

**Annamalai**  **University**  
(A State University Accredited with 'A' Grade by NAAC)

**FACULTY OF EDUCATION**

**BACHELOR OF EDUCATION (B.Ed.)  
MASTER OF EDUCATION (M.Ed.)**

**DEGREE PROGRAMMES**

**2016-17**

**PROSPECTUS: 2016 – 17**  
(Information & Instructions to Candidates)

**University website: [www.annamalaiuniversity.ac.in](http://www.annamalaiuniversity.ac.in)**

# **Annamalai University**

Annamalai University, one of the largest unitary, teaching, and residential Universities in Southern Asia, was established and incorporated in the year 1929 as per the Annamalai University Act 1928 (Tamil Nadu Act 1 of 1929). Now, the Annamalai University Act, 1928 has been repealed and replaced by the Annamalai University Act 2013 (Tamil Nadu Act 20 of 2013). His Excellency the Governor of Tamil Nadu is the Chancellor of the University.

Established in 1929, Annamalai University, accredited with 'A' Grade by NAAC in 2014 is one of India's largest public residential universities with 10 Faculties and 49 departments of study. Annamalai University is one of the first institutions in the country to offer courses in Engineering and Technology. The University has initiated several innovative teaching programmes over the years and has been a pioneer in distance education. Annamalai University has a commendable track record in projects and publications and has been awarded the PURSE Programme by the Department of Science and Technology. Nineteen departments are supported by UGC-SAP, Sixteen by DST-FIST and two departments have attained the status of Centre of Advanced Study. The University has been rated Seventeenth in the country among the Top 100 institutions of Higher Education and second in the State by SCImago Institutional Ratings. Annamalai University has joint research and innovation partnerships with 24 institutions across the USA, Europe, Australia, Japan, and the UK. The list of partners includes prestigious institutes like Karolinska Institute, Johns Hopkins University, and University of Michigan amongst others. Two of the most notable international collaborations in which Annamalai University is the Co-ordinating Institute include the Indo-EU FUNCFOOD Project and the 21st Century Indo-US Knowledge Initiative. There are several ongoing research projects with international foundations and industrial players like Bayer, CavinKare, Dow Agrosiences, Bill & Melinda Gates Foundation, HCL, L&T, Accenture, and Huawei.

The University Library, named after the eminent scholar, statesman and former Vice-Chancellor Dr. Sir C.P. Ramaswami Aiyer, serves as knowledge hub for the students and the staff. Quite a good number of journals can be accessed through the Infonet facility. ScienceDirect is subscribed through which 340 journals can be accessed.

The sports complex of the University spread over several acres, houses facilities for sports and games. Tennis court complex, basketball complex, volleyball complex, athletic standard track, cricket field & nets, football field, hockey field and a wooden floored indoor stadium are a few worth mentioning.

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## I. Faculty of Education

The Faculty of Education came into existence during the year 1953 and at present it comprises of four Departments, namely, Department of Education, Department of Psychology, Department of Physical Education and Sports Sciences and Department of Lifelong Learning.

The Department of Education is a beehive of academic activities from its inception in 1953. The building of the Department of Education was inaugurated by the eminent Philosopher and Former President of India Dr. S. Radhakrishnan on 26<sup>th</sup> December 1955. The Department offers B.Ed., M.Ed., M.Phil., Ph.D., and D.Litt courses. All the Teacher Education Programmes are recognized by the NCTE. The Department of Education is supported by UGC under SAP – DRS-II. The distinguished alumni of the Department of Education are working as Vice-Chancellor and Head of the Departments in various Universities, Principals in various colleges, Chief Education Officers and District Education officers.

The Department of Education provide ample opportunities for the B.Ed. teacher trainees for all round development of their personality and enable them to attain high level of skills and character needed for teacher. The Department offers training on Computers, training in Yoga, Scouts, First Aid and community service. The weekly activity of the Education Association encompasses soft skill development, socially relevant activity, music and sports. The internship programme in schools under guidance and supervision of the faculty members is mandatory which provides hands on training. The teaching methodology adopted renders the trainees to face any competitive examination and instruction to the various levels.

### 1.1 Optional Subjects Offered – BACHELOR OF EDUCATION (B.Ed.)

The following optional subjects are offered by the Department of Education, Annamalai University.

Subject Code No.	Optional Subject
01	Tamil
02	English
03	Mathematics (Applied Mathematics)
04	Physical Science (Physics / Applied Physics / Geo-Physics / Bio-Physics / Electronics / Chemistry / Biochemistry / Applied Chemistry)
05	Natural Science (Botany / Biotechnology and Plant Biology / Plant Biotechnology / Zoology / Environmental Science / Microbiology)
06	Social Science (History)
07	Economics
08	Commerce

**Duration of the Programme**

The Programme is for a period of 2 year (Non Semester).

**Age**

No Age Limit

**Medium of Instruction**

English and Tamil.

**II. Fee & Scholarship****2.1 Tuition Fee**

The details of Tuition Fee to be paid by the candidate are as follows

Bachelor of Education (B.Ed.)	Total fee per annum (₹)
1 <sup>st</sup> Year	42,000/-
2 <sup>nd</sup> Year	40,500/-

**2.2 Hostel Fee**

Annamalai University is a residential University. Hostel Accomodation is compulsory and the Candidates are advised to stay in the Hostel. The room rent and establishment charges are as given below:

Name of the Programme	Hostel Name	Caution Deposit (₹)	Annual Hostel & Mess Charges (₹)	Total Fee* (₹)
B.Ed.	Mullai Illam (for Men)	5,000/-	40,000/-	45,000/-
	Thamarai Illam (for Ladies)			

\* This fee has to be paid by the students at the time of joining the hostel and would exclusively cover the room rent and establishment charges. The mess charges which are in addition could be adjusted through the scholarship amount.

**2.3 Scholarship**

The students of Annamalai University can avail the Government Scholarships subject to eligibility.

- i. **Application Fee Concession to SC/ST and Converted Christian Students:**  
Entrance/Course Application fees concession is granted to students belonging to SC/ST Community and Converted Christian by the Government Tamil Nadu (G.O. No. 111. 22.09.1998).
- ii. **Tuition Fee Concession to SC/ST and Converted Christian Students:**  
Full Tuition fee concession is granted to students belonging to SC/ST community and converted Christian under the rule 92 of Tamil Nadu Education Rules by the Government of Tamil Nadu [92-TNER].

- iii. **Post Matric Scholarship:** Covering special fees, examination fees, and maintenance charges will be awarded to the students belonging to **SC/ST Community** whose Parent's/Guardian's income from all sources should **not exceed ` 2,50,000/- per annum and Converted Christian (converted from SC/ST) ` 2,00,000/- per annum.**
- iv. **Higher Education Special Scholarship:** In addition to the Post Metric Scholarship, Higher Education Special Scholarship is awarded to the hostel students belonging to SC/ST and Converted Christian community and the number of scholarship is limited by the Government. The Annual income from all sources **should not exceed ` 2,00,000/- per annum.**
- v. **BC/MBC/DNC Scholarship:** The Scholarship will be awarded to the Students belonging to **BC/MBC/DNC** communities whose Parent's/ Guardian's income from all sources should not **exceed ` 2,00,000/- per annum.**
- vi. **Fee Concession to Blind Students:** Under rule 92 (TNER), Full Tuition fees concession is granted to blind Students belonging to all communities whose parents/Guardians annual Income should not exceeds ` **24,000/-.**

**Note:** All Scholarship income certificate taken after **April 2016** should be produced. Except Sl.no.6 the entire fees should be paid by the students at the time of admission and the eligible amount sanctioned by the Government will be reimbursed after receiving from the Government.

### **III. Eligibility Criteria**

#### **3.1 Qualifying Examinations and Eligibility**

- i. The candidates should have undergone 10+2+3 (15) or 11+1+3 (15) pattern of study and passed qualifying examinations conducted by the respective State Board or CBSE or any other recognized Board of Education/ Examination and UG Degree Examination of the UGC Recognized Universities in any one of the school subjects offered by the Directorate of School Education at the Secondary / Higher Secondary Educational Level.
- ii. Engineering and Technology candidates should have undergone 10+2+4 (16) pattern of study and passed qualifying examinations conducted by the recognized Universities.
- iii. Candidates who have passed the UG or PG Degree in Open University System without qualifying in 11 years SSLC examination and 1 year of Pre-University Course (PUC) examination (or) 10+2 pattern of School Education examination shall not be considered for admission.
- iv. Candidates who have taken more than one main subject in Part-III /Part-IV under (Double/Triple major system) of the UG degree should have to choose only one of the main subjects and should have applied for that optional only. In such cases,

mark obtained by the candidates in two/three major subjects shall be taken into account to arrive percentage of marks as stipulated in item (ix).

- v. Candidates who have passed under Additional Degree Programme with less than three years duration are not eligible for admission.
- vi. Candidates who have passed under Four year Dual Degree Programme with two major subjects under part-III are not eligible for admission.
- vii. Candidates who have qualified in PG Degree (Five Year Integrated Degree Programmes) under 10+2+5 or 11+1+5 pattern of study shall be considered for admission in such cases, the marks obtained by the candidates in the PG shall be taken into account for admission to the B.Ed. Degree Programme.
- viii.
  - a. Engineering and Technology candidates can apply mathematics or Physical Science
  - b. Candidates who have done their UG degree in Applied Mathematics can apply for Mathematics.
  - c. Candidates who have done their UG degree in Applied Physics, Geophysics, Biophysics and Electronics can apply for Physical Science.
  - d. Candidates who have done their UG degree in Biochemistry and Applied Chemistry can apply for Physical Science.
  - e. Candidates who have done their UG degree in Biotechnology and Plant Biology & Plant Biotechnology can apply for Natural Science.
  - f. Candidates who have done their UG degree in Environmental Science and Microbiology can apply for Natural Science.
  - g. Post Graduate candidates in Economics and Commerce with 50% (irrespective of their UG marks) of marks in PG degree or inter disciplinary subjects which are being declared equivalent by the respective University can apply.
  - h. The candidates qualified in PG degree and secured 50% of marks with the same major subjects in UG Degree but not fulfilling the minimum percentage of marks required in UG degree as per community/category-wise will be eligible.
  - i. Candidates who have done their UG in the school subjects are eligible for admission to B.Ed. For others they have to obtain an equivalence certificate for the respective subjects from the concerned Universities to consider their admission to B.Ed. degree programme. The decision of the University shall be final in this regard.
  - j. Candidates who have done their UG level without language Tamil or other Indian Languages under Part-I and are awarded degree with English and Main subjects concerned need to be considered for admission to B.Ed. subject to the condition that they have to qualify in Tamil Language Test conducted by the TNPSC for the purpose of employment.

