योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

APPLICATION FORM FOR **SPOT ROUND – I**
OF DIRECT ADMISSIONS TO MASTERS PROGRAMMES AT SPA VIJAYAWADA - ACADEMIC YEAR 2024-25

DETAILS OF THE POST GRADUATE PROGRAMME APPLIED FOR (01 APPLICATION IS ACCEPTED FOR EACH PROGRAMME APPLIED FOR & TO BE FILLED IN BLOCK LETTERS)		
Applying for Post Graduate Programme *(Write the name of the Masters Programme applied for. Applicant needs to submit separate application forms for each programme applied for, in separate envelopes)*		Paste Recent Passport Sized Color Photo
Amount Paid (in Rs)		
SBI I-Collect Reference Number *(Enclose Online Fee Payment Proof)*		
Date of Payment		

Applicant's Information:

1	Candidate's Name (as per SSC / Std X Marksheet enclosed)				
2	Father's Name (as per SSC / Std X Marksheet enclosed)				
3	Mother's Name				
4	Date of Birth (Enclose proof of Date of Birth)		5	Gender	
6	Category (Gen/ EWS/ OBC-NCL/ SC/ ST/ PwD)	*(OBC-NCL / EWS Category Certificates issued on or after 01st April, 2024 in the Central Government Format to be enclosed and should be signed not below the rank of Tahsildar)*			
7	E-mail	*(Please note : all SPAV's correspondence shall be with entered email ID)*			
8	Mobile Number				
9	Religion		10	Nationality	
11	Aadhaar Number (Enclose Aadhaar Certificate copy)				
12	Address for Communication	Flat No/Block No./Door No./ Street			
		Town/City/District			
		State/Union Territory			
		Pin Code			
13	Permanent Address	Flat No/Block No./Door No./ Street			
		Town/City/District			
		State/Union Territory			
		Pin Code			

14	**Academic Qualifications : Write aggregate % of marks OR CGPA of qualifying degree.** *(For list of degrees eligible for admission please refer to the Admission Notification dated 01.06.2024. Candidates pursuing final year of the UG & PG Programme can also apply, as per instructions given in Admission Notification dated 01.06.2024. Please enclose copies of mark sheets and degree certificates, as per instructions)*			

		Name of the Exam	**% of Marks / CGPA**	**Year of Passing**	**Board / University**
14		SSC / X (Secondary)			
		XII (Higher Secondary)			
		Name of Bachelors Degree: ……………... ……………………….			
		Name of Masters Degree (if applicable) : ……………………….			
		Any Other			

15	Name of the Sponsoring Organisation and Address *(To be filled in case of sponsored candidate applying, and is fulfilling criteria, as per instructions given in Admission Notification dated 01.06.2024)*	

16	Sponsoring Organisation is: Government / Semi Government / Institution / Planning or Architectural Office (Tick whichever is applicable)

17	Employment Tenure with the Sponsoring Organisation (write in years+months+days, as on the last date of application) : *(As per instructions given in Admission Notification dated 01.06.2024, enclose necessary NOC and Letter indicating Grant of Leave. Employment and Sponsoring, in the event of selection)*

18	CEED Information (for M.Design Applicants) (as per instructions in Advertisement dated 01.06.2024):			
	a) CEED Hall Ticket No.:……………. ……………………………………. b) Year of appearing: ………………	c) CEED Score Validity Upto:	d) CEED Score Obtained:	e) Category:

	GATE Exam Paper Subject and Code	Category	Score	Qualifying Score	Year of Passing
19	GATE Information: (Only qualifying and valid GATE scores, if any)				
	Subject and Code:.................................. GATE Hall Ticket No.:				

	Name of the Activity	National/State/District	Type of Activity	Prize won
20	Extra-Curricular Achievements (If any) *Please enclose supporting certificates, if this section is filled*:			

	Name of the Organization & Address	Nature of Responsibility	From Date	To Date
21	Work Experience *Please enclose supporting experience certificates for M.Design, as per Admission Notification dated 01.06.2024.*			

22	Please write your "Statement of Purpose" for applying to the specific Programme at SPA Vijayawada for which you are filling this application. Please write within this box with a maximum of 600 words.

Other General Instructions

i.   The candidate needs to read this application form together with the Admission Notification for SPOT Round I Direct Admissions to SPAV for PG programmes dated 01.06.2024, available at SPAV website.

ii.   Interested candidates shall require to register online for the SPOT Round I **latest by 27 June 2023 5PM** after paying an application fee (non-refundable) of Rs.2,000/- for General/OBC-NCL/EWS categories and Rs.1,000/- for SC/ST/PWD categories <u>per PG course</u> and can be paid through online only. If an applicant is applying to multiple PG Programmes, he/she should pay separately for each programme and register separately for each programme by uploading the proof of payment for each programme separately. Directions for Application Fee Payment is available at - https://www.spav.ac.in/spavadmissions.html.

iii.   For online registration for SPOT Round – I, after payment, please visit – https://spav.ac.in/spavadmissions.html. Online registration has to be completed **latest by 27 June 2023 5PM.**

iv.   Only the candidates who have registered online are required to come in person physically to SPAV campus on the dates of the SPOT Round, as given in Admission Notification for SPOT Round I Direct Admissions to SPAV for PG programmes dated 01.06.2024. In case interviews are conducted in other centers in India simultaneously, the same shall be announced subsequently.

