

# BANARAS HINDU UNIVERSITY



(Established by Parliament by Notification No. 225 of 1916)

Information Bulletin

for

**M.A. in Education in Mahila Mahavidyalaya (MMV)  
(Postgraduate Entrance Test 2013)**

The Banaras Hindu University shall conduct Postgraduate Entrance Test (PET) for M.A. In Education in MMV (Female candidates only), for admission, as given hereunder, for the **Session 2013-2014**. Admissions will be made according to merit in the PET, subject to fulfilling of eligibility requirements mentioned below and availability of seats in the Course for which the candidate has applied for and appeared in the Entrance Test.

## 1. MINIMUM ELIGIBILITY REQUIREMENTS AND DURATION OF COURSE

### **M.A. IN EDUCATION at MAHILA MAHAVIDYALAYA**

**Duration: 4 Semesters (2 Years)**

Graduate under *at least* 10+2+3 pattern with Education (Hons.)/having Education as a subject in any of the three years/ or any graduate under 10+2+3 pattern plus B.Ed./B.Ed. (Spl.) securing a minimum of 50% marks in aggregate at Graduation level.

**No. of seats: 30**

**NOTE: i) Course is open for female candidates only**

ii) Candidates are advised to read the Relaxation in minimum eligibility for Scheduled Castes (SC)/Scheduled Tribes (ST)/Other Backward Classes (OBC)/Physically Challenged (PC) candidates given under Clause 2 and Notes relating minimum eligibility requirements given under clause 3.

## 2. RELAXATION IN MINIMUM ELIGIBILITY FOR SCHEDULED CASTES (SC), SCHEDULED TRIBES (ST), OTHER BACKWARD CLASSES (OBC) AND PHYSICALLY CHALLENGED (PC) CANDIDATES

In the case of SC/ST candidates, for all the above courses there will be no requirement for minimum percentage of marks in the aggregate in the qualifying examinations except that they must have passed the qualifying examination and appeared in the concerned Entrance Test. Further, for OBC and PC candidates, there will be a relaxation of 5% marks in aggregate in the qualifying examination in minimum eligibility requirements in comparison to general candidates.

## 3. NOTES RELATING MINIMUM ELIGIBILITY REQUIREMENT

(i) Candidates appearing in the Final Year of the Qualifying Examination may also apply and appear in the Test. However, the candidate will be required to produce the original mark sheet of the qualifying examination at the time of counseling for getting admission. Further, the candidates who are called for counseling for provisional admission in a course, but they are not able to produce the mark sheet of the qualifying examination(s) with minimum eligibility requirements at the time of counselling may also be allowed to take conditional admission. **However, the conditional admission will be on the condition that (a) such candidates give an undertaking that they will produce the original mark sheet of the qualifying examination with minimum eligibility requirement latest by 31<sup>st</sup> October, 2013. (b) It is evident from the mark sheet(s) of the previous examination(s) relating to the course of qualifying degree that the candidate has secured at least stipulated minimum percentage of aggregate marks (for example 50%) in the previous examination(s) (except final year examination/final year semester examination(s) of the qualifying degree. (This will not be necessary for SC/ST candidates). If they fail to produce the requisite mark sheet by 31<sup>st</sup> October, 2013 their admission will be treated as cancelled and they will not claim for refund of fee paid for conditional admission.**

(ii) If the applicant has passed the qualifying Exam where grades are awarded and:

- where the Grade Sheet does not mention the equivalent percentage of marks from grade points, the candidate should submit such a Certificate of conversion from the concerned Institution mentioning either the converted percentage, or the formula for the actual conversion of grade point average to percentage of marks;
- where the Grade Sheet itself mentions the equivalent percentage of marks from grade points, or the formula for such conversion, the candidate should get both sides of the Degree/Grade Sheet

