



ST. JOSEPH'S DEGREE & PG COLLEGE

(A Catholic Christian Minority Co-Education Institution, Managed by HAES)
An **AUTONOMOUS** College - Affiliated to Osmania University
Re-accredited by NAAC with 'A' Grade with a CGPA of 3.49

Main Campus: 5-9-1106, King Koti Road, Hyderabad - 500 029

Extended Campus: 5-9-300, Caprotti Hall Bldg, Gunfoundry, Abids, Hyderabad - 500 001

APPLICATION FOR ADMISSION TO DEGREE COURSE

To be registered in the College Office on or before

Application No.	Registration No.	Admission No. & Date	Roll No.

INSTRUCTIONS: Read the Prospectus and the instructions below carefully before filling up this form

- ✓ One Application form for one Course only
- ✓ Clearly indicate Course opted, combination in the space provided.
- ✓ The Form should be filled up using Capital letters in the candidate's own legible handwriting.
- ✓ Incomplete application form without prescribed enclosures will not be accepted. No alteration will be allowed to be made in the application form after it has been submitted.
- ✓ The College reserves the right to cancel the admission of a candidate at any stage if the facts furnished are found to be incorrect/misleading.

Course Name

BIE/CBSE/ICSE/others	Overall Marks			Marks obtained in optionals		Latest colour passport size photograph to be pasted
	Total	%	Div / Grade	Total	%	

*Optionals exclude General English and II Language Marks

1. Name of the Candidate (In Block Letters) Contact No. Email ID Aadhar No.	:		Gender M <input type="checkbox"/> F <input type="checkbox"/>
2. Father's Name Qualification Occupation & Designation Annual Income Office Address Email ID Contact No.: (Resi. / Office) Mobile No.	:		

3. Mother's Name Qualification Occupation & Designation Annual Income Office Address Email ID Contact No.: (Resi. / Office) Mobile No.	: : : : : : : :
4. Guardian's Name <i>(In Block Letters)</i> <i>(in case the student is not staying with the parents)</i> Address Contact No. Email ID	: : : : : :
5. Address for Correspondence	:
6. Permanent Address	:
7. Parish Name <i>(only for Catholics)</i>	:

8. (A) Personal Details (As per Intermediate Transfer Certificate)

Date of Birth (as per SSC Memo / any other equivalent)	Nationality	Religion	Mother Tontue	Category SC/ST/BC/OC (Community Certificate must be enclosed)	Blood Group

(B) Identification Marks

1.

2.

(C) Place of Birth District State

9. Particulars of Past Academic record from Matriculation onwards:- As per Marks Memo

School Name & Address
Board Name
Hall Ticket No. Result/Grade
Date of Joining & Date of Completion
Marks obtained

10. 12th Class / Intermediate or 10+2 details :

School / College Name & Address								
Board Name								
Hall Ticket No. Result/Grade								
Date of Joining & Date of Completion								
Marks obtained								
Subjects	English	II Language	Maths	Physics/ Commerce/ History	Chemistry/ Economics	Biology / Civics	Computers	Total
1 st Year								
2 nd Year								
3 rd Year								

11. A) Passed in one attempt Yes/No B) Passed in Grade

12. Are you a State Govt. Scholarship Holder? (If Yes, enclose the required Documents)	
13. Extra Curricular Activities : (Mention the Field of Interest)	
14. Sports/Achievements at District/State/National level (If Yes enclose the Photo copy of the Certificate)	
15. Second Language opted : Telugu/Sanskrit/Hindi/Arabic/French Second language once opted will not be changed	

DECLARATION BY THE CANDIDATE

I declare that the statements made in this application are correct and to the best of my knowledge and belief. I have read the Prospectus and understood the rules and regulations pertaining to attending classes and Exams/Tests conducted by the College. I fully understand that if I do not have 75% attendance, I will be disqualified for the End-Semester examination. Hence, I agree to abide by the rules and regulations of the College on my own free will and consent.

Place

Date

Signature of the Applicant

TO BE SIGNED BY THE PARENT/GUARDIAN

I agree to the applicant's admission into the I year _____ course. I shall be responsible for the payment of all his/her fees. I shall be responsible for his/her good conduct and regular attendance during the period of his/her college study.

I have read and understood the rules and regulations contained in the Prospectus especially pertaining to attendance and exams. I agree to accept the decision of the Principal and the concerned staff in these matters if the student does not abide by the rules and regulations. **I understand that fees once paid is neither refundable nor transferable to other courses under any circumstances whatsoever. I will meet the Class-in-charge regularly on a periodic basis. If the candidate discontinues the college before the completion of the course, I am liable to pay the entire fees for all the Semesters. I accept to pay the enhanced college fees after completion of every academic year.**

Place

Date

Signature of the Parent/Guardian

FOR OFFICE USE ONLY

ADMITTED / REJECTED	Signature of the Admission Co-ordinator	Principal's Signature
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CHECK LIST
(for submission of documents)

The candidates are requested to ensure that the documents are enclosed as per the order in the Checklist. All papers/documents should be numbered and arranged according to the checklist in the following order & tick mark the box:
Admission is approved subject to submission of all Original Certificates.

- | | | |
|--|-------------|--------------------------|
| 1. SSC Marks Memo | | <input type="checkbox"/> |
| 2. Intermediate Marks Memo | Provisional | <input type="checkbox"/> |
| 3. Intermediate Transfer Certificate (T.C) | | <input type="checkbox"/> |
| 4. Intermediate Bonafide/Conduct/Study Certificate | | <input type="checkbox"/> |
| 5. Migration Certificate/Eligibility Certificate | | <input type="checkbox"/> |
| 6. Caste Certificate - SC/ST/BC | | <input type="checkbox"/> |
| 7. Sports / NCC / NSS / Ex-Servicemen / PH | | <input type="checkbox"/> |
| 8. Aadhar Card - Xerox copy | | <input type="checkbox"/> |
| 9. Recent Passport size colour Photographs - 5 Nos. | | <input type="checkbox"/> |
| 10. Self addressed envelope | | <input type="checkbox"/> |
| 11. Baptism Certificate and letter from Parish Priest (only for Catholic Students) | | <input type="checkbox"/> |
| 12. Family photograph with names of Family Members | | <input type="checkbox"/> |

Signature of the Documentation Clerk

Date