

I) Checklist of documents required to be submitted along with Admission Form of B.A./B.Com. Semester-III

- (i) Three self attested photocopies of the page of the Result Gazette of B.A./B.Com. semester-I showing their roll no. and result. The roll no. and the result of the candidate must be highlighted.
- (ii) The candidates who possess Marks Card of B.A./B.Com. semester-I should submit three self attested photocopies of Marks Card. (Original to be brought at verification).
- (iii) College students should bring from their principal a NOC mentioning that the candidate has passed in Internal Assessment of all subjects/papers of semester-II. It should bear` the signature and stamp of the principal concerned.
- (iv) Six recent passport size photographs to be submitted for the purpose of admission, enrolment card, examination form and library card.

II) Checklist of documents required to be submitted alongwith Admission Form of B.A./B.Com. Semester-V

- (i) Three self attested photocopies of the page of the Result Gazettes of B.A./B.Com. semester-III showing their roll no. and result. The roll no. and the result of the candidate must be highlighted.
- (ii) The candidates who possess Marks Card of B.A./B.Com. semester-III should submit three self attested photocopies of the Marks Card (Original to be brought for verification).
- (iii) College students should bring from their principal a NOC mentioning that the candidate has passed in Internal Assessment of all subjects/papers of semester-IV. It should bear` the signature and stamp of the principal concerned.
- (iv) Six recent passport size photographs to be submitted for the purpose of admission, enrolment card, examination form and library card.

III) Checklist of Documents Required to be submitted along with Admission Form of B.A./B.Com. Part-III

1. Three self attested photocopies of Marks Card of B.A./B.Com. Part-I (Original Marks Card to be brought for verification).
2. Three self attested photocopies of Marks Card of B.A./B.Com. Part-II (original Marks Card to be brought for verification purpose).
3. Six recent passport size photographs to be submitted for the purpose of admission, enrolment card, examination form and library card.
4. In case of '**Gap**' of one or more than one year, the applicant must attach Notary certified affidavit for the Gap Period. The specimen is given as Annexure-II of the Admission Form.
5. The candidate who has passed his last examination from other University shall have to submit a **Migration Certificate (in original)** along with the duly filled in Eligibility Form.

Note. Students of B.A./B.Com. already enrolled with the Directorate of Distance Education are required to attach enrolment card with the Admission Form. No certificate will be entertained after the last date prescribed for submission of admission form.

Reservation for Physically Challenged

The decision of the UGC regarding implementation of Persons with Disabilities Act 1995 in universities for providing 3% reservation for persons with disabilities for admission in all the courses of study offered by the universities and colleges including Directorate of Distance Education, University of Jammu, stands adopted. As such eligible candidates can avail of the same facility for courses being offered by the Directorate of Distance Education.

ANNUAL FEE FOR SESSION 2018-19

Annual Fee for session 2018-19 for Undergraduate programmes (B.A./B.Com.) is Rs. 6405/-.

In addition to the above fee, the candidates are required to deposit the following fee in the Directorate as the case may be :

Session 2018-19

- i) Registration Fee – Rs. 330/- For the candidates not registered with Jammu University
- ii) Eligibility Fee – Rs. 800/- Candidates migrating from Universities or Boards other than J & K State Board of School Education.
- iii) Practical Fee per Subject – Rs. 700/- In addition to normal fee.
- iv) Library Security – Rs. 730/- Refundable candidates, who want to be the member of the DDE library.
- v) Learner Support Centre Fee – Rs. 670/- For those who are enrolled through Learner Support Centres.
- vi) Degree Fee – Rs. 740/- One Time
- vii) EVS Practical Fee – Rs. 700/- For the students of B.A./ B.Com. semester 3rd & 4th.
- viii) Revival of Registration – Rs. 450/-
(if migration certificate is surrendered)

NOTE

The candidate shall pay full fee at the time of admission. Besides this, the students enrolled with the DDE shall be required to pay any other fee and dues, prescribed from time to time by the University of Jammu. The details of late fee to be charged (as applicable) for admission form being submitted late is available in the admission notification.