- photocopied showing the equivalent percentage of marks/conversion formula.
- (iii) “**Aggregate** percentage of marks” will **also** include grace marks awarded to a candidate. The percentage of marks in the aggregate will be computed as evidenced from the final marksheet of the qualifying examination. However, in case of graduate examinations, where the final marksheet is of two or more types based on only Honours subject or all the subjects studied in three years, the aggregate shall be computed on the basis of total marks secured in all the subjects studied in three years. For example, in case of students passing BA (Hons.)/B.Sc. (Hons.) from BHU, in earlier years the final marksheets were of two types viz based on only 1000 marks or on 1800 marks. In such cases, the aggregate shall be computed based on total of 1800 marks rather than on 1000 marks. Further, where final marksheet is based on only Hons subject but the candidate has studied other subsidiary/similar subjects also during the study of course, the marks of these subjects will also be included for computation of aggregate percentage. Still further, in case of any ambiguity/interpretational difficulties, the decision of the University will be final.
- (iv) (a) Degrees/Certificates recognized by Association of Indian Universities (AIU) shall only be deemed as equivalent degrees/certificates.  
 (b) The Distance Education Council of Indira Gandhi National Open University (IGNOU)/Association of Indian Universities (AIU) will be the only authority to recognize the Degrees/Certificates of **Distance Education**. Such candidates may be **provisionally** permitted to appear in the Entrance Tests but will be required to submit certificates from Distance Education Council of IGNOU, New Delhi regarding recognition/approval of the courses.  
 (c) The courses at the level of 10+2 of Madarsas, recognized by Jamia Milia Islamia, New Delhi (Central University) will be recognized for purposes of admission to BA (Hons) course of BHU.
- (v) Notwithstanding anything contained in the Prospectus of Studies regarding the Courses in which admission is made through Entrance Test, the eligibility requirements for the purpose of admission shall be only those which are mentioned in the Information Bulletin of the academic session concerned.
- (vi) Application Forms of candidates who submitted forged/fake certificates or adopted fraudulent means shall be **REJECTED**. Further, such candidates shall be debarred from appearing in any subsequent Entrance Tests conducted by BHU.
- (vii) Candidates are allowed to appear at the Entrance Tests **provisionally** subject to the final verification of Mark sheets/Degrees/Certificates, validity of Certificates/Mark sheets of Qualifying Examination and also of non-involvement in the adoption of unfair means in any of the University Examinations/Entrance Tests held earlier, at the time of admission.
- (viii) Mere appearance in the Entrance Test or securing pass marks at the PET does not entitle a candidate to be considered for admission to the Course unless she fulfils the eligibility conditions. **APPLICANTS MUST FULLY SATISFY THEMSELVES ABOUT THEIR ELIGIBILITY AS PRESCRIBED ABOVE, BEFORE FILLING IN THE APPLICATION FORM.**
- (ix) If an applicant is inadvertently allowed to appear at the Entrance Test who otherwise does not fulfil the minimum eligibility requirements, she cannot, at a later date, use that as a right to claim that she meets the eligibility requirements.
- The University reserves the right to cancel/refuse admission at any point of time if it is found that:

  - (i) Minimum eligibility requirements are not fulfilled.
  - (ii) False documentation has been done, or, facts have been suppressed.
  - (iii) Any other similar valid reason.
- (x) Candidates admitted to any Course in this University shall not be eligible to pursue simultaneously any other *full-time* Course in this or in any other University/Institution.
- (xiii) **A candidate can apply for any number of courses for which she is eligible, provided** the Entrance Tests are on different dates (please refer to the Entrance Test Schedule).

#### 4. RESERVATIONS

- (i) **SCHEDULED CASTES/SCHEDULED TRIBES:**  
 Seats shall be reserved for Scheduled Caste (15%) and Scheduled Tribe (7.5%) candidates. **Admission against these seats will be made provided the candidate has passed the Qualifying Examination and appeared in the Entrance Test.** Each SC/ST candidate shall have to submit a self attested copy of the Certificate mentioning that the candidate belongs to SC/ST community. Such certificates shall be subject to verification from the concerned District Magistrate. The following are empowered to issue the certificate:
- (a) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Addl. Deputy Commissioner/ Deputy Collector/1<sup>st</sup> Class Stipendiary Magistrate/ City Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner.
  - (b) Chief Presidency Magistrate/Addl. Chief Presidency Magistrate/Presidency Magistrate.
  - (c) Revenue Officer not below the rank of Tehsildar.
  - (d) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
  - (e) Administrator/Secretary to the Administrator/ Development Officer (Lakshadweep Islands).
- Candidates must note that Certificate from any other person/authority shall not be accepted in**

**any case.** If the candidate happens to belong to SC or ST, hercaste/tribe must be listed in the appropriate Govt. of India schedule. The Caste Certificate should clearly state: (a) Name of hercaste/tribe (b) whether she belongs to SC or ST (c) District and the State or Union Territory of her usual place of residence and (d) the appropriate Govt. of India schedule under which hercaste/tribe is approved by it as SC or ST.

However, **if an SC/ST candidate** seeks admission under some other category (for example: PC/Employee Ward etc.) the candidate should satisfy the minimum eligibility requirement for that category.

(ii) **OTHER BACKWARD CLASSES (OBCs):**

27% Reservation to candidates belonging to OBC category (excluding under creamy layer) will be provided. The authorities to issue the OBC certificate are the same as in case of SC/ST provided in section 4 (i) above. The caste in the OBC certificate will be those only which are in the list of Central Govt. Further the OBC certificate should clearly mention that the candidate is not under creamy layer. However, **if an OBC candidate seeks admission under some other category (for example: PC/Employee Ward etc.) the candidate should satisfy the minimum eligibility requirement for that category.**

(iii) **PHYSICALLY CHALLENGED:**

3% seats shall be reserved for Physically Challenged Candidates: Visually Impaired (1%)+ Hearing Impaired (1%) + Orthopaedically Handicapped (1%) (on horizontal reservation basis). Such candidates will have to submit a self attested copy of Disability Certificate issued by the District CMO with the Application Form. The candidates called for Counseling for possible provisional admission will be examined by a Medical Board constituted by BHU and if necessary, will be referred by the Medical Board to other recognized bodies for the purpose, as per criteria fixed by the University. The decision of the Medical Board constituted by BHU will be final. The Entrance Test for Blind candidates will be held at Varanasi Centre only.

**'Writer' for Blind Candidates:**

'Writer' will be provided by the University to each blind candidate. The qualifications of 'writers' shall be decided by the University. Such a candidate is required to apply for 'writer' to the Controller of Examinations on the prescribed application form for the purpose *at least 15 days prior to the date of the Entrance Test*. For this purpose, the candidate has to collect the form from the Office of the Controller of Examinations, and submit the same affixing a passport size photograph similar to that affixed on the application form. Such candidate will have to appear before the Head, Department of Ophthalmology for clinical examination and his opinion/recommendation will be considered before providing 'writer'. All the blind candidates will be accommodated at one Centre at Varanasi only.

**Consideration of Reserved Category Meritorious Candidates as General Candidates:**

If the merit of a reserved category candidate is more than or equal to the merit of the last admitted general candidate, the reserved category candidate will be treated as general candidate. Further, if the candidate avails any other facility under reservation such as relaxation in minimum eligibility requirement, age relaxation, allotment of subject combination if any, allotment of specialization, Hostel allotment, then the candidate will be treated under concerned reserved category.

**5. SUPERNUMERARY SEATS:**

NOTE: Candidates seeking admission on a supernumerary seat under any of the following supernumerary quota shall be required to meet the eligibility conditions as are prescribed for general category candidates for the concerned course.

- (i) **BHU Employee Wards: 10%** supernumerary seats shall be available for the daughters of **permanent employees (including those on probation) of BHU currently in service or were so during the academic Session immediately preceding the Session for which the Entrance Test is held**, provided the candidate fulfils the minimum eligibility requirements **and** claims that she belongs to employee ward category in the Application Form and qualifies in the PET. BHU Employee Ward category applicants are required to submit a certificate issued by the Dy. Registrar (Administration), if called for Counseling. Further, provision of granting benefit of Employee Ward will be extended to the following two groups of serving and retired/deceased employees also by creating one supernumerary seat (for each group) in addition to the seats available for the employee wards provided the merit index of the wards of the said two groups in the merit of entrance test conducted for admission in the course is not below the last admitted candidate under employee ward quota in that course:

- employees joining the University on deputation along with the Research Scientists A, B & C of the University; &
- wards of the deceased employees and re-engaged/retired BHU employees subject to the condition that the privilege will be available upto the academic year succeeding the year in which the deceased employee would have attained/retired employee attains the age of 65 years.

**(Note: Any fraction after computation of 10% seats in a course will be rounded off to the next integer.)**

- (ii) **Paid Seats:** There is provision for supernumerary "PAID SEATS" (not exceeding 10% of the total number of seats), the details of which will be available at the time of admission from the MMV. The

desirous candidates are advised to keep constant touch with the MMV for knowing the detailed position regarding the process of admission under paid seats.

- (iv) **Foreign Nationals:** Provision to the extent of 15% supernumerary seats for Foreign Nationals exist, out of which 5% seats will be filled up by children of NRIs [Persons of Indian Origin (PIO)] and 5% by children of Indian workers in Gulf and South Asian Countries. The details about this may be obtained from the Office of the International Centre, C/3/3, Tagore House, Banaras Hindu University, Varanasi-221 005. (visit our BHU website: [www.bhu.ac.in](http://www.bhu.ac.in)).

6. **Institutional Preference:** Institutional preference will be available to Banaras Hindu University students as per directive of the Supreme Court, to a maximum of 25% out of the seats of in the open category. In this reference a "Banaras Hindu University student" is one who has been admitted through University Entrance Test, Banaras Hindu University and has passed the Qualifying Examination from Banaras Hindu University in the year of the Test or one year immediately preceding the Test. Any seat left vacant out of the 'preferential' seats for 'BHU students' consequent upon the aforesaid directions shall be made available as open seats under the respective category.

7. **COURSE NAME, COURSE CODE NUMBER & NUMBER OF SEATS:**

| MAHILA MAHAVIDYALAYA<br>(COURSE: M.A. in Education) |          |                       |
|---|----------|-----------------------|
| Subject   | Code No. | No. of seats          |
| M.A in Education                                    |          | 30 (Only for Females) |

8. **APPLICATION FORM:**

The University has created its Entrance Test Portal with the domain name [www.bhuonline.in](http://www.bhuonline.in). Its link is also available on the BHU website ([www.bhu.ac.in](http://www.bhu.ac.in)). The entire process of making an application for admission to M.A. in Education, MMV during the academic session 2013-14 has been made ONLINE. Accordingly, candidates may note that the Application Form will not be sold (as there will be no offline mode) and the candidates desirous of admission shall be required to register on the Entrance Test portal of BHU and fill up the application form ONLINE as per procedure provided on the Portal. **For further details visit the BHU website ([www.bhu.ac.in](http://www.bhu.ac.in)) or the entrance test portal of BHU ([www.bhuonline.in](http://www.bhuonline.in)).**

