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JHARSUGUDA,

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| e-Despatch (for official use only) | | | | |
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No...../18/

Date...12/7/2024

The Department of Higher Education, Government of Odisha through its Letter No 11710 dated 1st June 2015 and thereafter through its year wise Common Prospectus for UG courses has introduced common reservation practice having 16.25% and 22.5% for SC and ST students respectively. The portion of Common Prospectus of session 2018-19, 2023-24 and 2024-25 showing the same is enclosed for sample.

Smt. A.
Principal 12.07.24
Principal
Laxminarayan College, Jharsuguda
JHARSUGUDA



COMMON PROSPECTUS

STUDENT ACADEMIC MANAGEMENT SYSTEM

Higher Education Department,
Government of Odisha



DEGREE (+3)

Please read the prospectus carefully
before filling the
COMMON APPLICATION FORM (CAF)

Applicants applying in two or more CAFs are liable to be rejected

Ragging in any form is an offence and punishable under law

For more details please contact

Sanjog Helpline (Toll Free) number 155335 or 1800-345-6770
e-Admission Helpdesk @ SAMS Resource Center

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1.4 Predetermined Dates

SAMS operates through pre fixed dates for all its activities. It helps in creating awareness and transparency & timely completion of activities. These dates have been finalized by the Higher Education Department, Government of Odisha.

| Sl# | Activities | Date Line |
|--|---|---|
| 1 | Availability of Online Common Application Form (CAF) in the H.E. Department website www.dheodisha.gov.in/ www.samsodisha.gov.in | 12 th -June-2018 (12:00 AM) |
| 2 | Availability of Offline/Manual CAF at nearest SAMS Resource [SRC] Centre [List at www.dheodisha.gov.in/ www.samsodisha.gov.in | 12 th -June-2018 (10:00 AM) |
| 3 | Last date of applying online CAF through www.dheodisha.gov.in/ www.samsodisha.gov.in | 26 th -June-2018 (12:00 Midnight) |
| 4 | Last date for submitting Offline/Manual CAF at any SRCs along with supporting documents & fees | 27 th -June-2018 (05:00 PM) |
| 5 | Last date for submitting print copy of Online CAF at any SRCs along with supporting documents & fees | 27 th -June-2018 (05:00 PM) |
| 6 | Last date for Online CAF validation & digitization of Offline CAF in e-Space by SRCs | 29 th -June-2018 (05:00 PM) |
| 7 | Publication of 1st Round selection merit list | 03 rd -July-2018 (11:00 AM) |
| 8 | Admission of the applicants selected in 1st Round & admission data updation by the colleges in their e-Space | 04 th July to 07 th July-2018 (05:00 PM) |
| 9 | Publication of the 2nd selection and slide-up cases | 11 th -July-2018 (11:00 AM) |
| 10 | Admission of the applicants selected in 2nd Round & slide-up cases & data updation in e-Space | 12 th to 13 th July-2018 (05:00 PM) |
| 11 | Classes start for (+3) 1 st year students | 16 th -July-2018 |
| 12 | Submission of Off-line CAF for balance seats at College level <i>(The Cut-off mark for off-line admission will be three (3) marks below the cut-off mark of second round for that categories (Gen/ST/SC). In case SC/ST students are not available, such seats can be allotted to general students as per general cut-off mark (i.e. 2nd selection General cut-off minus 3marks)</i> | 16 th to 18 th July-2018 (5:00 PM) |
| 13 | Publication of the off-line selected applicants merit list | 19 th July 2018 (02:00PM) |
| 14 | Admission of the selected applicants & data updation | Completed by 21 th July 2018 (05:00PM) |
| Any changes to the above dates will be published in the local newspaper & www.dheodisha.gov.in/ www.samsodisha.gov.in | | |

- d) Those who continue in their first choice college, allotted to them in the first selection are required to pay the admission fees Bank Draft/ Cheque/ Cash. But those who opt for next selection in Slide up mode, can take admission by depositing Rs 100/- in cash (Non-Refundable) and rest of the amount in shape of account payee Bank Draft (Refundable). In the event of their transfer to another college in 2nd selection, the college authority shall refund the Bank Draft to the candidates.

