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## **ANDHRA PRADESH COLLEGES OF EDUCATION (REGULATION OF ADMISSIONS INTO B.Ed. COURSE THROUGH COMMON ENTRANCE TEST) RULES, 1989**

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## **ANDHRA PRADESH COLLEGES OF EDUCATION (REGULATION OF ADMISSIONS INTO B.Ed. COURSE THROUGH COMMON ENTRANCE TEST) RULES, 1989**

In exercise of the powers conferred by subsection (1) of Section 3 read with Section 15 of the Andhra Pradesh Educational Institutions (Regulation of Admissions and Prohibition of Capitation Fee) Act, 1983 (Act No.5 of 1983), and in supersession of all the rules in force on the subject, the Governor of Andhra Pradesh hereby makes the following rules relating to admission of students into B.Ed., Course offered in various Colleges of Education functioning under Government, Campus/Constituent of Universities and Private management, through Common Entrance Test

### **1. Short title, Commencement and application :-**

(1) These rules may be called the "Andhra Pradesh Colleges of Education (Regulation of admissions into B.Ed., Course through Common Entrance Test) Rules, 1989".

(2) They shall come into force with effect from the academic year 1989-90.

(3) These rules shall apply for admission into all Colleges of

Education offering B.Ed., Course in the State, namely:-

- (a) Government Colleges of Education including comprehensive Colleges of Education.
- (b) Campus/Constituent Colleges of Education under the University.
- (c) Private Colleges of Education including those administered by the minority communities.

## **2. Definitions :-**

(1) In these rules, unless the con otherwise requires;

- (a) "Act" means the Andhra Pradesh Educational Institutions (Regulation of admission and Prohibition of Capitation Fee) Act, 1983 (Act No.5 of 1983);
- (b) "Chairman" means the Authority/Officer nominated by the State Council for each academic year for the purpose of conducting the Common Entrance Test;
- (c) "Common Entrance Test" means the examination conducted for assigning merit ranking to students which will be the basis for admission of students into the B.Ed., course offered in various Colleges of Education;
- (d) "Entrance Test Committee" means the Committee empowered to conduct the Common Entrance Test and to prepare the list of candidates in order of marks obtained in the entrance test basing on which admissions will be made;
- (e) "Convenor" means the authority/Officer appointed by the State Council for conducting the common Entrance Test and performing such other functions relating to the said examinations as may be entrusted to him by the State Council in consultation with the Chairman.
- (f) "Institutions" means, unless otherwise specifically mentioned, all the educational institutions (including those detailed as state-wide institutions) offering B.Ed., Course.
- (g) "Inspecting Authority" means, the authority/officer appointed by the Chairman of the Entrance Test Committee for inspecting and scrutinising the admissions of the students made in the Institutions;

(h) "Local Candidates" means the candidates in relation to the local areas as specified in rule 10;

(i) "Local Area" means the territorial jurisdiction prescribed for identifying the local candidates;

(j) "Qualifying Examination" means the examination of the minimum qualification prescribed, appearance or passing of which entitles one to seek admission for the Common Entrance Test;

(k) "Qualified candidate" means the candidate who has appeared for the Common Entrance Test and has been assigned ranking in the Common Merit List:

(l) "State Council" means the Andhra Pradesh State Council of Higher Education, constituted under sub-section (1) of Section 3 of the Andhra Pradesh State Council of Higher Education Act, 1988 (Act No.6 of 1988):

(m) "University" means the university concerned to which the institution offering B.Ed., Courses is related/affiliated.

(2) Words and expressions used but not defined in these rules shall have the same meaning as assigned to time in the Andhra Pradesh Educational Institutions (Regulation of Admission and Prohibition of Capitation Fee) Act, 1983 (Act No.5 of 1983).

### **3. Method of Admission :-**

The general guidelines for the admission of students into B.Ed., Course in all Colleges of Education shall be as laid down below:-

(1) The admission shall be made in the order of merit on the basis of the ranking assigned to the students in the common entrance test.

(2)

(a) The principals of Private institutions shall admit candidates as allotted by the Entrance Test Committee on the basis of ranking assigned to them in the Common Entrance Test

(b) The principals of the Institutions administered by the minority communities shall admit candidates belonging to their own community in the order of merit ranking assigned to them in the Common Entrance Test by following the procedure laid down under these rules.

(3) The total number of candidates to be admitted in each Course, in the private institutions, shall not exceed the limits prescribed by the Government, from time to time.

