



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)
(A Central University established by an Act of Parliament)

विभागाध्यक्ष, अंग्रेजी विभाग
HEAD, DEPARTMENT OF ENGLISH
(UGC SAP, DRS-II)

तेजपुर-784028 :: असम / TEZPUR-784028 :: ASSAM

(कुलाध्यक्ष का सर्वोत्तम विश्वविद्यालय पुरस्कार, 2016, एनआईआरएफ़ भारत रैंकिंग 05: 2016, और नाक द्वारा 'ए+' ग्रेड प्राप्त)
(Visitor's Best University Award, 2016, NIRF India Rankings 2016: 05 and accredited with NAAC 'A+' grade)

Ref. No.-

Date: 18-07-2024

NOTICE

Form verification schedule for newly admitted students Autumn 2024-25

Newly admitted students of the department are requested to be present for their form verification as per the schedule given below. The form verification process is going to be held from 29th July 2024 to 30th July 2024.

Slno.	Time	Date	Programme Name
1	10.00AM to 5.00 PM	29-07-2024	M.A in English
2		30-07-2024	PhD in English

Reporting Time: 9.30AM

Venue: Department of English, HSS Building

Waiting room for Students: 304 (2nd floor, H-wing)

Form Verification room: 302 (2nd floor, H-wing)

-Sd/-

Head, Department of English
Tezpur University

Documents to be submitted

(i) Mandatory documents to be produced at the time of physical verification and admission:

1. Two copies of recent passport size photograph.
2. A print copy of the online filled application form.
3. Certificate of HSLC/Class 10+2 having date of Birth.
4. Medical certificate as per Annexure duly signed by Registered Medical Practitioner.
5. Pass certificates of all examinations starting from HSLC or equivalent examination conducted by the Board/ Council (except pass certificate of the qualifying examination if the result is awaited).
6. Mark sheets/ grade cards of all examinations starting from HSLC or equivalent examination conducted by the Board/ Council (except marksheet of the qualifying examination if the result is awaited).
7. A character certificate from the Head of the institution last attended.
8. Valid Permanent Residential Certificate (PRC) issued by the Competent Authority for those candidates who are taking admission through the North-East quota.
9. Valid SC/ST/Persons with Disability (PWD)/OBC-NCL/EWS certificate issued by the competent authority for those admitted under reserved category. Candidates failing to produce the category certificate admitted under the reserved category will be forfeited. **Latest OBC-NCL/EWS certificate issued by the competent authority for the candidates claiming admission against OBC- NCL/EWS seats will only be considered.**
10. **Result awaited case:** In case the result of the qualifying examination is awaited, a certificate has to be produced, issued by the Principal/ Head of the Institution last attended that the candidate has appeared in all the examinations including theory, practical and project before the date of admission. It may be noted that the candidates requiring to appear in any course/subject of qualifying examination after the date of admission will not be eligible for provisional admission.

(ii) Provision for late submission of documents under “Provisional Admission”:

1. Gap certificate (in original) from the District Police Authority or Court Affidavit, in case of a gap in study for more than one year after the qualifying examination.
2. Duly filled in undertaking (A or B) signed by the candidate and his / her parents/ guardian along with other documents at the time of admission.
3. Migration Certificate (original copy to be submitted).

The candidates admitted under the provision of “Provisional admission” must produce all pending documents by 30th October 2024 failing which their candidature will be cancelled.