9. **APPLICATION PROCESSING/ENTRANCE TEST FEE**

The Candidate shall pay the following **Application Processing Fee/Entrance Test fee:**

| COURSES                                | Entrance Fee |            |
|--|--------------|------------|
|  | SC/ST        | Others     |
| MA (Education) at Mahila Mahavidyalaya | Rs. 250.00   | Rs. 500.00 |

**Note :**

- (i) The Application Form once submitted with the Application Processing/ Entrance Test Fee at concessional rate meant for SC/ST candidate shall be considered under SC/ST Category.
- (ii) The Application Processing/ Entrance Test Fee paid shall neither be refunded nor transferred to another course and shall also not be reserved for any subsequent year, in any case.

**Mode of Payment of Application Processing/Test Fee**

Candidate is required to fill up the Application Form ONLINE only as the printed Information Bulletin-cum-Application Form will not be sold by the University. After the candidate has filled up the application form online, she will have following options for payment of Application Processing/Entrance Test Fee:

- a) **Online payment through credit card/ debit card** through the payment gateway available on the Entrance test portal
- b) **Payment of Entrance Test Fee in Cash through "Challan" in any branch of HDFC Bank:** After filling up the application form, its submission and selecting this mode for payment, the candidate can print the Challan from the entrance test portal. The printout of challan will contain all necessary details of the candidate, bank account details of the Banaras Hindu University in which the entrance test fee will be deposited and the exact amount to be deposited. The candidate will be required to visit any branch of the HDFC Bank of her choice where she will be required to deposit the requisite Fee amount to the Bank.

Further detailed procedure in this regard is prescribed in Section 12.

#### 10. IMPORTANT DATES:

|  |                 |
|--|-----------------|
| Availability of ONLINE Form on the Entrance Test Portal                    | : 12.06.2013    |
| Last date for online submission of application forms                       | : 30.06.2013    |
| Last date for submission of printout of online submitted application forms | : 07.07.2013    |
| Date of Entrance Test  | : 21.07.2013    |
| Date of Declaration of Results   | : 24-28.07.2013 |
| Tentative date of Counseling for admission                                 | : 29-30.07.2013 |

#### 11. ENTRANCE TEST CENTRES:

The Test will be held at the Varanasi Centre only.

#### 12. INSTRUCTIONS FOR SUBMISSION OF APPLICATION FORM:

The Application Form of M.A. in Education (Female candidates only), MMV is available on the BHU's entrance test portal ([www.bhuonline.in](http://www.bhuonline.in)). The application form is to be filled up online. Detailed instruction for filling up the application form, online payment of application fee and taking its printout for submission to the Controller of Examinations, BHU (in addition to online submission) is also provided on the BHU's entrance test portal. Candidates have to scan their photo and signature as per instruction given in the portal and upload it.

After the candidate has filled up the application form online and clicks on the 'CONFIRM' button, she will be provided with following options for payment of application processing/test fee:

- a) **Online payment through credit card/ debit card** through the payment gateway available on the Entrance test portal
- b) **Payment of Entrance Test Fee in Cash through "Challan" in any branch of HDFC Bank** After filling up the application form and its submission, the Challan can be printed from the portal. The printout of challan will contain all necessary details of the candidate and the bank account details of the Banaras Hindu University in which the entrance test fee will be deposited. The candidate will be required to visit any branch of the HDFC Bank of her choice where she will be required to deposit the requisite Fee amount to the Bank and the bank will retain one fold of the Challan and remaining two folds of the Challan mentioning the necessary Test Fee payment details will be given to the candidate. The candidate is required to retain one part of the challan for his record and the other will be required to be submitted alongwith the printout of the online filled up application form in the manner prescribed in Section 12. In this mode, it will take 24 hours to update the Entrance Test Portal regarding confirmation of successful payment of Test Fee made by the candidate. Therefore, a candidate who has exercised this option for payment of Application Processing Fee/ Test Fee shall be able to take a printout of the ONLINE filled up application form only after 24 hours from the time she has paid Fee in any branch of HDFC.

**The PET Application Form of M.A. in Education (Female candidates only), MMV shall be treated to have been successfully submitted only after the candidate has paid the Application Processing Fee/ Entrance Test Fee through either of the two modes given above. Once the successful payment is confirmed, [instantly-in case option a) is exercised and after 24 hours-in case option b) is exercised], a copy of the filledup application form will be e-mailed to the candidate's registered e-mail id for download and print.**

After online submission of application form and successful payment of **Application Processing/ Test Fee**, the candidate will be required to take a printout of the online filled up application form (containing the details she has filled in and the transaction details of payment of application fee) from either the Entrance Test portal or his e-mail account. After taking the printout of the online submitted application form, following steps need to be taken:

- i) Paste passport size photograph (same passport size photograph which has been used for online submission) in the space provided on the printout of the online filled up application form.
- ii) Affix signature in the space provided using a blue/black ball pen.

