.

Encl: As above

Sd/-
Secretary

Deputy Secretary
(Acad)

To
The Principals of COEs and SOEs.
Copy to The Project Officers /Paderu /Eturunagaram/ Nellore.