- ix. Candidates with the following marks in the Bachelor's Degree are eligible for admission to the course other than subjects like Economics and Commerce for which PG qualification is mandatory.

<b>Community/Category</b>	<b>Minimum Marks</b>
OC	50%
BC	45%
MBC/DNC	43%
SC/SCA/ST	40%
Physically and Visually Challenged Candidates	40%

**Note:** Engineering and Technology candidates should have specialized in Science and Mathematics with 55% of marks or other qualification equivalent thereto. The candidates belonging to SC/SCA/ST categories candidates should have scored a minimum of 50% marks.

- a. Marks obtained by the candidates in UG degree under Part-III-IV Major / Elective/ Allied/Extra Disciplinary subjects including practical (other than Commerce and Economics) alone shall be taken into account to arrive at the percentage of marks mentioned above. Marks obtained under Part-V subjects shall not be taken into account to arrive percentage of marks.
  - b. Marks obtained by the candidates in PG degree (other than Economics, Commerce) shall not be considered for admission.
  - c. Rounding of marks to the next higher integer shall not be permitted.
  - d. The candidates who have qualified in Bachelor's Degree under Open University System after passing 10<sup>th</sup> Std. and +2 examinations shall alone be considered for admission to B.Ed. Degree Course.
  - e. The candidates who have qualified in Bachelor's degree under Open University System without passing 10<sup>th</sup> and +2 examinations and subsequently passing 10<sup>th</sup> and +2 examinations are not eligible for admission to B.Ed. degree programme.
- x. Candidates who have passed PG degree in Economics and Commerce without undergoing 10+2+3 or 11+1+3 pattern of education shall not be considered for admission.
- xi. In the case of Differently Abled, Physically and Visually Challenged Candidates, a minimum pass in the degree is enough.
- However, the basis of selection shall be in accordance with the Regulations of the University/Government of Tamil Nadu Guidelines for admission to B.Ed. programme in force from time to time.

## IV. Allocation of Seats

- 4.1 Selection shall be made under seven categories, namely OC, BC, BC (Muslim), MBC/DNC, SC, SCA and ST, following the rules of reservation of the Government of Tamil Nadu as follows:**

<b>69% Rule of Reservation</b>	
Open Competition (OC)	31.00%
Backward Class (BC)	26.50%
Backward Class Muslim (BCM)	3.50%
Most Backward Class/Denotified Communities (MBC/DNC)	20.00%
Scheduled Caste (SC)	15.00%
Scheduled Caste (SC - Arunthathiyar)	3.00%
Scheduled Tribes (ST)	1.00%

\* 3% of the total seats available are reserved for differently abled persons as per norms laid down by the Government.

- 4.2** a) Tamil Nadu native candidates alone will be considered for communal reservations. The community recorded in the certificate of Tamil Nadu native candidate should figure in the list of communities approved by the Government of Tamil Nadu (**Annexure-IX**).
- b) The applicants from Tamil Nadu State should have obtained permanent community certificate (for SC/SCA/ST/MBC & DNC, BC and BC Muslim candidates) **in permanent card format** only from the authorities given below on or before the last date prescribed for submission of filled-in Online application. Community Certificate obtained after the last date prescribed for submission of filled-in applications will not be considered.

<b>Community</b>	<b>Issuing Authority</b>
<b>Scheduled Tribe</b>	Revenue Divisional Officer / Sub Collector of their native place (except Chennai) or P.A. (General) to Collector of Chennai. The Community Certificate card issued by Tahsildars upto 11.11.1989 is valid.
<b>Scheduled Caste / Scheduled Caste (Arunthathiyars)</b>	Tahsildar of Native Taluk of the candidate
<b>Backward Class / Backward Class (Muslim) / Most Backward Class /Denotified Communities.</b>	Headquarters Deputy Tahsildar / Zonal Deputy Tahsildar / Deputy Tahsildar (Certificates)

- c) Community Certificate obtained from **other states** will not be considered for communal reservation.
- d) For communities linked with Districts (See **Annexure-IX**) the candidates should obtain their community certificate in the respective districts except the

communities mentioned in the G.O. (st) No. 95 BC, MBC & Minorities Welfare Department dt. 28.10.2009. Such of those community certificates obtained on or after 28.10.2009 will be considered. Community certificate obtained from other than the respective district will not be considered.

- e) **Candidates who have not furnished a photocopy of the Permanent Community Card Certificate at the time of submission of the application will be treated as belonging to "Open Competition" (OC).**

The candidate is further informed that in the event of such a decision, the eligibility conditions & rules prescribed for OC will be applicable for such candidates and if such candidates do not satisfy the rules of OC, their applications are liable to be rejected. No correspondence in this connection will be entertained.

- f) **ST / SC / SCA / MBC & DNC / BC / BCM (BC Muslim) candidates are eligible for selection under Open Competition in addition to the reservation made for them.**

## V. Special Reservation

### 5.1 Special Categories

Candidates are instructed to enclose appropriate form(s) / certificates as mentioned in **Annexures-I(a), I(b), and II** whichever applicable. If appropriate certificates or supporting documents for special reservation claim are not enclosed, their claim under such categories will not be considered.

### 5.2 Eligibility Criteria for Various Disabilities

#### a. Norms for Orthopaedic Disability

Candidates with permanent physical impairment of 40% and above are considered as disabled. The candidates with orthopaedic disability of the following types are eligible for claiming Admission against Differently Abled Persons category [**Annexure-I(a) & I(b)**].

- (i) Independent in ambulence with **or** without calipers but without walking aids.
- (ii) Good Standing Balance without calipers but without any support.
- (iii) Hand Function with normal limit without any aid
- (iv) Good control over bladder & bowel
- (v) Disease must be non progressive

#### b. Norms for Vision Impairment

Candidates with low vision of 40 % and above are considered as disabled, and hence eligible for claiming Admission against Differently Abled Persons category (**Annexure-II**). Low Vision: Person with low vision means a person with impairment of vision of less than 6/18 to 6/60 with best correction in the better eye or impairment of field in any one of the following categories:

- i. Reduction of fields less than 50 degrees
- ii. Heminaopia with macular involvement
- iii. Attitudinal defect involving lower fields categories of Visual Disability all with correction

Category	Better eye	Worse eye	Impairment
Category O	6/9 - 6/18	6/24 to 6/36	20 %
Category I	6/16 - 6/36	6/20 to Nil	40 %
Category II	6/40 - 4/60 or field of vision 10°-20°	3/60 to Nil	75 %
Category III	3/60 to 1/60 or field of vision 10°	F.C at 1 ft. to Nil	100 %
Category IV	F.C at 1 ft. to Nil or field of vision 10°	F.C at 1 ft. to Nil	100 %
One eyed persons *	6/6	F.C at 1 ft. to Nil or field of vision 10°	30 %

**Note:** F.C. means Finger Count

\* ONE EYED persons with normal vision are not considered as disabled.

**Note:**

- i. Candidates seeking admission against the reservation set apart for orthopaedically Differently Abled Persons / Visually Impaired should produce the certificate from the **Medical Board of the District** concerned certifying the nature and **extent of disability in percentage** and with regard to his/her suitability for admission to B.Ed. Degree Programme specifically mentioned below and in the format appended to this application [**Annexures - I(a), I(b) and II**] respectively. Certificates obtained from an **individual Doctor** will not be considered. **Further, a separate Board for each category will examine the candidates with reference to their certificates before counselling.**
- ii. Candidates seeking admission against special reservation **should also satisfy the eligibility rules mentioned in item no. viii.** The candidates are also eligible for admission **under general counseling.**

## VI. Mode of Selection

### 6.1 Admission to General Category

- i. The selection of candidates will be on the basis of the marks secured in the qualifying UG/PG Degree examination.
- ii. Candidates will be called for counselling in the order of their rank. Based on the rank and rule of reservations, allotment will be made.

### 6.2 Rank Listing

- i. The percentage of marks obtained by the candidates in major and allied subjects (both in Theory and Practical) in all three years in the UG degree will be taken as the base mark for ranking.

- ii. Candidates who have taken more than one main subject in Part-III (under Double/Triple Major System) of UG degree course should have to choose only one of the main subjects and should have applied for that optional only. In such cases, marks obtained by the candidates in Two/Three major subjects shall be taken into account to arrive percentage of marks.
- iii. Candidates who have qualified in PG degree (5 year Integrated Course) under 10+2+5 or 11+1+5 pattern of study shall be considered for admission. In such cases, the candidates belongs in the subject other than Commerce and Economics, the marks obtained by the candidates in the first three years (in major and ancillary or allied subjects alone) of the course alone shall be taken into account for admission to the B.Ed. Degree Course. For the Candidates belongs to the subject commerce and Economics, the marks obtained by the candidates in the forth and fifth years (in major and ancillary or allied subjects alone) of the course alone shall be taken into account for admission to the B.Ed. Degree Course.

