



KERALA AGRICULTURAL UNIVERSITY

PROSPECTUS FOR ADMISSION TO DIPLOMA PROGRAMMES

2019

For Online Submission of Application
Visit : www.admissions.kau.in

DIPLOMA PROGRAMMES – 2019

INFORMATION AT A GLANCE

1	Online Application Submission begins on	31-05-2019
2	Last date for submission of online application including fee payment	22-06-2019
3	Last date for submission of Hard Copy of application along with the supporting documents as mentioned in para 4(e).	01.07.2019
4	Date of Publication of Rank List	26-07-2019

HOW TO APPLY

- Log on to website www.admissions.kau.in
- Download the Prospectus for admissions to Diploma Programmes –2019 and read it carefully to understand eligibility criteria and other requirements for submission of online application.
- Go to the link “Candidate Registration” and open the same.
- Fill all the details, password and Upload images of photograph JPEG format at Step-1 of the application and register. After registering note down the Register Number (eg;- KAU*****).
- After Registration Go to the link “Candidate Login” and open the same.
- Login with your Register Number and Password to process the Step - 2.
- Fill all the family, education, communication details, and make payment of fee through online by using “SB COLLECT” .

Application Fee payable by the Candidates of Various Categories:

Community	Fees
General/Unreserved	Rs. 500/-
SC/ST	Rs. 250/-
Applicable Service/Processing charges & GST are to be paid by the candidate	

- Enter the details of the fees paid and submit the application to complete the Step-3.
- Take print out of Confirmation page(s) at Step-4 of online application form and preserve it for future reference along with copy of proof of fee deposited.
- The candidate should send the hard copy of the application along with the following documents to the **Registrar, Kerala Agricultural University, KAU Main Campus, KAU P.O., Thrissur – 680 656** on or before the last date prescribed in the notification by Speed/Registered Post.
 - A copy of the Aadhar Card.
 - A copy of original mark list of Plus Two/VHSE(Agri).
 - Community/Non-creamy layer certificates (in the case of candidates claiming communal reservations)
 - Certificate of disability from the District Medical Board certifying the percentage of degree of disability (for claiming reservation under Physically Disabled category).
 - Copy of the online receipt of the payment.

- Note:**
- If a candidate fail to submit the above said documents the application is liable to be rejected.***
 - Documents sent along with the application will not be returned under any circumstances.***

INTRODUCTION

Kerala Agricultural University is offering two year Diploma in Agricultural Sciences and two year Diploma in Organic Agriculture Courses to the students who have passed their +2 with Science Subjects (Physics, Chemistry & Biology) or equivalent examination. The details of courses are shown below:

1. a. Diploma in Agricultural Sciences

The Diploma course in Agricultural Sciences was offered in the Kerala Agricultural University till 1986 but due to some administrative reasons, the course was discontinued. Now, non-availability of qualified hands for the post of middle level officers is being felt seriously in the various sectors viz., State Department of Agriculture, Agricultural Universities, Commodity Boards, nationalized and other commercial banks, co-operative sector etc. and the University has decided to re-start the Diploma courses. Though primarily a research institute, the Regional Agricultural Research Station, Pattambi has broadened its activities by starting the two year diploma course in agriculture. Total number of seats is 50+2. The course is offered at the Institute of Agricultural Technology and Regional Agricultural Research Station, Pattambi, Mele Pattambi P.O., Palakkad (Dist.), Pin – 679306

b. Diploma in Organic Agriculture

Diploma in Organic Agriculture course is offered at College of Agriculture, Vellayani, Thiruvananthapuram. Organic Agriculture course will impart knowledge and proficiency in Organic production practices and certification process, handling, storage and labeling of organic products and to promote self employment and income generation to the educated youth. The duration of the course is two years with four semesters and the number of seats is **30**.