**Candidates shall be required to submit the printout of the application form (after pasting photographs and affixing signatures as instructed above) to the office of the Controller of Examinations through post (courier/registered/speed post) so as to reach latest by 07<sup>th</sup> July 2013.** The submitted printout should have the candidates' signature/photograph pasted at the proper place. Candidates are also advised to keep

with them a copy of the same for their records.

### 13. REASONS FOR REJECTION OF THE APPLICATION FORMS:

- (i) Submission of application form without payment of requisite amount of **Application Processing/ Entrance Test Fee**.
- (ii) Non-submission of photograph [one passport size photograph (same passport size photograph which has been used for online submission) is to be pasted to the printout of the online submitted application form]. Submission of photocopy of photograph will also amount for rejection of candidature.
- (iii) Absence of signatures of the candidate at the appropriate place in the submitted hard copy of Application Form (filled up online).
- (iv) Tampering of the Application Form in any manner.
- (v) Submission of Application Form by a candidate after erasing the entries made earlier by another candidate.
- (vi) Any other inadequacy detected.

**NOTE:** If at any stage it is found that the applicant is not eligible for admission in a discipline under University rules, her candidature will automatically stand cancelled. Please note that thorough checking of Application Form, Minimum Eligibility requirements, Original documents in support of Academic Certificates and Categories-claimed will be done only at the time of admission/counseling (if called for the same). At that stage also the candidature of the applicant will stand cancelled, if she does not fulfill all the requirements for admission.

### 14. CHECK LIST:

VERIFY AND THOROUGHLY CHECK THE FOLLOWING BEFORE SUBMITTING/MAILING THE APPLICATION FORM:

- (i) Have you pasted the recent **photograph (same as used for online submission of application form) on the downloaded and printed application form (submitted online)?**
- (ii) Have you signed appropriately at the **prescribed** place in the application form?
- (iii) Have you made payment of requisite amount towards **Application Processing/ Entrance Test Fee**?

**NOTE:** Remember to sign on the Application Form. If the candidate does not 'sign' at appropriate place on the Application Form, her form will be treated as cancelled.

### 15. SUBMISSION OF APPLICATION FORM:

- (i) The **printout of the online submitted application form** (after pasting photograph and putting in signature) shall be submitted in an envelope to the "Office of the Controller of Examinations, Banaras Hindu University, so as to reach on or before **July 7, 2013 by post (courier/registered/speed post) at the following address-**

**The Controller of Examinations**  
Banaras Hindu University  
Varanasi – 221 005.

- (ii) The validity of the application form shall be based on its objective scrutiny to be conducted at the time of admission (if called for the same).
- (iii) **In no case, applications shall be entertained after the last date is over.**
- (iv) **Incomplete application forms, application forms not bearing the signature of the applicant and application forms received after the last date shall not be considered. Application forms without photograph or with photocopied photograph also shall not be considered. The university takes no responsibility for any delay or loss of application form or correspondence in postal transit/courier transit.**

### 16. ADMIT CARD

1. The Admit Card will be e-mailed to the candidate at the email addresses provided by the candidate in the application form around **12-14 July 2013**. SMS alert regarding issue of Admit Card on the mobile phone registered by the candidate will also be sent. Therefore the candidates are advised to give correct e-mail addresses/ mobile phone numbers for correspondence while filling up the online application form. Alternatively, **Candidates can download the ADMIT CARD** from the BHU Entrance Test Portal ([www.bhuonline.in](http://www.bhuonline.in)) on or

after 14<sup>th</sup> July 2013. If a candidate is unable to download the Admit Card by 18<sup>th</sup> July 2013, she should contact the Office of the Controller of Examinations, BHU, Varanasi on Phone No. 0542-2368418.

2. Paste passport size photograph (same passport size photograph which has been used for online submission) in the space provided on the printout of the Admit Card and self-attest it.

**Important:**

- 1) Candidates to note that there will be no postal dispatch of Admit Card, which can only be downloaded and printed from the candidate's e-mail account or downloaded from the BHU's entrance test portal by logging in the portal.
- 2). The candidate should carefully examine the Admit Card received by her for all the entries made therein. In case of any discrepancy the candidate should inform the Controller of Examinations immediately.

**NOTE:**

- (i) *The Tests, shall be held on 21<sup>st</sup> July 2013. Venue details will be given on the Admit Card.*
- (ii) *No candidate shall be allowed to appear in the Test without a valid Admit Card.*
- (iii) ***The candidate is required to retain the Admit Card in safe custody after the Test for presenting it before the Admission Committee, if called for counseling.***

*In all matters relating to Postgraduate Entrance Test and admission to M.A. in Education, MMV, the decision of the University shall be final and binding.*

**SECTION C**

**17. DURATION OF TEST AND STRUCTURE OF QUESTION PAPER**

**M.A. in Education, MMV**

There shall be one paper of 120 minutes duration carrying 450 marks containing 150 multiple-choice questions based on graduate level of the subject **Education**, i.e., Foundation (Philosophical, Sociological, Psychological & Research Methodology), Historical Overview, Trends Contemporary Issues, Innovations, Curriculum, Planning & Finance, Administration, Evaluation, Technology, Counseling and Special Education.