### **6.3 Weightage**

- i. Weightage for the highest qualification of the candidate will be given as follows and added to the base mark for the Ranking. However minimum mark earlier in this prospectus is mandatory.
  - a. Candidates with PG – 4 marks( other than Commerce and Economics subject candidates)
  - b. Candidate with M.Phil. – 5 marks
  - c. Candidates with Ph.D. – 6 marks
- ii. The higher qualification for which weightage will be given to the candidates studied in the same subject as the main subject in Part-III of the UG degree and preferred as optional subject in B.Ed. course.
- iii. Weightage of 3 (three) marks for participation in any one of the following co-curricular activities will be added:
  - a. NSS certificate (with two years enrollment in NSS and ten days participation in the Special Camp at college level alone will be considered).
  - b. NCC (B and C Certificate at college level).
  - c. Sports (Should have represented the college at State / National Level).

#### 6.4 Inter-se Merit

In case where more than one candidate have got the same marks in the merit list, Inter-se merit among such candidates shall be determined in the order of priority as specified below:

- i. Marks scored by the candidates in the Major subjects
- ii. Marks scored in Allied-I Subject
- iii. Marks scored in Allied-II Subject
- iv. By random method

#### 6.5 Admission to Special Reservation Categories

Candidates who are applying for the special reservation categories of seats should satisfy the rules stipulated for admission. Allocation of these Special Reservation seats will be followed as per horizontal reservation.

If vacancy arises it will be reverted to the general counselling in the respective communities.

### VII. Counselling Procedure

- i. Counselling will be held at the Administrative Office, Annamalai University, Annamalainagar, Chidambaram.
- ii. Counselling Schedule will be available on the website. Candidates will be called for counselling in the order of their merit.
- iii. Counselling for the special category will be held before the general counseling.
- iv. **Counselling Fee:** Candidates have to pay a Counselling fee of ` 2000/- ( ` 1000/- for SC/SCA/ST Candidates) by cash or DD in favour of "The Registrar, Annamalai University" payable at Chennai at the time of counselling. The counselling fee is not refundable.
- v. Candidates who fail to attend the counselling at the specified date and time in a particular phase of counselling will forfeit their right to admission on that phase.
- vi. Eligible candidates who have applied may appear for counselling according to their merit list, one hour before the counselling session along with their original certificates for verification, irrespective of receipt of individual communication.
- vii. The date, time and venue for counselling will be intimated to the candidates, through leading dailies and Annamalai University website. No change of date/time of counselling is permissible. University authorities are not responsible for any postal delay; or non receipt of intimation for counselling. Candidates who do not attend counselling will forego the claim for admission.

- viii. Due to unforeseen reasons, if a candidate could not attend the Counselling on the specified date and time, he/she can authorize his/her parent on his/her behalf and the parent's decision will be binding on the candidate. The authorization letter must be in the prescribed format. **(Annexure-IV(a) & IV(b)).**
- ix. If a candidate could not attend the counselling on the specified date and time, he/she can attend on a subsequent time/date, during the counselling period. But the candidate will be offered a seat only if it is available, at the time in the respective category. **However such candidates cannot claim a seat as per original seniority in the merit list.**
- x. After allotment of all seats in various categories the applicants, who have paid the requisite counselling fee but did not get admission will be placed in the waiting list in the order of their merit and in case vacancies arise at a later stage, due to non-joining of selected candidates or for any other reasons they will be admitted in the order of merit by following the rule of reservation.
- xi. At the time of admission, the candidate and the parent/guardian (in case both the parents are not alive) should execute a joint declaration as given in **Annexure-V.**

### **VIII. Code of Conduct**

The following code of conduct shall be observed by the students who are admitted.

- i. The students should conduct themselves in an exemplary manner so as to be model for other students.
- ii. All students will have to strictly adhere to the rules and regulations of the University.
- iii. **RAGGING:** The candidates should not indulge or participate in any kind of ragging. If they are found to have indulged in ragging in the past, or noticed later, the candidates will be removed from the roll of the institution at whatever stage of study and criminal action will be taken against the candidates.
- iv. **If any student is involved in ragging or any other anti- social activities, he/she will be expelled and criminal proceedings will be launched against him/her.**
- v. The students should be present during all working days and sincerely apply themselves to studies.
- vi. The students should attend the classes regularly and punctually and should fulfil the attendance requirement of 75% as prescribed by the University, to be eligible to appear for the University Examinations.
- vii. The campus is "Tobacco Free" and "Liquor Free". Any violation of this will result in dismissal from the program.
- viii. Use of mobile phones and other electronic gadgets are not permitted in the class rooms, examination, halls, faculty premises, university organized functions/programs/ extracurricular and co-curricular activities.

- ix. The students are forbidden from using motorized vehicles, including powered two wheelers, inside the campus.
- x. Dress Code: Students need to wear formal dress largely covering them like Sarees/Churidhar with dupatta for ladies and Trousers, Pant & Shirt for men.

## **IX. General Instructions**

### **9.1 GENERAL INSTRUCTIONS FOR APPLICANTS**

1. Online Application Number is the Registration Number of the Annamalai University B.Ed. / M.Ed. Admissions 2016.
2. The Candidates seeking admission should Register and apply only through Online by logging on to **www.annamalaiuniversity.ac.in/adm**.
3. The guidelines for registration are availability in the Annamalai University Website Portal.
4. The Online application Number should be quoted in all future correspondence.
5. The filled in Online application should be downloaded and sent compulsory with the all enclosure either by Speed /Registered post or in person to

**THE REGISTRAR  
ANNAMALAI UNIVERSITY  
ANNAMALAINAGAR  
CHIDAMBARAM  
CUDDALORE DISTRICT  
TAMIL NADU  
PIN- 608 002**

**and should reach on or before 15.07.2016 - 5.30 p.m.**

6. Acknowledgement will be sent to the registered e-mail on receipt of the filled in online application by post together with a demand draft for B.Ed. ` 500/- (for SC/SCA/ST) and ` 1000/- for Others, which is drawn in favour of **The Registrar, Annamalai University, payable at Chennai**.
7. The candidates shall ensure that the completed online application form with all particulars and enclosures reaches the Annamalai University within the date and time specified. Applications received by Speed post/courier or any other means, after the last date & time will not be accepted irrespective of the date of booking.
8. The University shall not be responsible for any delay in the receipt or for the loss in transit of application form etc.,
9. Request for extension of time for submission of documents called for, after the specified date and time will not be entertained.
10. Any supporting documents received after the due date or application without required documents/particulars will not be entertained.

11. Photocopy / Fax copy of the application will not be accepted.
12. Both upper limbs, vision and hearing should be normal for all candidates (including for candidates applying under orthopaedically physically disabled category).
13. The candidates are directed to enclose the following certificates along with the Online application:

**Photocopy of**

1. 10<sup>th</sup> Mark sheet
2. HSC / Equivalent Mark Sheet
3. UG/PG/M.Phil/Ph.D Mark Sheet
4. NSS/NCC/Sports Certificate
5. Transfer Certificate
6. Permanent Community Certificate Card for ST, SC, SCA, MBC & DNC, BC and BCM.
7. Nativity Certificate – if applicable

**Note: Candidates must produce Original Mark Sheet and TC at the time of counseling.**

**9.3 Important Conditions for Applicants**

- i. The candidates who have joined a programme and wish to discontinue, should **pay the tuition fee in full upto the year of study.**
- ii. If the candidate discontinues the programme before commencement of classes and the resultant vacancy is filled up, the fees paid by the candidate including the caution deposit will be refunded after deducting a service charge of ` 2,000/-.
- iii. Fees for each academic year should be paid well before the due date, failing which a fine as prescribed by the University will be charged. The Candidate shall not be permitted to appear for the University Examination without clearing the Fee arrears.
- iv. Fees for the entire program together with arrears, if any, shall be payable by the student before Transfer Certificate is issued. However, the Special Fees for the remaining period of the program shall be waived.
- v. Caution deposit shall be refunded on application after adjustment towards any dues from the student. Application for refund of caution deposit should be submitted within one year of completing the course.
- vi. No certificate will be issued, unless the candidate has cleared all the arrears of fees etc., due to the University.
- vii. With regard to any dispute arising in relation to admission, examinations, remittance of fees, etc., the place of jurisdiction for the purpose of filing a suit or preferring a complaint or taking any legal proceedings against the University, will be Chidambaram Town only.

- viii. Original Certificates submitted at the time of admission will be returned before the end of second semester. In case a candidate requires the original certificates for valid reasons, he/she may apply for the same with valid proof. The candidates are advised to have with them attested copies of mark lists or other certificates that may be required for applying scholarships/bank loan etc.

#### 9.4. General Information

The following procedures should be followed for applying/getting certificates viz. Bonafide/Course completion/Mark lists etc. with the fee prescribed by the University.

- i. **General:** Mark list for each Semester/Year during the period of study will be issued by the University and distributed through the respective departments of study. On completion of the program, Provisional Certificate and Transfer Certificate will also be distributed through the department concerned.
- ii. **Migration Certificate:** This certificate will be issued by the University Office ('K' Section) only on demand to those who have planned to undergo higher studies in any Educational Institution in India.
- iii. **Duplicate Certificate** - Mark List / Degree / Transfer Certificate: A certificate from the police department is required to be produced for the loss of certificates indicating that the certificates were actually lost beyond recovery.
- iv. **Degree Certificate:** Notification will be issued in the leading dailies during the month of September/October every year inviting application forms for obtaining Degree Certificate at the Convocation. Students shall apply for the same in the prescribed form which can be obtained from the University.
- v. **Personal File:** Students are advised to maintain a personal file containing all academic records such as challan for remittance of tuition fee, exam fee, instrument fee, condonation fee etc. till completion of his/her studies.
- vi. **Re-admission:** If any attendance deficiency during the tenure of his/her studies, candidates shall apply for re-admission through the Heads concerned along with the photocopy of his/her previous semester/year mark list(s) as proof for having appeared for the University Examinations.
- vii. **Change of Name/Date of Birth:** Candidate who wish to change of Name, date of Birth, of his/her name should be made only during the period of study by producing a copy of "Gazette Notification" from the respective Government NO such change shall be entertained after completion for his/her studies in the University.

viii. **How to get Certificate:**

- a)** Students may apply for any certificates in this University viz., Bonafide, Course Completion, Duplicate mark list, Degree Certificate and Transfer Certificate etc, either during the tenure of his/her studies on completion of the program and may obtain the same from the office or by post within a fortnight period from the date of filing application in the office. He/she should possess compulsorily **1)** a copy of letter where he/she has applied for **2)** a copy of remittance challan and **3)** any other documents, whenever any lapse of the original submitted to University (or) loss in transaction.
- b)** If candidates do not receive the certificate/s within the stipulated period, then he/she can immediately seek the assistance of the Section Head/Deputy Registrar of the 'K' Section with relevant copy of records that has been already submitted for claiming the certificates, so as to enable them to get the certificate from the office (or) necessary guidance will be provided for the same.
- c)** Students admitted to various programs of the University, should get back his/her original certificates produced at the time of admission within three months either on completion of program (or) discontinuing the same in the middle of the program. The University is not responsible for any lapse or damage of the certificates, beyond this period.

