

INSTRUCTIONS FOR THE CANDIDATES

The candidates are advised to carefully read the instructions before filling up of their application form. Incomplete application forms or incorrect information may lead to the rejection of their application form. The candidates shall submit the application online by clicking at “**Apply Online**”.

1. The name and the date of birth shall be as mentioned in the Degree Marks cards and the SSLC marks card respectively.
2. For claiming reservation under category/ special category/ article 371 (j), the candidates shall attach a copy of the certificate issued by the competent authority and produce the original at the time of admission.
3. GU/WU/OU/OS; GU- Gulbarga University, Kalaburagi; WU – Women’s University, Vijayapur; OU – Other Universities in Karnataka state; OS – Universities outside Karnataka State.
4. The candidates are required to give the semester wise aggregate marks obtained. Aggregate means sum total of all marks obtained in optional papers, basics as well as compulsory papers like Indian Constitution, Environmental Studies etc. If a candidate is seeking admission based on a course which has more than 6 semesters, (such as, BE/BTECH), then the marks may be entered in the respective columns year wise by adding the marks obtained in the respective semesters.
5. Concerned subject means subject for which the candidate is seeking admission and the candidate has studied it as an optional/main subject in the qualifying examination. However, for any P.G. course, if the candidate has not studied that particular subject (eg. Microbiology) as an optional/main subject in the qualifying examination, then the marks may be given as follows.
 - For Science subjects: The total marks obtained in all the optional papers is required to be given here.
 - For Social Science subjects: The aggregate marks obtained may be repeated here.
 - For P.G. courses in Languages: If the candidate intend to apply based on the marks obtained in the basic subject, then the marks obtained for the concerned basic subject need to be given here.
6. The requisite fee needs to be paid using the **Procedure given below:**
 - a. Fill the Online Application available at **www.gugonline.org**
 - b. Verify the Application submission with the One Time Password (OTP) received on the given Mobile number.
 - c. After verifying, you will be able to take print-out of Bank Challan on A4 paper.
 - d. Pay it at any SBH Bank Branches using the printed Bank Challan.
 - e. Print the Application the next working day from the date of payment at the Bank, using the Reference number and Mobile number from this Website.
 - f. Submit the printed Application Form, University copy of the Bank Challan and other required documents to the concerned authorities as specified in the notification.
7. The candidates who desire to apply for more than one courses/ subject/ center shall have to submit separate application form for each course/ subject / center. However, the candidates who desire to apply for University seat in private Colleges, shall submit only

one application form to the Chairman of concerned P G Department on main Campus along with the order of College preference.

GENERAL INFORMATION

1. The candidates, who have appeared for Final year Degree Examination of a recognized University and waiting for results may also apply, provided they produce the entire degree marks cards on or before the scrutiny of application form (**Refer Admission process, which will be notified on 5th August, 2015 on University Website**).
2. The candidates from affiliated colleges of Gulbarga University, Kalaburagi, who have appeared for sixth semester degree examination and waiting for the results shall give their Register numbers and attested copies of previous marks cards. If marks cards are not issued in time despite the announcement of results, the University may retrieve their marks for the preparation of merit list. .
3. The candidates from Karnataka State Women's University will be treated on par with Gulbarga University candidates as per the directions from State Government.
4. The admission to the PG course is based on merit cum reservation as per intake fixed by the University.
5. There is a provision for admission of Foreign Students to PG courses of Gulbarga University. Such of the candidates/ the Chairpersons of the Departments where foreign students have approached are advised to contact the Registrar, Gulbarga University, Kalaburagi for the guidelines.
6. The provisionally selected candidates are required to submit the original marks cards of their degree and SSLC examinations along with other relevant documents. Two sets of attested copies of all the documents may also be required at the time of admission. The originals documents will be returned to the candidate only after the completion of course.
7. The processing fees for each application is **Rs 500/-** (Rupees Five Hundred only) and for **SC/ST/ Category-I, Rs 250/-** (Rupees Two Hundred fifty only). In addition the candidate is required to pay **Rs.15/-** towards Bank Processing fee. SC/ST & Cat-1 candidates have to produce the copy of caste/category certificate.
8. If the number of admitted candidates is less than 10 in any course/ programme, the University decision is final in offering such courses/subjects.

SUBMISSION OF THE APPLICATION FORMS

The complete filled in application form shall be submitted on line. The candidate is also required to download the filled in application form and the printed copy along with the copy of the challan and other relevant documents shall be submitted to the concerned as below:

1. For admission to a course offered by P.G. Departments on the main campus, the Application shall be submitted to the Chairperson of the concerned Department. However for admission to M.A. Music, M.A. Visual Art (Painting & Sculpture), the applications shall be submitted to the Dean, Faculty of Arts; for MFC (Master of Finance and Control) to the Chairperson, Department of Commerce; and for MTA (Master of Tourism Administration) to the Chairperson, Department of Management; Jnanaganga Campus, Kalaburagi-585106.
2. For admission to courses offered at P.G. centers, the applications shall be submitted to the Special Officer Gulbarga University PG Centre, Jnana Tunga, Yergera Campus, Raichur-584 101 or Gulbarga University PG Centre, Jnana Karanji, Halahalli Campus,

Bidar – 585 401 as the case may be. However, the applications for M.A. Kannada (Sharana Sahitya) being offered at P.G. Center Basavakalyan shall be submitted to the Chairperson, Department of Kannada at Jnanaganga Campus, Kalaburagi – 585106.

3. For admission to P.G. courses being offered by a Government College, the Applications shall be submitted to the Principal of the Concerned Government College.
4. For admission to P.G. Courses being offered by an Affiliated Private College 50% of the seats will be filled by the University based on the Merit cum Reservation Policy. Candidates applying for such seats shall submit their application to the Chairperson of the concerned P.G. Department on the Jnanaganga Campus, Kalaburagi – 585 106.

The last date for the submission of application form is 5th August, 2015, 5.30pm and the last date for the payment of fees at Bank is 6th August,2015. The hard copy of the online submitted application form along with the relevant details shall reach the concerned Department on or before 8th August,2015.

**REGISTRAR
GULBARGA UNIVERSITY, KALABURAGI**