



AMRITA
VISHWA VIDYAPEETHAM

School of
Arts & Sciences

KOCHI CAMPUS

BRAHMASTHANAM, EDAPPALLY NORTH P.O., KOCHI - 682024, KERALA.

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Website: amrita.edu/asas/kochi E-mail: asaskochi@gmail.com, admissions.asaskochi@gmail.com

INSTRUCTIONS TO CANDIDATES (ADMISSION - 2018)

1. **Please read** the PROSPECTUS, Handbook of Academic programmes, FAQ & the INSTRUCTIONS carefully before filling the Application Form.
2. Candidates who have appeared or are appearing for their final qualifying examination **IN FULL** are also eligible to apply. Their admission will be subject to passing the qualifying examination at the time of admission.
3. Candidates can apply online using our website link: **aoap.amrita.edu/kochi**. Application Form downloaded from our Website may also be used. Such Application Forms should be sent to us along with a **DEMAND DRAFT** for **Rs. 500/-** (for U.G., P.G., and Integrated) and **Rs. 1000/-** (for Ph.D., and M.Phil.) in favour of "AMRITA SCHOOL OF ARTS AND SCIENCES", payable at **Kochi**. Demand Draft can be taken from any Bank. **Cheques will not be Accepted**.
4. Cost of Application Form and prospectus does not include charges for any other services.
5. All details and information asked for in the Application Form should be filled-in. This must be done in **BLOCK LETTERS** in **Candidates Own Handwriting**. (not by anyone else)
6. **Do not enclose any original certificates** with Application Form. Please enclose **self - attested photocopies only**. (Refer to the 'Checklist for Enclosures' given on Page No. - 2)
7. **Incomplete Application Form** will be liable for **rejection**.
8. **Separate Application Forms** should be submitted for different courses including **separate Demand Draft**.
9. The candidates must produce, at the time of counseling for admission, original certificates / marklists of S.S.L.C. or equivalent (10th), HSE / CBSE or equivalent (12th), Degree marklists / grade sheets (all semesters / years), Provisional Certificate (if available), Course and Conduct Certificate, Transfer Certificate and Degree Certificate (if available).
10. Applicant should write the name of the Course applied for, on **top of the envelope** while posting the Application Form.
11. Completed Application Forms for U.G., Integrated Courses, P.G. Courses, and Research programmes is to be returned to the address given below by Hand / Speed Post / Registered Post / Courier.

ADMISSION OFFICE
AMRITA SCHOOL OF ARTS AND SCIENCES, BRAHMASTHANAM, EDAPPALLY NORTH P.O.,
KOCHI - 682024, KERALA.
Phone: 0484 - 2802899, 2801489, 2801965. Fax: 0484 - 2802511

12. **Only the candidates who are short - listed for counseling / interview / selection process** will receive communications from Amrita School of Arts and Sciences, Kochi.

LAST DATE for submission of Application Forms for U.G. and Integrated Programme, is on or before **11th JUNE 2018**, and P.G. and Research Programme, is on or before **16th JUNE 2018**.

13. Amrita School of Arts and Sciences, Kochi will not provide any transport for the candidates to appear for the Counseling / Interview / any selection process.

14. For any further clarifications contact during office hours, the Office of Amrita School of Arts and Sciences, Kochi. Phone: 0484 - 2802899, 2801489, 2801965. Fax: 0484 - 2802511
E-mail: asaskochi@gmail.com, admissions.asaskochi@gmail.com

Checklist for Enclosures

U.G. Programme

Self - Attested Photocopies of

1. S.S.L.C. or equivalent (10th)
2. H.S.E. or equivalent (12th)
3. Conduct Certificate
4. Transfer Certificate

Integrated Programme

Self - Attested Photocopies of

1. S.S.L.C. or equivalent (10th)
2. H.S.E. or equivalent (12th)
3. Conduct Certificate
4. Transfer Certificate

P.G. Programme

Self - Attested Photocopies of

1. S.S.L.C. or equivalent (10th)
2. H.S.E. or equivalent (12th)
3. Degree Marklists / Grade sheets (all semesters / years) (*)
4. Conduct Certificate
5. Provisional Certificate (if available)
6. Degree Certificate (if available)
7. Transfer Certificate

Research Programme

Self - Attested Photocopies of

1. S.S.L.C. or equivalent (10th)
2. H.S.E. or equivalent (12th)
3. Degree Marklists / Grade sheets (all semesters / years) (*)
4. Masters Degree Marklists / Grade sheets (all semesters / years) (*)
5. Conduct Certificate
6. Provisional Certificate (if available)
7. Masters Degree Certificate (if available)
8. Transfer Certificate

- * If the Final (year / semester) examination results are pending, students may enclose photocopies of Marklists / Grade sheets of the results published so far. However, the photocopies of the pending Marklists / Grade sheets must be submitted to the Admission Office as early as possible by Hand / Speed Post / Registered Post / Courier alongwith a covering letter quoting your Name, Course applied for and Application form number.