**ANNEXURE – I(a)**  
**A. MEDICAL CERTIFICATE FOR ORTHOPAEDICALLY PHYSICALLY DISABLED**  
**(To be issued by the District Medical Board)**  
**(Locomotory disability of the lower limbs should be between 40% and 70%)**

The District Medical Board of \_\_\_\_\_ District \_\_\_\_\_  
 (City/Town) certify that we have on this \_\_\_\_\_ Day of \_\_\_\_\_ 2016 examined the  
 candidate whose particulars are given below:

1. Name of the candidate :
2. Father's name :
3. Sex :
4. Age :
5. Identification marks : 1.  
2.

6. a. Orthopaedically Physically Disabled : YES / NO

b. Nature of Orthopaedic Disability :

7. Extent of permanent disability

(mention the % disability)

**(Upper limbs must be functional and normal):**

a) 50% to 70%

b) 40% to 50%

8. Whether the candidate fulfills the following  
 standard and may be considered for admission  
 to undergo studies in Educational Institutions :

- (a) Normal Blood Pressure : Yes/No
- (b) Mentally normal : Yes/No
- (c) Visual and auditory disabilities : Yes/No
- (d) Gross speech disorders : Yes /No
- (e) Independent in ambulation with or  
 without calipers but without any support : Yes/ No
- (f) Good standing balance with or without  
 calipers but without any support : Yes/No
- (g) Hand function within normal limits  
 without any aid : Yes/No

(h) Good control over bowel and bladder : Good/Not good – Yes/No

(i) a. Is the disability progressive? : Yes / No

b. If progressive, is the candidate eligible : Yes / No  
for further studies

(j) Height (Normal) : Yes / No

1. Certified that the above candidate does not have any upper limb disability.
2. Certified that the above candidate has only locomotory lower limb disability.

Signature of the Applicant

Members Signature

Signature of Chairman of  
the Medical Board

1.

Designation :

2.

Office Stamp

Place :

Date :

Recent Full size  
Photograph of the  
Candidate exhibiting  
the deformity duly attested  
by the Medical Certificate

Issuing Authority.

**Foot Note:**

1. Both upper limbs, vision and hearing should be normal.
2. The above certificate should be issued only by the Medical Board of the area concerned constituted for the purpose after due physical examination by the board.
3. The Candidate seeking admission under this category should produce a **full sized photograph** exhibiting the deformity.

**ANNEXURE – I(b)**  
**CERTIFICATE OF LOCOMOTORY DISABILITY**  
 (For Admission to B.Ed. Programme)

Certificate No.....

Date.....

This is to certify that ..... aged ..... Years,  
 Son/Daughter of Thiru..... residing at  
 .....  
 .....is suffering  
 from..... and has permanent Physical Impairment of  
 Left /Right /Both Lower Limbs. He/She is Locomotory disabled and has the percentage  
 of.....in figure)..... (in words) disability of Lower Limbs.

Upper Limbs – Right / Left / Both are without any deformity and Functionally Normal.  
 He/She is **eligible/not eligible** for admission to B.Ed. Programme as per the guidelines.

Signature with Name & Seal  
 (Chairman of Board)

Signature with Name &  
 Seal (Member of Board)

Signature with Name &  
 Seal (Member of Board)

- Note:**
- 1) The candidates seeking admission under this category have to undergo a second Medical Examination by a Medical Board constituted for the purpose by the Annamalai University to ascertain and confirm the nature and extent of physical disability.
  - 2) Candidates with any other disability other than the locomotory disability of the lower limb will not be considered for admission under this category.
  - 3) The decision of the Annamalai University in this regard will be final.

## ANNEXURE – II

Name of the Applicant: ..... Application No.....  
**Medical Certificate for Visually Impaired (TO BE ISSUED BY THE DISTRICT MEDICAL BOARD)**

Certified, that the District Medical Board of ..... (City) have this ..... day of .....2016 examined the candidate whose particulars are given below.

1. Name of the Candidate :  
 2. Father's Name :  
 3. Sex :  
 4. Age :  
 5. Identification Marks 1)  
 2)

Stamp  
size  
photo

6. Whether Orthopaedically / audiologically impaired : Yes / No

(If yes for either one or both medical certificate/s for fitness from the respective Board has to be produced)

7. Low vision: (Person with low vision means a person with impairment of vision of less than 6/18 to 6/60 with best correction in the better eye or impairment of field in any one of the following categories)

- a) Reduction of fields less than 50 degree :  
 b) Heminaopia with macular involvement :  
 c) Attitudinal defect involvement lower fields :

8. Categories of Visual Disability  
 (Please choose the appropriate box)

Category	Better eye	Worse eye	Impairment	Tick (as Applicable)
Category O	6/9 – 6/18	6/24 to 6/36	20 %	
Category I	6/16 – 6/36	6/20 to Nil	40 %	
Category II	6/40 – 4/60 or field of vision 10° - 20°	3/60 to Nil	75 %	
Category III	3/60 to 1/60 or field of vision 10°	F.C at 1 ft. to Nil	100 %	
Category IV	F.C at 1 ft. to Nil or field of vision 10°	F.C at 1 ft. to Nil	100 %	
One eyed persons	6/6	F.C at 1 ft. to Nil or field of vision 10°	30 %	

ONE EYED persons with normal vision are not considered as disabled

**Note:** F.C. means Finger Count

9. Whether eligible for consideration under Differently Abled Persons quota : Yes / No

10. Whether the candidate is physically and mentally fit to be considered for admission in B.Ed Degree Programme : Yes / No  
 (if no please specify reasons)

**Signature of the Applicant**

**Chairman, District Medical Board**

**Date with seal of**

**Medical Board Member**

1.  
2.

**Note: Candidates with low vision of 40 % Impairment and above are considered as disabled and are eligible for consideration under reserved quota.**

**ANNEXURE - III**

List of Religions		List of Mother Tongues	
Religion	Code No.	Mother Tongue	Code No.
BUDDHISM	1	HINDI	1
CHRISTIANITY	2	KANNADA	2
HINDUISM	3	MALAYALAM	3
ISLAM	4	TAMIL	4
JAINISM	5	TELUGU	5
SIKHISM	6	URUDU	6
OTHERS	7	OTHERS	7

**ANNEXURE – IV(a)****UNDERTAKING REGARDING AUTHORIZATION**

I, ..... son/daughter of  
 Thiru.....aged.....years Application  
 Number.....and General Rank.....in the Merit list for B.Ed. Degree  
 Programmes, 2016-17 session do hereby solemnly affirm and undertake that the decision of  
 my authorized representative,  
 Thiru./Tmt./Selvi.....Son/daughter/wife of  
 Thiru./Tmt..... aged.....years, regarding  
 selection/rejection of seat on the date of Counselling(.....) shall be binding on me  
 and I shall not have any claim whatsoever, other than the decision taken by my authorized  
 representative on my behalf on.....

Signature of the Candidate

Name.....

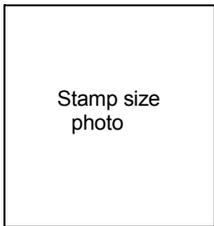
Appln. No.....

Address.....

General Rank.....

**ANNEXURE – IV(b)  
AUTHORIZATION LETTER**

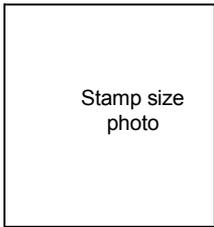
I,..... son/daughter of Thiru..... bearing Application number.....and General Rank..... in the Merit list for B.Ed. Degree Programmes 2016-17 session do hereby authorize, Thiru./Tmt./Selvi..... Son/Daughter of Thiru.....to represent me on.....before the..... for allotment of a seat in B.Ed.Degree Programmes, 2016-17 session. The signature and the photograph of the above named Thiru./Tmt./ Selvi..... are attested below.



Photograph of Candidate attested by a Gazetted Officer

Name:  
Application Number:  
General Rank in the Merit List:

Signature of the Candidate:



Photograph of authorized Representative attested by the candidate

Signature of authorized Representative duly attested by the Candidate

NB: Signature and seal of the attesting authority should cross over the photographs.

**ANNEXURE – V****JOINT DECLARATION BY THE CANDIDATE AND PARENT / GUARDIAN**

(This should not be enclosed along with the application.