4.1 Check List for Admission

- a) Original Certificates (As per Intimation Letter)
- b) **Total fees for admission** (as mentioned against each college in the 2nd part of CP).
- c) Three passport size colour photographs
- d) Following Original Documents are to be retained by the College Authority:
 - School/College Leaving Certificate issued by the Institution last attended.
 - Conduct Certificate issued by the Institution last attended.
 - Migration Certificate, if any
- e) Following Original Documents are to be returned by the College Authority to the applicant after the admission process is over.
 - Mark sheet of the Higher Secondary (+2) Examination
 - Pass Certificate of the same examination
 - Certificate in respect of Reservation, if any
 - Certificate in respect of Weightage, if any

4.2 Procedure to deal with slide up cases

If a candidate who has taken admission on the basis of 1st selection, gets selected for her/his higher choice in subsequent Selection through slide up means, two situations may arise:

- a) Applicant's Destination College in 2nd round is different from the 1st round college.
- b) The stream is changed at the same destination college.

For situation (a): Refer 3(j)

For situation (b): For change of Stream in the 2nd round (due to up-gradation), there would be no need for the applicant to approach the college for any endorsement. This would be done at the college level subsequently.

Note: Students must get their entire admission fees (excluding Rs. 100/- as processing fees) with online generated College Leaving Certificate and other documents viz. cancelled original School Leaving Certificate/Cancelled College Leaving Certificate and original Migration Certificate to take transfer / fresh admission in any other college (SAMS or non-SAMS) within the normal period of e-Admission scheduled by H.E. Department. Under no circumstances, the College can retain/deny to refund the admission fees.

5 Reservation

| | |
|--|---|
| Scheduled Caste [SC] & Scheduled Tribe [ST] | <ol style="list-style-type: none"> a) SC-16.25% of the sanctioned strength of each course shall be reserved for SC applicants [G.O. 11710/HE, Dtd.: 01/06/2015] b) ST-22.5% of the sanctioned strength of each course shall be reserved for ST applicants [G.O. 11710/HE, Dtd.: 01/06/2015] c) The reserved seats are not interchangeable between SC & ST. d) SC/ST applicants selected for admission on their merit shall not be counted against reserved seats. |
|--|---|

COMMON PROSPECTUS



Student Academic Management System

Higher Education Department,
Government of Odisha

DEGREE (+3)

Academic Session
2023-24



Please
read the prospectus
carefully before filling the
**Common Application
Form (CAF)**



**Ragging in any form in HEIs is an offence and
punishable under law**

An applicant applying in two or more CAFs is liable for rejection.

FOR MORE DETAILS PLEASE CONTACT

Sanjog Helpline (Toll Free) Number **155335** or **1800-345-6770**

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6. Reservation

| | |
|---|---|
| <p>Scheduled Caste [SC] & Scheduled Tribe [ST]</p> | <p>a) SC-16.25% of the sanctioned strength of each course shall be reserved for SC applicants [G.O. 11710/HE, Dtd.: 01/06/2015], see Annexure-7</p> <p>b) ST-22.5% of the sanctioned strength of each course shall be reserved for ST applicants [G.O. 11710/HE, Dtd.: 01/06/2015], see Annexure-7</p> <p>c) The reserved seats are not interchangeable between SC & ST.</p> <p>d) SC/ST applicants selected for admission on their merit shall not be counted against reserved seats.</p> <p>However, any modification made by the Government in the reservation policy will be followed during admission.</p> |
| <p>Persons with Disability (PwD)</p> | <p>5% of sanctioned seats shall be reserved for PwD students with the extent of disability not below 40% (Blind and Low Vision, Hard of Hearing, Locomotors Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy, Autism, Intellectual Disability, Specific Learning Disability, and Mental Illness). [G.O. 10161/HE, Dtd.: 07/04/2018], see Annexure-8</p> |
| <p>Ex-Serviceman [ESM], Serving Defense Personnel [SDP], Children of Martyrs [CoM]</p> | <p>1% of the sanctioned seats shall be reserved for Self/ Children/ Wife/ Husband/ of Ex-Serviceman, Serving Defense Personnel and Children of Martyrs. [G.O. 10161/HE, Dtd.: 07/04/2018], see Annexure-8. <i>This reservation policy does not applicable to CAPF Units like the CRPF, BSF, CISF, ITBP, etc.</i></p> |

