

GOVERNMENT OF MANIPUR  
OFFICE OF THE DIRECTOR OF UNIV. & HR. EDUCATION

OFFICE MEMORANDUM

Imphal, the 20<sup>th</sup> June, 2012

Subject: RESERVATION OF SEATS IN ADMISSION


No. 3/123/92-EDC/1159 The undersigned is directed to say that the Directorate of University and Higher Education has reviewed the matter relating to the reservation for the STs, SCs and OBCs for admission in the BA, B.Sc., B.Com., LL.B., LL.M., B.Ed., M.Ed. and M.Sc. 1st Semester Classes in Government and Government Aided Colleges in Manipur as detailed below, with immediate effect:

Sl.No.	Category	Percentage of Reservation
1	Scheduled Tribes (STs)	31%
2	Scheduled Castes (SCs)	2%
3	Other Backward Classes (OBCs)	12%

2. Reservation of Candidates: Students belonging to Persons with Disability (PWD), Sports persons of eminence (National/International Players), Children of ex-servicemen for admission in the above said classes shall be on horizontal basis i.e., their reservations shall be within their original categories.

3. Students/candidates belonging to STs, SCs, OBCs, Persons with Disability (PWD), Sports persons of Eminence (National/International Players), Children of ex-servicemen may be given benefit of relaxation of 5% marks of the examination if marks secured by the concerned College for the said admissions.

This supersedes all previous Orders (OMs) issued in this regard.

  
Dr. R.K. Yaskol Singh  
Addl. Director of Univ. & Hr. Education,  
Government of Manipur

- 1. The Insp. to Minister Education, Manipur
- 2. The APS to Commissioner (Hr. Edu.) Govt of Manipur
- 3. The Principals of all Govt. and Govt. Aided Colleges in Manipur
- 4. Chief Clerk

*Jh. Bristow*  
Principal  
Ideal

PROCEEDINGS OF THE PRINCIPALS (GOVT. & GOVT. AIDED COLLEGES) MEETING HELD ON 27 SEPTEMBER, 2020 AT 10:30 A.M. AT THE CONFERENCE HALL OF DIRECTORATE OF UNIV. & HIGHER EDN., GOVT. OF MANIPUR WITH COMMISSIONER (HR. & TECH. EDN.) IN THE CHAIR

- The Commissioner welcomed all members present.
- The following resolutions were received and were applicable to all the Government Government Aided colleges. These are to be intimated to the letter and spirit.
  - The Principal of the college and the Admission Committee duly constituted by Principal of the college shall be responsible for any violations in this regard.
  - The structure for various courses should be given in the college prospectus in a transparent manner. The fee structure approved by the Government shall be adopted by all Government, Government Aided Colleges. The college prospectus for the academic session 2020-21 shall be mandatorily uploaded in the college website.
  - All the colleges seeking admission to the Undergraduate (UG) Programmes/Courses, for which the admissions are based on merit of All class Board results (i.e. there is no entrance test) in different colleges of Manipur, are required to register online at the centralized admission portal.
  - How to register shall be granted to the students appearing +2 compartmental examinations in the admission portal.
  - Admission Committee for UG Courses. The Admission Committee should include the following members apart from Principal.
    - At least two teaching staff members.
    - An approved teaching staff member belonging to SC/ST, wherever applicable.
  - Registers to be maintained.

The following Registers and other related documents pertaining to admission should be maintained and preserved by the colleges.

    - List of Applications received
    - Rank/Merit list registers signed by the members of the Admission Committee
    - Copies of Rank Lists displayed.
    - Communication with the university/Director of Univ. & Higher Edn. related to admission
    - The colleges shall maintain registers regarding the applications received from SC/ST/OBC/Female students who have been selected for admission and the number of such candidates admitted in each course.
  - Merit Marks Merit List: The admission shall be made purely on the basis of Merit subject and decided by the Admission Committee of the concerned college. Reduced cut-off marks of 5% for STs/SCs, OBC, PWD in the eligible marks and reservations of seats as per State Government policy for STs/SCs/OBC/PWD shall be applicable for the purpose of admission to all courses in all Government, Government Aided Colleges.
  - Reservation of seats: Normal procedure for reservation of seats under 200 points roster shall be followed, i.e., 31% of seats for ST, 2% for SC, 17% for OBC, 3% for disabled persons, 2% for PwD, 2% for sports personnel and 2% for wid/daughters of ex-servicemen.
  - There should be no quota system in admission for VIP/Principals/students union etc. under any

*I. Binsu Kani Devi*  
Principal  
Ideal College

circumstances. Any admission made through such interference, if dictated shall be cancelled and the Principals and Principal concerned shall be liable for disciplinary action.

For admission to Under-Graduate courses (UG), a candidate must pass the Council of Higher Secondary Examination of Manipur or an examination (like the CBSE) recognised by the Universities as equivalent thereto.

Admission is subject to verification of marks certificate produced in original at the time of admission. If the mark certificate is found to be bogus, admission shall be cancelled.

The list of selected candidates should be displayed in the College Notice Board/college website/centralised admission portal (www.onlineuhc.in). Clear one-week time shall be given to the candidates to report to the concerned college authority for admission. If the candidate fails to turn up on the date of counselling, the selection shall be cancelled. This procedure shall be strictly followed and the Principals should not give room for any complaint.

The Principals are advised to keep the college Website active. All the college Websites shall be in operation/updated as in.

All the Principals are to mandatorily identify mentors for every 15-20 students at the time of admission of 1st semester which will continue till the last semester of the students.

The following tentative time schedule for admission has been agreed upon by all members:

Particulars	Start	Till
Counselling cum Admission	27.09.2020	30.09.2020
Last date of admission		8.10.2020

If the vacancies still exist in any subject combination of the UG Course after considering the order of preference indicated for each subject, any student from wait list may be permitted to take admission in any available subject combination after proper counselling.

The Principals are to be notified to the Principals in due course.

The meeting ended with thanks from the Chair.

-sd  
(Ks Diana Devi)  
Director, Univ. & Higher Edn.  
Government of Manipur

Ref: 3-219-PH-EDC

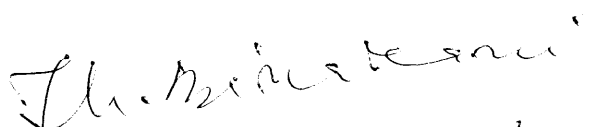
Imphal, the 5<sup>th</sup> Sept., 2020

cc:

1. PPS to Hon'ble Minister (Education), Manipur for kind information
2. PPS to Commissioner (Higher & Technical Education), Govt. of Manipur
3. Principals of Govt./Govt. Aided Colleges for ensuring compliance of the same

  
(T Ojit Singh)

Joint Director, Univ. & Higher Edn.  
Government of Manipur

  
Principal  
College