It should be submitted at the time of admission to B.Ed. Degree Programmes

I hereby solemnly and sincerely affirm

1. That the Statements made and information furnished in my son's / daughter's / ward's application and also in all the enclosures there to submitted by him/her are true. Should it however be found that any information furnished therein is untrue in material particulars, I realise that I am liable to criminal prosecution and I also agree to the forfeiture of his/her seat in the Institution.
2. That my son / daughter / ward would confirm strictly to all the rules and regulations in force now or which may be introduced in the Institution hereafter and that I realise that breach of discipline and rules on my son's/daughter's/Ward's part would entail summarily forfeiture of his/her seat in the institution.
3. That I am aware that if my son /daughter / ward does not put in a minimum percentage of attendance prescribed by the University (ie.75% of attendance) during the year in theory, drawing and practical classes separately, my son /daughter / ward will not be permitted for the University Examination.
4. That I am aware that the curriculum for the various programmes is not rigid and that my son /daughter /ward will follow the syllabi for the various programmes in force at the time of his/her admission and that any revision or modification made in the syllabi during the course of his/her study in the Institution will be binding on him/her.
5. That in case of my son's/daughter's/ward's progress in studies is uniformly poor in the Institution his/her studies are liable to be terminated by the issue of Transfer Certificate.
6. That in case my son/daughter/ward becomes a scholarship holder or enjoy educational concessions like half-fee, or full-fee etc., and does not show special progress, the scholarships or educational concessions are liable to be cancelled and that if my son's/daughter's/ward's conduct and character are not good these will be cancelled.
7. That my son/daughter/ward is aware that breach of discipline and rules or bad conduct in the N.C.C. or extra-curricular activities will also entail summarily forfeiture of seat in the Institution, in addition to such other proceedings that may be taken against him/her.
8. That I am aware that if my son/daughter/ward is admitted in the hostel he/she will strictly abide by the rules and regulations in force in the hostel and that any breach of discipline or rules or any unruly conduct or undesirable activities will be summarily dealt with by forfeiture of seat both in the hostel and in the institution in addition to such other proceedings that may be taken against him/her.
9. That I am fully aware, as per the directions of the Hon'ble Supreme Court of India and Tamilnadu Prohibition of Ragging Act 1997, Ragging is an offence, as is banned in the Institutions and anyone indulging in ragging is liable to be punished such as expulsion from the Institution and / or rigorous imprisonment upto 3 years, and / or fine upto ` 25,000/-
10. I assure that I will not use powered two wheelers inside the campus till completion of my studies

Place :

Date :

Signature of the Candidate

Signature of the Parent / Guardian

**ANNEXURE - VI(a)****INSTRUCTIONS FOR NATIVITY CERTIFICATE:**

1. This certificate should be issued by an officer of the Revenue Department not below the rank of Tahsildar in the Taluk concerned.
2. This certificate should not be issued by the Special Tahsildars, Deputy Tahsildars such as Loans, Land Acquisition, Election, Excise and HQs, Deputy Tahsildars, Special Deputy Collectors, Assistant Commissioner of Agricultural Income, Excise, Elections etc.
3. The certificate should bear the stamp of the office of the Officer signing the certificate.
4. Any foreign national irrespective of the period of study in the State will not become eligible to apply for this course. No certificate of Nativity in the State of Tamil Nadu, should therefore be issued to Nationals of other countries for this purpose.
5. The certifying officers should insist upon clear proof of the nativity of the parent or guardian of the candidate and satisfy themselves on the genuineness of the residential qualification.
6. **They should be particularly careful in the case of candidates whose mother tongue is not Tamil and whose place of birth is other than Tamil Nadu and who have studied VIII to XII standards outside Tamil Nadu.**
7. **Residence Certificate will not be considered as Nativity Certificate.**
8. The guidelines prescribed for the issue of Nativity Certificate and they are as follows as per Letter No.RA.V(B)16932/2000, dated 3-4-2000 of the Special Commissioner and Commissioner of Revenue Administration, Chepauk, Chennai-5.
  - i. The parents/guardians of the applicants/students or the applicants themselves should have permanently resided continuously for a period of five years in Tamil Nadu.
  - ii. Permanently residing for a period of five years should be supported by documentary evidence.
  - iii. The family ration card, Electoral Roll, Census List if taken recently, documents like sale deed, tax receipt etc. relating to the property owned by either of the parents or by the applicant may be verified.
  - iv. The Transfer Certificate issued by the School authorities where the applicant had studied last may be verified to know whether he/she was in the State for five years.
  - v. Enquiry in the village/place of residence of the neighbour/Village Administrative Officers regarding continuous residing.
  - vi. To ensure that wrong or incorrect address had not been furnished to obtain the certificate.
  - vii. The birth place of the parent, place of residence of the parent/father, permanent assets, mother tongue, place of education, place of marriage of the applicant/parents, the period of stay in and outside Tamil Nadu can also be considered before issuing certificate.

**ANNEXURE - VI(b)**  
**CERTIFICATE OF NATIVITY IN TAMIL NADU**

Name.....Registration No:..... Certified that.....S/D/W of..... residing at ..... an applicant seeking admission to B.Ed. Degree Programme in Annamalai University, Annamalainagar in Tamil Nadu is a Native of Tamil Nadu.

Signature of  
Village Administrative Officer  
of .....  
in the .....  
of .....

Signature :  
Name & Designation :  
Taluk Station :  
District Office Seal :

Date :

**Note: This Certificate should be issued by an officer of the Revenue Department not below the rank of Tahsildar in the Taluk concerned.**

**ANNEXURE – VII  
INCOME CERTIFICATE**

**Name of the Applicant:** .....**Online Application No.** .....

**Note:** This Certificate should be issued by an Officer of Revenue Department not below the rank of a Tahsildar in the Taluk concerned

**INCOME CERTIFICATE**

This is to certify that the annual income of Thiru/Thirumathi .....  
Parent/Guardian\* of Thiru / Selvi / Thirumathi ..... an  
applicant for admission to B.Ed Degree programme in Tamil Nadu residing at  
.....is.....(Rupees  
..... only).

Signature	:
Name and Designation	:
Station	:
Office Seal	:
Date	:

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\* Applicable only when both parents are deceased.

This Certificate should not be issued by Special Tahsildars, Deputy Tahsildars such as Loans, Land acquisition, Election, excise and HQs. Deputy Tahsildars, Special Deputy Collectors, Asst. Commissioner of Agricultural Income, Excise, Elections etc.

**ANNEXURE – VIII**

<b>LIST OF DISTRICTS IN TAMILNADU Name of District</b>	<b>Code No.</b>
Ariyalur	01
Chennai	02
Coimbatore	03
Cuddalore	04
Dharmapuri	05
Dindigul	06
Erode	07
Kancheepuram	08
Kanyakumari	09
Karur	10
Krishnagiri	11
Madurai	12
Nagapatinam	13
Namakkal	14
Perambalur	15
Pudukottai	16
Ramanathapuram	17
Salem	18
Sivagangai	19
Thanjavur	20
The Nilgiris	21
Theni	22
Thiruvallur	23
Thiruvannamalai	24
Thiruvarur	25
Tirunelveli	26
Tiruppur	27
Trichirappalli	28
Tuticorin	29
Vellore	30
Villupuram	31
Virudhunagar	32
Others	33

## ANNEXURE – IX

<b>Code No.</b>	<b>I. SCHEDULED TRIBES IN TAMILNADU</b>
1	Adiyan
2	Aranadan
3	Eravallan
4	Irular.
5	Kadar
6	Kammara (excluding Kanniyakumari District and Shenkottah taluk of Tirunelveli District).
7	Kanikaran, Kanikkar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
8	Kaniyan, Kanyan.
9	Kattunayakan.
10	Kochu Velan.
11	Konda Kapus.
12	Kondareddis.
13	Koraga.
14	Kota (excluding Kanniyakumari District and Shenkottah taluk of Tirunelveli District)
15	Kudiya, Melakudi.
16	Kurichchan.
17	Kurumbas (in the Nilgiris District).
18	Kurumans.
19	Maha Malasar.
20	Malai Arayan.
21	Malai Pandaram.
22	Malai Vedan.
23	Malakkuravan.
24	Malasar.
25	Malayali (in Dharmapuri, North Arcot, Pudukkottai, Salem, South Arcot and Tiruchirapalli Districts).
26	Malayakandi.
27	Mannan.
28	Mudugar, Muduvan.
29	Muthuvan.
30	Pallayan.
31	Palliyar.
32	Palliyar.
33	Paniyan.
34	Sholaga.
35	Toda(excluding Kanniyakumari District and Shenkottah taluk of Tirunelveli District)
36	Uraly.

<b>Code No.</b>	<b>II. SCHEDULED CASTES IN TAMILNADU</b>
2	Adi-Dravida
3	Adi-Karnataka
4	Ajila
6	Ayyanavar (in Kanyakumari District and Shenkottah Taluk of Tirunelveli District)
7	Baira
8	Bakuda
9	Bandi
10	Bellara
11	Bharatar (in Kanyakumari District and Shenkottah taluk of Tirunelveli District)
13	Chalavadi
14	Chamar, Muchi
15	Chandala
16	Cheruman
17	Devendrakulathan
18	Dom, Dombara, Paidi, Pano
19	Domban.
20	Godagali
21	Godda
22	Gosargi
23	Holeya
24	Jaggali
25	Jambuvulu
26	Kadaiyan
27	Kakkalan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
28	Kalladi
29	Kanakkan, Padanna (in the Nilgiris District)
30	Karimpalan
31	Kavara (in Kanyakumari District and Shenkottah taluk of Tirunelveli District)
32	Koliyan
33	Koosa
34	Kootan, Koodan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
35	Kudumban
36	Kuravan, Sidhanar
39	Maila
40	Mala
41	Mannan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
42	Mavilan.
43	Moger.
44	Mundala.
45	Nalakeyava

46	Nayadi
47	Padannan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District)
49	Pallan
50	Palluvan
51	Pambada.
52	Panan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District)
53	Panchama.
54	Pannadi.
55	Panniandi.
56	Paraiyan, Parayan, Sambavar.
57	Paravan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
58	Pathiyan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
59	Pulayan, Cheramar.
60	Puthirai Vannan.
61	Raneyar.
62	Samagara.
63	Samban.
64	Sapari
65	Semman.
66	Thandan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
68	Tiruvalluvar
69	Vallon
70	Valluvan.
71	Vannan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
72	Vathiriyar.
73	Velan
74	Venganur Adi-Dravidar (in Vellore District)
75	Veppur Parayan (in Cuddalore District)
76	Vetan (in Kanyakumari District and Shenkottah taluk of Tirunelveli District).
77	Vettiyan.
78	Vettuvan (Kanyakumari District and Shenkottah taluk of Tirunelveli District).