2. These courses are offered on cost sharing basis and all students have to pay the fees stated below. No fee concession will be given by the University to any type /class of students other than SC/ST students. The details of courses are given below:

a.	Name of Course	Diploma in Agricultural Sciences		Diploma in Organic Agriculture	
b.	Name of Institutions	IAT & RARS, Pattambi, Palakkad		College of Agriculture, Vellayani, Thiruvananthapuram	
c.	Number of seats	State Merit	24*(i)	State Merit	18*
		Ezhava	4	Ezhava	3
		Muslim	3	Muslim	2
		Other Backward Hindus	1	Other Backward Hindus	1
		Latin Catholic	1	Latin Catholic	1
		Dheevera	1	Dheevera	1
		Viswakarma	1	Viswakarma	1
		S.C.	3	S.C	2
		S.T.	1	S.T.	1
		Other Backward Christian	1		
		VHSE (Agri) Student	10		
		Total	50*(ii)	Total	30

	<p>*(i) Two seats from General Quota are reserved for persons with disability, subject to availability of candidates.</p> <p>*(ii) Two seats are reserved for Lakshadweep candidates over and above the total seats of 50.</p>	<p>* One seat from General Quota is reserved for person with disability, subject to availability of candidate.</p>	
d.	Duration of Course	Two years (Four Semesters)	Two years (Four Semesters)
e.	Eligibility	<p>i) Passed in +2 holding equivalent with the subject combination of Physics, Chemistry & Biology and secures a minimum of 50% marks in each subjects.</p> <p>ii) For VHSE reserved seats based on the marks of Physics, Chemistry, Biology and Agriculture subjects in the VHSE (Ag.) course and secures a minimum of 50% marks in each subjects.</p>	Passed in +2 holding equivalent with the subject combination of Physics, Chemistry & Biology and secures a minimum of 50% marks in each subjects.
f.	Fee Structure		
	Admission Fee	Rs. 2,000/- (at the time of admission)	Rs.2000/-(at the time of admission)
	Caution Deposit	Rs. 2,000/- (at the time of admission)	Rs. 2000/-(at the time of admission)
	Semester Tuition Fee	Rs. 25,000/- (per semester, at the time of registration of each semester)	Rs. 20,000/-(per semester, at the time of registration of each semester)
	Late Registration Fee	Rs. 200/- per day up to 5 working days	Rs. 200/- per day upto 5 working days
	Additional late Registration fee (upto 10 working days of registration)	Rs. 500/- per day exceeding 5 working days	Rs. 500/- per day exceeding 5 working days
	Fee for repeating a course	Rs.4000/- for one course	Rs.4000/- for one course
	Fee for registering as Re-exam course	Rs. 2,000/- for one course	Rs. 2,000/- for one course
	Re-registration fee after discontinuance	Rs.4,000/-	Rs.4,000/-
	Fee for Revaluation/scrutiny of answer paper	Rs.200/- per paper	Rs.200/- per paper
g.	Medium of Instruction	English	English
h.	Residence	Candidates have to make own arrangements for boarding and lodging	Candidates have to make own arrangements for boarding and lodging

*** The fee will be subject to revision from time to time at the discretion of the University.**

3. System of teaching and evaluation:

Semester system of teaching and internal evaluation will be followed.

4. General Conditions:

- a. The candidates should have completed the age of 17 years as on the last date fixed for the submission of online application. No relaxation is admissible regarding the minimum age limit.
- b. The online submission of Application Form is available in the website www.admissions.kau.in. The candidates should complete all the required details while filling up the online form. On submission of details and required fee, a Confirmation Page with Application Number will be generated.
- c. Before filling and submitting the Online Application Form, candidates should download the Prospectus and read them carefully. Candidates must follow the instructions strictly as given in the Prospectus. Application Forms not complying with the instructions are liable to be rejected.
- d. **Mode and Method of Payment of Fee**

Application Fee payable by the Candidates of Various Categories:

Community	Fees
General/Unreserved	Rs. 500/-
SC/ST	Rs. 250/-
Applicable Service/Processing charges & GST are to be paid by the candidate	

Mode of Fee Payment

Application fee can be paid through online by using the internet facility "SB COLLECT" of State Bank of India for which a link will be provided in the admission portal and an online Payment Receipt will be generated. Application fee can be directly remitted at any of the branches of State Bank of India by showing the chalan generated through "SB COLLECT" and an online receipt of payment will be issued by the bank. **Any other mode of payment will not be accepted.**

- e. The candidate should sent the hard copy of the application along with the following documents to the **Registrar, Kerala Agricultural University, KAU Main Campus, KAU P.O., Thrissur – 680 656** on or before the last date prescribed in the notification.
 - A copy of the Aadhar Card.
 - A copy of original mark list of Plus Two/VHSE.
 - Community/Non-creamy layer certificates (in the case of candidates claiming community reservations)
 - Certificate of disability from the District Medical Board certifying the percentage of degree of disability (for claiming reservation under Physically Disabled category).
 - Copy of the online receipt of the payment.

