

**FAKIR MOHAN AUTONOMOUS COLLEGE,
PROSPECTUS-CUM-ADMISSION BROCHURE- 2019-20
PG & BBA**

1. COLLEGE PROFILE:

Named after the renowned Odia poet, novelist and litterateur, Fakir Mohan Senapati, the Fakir Mohan Autonomous College, Balasore is one of the premier institutions of Higher Education in Odisha. Established in 1944, the College was conferred with Autonomous status by UGC in the session 2000-2001. It has been accredited by NAAC with B grade in 2013-14. The College was declared a Centre with Potential for Excellence (CPE) by the UGC in 2006-07. The College formulates its own syllabi, conducts examinations and publishes results. It aims at providing quality in higher education, building character and conduct of the students and fostering the all-round development of personality through extension services and healthy practices. Well furnished library with UGC-NRC Centre, vibrant Study centre, Computer Hub, Language Laboratory, Multigym, Basketball Court, Centre for Yoga, Pranayam, the East Campus, Centre for Performing and Fine Arts are some of the facilities available for the students.

The College has a placement cell and provides pre-placement training to the final year students. Some of the reputed companies like TCS, Wipro, Vedanta, Emami Paper Mill and Federal Bank have been coming for on Campus placement. The College also organizes remedial coaching classes for students belonging to SC/ST, other backward categories and minority community. An upgraded branch of SBI with an ATM counter and a Post Office are added infrastructure of the campus.

1.1 The College provides P.G. teaching facilities in eight subjects: Odia, Mathematics, Commerce, Physics, Political Science, Botany, Hindi and Psychology.

Post Graduate Courses Available

Sl. No.	Subject	Sanctioned Strength
1.	Botany	32
2.	Commerce	72
3.	Hindi	32
4.	Mathematics	32
5.	Odia	32
6.	Physics	16
7.	Political Science	32
8.	Psychology	32

1.2 The College provides three-year self financing course in Bachelor of Business Administration (BBA Honours).

1.3 The College provides UGC sponsored two-year Career Oriented add-on Diploma in Journalism and Mass Communications (JMC). The course is open to the bonafide students of the College and is taught as add-on course to enable students for lateral entry and to acquire career/job training while pursuing normal Degree Programmes. Application for this Course shall be received after the normal admission is over.

1.4 The College provides Joint Venture Computer Education programme sponsored by the Department of Higher Education, Govt. of Odisha in collaboration with Computer Point. This programme is available only to the bonafide students of the College.

1.5 There are an IGNOU study centre and an OSOU study centre working on the College Campus which provide teaching in various subjects and enable students for lateral entry and twining of courses.

2 FACULTY PROFILE:

The College has a team of highly qualified and experienced teachers. The College also hires the services of guest faculties from renowned institutes / retired teachers as and when necessary to provide the students with the best possible teaching facilities.

3 LIBRARY:

The College has a well furnished library and a reading room with more than 90,000 number of books and 95 number of journals subscribed regularly to cater to the academic needs of the students and faculty members. **INFLIBNET** facility is provided to the students under UGC-NRC scheme. The Library has a reprography section. It provides photocopy facilities at normal charges. The library also has educational CDs.

4 HOSTELS:

The College has two men's hostels and one women's hostel to accommodate 280 nos. of men and 120 nos. of women. The hostels have disciplined and well-run messing facilities.

5 OTHER ACTIVITIES:

The College provides the students with ample scope to develop their personality through participation in **NCC, NSS** and **YOUTH RED CROSS**. There are a **COMPUTER HUB**, a **LANGUAGE LABORATORY**, a **MULTIGYM**, a **HEALTH CENTRE**, an **INDOOR BADMINTON court**, a **BASKET BALL** court and a **YOGA** centre to provide students with intellectual, physical, social and spiritual motivation.

The College has introduced **uniform** for the students- black trousers (full pant) and deep cream shirt for men and deep cream salwar and chunri and maroon Punjabi for women; black leather full shoes and deep blue socks for both men and women. Students, after admission, **must** come to College in uniform.

6 EXAMINATION SYSTEM:

6 The College has adopted the Choice Based Credit System both for UG, PG and self financing courses.

ONLY STUDENTS HAVING SATISFIED THE REQUIREMENT OF ATTENDANCE (75%) AND PASSED MIDSEM EXAMINATION BY SECURING A MINIMUM OF 30% OF TOTAL MARKS IN SUBJECT CONCERNED BY THEM SHALL BE ALLOWED TO FILL UP THE FORMS TO TAKE THE END SEMESTER EXAMINATION.

7 ELIGIBILITY FOR ADMISSION:

Students seeking admission to 1st Semester of 3-year Degree course in BBA have to fulfill the following eligibility criteria for Admission.

7.1 BBA:

A candidate must have passed +2 / equivalent examination .

Course	BBA (Hons.)
No. of seats	60
Duration	3 Years
Course Fees	Rs.30,000 (Rs.12,000+Rs.10,000+Rs.8,000)
Eligibility	+2/equivalent in any stream
Availability of Forms/Prospectus	College website
Criterion of selection	Marks secured in the qualifying examination

7.2 PG COURSES:

A candidate must have passed 3-Year Degree course from a recognized University/Institution.

7.2.1 MINIMUM CUT-OFF MARK

- a) For CBCS students 45% in core course and for non CBCS students 45% in Honours subject concerned (for all categories).
- b) For without Honours students:
 - (i) 50% in the Pass/Elective and Compulsory subjects taken together (for general category candidates).
 - (ii) 45% in the Pass/Elective and Compulsory subjects taken together (for SC/ST category candidates).
- c) For Pass students:
 - (i) 50% in the subject concerned and in the aggregate (for General category candidates).
 - (ii) 45% in the subject concerned and in the aggregate (for SC/ST category candidates).
- d) Detained Cases: Students who either discontinued or were detained and seek admission to the same course or by changing faculty shall be considered for admission along with fresh candidates on merit. Such candidates shall have to apply in the prescribed application form.

8 APPLICATION & ADMISSION:

Application form for PG/SF Courses along with Information Brochure can be downloaded from the College website i.e. www.fmcollege.nic.in from 01.06.2019. Candidates desirous of admission to different subjects in PG have to apply separately.

8.1 HOW TO APPLY:

Applicants for PG and BBA courses are required to submit their completed application forms along with relevant documents and an amount of **Rs.150/-** at the College counter meant for the purpose from **1.06.2019** to **18.06.2019** between **11 AM and 2 PM**. They can also send the forms along with relevant documents and a **Bank Draft of Rs.150/- drawn in favour of Principal, F. M. Autonomous College, Balasore Payable at SBI, College Road Branch, Balasore** by Regd. Post/Speed Post/Courier superscribing the envelope **“Application Form– PG (Subject) -2019” / “Application Form – BBA - 2019”** so as to reach the Principal, F. M. Autonomous College, Balasore latest by 18.06.2019 (upto 4 pm).

8.2 DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION FORM:

- a. Certified copies of Marks Sheets of all examinations passed beginning with HSC/equivalent exam.
- b. CLC/SLC and conduct certificate from the Institution last attended.
- c. One self-attested passport size photograph to be pasted at the place provided in application form
- d. Two self addressed unstamped envelopes of 22cm x 10cm size.
- e. Certified photocopies of
 - (i) Original money receipt in support of payment of fee for form.
 - (ii) Recent Caste certificate in case of SC/ST candidates (issued by an officer not below the rank of Tahasildar)
 - (iii) Ex-serviceman certificate (issued by RajyaSainik Board / ZillaSainik Board) along with discharge certificate.
 - (iv) Recent PWD certificate (issued by an officer not below the rank of CDMO)
 - (vii) Burma Repatriate certificate from special officer, Burma Rehabilitation (for children of Burma repatriates only)

(viii) Certificate in respect of children of Defence personnel who died in action issued by appropriate authority.

(ix) Certificate in respect of children of Serving Defence Personnel

(x) Recent income certificate in case of SC/ST students.

Note:

a) The Applicant is required to write "Submitted by me" and put his/her full signature and date on the reverse of all documents submitted along with the application form.

b) The photographs must be signed on the front and pasted in places provided.

c) The Candidate must mention in capital letter at the top right hand corner of application form: SC / ST / PWD / BR / CoM / ESM / SDP // HOSTEL / W / GSOT as applicable to him/her.

d) No certificate shall be entertained after the submission of application form.

e) In case of any doubt regarding the authenticity of documents produced, the same will be forwarded to DIG, Crime Branch, Cuttack for scrutiny.

f) Application without copies of certificates in support of reservation / relaxation of dues will not be considered for the same.

g) Suppression of facts / Submission of incorrect information by the applicant, if detected at the time of admission or thereafter, will render the selection / admission invalid.