(4) The total number of candidates to be admitted in each "Method of teaching school subjects (Methodology)" namely Mathematics, Physical Sciences, Biological Sciences and Social Studies shall be as follows:

(i) Mathematics and Physical Sciences 50%

(ii) Biological Sciences 30%

(iii) Social Studies 20%

(5) The admission of students made in various institutions, shall be subject to scrutiny by the inspecting authority appointed for the purpose.

(6) In respect of state-wide institutions 85% of the seats in each "Method of teaching School subjects (Methodology)" shall be allocated among the three regions of the State, namely, Andhra University Area (Andhra), Osmania University Area (Telangana) and Sri Venkateswara University Area (Rayalaseema) in the ratio of 42:36:22 respectively and the balance of 15% seats shall be left for open competition.

(7) The requirement of qualifying at the Common Entrance Test shall not be applicable to the candidates for admission against the following categories of seats reserved in accordance with the rules in force.

(a) Five seats over and above intake capacity shall be reserved for the candidates sponsored by other State Governments and Union Territories for admission into all Government colleges of Education in the State and as approved by the Director of School Education, Andhra Pradesh, Hyderabad without any reference to entrance examination on reciprocal basis.

(b) The Departmental candidates for whom B.Ed. qualification is prescribed as a must for service regularisation/declaration of probation/promotion and deputed by department, shall be given admission in any recognised private colleges of education located nearer to his working place automatically without any reference to entrance Examination. These admissions will be made over and above the intake capacity fixed by the Government.

#### **4. Eligibility criteria for admission :-**

Admission into Institutions shall be governed by the rules of admission of the respective Universities, in addition to the rules and regulations prescribed herein. The eligibility criteria for admission into various Institutions shall be as follows:

(1) Nationality and Domicile: The candidates should be Indian Nationals and should satisfy local/non-local status requirement as laid down in the Andhra Pradesh Educational Institutions (Regulation of Admissions) Order, 1974 and the amendments made thereon.

(2) Educational Qualifications:- Candidates should have passed B.A./B.Sc./B.Sc. (Home Science) /B.Com or should have appeared for the final year examination in any of these courses at the time of making the application of the Common Entrance Test. However they shall not be considered for admission unless they got their provisional pass certificates at the time of admissions into the Colleges irrespective of their rank in the Common Entrance Test.

(3) Age Limit: The candidates should have completed the age of 19 years on the date of commencement of admissions as announced by the Entrance Test Committee or on such other date as may be notified by the Entrance Test Committee. There shall be no maximum age limit for the admission.

#### **5. Common Entrance Test :-**

(1) The Common Entrance Test shall be conducted by the Convenor, appointed by the State Council, on such dates and at such centres as may be specified by or as decided by the entrance Test Committee.

(2)

(a) The Convener shall make advertisement in the popular daily newspapers calling for applications in the form prescribed by the Entrance Test Committee, from the candidates satisfying the eligibility criteria laid down under Rule 4. The advertisement among other things, shall indicate the application fee and entrance test fee payable and the last date for conduct of the Entrance Test.

(b) The date of conduct of Entrance Test as notified by the Entrance Test committee shall not be revised without the prior permission of the Government.

- (3) The subject and syllabus for the Entrance Test shall be as specified by the Entrance Test Committee from time to time.
- (4) The medium of Entrance Test shall be English, Telugu and Urdu.
- (5) The qualifying marks in the Entrance Test for general category of candidates shall be 35% of the aggregate marks. However, there shall be no minimum qualifying marks, in respect of candidates belonging to the Scheduled Castes and the Scheduled Tribes.
- (6) The candidates who have obtained qualifying marks in the Entrance Test shall be assigned ranking for each Methodology in the order of merit on the basis of the aggregate marks obtained in Entrance Test.
- (7) No requests for retotalling or revaluation or personal identification of the answer scripts of the Entrance Test shall be entertained.
- (8) Mere appearance at the Entrance Test does not entitle a candidate to be considered for admission into any course automatically unless the candidate:
- (a) applies to the University Concerned/Convener as the case may be, and
- (b) satisfies all the conditions of admission stipulated by the concerned University and Government as the case may be.
- (9) If any ambiguity of doubt arises in the interpretation or implementation of these rules, the decision of the Chairman of the Committee shall be final.
- (10) The Entrance Test fee i.e. the fee to be collected from the students desirous of appearing for the Entrance Test shall be as prescribed by the Entrance Test Committee from time to time.
- (11) The Committee shall follow the instructions of the State Council from time to time.

