Guide to Admissions (Schools) 2026-27

FOR ADMISSION TO

CLASS I, VI & IX

Aligarh Muslim University

CONTENTS

INTRODUCTION

Aligarh Muslim University is one of the oldest premier Central Universities of India with a unique and rich culture of its own. The University has its origin in a school founded in 1875 by the great educationist, social reformer and visionary **Sir Syed Ahmad Khan**.

In tune with the ideals of Sir Syed Ahmad Khan and with the aim to educationally uplift a larger section of the community, Aligarh Muslim University maintains a number of Schools as follows:

1. Syedna Tahir Saifuddin (STS) School (Minto Circle)
2. Raja Mahendra Pratap Singh(RMPS) AMU City School
3. AMU Girls' School
4. Ahmadi School for Visually Challenged
5. AMU Abdul Baseer Khan (ABK) High School
6. AMU City Girls High School
7. Abdullah School
8. Sayyid Hamid (SH) Senior Secondary School (Boys)
9. Senior Secondary School (Girls).

All Schools maintained by the University were established with the aim for imparting education to the backward community in general and the Muslim Community in particular. Admission, however, is open to children of all communities without distinction of caste, creed and religion.

These schools generally follow the C.B.S.E. / N.C.E.R.T. curriculum. Due attention is paid to the overall personality development of the students and they are encouraged to excel not only in academics, but also in sports and extra-curricular activities. The Schools celebrate all National festivals to inculcate spirit of patriotism among its students.

Sayyid Hamid Senior Secondary School (Boys), S.T.S. School and R.M.P.S. AMU City School admit only male candidates while Senior Secondary School (Girls), AMU Girls' School and AMU City Girls' High School (Qazi Para) offer admission to female candidates only. AMU ABK High School offers admission to both boys and girls. Visually impaired boys and girls are considered for admission in Ahmadi School for the Visually Challenged. Abdullah School is a co-educational School admitting both boys and girls.

ADMISSION & FEE STRUCTURE

Fee charged for various classes up to Class X in the Schools is as follows:

Class	Annual Fee (Rs.)	
	Boys	**Girls**
I-II	6000.00	6000.00
III-VIII	7200.00	7200.00
IX-X	9600.00	7200.00

Note:
- The fee shall be charged in four equal installments.
- The Fee as specified above may be revised by the University from time to time and notified accordingly.
- Hostel and Food Charges are extra, wherever applicable.
- An admission fee of Rs.25.00 is chargeable at the time of admission.
- An additional amount of Rs.200.00 per annum is chargeable towards Students Benevolent Fund.

SCHOOL UNIFORM

All the Schools have prescribed Uniform for admitted students. The details of the prescribed School Uniform are provided to the candidates at the time of admission from respective schools.

HOSTEL ACCOMMODATION

Hostel facilities are available only for students admitted to Class VI in S.T.S. School, students admitted to Class IX in S.T.S. School and AMU Girls School, and also for students admitted to Ahmadi School for the Visually Challenged.

It is important to note that in view of the limited hostel accommodation, the candidates should clearly understand that the grant of admission to the above mentioned Schools would not ensure allotment of hostel accommodation. Accommodation to students will be provided as per the policy / rules laid down by the Schools, subject to the availability of seats in the hostel.

IMPORTANT INFORMATION & RULES

Important information and Rules pertaining to admission for the session **2026-27** are as given below and are part of the Guide to Admission (Schools) which can be seen / downloaded from the website:

www.amucontrollerexams.com

Candidates who apply for admission, their parents/guardian are advised to carefully read the same and it shall be presumed that they agree to abide by the same.

1. Admission to all Classes as detailed in this Guide is open to **Indian Nationals only**. However, a few seats are additionally earmarked for **Foreign Nationals and children of Non-Resident Indians** (NRI). Candidates applying under foreign national/children of Non-resident Indians category should refer to the relevant Guide/Supplement for them.
2. Candidates can apply for admission to Class I, VI and IX only.
3. The intake to all classes as detailed in this Guide is only indicative of the maximum intake capacity of each class and does not bind the University to admit the number of students specified.
4. The University may change/modify the notified Intake, eligibility criteria, admission processes anytime without giving any prior notification. Changes, if any, in this regard shall be applicable to candidates seeking admission in the University even after notification.
5. The University reserves the right not to admit any candidate to a class even though a notification inviting applications for admission to the same has been issued.
6. A candidate shall be eligible to apply for admission to a class if he/she has passed the qualifying examination (wherever required) from a recognized school and also fulfills all other eligibility requirements in terms of Transfer Certificate, age etc. If the age falls short or exceeds even by a single day, the candidate shall not be eligible for admission.
7. Candidates awaiting result of qualifying examination (wherever required) may also apply for admission with the clear stipulation that in the event of their selection they will be entitled to admission only if they fulfill all eligibility requirements of concerned class at the time of counselling / admission.
8. Eligibility rules as specified for each class shall be strictly followed and shall not be relaxed under any circumstance. Before applying, the candidate should satisfy himself/herself that he/she fulfills the eligibility requirements prescribed for admission to the concerned class.
9. No candidate shall be allowed to take admission to the Class, if he/she has already passed that class.
   Explanation:
   - A candidate who has passed Class I (or higher Class) will not be eligible for admission to Class I.
   - A candidate who has passed Class VI (or higher Class) will not be eligible for admission to Class VI.
   - A candidate who has passed Class IX (or higher Class) will not be eligible for admission to Class IX.

The information provided by the candidate regarding his/her qualifying examination / class passed earlier will be cross-checked on the **UDISE portal**.

10. Use of unfair means/impersonation in Admission Test and canvassing in any manner for securing admission shall render a candidate disqualified. Further, the University will be free to take any legal action against him/her as per law.

11. A candidate whose qualifying examination is not recognized by this University shall not be eligible for admission. All such Application Forms / admissions shall be rejected / cancelled.

12. Application Forms shall not be transferred from one class to another under any circumstance.

13. Applications once submitted cannot be withdrawn. Candidates must note that mere deduction of Test fee/Processing charges from the bank account is not proof of fee payment. The payment should also be reflected on candidate's application dashboard failing which it will not be considered as successful submission of application.

14. Incomplete applications and applications not in accordance with instructions are liable to be rejected without any further intimation.

15. The Test fee/Processing charges once deposited will not be refunded. The same will also not be carried forward to a future examination.

16. Admit Card to appear in the Admission Test will be issued by the University only to those candidates whose Application form, complete in all respects, has been submitted successfully on the Controller's website on or before the last date of filling as notified in this Guide.