- Note:**
1. ***If a candidate fail to sent the above said documents the application liable to be rejected***
 2. ***Documents sent along with the application will not be returned under any circumstances***

- f. The communal reservation will be allowed only to the candidates of Kerala natives.
- g. The SC/ST students are exempted from remitting the Tuition Fee and Special Fee.
- h. If an applicant is applied in the General Category. He/She will be treated as General, even if he/she is in the reservation quota.**
- i. The candidates should have passed the qualifying examinations before the last date fixed for the receipt of application in the University.
- j. The candidate should produce all the original documents required by the University at the time of admission, failing which, their candidature for admission will be forfeited. They should also remit the amount of fees on the date of admission itself. Fee once paid will not be refunded under any circumstances. The claims regarding excess remittance , wrong remittance etc. will not be entertained at any circumstances for refund of the amount.
- k. All those who take admission and discontinued the course shall be liable to pay liquidated damages to the University as directed by the authorities.
- l. The Registrar, Kerala Agricultural University or the officer entrusted by him with the work of admission on his behalf is entitled to refuse admission to candidates if they are not satisfied with the correctness or genuineness of any certificates filed by them along with the application. The decision of the Hon'ble Vice-Chancellor on this behalf will be final.
- m. The Registrar, Kerala Agricultural University is competent to close the admission at any date after the commencement of 1st semester of course.
- n. The student should report at the concerned college/institution on the date mentioned in their Bio-data cum Admit Card. Failure to report at the college/ institution on the date without prior permission will lose the admission of candidate without further notice.

5. Penalty for False information:

Any candidate who is found to have willfully or otherwise given any particulars which are false or has suppressed material information or does not satisfy the requisite qualification for admission shall be disqualified. They shall not be allowed to continue on the rolls of the University, if it is detected at any stage of his/ her studentship in the University. In case the candidate has already passed out of the University, then the Diploma awarded by the University will be withdrawn.

6. Selection

Based on total marks obtained in Physics, Chemistry and Biology in +2 or equivalent examination. For VHSE reserved seats, based on marks of Physics, Chemistry, Biology and Agriculture subjects in the VHSE(Agri) course. In case there is a tie, percentage of marks in English will be considered in that order. Even after that, if there is a tie, the date of birth will be considered, with older person getting priority.

Community reservation as per Kerala Government rules will be followed. Candidates claiming community reservation shall produce the documents like community/non-creamy layer certificates from the designated revenue officials at the time of submission of the filled in application form.

The Select list and wait list will be published in the KAU website and the candidates will be admitted in accordance with their rank on the date and time of admission published by the University in the website. No individual communication will be sent to any candidates in this regard. The candidates should scrupulously watch the website to know their tenure of admission. Any further claim in this regard will not be entertained.

7. Rejection of application and disqualification of candidates

- a. Applications received late or defective or incomplete in any manner or which do not contain any of the enclosures specified above are liable to be summarily rejected.
- b. Applicants who attempt to canvas or influence the authorities in any manner directly or otherwise will be disqualified.

8. Announcement of results

A list of candidates selected for admission and the dates on which they have to remit the fees and join the course will be published in the website www.admissions.kau.in.

9. Admission

- a. Candidates selected will be admitted to the course, provided that they have remitted the prescribed fees in full and produce all original documents on the due date specified.
- b. In the case of those candidates selected for admission who have not paid the fees in time and not joined the course on the date specified, their claims for admission will be cancelled without any notice and the seat thus becoming vacant will be filled up with other eligible candidates , if any, in the rank/wait list.
- c. Candidates in Government / Quasi-Government/ University service joining the course, will make their own arrangements to get relieved from their positions in time.
- d. Candidates should produce the original certificates in proof of age, qualifications, Transfer Certificate, Conduct Certificate and physical fitness (medical) certificate obtained from a Medical officer not below the rank of Assistant Surgeon. Candidates who have passed their qualifying examination outside Kerala state should produce Migration Certificate within one month of admission.

10. Residential Facilities

On campus residence is not compulsory. The students themselves shall arrange for their boarding and lodging. However, according to availability of hostel, the students will be provided with accommodation on joint occupation basis or otherwise, charging the rent as per existing KAU rules.

- 11.** An amount of Rs.25,000/- will be levied as liquidated damages from the students who discontinue the Diploma courses after the close of admission during the current year or the subsequent years.

Note:- The course will be offered only if at least 50% of students take admission during the Academic Year.

REGISTRAR