**6. Preparation of merit lists and assigning ranking :-**

The candidates who have secured qualifying marks in the Entrance Test and the candidates belonging to the Scheduled Castes and Scheduled Tribes communities to whom qualifying marks have not been prescribed, shall be assigned the ranking in the order of merit on the basis of the aggregate marks obtained in all the

subjects/parts in which entrance test has been conducted.

(1) The Common Entrance Test Committee shall prepare the following categories of merit lists separately for each of the Methodologies, namely, Mathematics and Physics, Biological Science and Social Studies.

(a) State-wide Common Merit List:- This list shall include candidates irrespective of whether one belongs to any category of reservation quota or not, basing on the order of merit of marks obtained in the Common Entrance Test.

(b) Local area- wise Merit Lists:- This list includes candidates belonging to the particular local area irrespective of whether one belongs to any category of reservation quota or not basing on the order of merit of marks obtained in the Common Entrance Test.

(c) Concerned Minority Community Merit Lists:- They include merit lists, containing the candidates belonging to the concerned minority community arranged in the order of merit ranking assigned in the Common Entrance Test, both State-wide and Local area-wise.

(d) Community-wise Merit Lists:- There shall be separate Community-wise Merit Lists for Scheduled Castes, Scheduled Tribes and Backward Classes communities both as State-wide lists and Local area-wise lists.

(e) Merit Lists or other categories of reservations:- There shall be separate merit lists for other categories of reservation mentioned under Sub-rule (4) of rule 10, state-wise and Local area-wise.

(2) While preparing the merit lists, the following shall be the criteria.

(a) In case of tie in the aggregate, marks obtained in part C' (content background) and Part A' (General English) in that order shall be taken into account to decide relative ranking.

(b) In the case of candidates getting equal marks in each of the parts of the test paper, they shall be bracketed for the purposes of award of rank. At the time of admission age shall be taken into consideration for relative ranking among the bracketed candidates, and the older candidates shall be given priority.

(3) The candidates who have been assigned ranking in the Merit List shall be issued "Rank Cards". The Rank Card, among other

things, shall contain the details of the category of course to which the candidate is qualified and the rank assigned in the State-wide and Local area wise Merit Lists and also the category of reservation, if any, to which the candidate is entitled.

## **7. Admission into Government Colleges and Campus/Constituent Colleges of Universities :-**

The university concerned to which the Institution relates or is affiliated offering B.Ed., Courses shall make advertisement in the popular daily newspapers calling for applications from the candidates who have been assigned ranking in the Common Entrance Test, clearly indicating the last date for receipt of the filled -in-applications and the registration fee payable.

(2) The candidates desirous of getting their names considered both as local and non-local candidates shall make applications separately to the University to which he is a local candidate and the other Universities to which he is a non-local candidate, respectively.

(3) No separate applications is required for consideration for admission into the State-wide institutions. The application made to the University for consideration as local candidates will also be considered for the purpose.

## **8. Admissions into Private Institutions :-**

(1) The Convener of the Common Entrance Test shall make advertisements in the popular daily newspapers calling for applications in the prescribed form from the qualified candidates who have been assigned ranking in the Common Entrance Test and desirous of seeking admission into the private institutions, including minority educational institutions, offering B.Ed., Course.

(a) The advertisement, among the other things, shall indicate the various documents to be enclosed with the application, the application fee payable to the State Council and various fees payable in favour of the concerned institutions.

(b) The advertisement shall also make it amply clear that the candidates belonging to the concerned community alone will be admitted into the minority educational institutions basing on the ranking assigned to them in the Common Entrance Test and that the candidates belonging to the other communities will be admitted only against the left over seats, in the order of ranking assigned to



them in the Common Entrance test and further that, while admitting the candidates belonging to other communities the rule of reservation as laid down under rule 10 will be followed.

(2) The candidates who are qualified to seek admission as a consequence of obtaining ranking in the Common Entrance Test and desirous of seeking admission into the private institutions, including minority educational institutions shall make application to the Convener either in person or by "Registered Post Acknowledgment Due" enclosing all the relevant documents including a copy of the Rank Card issued to him. The applications shall be acknowledged.

(3) The Convener shall scrutinise all the applications received from the candidates desirous of seeking admission into the private institutions, including the minority educational institutions. After scrutiny, the Convener shall prepare two categories of merit lists, namely:-

(a) Common Merit List - Containing the names of all the candidates, including those belonging to the minority community, arranged in the order of merit ranking assigned to them in the Common Entrance Test;

(b) Community - wise merit list - Containing the names of the candidates belonging to the concerned community arranged, in the order of merit ranking assigned to them in the common Entrance Test, prepared separately for each of the concerned community taking into account the community to which the minority institution claims to belong. The candidate belonging to minority communities other than the concerned minority community, shall be treated as of belonging to other non-minority communities for the purposes of admission into the minority institutions.