17. **No Admit Card shall be sent by post**. Admit Cards will only be downloadable from the Controller's website:

www.amucontrollerexams.com

18. The candidate is required to paste his/her recent passport size colour photograph in the space provided on the downloaded Admit Card (same as affixed on the Application Form). **The candidate will not be allowed to enter the Test Centre if he/she is not in possession of proper Admit Card with duly affixed photograph of the candidate.**

19. The candidate should contact immediately the concerned Application Form handling Office in case of any discrepancy in the Admit Card in order to avoid any last-minute inconvenience. University assumes no responsibility whatsoever in the event of failure to report at the Test Centre on the due date and time by the candidate for appearing in the Admission Test.

20. Admission to Class I will be done through '**Draw of Lots'**. Detailed procedure in this regard shall be notified separately.

21. For answering the questions, OMR answer sheets shall be provided to the candidates applying for admission to Class VI and IX. Candidates are required to mark the answers to the questions on the OMR answer sheet only.

22. The medium of the Test paper shall be as opted by the candidate in his/her Application Form.

23. The University reserves the right to make changes in the notified Admission Test Schedule.

24. In case a candidate who does not fulfil the conditions of eligibility prescribed for the concerned class appears in the Admission Test, he/she shall be doing so at his/her own risk and cost, and if at any stage, it is found that the candidate does not fulfill the eligibility requirements, the admission, if granted, shall be cancelled *ipso facto.*

25. No candidate securing less than 20% marks in the Admission Test, wherever applicable, shall be eligible for admission in the concerned class.

26. **No separate intimation letters will be sent to the candidates short-listed for interaction/ interview / counselling or selected for admission.** The lists of candidates short listed for Interview/Counselling and/or the lists of those selected for admission will be displayed on the Controller's Office Website. The dates notified for Interaction/Interview/Counselling/ Admission shall strictly be followed. It is the responsibility of the candidate to keep himself / herself informed from the website or through their own sources whether their names appear in the displayed lists and thereby make timely arrangements to appear for Interaction/Interview/Counselling/ provisional admission or for physical reporting, as the case may be. The University shall not be responsible if a

candidate fails to get information regarding his/her short listing for Interaction/Interview/counselling or selection for admission.

27. Candidates should report in person along with the Parent/Guardian at the time of interaction/interview/physical reporting.

28. **Candidate is required to produce all relevant Certificates/Documents with regard to his/her date of birth, special categories claimed and other uploaded documents in original at the time of interaction/interview.**

29. The absence of a candidate in any component of the Admission Test including Written Test, Interaction, Interview etc., as the case may be, shall forfeit his/her claim for admission in the said class of study.

30. The University may issue or display `Chance Memos' in addition to the list of selected candidates. Chance Memo is not an offer of admission but is issued only in case there is likelihood of a vacancy due to any reason. Chance Memo list, if any, shall be displayed on the Controller's Office Website. It is the responsibility of the candidate to keep track of all such notices. **No separate intimation letters will be sent to the candidates offered Chance Memos.**

31. Counselling schedule for each class, wherever applicable, shall be notified by the University in due course of time.

32. Candidates shortlisted for counselling (on Select/Chance Memo List) shall report for counselling and clearly specify their order of preference School from among those listed under the concerned class of study as per notified schedule and procedure.
    Failure on the part of a short-listed candidate to report for counselling or not completing the steps as notified in the counselling procedure shall forfeit his/her claim for admission. The offer of counselling/admission shall stand cancelled and no correspondence in this regard shall be entertained.

33. Selected candidates shall be allotted School and Medium of Instruction through counselling as per their preference indicated at the time of counselling. A candidate who has been selected for a higher preference will have no claim for lower preferences.

34. A candidate provisionally admitted to a School shall be upgraded automatically, on merit, to another School of higher preference in the event of a vacancy arising therein.
    However, a candidate admitted/upgraded to a School shall be permitted to retain the same if he/she submits an undertaking on the Counselling portal on the date of his/her admission / upgradation for not upgrading it any further.

35. Any seat that remains unfilled after the completion of admissions of candidates on the select list shall be filled up by the candidate who had reported with reference to his/her Chance Memo on the specified date and time as per the Chance Memo list, if any, strictly in order of Chance Memo Number. However, if such a vacancy arises after the closing date of admissions, the vacancy shall not be filled up and the same shall remain unfilled.

36. Candidates will have to upload image of original Mark sheet of the qualifying examination, with the requisite percentage of marks, and all other relevant Certificates/Documents at the time of Counselling.

37. If the result of qualifying examination of a candidate has not been declared at the time of counselling, such a candidate will not be eligible for provisional admission. Candidates awaiting results of their Annual / Supplementary / Compartmental / Improvement examination shall not be considered for admission.

38. No candidate shall be admitted unless he/she has completed all the eligibility requirements at the time of counselling / admission.

39. All admissions shall be provisional and shall be subject to clearance from the Office of the Proctor.

40. Admitted candidates shall not be entitled to seek transfer from one medium of instruction/School to another medium of instruction/School.

41. No candidate shall be entitled to claim admission as a matter of right.

42. All provisionally admitted candidates shall have to mandatorily report *in person* and submit the original Mark-sheet of the qualifying examination at the time of physical reporting / verification as per notified schedule and no extension shall be given in this regard on any ground whatsoever.

Any other document, other than a proper mark-sheet, shall not be entertained at the time of physical reporting by the candidate under any circumstances.

If any discrepancy is found in the examination result of the aforesaid candidate or the original Marksheet/Grade sheet is not submitted by the candidate within stipulated time, the University reserves the right to cancel the provisional admission of such a candidate with no refund of admission charges / fee.

43. The candidate selected for admission shall have to submit the Original Transfer and Character Certificate from the Head of the Institution last attended at the time of physical reporting. Candidate who is not in a position to submit the Transfer and/or Character Certificate at the time of physical reporting, shall give an undertaking on prescribed Proforma (as given in Appendix) to submit the same in the concerned school on or before **31.07.2026**, failing which the University reserves the right to cancel his/her admission with no refund of admission charges / fee.

44. If any error / omission in the processing/verification of Application Form / certificates / documents / eligibility of a candidate is detected after the candidate is admitted to a class, the University has the right to cancel such admission at any stage at which the error/ omission is detected with no refund of admission charges / fee.

45. If it is found, at any stage, that a candidate
    a) does not fulfil the eligibility requirements
    b) has used fraudulent means to secure admission
    c) has made false or incorrect statement(s) in the application form
    d) has not uploaded his/her signature/photo/thumb impression on the application form or has uploaded the same of somebody else.

    then he/she shall not be allowed to complete the admission formalities, or in case already admitted, his/her admission shall be cancelled, *ipso facto.*

46. If at any stage, the original documents relating to a candidate's admission are found to be fake/non-genuine or fabricated or in any other manner defective, the concerned candidate will not be admitted and if already admitted, admission will be cancelled without any prior notice in this regard. No fee shall be refunded in such cases. The University reserves the right to take appropriate legal action against such a candidate.