COMMON PROSPECTUS

Student Academic Management System

Higher Education Department,
Government of Odisha



DEGREE (+3)

Academic Session
2024-25



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| Annexure-7..... | Eligibility of Diploma Application |
| Annexure-8..... | Sports Weightage Guidelines |
| Annexure-9..... | Prohibition of Ragging |
| Annexure-C(1)..... | Anti-Ragging Undertaking (Applicant) |
| Annexure-C(2)..... | Anti-Ragging Undertaking (Parents/Guardian) |

- A selected applicant can download the intimation letter by login into his/her applicant's login by visiting the SAMS portal.
- Notice board of Destination HEI (where the applicant is selected to take admission)

NOTE: If a student is selected for Higher Choice (HEI or subject or both) through the Slide process, then s/he will not be allowed to remain in the lower choice HEI.

Very Important: Applicants are advised to give his/her own regular Bank Account Number while filling Common Application Form.

6. Reservation

| | |
|---|--|
| <p>Scheduled Caste [SC] & Scheduled Tribe [ST]</p> | <p>a) SC-16.25% of the sanctioned strength of each course shall be reserved for SC applicants [G.O. 11710/HE, Dtd.: 01/06/2015], see Annexure-5</p> <p>b) ST-22.5% of the sanctioned strength of each course shall be reserved for ST applicants [G.O. 11710/HE, Dtd.: 01/06/2015], see Annexure-5</p> <p>c) The reserved seats are not interchangeable between SC & ST.</p> <p>d) SC/ST applicants selected for admission on their merit shall not be counted against reserved seats.</p> <p>However, any modification made by the Government in the reservation policy will be followed during admission.</p> |
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Government of Odisha
Department of Higher Education

No. 11710 /HE; Bhubaneswar, the 1st June, 2015.
HE-FE-III-Admn.-64/14

NOTIFICATION

In supersession of all the earlier orders or circulars issued by the Higher Education Department concerning the reservation of seats for admission of Scheduled Caste/ Scheduled Tribe students, the Government have been pleased to order for enhancement of reservation of seats for admission of all the Scheduled Caste and Scheduled Tribe students in all the Government and Aided institutions under the control and jurisdiction of Higher Education Department of the State, including the Universities, as follows:-

1. 22.5% of seats shall be reserved for Scheduled Tribe students.
2. 16.25% of seats shall be reserved for Scheduled Caste students.

This shall come into force from the academic session 2015-16.

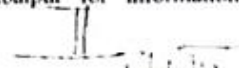
By order of the Governor,


Principal Secretary to Government

Memo No. 11711 (12) /HE

Date - 1-6-15

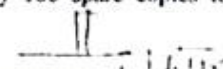
Copy forwarded to the Registrars of all Universities/ Principals of all Government & Non-Government Colleges/ Regional Directors of Education, Bhubaneswar/ Berhampur/ Sambalpur for information and necessary action.


Joint Secretary to Government

Memo No. 11712 /HE

Date - 1-6-15

Copy forwarded to the Director, Printing & Stationeries, Odisha Government Press, Cuttack for publication in the extraordinary Gazette of Government of Odisha and supply 100 spare copies to this Department.


Joint Secretary to Government


12-07-24
Principal
Laxminarayan College
JHARSUGUDA