(4) The seats in all the private colleges including minority institutions, shall be pooled up Methodology-wise and distributed among the three regions of the State, namely, Andhra University area (Andhra), Osmania University area (Telangana) and Sri Venkateswara University area (Rayalaseema) in the ratio 42:36:22 respectively and shall be allotted to the candidates by following the procedure prescribed under rule (10) (1) (c)

## **9. Allotment of candidates for admission :-**

(1) Candidates who have secured higher ranks at the Entrance Test

will be called for an interview in the order of merit for selection and allotment of institutions, namely, Government, Campus/Constituent Colleges of Universities and Private. For the convenience of the candidates, representatives of all the Universities concerned and Principals of all the Colleges of education shall sit at a common table. As and when each candidate gets his turn for interview in the order of merit, choice of institution will be given to him depending upon availability at that point of time with due regard to the eligibility of the candidate for a seat in a particular local area for a particular reserved/unreserved category.

(2) The Convener of the Entrance Test Committee shall be the competent authority to select and allot candidates for admissions into various Institutions on the basis of the ranking assigned to them in the Common Entrance Test and subject to final approval by the Chairman.

(3)

(a) In respect of the minority Institutions, Candidates belonging to the concerned Communities alone shall be admitted by following the provisions under sub-rule (4) of rule 8.

(b) If candidates belonging to the concerned community from a local area fall short for making admissions in the prescribed ratio, candidates belonging to the concerned community belonging to other local areas can be admitted in the order of ranking in the concerned State-wise merit list.

(c) If there are no candidates belonging to the concerned community, in any local area, candidates belonging to other Communities from the respective local areas in order of merit, can be admitted in which case, the rule of reservation as provided under rule 10, shall be followed.

(4) The selection of candidates and allotment of institutions in respect of the private colleges including those administered by minority communities, shall also be solely on the basis of merit as adjudged by the rank obtained in the Entrance Test subject to the condition that the candidates should have passed the qualifying examination, with the minimum marks prescribed for the Entrance Test. However, mere appearance at the entrance test and obtaining of high rank in the merit lists does not entitle a candidate to be considered for admission automatically into any Institution unless

he also satisfies the rules and regulations of admission prescribed by the concerned University and the Government including marks to be obtained in the qualifying examination.

(5) The number of branches/Methodologies and the total number of candidates to be admitted, shall be as decided by the Government, from time to time.

**10. Rule of Reservation for Admission :-**

They shall apply to all institutions including private institutions.

(1) Local area-wise reservation of seats:-

(a) Admission to 85% of the seats in each methodology excluding the seats as specified by the Government/Council which are exempted from the need of Common Entrance Test, shall be reserved for the local candidates and 15% of the seats shall be left un-reserved as specified in the Andhra Pradesh Educational Institutions (Regulations and Admission) Order, 1974 and the amendments made thereon.

(b) In respect of State-wide Institutions, admission of seats, excluding the seats which are exempted from the need of Common Entrance Test, in each Methodology 85% of the seats shall be reserved for the candidates belonging to the three local areas in the State, namely, Andhra University Area (Andhra), Osmania University Area (Telangana) and Sri Venkateswara University Area (Rayalaseema) in the ratio of 42:36:22 respectively and the balance of 15% of the seats shall be left for open competition.

(c)

(i) The seats in each of the private colleges (including minority institutions) shall be pooled up Methodology-wise and distributed among the three regions of the State, namely Andhra University Area (Andhra) , Osmania University Area (Telangana) and Sri.Venkateswara university Area (Rayalaseema) in the ratio 42:36:22 respectively. If seats meant for any local area are left over, they may be filled up with the other candidates in the order of merit ranking assigned in the State-wide Merit List.

(ii) In respect of minority institutions, methodology-wise seats in each institution shall be filled up with the candidates belonging to the concerned minority community among the three local areas of the State in the ratio referred under clause (i). If seats meant for

any local area are left over they may be filled up with candidates belonging to the concerned minority community from other local areas in the order of merit ranking assigned in the State-wide Merit List. If seats are still left unfilled, they may be filled up with the candidates of other Communities from the respective local area in the order of merit ranking. The rules of reservation prescribed under rule 10 shall be followed if candidates belonging to the other communities are to be admitted.

