



(DEEMED TO BE UNIVERSITY)

**JSS
ACADEMY
OF HIGHER
EDUCATION
& RESEARCH**

M Y S U R U

Admission Policy

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1. Introduction

JSS Academy of Higher Education & Research (JSS AHER), Mysuru, Karnataka (Formerly known as Jagadguru Sri Shivarathreeshwara University (JSSU)), is a Deemed to be University located in Mysuru, Karnataka. It was established in 2008 under Section 3 of the UGC Act 1956.

JSS Academy of Higher Education & Research aspires to become a world class centre for excellence in education and research with a special focus to serve the under privileged and economically challenged sections of the society. The campus is modelled as a fully residential educational campus in line with the best institutions of higher learning across the globe. The uniqueness of its reputation is acknowledged through the format, content, and pedagogy of its programmes and their relevance to the society.

JSS Academy of Higher Education & Research (JSS AHER) comprises of:

Constituent Colleges

- i. JSS Medical College, Mysuru.
- ii. JSS Dental College & Hospital, Mysuru.
- iii. JSS College of Pharmacy, Mysuru.
- iv. JSS College of Pharmacy, Ooty (Tamil Nadu)

Schools

- i. School of Life Sciences, Mysuru
- ii. School of Life Sciences, Ooty
- iii. School of Public Health, Mysuru

Departments

- i. Department of Water & Health
- ii. Department of Environmental Science
- iii. Department of Nutrition & Dietetics
- iv. Department of Microbiology
- v. Department of Biotechnology & Bioinformatics
- vi. Department of Health System Management studies, and
- vii. Department of Yoga

Centres

- i. Centre for Distance and online Education.

The JSS AHER's efforts in realizing its vision and mission are manifested through this Admission Policy and Procedures outlined in this document.

2. Purpose

JSS AHER is committed to ensure its admission policies and procedures are fair, transparent, ethical, and timely, making study accessible to a diverse range of prospective students. This policy outlines admissions processes and requirements for the various programs offered by JSS AHER are as per the policies framed from time to time.

The overall aim of this policy is to ensure an effective, efficient and coordinated admissions process that upholds the values of equality, inclusion and maximising the potential and employability of our current and future students.

3. Scope

This is a university-wide policy that applies to all personnel and students.

4. Objectives

This policy has the following objectives:

- i. Establish equitable, transparent, and rational processes for admission to the various programmes.
- ii. Contribute to the creation of an inclusive student community, where diversity is regarded as an asset.
- iii. Admit prospective students who have the potential to graduate successfully within the prescribed time for the programme and excel in their respective fields.
- iv. Offer equal opportunities to prospective students.

5. Principles

The JSS AHER is committed to operating an admission process which is demonstrably fair, transparent, and supported by appropriate and robust policies and procedures.

The JSS AHER's admission policy and procedures are designed to put into effect the following principles:

- i. The policy and procedures provide equal opportunities to all the students and fulfil the educational needs of the differently abled.
- ii. Prospective students are given unbiased guidance or advice.
- iii. Admission offers are made broadly on merit based on demonstrated achievement, especially academic achievement, and are free of patronage, bias and unlawful discrimination.
- iv. Admission offers are made on the basis of fair and consistent decision-making undertaken with integrity and impartiality by JSS AHER staff or designates who have relevant knowledge, skills and training.
- v. JSS AHER may flexibly adjust intakes into programs in response to its strategic objectives and changes in the availability of applicants.

- vi. Prospective students / applicants have the opportunity to seek clarification with respect to their process of admission and other logistic issues.
- vii. JSS AHER has the discretionary power to cancel any admission / programme to which students have been accepted, in accordance with its rules and regulations.

6. Equality and Diversity

JSS Academy of Higher Education & Research is committed to providing an environment-free from discrimination, **bullying, harassment or victimization**, where all members of its community, including those who seek to apply at JSS AHER, are treated with respect and dignity. We aim to create a culture of diversity within our community, providing a dynamic working and learning environment, where all members are valued for their contribution individually. We are committed to provide equal opportunity for all students irrespective of age, disability, ethnicity, gender and religion.

7. Procedures

7.1 Implementation of Policy and Procedures:

- i. The students applying individually will be made aware of the terms of admissions policy and procedures by the **Admission Facilitation Cell** of the JSS AHER and constituent units.
- ii. Admission Facilitation Cell monitors the student application and admission process, by providing the materials and means for application to the students.
- iii. All the applications are processed by the Admission Facilitation Cell in accordance with students' Admissions policy and procedures.
- iv. The entry requirements like students age, academic qualification etc., are scrutinized by Admission Facilitation Cell.