<b>Code No.</b>	<b>II (A). SCHEDULED CASTES ARUNTHATHIYARS IN TAMILNADU</b>
1	Adi-Andhra
5	Arunthathiyar
12	Chakkiliyan
37	Madari
38	Madigai
48	Pagadai
67	Thoti

<b>1. G.O.Ms.No.85 Backward Classes, Most Backward Classes and Minorities welfare Department dated 29.7.2008</b>
<b>2. G.O.Ms.No.96, Backward Classes, Most Backward Classes and Minorities welfare Department dated 8.9.2008</b>
<b>3. G.O.Ms.No.97 Backward Classes, Most Backward Classes and Minorities welfare Department dated 11.9.2008</b>
<b>4. G.O.Ms.No.37 Backward Classes, Most Backward Classes and Minorities welfare Department dated 21.5.2009</b>
<b>5. G.O.Ms.No.98 Backward Classes, Most Backward Classes and Minorities welfare Department dated 5.11.2009.</b>

<b>Code No.</b>	<b>III (A). MOST BACKWARD CLASSES IN TAMILNADU</b>
1	Ambalakarar.
2	Andipandaram.
2A	Arayar (in Kanniyakumari District)
3	Bestha, Siviari.
4	Bhatraju (Other than Kshatriya Raju)
5	Boyar, Oddar.
6	Dasari.
7	Dommara.
8	Eravallar (except in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District where the community is a Scheduled Tribe).
9	Isaivellalar.
10	Jambuvanodai.
11	Jangam.
12	Jogi.
13	Kongu Chettiar (in Coimbatore and Erode Districts only)
14	Koracha.
15	Kulala (including Kuyavar and Kumbarar).
16	Kunnuvar Mannadi.
17	Kurumba Gounder
18	Kuruhini Chetty.
18A	Latin Catholics Christian Vannar (in Kanniyakumari District)
19	Maruthuvar, Navithar, Mangala, Velakattalavar, Velakatalanair and Pronopakari.
20	Mond Golla.
21	Moundadan Chetty.
22	Mahendra, Medara.
23	Mutlakampatti.
24	Narikoravar(Kuruvikars).
25	Nokkar

25A	Panisaivan / Panisivan
26	Vanniyakula Kshatriya (including Vanniyar, Vanniya, Vannia Gounder, Gounder
27	Paravar (except in Kanniyakumari District and Shenkottah Taluk of Tirunelveli
27A	Paravar converts to Christianity including the Paravar converts to Christianity of
28	Meenavar (Parvatharajakulam, Pattanavar, Sembadavar) (including converts to
29	Mukkuvar or Mukayar (including converts to Christianity).
30	Punnan Vettuva Gounder.
31	Pannayar (other than Kathikarar in Kanniyakumari District).
32	Sathatha Srivaishnava (Including Sathani, Chattadi and Chattada Srivaishnava).
33	Sozhia Chetty.
34	Telugupatty Chetty.
35	Thottia Naicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar Thozhuva Naicker, and Erragollar)
36	Thondaman.
36A	Thoraiyar (The Nilgiris)
36B	Thoraiyar (Plains)
37	Valaiyar (including Chettinad Valayars).
38	Vannar (Salavai Thozhilalar) (including Agasa, Madivala, Ekali, Rajakula,
39	Vettaikarar.
40	Vettuva Gounder.
41	Yogeeswarar.

Code No.	III (B). DENOTIFIED COMMUNITIES IN TAMILNADU
42	Attur Kilnad Koravars (Salem, Namakkal, Cuddalore, Villupuram, Ramanathapuram, Sivagangai and Virudhunagar Districts)
43	Attur Melnad Koravars (Salem and Namakkal Districts).
44	Appanad Kondayam Kottai Maravar (Sivagangai, Virudhunagar, Ramanathapuram, Madurai, Theni and Dindigul Districts).
45	Ambalakarar (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
46	Ambalakarar (Suriyanur, Tiruchirapalli District).
47	Boyas (Tiruchirapalli, Karur, Perambalur, Pudukottai, The Nilgiris, Salem, Namakkal, Dharmapuri and Krishnagiri Districts).
48	Battu Turkas.
49	C.K. Koravars (Cuddalore and Villupuram Districts).
50	Chakkala (Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Tiruchirapalli, Karur, Perambalur, Madurai, Theni, Dindigul and the Nilgiris Districts).
51	Changayampudi Koravars (Vellore and Tiruvannamalai Districts).
52	Chettinad Valayars (Sivaganga, Virudhunagar and Ramanathapuram Districts).
53	Dombs (Pudukottai, Tiruchirapalli, Karur and Perambalur Districts).
54	Dobba Koravars (Salem and Namakkal Districts).

55	Dommars (Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Vellore and Tiruvannamalai Districts).
56	Donga Boya.
57	Donga Ur.Korachas.
58	Devagudi Talayaris.
59	Dobbai Korachas (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
60	Dabi Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Vellore and Tiruvannamalai Districts).
61	Donga Dasaris (Kancheepuram, Tiruvallur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Chennai, Salem and Namakkal Districts).
62	Gorrela Dodda Boya.
63	Gudu Dasaris.
64	Gandarvakottai Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Cuddalore and Villupuram Districts).
65	Gandarvakottai Kallars (Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts).
66	Inji Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
67	Jogis (Kancheepuram, Tiruvallur, Chennai, Cuddalore, Villupuram, Vellore and Tiruvannamalai Dist).
68	Jambavanodai.
69	Kaladis (Sivagangai, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts).
70	Kal Oddars (Kancheepuram, Tiruvallur, Ramanathapuram, Sivagangai, Virudhunagar, Madurai, Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Tirunelveli, Thoothukudi, Salem and Namakkal Districts).
71	Koravars (Kancheepuram, Tiruvallur, Ramanathapuram, Sivagangai, Virudhunagar, Pudukottai, Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Tirunelveli, Thoothukudi, Chennai, Madurai, Theni, Dindigul, and The Nilgiris Districts).
72	Kalinji Dabikoravars (Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts).
73	Kootappal Kallars (Tiruchirapalli, Karur, Perambalur and Pudukottai District).
74	Kala Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai District).
75	Kalavathila Boyas.
76	Kepmaris (Kancheepuram, Tiruvallur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts).
77	Maravars (Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli and Thoothukudi Districts).
78	Monda Koravars.
79	Monda Golla (Salem and Namakkal Districts).

80	Mutlakampatti (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
81	Nokkars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
82	Nellorepet Oddars (Vellore and Tiruvannamalai Districts).
83	Oddars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Madurai, Theni and Dindigul Districts).
84	Pedda Boyas (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
85	Ponnai Koravars (Vellore and Tiruvannamalai Districts).
86	Piramalai Kallars (Sivagangai, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam and Tiruvarur Districts).
87	Peria Suriyur Kallars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
88	Padayachi (Vellayan Kuppam in Cuddalore District, Tennore in Tiruchirapalli District).
89	Punnan Vettuva Gounder (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
90	Servai (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
91	Salem Melnad Koravars (Madurai, Theni, Dindigul, Coimbatore, Erode, Pudukottai, Tiruchirapalli, Karur, Perambalur, Salem, Namakkal, Vellore and Tiruvannamalai Districts).
92	Salem Uppu Koravars (Salem and Namakkal Districts).
93	Sakkaraithamadaï Koravars (Vellore and Tiruvannamalai Districts).
94	Saranga Palli Koravars.
95	Sooramari Oddars (Salem and Namakkal Districts).
96	Sembanad Maravars (Sivaganga Virudhunagar and Ramanathapuram Districts).
97	Thalli Koravars (Salem and Namakkal Districts).
98	Thelungapatti Chettis (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
99	Thottia Naickers (Sivaganga, Virudhunagar, Ramanathapuram, Kancheepuram,
100	Thogamalai Koravars or Kepmaris (Tiruchirapalli, Karur, Perambalur and
101	Uppukoravars or Settipalli Koravars (Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Madurai, Theni, Dindigul, Vellore and Tiruvannamalai Districts).
102	Urali Gounders (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
103	Wayalpad or Nawalpeta Korachas.
104	Vaduvarpatti Koravars (Madurai, Theni, Dindigul, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli, Thoothukudi, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
105	Valayars (Madurai, Theni, Dindigul, Tiruchirapalli, Karur, Perambalur, Pudukottai, Erode and Coimbatore Districts).
106	Vettaikarar (Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts).
107	Vetta Koravars (Salem and Namakkal Districts).
108	Varaganeri Koravars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
109	Vettuva Gounder (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).