#### I. The Local Area:-

(a) The part of the State comprising the district of Adilabad, Hyderabad (including twin cities), Rangareddy, Karimnagar, Khammam, Medak, Mahaboobnagar, Nalgonda, Nizamabad and Warangal shall be regarded, as Osmania University local area (Telangana)

(b) The part of the State comprising the districts of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Krishna, Guntur and Prakasam shall be regarded as the Andhra University local area (Andhra)

(c) The part of the state comprising the districts of Anantapur, Kurnool, Chittoor, Cuddapah and Nellore shall be regarded as the Sri Venkateswara University local area (Rayalaseema).

II. The Local Candidate:

(A) A Candidate for admission shall be regarded as a local candidate in relation to local area:

(a) If he has studied in educational institution or educational institutions in such local area for a period of not less than four consecutive academic years ending with the academic year in which he appeared or as the case may be, first appeared in the relevant qualifying examination, or

(b) Where, during the whole or any part of the four consecutive academic years ending with the academic year in which he appeared or as the case may be first appeared for the relevant qualifying examination, he has not studied in any educational institution, if he has resided in that local area for a period of not less than four years immediately preceding the date of commencement of the relevant qualifying examination in which he appeared or as the case may be, first appeared.

(B) A candidate for admission to the course who is not regarded as local candidates under Clause (a) in relation to any local area shall:

(a) If he has studied in educational institutions in the state for a period of not less than Seven Consecutive Academic Years ending with the Academic year in which the appeared or as the case may be, first appeared for the relevant qualifying examination be regarded as a local candidate in relation to:

(i) Such local area where he has studied for the maximum period out of said period of Seven Years, or

(ii) where the period of his study in two or more local areas are equal such local area where he has resided last in such equal period, or

(b) If, during the whole or any part of seven consecutive academic years, ending with the academic year in which the appeared or, as the case may be, first appeared for the relevant qualifying examination, he has not studied in the educational institutions in any local area but has resided in the State during the whole of the said period of seven years, be regarded as a local candidate in relation to:

(i) Such local area where he has resided for the maximum period of the said period of seven years, or

(ii) Where the periods of his residence in two or more local areas are equal, such local area where he has resided last in such equal periods.

(C) The following categories of candidates are eligible to apply for admission to the remaining 15% of unreserved seats:

(a) All the candidates eligible to be declared as local candidates.

(b) Candidates who have resided in the State for a total period of ten years excluding periods of study outside the State or either of whose parents have resided in the state for a period of ten years excluding periods of employment outside the State.

(c) Candidates who are children of parents who are in the employment of this State or central Government, public sector Corporations, Local Bodies, Universities and similar other Quasi-Public Institutions within the State.

(d) Candidates who are spouses of those in the employment of the

state or Central Government, Public Sector Corporations, Local Bodies, Universities and similar other quasi Government Institutions within the state and the educational institutions recognised by the competent Authority.

(D) If a local candidate in respect of a local area is not available to fill any seat reserved or allocated in favour of a local candidate in respect of that local area, such seat shall be filled in as if it has been un-reserved.-

(2) Reservation of seats for S.C./S.T./B.C. Communities :-

(a) 15% and 6% of seats in each methodology in each institutions shall be reserved for the candidates belonging to the Scheduled Castes and Scheduled Tribes communities respectively.

The Seats reserved for Scheduled Castes shall be made available to Scheduled Tribes and Vice-versa, if qualified candidates are not available in the category. If qualified candidates belonging to scheduled Castes and Scheduled Tribes Communities are not available, the left over reserved seats shall be filled by the candidates of general pool.

(b) 25% seats in each methodology in each Institution shall be reserved for the candidates belonging to the Back-ward Classes and shall be allocated among the four groups of Backward Classes as shown below:

Group : 'A' . . . 7%

Group : 'B' . . . 10%

Group : 'C' . . . 1%

Group : 'D' . . . 7%

(3) Other categories of Reservations :-

(a) 2% of seats in each institution shall be reserved for physically handicapped persons. The selection authority will have the to reject any candidates if in his/her opinion any particular disability is detrimental to the teaching profession. This should be decided with reference to the medical fitness certificate produced by the candidate.

(b) 3% of seats in each institution shall be reserved for the children of the Ex-service men and Defence Personnel residing in the State.

(c) 1% of seats in each institution shall be given to the candidates proficient in Sports and Games. A candidate who could be counted as sportsman for this purpose must have represented the country, the State, the University or his own College.