The JSS AHER shall ensure:

- i. Relevant and Comprehensive information such as courses/programs offered, eligibility criteria, procedure and details of common entrance test (Names of the centres, number of papers for the written test, dates and venue of test etc.,) shall be widely publicized in digital / print media and by notifying in JSS AHER's official website.
- ii. JSS AHER will prepare an update prospectus which provides detailed information on the vision and mission of JSS AHER, details of recognition and approvals from the various statutory authorities (National and International bodies), courses offered, duration of the course, course pattern, entry requirement, eligibility criteria, job opportunity, mode of selection, collaborative arrangements with International Universities, details of research programs etc.,
- iii. JSS AHER will follow the seat sharing Policy as approved by the Board of Management and other competent authorities for admission of students.

- iv. The details of various infrastructural facilities such as academic facilities, library facilities, Laboratories, facilities to develop through physical education residential and other facility, etc., will be provided in the prospectus.
- v. The prospectus shall provide the details of academic governance of JSS AHER and comprehensive information in respect of students' career placements.
- vi. Candidates who wish to apply for various courses offered and conducted by JSS AHER may submit online application by uploading the relevant documents required during submission of online application form at JSS AHER website for considering the application to the entrance test/admission.

JSS AHER is committed to enact and follow the admission procedure which ensures that there will be transparency in the entire admission process. Some of the important steps followed for admitting at JSS AHER are as under;

- i. All admissions to the courses under the control of statutory bodies will be made as per the guidelines and the Admission Facilitation Cell undertakes the process of making admissions through online mode.
- ii. The criteria for admission to any course is based on the academic merit/performance in the entrance test/ personal interview, as applicable.
- iii. The entrance test shall be All India level.
- iv. JSS AHER reserves the right to admit or refuse entry to any applicant based on an individual's ability to meet the educational requirements of the course, including the Inherent Course Requirements (where stated) for the course into which they are applying for admission.
- v. Medical fitness certificate is to be produced for the applicable courses.
- vi. The Registrar, JSS AHER shall issue Provisional Admission Letter to the selected candidates as per the policies.
- vii. In case of non-admission of the selected candidate for any reasons within the stipulated time, the vacancy may be filled from the waitlisted candidates.
- viii. The Admission Section of constituent units of JSS AHER shall maintain the records of all student applications and relevant documents.
- ix. The Admission Review Committee shall periodically monitor, review and suggest any amendments with justification.

7.2 Admission Entry Requirements

To support a successful study experience with JSS AHER, applicants are required to meet the following eligibility/entry requirements:

- i. The minimum entry requirement allows an applicant to be considered for selection/admission.
- ii. Students entering higher education - Diploma, Bachelor degree or Undergraduate courses are expected to have completed Year 12th Class/Intermediate or 10+2 /qualifying exam issued by the Valid Education Board or an equivalent qualification and as prescribed by the statutory bodies and JSS AHER.

- iii. For undergraduate courses, candidates must have completed 17 years of age as on December 31st of the admission year.
- iv. Students entering higher education in Postgraduate degree/Diploma courses are expected to have completed graduation from a recognized university with minimum aggregate percentage (as prescribed) in bachelor's degree in respective discipline or equivalent (10+2+3/4) from a recognized university and also as prescribed by the statutory bodies and JSS AHER. Students appearing for their final semester / year exams are also eligible to apply for entrance test/admission.
- v. Minimum entry requirements are specified in the relevant course approval instrument approved by the UGC/NMC/DCI/PCI/AICTE/RCI/AERB/JSS AHER/other applicable statutory bodies and Hon'ble Supreme Court of India.
- vi. The criteria for minimum entry requirements are approved in the Academic Council & Board of Management of JSS AHER and the same is provided at JSS AHER website and in the Information Brochure relevant to the program.