APPLICATION INCOMPLETE IN ANY RESPECT SHALL BE SUMMARILY REJECTED

9 PRINCIPLES OF SELECTION FOR ADMISSION:

Selection of candidates for admission will be made on the basis of their merit, that is, marks secured in the qualifying examination.

9.1 BBA Courses: The merit list will be prepared by computing the aggregate marks of different boards to 600(Excluding extra optional marks)

9.2 P.G. Courses:

9.2.1 The merit list shall be prepared in the order of the following preference.

a) Total marks secured in Core course / Honours paper.

b) Candidates without Honours but 50% marks in the pass / elective and compulsory subject taken together (for general category)/ 45% marks in the pass / elective and compulsory subjects taken together (for SC/ST category).

c) Pass / Elective students having the concerned subject (50% for Gen category & 45% for SC/ST category)

d) All other students.

9.2.2

a) For admission in to M.Sc. (Physics): Mathematics Honours students are to be placed below Physics Honours students in category II and above category III. (Clause 9.2.1)

b) For admission into Mathematics: Physics Honours and Statistics Honours students are to be placed below Mathematics Honours candidates in category II & above category III. (Clause 9.2.1)

c) For admission into M.A. (Odia): Sanskrit Honours Students are to be placed below Odia Honours students in category II and above category III. (Clause 9.2.1)

d) The cases of candidates who did not have Odia as an optional subject in degree level will be considered after consideration of candidates under clause 9.2.1 (d) category IV. The aggregate marks plus marks secured in MIL (O) converted to full marks of elective subject will be the basis for selection.

e) Candidates securing Honours in other subjects will be considered along with the pass students. Their aggregate marks will be determined by reducing the Honours marks (i.e. to the level of total marks of Elective / Pass subject.) The aggregate marks plus the marks secured in the concerned subject will be considered for selection incase of pass students.

Note: i) For candidates who have passed any examination compartmentally, the average of two marks secured in the subject shall be taken into consideration for determining the aggregate.

ii) Subject concerned means the subject applied for P.G.

10. EQUALITY OF MARKS:

a) For Self Financing Courses: in case of equality of marks in the aggregate, the relative merit shall be determined on the basis of marks in English

b) For P.G.: In case of equality of marks in Honours / Pass subjects, the relative merit shall be determined on the basis of aggregate marks in the Degree examination.

11. RESERVATION OF SEATS:

11.1 Schedule Castes (SC) –16.25%

11.2 Schedule Tribes (ST) – 22.5%

SC/ST candidates are required to submit recent caste certificate from the Revenue Officer not below the rank of Tahasildar. They are also required to produce recent Income Certificate of their parents/guardians issued by a Revenue Officer not below the rank of Tahasildar and Caste certificate in original at the time of admission to avail post-matric scholarship. If the annual income of his/her parents/guardians from all sources exceeds Rs.1,08,000, he/she shall not be eligible for PMS. However, he/she shall get the benefit of reservation under SC/ST category irrespective of income level, and exemption of tuition fees. (SC/ST Dev Department G.O No. 10313 Dated 07.03.2005).

11.3 Self/Children/Wife/Husband of Ex-serviceman (ESM)
11.4 Children of Martyrs (CoM)
11.5 Children of Serving Defence Personnel (SDP) } 1%

11.7 Self/Wife / Husband and children of Govt. Servant / Defence Personnel on transfer within normal period of admission. He/she must apply before 8 days of closing of normal admission -04%

11.7.1 Normal period means the period of six weeks after the publication of result of the qualifying examination or reopening Day of the College after summer vacation, whichever is later.

11.7.2 Additional seats will be created beyond the affiliated strength after the normal period of admission subject to approval of the University to accommodate children of Govt. servants on transfer.

11.7.3 “Children” means “sons” and “daughter” only and do not include wards and dependents.

11.7.4 No reservation of seats for public sector employees on transfer.

11.7.5 This concession is available to Govt. servants on deputation to out side agency but not to those who are permanently posted to any outside agency.

11.7.6 This concession will be applicable only to those who are already studying / admitted during the same academic session in a College at the station of the original posting of the Govt. servants / Defence Personnel and whose transfer is sought to the new station of posting. If the employee is subsequently transferred to another place during the same academic session, the children of such employees can claim reservation in the place of new posting only.