47. In case of cancellation of admission by a candidate, the admission charges/fee of any kind paid by him/her will be refunded as per rules for Refund of Fee.

48. The University reserves the right to deny admission to any candidate/applicant seeking admission to any class who has been found indulging in any criminal, illegal or anti-social activities and whose presence in the University campus will be detrimental to peaceful atmosphere in the University. A candidate who is suspended, rusticated, debarred, expelled etc. by the University shall not be eligible for claiming admission in any class whatsoever.

49. The University reserves the right to get any student medically examined and if found medically unfit, the admission of such student will be cancelled.

50. Application No./ Roll No. should be quoted for all queries or correspondence and at the time of submission of required documents. The documents submitted without mentioning Application No./ Roll No. will not be considered.

51. No correspondence shall be made to candidates not selected for admission and the documents / certificates uploaded by such candidates shall not be returned.

52. In case of any ambiguity in the interpretation of any of the instructions/ terms/ rules/ regulations/ criteria/processes regarding the determination of information contained in this Guide to Admissions, eligibility, registration of candidates, allocation of Test Centre, issuance of Admit Card, the conduct of Test, publication of Result, counselling and admission, the interpretation /determination of the University shall be final and binding on all candidates.

53. Information uploaded on the website shall not be provided to the candidate or any other person under R.T.I. Act, 2005. Further, the information uploaded on the website shall remain there for a limited period only. Therefore, the candidates are advised to download the uploaded information and keep it with them for the future. In due course of the Test or

the midway of admission process, neither any application under the Right to Information Act, 2005 shall be entertained nor information will be provided.

54. The Answer Sheets and other relevant material pertaining to the Admission Test(s) of all the candidates and Application Forms of all the non-admitted candidates will be weeded out after 04 months of declaration of result of Admission Test concerned. Therefore, in case of any dispute regarding admission, the matter must be filed within 04 months of declaration of result of Admission Test concerned after which the relevant records may not be made available.

55. Any dispute with regard to any matter relating to admission shall be subject to the jurisdiction of High Court of Judicature at Allahabad, Uttar Pradesh only.

56. The **closing date** for admissions to Classes I, VI and IX in the Schools is **31.07.2026**. Any vacancy arising after this date in any class shall not be filled.

57. The parents/guardians of the student should come to School personally for the following reasons:
    a) At the time of Interaction/counselling/admission.
    b) While seeking re-admission of their son/daughter.
    c) Whenever called by the Principal/Pro-Proctor/Class Teacher.

In case either of the parents is not available, the name of a guardian must be registered with the School. The School does not entertain persons claiming to be guardian, brother, uncle etc. of a student unless such person is on the record of the School.

RULES FOR ADMISSION OF PERSONS WITH BENCHMARK DISABILITIES

1. 5% seats are reserved for Persons with Benchmark Disabilities (PwBD) in various classes over and above the approved intake.

2. Only those eligible candidates shall be considered for admission under the PwBD category who have degree of disability to a minimum extent of 40% as prescribed in the "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016".

3. PwBD candidates have to pay only **Rs.100.00** as Admission Test Fee/Processing Charges at the time of applying.

4. PwBD candidates, if selected, will have to pay only **Rs.100.00** towards Admission Charges (Tuition Fee) at the time of admission. However, such exemption will not be valid for those PwBD students who have been admitted against seats earmarked under NRI or Foreign national category.

5. Candidates under this category shall be given relaxation to the extent of 5% marks in the Admission Test to determine their eligibility for admission.

6. Candidates under this category shall be given a relaxation in age up to a maximum of two years in admission to courses which prescribe a maximum age limit.

7. The Disability Certificate of the candidate should be issued by the Medical Board of the District/State/UT/Medical Institution of National Importance.

8. All provisionally admitted candidates who had claimed PwBD category at the time of applying will be examined by a duly constituted Medical Board of the University to determine the degree / extent of disability of the concerned candidates, whose decision in the matter shall be final.

9. Candidates must note that the benefit of reservation will be given to them subject to verification of documents. If it is discovered at any stage that a candidate has used a false/fake/incorrect document, or has furnished false, incorrect, or incomplete information, in order to avail the benefit of reservation, then such a candidate shall be excluded from all admission processes. In case such a candidate has already been given admission, the admission shall stand cancelled.

FILLING THE APPLICATION FORM

- The entire application process for admission at Aligarh Muslim University is online, including uploading of scanned images, Payment of Fees, and generation of Confirmation Page. Therefore, candidates are not required to send/submit any document(s) including Confirmation Page to the University through Post/ Fax/By Hand.

- Candidates can apply for admission at Aligarh Muslim University only through Online mode. The Application Form, other than online mode, will not be accepted in any case.

- **Only one application is to be submitted by a candidate for each class / course of study.**

- Submission of Online Application Form may be done only by accessing the University website:**www.amucontrollerexams.com**

- Candidates must follow the instructions strictly as given in the Guide to Admissions (Schools) and on the website. Candidates not complying with the instructions shall be disqualified.

- Candidates must ensure that e-mail address and Mobile Number provided in the Online Application Form are their own or their parents' as information/ communication, if any, to the candidate will be sent by the University through e-mail on e-mail address or SMS on given Mobile Number only. The University will not be responsible for non-receipt of latest information due to wrong mobile number, e-mail ID and correspondence address filled in theOnline Application Form.

- **Details of Admission Test Fee / Processing Charges:** Details about the Test Fee/Processing charges is available on the relevant pages in this Guide, Only Online payment mode is available for depositing the Test Fee/Processing charges. The details of online payment, if successful, will automatically be posted in the respective column of the Application Form. Candidates (or their parent/guardian in case of minors) are advised to ensure that their payment status is reflected on the application dashboard as well as on application PDF. Only those application where payment status is correctly reflected will only be deemed as successfully submitted.

  Note: If the amount is deducted from candidate's account but not reflected on candidate's application dashboard, then it will not be considered as successful submission of application.

ONLINE FILLING OF APPLICATION FORM

Registering as a new user:

1. **The candidate should register online and provide his / her <u>correct</u> and <u>functional</u> email because the username and password etc. will be sent on this email only.**
2. Please note every candidate has to register <u>separately</u> and will get his/her username and password to access his/her Dashboard for filling as well as tracking the form(s).
3. Only **Single Registration** is sufficient by a candidate for applying to a class both under General Category as well as under Children of NRI category. A candidate who has already submitted the Application Form under General category and wishes to apply under NRI category shall use the same registration (i.e. same username and password) for filling up and submitting the separate Application Form under Children of NRI category.

S.No.	Registration	
1	Username	Choose a username
2	Password	Enter your password
3	Re-Enter Password	Re-enter your password
4	Email	Enter your valid & functional email address
5	Name of the Candidate	Enter the full name of the candidate in capital letters. Donot use Mr / Master / Ms / Miss/Km etc. before the name.

Login into candidate's registered account:

1. The candidate shall login using his/her <u>username</u> and <u>password</u>. Dashboard of the candidate will be available to him/her for filling the form.

2. In case the candidate has forgotten his/her password, <u>Forgot Password</u> link should be used to get the same on the registered email of the candidate.

Updating Profile of the Candidate:

1. The candidate should fill his/her Profile carefully. Fields marked with asterisk are mandatory.
2. After saving the Profile, the candidate will be asked to review and confirm that the particulars entered are correct.

S.No.	Profile	
1	Username*	Prefilled as given at the time of registration
2	Email*	Prefilled as given at the time of registration
3	Name of the Candidate*	Prefilled as given at the time of registration
4	Alternate Email	Specify an alternate email of the candidate
5	Aadhaar No	Specify the AADHAAR number of the candidate
6	Mother's Name*	Write the full name of candidate's Mother. Do not use Mrs / Dr / Smt etc. before the name.
7	Father's Name*	Write the full name of candidate's Father. Do not use Mr / Dr / Shri etc. before the name.
8	Date of Birth*	Specify the date of birth of the candidate (in Christian Era) as recorded in the Birth Certificate.
9	Gender*	Select the gender of the candidate (Male or Female).
10	Mobile No.*	Specify the valid mobile number of the candidate
11	Alternate Mobile No.	Specify the alternate mobile number of the candidate
12	Correspondence Address*	Specify the complete mailing address of the candidate
13	Permanent Address*	Specify the complete permanent address of the candidate
14	Nationality*	Specify the nationality of the candidate.
15	Religion*	Specify religion of the candidate (for statistical purposes only)
16	Hostel Accommodation required*	Write 'Yes' if hostel accommodation is required, otherwise write 'No'

Uploading Photo, Signature & Thumb Impression of the candidate:

1. Specifications of Candidate's Photograph, Signature & Thumb Impression for upload:
   - Photograph must be taken within last two months,
   - Photograph should be in color with white background.
   - Photograph should not be with goggles or head covering (cap etc.).
   - The focus of the photograph should be on the face (80% face coverage, ears clearly visible)
   - Spectacles are allowed in the photograph only if being used regularly by the candidate.
   - Polaroid and Computer-generated photographs are not acceptable.
   - Photograph should not be attested.
   - Signature should be in running handwriting (not in the capital letters) with a black Ink pen on white paper.
   - Thumb Impression (Left hand) using blue/back ink on white paper.
2. The images should ONLY be in JPG/JPEG format for uploading on the website. Please note that file extension names such as filename.BMP, filename.PNG, or filename.TIFF are not acceptable. Candidates are advised not to rename files with BMP/PNG/TIFF/etc. to JPG/JPEG. If file is not in JPG or JPEG format convert them to JPG/JPEG format using appropriate software (e.g, Paint) instead of just renaming the file extension.
3. The size of each image must be between 20 KB and 200 KB.
4. Candidates may note that if the photographs uploaded are found to be fabricated i.e. de-shaped or seem to be hand-made or computer made, or of any other person, the application of the candidate will be rejected and the same would be considered as using Unfair Means and the candidate would be dealt with accordingly.

   Note: Candidate are required to keep 10 copies of the uploaded photo with him/her as the same will be needed at the time of counselling/admission, if the candidate is short-listed for admission.

Special categories claimed by the candidate:

1. Eligible candidate may select any applicable special category if he/she wishes to be considered for admission/nomination under that category.

2. The candidate should follow the step-wise instruction as they appear on the categories page and fill all the categories applicable to him/her. Later on, at the application stage the candidate will be given the option to select a maximum of three categories from amongst the categories that the candidate had filled to be considered under that Application Form.

3. Candidate will have no right to be considered for admission/nomination under a special category if the same is not claimed in the Application Form.

4. It is to be noted that all such candidates will be required to produce necessary documentary proof in support of special categories claimed if short-listed for interaction/interview and/or selected for admission.

S.No.	Applicable Special Categories	
1	Child of AMU Alumni (CA)	Specify the category/categories under which the candidate wishes to be considered for nomination
2	Child of AMU Employee (CE)	
3	Persons with Benchmark Disabilities (PH)*	

Documents to be uploaded by the candidate:

1. Scanned copy of date of birth certificate of the candidate issued from Municipal Corporation.
2. Scanned copy of Marks-sheet / grade-sheet of qualifying examination, if applicable.
3. Scanned copy of documents in support of claim under special category, if any.

Note: It is to be ensured that all documents should be uploaded in JPG/JPEG formatonly and their individual size should lie between 200KB to 2MB.

Applying for a class and making payment:

1. This step has two components- Application & Payment: (i) Filling specific Application details for respective class and (ii) Payment of Test fee/Processing charges online. It is to be noted that both components of this Step must be completed in one go otherwise the application will stand incomplete and applicants will have to re-apply this Step.

2. Candidate must ensure that he/she is eligible to apply for the class for which application is being submitted as the Test Fee/Processing charges are non-refundable.

3. Test fee/Processing fee is to be paid ONLINE only. The candidate should keep ready his/her UPI / Net Banking/Debit Card/Credit Card details and follow the instructions available on the website to make payment. It is to be ensured that correct amount of processing charges is displayed on the generated PDF. If not, then follow Refresh Payment by visiting the Dashboard/Home menu and generate the PDF again with correct amount.

4. No corrections are allowed after submission of online forms except during Correction Window (in limited number of fields).

ITEM	INFORMATION
Class for which applying	Select the Class **(I, VI or IX)** for which the candidate is applying.
Medium	Select only one medium **(English or Urdu)** in which the candidate wishes to appear in the Admission Test/ study in the School
Category	Select the category under which the candidate is applying (**General or Child of NRI/ Foreign National**)
Qualifying exam passed	Specify details of the qualifying examination passed by the candidate.
Year of Passing/ Appearing	Specify year of passing/appearing the qualifying examination.
School last attended	Specify details of the last School attended by the candidate.

SUBMISSION OF APPLICATION FORM

1. For all classes the Online Application Form is submitted electronically the moment the candidate makes the payment of the processing charges and payment is successful.
2. **There is no need to submit the printed copy of their Application Form.** However, the candidate must ensure that all steps for submission of Form have been completed and payment has been made successfully, and is also reflected on applicant's dashboard.
   Note: Candidates are advised to retain a printout of their filled-in form for future reference.