7.3 Admission Process Requirements

- i. All eligible candidates must submit the online application at JSS AHER website www.jssuni.edu.in as per the admission calendar announced.
- ii. Application fee (non-refundable) for the preferred program should be paid through Online Payment gateway Mode with the valid Credit Card / Debit Card/UPI gateway or Net Banking facility.
- iii. Candidate must fulfil all eligibility requirement as prescribed by the statutory body and JSS AHER from time to time for admission.
- iv. Candidate must appear for the entrance test scheduled by JSS AHER to determine the merit of the candidature for admissions as per the calendar of events announced (Where applicable)
- v. It is the responsibility of all potential students to read and understand the Inherent course requirements for the course into which they are seeking admission and accept the Inherent course requirements prior to initial enrolment to the respective courses.
- vi. JSS AHER reserves the right to change / alter the dates or timing at any given time during the application process.
- vii. Candidates are required to show evidence of English language proficiency to a certain level depending on the courses & admission to ensure that the student has the ability to successfully engage to study in the selected field.
- viii. If the application is incomplete or incorrect, JSS AHER has the right to reject it.

7.4 Selection / counselling committees' composition and procedures

- i. Admission process is done in accordance with the prescribed guidelines by statutory and regulatory bodies.
- ii. The regulation of NMC/ DCI/ PCI/ AICTE/RCI provides that where an institution of All India character is there, such as JSS AHER, the institution has to conduct

entrance examination on All India basis and to admit the students based on merit. However, admissions to the Medical / Dental UG/PG programs will be based on the NEET eligibility as notified by the government of India/ NMC /DCI and MCC of DGHS.

- iii. Admission Notification will be notified through digital / print media and in JSS AHER's website.
- iv. The rank list is prepared by JSS AHER from the marks secured in the qualifying exam and or an entrance exam conducted by the designated authority of the Government of India / JSS AHER as may be notified from time to time by the Government of India / JSS AHER.
- v. Selection decisions shall be made by the authority of the selection committee with due attention to equity and consistency.
- vi. The selection committee selects only from among applicants eligible for consideration under the minimum entry requirements approved by the Board, including the English standard for the course.
- vii. To determine the eligibility, and ranking eligible applicants, the selection committee will consider:
 - a) The guidelines on the interpretation of resolutions for selection
 - b) The rules for ranking applicants
 - c) The schedule on use of selection instruments, determined by the Committee and published on JSS AHER website.

7.5 Original documents submission

The applicant(s) should compulsorily submit the following documents in original at the time of admission/reporting:

Sl. No.	Documents Required
1	JSS AHER admission offer letter
2	Entrance Test Hall Ticket (where applicable)
3	Downloaded JSS AHER Application Form duly signed by the Applicant/ Parent
4	10 th Marks Sheet
5	12 th Marks Sheet
6	Mark statement of all the semesters / year of their bachelor's degree. Applicant(s) who are pursuing their final semester / year need to submit mark statements up to the preceding semester / year
7	Provisional Degree Certificate, if Candidate has completed / graduated
8	Degree Certificate (Convocation Certificate) if candidate has graduated
9	Transfer Certificate from last institution studied (qualifying examination) - Mandatory
10	Migration Certificate other than Karnataka 12 board candidates) - Mandatory
11	Copy of Aadhar & PAN card of the candidate and Parents

12	Copy of Passport and Visa (if available) for international applicant(s)
13	5 recent passport and 5 stamp size color photographs in formal dress (Standard Indian Passport size)
14	Medical fitness certificate for the required courses.
15	Attested Photocopy of Caste certificate as per the central / State government format (OBC/SC/ST) (As applicable)
16	Any other documents as deemed essential and notified by JSS AHER/Statutory bodies from time to time

7.6 Transfer between Programs

- i. The authorities of JSS AHER have discretionary power on arriving at the decision on the application of student to transfer into a course / college from another course / college / department / school at JSS AHER.
- ii. The following factors are considered for making decision on the request for transfer between the Programs;
 - a) Prerequisites and other admission requirements for the course
 - b) The availability of seat as per statutory policy.
 - c) Regulatory requirements/Approvals (Wherever necessary) and
 - d) The academic competitiveness of the applicant.

7.7 Admission/seat cancellation process

- i. Cancellation will be based on UGC regulation F. No 6-1(7)/2006(CPP-I) which states that "Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admissions, the Institution must return the fee collected with proportionate deductions from the fee paid and proportionate hostel fee, wherever applicable".
- ii. The application for cancellation / refund should be submitted by the candidate in-person/email/post to the Dean of the faculty or Principal of the constituent colleges as applicable by presenting the relevant documents (Original fee paid receipt, document submission receipt and any other documents that had been received from JSS AHER). The request would be further communicated to the Registrar, JSS AHER for necessary action.
- iii. The request for refund will be as per the Fee Policy of JSS AHER.
- iv. The Registrar may approve the withdrawal offer or cancel the admission and enrolment of a student where:
 - a) The candidate fails to provide documents or to fulfil other requirements specified in the offer of admission by the specified date;
 - b) The offer of admission has been made based on incomplete, inaccurate or fraudulent information provided by the candidate/student or a third party on behalf of the candidate/student;

