

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Aligarh Muslim University, Aligarh.

IMPORTANT INSTRUCTIONS

For Candidates called for Counselling/offered Admission to BUMS Course 2020-21 Under Institutional (Internal) Quota

Candidates called for Counselling/offered admission under Institutional (Internal) Quota are required to report in person for Counselling/Admission at Dean's Office, Faculty of Unani Medicine, AMU, Aligarh on the given Date and Time mentioned in the list uploaded on the Controller's website (www.amucontrollerexams.com) alongwith following **Original Documents**:

- 1. Admit Cards of NEET (UG) 2020 exam issued by National Testing Agency (NTA)**
- 2. Result/ Rank letter of NEET (UG) 2020 issued by NTA**
- 3. Class 10th Certificate**
- 4. Date of Birth Certificate (if Metric Certificate does not bear the same)**
- 5. Marks Sheet/ grade sheet of qualifying examination (Senior Secondary School Certificate along with Six Self attested photocopies).**
6. Ten (10) Passport size photograph (taken not earlier than three months)
7. Proof of Registration with AYUSH
8. Proof of identity (Aadhar/ PAN/ Driving License/ Passport).
9. Transfer / Migration and Character Certificate from the Institution last attended (if not enrolled at AMU). If the Certificate(s) is/are not available, the candidates may give an undertaking on the prescribed format to submit the same in a month's time from the date of admission.
10. Name Removal Certificate from the rolls of the concerned Faculty / College / Unit (if already enrolled to any full time course of study at AMU).
11. Undertaking before the Vice-Chancellor, AMU, Aligarh on plain paper regarding Compulsory 75% Attendance in each Subject / Paper.
12. **Undertakings on simple plain paper** – one on the candidate's behalf and the other on behalf of the candidate's parents / guardian regarding not to indulge in ragging. The sample format of these Undertakings are available on the website www.amucontrollerexams.com
13. Admission fee of R. 12,830/- in the form of Cash/ Demand Draft in the favour of Finance Officer, AMU, Aligarh, to be paid at the time of admission .Refund of fee to upgraded/leaving candidates will be made as per the existing rules of the University by the Finance Office, AMU.
14. No candidate shall be admitted unless he/she has completed all the eligibility requirements at the time of admission.
15. Hostel Accommodation is not guaranteed. Students allotted a Hall of Residence will have to pay three months Dining Hall Charges at the time of room allotment.

16. TWO Self-addressed envelopes bearing postage stamps worth **Rs. 22/-** each (to be submitted in the Office of the Provost of Hall of Residence / NRSC allotted).

17. The following is the eligibility requirement for admission to **BUMS Course 2020-2021**:

i) Senior Secondary (XII Standard)/Intermediate Examination with Science (Physics, Chemistry and Biology) or its equivalent examination having not less than 50% marks in aggregate.

ii) The candidate must have qualified Urdu Test (10th Standard) conducted by the University

OR

The candidate must have passed 10th Standard with Urdu or Arabic or Persian Language as a subject.

iii) Age Limit: Not less than 17 years as on 31st December in the year of admission.

iv) Registration with AYUSH is mandatory.

18. Certification of Disability :

The qualified disabled candidates seeking admission in Faculty of Unani Medicine, AMU will get themselves certified at one of the under mentioned Disability Assessment Boards:

1. Vardhman Mahavir Medical College & Safdarjang Hospital, Ansari Nagar (Ring Road), New Delhi.
2. All Indian Institute of Physical Medicine and Rehabilitation, (for Locomotor Disability only), Mumbai.
3. Institute of Post Graduate Medical Education & Research, Kolkata.
4. Madras Medical College, Chennai.
5. Grant Government Medical College, J.J. Hospital Compound, Mumbai, Maharashtra.
6. Goa Medical College, Goa.
7. Government Medical College, Thiruvananthapuram, Kerala.
8. SMS Medical College Jaipur, Rajasthan.
9. Govt. Medical College and Hospital, sector 32, Chandigarh.
10. Govt. Medical College, Agartala State Disability Board, Agartala.

Note: Candidates are required to fill up the following downloadable application form and other necessary proformas.

Undertaking before the Vice-Chancellor, AMU, Aligarh

I _____ S/D/O _____

student of Class _____ bearing Roll No. _____

Enrolment No. _____ do hereby solemnly undertake that:

