



(Formerly ITM University, Gurugram)

The NorthCap University

School of Law

www.ncuindia.edu



Admission Brochure 2018-19
All programmes at UG & PG Level

NIRF RANKING 2017

The NorthCap University
Ranked in rank band 101 to 150
in the NIRF Ranking released on
3rd April 2017 by MHRD

CUTTING EDGE EDUCATION

Courses designed & offered in collaboration
with IBM in

• Computer Science • Electronics • Management



IBM Software Lab for Emerging Technologies

Initiative of the Career Education Program



DISCLAIMER

While every effort has been made to ensure that the information contained in this brochure is accurate at the time of publication (April 2018), all matters that it covers may be subject to change without notice. The information is meant for illustrative purposes only, and cannot be quoted as authority, for which the rules, regulations and notifications concerned shall be referred to. In particular, information about the structure of studies of the different branches of engineering taught at the University is subject to continuous upgradation. The University does not intend, by the publication of this brochure, to create any contractual or other legal relation with the students, their advisors or any other stakeholders, and the University reserves the exclusive right to change or withdraw, without notice, any statement in this brochure.

We have no other branch or campus in India.

NCU trademark has been registered vide Registration no. 3001127 dated 08 Sep 2016.

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(Formerly ITM University, Gurugram)

PART - III

***ADMISSION PROCEDURE FOR
CHILDREN/WARDS OF
NRI/INTERNATIONAL STUDENTS
FOR THE YEAR 2018-19
(SCHOOL OF LAW)***





(Formerly ITM University, Gurugram)

NRI/INTERNATIONAL STUDENTS FOR THE YEAR 2018-19

1. WHO IS ELIGIBLE FOR CHILD/WARDS OF NRI CATEGORY

- 1.1 Child/Wards of NRI/International students: The applicant must be a child/wards of a Non Resident Indian (NRI)/as defined under Income Tax Act and must comply with the minimum eligibility criteria to be eligible under this category. In addition, International students can also apply under this category and their admission will be based on the aggregate marks secured in Class XII or equivalent of their qualification. A student who has obtained a foreign qualification at the 10+2 or equivalent level would be required to submit a certificate of equivalence from AIU (Association of Indian Universities). International students will have to get all clearances, including but not limited to visa requirements etc. from all statutory bodies of their respective countries and India. Students admitted under this category will pay a higher fee as per table in clause 2. The extra fee collected from these students will be used to give fee concessions to students on merit cum means criteria and scholarships for meritorious students.

A student from a university /board NOT recognized by CBSE /AICTE /UGC /AIU/MHRD or any other statutory body of Government of India shall not be eligible for admission.

- 1.2 Students under NRI/International category will be admitted on "first – come – first – served" basis subject to the minimum eligibility criteria and availability of seats. Since admissions in this category shall be made on first come first served basis, no refund will be permissible in case of withdrawal before or after the last date of admission. A candidate granted admission under this category will not be eligible to change his/her branch /discipline once he/she is admitted. Also, a candidate who applies under this category cannot apply for admission under any other category thereafter.
- 1.3 15% of intake will be allocated for Children /Wards of NRI /International Students. Unfilled seats in this category will be transferred to the resident Indian category and shall be filled on merit. Unfilled seats in this category will be transferred to the resident Indian category and shall be filled on merit.
- 1.4 Candidates seeking admission under this category should apply on the application form available in the 'Admission Brochure 2018-19 Part-III available at the University only (these forms shall not be available online). International students can however apply by downloading the NRI/International student form (Form-N1 enclosed) and submitting it with the processing fee of Rs. 2500/-.

Applicants must only apply after having fully read and understood the terms and conditions of Admissions applicable for academic session 2018-19 for the course in which the student is seeking admission, particularly the fee structure and the refund/cancellation/withdrawal policy of the University applicable to children/wards of NRI/International students.

These details are clearly provided in the admission brochure/application form/website www.ncuindia.edu.