11.8 Persons with disabilities (not below 40% disability) - 5%

(Certificate from the medical officer not below the rank of CDMO to the effect that he/she has a permanent Orthopedic / Physical handicap to the extent of not below 40% disability has to be submitted).

11.9 CHILDREN OF BURMA REPATRIATE - 02%

Note: a) In case of SC and ST, reservation of one category is not transferable to other.

- c) Applicants claiming admission on reservation have to fulfill the minimum eligibility criteria for admission to UG and PG as laid down in Para 7.
- d) In case of reservation the principles laid down by the Govt. of Odisha and modified from time to time shall be followed.
- e) Students belonging to different reserved categories with higher marks than the lowest cutoff mark of the general merit list will be considered as general category students.
- f) No seat shall remain reserved for any category beyond the normal date of admission.
- g) **Incise** reservation of seats as per Para 11 above remain vacant till the last date of finalization of admission; the same shall be filled up by the students of general category. (G.O. No. 37222/HE, Dated 05.11.05)
- h) Candidates belonging to Radhi, Niari and Ghani communities as synonymous with "Dewar" Caste, which were previously considered as Scheduled Caste, now cannot claim to be member of the scheduled caste in Odisha under article 341 of the constitution of India as per Office order No. 26156 dated 26.08.2000 issued by ST and SC Development department, Govt. of Odisha.

12 CANDIDATE FROM OUTSIDE THE STATE OF ODISHA:

Admission of candidates from other States shall not exceed 5% of the sanctioned strength provided they come under the general merit list subject to the condition that candidate from any particular state shall not exceed 1% of the sanctioned strength.

13 SELECTION AND DESPATCH OF INTIMATION:

The merit list of admission will be prepared on the basis of marks secured in the qualifying examination.

Note: The final merit list will be pasted on the College Notice Board and candidates selected shall be intimated by Regd. Post/Speed Post regarding the date and time of admission. If a selected candidate fails to get admitted on the specific date, he/she will forfeit his/her claim for admission.

EXTENSION OF THE TIME WILL NOT BE ALLOWED

14 DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION:

- a) Intimation Letter
- b) Original certificates and Mark Sheets of all examinations beginning with HSC/Equivalent Examination.
- c) Original CLC/SLC and Conduct Certificate from the Institution last attended.
- d) Six copies of recent passport size photographs.
- e) Recent Original Caste Certificate and Income Certificate of Parents from the Tahasildar for SC/ST students.
- f) All relevant Original Certificates in support of reservation claimed, if any.

15 SELECTION FOR HOSTEL ACCOMODATION:

Selection for Hostel shall be made along with the selection for admission and candidates shall be intimated accordingly. However the candidate has to clearly mention his/her choice at the top right hand corner of the application form by writing 'H'

16 TRANSFER ADMISSION

Admission on transfer shall not be ordinarily allowed after the 1st semester. However, admission on GST basis shall be allowed only if the previous Institution is an Autonomous College and the subjects offered by the student have the same course structure [No.1 HE/AC29/200 (FT).3012(3)/H.E dt. 22.5.2002.]. The student must also satisfy the minimum eligibility criteria (Clause-7)

17 INTERPRETATION OF RULES:

In the matters of admission, the decision of the Principal shall be final and binding.

Fees and Subscription

I.	Tuition Fees	Per Month
a)	M.A / M.Com	12.00
b)	M.Sc.	14.00
c)	BBA	10.00
II. FEES AND SUBSCRIPTION PAYABLE AT THE TIME OF ADMISSION		
1	Admissions Fees	
2	Magazine	35.00
3	Abstract attendance fee	1.00
4	Proctorial System	4.00
5	Athletic	25.00
6	Students' Union	20.00
7	Cycle Stand	30.00
8	Commemoration / Annual day Celebration	2.00
9	Common Room	10.00
10	Calendar	25.00
11	Days Scholar Association	5.00
12	Dramatic /Music and Film Society	15.00
13	Laboratory Deposit fee for each Practical subject (non refundable)	10.00
14	Time table and Lesson Plan	6.00
15	Social Service Guild	2.00
16	Science Society /Commerce Association /Humanities Society	10.00
17	Teachers' Welfare fund	1.00
18	Students' Aid fund	1.00
19	Co-operative Society	2.00
20	Reading Room	6.00
21	Registration fee	100.00
22	Autonomous Mid sem. Assessment	200.00
23	Autonomous Development fee	250.00
24	Identify-cum-Library Card (Smart Card)	210.00
25	Maintenance	5.00
26	Youth Red-Cross(YRC)	10.00
27	Library Development	10.00
28	Seminar	6.00
29	Sports (University fees)	40.00
30	Students' Insurance	2.00
31	Syllabus fee(UG, Arts, Science & Commerce)	125.00
32	Syllabus fee(PG, BBA & B.Ed)	50.00
33	Scout	12.00
34	Medical Treatment	1.00
35	Hostel Seat Rent(for Boarders) per month	5.00
36	NCC	5.00
37	Indian Red Cross (IRC)	50.00
38	Security	130.00
39	BBA Hons. (Course fee)	
	(a) 1st Year	12,000.00
	(b) 2nd Year	10,000.00
	(c) 3rd Year	8,000.00
40	Fees for Flag Day	2.00
41	NSS	10.00
42	Computer Fees (Examination)	30.00
43	Cultural Fees	50.00