<b>Code No.</b>	<b>IV. BACKWARD CLASSES IN TAMILNADU</b>
1.	Agamudayar including Thozhu or Thuluva Vellala.
2.	Agaram Vellan Chettiar.
3.	Alwar, Azhavar and Alavar (in Kanniyakumari District and Shenkottah taluk of Tirunelveli District).
4.	Servai (except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)..
5.	Nulayar (in Kanniyakumari District and Shenkottah taluk of Tirunelveli District).
6.	Archakarai Vellala.
7.	Aryavathi (in Kanniyakumari District and Shenkottah taluk of Tirunelveli District).
8.	Ayira Vaisyar.
9.	Badagar.
10.	Billava
11.	Bondil.
12.	Boyas (except Tiruchirappalli, Karur, Perambalur, Pudukottai, The Nilgiris, Salem, Namakkal Krishnagiri and Dharmapuri Districts) and Pedda Boyar (except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts). Oddars (except Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Madurai, Theni and Dindigul Districts) Kaloddars (except Kancheepuram, Tiruvallur, Ramanathapuram, Sivaganga, Virudhunagar, Madurai, Theni, Dindigul, Pudukottai, Tiruchirapalli, Karur, Perambalur, Tirunelveli, Thoothukudi, Salem and Namakkal Districts) Nellorepet Oddars (except Vellore and Tiruvannamalai Districts).Sooramari Oddars (except Salem and Namakkal Districts).
13.	Chakkala (except Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Tiruchirapalli, Karur, Perambalur, Madurai, Theni, Dindigul and the Nilgiris Districts).
14.	Chavalakarar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
15.	Chettu or Chetty (including Kottar Chetty, Elur Chetty, Pathira Chetty, Valayalchetty, Pudukadai Chetty)(in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
16.	Chowdry.
16A	Converts to Christianity from Scheduled Castes irrespective of the generation of conversion (except the Paravar converts to Christianity of Kanyakumari District and Shenkottah Taluk of Tirunelveli District)
16B	C.S.I. formerly S.I.U.C. (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
17.	Donga Dasaris (except Kancheepuram, Tiruvallur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Chennai, Salem and Namakkal Districts.)
18.	Devangar, Sedar.
19.	Dombs (except Pudukottai, Tiruchirapalli, Karur and Perambalur Districts). Dommars (except Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Vellore and Tiruvannamalai Districts).
20.	Enadi.

21.	Ezhavathy (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
22.	Ezhuthachar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
23.	Ezhuva (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
24.	Gangavar.
25.	Gavara, Gavarai and Vadugar (Vaduvar) (other than Kamma, Kapu, Balija and Reddi).
26.	Gounder.
27.	Gowda (including Gammala, Kalali and Anuppa Gounder).
28.	Hegde.
29.	Idiga.
30.	Illathu Pillaimar, Illuvar, Ezhuvar and Illathar.
31.	Jhetty.
32.	Jogis (except Kancheepuram, Tiruvallur, Madurai, Theni, Dindigul, Cuddalore, Villupuram, Vellore and Tiruvannamalai Districts).
33.	Kabbera.
34.	Kaikolar, Sengunthar.
35.	Kaladi (except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts).
36.	Kalari Kurup including Kalari Panicker (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
37.	Kalingi.
38.	Kallar.
	Easanattu Kallar.
	Gandarvakottai Kallars (except Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts).
	Kootappal Kallars (except Pudukottai, Tiruchirapalli, Karur and Perambalur Districts).
	Piramalai Kallars (except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam and Tiruvarur Districts).
	Periya Sooriyur Kallars (except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts).
39.	Kallar Kula Thondaman.
40.	Kalveli Gounder.
41.	Kambar.
42.	Kammalar or Viswakarma, Viswakarmala (including Thattar, Porkollar, Kannar, Karumar, Kollar, Thacher,
	Kal Thacher, Kamsala and Viswabrahmin).
43.	Kani, Kanisu, Kaniyar Panicker.
44.	Kaniyala Vellalar.
45.	Kannada Saineegar, Kannadiyar (Throughout the State) and Dasapalanjika (Coimbatore, Erode and the Nilgiris Districts).

46.	Kannadiya Naidu.
47.	Karpoora Chettiar.
48.	Karuneeagar (Seer Karuneeagar, Sri Karuneeagar, Sarattu Karuneeagar, Kaikatti Karuneeagar, Mathuvazhi Kanakkar, Sozhi Kanakkar and Sunnambu Karuneeagar).
49.	Kasukkara Chettiar.
50.	Katesar, Pattamkatti.
51.	Kavuthiyar.
52.	Kerala Mudali.
53.	Kharvi.
54.	Khatri.
55.	Kongu Vaishnava.
56.	Kongu Vellalars (including Vellala Gounder, Nattu Gounder, Narambukkatti Gounder, Tirumudi Vellalar, Thondu Vellalar, Pala Gounder, Poosari Gounder, Anuppa Vellala Gounder, Padaithalai Gounder, Chendalai Gounder, Pavalankatti Vellala Gounder, Pala Vellala Gounder, Sanku Vellala Gounder and Rathinagiri Gounder).
57.	Koppala Velama.
58.	Koteyar.
59.	Krishnanvaka (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
60.	Kudikara Vellalar.
61.	Kudumbi (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
62.	Kuga Vellalar.
63.	Kunchidigar.
63A	Latin Catholics except Latin Catholic Vannar in Kanniyakumari District
63B	Latin Catholics in Shencottah Taluk of Tirunelveli District.
64.	Lambadi.
65.	Lingayat (Jangama)
66.	Mahratta (Non-Brahmin) (including Namdev Mahratta)
67.	Malayar.
68.	Male.
69.	Maniagar
70.	Maravars (except Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli and Thoothukudi Districts) (including Karumaravars Appanad Kondayam Kottai Maravars (except Sivagangai, Virudhunagar, Ramanathapuram, Madurai, Theni and Dindigul Districts) and Sembanad Maravars (except Sivaganga, Virudhunagar and Ramanathapuram Districts).
71.	Moondrumandai Enbathunalu (84) Ur. Sozhia Vellalar.
72.	Mooppan.
73.	Muthuraja, Muthuracha, Muttiriyar, Muthariyar.
74.	Nadar, Shanar and Gramani (including Christian Nadar, Christian Shanar and Christian Gramani).

75.	Nagaram.
76.	Naikkar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
77.	Nangudi Vellalar.
78.	Nanjil Mudali (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
79.	Odar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
80.	Odiya.
81.	Oottruvalanattu Vellalar.
82.	O.P.S. Vellalar.
83.	Ovachar.
84.	Paiyur Kotta Vellalar.
85.	Pamulu.
86.	Panar (except in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District where the community is a Scheduled caste).
86A	Pandiya Vellalar
87	Omitted
88.	Kathikarar in Kanniyakumari District.
89.	Pannirandam Chettiar or Uthama Chettiar.
90.	Parkavakulam (including Surithimar, Nathamar, Malayamar, Moopanar and Nainar).
91.	Perike (including Perike Balija).
92.	Perumkollar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
93.	Podikara Vellalar.
94.	Pooluva Gounder.
95.	Poraya.
96.	Pulavar (in Coimbatore and Erode Districts).
97.	Pulluvar or Pooluvar.
98.	Pusala.
99.	Reddy (Ganjam)
100.	Sadhu Chetty (including Telugu Chetty, Twenty four Manai Telugu Chetty).
101.	Sakkaravar or Kavathi ( in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
102.	Salivagana.
103.	Saliyar, Padmasaliyar, Pattusaliyar, Pattariyar and Adhaviyar.
104.	Savalakkarar.
105.	Senaithalaivar, Senaikudiyar and Illaivaniar.
105A	Serakula Vellalar.
106.	Sourashtra (Patnulkarar).
107.	Sozhiavellalar (including Sozha Vellalar, Vetrilaikarar, Kodikalkarar and Keeraikarar).
108.	Srisayar.
109.	Sundaram Chetty.

110.	Thogatta Veerakshatriya.
111.	Tholkollar (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
112.	Tholuva Naicker and Vetalakara Naicker.
113.	Omitted
114.	Thoriyar
115.	Ukkirakula Kshatriya Naicker.
116.	Uppara, Uppillia and Sagara.
117.	Urali Gounder (except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts) and Orudaya Gounder or Oorudaya Gounder (in Madurai, Theni, Dindigul, Coimbatore, Erode, Tiruchirapalli, Karur, Perambalur, Pudukottai, Salem and Namakkal Districts).
118.	Urikara Nayakkar.
118A	Virakodi Vellala.
119.	Vallambar.
119A	Vallanattu Chettiar.
120.	Valmiki.
121.	Vaniyar, Vania Chettiar (including Gandla, Ganika, Telikula and Chekkalar).
122.	Vedubar and vedar (except in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District where the Community is a Scheduled Caste).
123.	Veerasaiva (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
124.	Velar.
125.	Vellan Chettiar.
126.	Veluthodathu Nair (in Kanniyakumari District and Shenkottah Taluk of Tirunelveli District).
127.	Vokkaligar (including Vakkaligar, Okkaligar, Kappiliyar, Kappiliya, Okkaliga Gowda, Okkaliya, Gowda, Okkaliya Gowder, Okkaliya-Gowda Okkaliya Gowda).
128.	Wynad Chetty (The Nilgiris District).
129.	Yadhava (including Idaiyar, Telugu Speaking Idaiyar known as Vaduga Ayar or Vaduga Idaiyar or Golla and Asthanthra Golla).
130.	Yavana
131.	Yerukula
131A	Converts to Christianity from any Hindu Backward Classes Community or Most Backward Classes Community (except the Converts to Christianity from Meenavar, Parvatharajakulam, Pattanavar, Sembadavar, Mukkuvar or Mukayar and Paravar) or Denotified Communities
132.	Orphans and destitute Children who have lost their parents before reaching the age of ten and are destitutes; and who have nobody else to take care of them either by law or custom; and also who are admitted into any of the schools or orphanages run by the Government or recognized by the Government.

<b>Code No</b>	<b>V. BACKWARD CLASSES MUSLIMS IN TAMILNADU</b>
1.	Ansar
2.	Dekkani Muslims
3.	Dudekula
4.	Labbaais including Rowthar and Marakayar (whether their spoken language is Tamil or Urdu)
5.	Mapilla
6.	Sheik
7.	Syed

## MASTER OF EDUCATION (M.Ed.)

**Duration:** Two academic years (with Four Semester) – Full-time

**Eligibility for Admission:** 50% in B.Ed. / B.A.Ed. / B.Sc.Ed. under CBCS (Choice Based Credit System) degree examination of this university or a degree examination in Education of any other University recognised as equivalent thereto. Reservation and relaxation for SC/ST/OBC/PWD and other applicable categories shall be as per the rules of the Tamilnadu State Government.

