

No: BCU/Adm-App/UG/2021-22

Date: 05.02.2022

Circular

**Sub:** Under Graduate Admission Approval procedures and other instructions for Fresh/Transfer/Re-admission/Lateral entry/B.PEd courses for the Academic Year 2021-22.

**Ref:** 1) University Notification NO: BCU/ACA/UG-Calendar of Events/2021-2022  
Date: 16.08.2021

2) Revised University Notification NO: BCU/ACA/UG-Calendar of Events/2021-2022 Date: 05.02.2022

3) Vice-Chancellor approval dated: 05-02-2022

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The Principals and their staff of affiliated colleges have to follow the procedures laid down, scrupulously for admission approval.

**Admission Approval Procedures:**

1. The colleges have to enter all the details required in the proforma of each candidate in the format. After entering the details of all the candidates, such as course, subject, category and fees, the colleges can download the statement. The colleges have to pay the fees to be collected as per the fees notified by the Bengaluru City University and collect the same from the candidates. Entering wrong amounts in the columns will disqualify the candidate and admission will not be approved.
2. **The Admission approval process will commence from 08.02.2022 to 19.02.2022 on working days from 10.00.A.M. to 5.30.P.M.**
3. The Admission approval will be done in the Senate Hall, City College Campus, Bengaluru.
4. The following colleges coming under Bengaluru City University jurisdiction of Karnataka Legislative Assembly Constituencies have to submit the admission statement and the above said documents on the date mentioned against the constituency.
  - a) Basavanagudi & BTM Layout on 08.02.2022
  - b) Chamarajpet & Rajajinagar on 09.02.2022
  - c) Chikkpet on 10.02.2022
  - d) Shanthinagar & Shivajinagar on 11.02.2022
  - e) Byatarayanapura on 12.02.2022 and 14.02.2022
  - f) Yelahanka on 15.02.2022
  - g) Hebbal & Jayanagar on 16.02.2022 and 17.02.2022
  - h) Gandhinagar & Malleshwaram on 18.02.2022 and 19.02.2022

5. The colleges have to submit course wise / admission approval fee in one **DD in favour of The Finance Officer, Bengaluru City University, Bengaluru.**

**Note:- Please download the concerned college course-wise statements in the BCU-Academic portal- <https://academic.bcuportal.com/>**

**UG courses fee:-**

**Course Wise (For all Courses except BCA)**

1. Karnataka Students	Rs. 1,670/- X no. of students=Rs. _____
2. Non Karnataka Students including CBSC and ICSE	Rs. 4,570/-X no. of students=Rs. _____
3. Indian Students from outside Indian (NRI) (Excluding Eligibility Fees of Rs. 5,800/-)	Rs. 9,835/- X no. of students=Rs. _____
4. Foreign Nationals students outside India (Excluding Eligibility Fees of Rs. 8,700/-)	Rs. 19,840/-X no. of students=Rs. _____
	_____
Grand Total	Rs. _____

**Course Wise (For BCA Courses)**

1. Karnataka Students	Rs. 8,252/- X no. of students=Rs. _____
2. Non Karnataka Students including CBSC and ICSE	Rs. 11,152/-X no. of students=Rs. _____
3. Indian Students from outside Indian (NRI) (Excluding Eligibility Fees of Rs. 5,800/-)	Rs. 16,417/- X no. of students=Rs. _____
4. Foreign Nationals students outside India (Excluding Eligibility Fees Rs. 8,700/-)	Rs. 23,662/-X no. of students=Rs. _____
	_____
Grand Total	Rs. _____

**Transfer fee:-**

1. BCU to BCU Students	Rs. 1,670/- X no. of students=Rs. _____
2. Other University to BCU within Karnataka	Rs. 1,725/-X no. of students=Rs. _____
3. Other University to BCU outside Karnataka	Rs.3,755/-X no. of students=Rs. _____
	_____
Grand Total	Rs. _____

**Re-admission fee:-**

**Course Wise (For all Courses except BCA)**

1. Karnataka Students	Rs. 1,670/- X no. of students=Rs. _____
2. Non Karnataka Students	Rs. 4,570/-X no. of students=Rs. _____

Grand Total Rs. \_\_\_\_\_

**Course Wise (For BCA Courses)**

1. Karnataka Students	Rs. 8,252/- X no. of students=Rs. _____
2. Non Karnataka Students including	Rs. 11,152/-X no. of students=Rs. _____

Grand Total Rs. \_\_\_\_\_

**Lateral Entry:-**

1. Karnataka Students

Rs. 1,670/- X no. of students=Rs \_\_\_\_\_

Grand Total Rs. \_\_\_\_\_

**B.PEd courses :-**

Sl.No	Fee Structure /Events	Within Karnataka University Graduates	Other State University Graduates
1.	Registration fee	Rs. 600/-	Rs. 600/-
2.	Sports Development fee	Rs. 1200/-	Rs. 1200/-
3.	Cultural Activities fee	Rs. 120/-	Rs. 120/-
4.	Processing fee	Rs. 600/-	Rs. 600/-
5.	Eligibility fee	Rs. 0/-	Rs. 3000/-
6.	OMR Charges	Rs. 100/-	Rs. 100/-
<b>Total</b>		<b>Rs. 2,620/-</b>	<b>Rs. 5,620/-</b>

6) The Principals are required to submit the following documents at the time of admission approval to the University

- a) Affiliation order with intake issued by the Bengaluru City University
- b) Admission approval of Karnataka Candidates

- i) Duly filled downloaded admission application form along with Statement of Students list course wise.
- ii) Original marks cards of qualifying examination for the eligible course.  
i.e. SSLC/PUC/Diploma.
- iii) One set of attested photo copies of the above documents.