- c) The person fails to enrol in accordance with the offer of admission by the specified date;
- d) The person arrives late for a teaching period or does not engage with or genuinely begin his or her studies before a date determined and as advised by JSS AHER;
- e) In the reasonable opinion of the Registrar, the applicant is holding open, or intends to hold open, his or her offer or enrolment for purposes other than genuine study;
- f) The Registrar determines that it is necessary or reasonable to withdraw the offer in order to fulfil regulatory or administrative requirements or guidelines;
- g) The Registrar becomes aware that appropriate supervision or other resources are no longer available to support the applicant's admission;
- h) The program is withdrawn from offer as a result of decision of JSS AHER.

8. Seat sharing policy

JSS AHER seat sharing policy governing admission of students to various courses is provided below;

Sl. No.	Seat Sharing	Medical and Dental courses	Pharmacy and Other courses
1	NEET based merit / JSS AHER Merit	85%	70%
2	NRI	15%	15%
3	Institutional preference	-	15%

9. Policies

The following admission policy for various programs at the constituent colleges, Schools & Departments of JSS Academy of Higher Education & Research (JSS AHER) are approved by the Board of Management and are in compliance with the directions of JSS AHER authorities/ statutory bodies/ Hon'ble Supreme court directions.

Sl.No.	Program	Policy
1	PG Medical Super Speciality (DM/M. Ch)	As directed by Government of India, Ministry of Health and Family Welfare, New Delhi, the National Board of Examination (NBE) conducts the National Eligibility-cum-Entrance (NEET – SS) for admission to Super Specialty programmes (DM/M.Ch) in terms of section (10) of the Indian Medical Council Act, 1956 as amended in 2016, from the Academic Year 2017.

		Government of India, Ministry of Health and Family Welfare letter no. V.26012/02/2016-MEP(Pt) dated May 4th, 2017 had directed and informed all the Institutions, Universities & State Govt., that there shall be a one common counselling for all seats at National level and will be conducted by Directorate General of Health Services (DGHS) Admission / Reporting at JSS Medical College, Mysore will be done based on the guidelines & schedule of MCC of DGHS, issued from time to time and fee policy of JSS AHER.
2	PG Medical (MD/MS/ Diploma) & PG Dental (MDS)	<p>As per the directions of Hon'ble Supreme Court of India, the National Board of Examination (NBE) conducts the National Eligibility-cum-Entrance Test (NEET-PG) for admission to Post Graduate MD/MS/PG Diploma/ MDS Courses in terms of Section (10) of the Indian Medical Council Act, 1956 as amended in 2016.</p> <p>In compliance of the order of the Hon'ble Supreme Court of India dated 23/03/2012 passed in I.A No. 16/2012 in Civil Appeal No. 1944 of 1993 - Anand S.Biji Vs State of Kerala & Others and in order to comply as per the directions of the Hon'ble Supreme Court of India dated 09/5/2017 passed in Writ Petition© No.267 of 2017 –Dar-Us-Slam Educational Trust & Ors Vs MCI & Ors; Directorate General of health Services, Ministry of Health & Family Welfare has been entrusted the responsibility to hold online common counselling for All India Quota seats (including NRI quota) for admission to Post- Graduate Medical and Dental courses.</p> <p>Admission / Reporting at JSS Medical college, Mysore will be done based on the guidelines & Schedule of MCC of DGHS, issued from time to time and fee policy of JSS AHER.</p>
3	UG Medical (MBBS) & UG Dental (BDS)	As per the directions of Hon'ble Supreme Court of India and regulations framed under the Indian Medical Council Act-1956 as amended in 2016 and the Dentists Act-1948 as amended in 2016, National Testing Agency (NTA) conducts the National Eligibility-cum-Entrance Test– (NEET -