**Medium of Instruction:** English

**Selection:** The seats will be filled according to merit. Merit shall be determined by the performance at the qualifying examination and by a selection test and an Interview to be conducted by the University. Post Graduate students will be given preference. Date of Selection Test and Interview will be intimated later.

### Fee & Scholarship

**Tuition Fee:** The details of Tuition Fee to be paid by the candidate are as follows

Master of Education (M.Ed.)	Total fee per annum (₹)
1 <sup>st</sup> Year	45,000/-
2 <sup>nd</sup> Year	43,500/-

### Hostel Fee

Annamalai University is a residential University. Adequate Hostel Accommodation is available. Candidates are advised to stay in the Hostel. The room rent and establishment charges are as given below:

Name of the Programme	Hostel Name	Caution Deposit (₹)	Annual Hostel & Mess Charges (₹)	Total Fee* (₹)
M.Ed.	Mullai Illam (for Men)	5,000/-	40,000/-	45,000/-
	Thamarai Illam (for Ladies)			

\* This fee has to be paid by the students at the time of joining the hostel and would exclusively cover the room rent and establishment charges. The mess charges which are in addition could be adjusted through the scholarship amount.

**Scholarship:** The students of Annamalai University can avail the Government Scholarships subject to eligibility.

- i. **Application Fee Concession to SC/ST and Converted Christian Students:** Entrance/Course Application fees concession is granted to students belonging to SC/ST Community and Converted Christian by the Government Tamil Nadu (G.O. No. 111. 22.09.1998).

- ii. **Tuition Fee Concession to SC/ST and Converted Christian Students:** Full Tuition fee concession is granted to students belonging to SC/ST community and converted Christian under the rule 92 of Tamil Nadu Education Rules by the Government of Tamil Nadu [92-TNER].
- iii. **Post Matric Scholarship:** Covering special fees, examination fees, and maintenance charges will be awarded to the students belonging to **SC/ST Community** whose Parent's/Guardian's income from all sources should **not exceed ` 2,50,000/- per annum and Converted Christian (converted from SC/ST) ` 2,00,000/- per annum.**
- iv. **Higher Education Special Scholarship:** In addition to the Post Metric Scholarship, Higher Education Special Scholarship is awarded to the hostel students belonging to SC/ST and Converted Christian community and the number of scholarship is limited by the Government. The Annual income from all sources **should not exceed ` 2,00,000/- per annum.**
- v. **BC/MBC/DNC Scholarship:** The Scholarship will be awarded to the Students belonging to **BC/MBC/DNC** communities whose Parent's/ Guardian's income from all sources should not **exceed ` 2,00,000/- per annum.**
- vi. **Fee Concession to Blind Students:** Under rule 92 (TNER), Full Tuition fees concession is granted to blind Students belonging to all communities whose parents/Guardians annual Income should not exceeds ` **24,000/-.**

**Note:** All Scholarship income certificate taken after **April 2016** should be produced. Except Sl.no.6 the entire fees should be paid by the students at the time of admission and the eligible amount sanctioned by the Government will be reimbursed after receiving from the Government.

**Endowment Prizes and Awards:** There are 22 endowments prizes and awards for the students of Education, every academic year. The prize and awards are awarded for the benefit of the students they will be selected on the basis of merit.

### **9.1 GENERAL INSTRUCTIONS FOR APPLICANTS**

- i. Online Application Number is the Registration Number of the Annamalai University M.Ed. Admissions 2016.
- ii. The Candidates seeking admission should Register and apply only through Online by logging on to **www.annamalaiuniversity.ac.in/adm**
- iii. The guidelines for registration are availability in the Annamalai University Website Portal
- iv. The Online application Number should be quoted in all future correspondence.

- v. The filled in Online application should be downloaded and sent compulsory with the all enclosure either by Speed /Registered post or in person to

**THE REGISTRAR  
ANNAMALAI UNIVERSITY  
ANNAMALAINAGAR  
CHIDAMBARAM  
CUDDALORE DISTRICT  
TAMIL NADU  
PIN- 608 002**

**and should reach on or before 15.07.2016 - 5.30 p.m.**

- vi. Acknowledgement will be sent to the registered e-mail on receipt of the filled in online application by post together with a demand draft for **M.Ed. ` 500/- (for SC/SCA/ST) and ` 1000/- for Others**, which is drawn in favour of **The Registrar, Annamalai University, payable at Chennai.**
- vii. The candidates shall ensure that the completed online application form with all particulars and enclosures reaches the Annamalai University within the date and time specified. Applications received by Speed post/courier or any other means, after the last date & time will not be accepted irrespective of the date of booking.
- viii. The University shall not be responsible for any delay in the receipt or for the loss in transit of application form etc.,
- ix. Request for extension of time for submission of documents called for, after the specified date and time will not be entertained.
- x. Any supporting documents received after the due date or application without required documents/particulars will not be entertained.
- xi. Photocopy / Fax copy of the application will not be accepted.
- xii. Both upper limbs, vision and hearing should be normal for all candidates (including for candidates applying under orthopaedically physically disabled category).
- xiii. The candidates are directed to enclose the following certificates along with the Online application:

**Photocopy of**

1. 10<sup>th</sup> Mark sheet
2. HSC / Equivalent Mark Sheet
3. B.Ed/ B.A.Ed/ sB.Sc.Ed
4. UG/PG/M.Phil/Ph.D Mark Sheet
5. Transfer Certificate
6. Permanent Community Certificate Card for ST, SC, SCA, MBC & DNC, BC and BCM.
7. Nativity Certificate – if applicable

**Note: Candidates must produce Original Mark Sheet and TC at the time of counseling.**

Candidates are advised to post the completed application well-in advance before the due date and time. If it is sent by post it is advisable to send by Registered post / Speed post to ensure proper delivery.

## 9.2 Important Conditions for Applicants

- i. The candidates who have joined a programme and wish to discontinue, should **pay the tuition fee in full upto the year of study.**
- ii. If the candidate discontinues the programme before commencement of classes and the resultant vacancy is filled up, the fees paid by the candidate including the caution deposit will be refunded after deducting a service charge of ` 2,000/-.
- iii. Fees for each academic year should be paid well before the due date, failing which a fine as prescribed by the University will be charged. The Candidate shall not be permitted to appear for the University Examination without clearing the Fee arrears.
- iv. Fees for the entire program together with arrears, if any, shall be payable by the student before Transfer Certificate is issued. However, the Special Fees for the remaining period of the program shall be waived.
- v. Caution deposit shall be refunded on application after adjustment towards any dues from the student. Application for refund of caution deposit should be submitted within one year of completing the course.
- vi. No certificate will be issued, unless the candidate has cleared all the arrears of fees etc., due to the University.
- vii. With regard to any dispute arising in relation to admission, examinations, remittance of fees, etc., the place of jurisdiction for the purpose of filing a suit or preferring a complaint or taking any legal proceedings against the University, will be Chidambaram Town only.
- viii. Original Certificates submitted at the time of admission will be returned before the end of second semester. In case a candidate requires the original certificates for valid reasons, he/she may apply for the same with valid proof. The candidates are advised to have with them attested copies of mark lists or other certificates that may be required for applying scholarships/bank loan etc.

## 9.3 General Information

The following procedures should be followed for applying/getting certificates viz. Bonafide/Course completion/Mark lists etc. with the fee prescribed by the University.

- i. **General:** Mark list for each Semester/Year during the period of study will be issued by the University and distributed through the respective departments of study. On completion of the program, Provisional Certificate and Transfer Certificate will also be distributed through the department concerned.
- ii. **Migration Certificate:** This certificate will be issued by the University Office ('K' Section) only on demand to those who have planned to undergo higher studies in any Educational Institution in India.

- iii. **Duplicate Certificate** - Mark List / Degree / Transfer Certificate: A certificate from the police department is required to be produced for the loss of certificates indicating that the certificates were actually lost beyond recovery.
- iv. **Degree Certificate**: Notification will be issued in the leading dailies during the month of September/October every year inviting application forms for obtaining Degree Certificate at the Convocation. Students shall apply for the same in the prescribed form which can be obtained from the University.
- v. **Personal File**: Students are advised to maintain a personal file containing all academic records such as challan for remittance of tuition fee, exam fee, instrument fee, condonation fee etc. till completion of his/her studies.
- vi. **Re-admission**: If any attendance deficiency during the tenure of his/her studies, candidates shall apply for re-admission through the Heads concerned along with the photocopy of his/her previous semester/year mark list(s) as proof for having appeared for the University Examinations.
- vii. **Change of Name/Date of Birth**: Candidate who wish to change of Name, date of Birth, of his/her name should be made only during the period of study by producing a copy of "Gazette Notification" from the respective Government NO such change shall be entertained after completion for his/her studies in the University
- viii. **How to get Certificate**:
  - a) Students may apply for any certificates in this University viz., Bonafide, Course Completion, Duplicate mark list, Degree Certificate and Transfer Certificate etc, either during the tenure of his/her studies on completion of the program and may obtain the same from the office or by post within a fortnight period from the date of filing application in the office. He/she should possess compulsorily **1)** a copy of letter where he/she has applied for **2)** a copy of remittance challan and **3)** any other documents, whenever any lapse of the original submitted to University (or) loss in transaction.
  - b) If candidates do not receive the certificate/s within the stipulated period, then he/she can immediately seek the assistance of the Section Head/Deputy Registrar of the 'K' Section with relevant copy of records that has been already submitted for claiming the certificates, so as to enable them to get the certificate from the office (or) necessary guidance will be provided for the same.
  - c) Students admitted to various programs of the University, should get back his/her original certificates produced at the time of admission within three months either on completion of program (or) discontinuing the same in the middle of the program. The University is not responsible for any lapse or damage of the certificates, beyond this period.

**REGISTRAR i/c**  
ANNAMALAI UNIVERSITY