(In case of non submission of any one of the above documents, his/her admission application will be rejected without assigning any reason.)

- c) For candidates outside Karnataka and CBSE/ICSE/NIOS Candidates of Karnataka.

- i) Duly filled downloaded admission application form.
- ii) Original marks cards of qualifying examination for the eligible course.  
i.e. 10<sup>th</sup> Std/ Plus two/ 12<sup>th</sup> std /NIOS/ CBSE/ ICSE 11<sup>th</sup> and 12<sup>th</sup> std marks cards.
- iii) Migration and Transfer Certificate issued from the institute last studied.

(In case of non submission of any one of the above documents, his/her admission application will be rejected without assigning any reasons.)

- d) For candidates from outside India/NRIs/Foreign students who have studies outside India.

- i) Original marks cards of qualifying examination for the course.
- ii) Original Passport.
- iii) Student Visa
- iv) Eligibility certificate will be issued by Bengaluru City University .

(In case of non submission of any one of the above documents, his/her admission application will be rejected without assigning any reasons.)

**Note:** If the colleges do not comply with furnishing of required documents, the admission of such candidates will be cancelled automatically. Therefore, please do not give room for 2<sup>nd</sup> or 3<sup>rd</sup> round of admission approval. This is to be strictly complied with. Further, the Principals should verify the genuineness of marks cards of qualifying examination issued by recognized boards. The list of recognized boards are available on the University Website: [www.bcu.ac.in](http://www.bcu.ac.in) The Principals will be solely held responsible if they submit marks cards other than the marks cards issued by the recognized boards and such candidate application will be rejected and action will be initiated against the Principals and colleges as per rules.

**STATEMENT SHOWING THE FEES TO BE COLLECTED AND REMITTED FROM EACH STUDENT TOWARDS REGISTRATION, ADMISSION AND OTHER FEES. (for all Courses Except BCA)**

Fees Students / Events	Karnataka PUC Students	Non-Karnataka Students Including CBSC/ISEC Students	Indian Students who have passed the qualifying from other countries	Foreign Students
Registration fee	Rs.395/-	Rs. 395/-	Rs. 395/-	Rs. 395/-
Admission fee	Rs. 140/-	Rs. 140/-	Rs. 140/-	Rs. 2900/-
Sports fee (Total Rs. 659/- out of this 70% of the amount Rs. 460/- to be remitted to the University funds)	Rs. 460/-	Rs. 460/-	Rs. 460/-	Rs. 460/-
Processing fee	Rs. 535/-	Rs. 535/-	Rs. 2900/-	Rs. 7245/-
Cultural Activities fee	Rs. 140/-	Rs. 140/-	Rs. 140/-	Rs. 140/-
Eligibility fee	-	Rs. 2900/-	Rs. 5800/-	*Rs. 8700/-
<b>Total</b>	<b>Rs. 1,670/-</b>	<b>Rs. 4,570/-</b>	<b>Rs. 9,835/-</b>	<b>Rs. 19,840/-</b>

**Note-\*** Eligibility fee of Rs.8700 to be remitted while applying for eligibility certificate

**FOR BCA COURSES ADMISSION AND REGISTRATION FEES ETC:**

Fees Students / Events	Karnataka PUC Students	Non-Karnataka Students Including CBSC/ISEC Students	Indian Students who have passed the qualifying from other countries	Foreign Students
Registration fee	Rs. 4217/-	Rs. 4217/-	Rs. 4217/-	Rs. 4217/-
Admission fee	Rs. 2900/-	Rs. 2900/-	Rs. 2900/-	Rs. 2900/-
Sports fee (Total Rs. 659/- out of this 70% of the amount Rs. 460/- to be remitted to the University funds)	Rs. 460/-	Rs. 460/-	Rs. 460/-	Rs. 460/-
Processing fee	Rs. 535/-	Rs. 535/-	Rs. 2900/-	Rs. 7245/-
Cultural Activities fee	Rs. 140/-	Rs. 140/-	Rs. 140/-	Rs. 140/-
Eligibility fee	-	Rs. 2900/-	Rs. 5800/-	*Rs. 8700/-
<b>Total</b>	<b>Rs. 8,252/-</b>	<b>Rs. 11,152/-</b>	<b>Rs. 16,417/-</b>	<b>Rs. 23,662/-</b>

**Note-\*** Eligibility fee of Rs.8700 to be remitted while applying for eligibility certificate

**Note:-** The Principals of Bengaluru City University Affiliated colleges are hereby instructed to pay 18% GST amount on the total Affiliation fee from the academic year 2018-19 to 2021-22 and submit the paid receipts along with the approval fees without fail.

**IMPORTANT:** The Principals are hereby informed to follow the above guidelines for the admission approval, in order to facilitate the smooth conduct of admission approval. Your cooperation and coordination is solicited in this regard.

**BY ORDER**

  
**REGISTRAR**

To,

1. The Principals of all affiliated colleges of Bengaluru City University.
2. All the Officers / Superintendents of Admission and Examination section of BCU
3. The Deans of all Faculties, BCU
4. The Special Officers / Officers on Special Duty / PRO
5. Website copy.

Copy to:

1. PS to VC / Registrar / Registrar (Evaluation) / Finance Officer , Bengaluru City University
2. Guard file/Office copy.