v.   This application form is required to be downloaded, filled, signed (one original set separately for each programme applied for) <u>and brought physically in person as original hard copy on the days of conduct of SPOT Round I along with</u> all original supporting documents, and self-attested copies of all supporting documents (one set separately for each programme applied). <u>There is no need for send the application form or its associated documents to SPAV in advance by post or email.</u>

vi.   Reservations for all the courses will be applicable for SC/ST/OBC-NCL/EWS/PWD as per rules of Govt of India. Please go through the instructions for applicants of reservation category (OBC-NCL/SC/ST/EWS) as per section E(ii) of the Admission Notification for SPOT Round I Direct Admissions to SPAV for PG programmes dated 01.06.2024.Before applying or registering, for information on exact number of vacancy under each programme and category, please visit - https://spav.ac.in/spavadmissions.html

vii.   The candidates pursuing final year of the UG/PG Programme as per eligibility given in 'A' and 'B' in the 'Admission Notification for Direct Admissions to SPAV for PG programmes dated 01.06.2024' available at SPAV website, can also apply and must submit the CGPA/Percentage of marks secured till the VI Semester (for 4 Years UG Programme) / IV Sem (for 3 Years UG Programme) / VIII Semester (for 5 Year UG Programme) / II Sem (for 2 year PG programme). Such a student is required to submit an undertaking/certificate issued by their institute, certifying that the applicant is 'appearing in final examination of final semester before June 2024'. Such candidates, if provisionally admitted, are required to submit final year mark sheets and provisional degree certificate, during the physical reporting at SPA Vijayawada. Candidates who have completed the eligible UG/PGprogrammes in previous years are required to produce provisional degree certificates, in case the original degrees are not issued.

viii.   The candidates who are employees of a Public Sector Undertaking, a Government Department, a Research & Development organization/lab, a recognized Planning / Architectural Office of repute, can apply under the Sponsored category as per norms of the Academic Ordinances. Such a candidate must have been in employment with the sponsoring organization for at least two years at the time of admission and should submit – (a) letter confirming sponsorship, period of employment, and confirming study leave (or extraordinary leave) fromthe organization for entire duration of studies at SPA Vijayawada, and (b) a No Objection Certificate for entire period of studies at SPAV.

ix.   Application forms, which are incomplete, not signed, or does not have enclosed the required self-attested copies of documents as indicated in the admission notification or the application form, is liable to be summarily rejected. On qualifying Stage-I the applicant needs to appear for Stage II. The School reserves the right to reject/cancel any application without assigning any reasons.

DECLARATION
FOR DIRECT ADMISSIONS TO POST GRADUATE (MASTERS) PROGRAMMES AT SPA VIJAYAWADA - AY 2024-25

I declare that, to the best of my knowledge, the information furnished by me as above, and the enclosures attached by me as part of this application, are correct. I declare that I have read all instructions in the Admission Notification for Direct Admissions to SPAV for PG programmes dated 01.06.2024 and the application form. If selected for admission, I agree to abide by the rules and regulations of the School. I fulfill the eligibility requirements and if at any time the information provided by me is found to be incorrect, Iagree that my admission may be cancelled.

Signature of the Candidate

Place   : ……………………………

Date   : ………/………./……...

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<u>CHECK LIST FOR POST GRADUATE PROGRAMME - APPLICATION</u>

(To be enclosed with the application)

Candidate Name: _____

Applied for Programme: _____

(For List of Programmes offered, please refer the Admission Notification for SPOT Round-I of Direct Admissions to SPAV for PG programmes dated 01.06.2024)

S. No.	Document	Submitted / Not Submitted
1	Duly filled application with 01 additional passport photograph	
2	Application Fee Receipt	
3	Proof of Date of Birth Certificate	
4	Category Certificate (OBC-NCL/SC/ST/EWS/PwD) (OBC-NCL / EWS Category Certificates issued on or after 01st April, 2024 in the Central Government Format to be enclosed and should be signed not below the rank of Tahsildar)	
5	Std. X Marks Sheet /SSC	
6	Std. XII Marks Sheet	
7	Bachelor's Degree Marks Sheets (All Semesters) / Consolidated Marks Sheet and Degree Certificate *(Candidates pursuing final year of the UG & PG Programme can also apply, as per instructions given in Admission Notification dated 01.06.2024)*	
8	Undertaking/Certificate from the Institute *(Candidates pursuing final year of the UG Programme can also apply, as per instructions given in Admission Notification dated 01.06.2024)*	
9	UG Course Completion Certificate *(Candidates pursuing final year of the UG Programme can also apply, as per instructions given in Admission Notification dated 01.06.2024)*	
10	UG Degree Certificate / UG Provisional Degree Certificate *(Candidates who have completed the eligible programmes are to produce provisional degree certificates, in case the original degree is not yet issued)*	
11	GATE Score Card (if any)	
12	CEED Score Card *(for M.Design applicants in accordance with in Admission Notification dated 01.06.2024)*	
13	Work Experience Certificates *(for M.Design applicants in accordance with in Admission Notification dated 01.06.2024)*	
14	Identity Proof (Aadhaar Card / PAN Card / Driving license / Passport / Voter Card)	

Signature of the Applicant

Date: