

# Suresh Gyan Vihar University

Established under UGC U/S 22 of UGC Act 1956 through its notification no. F.9-38/2008(CPP-I) dated 1 April 2009.



## ADMISSION FORM

All entries must be filled by the candidate himself/ herself in capital letters. Put (tick) for Yes, × for NO and "NA" where not applicable in the box. The application form consists of two pages

ENROLMENT NO. (LEAVE BLANK)

COURSE CODE  PROGRAMME \_\_\_\_\_

SPECIALIZATION \_\_\_\_\_

For MBA - MAX, PLUS, Pro - Select and One Option Below

MAX		PLUS		PRO (Any one Below)
<input type="checkbox"/> LIFE SKILLS	OR	<input type="checkbox"/> PGP IN STRATEGIC MANAGEMENT	OR	<input type="checkbox"/> PRO-CERTIFICATE IN HRM
				<input type="checkbox"/> PRO-CERTIFICATE IN MARKETING
				<input type="checkbox"/> PRO-CERTIFICATE IN FINANCE
				<input type="checkbox"/> PRO-CERTIFICATE IN OPERATIONS
				<input type="checkbox"/> PRO-CERTIFICATE IN HEALTHCARE
				<input type="checkbox"/> PRO-CERTIFICATE IN INFORMATION TECHNOLOGY
				<input type="checkbox"/> PRO-CERTIFICATE IN PROJECT MANAGEMENT
				<input type="checkbox"/> PRO-CERTIFICATE IN SUPPLY CHAIN MANAGEMENT

Paste box- sized photograph of candidate, duly attached by head of the institution. Do not use pin or stapler.

Please enclose four identical photographs along with the application form

Signature of candidate (in full)

(As entered in Secondary/ Senior Secondary Certificate)

NAME OF CANDIDATE:

FATHER'S NAME:

MOTHER'S NAME:

GENDER: Male  Female  DATE OF BIRTH DD/ MM/ YY

PERMANENT ADDRESS:

PIN CODE

CITY \_\_\_\_\_ STATE \_\_\_\_\_

STD CODE \_\_\_\_\_

PH. No. \_\_\_\_\_ MOB. No. \_\_\_\_\_

E-MAIL: \_\_\_\_\_

MAILING ADDRESS:

PIN CODE

CITY \_\_\_\_\_ STATE \_\_\_\_\_

STD CODE \_\_\_\_\_

PH. No. \_\_\_\_\_ MOB. No. \_\_\_\_\_

E-MAIL: \_\_\_\_\_

(Any changes in address should be immediately communicated to the University)

NATIONALITY INDIAN  OTHERS  (specify the name of the country)

CATEGORY GENERAL  SC  ST  OBC  PH  EX-SERVICEMAN  EMPLOYED  UNEMPLOYED  OTHERS

HAVE YOU EVER BEEN DEBARRED BY ANY UNIVERSITY/BOARD? NO  YES  If yes, give details \_\_\_\_\_

### DETAILS OF PREVIOUS EXAMINATIONS PASSED FROM OTHER UNIVERSITY

(Enclose Duly Attested/ Notarized, Self Attested Photocopies of the previous Mark card/ documents/certificates)

S. No.	NAME OF EXAM	ROLL No.	YEAR OF PASSING	PERCENT/ GRADE	NAME OF UNIVERSITY/ BOARD



### EMPLOYMENT DETAILS

S. No.	EMPLOYER NAME	DESIGNATION	TENURE

### PAYMENT OF FEE

Mode of Payment  Cash  Cheque  DD  Online

DD/Cheque No./ Online Transaction ID: \_\_\_\_\_

Date: \_\_\_\_\_ Bank Name: \_\_\_\_\_ Amount: \_\_\_\_\_

#### Incase of installment Post Dated Cheques (PDC) details

Cheque No: \_\_\_\_\_ Date: \_\_\_\_\_ Bank Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Cheque No: \_\_\_\_\_ Date: \_\_\_\_\_ Bank Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Cheque No: \_\_\_\_\_ Date: \_\_\_\_\_ Bank Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Cheque No: \_\_\_\_\_ Date: \_\_\_\_\_ Bank Name: \_\_\_\_\_ Amount: \_\_\_\_\_

#### Self-Attested photo copy of following documents attached herewith (Please Tick):

Degree Certificate  Diploma Certificate  Provisional Certificate  Degree all year Marksheet  Marriage Certificate

Photos 3 nos  Service Certificate  Copy of Passports (NRI/ Foreign student)  Photo Identity  10th Marksheet  12th Marksheet

#### Terms & Condition:

Suresh Gyan Vihar University (SGVU), reserves the right to change the body of knowledge, prescribed books, the curriculum, examination pattern, evaluation system, rules and regulations. The students are governed by the latest regulations applicable to them during the relevant academic year. This document is designed to provide the prospective students with information only. SGVU, Jaipur Rajasthan has no liability of any kind to any person for providing this information, whether or not such persons rely on it and even if they inform SGVU of their reliance on it.

This document may contain forward-looking statements like, but not limited to, general market, macro-economic, governmental and regulatory trends, technological developments, legislative developments, court decisions, scope for further studies, career opportunities for graduates from SGVU. Such forward-looking statements contained herein are subject to certain risks and uncertainties that could cause actual results to differ materially from those reflected in the forward-looking statements. SGVU undertakes no duty to update any forward-looking statements, to reflect future events or circumstances.

**Enrollment Agreement:** The "Application Form for Enrollment" is the Enrollment Agreement (hereinafter referred to as the Agreement) between the applicants who wish to enroll for SGVU Programs.

**Entire Agreement:** This Agreement constitutes and expresses the entire agreement and understanding between SGVU and the students of SGVU in reference to all matters herein referred to, all previous discussions, promises, representations and understandings relative thereto, if any had between the parties hereto, being herein merged.

**Conclusion of the Agreement:** The Agreement is irrevocably concluded after the applicant signs the application form and submits it along with the required amount, physically, electronically or otherwise.

**No Third Party Beneficiaries:** Enrollment of any student into the Program, shall not entitle any person (including, without limitation, members) to any rights as third party beneficiary.

**Balance of Dues:** The liability of the student to pay the balance of dues continues until the last installment is cleared even if the student, for any reason, withdraws from/discontinues the pursuit of the program. Wherever students have arrears of payment, they will not be permitted to register for the examinations or their examination result will not be released and their mark-sheets, pass certificates will not be issued. Further, such students will be considered as inactive on the rolls and their names are liable to be removed from the records.

**No Obligation to Services:** SGVU has no obligation to render any services to the student members beyond the period of validity of enrollment. To clarify further, no obligation of SGVU shall survive beyond the period of validity of enrollment.

**Limitation of Liability:** The liability of SGVU towards the students is limited only to the extent of the fee paid by them. To clarify further SGVU shall not be liable to the students for punitive, exemplary, special, indirect, or consequential damages, including without limitation, lost profits.



**Force Majeure:** SGVU shall not be liable for delay or failure in performance of any of its obligations under the Agreement when such delay or failure arises from events or circumstances beyond the reasonable control of SGVU (including without limitation, acts of God, fire, flood, war explosion, sabotage, terrorism, embargo, civil commotion, acts or omissions of any government entity, supplier delays, decisions of the University, decisions of the courts and governments, communications or power failure, equipment or software malfunction, or labor disputes).

**Indemnity:** A student agrees to indemnify, defend and hold SGVU harmless from and against any and all loss, damage, liability and expense (including reasonable attorney's fees and costs) arising out of any third party claim, action or proceeding based directly or indirectly on the acts of omission or commission by the member or his/her agents, the breach or alleged breach or failure to comply with any applicable laws or regulations, concerning the practice of profession of management.

**Arbitration:** All disputes relating to or arising out of this Agreement shall be settled by reference to arbitration only and not by recourse to the courts of law including consumer courts/for a, as per the applicable Indian Law including the Arbitration and Conciliation Act of 1996. Arbitration shall be conducted by an arbitration tribunal consisting of a single member only. SGVU nominee shall be the 'persona designata' as an arbitrator. The venue of arbitration shall be Jaipur, Rajasthan, India. The students should first exhaust the remedy from the Institute Arbitration Tribunal before approaching any court of law and/or seeking redressal under the provision of Consumer Protection Act 1986. The arbitration clause shall however not apply if SGVU and/or the authorized agent decide to prosecute any student for any criminal offences, including but not limited to dishonor of postdated cheques.

**Applicable Law:** The Agreement shall be deemed to have been made in Jaipur in the State of Rajasthan, India and shall be construed and enforced in accordance with and the validity and performance hereof shall be governed by the laws of the State of Rajasthan, India without reference to principles of conflict of laws thereof. Judicial proceedings regarding any matter arising under the terms of the Agreement shall be brought in the relevant courts of Jaipur, Rajasthan.

Jurisdiction for all disputes (if any) relating to SGVU is only/exclusively in Jaipur Rajasthan, India.

**Certificate of Undertaking:**

1. I have understood the payment terms, University Guidelines, other terms and conditions and agree to abide by the University policy and guidelines from time to time
2. All documents submitted are true copies, if found illegitimate, admission can be forfeited without any refund
3. I agree not to countermand and to honor all the postdated cheques enclosed by me/submitted by me towards the Installment Facility
4. I understand that in case I withdraw from the program; the refund process would be only as per the norms of the university as mentioned on the website. I will not be entitled to claim any refund of amount paid after the cancellation application deadline as mentioned on the university website.
5. I agree that I will settle the amount with SGVU-DE whether or not I continue in the program, I understand the Jurisdiction for all disputes (if any) relating to the Institute is only/exclusively Jaipur, Rajasthan.
6. I hereby declare that the information provided by me in the Application is true and correct to the best of my knowledge
7. My signature below certifies that I have read understood and agree to the rules and regulations, including "Legal Aspects" and my financial responsibilities
8. Submission of Fees and Admission form does not mean that admission is confirmed. The admission will be treated as enrolled only after Registration Number has been generated by University.
9. I am aware that I have applied for the regular education programs offered by the university and I would abide with all guidance issued by university from time to time
10. For Students Enrolling through Loan Facility: I understand and abide the below mentioned guidelines:
  - Students registering / enrolling through Non Banking Finance Companies (N.B.F.C) loan facility would adhere to the guidelines of the NBFC companies.
  - The University has no role to play in financial loan transactions as offered by the NBFC to the students seeking such facility.
  - In case of cancellation of program the students would abide by the university policy for refund process as mentioned on the website.
  - For eligible and approved cases seeking refund; the university would pay the refund amount to NBFC companies directly. The student would have to foreclose their loan accounts by paying foreclosure charges directly to the NBFC companies.
  - Students undertake to abide by the loan closure norms of NBFC companies and the refund norms of the University.
  - (Fees Plan 1) for NBFC
11. For Students Enrolling without Loan Facility : Students enrolling through Installment / EMI facilities (Fees Plan 2) undertake to pay monthly fees as per the fees plan and in case any of the fees is not paid within the deadline (as per the fees plan) then their admission would stand cancelled.

Place: \_\_\_\_\_

Date : \_\_\_\_\_

(Signature of Applicant)

Application No.

FOR OFFICE USE ONLY

	Approved	Processed	Processed
Signature:			
Date:			

Challan No.

Reg No.

Admission Status:

Confirmed

Provisional