**RULES MENTIONED HEREIN ARE SUBJECT TO CHANGE/ MODIFICATION AS
PER UNIVERSITY/GOVT. ORDERS.**

**PRINCIPAL
F.M. Autonomous College,
Balasore**

N.B.: i) Women students are not required to pay tuition fees. Students belonging to Scheduled Caste/Scheduled Tribe shall be exempted from payment of tuition / admission fees on production of a caste certificate. If the annual income of his/her parents/guardians from all sources exceeds Rs.1,08,000, he/she shall not be eligible for PMS and shall have to pay sessional fees at the time of admission.

Blind students are exempted for payment of monthly tuition fees and hostel seat rent.

ii) Details of Academic calendar outlining schedules of filling up of Forms, Examination, Election, Publication of results and Annual Function etc, shall be supplied after admission. However, the academic calendar of the College shall be strictly followed.
Index No.

APPLICATION FORM 2019-20
FAKIR MOHAN AUTONOMOUS COLLEGE, BALASORE
(Only for PG & BBA Courses)

Affix your self attested (on the front) recent colour passport size photograph here.

1. Applicant's Name:

2. Father's Name:

3. Mother's Name:

4. Guardian's Name:
(If other than Parents)

BBA

P.G.				
Pol. Sc.	Math.	Physics	Odia	Commerce

5. Course applied for:

6. Personal Details:

Blood Group	Sex	Religion	Date of Birth			Nationality	Mother Tongue
			Date	Month	Year		

7. Address for Correspondence:

Permanent Address:

Phone No. _____

Phone No. _____

8. Category:

SC	ST	OBC	MINORITIES	GENERAL
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9. Reservation details:

a.	Schedule Tribe (ST)	
b.	Schedule Caste (SC)	
c.	Physically / Orthopedically Handicapped (PH/OH)	
d.	Are you an outside state applicant	
e.	Are you an Odia living in neighboring state (OLNS)	

f.	Ex-serviceman	
g.	Serving Defence Personnel (SDP)	
h.	Children of Martyrs (CoM)	
i.	Others	

10. Academic information (from H.S.C. onwards):

Sl. No.	Name of the Institution	Month & Year of Joining	Month & Year of Passing	Total Gross Marks	Marks Secured	Percentage of Marks	Remarks

11. Hostel seat required : Yes / No

UNDERTAKING

I do hereby agree to abide by the rules of the College and/ or Hostel. In the event of any disobedience of the rules as laid down by the Govt. or any authority empowered by them in this regard or should my conduct in the college be found not satisfactory, my name will automatically be removed from the College register. I further state that information furnished by me in this application is true and correct and any information, furnished by me if found incorrect, will render me liable for penal proceedings.

I further undertake that I will not be involved in any ragging activities in the college and hostel premises. I undertake that criminal case will be filled against me if, I indulge in any kind of ragging.

* As per Govt. Order No: 8308 Dt: 06.02.99 I also undertake to pay the entire course fees (i.e. Rs.30,000/-) in the event of my withdrawing C.L.C. from the college during the continuation of the course.

*** Applicable only for the BBA Students**

I hereby fully endorse the undertaking made by our child/ ward.

Submitted by me

**Full Signature/ thumb impression of
Parent/ Guardian with Address**

Full signature of Applicant

At : _____
Po : _____
PS : _____
Dist : _____
Pin : _____
Phone No: _____

Date: _____
Place: _____

Index No.

ACKNOWLEDGEMENT

Name of the applicant: _____

Subject applied for: _____

Signature of receiving official