

2. CLASSIFICATION/CATEGORIZATION OF SEATS

Seats available in Govt./Aided/Self-financing affiliated colleges and Self Financing programmes in Aided Colleges are mainly classified as **Merit seats, Community seats** (applicable only in aided colleges) and **Management seats**. (The list of institutions, the number of seats available etc are given in Annexure II).

Details of seats that come under the ambit of Centralised Allotment Process (CAP)

Govt. Colleges- Total seats available in government colleges except seats under sports/cultural/PD Quota.

Aided Colleges - Open quota seats(50% in the case of aided/aided forward community Colleges and 40% in the case of aided backward Community Colleges), seats earmarked for SC/ST candidates (15% for SC and 5% for ST categories) & Community Merit Quota Seats (10% in the case of aided/aided forward community Colleges and 20% in the case of aided backward Community Colleges)

Unaided Colleges/ Unaided programmes conducted in Aided Colleges -50% of the total seats including seats reserved for SC/ST/SEBC

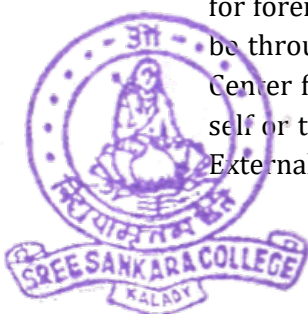
Sports/Cultural/PD Quota: The seats earmarked for Sports/Cultural/PD Quota shall be filled from the ranklist prepared by the University on the basis of applications received online and the admissions shall be done by the respective colleges based on the order of merit.

The remaining seats under management quota (Aided and Unaided Colleges and Unaided Programmes conducted in Aided Colleges) shall be filled by the educational agency concerned.

3. RESERVATION OF SEATS

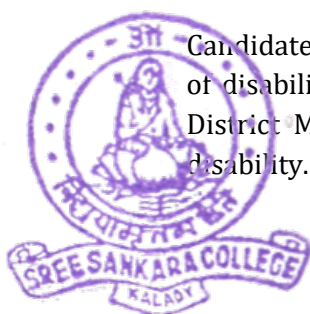
Types of Reservation: Out of the total merit seats available in govt./aided/self-financing affiliated colleges for various ug programmes; seats will be reserved for different categories under the following main items.

- i. Reservation for International Students
 - ii. Reservation for nominees
 - iii. Reservation for Persons with Disabilities
 - iv. Special Reservation
 - v. Reservation for Transgender candidates
 - vi. Mandatory Reservation
- i. **Reservation for International Students** **Reservation for International Students:** An additional 10 percentage of seats (over and above the sanctioned strength) is earmarked for foreign students for each UG programme . International students admission process will be through International Students Admission Committee(ISAC) co-ordinated by University Center for International Co-operation(UCIC – www.ucicmgu.org). They either can apply on self or through the Indian Council for Cultural Relations (ICCR) attached to the Ministry of External Affairs, Government of India.



The ICCR offers a number of scholarships to enable International students to pursue higher studies in Universities and other recognized institutions of higher learning in India. The international students (except Govt. of India sponsored scheme) are required to submit the application online (through admission portal www.ucica.mgu.ac.in) by paying the application fee of **US\$ 100 (equivalent Indian Rupees on the date of payment)** through international payment facility before the stipulated time(see schedule) attaching the following documents(all in English Version).