2 PROGRAMME OFFERED BY THE UNIVERSITY AND THEIR INTAKE, MINIMUM ELIGIBILITY AND SELECTION CRITERIA FOR THE YEAR 2018-19 (FOR CHILDREN/WARDS OF NRI/INTERNATIONAL STUDENTS)

SCHOOL OF LAW	NO. OF SEATS FOR CHILD / WARD OF NRIs / INTERNATIONAL SEATS	FEE STRUCTURE (ANNUAL)	ELIGIBILITY CRITERIA	SELECTION CRITERIA
BBA LLB (Hons)	18	Rs. 2,45,000/- or equivalent foreign exchange	<p>10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board in Science stream with an overall aggregate of minimum 60%. Additionally, the applicant should have secured not less than 50% marks in English</p> <p>(Rounding of marks is not permitted. Therefore, a student with 49.9% marks or less than 50% (in individual) and 59.9% marks or less than 60% (in aggregate) will NOT be eligible to apply)</p>	Children / ward of NRIs / International Students will be admitted on the basis of merit in Class XII or equivalent on "first – come – first – served" basis subject to availability of seats and compliance with the formalities with respect to sponsorship etc

3. IMPORTANT DATES

APPLICATIONS AVAILABLE AT THE NORTHCAP UNIVERSITY CAMPUS WITH EFFECT FROM -	15.01.2018
COMMENCEMENT OF ACADEMIC SESSION	23.07.2018
LAST DATE FOR ACCEPTING OF APPLICATIONS AND CLOSE OF ADMISSIONS	15.08.2018

3.1.1 Dates are subject to change solely at the discretion of the University. Change(s), if any, shall be notified in the press or website for the information of all concerned.

4. DOCUMENTS TO BE VERIFIED/SUBMITTED WITH THE APPLICATION FORM FOR CHILDREN/WARDS OF NRI/INTERNATIONAL STUDENTS

SR. NO.	DOCUMENTS	ORIGINAL DOCUMENT REQUIRED	SELF ATTESTED PHOTOCOPY REQUIRED	DOCUMENTS TO BE RETURNED ON THE SPOT AFTER VERIFICATION & DEPOSIT OF FEES
1	Application form for Admission of Children / Ward of NRI's (Form -N1)	Yes	No	No
2	NRI Certificate (Form-N2)	Yes	No	No
3	NRI Student Certificate (Form-N3)	Yes	No	No
4	Parent Certificate (Form-N4)	Yes	No	No
5	Copy of Address proof of NRI sponsor	Yes	Yes	Yes
6	Copy of Passport of NRI sponsor	NO	Yes	No
7	Class X mark sheet (as proof of date of birth).	Yes	Yes	Yes
8	10+2 or equivalent mark sheet.	Yes	Yes	Yes
9	Certificate of Migration (only in case class XII passed from any other board /university other than Haryana board).	Yes	Yes	No
10	Character Certificate from school/ Institution/University last attended.	Yes	Yes	No
11	Passport (only if passed class X from a foreign board).	Yes	Yes	Yes
12	Equivalence certificate from AIU (Only if passed class XII from a foreign board).	Yes	Yes	No
13	Two copies of recent color good quality photographs (Size 3.5X 4.5cms)	Yes	Yes	No
14	Copy of aadhaar card	Yes	Yes	Yes
15	Copy of Medical Certificate	Yes	Yes	No
16	Form 1 to 4, as applicable	Available as part of Application form		

- 4.1 All original academic and personal certificates and testimonials like mark-sheets, school leaving certificates and other such documents (other than migration certificate) shall be returned by the University after their due verification and receipt of fees. In case a student withdraws before the last date of admission, the original migration certificate shall also be returned.
- 4.2 However, Migration from the last institution to The NorthCap University shall be deemed to be complete only after submitting the Migration Certificate thereafter. In case when students leave after the last date of admission the original migration certificate submitted by the candidate will accordingly be cancelled by stamping across it

5. REFUND / CANCELLATION POLICY

Since children/wards of NRI's/International students are admitted on 'First-come-first-served' basis and not on the basis of merit of a common entrance test marks, in case of withdrawal at any stage, either before or after the last date of admission, no fee / fund by whatsoever name called is refundable.