(d) 1% of the seats in each institution shall be reserved for N.C.C and Bharat Scouts and Guides. Candidates must be in possession of C' or B' certificate of N,C.C. preference being given to C' and B' Certificate holder respectively. In the case of Scouts and Guides preference may be given to President Scouts and Guides.

(e) A minimum of 30% of seats available in each of the Co-educational Colleges of education shall be reserved for women candidates, on over all basis instead of observing them Community-wise or methodology-wise. However, the seats reserved for women, may filled by men if women candidates are not available.

(f) Ten seats in each Government Comprehensive Colleges of Education/Government College of Education shall be reserved for Section Officers, and other non-gazetted officials including Record Assistants and Attenders working in the Education Department of Andhra Pradesh Secretariat as permitted by the Government and Ministerial staff including the Record Assistants and Attenders working in the offices under the control of the Director of School Education and the ministerial staff including Record Assistants and Attenders working in the recognised non- Government Institutions like the Zilla Parishads, Panchayat Samithies, Municipalities, Private Institutions under the administrative control of the Director of Schools Education Andhra Pradesh, Hyderabad as permitted by the Director of School Education. Their selection for admission will be made by the Director of school Education purely on the basis of rank assigned in the Common Entrance Test. If sufficient number of candidates are not available under this quota they may be filled in by the candidates from the general pool.

### **11. Constitution and functions of the Entrance Test Committee :-**

The State Council of Higher Education shall constitute an Entrance Test Committee, for conducting the Common Entrance Test annually. The constitution and the functions of the Entrance Test Committee shall be as specified below:

(1) Constitution of the Committee: The Committee shall consist of the following:

(a) Chairman, shall be nominated by the State Council of Higher Education for each academic year for the purpose of conducting the Entrance Test.

(b) One representative of each of the Universities to be nominated by the concerned Vice-chancellor.

(c) The Director of School Education, Andhra Pradesh, Hyderabad or his nominee.

(d) One Member- to be nominated by the State Council of Higher Education.

(e) Convenor - who should be of the rank of professor to be nominated by the State Council of Higher Education in consultation with the Chairman of the Common Entrance Test Committee.

(f) Convenor of the common Entrance Test for the preceding year.

(g) One Principal of a Private College, to be nominated by the State Council, every year by turn.

(2) Functions of the Entrance Test Committee:

(a) The Committee: The Committee shall take decisions, on the following aspects of the Entrance Test, from time to time.

(i) Pattern of question papers:

(ii) Duration of the test;

(iii) Weightage and marks to be assigned to each paper

(iv) Syllabus content;

(v) Centres for conducting the test;

(vi) Dates of the test;

(vii) Date of announcement of results;

(viii) Norms for payment of remuneration for different items of works connected with Entrance Test;

(ix) Fees to be collected from the candidates, and such other issue or issues as may be referred to it by the Chairman of the State Council of Higher Education from time to time.

(b) The Chairman:



(i) The Chairman of the committee shall preside over the meetings of the Committee. In the absence of the Chairman at the meeting, he may nominate one of the members to preside over the Committee Meetings.

(ii) The chairman of the Committee shall be competent authority to appoint paper setters and moderators for the entrance test and to decide upon the printing press or presses at which the papers are to be got printed.

(c) The Convenor; The convenor shall, subject to such directions as may be issued by the Chairman, discharge his duties in connection with the entrance test. He shall be responsible for discharging the following functions:

(i) Printing of application forms, instructions, etc., to candidates;

(ii) Issuing the notification inviting applications for the Entrance Test;

(iii) Sale of application forms and issue of hall tickets;

(iv) Appointment of Co-ordinators and Chief Superintendents and observers for various centres of the test;

(v) Coding and De-coding of answer scripts;

(vi) Appointment of Examiners for the valuation of the answer scripts in consultation with the Chairman.

(vii) Evaluation by spot valuation of the answer scripts.

(viii) Payment of remunerations for various items of work relating to the Entrance Test and maintenance and submission of accounts to the State Council of Higher Education.

(ix) Publication of results and despatch of Rank Cards to the qualified candidates;

(x) Selecting candidates for admission into Institutions.

(3) Funds for the Conduct of the Test:

(a) The amounts collected from the candidates appearing for the Entrance Test towards cost of application form and examination fee shall be directly credited to the account of the State Council of Higher Education.

(b) The convener will draw advance from the state Council of

Higher Education to meet the expenditure for the conduct of the test and submit audited accounts after the admissions are completed.