- a. Curriculum vitae.
 - b. Copies of Degree Certificates, Pass Certificates, mark lists, transcripts of all examinations undergone.
 - c. Proof for credibility of the University/Institution where the candidate has undergone the Qualifying examination including the recognition of the institution in Association of Indian Universities/Association of Commonwealth Universities/International Association of Universities or such accredited institutions of Higher learning.
 - d. Two copies of recent passport size photographs.
 - e. Conduct certificate from the Head of the Institution last studied.
 - f. Reference letters from two persons from respective countries, who have intimate knowledge of the academic capabilities of the applicant.
 - g. Medical Certificate from competent Authority from the country concerned.
 - b. Copy of Passport.
- ii. **Reservation for Nominees:** An additional seat for each programme in affiliated Arts and Science colleges shall be created exclusively for the purpose of accommodating **students sponsored by the Union Territory of Lakshadweep**. This seat shall not be filled up by other candidates. Applicants to this quota should produce the nomination letter from the **Union Territory of Lakshadweep**. The Head of the institutions should upload the details of such candidates to the admission portal, immediately after admissions (U.O. No. Ac.AI/3/2761/06 dated 20.7.2006). **The students who seek admission in this category should first apply online and submit the print out of the online application to the colleges concerned.**
- iii. **Reservation for Persons with Disabilities (PD):**5% seats of the sanctioned strength shall be created over and above in all affiliated institutions exclusively for candidates with benchmark disability (as per clause (I) of chapter VI, The Rights of Persons with Disabilities Act, 2016). If candidates are not available in a particular category, the seats shall not be filled from any other categories.
- As per Clause 2 (r), Chapter I of the Act, 'Person with benchmark disability' means a person with not less than 40% of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.
- A relaxation of 5% of marks in the qualifying examination from the prescribed minimum is allowed.



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Based on the details furnished in the online application, candidates will be provisionally included under the "Differently Abled" category.

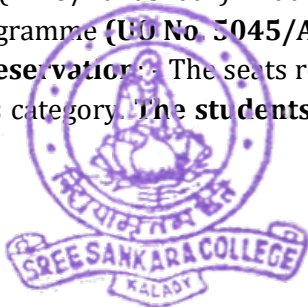
Candidates seeking admission under PD category should upload with their application form, an attested copy of the 'Certificate of disability' issued by a District Medical Board or bodies of higher status, certifying the degree or percentage of disability.

The selection of candidates under this category will be based on the rank in the inter-se-merit list and not on the basis of the Degree of disability.

No reservation of seat is allowed for Blind candidates for Science subjects.

The students who seek admission in this category should apply online.

- iv. **Reservation of Seats for Malayalee students from Andaman & Nicobar Islands:-** : An additional seat for each programme in affiliated Arts and Science colleges shall be created exclusively for **Malayalee students from Andaman & Nicobar Islands**. This seat shall not be filled up by other candidates (U.O. No. 6199/AI/2016/Acad dated 23.11.2016). The Head of the institutions should forward the list of such candidates admitted, separately to the University, immediately after admissions. The students who seek admission in this category should first apply online and submit the print out of the online application to the colleges concerned. College authorities should upload the details of eligible candidates in the online admission portal of the University on the date of admission itself.
- v. **Reservation of seats for Transgender candidates:** Two seats shall be created over and above the sanctioned strength in all courses in affiliated Arts & Science Colleges exclusively for admitting Transgender students. (G.O.(Ms)No.153/2018 HEdn dated 03.07.2018). The students who seek admission in this category should first apply online and submit the print out of the online application to the colleges concerned. College authorities should upload the details of eligible candidates in the online admission portal of the University on the date of admission itself.
- vi. **Reservation of seats for children from Government Children's Home and Institutions functioning as per Juvenile Justice Act:** An additional seat in affiliated Aided/Government Arts and Science colleges shall be created exclusively for **children from Government Children's Home and Institutions functioning as per Juvenile Justice Act**. This seat shall not be filled up by other candidates (U.O. No. 5003/AC AI/2016/Acad dated 25.09.2021 & GO (Rt) No. 2484/2012/ H Edn dated 20/11/2012). However, such students should also apply online and submit the CAP application number to the colleges concerned with a certificate from the Manager of the Government Children's Home/ Institutions functioning as per Juvenile Justice Act where they have been residing. College authorities should upload the details of eligible candidates in the online admission portal of the University on the date of admission itself.
- vii. **PM Cares for Children Scheme:** 5 seats shall be created over and above the sanctioned strength for children who have lost both of their parents due to Covid - 19 pandemic. Eligible candidates should produce certificate in proof of their claim from the competent authority (DMO/Tahasildar) in addition to satisfying their basic eligibility for admission to the programme (UO No. 5045/Aca1 /2023/MGU dated 12/05/2023).
- viii. **Special Reservation:** The seats reserved under **Sports Quota** and **Cultural Quota** come under this category. **The students who seek admission in this category should apply**