6. MID COURSE WITHDRAWALS

- 6.1 Since no mid-course admissions can be made by the University to fill a vacancy caused by a mid-course withdrawal, No Objection Certificate (NOC) for a mid-course withdrawal to any student including children/ward of NRI/International students shall only be given by the University to a student after he/she has deposited the balance years fees as per Declaration cum Undertaking submitted at the time of admission.

7. HELPLINE

Queries if any, regarding the admissions process and or any aspect thereof may please be addressed to:

	BBA LL.B (Hons), LL.M
Helpline No.	8800221162
Admissions Enquiry	8587977214 9971848847 8447447510
Email	lawadmission@ncuindia.edu
Online Admissions Enquiry	9999000118
Email	ncu@ncuindia.edu
Website	www.ncuindia.edu

Date : 31 March 2017
Place : Gurugram

Vice-Chancellor
The NorthCap University
Gurugram



(Formerly ITM University, Gurugram)

(Form-N1)

_____2018

THE VICE CHANCELLOR,
THE NORTHCAP UNIVERSITY
SECTOR- 23A
GURUGRAM

SUBJECT:- APPLICATION FORM FOR ADMISSION OF CHILDREN/WARDS OF
NRIs/INTERNATIONAL STUDENTS 2018-19

Dear Sir,

In response to your Admission Notice uploaded on website, I submit as under:

- 1) I, Mr/Ms _____, am a Non Resident Indian as defined under the Income Tax Act and presently resident of _____

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- 2) After personally scanning your website, and being satisfied with the reputation enjoyed by your University including its approvals, infrastructure, faculty and other facilities, I hereby wish to apply for admission w.e.f. 2018-2019 under the 15% category allocated at your University for children/wards of Non Resident Indians/International students for my child/ward Mr/Ms _____ as per the under mentioned preference : (Indicate your preference numerically in the box. In case the box remains unfilled, it will be assumed that you are not interested in the programme.
- a) BBA LLB (Hons.) Integrated Degree Programme (5 Years)
- 3) I have read and understood that The NorthCap University has been established by the Haryana State Legislature under The Haryana Private Universities (Third amendment) Act, 2009.
- 4) I have read and understood that The NorthCap University is a Private Self Financed multi disciplinary University recognized and has the right to confer degrees under Section 22(1) of the UGC Act, 1956. I also find that The NorthCap University has been included by UGC in their select list of approved Universities. This list of recognized Universities can be obtained from the UGC website www.ugc.ac.in
- 5) I hereby agree and undertake that if admitted, my child/ward shall abide by all the rules and regulations of The NorthCap University from time to time including but not limited to attendance, course work, Internal / External Examination and evaluation, matters of discipline, timely payment of

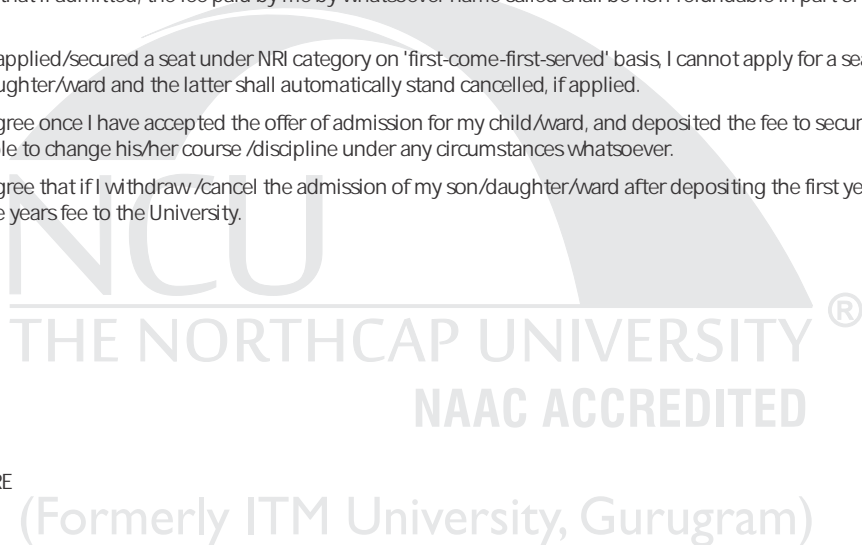
fee etc.