		<p>UG) for admission to Undergraduate Medical (MBBS) & Dental (BDS) Courses.</p> <p>In compliance of Hon'ble Supreme Court's directions in WP 267 of 2017 DAR-US-SALAM EDUCATIONAL TRUST AND ORS Petitioner(s) VERSUS MEDICAL COUNCIL OF INDIA AND ORS, the court has directed that Common Counseling for admission to All India Quota seats in Government Medical Colleges shall be conducted by the DGHS. The counseling conducted by DGHS will also include Deemed-to-Universities as they have an All-India character. The Deemed-to-Universities also includes Deemed-to-Universities run by religious and linguistic minorities.</p>
4	Fellowship in Medical Courses	<ul style="list-style-type: none"> • Admission notification will be released through print media and in the JSS AHER website. • JSS AHER calendar of events is drawn based on the PG results • The applications will be invited from eligible candidates. • The seats are allotted as per the inter-se merit in the qualifying degree.
5	M. Phil in Clinical Psychology	<ul style="list-style-type: none"> • With the approval of the authorities, JSS AHER will conduct the all India Entrance Test. Accordingly, with the approval of the authorities, JSS AHER constitute the counselling committee to conduct the entrance exam / Counselling / admission process for allotment of seats. • Admission notification will be released through digital / print media and the JSS AHER website. • JSS AHER calendar of events is drawn based on the PG results. • The applications will be invited from eligible candidates • The seats are allotted as per the inter-se merit in the qualifying Exam/degree.
6	Programs under Faculty of Biomedical Sciences	<ul style="list-style-type: none"> • Admission notification will be released through digital / print media and in the JSS AHER website.

		<ul style="list-style-type: none"> • JSS AHER calendar of events is drawn based on the 10+2 / UG results. • The applications will be invited from eligible candidates. • The seats are allotted as per the inter-se merit in the qualifying degree.
7	Diploma in Dental Mechatronics Dental Operating Room Assistant (DORA)	<ul style="list-style-type: none"> • Admission notification will be released through digital / print media and in the JSS AHER website. • JSS AHER calendar of events is drawn based on the 10+2 results • The applications will be invited from eligible candidates. • The seats are allotted as per the inter-se merit in the qualifying Exam/degree
8	Programs under Faculty of Pharmacy	<ul style="list-style-type: none"> • As per Schedule for completion of admission process, JSS AHER will be release the admission notification through digital / print media and in the JSS AHER website. • JSS AHER entrance exam for B. Pharm / M. Pharm / Pharm. D programme will be conducted for preparation of rank list • JSS AHER entrance test & admission calendar of events is drawn based on the PCI/AICTE and JSS AHER guidelines • The applications will be invited from eligible candidates • The entrance test will be conducted as per schedule announced • The rank list will be uploaded in the JSS AHER website as per schedule • The counselling will be conducted as per JSS AHER calendar of events • The seats are allotted as per the ranking through counselling • JSS AHER will constitute counselling / selection committee for scrutiny of the application, preparation of rank list, authentication and verification of original documents, allotment of seats and other process related to counselling.

		<ul style="list-style-type: none"> For D.Pharm / B.Pharm (Practice) / B.Pharm (Lateral Entry), the seats are allotted as per the inter-se merit in the qualifying program.
9	Programs under Faculty of Management Studies	<ul style="list-style-type: none"> Admission notification will be released through digital / print media and in the JSS AHER website. JSS AHER calendar of events is drawn based on the 10+2 / UG results. The applications will be invited from eligible candidates. The seats are allotted as per the inter-se merit in the qualifying degree.
10	Programs under Faculty of Life Sciences	<ul style="list-style-type: none"> Admission notification will be released through digital / print media and in the JSS AHER website. JSS AHER calendar of events is drawn based on the 10+2 / UG results. The applications will be invited from eligible candidates. The seats are allotted as per the inter-se merit in the qualifying degree.
11	Programs under Faculty of Yoga	<ul style="list-style-type: none"> Admission notification will be released through digital / print media and in the JSS AHER website. JSS AHER calendar of events is drawn based on the 10+2 / UG results. The applications will be invited from eligible candidates. The seats are allotted as per the inter-se merit in the qualifying degree.
12	Programs under Centre for Distance and Online Education	<ul style="list-style-type: none"> Admission notification will be released through digital / print media and in the JSS AHER website. 2 sessions shall be conducted every year (January & July) JSS AHER calendar of events is drawn based on the 10+2 / UG results The applications will be invited from eligible candidates The seats are allotted as per the inter-se merit in the qualifying degree.

13	Doctor of Philosophy (Ph.D.)	<ul style="list-style-type: none">• Admission notification will be released through digital / print media and in the JSS AHER website.• The candidates will be interviewed by admission committee. The interview is conducted 4 times a year.• The selected candidates will be provisionally registered as per JSS AHER norms.
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