**For the limited purpose of reservation, under this category, candidates belonging to all those communities which do not enjoy communal reservation will be eligible vide UO No. 3047/AC A1/2020/MGU dated 07/07/2020. Candidates who wish to avail reservation under EWS will have to produce the Income & Assets Certificate from the village officer concerned.*

- B. **Aided Affiliated Colleges:** The seats for each programme will be distributed as per the existing pattern given in Table 3-3.

Sl. No.	Seat Reservation	Seat Distribution in Forward/Backward Community colleges(in Percentage)	
		Forward Community	Backward Community
1	Open Quota	50	40
2	Scheduled Caste	15	15
3	Scheduled Tribe	05	05
4	Community Quota	10	20
5	Management Quota	20	20

Table 3-3

The seats under community quota shall be reserved for students of the community to which the college belongs and such seats **shall be filled on the basis of merit though CAP vide Order No.4529/AcA1/2023/MGU dated 28/04/2023.** Candidates should apply through the separate link given in CAP portal for admission to Community Merit Seats. The seats under management quota shall be filled by the management from among candidates of their choice.

(For admission to Serial No. 1 to 3 students should apply through CAP)

- C. **Self-Financing Affiliated Colleges/Self Financing programmes in Aided Colleges:**In Unaided Colleges and Self Financing programmes conducted in Aided Colleges, 50% of the total seats shall be filled by the management from among candidates of their choice provided they satisfy the eligibility conditions. The remaining seats (50%) shall be distributed and **filled** as detailed in Table 3-4.

Distribution of 50% Seats ear marked under Merit category	Percentage of Reservation
Open Quota	55
Scheduled Caste	8
Scheduled Tribe	2
Ezhava, Thiyya & Billava	9
Muslims	8



Latin Catholics other than Anglo Indians	2
Other Backward Christians	1
Other Backward Hindus	5
Economically Weaker Section	10

TABLE 3-4

(For admission to seats coming under merit category, students should apply through CAP.)
The open quota seats in Govt/Aided/Unaided colleges will be filled purely on merit basis irrespective of the category/community to which the candidate belongs.

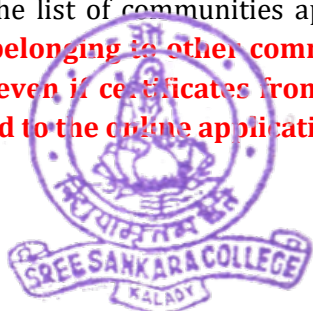
4. CLAIMS FOR MANDATORY RESERVATION AND CERTIFICATES TO BE PRODUCED

Only candidates belonging to 'Keralite' category are eligible for claiming seats under Mandatory quota in Government/Aided Colleges, and Special reservation quota unless otherwise specified in the prospectus.

Claims for Mandatory Reservations must be made by a candidate at the time of submission of application, with supporting documents as required. The claims for **mandatory** reservation once made in the Application form cannot be altered by the candidate under any circumstances.

Claim for Communal reservation under 'Kerala Socially and Educationally Backward Classes' (KSEBC):- Reservation to the Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O.(P)208/66/Edn. dated 02.05.1966, G.O.(Ms) No.95/08/ SCSTDD dated 06.10.2008, GO(MS) No. 10/2014/BCDD dated:23.05.2014, G.O.(P) No. 1/2015/BCDD dated: 01.01.2015, GO(MS) No. 4/2015/H.Edn. dated: 05.01.2015, GO(MS) No. 15/2015/H.Edn. dated: 19.01.2015, GO(MS) No. 03/2018/BCDD. dated: 09.04.2018, GO(MS) No. 05/2020/BCDD. dated: 16.03.2020 and as amended from time to time and will be in accordance with the Orders of the Hon'ble Supreme Court of India/ Hon'ble High Court of Kerala or Orders of the Government of Kerala/ Government of India.