1. I understand that I have to attend minimum 75% of the classes to be held in each subject / paper, I have / will opt in the above course of studies.
2. I shall keep a record of Classes I have attended in each subject and discrepancy, if any, between the attendance records notified by the Department / Faculty and the classes I have attended, shall be reported to the Dean of the Faculty concerned in writing within 3 working days from the date of display of attendance.
3. In case attendance is not displayed on or before 7th day of each month, I shall report the matter to the Vice-Chancellor at attendance.amu@gmail.com
4. In case I do not report the discrepancy in writing within stipulated time, it will be assumed that the records displayed by the Department / Faculty were correct.
5. In case I miss classes because of my participation in any activity formally organized by the University / Department / Centre, I shall intimate in writing to Vice-Chancellor seeking allowance for such participation 3 days prior to event. Such application shall be duly forwarded by the Chairman of the Department / Dean of the Faculty / Principal of College / Director or Coordinator of Centre. I agree that I shall not seek any ex post facto approval for condonation of attendance.
6. I understanding that the allowance of 25% attendance is available to me for all kinds of absence that may include, but not restricted to illness, social functions, family problem and any other reason whatsoever.
7. I undertake that I shall not approach any officer / authority of the University directly or indirectly in case my classroom attendance is less than 75% in each subject even by a decimal and I shall not be allowed to write examination in that / those paper(s) / subject(s) in the current semester.
8. I understand that in the above situation, I shall have to attend the classes in the next session as and when the subject / paper concerned shall be taught.
9. In the likely event of clash in the timetable in attending classes of the backlog papers, either I shall opt for the available subject(s) which may fit in the timetable or I shall have to attend classes in the next year. I understanding that it will result in the loss of one academic session.

I _____ S/D/o _____

student of Class _____ bearing Roll No. _____ Enrolment No. _____

_____ solemnly affirm that I have understood the contents from para 1 to 9 and agree to abide by them.

Dated :

Signature of Candidate

**UNDERTAKING FOR
SUBMISSION OF REQUIRED ORIGINAL DOCUMENTS AT THE TIME OF COMPLETION
OF ADMISSION FORMALITIES**

Before the Controller of Examinations,

Aligarh Muslim University, Aligarh

Sir,

I, _____ Son/Daughter of
_____ R/O (Permanent
Address) _____

do hereby undertake the following:

1. That I am an applicant for admission to _____ course of the AMU Aligarh during the session _____
2. That the applicant may kindly be permitted provisionally to complete the admission formalities for admission to _____ in the ensuing academic session _____ without producing the following original certificates/documents:
 - a) Migration Certificate/Transfer Certificate/School Leaving Certificate
 - b) Character Certificate
 - c) NOC from employer, if employed
 - d) Leave sanction order *(Strike out which is not applicable)*
3. That the applicant undertakes that due to any reason whatsoever, if he/she fails to produce/submit the original certificates/documents as detailed in para 2 above within the prescribed time as given in the Guide to Admissions from the date of his/her provisional admission, then his/her provisional admission to the course or its subsequent upgradation will stand automatically cancelled and in that case he/she will have no claim or right of admission whatsoever as against the said cancellation of admission and it will be deemed that he/she himself/herself got cancelled his/her provisional admission and the decision of the University in this regard shall be final and he/she will abide by the same and no litigation in this regard shall be tenable.
4. That the applicant further undertakes that in the event of cancellation of his/her admission in the manner as aforesaid, he/she will have no claim or right for the refund of the amount of fees and other charges paid to the University in connection with the said provisional admission.

Yours obediently,

Dated: _____ Signature of the Applicant _____

Roll No. _____ Mother's Name _____

Enrl. No. _____ Faculty No. _____

UNDERTAKING BY THE STUDENT

1. I, _____, (full name of student),
Test Roll No _____ Enrolment No. _____, Faculty No. _____,
Son / Daughter of Mr./Mrs. _____, having been
admitted to _____ (Name of the Course) at Aligarh Muslim
University have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher
Educational Institutions, 2009, (hereinafter called the "Regulations"- available at
<https://www.ugc.ac.in/page/Ragging-Related-Circulars.aspx>) carefully read and fully understood the
provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the
penal and administrative action that is liable to be taken against me in case I am found guilty of or
abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that

a) I will not indulge in any behavior or act that maybe constituted as ragging under clause 3 of
the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that
may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the
Regulations, without prejudice to any other criminal actions that may be taken against me under any
penal law or any law for the time being in force.

6. I hereby declare that I have not been expelled or debarred from admission in any institution in the
country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging;
and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is
liable to be cancelled.

Declared this _____ Day of _____ Month of _____ Year

Signature of deponent

Name _____

VERIFICATION

Verified that the contents of this Undertaking are true to the best of my knowledge and no part of the
affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (Place) on this the _____ (Day) of _____ (Month) _____ (Year)

Signature of deponent

Name: _____

Mobile: _____

Email: _____

Address: _____

UNDERTAKING BY THE PARENT/GUARDIAN

1. I Mr./Mrs _____, (full name of the parent/guardian father/mother/guardian of Mr./Ms. _____, (full name of student), Test Roll No. _____ Enrolment No. _____, Faculty No. _____ having been admitted to _____ (name of the course) at Aligarh Muslim University, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"- available at <https://www.ugc.ac.in/page/Ragging-Related-Circulars.aspx>) carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that

a) My ward will not indulge in any behavior or act that maybe constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging My ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal actions that may be taken against me under any penal law or any law for the time being in force.

6. I hereby declare that My ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that the admission of My ward is liable to be cancelled.

Declared this _____ Day of _____ Month of _____ Year

Signature of deponent

VERIFICATION

Verified that the contents of this Undertaking are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (Place) on this the _____ (Day) of _____ (Month) _____ (Year)

Signature of deponent

Name: _____

Mobile: _____

Email: _____

Address: _____