**18. METHOD OF ANSWERING IN THE TEST**

- (i) A Question Booklet containing the questions and a separate Answer Sheet shall be provided to the candidate at the beginning of the Test.
- (ii) The candidate, **within 10 minutes of the issue of the Question Booklet**, shall check the Question Booklet to ensure that it contains all the pages in correct sequence and that no page/question is missing. In case of faulty Question Booklet, the candidate shall immediately bring it to the notice of the Superintendent/Invigilators to obtain a fresh Question Booklet.
- (iii) The candidate is required to write her *Roll Number, Question Booklet No. and Set No.*, if any, at the appropriate places provided in the answer sheet in **INK/Ball Point pen only**. In addition, **she is also required to fill up Roll Number in the space provided on the answer sheet by darkening the appropriate ovals by Blue/Black Ball Point pen only.** (Note: Please note that any error in darkening the Roll Number or writing set number will result in wrong evaluation of the Answer Sheet. She may take further note that non-filling of Set No., if any, Roll No. and other vital details would lead to non-evaluation of Answer Sheet and cancellation of her candidature. Hence, the candidate should be careful in darkening Roll Number and writing set number).
- (iv) The candidate is required to write in **INK/Ball Point pen only**, her Roll number and Serial Number of Answer Sheet at the appropriate places on the cover page of the Question Booklet.
- (v) Each question shall be followed by four alternative answers. The candidate is required to identify the **one** which she feels to be the correct answer and record the answer by darkening the **appropriate oval** in the answer sheet with **Blue/Black Ball Point pen only**, as will also be mentioned in the guidelines given on the first page of the Answer Sheet. For example, if out of 4 alternatives (1) (2) (3) & (4) given against question No. 15, the candidate identifies (2) as the correct answer, she is required to darken the *oval No. 2 only* in the Answer Sheet as given below:

**Q.No.15**



- (vi) The answer will be treated incorrect if more than one oval is darkened or an oval is darkened improperly. Any other method of marking such as tick mark, cross mark, use of dot, line mark and half-filled oval or marks outside the oval shall not be evaluated.
- (vii) If any question is not attempted, the candidate is required to leave all the ovals against that question as blank. Such an answer will be awarded *zero* mark.
- (viii) Inner cover page of the Question Booklet or the blank space/page at the end of Question Booklet may be used for rough work.
- (ix) No page from the Question Booklet is to be torn or removed. If a candidate is found tearing any page from

the Question Booklet, she shall be liable to punishment for adopting unfair means and shall not be allowed to continue in the Entrance Test.

**NOTE:**

- a. *If the candidate commits any error in writing/filling the Roll No., Set No. etc. on the answer sheet, it will not be possible to rectify the error and the answer sheet will be evaluated accordingly.*
- b.
  - i. **Question Booklet will be given to the candidates after University Entrance Tests.**
  - ii. **After completion of the tests, the provisional answers (key) will be displayed on the BHU Website [www.bhu.ac.in](http://www.bhu.ac.in) ordinarily within 04 to 05 days of the test.**
  - iii. **In case of any complaint about the questions/answers the candidate(s) will be given 05 days time after the display of provisional key on the website to put up her complaint before the Office of the Controller of Examinations. The evaluation will be done with key so finalized and no request for review will be entertained thereafter.**
  - iv. **While making the complaint, the candidate must mention her name, Roll Number, Name of Course, Course Code Number, Set Number of Question Booklet (if any) and Serial Number of Questions and its key(s).**
  - v. **The decision of the University regarding Question(s)/ Key will be final.**

**IMPORTANT:**

**CANDIDATES TO NOTE THAT SINCE ANSWERS ARE TO BE MARKED IN INK, IT WILL NOT BE POSSIBLE TO CHANGE ANY ANSWER AFTER MARKING IT. (USE OF WHITENER FOR CHANGE IN ANSWER IS NOT ALLOWED)**

