



SAMBALPUR UNIVERSITY

ADMISSION BULLETIN, 2020-21

Applications for admission against vacant seat(s) in the following courses are invited from eligible candidates for which Entrance Test will be conducted by Sambalpur University. The details of the vacancy position are as follows:

Sl.No.	Name of the Deptt.	Vacancy Position		
		General	SC	ST
1.	MPA – Dance	Nil	Nil	03
2.	MPA – Drama	01	03	04
3.	M.Tech. in Env. Science & Engg.	Nil	02	04
4.	Executive MBA	12	07	09
5.	M.Sc. in Food Science	07	03	05
6.	M.Sc. Food Science & Nutrition	05	03	05
7.	Integrated B.Ed.-M.Ed. (Arts)	Nil	03	06
	Integrated B.Ed.-M.Ed. (Science)	Nil	03	05

HOW TO APPLY

Candidates desirous of seeking admission to the courses listed in the above table are required to submit applications online by adopting the following procedure:

- (i) Candidates, in order to submit the application for admission, are required to login into the following link:
<http://www.suniv.ac.in> and click “online admission” or
<http://eadmission.suniv.ac.in>
- (ii) The candidates may download the admission Prospectus-2020-21 and read it carefully before filling the form online.
- (iii) The candidate will have to pay Rs.1000/- (Rupees one thousand) only towards application fee through State Bank Collect through **Debit Card, Credit Card, Net Banking facility of any Bank besides visiting any SBI branch to deposit by cash or cheque drawn on any SBI Branch.** The procedure for depositing the application fee through State Bank Collect is as follows:

- ☞ Visit online banking website of SBI by typing <https://www.onlinesbi.com> in the address bar of the browser viz. internet explorer. Once the home page appears click on ‘State Bank Collect’ tab or click on SBI Collect tab on online admission page.
- ☞ Accept the disclaimer clause and click on “Proceed”.
- ☞ Select the State of Corporate/Institution as ‘Odisha’.
- ☞ Select type of Corporate/Institution as ‘Educational Institutions’ and click on ‘Go’.
- ☞ Now select Educational Institution Name as ‘SAMBALPUR UNIVERISTY P.G. COUNCIL’ and click on ‘Submit’.
- ☞ Select the payment category from the drop down as “P.G. Admission 2020-21”.

*Done
03/12/2020
SOP/UB*

- ☞ Before filling the challan, read the Payment Details/Structure Document carefully and ascertain the fees amount applicable to you.
- ☞ Fill in the challan with required information as asked for or select from the drop down options wherever available. **Take adequate care while filling in (a) Name (b) Date of Birth & (c) Mobile Number as asked for in the lower part of the screen.** This information is important to reprint the e-Receipt subsequent to any successful payment.
- ☞ Once required data is filled in click on 'Submit'.
- ☞ The system will ask you to verify the details entered and confirm the transaction in the next page. Verify the details and click on 'Confirm'.
- ☞ The system will request you to select the desired payment mode from various options. Please note that the bank charges for various payment modes are also displayed which is to be borne by the remitter. **Carefully examine the charges displayed since the charges for different payment mode are different.** Select the desired payment mode.
- ☞ Now the system will guide the remitter through the payment process. Once the payment is completed successfully one e-Receipt is generated containing a **Reference Number** in PDF format. Take a print out. You may also save this optionally for future reference. The e-Receipt can also be regenerated/ reprinted afterwards from 'Payment History' link of 'State Bank Collect'.

If '**SBI Branch**' is selected as payment mode a Pre Acknowledgement Payment (PAP) form is generated which contains the relevant details for payment at Branch. The payer takes the print out of the PAP Form and visits **any SBI branch** for payment through **cash or cheque drawn on SBI Branch**. After the payment is successfully processed by the branch, the branch will give an acknowledgment of payment on the PAP Form. Now any time the payer may optionally return to 'State Bank Collect' link in the home page of www.onlinesbi.com for printing the e-receipt from the 'Payment History' link.

- (iv) The candidate should then register himself/ herself (through appropriate link) by providing the following information:
- (a) Name of the course
 - (b) Name of the candidate
 - (c) email ID
 - (d) SB Collect Reference No. (provided by the Bank)
 - (e) SBI Branch Name
 - (f) Password (to be created by the candidate)

The information as above are vital and the candidate should carefully note down those for future use.

- (v) The candidates can then fill up the form online. After completion of all the fields in the form, the candidates should click the "submit" button. Thereafter a page will be opened with all the information of the candidate that he/she has filled in.

After submitting the application online, the candidate has to take a printout of this page and sends/submits the same, along with the following documents to the Course Coordinator of (Name of subject) _____, (Name of the Dept.) _____
Sambalpur University, Jyoti Vihar-768019, Sambalpur (ODISHA) on or before 10.12.2020 up to 4:00 PM

- Two recent passport size colour photographs of the candidate duly attested by a Gazetted Officer.
- Attested copies of the Mark sheets and Certificates of all examinations starting from H.S.C for determining eligibility. In case of students who have appeared the +3 final semester examination and the result is awaited, they may submit the certificate and mark sheet of +3 Examination on the day of the Entrance Test, failing which their case will not considered for admission.
- e-receipt of Rs.1000/- in original towards payment of processing fee.
- An attested copy of the certificate from CDMO regarding his/her disability for 50% or more (in case of Physically Handicapped Candidates).
- An attested copy of the Caste Certificate obtained from a Revenue Officer not below the rank of a Deputy Collector or MLA or MP or DWO, in absence of which the candidate will not be eligible to get concession allowed under reserved categories.
- The undertaking form(s) should be duly filled in and signed by the applicant and his/her father or natural guardian.

The envelope containing the above documents and the print out of the application form complete in all respect must be super scribed "Application for Admission in (Subject)

NOTES:

1. Application incomplete in any manner shall be summarily rejected.
2. Mere appearance in the Entrance Test does not entitle a candidate for admission unless she/he is eligible as per the criteria led down in the Admission Prospectus 2020-21

A 03/12/2020
Chairman, P. G. Council

Officer