Candidates belonging to Socially and Educationally Backward Classes as per G.O.(P) 208/66/Edn. dated 02.05.1966, GO(MS) No. 10/2014/BCDD dated: 23.05.2014, G.O.(P) No. 1/2015/BCDD dated: 01.01.2015, GO(MS) No. 4/2015/H.Edn. dated: 05.01.2015 and GO(MS) No. 15/2015/H.Edn. dated: 19.01.2015 should upload to the online application, a certificate to the extent that the candidate belongs to the community which is designated as a Socially and Educationally Backward Class and does not belong to the category of Creamy Layer, in the proforma given as Annexure V of the G.O.(P) No. 1/2015/BCDD dated: 01.01.2015. The non-creamy layer certificate should have been issued not earlier than 12 months prior to the submission of application. Only the claims of the candidates of those communities that are included in the list of communities appended in the Prospectus will be considered. **Claims by candidates belonging to other communities, which are not included in the Annexure, will be rejected even if certificates from the concerned Revenue Officers have been obtained and uploaded to the online application.**



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1. Candidates belonging to Ezhava, Muslim, Other backward Hindus, Latin Catholic other than Anglo Indians and Other backward Christian communities, claiming reservation under SEBC Quota should invariably produce **non-creamy layer certificate** obtained from the Village Officer concerned. The self-attested copy of the above certificates should be uploaded along with online application. The seats unavailed by SEBC category candidates will be allotted under open quota.
2. **Claims for Reservation under Kerala Scheduled Castes/Scheduled Tribes Quota:-** Candidates claiming reservation under Kerala Scheduled Castes/Scheduled Tribes Quota should obtain caste/community certificate from the revenue authority concerned.

Other General Rules for Mandatory Reservation:-The seats unavailed by the SC candidates will go to ST candidates and vice versa. The unavailed seats reserved for SC/ST shall be re-notified twice through print media and a special allotment shall be conducted exclusively for filling up vacant seats of SC/ST candidates. If such seats are remaining vacant even after re-notification, these shall be filled as detailed below:-

- A. **Government/Aided/Unaided Colleges except Aided Colleges run by the managements of backward minority Communities:** -The unfilled seats shall be filled up from candidates belonging to OEC and in their absence, candidates belonging to SEBC. The seats that further remain unfilled will go to the open quota.
- B. **Aided Colleges run by the managements of backward minority communities:-**The unfilled seats shall be filled on the basis of the merit as per the rank list from among the applicants of the **backward minority community**, which runs the college. If seats still remain unfilled, it will be filled as detailed in Para4.3. The College authorities should report such vacancies to the University within the stipulated time.
- C. **Claim of OEC candidates against the un-availed seats of SC/ST candidates:** Other Eligible Community (OEC) candidates are eligible for the un-availed seats, if any, under SC/ST quota, as per G.O.(P) No. 135/87/H.Edn dated 06.05.1987 and the clauses referred above (A & B). They should specify their community status in the online application. Other Eligible Community (OEC) candidates who claim allotment to the un-availed seats, if any, under SC/ST quota should furnish non-creamy layer certificate obtained from the Village Officer concerned. Those OEC candidates whose annual family income is up to 8 lakhs (Rupees eight lakhs only) alone are eligible for such seats((GO (MS) No. 03/2018/BCDD dated 09/04/2018.)They should provide Community Certificate/non-creamy layer certificate from the Village Officer concerned.
- D. The seats unavailed by the EWS category candidates will be allotted under General Merit.

5. ELIGIBILITY FOR ADMISSION

Academic eligibility should be satisfied as on the last date of submission of academic data. In the case of candidates who have passed examinations of other Boards/Institutes/Governments, except CBSE/CISCE, they shall be admitted only if these examinations have been declared equivalent to the qualifying examinations of MG University.