**19. IMPORTANT INSTRUCTIONS TO CANDIDATES APPEARING IN PET- MA IN EDUCATION, MMV**

- (i) The Candidate must carry her valid Admit Card for the concerned Entrance Test. She must occupy only her allotted seat as per her Roll Number in the seating arrangement made for the concerned Test.
- (ii) **No Candidate will be allowed entry to the Test Hall after 30 minutes of the start of the Entrance Test.**
- (iii) **No Candidate shall be allowed to leave the Test Hall till the end of the Test.**
- (iv) There is no provision to provide or permit a 'writer' in the Entrance Test except for blind candidates, who will be provided 'writers' on request [for details please refer to Section 5 (iii) of this Information Bulletin].
- (v) The Candidates shall be checked for any resource materials frequently and at random by the Invigilators and other staff conducting the Test, routinely and also on the slightest doubt.
- (vi) **Calculators/watch calculators, electronic diary, pager, mobile phones, earphones, alarm clock, digital watches with memory, slide rule, etc. are not allowed in the examination hall. Also, carrying of licensed weapons, fire arms, tools which can be used as lethal weapons are not allowed in the examination hall.**
- (vii) **The Entrance Examination of a candidate shall be cancelled in case of any of the following actions by a candidate:**  
 Relevant or irrelevant resource material or loose paper found in possession, or, lying on or around seat, Possession of any unauthorized instrument or equipment as mentioned at (vi) above/document/paper/information materials or any resource materials, Communication of information in writing or verbally or exchange of Question Booklet/Answer Sheets to and from any other person during the Test period and any other malpractice amounting to obtaining undue advantage, Writing anything in the Admit Card, Carrying of the envelope of the Admit Card into the examination hall, Any alterations or corrections in the entries made by a candidate in Question Booklet and OMR Sheet [Roll Number in words & figures and OMR sheet no. in Question Booklet and Roll Number, Question Booklet no. and Set no. (if any) in OMR sheet] but not duly verified by the invigilator concerned, Non-matching of signature made at the time of Entrance Test with that already done at the time of filling of Application Form.
- (viii) **The Entrance Examination of a candidate shall be cancelled and candidate shall be debarred to appear from future Entrance Tests in case of any of the following actions by a candidate:**  
 Tampering with the Admit Card including that of the photograph, Face not resembling the photograph on the Admit Card, Not occupying the allotted seat, Tampering/disturbing the seating arrangements, Smuggling-out or smuggling-in Question Booklet in part or in full, or Test material, or any resource material connected with the Test, Making any attempt to influence the University authorities directly or indirectly, disturbing or trying to disturb the Entrance Test, Noting down the questions or their answers, Shouting of slogans or creating unruly scene at the examination hall/examination centre/University campus.
- (ix) **Impersonation is a legally punishable offence.** No Candidate will be permitted to appear in the Test without a valid Admit Card. The Admit Card should be presented to the invigilators/other authorized officials for verification. The candidate's identity will be verified in respect of her details on the Admit Card. If the identity is in doubt, the candidate may not be allowed to appear in the Test. The authorities may at their discretion **provisionally** permit the candidate to appear in the Test after completing formalities including taking of thumb impression/several signatures for further verification. No extra time will be granted for these formalities to be completed.  
 Similarly, at the time of Counseling, the candidate's identity will be verified from the documents available with the University and in case of any doubt, her admission will be deferred till final verification.



A person found to impersonate a candidate shall be handed over to the Police under an FIR lodged by the University. The **candidate in reference shall be debarred from future Entrance Tests of the University.**

A student or employee of the University if found to impersonate in the Entrance Test will be respectively **rusticated or dismissed from the University service.**

- (x) **Suppression/concealment of information:** The candidate must ensure that she is qualified to appear in the Entrance Test. If it is detected at any stage that she did not fulfil the minimum qualifications, or, there was something against the candidate which would have prevented her from being admitted in the concerned subject/course, or, the candidate has provided false information or no information about her previous involvement in an act punishable under law or act of gross misconduct and indiscipline, then her candidature shall not be considered and his admission, if already made, shall be cancelled at any stage and she shall be debarred from appearing in any of the future Entrance Tests of the University.
- (xi) Nobody other than the University authorized personnel is permitted to move around the Test venue. Any unauthorized person loitering around the Test venue shall be handed over to the police under an FIR lodged by the University.
- (xii) **No scrutiny/re-evaluation of answer sheet of PET- M.A. in Education is allowed in any case at any stage.**
- (xiii) The candidate shall be bound by the BHU Statutes/Ordinances/Rules and Regulations framed from time to time.
- (xiv) Any litigation in respect of the PET M.A. in Education shall be subject to the jurisdiction of the local Court of Varanasi and/or Hon'ble High Court of Judicature at Allahabad only.
- (xv) **For any interpretational difficulties, the interpretation through English language shall be deemed as correct.**

## 20. EVALUATION AND RESULT

**There shall be negative marking in entrance tests. Three marks shall be awarded for each correct answer while one mark shall be deducted for each incorrect answer. Unattempted question will be awarded zero mark.**

**Candidate shall be selected in order of merit on the basis of aggregate marks secured in the Entrance Test provided she fulfils the minimum eligibility criteria and minimum qualifying marks in the test. The University reserves the right to fix minimum qualifying marks for the aforesaid course.**

**INTER-SE RANKING:** In case of equal index in PET- **M.A. in Education**, the following criteria shall be adopted for *inter-se ranking*:

- (a) Preference shall be given to the candidates who have higher aggregate percentage of marks at the Qualifying Examination.
- (b) In case the aggregate percentages of the marks at the Qualifying Examination are also equal then preference shall be given to a candidate who has higher marks in the concerned subject (wherever applicable).
- (c) In case the candidates have equal marks in the above stated examinations, then the candidate senior in age shall be given preference.