INSTRUCTIONS TO CANDIDATES APPEARING FOR ADMISSION TESTS

1. The Admit Card shall be issued provisionally to the candidate subject to the fulfillment of eligibility. It is only after verification of the eligibility that the candidate would be considered for admission. Mere appearing or qualifying in the test does not entitle a candidate for selection / admission.
2. The candidate has to download the Admit Card from the website (**www.amucontrollerexams.com**). The candidate will appear in the Test at the given Centre on the date and timing as indicated in his/her Admit Card.
3. The Admit Card will bear the following details of the candidate: Name, Application number, Roll number for the Test, photograph, signature and categories claimed. In addition, the Admit Card will have the details of the Test Schedule as well as Name and address of the Test Centre allotted to the candidate.
   Candidates should carefully examine the entries in the Admit Card and in case of any discrepancy, they should contact the Office of the Controller of Examinations well before the Test.
4. The candidates are advised to read the instructions on the Admit Card carefully and strictly follow them during the examination.
5. No candidate will be allowed to appear in the Test at a Test Centre other than that allotted to him/her in his/her Admit Card.
6. The candidates must not mutilate the Admit Card or change any entry made therein.
7. Unless specifically permitted otherwise, candidates are required to carry only the following with them to the Test Centre:
   - Valid Admit Card downloaded from the University website (a clear printout on A4 size paper) with a photo of the candidate pasted at the designated place.
   - A simple transparent Ball Point Pen (black/blue).
   - Any one of the authorized photo IDs (must be original, valid, and non-expired) – School Identity Card/ PAN card/ Passport/ Aadhaar Card (With photograph)/E-Aadhaar with photograph/ Ration Card with photograph/ Bank Passbook with Photograph.
   - PwBD certificate issued by the authorized medical officer, if applicable.
   - Personal transparent water bottle.
8. In no case, duplicate Admit Card of the candidate for the Test shall be issued at the Test Centre.
9. The candidates are not allowed to carry the following items inside the Test Centre under any circumstances.
   - Any item like textual material (printed or written), bits of paper, Geometry/Pencil Box, Plastic Pouch, Calculator, Pen, Scale, Writing Pad, Pen Drives, Eraser, Calculator, Log Table, Electronic Pen/Scanner, correction fluid, etc.
   - Any communication device like Mobile Phone, Bluetooth device, Earphones, Microphone, Pager, Health Band, Microchip, Camera etc.
   - Other items like Wallet, Goggles, Handbags, Belt, Cap, etc.
   - Any Watch/Wristwatch, Bracelet, Camera, etc.
   - Any ornaments/metallic items.
   - Any food items.
   - Any other item that could be used for unfair means.
10. No arrangement will be made at the Centres for keeping any articles/items belonging to the candidates and the University shall not be responsible for its safekeeping. If a candidate is

found in possession of any such item during the Test, he/she would be deemed to have used unfair means with subsequent cancellation of his/her candidature and /or further legal action.

11. To maintain the sanctity of the Test, candidates are advised not to wear heavy clothes and/or long sleeves. Further shoes and sandals/slippers with high heels should also be avoided.

12. The candidates may be subjected to extensive frisking at the time of entry or during the Test with the help of highly sensitive metal detectors. Candidates are advised to report at the Test Center at least one hour before the commencement of the Test so that there is enough time for proper frisking without any inconvenience to the candidate while maintaining the sanctity of the Test.

13. At the Test Centre a seat indicating Roll Number will be allotted to each candidate. Candidates should find and sit in their allocated seats only immediately after the opening of the Test Hall/Room. In case a candidate changes his/her seat and does not sit on the seat allotted to him/her, then such a candidate could face cancellation of candidature. No plea would be entertained in this regard.

14. No candidate will be permitted to enter the Test Centre after the scheduled commencement of the Test. If the candidates do not report in time due to any reason i.e. traffic jam, train/bus delay, etc, the University shall not be responsible for their missing the Test.

15. Candidates should read carefully the instructions printed on the Question booklet and the Answer Sheet/Booklet before making any entry on them. The candidate will check and ensure that the Test Booklet contains as many pages as specified on the top of the cover page. Discrepancy, if any, must immediately be brought to the notice of the Invigilator.

16. The candidate must show, on-demand, the Admit Card downloaded/printed from the University website for admission in the Test Centre. The Test Centre Staff on duty is authorized to verify the identity of candidates and may take steps to verify and confirm the identity credentials. A candidate who does not possess a valid Admit Card and authorized Photo ID shall not be permitted to take the Test by the Centre Superintendent.

17. The conduct of the Admission/Departmental Test may be photographed. The candidates are required to keep their heads in an upright position and face the camera during the photography so that their identity can be clearly established. The candidates should agree to the photography during the Test.

18. During the Test, candidates must maintain perfect silence and must not indulge in any conversation or gesticulation. The candidate must also sign on the Attendance Sheet at the specified place. The candidates may also be required to put their Left Thumb impression in the space provided on the Attendance Sheet.

19. During the Test, the Invigilator will check Admit Card of the candidates to ascertain the identity of each candidate. The Invigilators will also put their own signature in the place provided in the Answer Sheet and on the Attendance Sheet.

20. If during any stage of Test, any doubt arises that a candidate has filled in multiple forms or impersonated or not provided genuine information or given fake or false information etc., then such a candidate can be asked to give additional proof of his identity during or after the Test.

21. For OMR based tests, the candidates shall initially complete entries on the OMR Answer Sheet and the Question Booklet shall be provided to them 15 minutes after the scheduled commencement of the Test.

22. The test duration as specified on the Question Booklet shall be reckoned from the moment of its distribution.

23. No candidate will be permitted to leave his/her seat for the entire duration of the Test, except under exigencies.

24. Candidate should leave his/her seat only after handing over the OMR Answer Sheet /Booklet and Admit Card to the Invigilator.

25. Violation of any of these instructions by the candidate or the instructions printed on Question booklet, Answer Sheet/Booklet, Guide to Admissions or as announced by the Invigilator/Centre Superintendent during the Test will lead to cancellation of his/her candidature. Further, he/she may be debarred from appearing in any Test/Examination of this University.

26. Use of unfair means or impersonation in Test will be dealt with severely as per the law. Examination (Control of Unfair Means and Disorderly Conduct) Regulations and Students'

Conduct & Discipline Rules,1985 of the University are also applicable to the candidates appearing at the Test.

27. No request for re-evaluation / re-totaling will be entertained.

INSTRUCTIONS FOR OMR BASED ADMISSION TESTS

- The candidate is required to make entries in the boxes on the OMR Answer Sheet during the first 15 minutes of the commencement of the Test.
- The OMR Answer Sheet has two kinds of spaces for making entries – squares and circles. Squares are meant for writing alphabets and digits, while circles are to be shaded completely and uniformly.
- Use only **Ball Point Pen** (black/blue) for making entries in the squares and shading the circles.
- All entries are essential. Any error/omission on the part of candidate, especially in **Roll Number** may lead to non-evaluation of his/her OMR Answer Sheet resulting in rejection of his/her candidature.
- Do not make any stray marks on the OMR Answer Sheet. Do not fold, tear, roll or mutilate your OMR Answer Sheet in any manner.
- OMR Answer Sheet consists of one **Original** and one **Carbonless Duplicate** Copy. Do not attempt to separate or displace them while answering.
- After the Admission Test is over the original OMR Answer Sheet shall be collected by the invigilator while the candidate can take with him/her the carbonless copy of the OMR Answer Sheet and the Question Booklet.