### **IMPORTANT:**

NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED ANYWHERE IN THE ORDINANCES OF THE UNIVERSITY, NO SCRUTINY/ RE-EVALUATION OF THE ANSWER SHEET/BOOK OF THE TEST SHALL BE ALLOWED ON ANY GROUND. FURTHER, NO REPRESENTATION OR ANY QUERY REGARDING THE CONDUCT/CONTENT OF EVALUATED SHEET OF THE TEST SHALL BE ENTERTAINED.

### **RESULT:**

The University shall try to announce the results of the candidates around **24<sup>th</sup> -28<sup>th</sup> July 2013** which would be available on BHU's Entrance Test Portal ([www.bhuonline.in](http://www.bhuonline.in)). In addition, marks obtained by the candidate in the test, her overall merit and merit within the category to which she belongs shall be emailed at her registered email address and sent through SMS at her registered mobile number provided by the candidate in the application form. Therefore the candidates are advised to give correct e-mail addresses/mobile phone numbers for correspondence.

## 21. DOCUMENTS IN ORIGINAL REQUIRED AT THE TIME OF ADMISSION:

Only those candidates who are selected/ waitlisted shall be informed through a '**Call Letter**' by the concerned Dean of Faculty/Head of the Department, BHU about their admission. If a candidate is called for admission to a particular course on a particular date/dates, she shall have to bring with her all the necessary documents mentioned below in ORIGINAL [if not seeking conditional admission under provision 3(i) above] failing which her admission shall NOT be considered. (The '**Call Letter**' will contain more details.)

- (i) Transfer Certificate.

- (ii) Migration Certificate, if passed from a university other than BHU (To be submitted not later than 90 days of admission).
- (iii) High School Certificate/equivalent Certificate.
- (iv) Intermediate (+2) Certificate/equivalent Certificate.
- (v) Mark sheets of High School/equivalent & Intermediate (+2)/equivalent.
- (vi) Mark sheet of the Qualifying Examination (Refer note clause below 21?).
- (vii) PET Admit Card of **M.A. in Education** issued from the office of the Controller of Examinations, BHU.
- (viii) SC/ST/OBC Certificate on the basis of which reserved quota seat is claimed.
- (ix) Certificate of being the daughter of a permanent in-service employee/Retired/Reemployed/ Deceased employee of BHU in the prescribed format issued by the Central Registry.

Candidates must have in their possession all original documents such as High School Mark sheet and Certificate, Intermediate or equivalent Mark sheet and Certificate (if issued), Certificate of Reservation, Transfer Certificate, Migration Certificate (if issued by the Board) and ADMIT CARD OF THE RESPECTIVE ENTRANCE TEST at the time of admission failing which their admission shall not be considered. **However, Marksheet downloaded from the Website of the concerned examining body (subject to verification by the Admission Committee), CONFIDENTIAL MARKSHEETS or PROVISIONAL RESULTS issued by the Registrar/ Controller of Examinations of the concerned University or Secretary of the concerned Board (in case qualifying examination is of Senior Secondary level) shall also be entertained at the time of admission.**

## 22. ADMISSION PROCEDURE

The admission of a candidate in a course will be done only when she satisfies all the eligibility requirements, appears in the **PET- M.A. in Education**, qualifies in the Entrance Test and completes all formalities required for admission in the course. The admissions shall be made strictly on the basis of merit index in the PET, availability of seats in the course, as per rules given in this Information Bulletin and rules framed by the University from time to time.

The admission process will begin after the declaration of **M.A. in Education PET** result. The admission will be done by the Admission Committees of the MMV. **The Counseling for admission shall be done on the 29<sup>th</sup> - 30<sup>th</sup> July 2013 at Mahila Mahavidyalaya, BHU. The Principal, MMV will e-mail call letters to the candidates called for Counseling.** Therefore the candidates are advised to give correct e-mail addresses for correspondence. **Candidates may also note that there will be no postal dispatch of call letter. The number of call letters will be nearly two-four times the number of seats available in the course.** Admission is based strictly on merit index obtained in the Entrance Test. Candidates must have in their possession all the original documents mentioned above [if not seeking conditional admission under provision 3(i) above]. **However, Marksheet downloaded from the Website of the concerned examining body (subject to verification by the Admission Committee), CONFIDENTIAL MARKSHEETS or PROVISIONAL RESULTS issued by the Registrar/ Controller of Examinations of the concerned University or Secretary of the concerned Board (in case qualifying examination is of Senior Secondary level) shall also be entertained at the time of admission. Failure to pay the fees within the prescribed period given in the admission letter will result in cancellation of the allotted seat.**

## 23. SCHEDULE OF POSTGRADUATE ENTRANCE TEST (PET) 2013 FOR M.A. IN EDUCATION IN MMV

**ENTRANCE TEST SHALL COMMENCE AT 8.00 A.M. to 10.00 A.M.**

| DAY    | DATE       | COURSE/SUBJECT    |
|--------|------------|-------------------|
| Sunday | 21.07.2013 | M.A. In Education |

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