A. Entries of candidate's particulars on the OMR Answer Sheet
(Note: Do NOT write anything in the box labeled "FOR INVIGILATOR ONLY")

1. **NAME OF THE CANDIDATE**: Write your name in English as specified on the Admit Card in the squares provided in BOX-1, leaving one square blank between each part of your name.
2. **SIGNATURE**: Put your signature with date in Box-2
3. **ROLL NUMBER**: Roll Number is printed on your Admit Card. Write this number in the squares provided at the top in Box-3 and shade the corresponding circles.
4. **APPLICATION NUMBER**: Application Number is printed on your Admit Card. Write this number in the squares provided at the top in BOX-4 and shade the corresponding circles.
5. **GENDER**: Write 'M' for Male and 'F' for Female in the square provided at the top in BOX-5 and shade the corresponding circle.
6. **CENTRE CODE**: Centre Coder is the 3-digit numeric code printed on your Admit Card. Write this number in the squares provided at the top in BOX-6 and shade the corresponding circles.
7. **QUESTION BOOKLET NUMBER**: The Question Booklet number is given on the cover of the Question Booklet supplied to you. Write this number in the squares provided in BOX-7.
8. **QUESTION PAPER SERIES**: The question paper series is a one-letter alphabetic code indicated on the cover page of your Question Booklet. Write this letter in the square provided in BOX-8 and shade the corresponding circle.
9. **STATUS**: Leave it blank (*not applicable for Admission Test of Class VI/ Class IX*).

B. Instructions for marking answers on the OMR Answer Sheet

1. Each question is followed by four alternative answers. Select only one answer, which you consider as the most appropriate. Shade the relevant circle against the corresponding question number on the OMR Answer Sheet.
2. Selecting more than one answer for a question, even if one of the selected answers is correct, would result in its being treated as an incorrect answer.
3. **Negative Marking**: There shall be no negative marking in the evaluation.
4. Answers should ONLY be marked on the OMR Answer Sheet. No answer should be written on the Question Booklet.

DISPLAY OF ANSWER KEY FOR CHALLENGE & DECLARATION OF RESULT

1. The University will display Answer Key of the MCQ based Admission /Departmental Tests giving opportunity to the candidates to challenge in case of any doubt in the answer on the website **www.amucontrollerexams.com**
2. Candidates will be given an opportunity to make online challenge against the Answer Key on payment of non-refundable processing fee of Rs.100/- per answer challenged within 48 hours of the display of Answer Key on the website.
3. Challenges made by the candidates will be verified by the University with the help of a duly constituted Committee of subject experts. If found correct, the answer key will be revised accordingly. In case a question is found to be incorrect / ambiguous and dropped out from evaluation, then full marks shall be given to all the candidates.
4. The decision of the Committee will be final and no further complaint against the decision of the Committee shall be entertained. Based on the revised Answer Key, result will be prepared and declared.
5. No individual candidate will be informed about the acceptance/non-acceptance of his/her challenge.

COUNSELLING / COMPLETION OF ADMISSION

Candidates selected/short-listed for admission are required to go through the **Counselling Procedure** and register for Counselling and subsequent completion of admission (including payment of Admission Charges) on the portal
counselling.amuonline.ac.in

DOCUMENTS REQUIRED AT THE TIME OF PHYSICAL REPORTING AFTER COMPLETION OF ADMISSION

The following **Original Documents** are required at the time of physical reporting after completion of provisional admission:

1. Aadhar Card / Passport / PAN Card / Bank Passbook with photo ID / Student Photo Identity Card issued by the School last attended of the candidate (with **TWO** Self attested photocopies)
2. TEN (2.5 x 3.0 cms) recent front facing colour photographs (in white background).
3. Documents in support of Special Categories claimed in Application Form.
4. Birth Certificate issued under the Registration of Births and Deaths Act by Municipality /Municipal Corporation only (with **TWO** Self attested photocopies)
5. Transfer Certificate from the Institution last attended (with **TWO** Self attested photocopies - applicable for admission to Class VI & IX)
6. Marks sheet / grade sheet of qualifying examination (with **FOUR** Self attested photocopies - applicable for admission to Class VI & IX)
7. Aadhar Card / Passport / Voters ID / PAN Card / Driving License / Bank Passbook with photo ID/ Arms License/ Service Photo Identity Card issued by State/Central Government of both the parents (with **TWO** Self attested photocopies)

REMOVAL OF NAME FROM SCHOOL

The name of the student shall be struck off the rolls of the School if he/she:
   1. Does not rejoin the School within three days of commencement of the School academic session.
   2. Continues to remain absent without leave for ten working days in succession.
   3. Fails to pay the School fee and other dues as per the notified date/schedule.
   4. Fails to follow the rules prescribed by the School from time to time.
   5. Is found to have forged credentials.
   6. Remains in the same class for more than two academic years.

REFUND OF FEE

If a newly admitted student chooses to get his/her admission cancelled, the School shall follow the following five-tier system for the refund of fees* deposited by the student:

Category	Percentage of Refund of Fees*	Point of time when notice of withdrawal of admission is received in the HEI
(A)	100%	15 days or more **before** the formally notified last date of admission.
(B)	90%	Less than 15 days **before** the formally notified last date of admission.
(C)	80%	15 days or less **after** the formally notified last date of admission.
(D)	50%	30 days or less, but more than 15 days **after** formally notified last date of admission.
(E)	00%	More than 30 days **after** formally notified last date of admission.

Note: * Caution money shall be refunded in full.

In case of category (A) in the table above, the School shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

HELP DESK

For any assistance, the candidates may contact:

Admission Section, Office of the Controller of Examinations

Aligarh Muslim University, Aligarh -202002

Email: ***amu.admission@gmail.com***

Telephone: ***+91-571-2700935*** *(during Office Hours only)*

PROCEDURE FOR ADMISSION

Admissions in Class I, VI and IX in all AMU Schools, except Ahmadi School for the Visually Challenged, are offered through Admission Test comprising of written test and subsequent interaction/interview of the short-listed candidates as detailed below:

Class of Study	:	**I**

| **Available Schools for Boys** | : |

English Medium		Urdu Medium	
School	**Intake**	**School**	**Intake**
STS School	35	RMPS AMU City School	45
AMU ABK High School	35		
Abdullah School*	70		

| **Available Schools for Girls** | : |

English Medium		Urdu Medium	
School	**Intake**	**School**	**Intake**
AMU Girls School	35	AMU Girls School	40
AMU ABK High School	35	AMU City Girls High School	90
Abdullah School*	70		

Age Limit : The candidates must be of the age between 6 to 8 years as on **March 31, 2026**. i.e. the date of Birth of the applicant must lie between **April 01, 2018** to **March 31, 2020** (both days inclusive)

Selection Process : Through 'Draw of Lots'.

Application Form Details :

Last Date of applying (without Late fee)	**Processing Charge (without Late fee)**
15-02-2026	**Rs. 800.00**

Last Date of applying (with Late fee)	**Processing Charge (inclusive of Late Fee)**
22-02-2026	**Rs. 1100.00**

Corrections in Application Form : Correction in particulars of Application Form is permissible on website only from **25-02-2026** to **28-02-2026**. No corrections shall be permissible under any circumstances after this period.

Schedule for Draw of Lots : Will be notified separately.

Additional Information : *50 Seats are reserved for candidates belonging to "Children of University Employee" of the University while 20 seats are reserved for children of Daily Wagers/Fixed Salary Employees /Dawakhana Tibbiya College employees of the University for admission in Abdullah School (applicable both for boys and girls).

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| **Class of Study** | **:** | **VI** |

Available Schools for Boys :

English Medium		Urdu Medium	
School	**Intake**	**School**	**Intake**
STS School	40	RMPS AMU City School	40
RMPS AMU City School	40		

Available Schools for Girls :

English Medium		Urdu Medium	
School	**Intake**	**School**	**Intake**
AMU Girls School	40	AMU City Girls High School	45

Qualifying Examination : Passed Class V from a School which is registered and recognized by a competent government authority or is affiliated to an approved Public Examination Board.
Note: For verification, the registration/recognition/or the affiliation number of the School should be clearly mentioned on the qualifying examination's mark-sheet or certificate.

Age Limit : The candidates must be of the age between 10 to 12 years as on **March 31, 2026**. i.e. the date of Birth of the applicant must lie between **April 01, 2014** to **March 31, 2016** (both days inclusive)

Selection Process : Through Admission Test.
The Total Merit will have the following components:
    a) Written Test   :   85 Marks
    b) Interview   :   15 Marks
Note: Candidates shall be called for Interview on the basis of the performance in the written test. **For the candidates who qualify written test, obtaining a minimum of 40% marks in the Interview is essential to become eligible for selection.**

Test Paper Details : The Written Test shall comprise two sections as detailed below:
Section-I: It shall be of 25 marks comprising 25 Objective type questions (MCQ) of one mark each on Languages (English, Urdu and Hindi)
Section-II: It shall be of 60 marks comprising of 60 Objective type questions (MCQ) of one mark each with the following break-up:
    1.   Mathematics   : 30 marks
    2.   Environmental Studies   : 30 marks
Note: It is essential that the candidate obtains a minimum of 40% marks in Section-I in the written test to be eligible for interview/ admission.

Test Paper Syllabus : The Test paper syllabus shall be the same as prescribed for Class V by C.B.S.E. / N.C.E.R.T. and followed in University Schools.

Application Form Details :

Last Date of applying (without Late fee)	**Processing Charge/ Test Fee (without Late fee)**
15-02-2026	**Rs. 800.00**

Last Date of applying (with Late fee)	**Processing Charge/ Test Fee (inclusive of Late Fee)**
22-02-2026	**Rs. 1100.00**

Corrections in Application Form : Correction in particulars of Application Form is permissible on website only from **25-02-2026** to **28-02-2026**. No corrections shall be permissible under any circumstances after this period.

Admit Card : Print from the website **www.amucontrollerexams.com** one week before the scheduled date of test**.** The Test Centre shall be as indicated on the Admit Card.

Test Schedule :

Date	**Duration**	**Scheduled Start**
05-04-2026	**2 hours**	**4:00 P.M.**

Class of Study	:	**IX**

Available Schools for Boys :

English Medium	
School	**Intake**
STS School	90
RMPS AMU City School	90
AMU ABK High School	90

Available Schools for Girls :

English Medium	
School	**Intake**
AMU Girls School	90
AMU ABK High School	90

Qualifying Examination : Passed Class VIII from a School which is registered and recognized by a competent government authority or is affiliated to an approved Public Examination Board.
Note: For verification, the registration/recognition/or the affiliation number of the School should be clearly mentioned on the qualifying examination's mark-sheet or certificate.

Age Limit : The candidates must be of the age between 13 to 15 years as on **March 31, 2026**. i.e. the date of Birth of the applicant must lie between **April 01, 2011** to **March 31, 2013** (both days inclusive)

Selection Process : Through Admission Test.
The Total Merit will have the following components:
    a) Written Test   : 85 Marks
    b) Interview   : 15 Marks
Note: Candidates shall be called for Interview on the basis of the performance in the written test. **For the candidates who qualify written test, obtaining a minimum of 40% marks in the Interview is essential to become eligible for selection.**

Test Paper Details : The Written Test shall comprise two sections as detailed below:
Section-I: It shall be of 25 marks comprising 25 Objective type questions (MCQ) of one mark each on Languages (English, Urdu and Hindi)
Section-II: It shall be of 60 marks comprising of 60 Objective type questions (MCQ) of one mark each with the following break-up:
    1.   Mathematics   : 25 marks
    2.   Science   : 25 marks
    3.   Social Science   : 10 marks
Note: It is essential that the candidate obtains a minimum of 40% marks in Section-I in the written test to be eligible for interview/ admission.

Test Paper Syllabus : The Test paper syllabus shall be the same as prescribed for Class VIII by C.B.S.E. / N.C.E.R.T. and followed in University Schools.

Application Form Details :

Last Date of applying (without Late fee)	**Processing Charge/ Test Fee (without Late fee)**
15-02-2026	**Rs. 800.00**

Last Date of applying (with Late fee)	**Processing Charge/ Test Fee (inclusive of Late Fee)**
22-02-2026	**Rs. 1100.00**

Corrections in Application Form : Correction in particulars of Application Form is permissible on website only from **25-02-2026** to **28-02-2026**. No corrections shall be permissible under any circumstances after this period.

Admit Card : Print from the website **www.amucontrollerexams.com** one week before the scheduled date of test**.** The Test Centre shall be as indicated on the Admit Card.

Test Schedule :

Date	**Duration**	**Scheduled Start**
05-04-2026	**2 hours**	**10:00 A.M.**

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ADMISSION TO AHMADI SCHOOL FOR THE VISUALLY CHALLENGED

Admissions are open to visually challenged boys and in Sensory Development class (SD), Class I, VI and IX as per intake as detailed below. However, admission may be considered in other classes also subject to availability of seats/infrastructure on case to case basis.

Eligible candidates can apply for admission on the prescribed form with the following documents:

a) Medical Certificate of Blindness issued by the Chief \Medical Officer.
b) Five passport size photographs.
c) Date of Birth Certificate issued by the competent authority.
d) Transfer Certificate in case of earlier Schooling at the time of admission.
e) Income Certificate of the parents.
f) Address proof (Copy of Ration Card/ Driving License/ Copy of Passport/ Aadhar Card /Voter ID Card/ Bank Passbook/ Employment ID Card) of both the parents.
g) Photograph of candidate with parents
h) Any other relevant document.

Note: Application Form for admission to Ahmadi School for the Visually Challenged can be obtained from the School/ downloaded from the website **www.amucontrollerexams.com** Last date of receipt of Application Form is **April 11, 2026.**

INTAKE:

The intake for various classes and Age Limit is as given below**:**

Class	Intake		Age Limit*
	Boys	**Girls**	
SD	03	02	5-7 Years
I	03	02	6-8 Years
VI	01	01	10-12 Years
IX	03	02	13-15 ears

* As on March 31, 2026

Note: The Maximum Age Limit may be relaxed by two years in case of children with Special needs.

PROCEDURE OF ADMISSION:

The eligible candidates should carry all relevant documents with him/her and report along with his parents/guardians to appear in a Screening cum Medical Test as per the following schedule:

Date of Screening Test	Scheduled Start	Venue
05-05-2026	**08:00 A.M.**	**Ahmadi School for the Visually Challenged**

Admissions will be offered based on the merit of the above Test subject to the candidate fulfilling the eligibility conditions for the Class concerned at the time of admission.

<u>**APPENDIX - I**</u>

**PROFORMA / CERTIFICATE FOR CLAIMING ADMISSION UNDER
CHILDREN OF EMPLOYEE CATEGORY, ALIGARH MUSLIM UNIVERSITY, ALIGARH**

(A) Particulars relating to employee:

1. Full Name of the Employee (with ID No.)_____

(In CAPITAL Letters)

2. Designation and Department_____

3. Nature of Employment: Permanent _____ Probation _____Temporary _____

4. Date of first continuous appointment _____

5. (a) Whether in Service at the time of submission of Application Form (Yes / No)_____

   (b) If no, the date of retirement (if already retired)/Died in Harness _____

(B) Particulars of the candidate in respect of whom certificate is required:

1. Full Name of the Son / Daughter _____

(in CAPITAL Letters)

2. Date of Birth of Son / Daughter_____

I, _____ hereby declare that the entries made above are true to the best of my knowledge and belief. I further undertake that in case any information is proved false subsequently, the admission of my son / daughter shall be cancelled and my son / daughter may not be allowed to take admission in any course of study offered by AMU in future. In addition, an administrative action as per University rules may be taken against me.

Date: _____   Signature of employee: _____

Verified the above information   **Forwarded**

Signature   **Signature**
J.R./D.R./A.R. (S.B.& Pension)   **Head of the Dept. / Office**
With Seal & Date   **With Seal & Date**

Note: University employee means `regular employees' who are getting / got their salaries from the University Budget. Children of Employees of Dawakhana Tibbiya College / AMU Press / S.S. Mart / Daily Wage Workers / Fixed Salary Workers / Research Projects staff etc. are **NOT ELIGIBLE** to claim this benefit.

<u>**APPENDIX - II**</u>

**PROFORMA / CERTIFICATE FOR CLAIMING ADMISSION UNDER
CHILDREN OF DAILY WAGERS/FIXED SALARY EMPLOYEES /DAWAKHANA TIBBIYA
COLLEGE EMPLOYEES, ALIGARH MUSLIM UNIVERSITY, ALIGARH**

(A) Particulars relating to employee:

1. Full Name of the Employee: _____

                                                                                  (In CAPITAL Letters)

2. Designation and Department_____

3. ID No. (if applicable): _____ Issuing Authority: _____

4. Nature of Employment:

    Daily Wager _____ Fixed Salary _____ Dawakhana Tibbiya College Employee _____

5. Whether in Service at the time of submission of Application Form (Yes / No)_____

(B) Particulars of the candidate in respect of whom certificate is required:

3. Full Name of the Son / Daughter _____

                                                                                  (in CAPITAL Letters)

4. Date of Birth of Son / Daughter_____

I, _____ hereby declare that the entries made above are true to the best of my knowledge and belief. I further undertake that in case any information is proved false subsequently, the admission of my son / daughter shall be cancelled and my son / daughter may not be allowed to take admission in any course of study offered by AMU in future. In addition, an administrative action as per University rules may be taken against me.

Date: _____   Signature of employee: _____

Verified the above information from relevant records

Signature & Name
Head of the Dept. / Office
With Seal & Date

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<u>**APPENDIX - III**</u>

UNDERTAKING
TO BE FURNISHED BY THE CANDIDATE FOR ADMISSION UNDER CA CATEGORY

Before the Controller of Examinations

<u>**Aligarh Muslim University, Aligarh**</u>

Sir,

I, _____ Son/Daughter of

Mr. _____ (Father's Name) &

Mrs._____ (Mother's Name)

R/O (Permanent Address) _____

do hereby undertake the following:

1. That my name, parentage and address given above are true and correct.

2. That I have passed / appearing in Class / Examination _____ in the year
    _____ with _____Division & Roll No._____ from
    _____ School and applying for admission in the Aligarh Muslim
    University during the session _____

3. That my father Mr. _____ or mother Mrs.
    _____ is/are old student(s) of the Aligarh
    Muslim University and has/have passed the Course(s)
    _____with Enrolment No. _____ in the
    year_____

4. I undertake that as per CA category given in the Guide to Admissions I am eligible to be
    considered for admission under CA category in the Academic Session: _____

5. I undertake to produce the Certificate / Degree / Diploma / Mark-sheet issued by the Aligarh
    Muslim University to my father / mother in original at the time of Interview / Counselling /
    admission/physical reporting in support of my claim.

Yours obediently,

Signature of Parent / Guardian   Signature of the Applicant

NOTE: Certificate / Diploma / Degree should be of minimum one-year duration as a regular course.

<u>**APPENDIX - IV**</u>

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

Before the Controller of Examinations,

<u>**Aligarh Muslim University, Aligarh**</u>

Sir,

I, _____Son/Daughter of

_____ R/O (Permanent

Address) _____

do hereby undertake the following:

1. That I am an applicant for admission to _____ class 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   (*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 _____

Application No. _____   Name of the Applicant _____

Roll No. _____   Mother's Name _____

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From the seed which we sow today, there may spring up a mighty tree, whose branches, shall in their turn strike firm roots into the earth, and themselves send forth new and vigorous saplings.

Sir Syed Ahmad Khan