- 6) I hereby confirm that I have read the rules & regulations governing these admissions including the minimum eligibility criteria and the Annual fee as per clause 2 above which is subject to a year on year increase of 3%.
- 7) If admitted, I confirm that I shall continue to pay the fee annually in advance, failing which, the admission of my child/ward is liable to be cancelled as per the rules of the University.
- 8) I understand and agree to submit within 10 days from the date of submission of the application a certificate of equivalence from the Association of Indian Universities (AIU) / Foreign cell of the Parent University in the event the admission is sought on the basis of an equivalent qualification obtained overseas. I fully understand and agree that the application would be rendered ineligible for consideration in the absence of this certificate of equivalence.
- 9) I understand and agree that Ragging and/or Smoking and/or use of Mobile Phone within the premises of the University and/or its hostels is illegal and strictly prohibited unless otherwise stated. I understand that the University has a ZERO Tolerance policy for indulging in any such act and that, if my son/daughter/ward found engaging in any such act(s) or any other unlawful act(s) directly or indirectly, besides Police/Legal Action against him/her, he/she shall be expelled from the University. In such an event no fee by whatsoever name called shall be refundable.
- 10) I understand and agree that if admitted, the fee paid by me by whatsoever name called shall be non-refundable in part or whole under any circumstances.
- 11) I am aware that having applied/secured a seat under NRI category on 'first-come-first-served' basis, I cannot apply for a seat in the Resident Indian category for my son/daughter/ward and the latter shall automatically stand cancelled, if applied.
- 12) I also understand and agree once I have accepted the offer of admission for my child/ward, and deposited the fee to secure his/her admission, he/she will not be eligible to change his/her course /discipline under any circumstances whatsoever.
- 13) I also understand and agree that if I withdraw/cancel the admission of my son/daughter/ward after depositing the first year fee, I shall also be liable to pay the balance years fee to the University.

Thanking You,

Yours faithfully,

NAME OF NRI WITH SIGNATURE





(Formerly ITM University, Gurugram)

(Form-N2)

BY HAND

_____ 2018
THE VICE CHANCELLOR,
THE NORTHCAP UNIVERSITY
SECTOR - 23A
GURUGRAM

NRI CERTIFICATE

Dear Sir,

Further to my application dated _____ received by you vide your receipt no. _____
I, Mr/Ms _____, resident of _____, enclose herewith non refundable
Cash/Draft/Cheque No _____ dated _____ drawn on _____ amounting to Rs _____/-
towards the first years' Annual Fee to secure the admission of my child/ward, Mr/Ms _____, in
the course/discipline/programme _____.

Since I am securing my admission on 'first-come-first -served' basis, I understand and agree that this fee deposited by me is non-refundable under any circumstances whatsoever and change of branch/discipline/programme is also not possible under any circumstances hereafter.

I also understand and appreciate that no mid-course admissions can be made by the University to fill a dropout seat. Under the circumstances, I unambiguously agree that, since I am not furnishing a Bank Guarantee/Bond for the balance year's fees, in case my child/ward withdraws his/her admission mid-course i.e. before the completion of the degree, I shall have to pay the balance years fee to the University since the seat shall remain vacant as per the decision of the Hon'ble Supreme Court of India.

I am aware that having taken a seat under NRI category on 'first-come-first-served' basis, I cannot apply for a seat in the Resident Indian category for my son/daughter/ward and the latter shall automatically stand cancelled, if applied. Lastly, I am also aware that I can withdraw or cancel my wards NRI seat only after paying the balance years fees.

Yours faithfully,

NAME OF NRI WITH SIGNATURE



(Formerly ITM University, Gurugram)



(Formerly ITM University, Gurugram)

(Form-N3)

BY HAND

_____ 2018

THE VICE CHANCELLOR,
THE NORTHCAP UNIVERSITY
SECTOR – 23A
GURUGRAM

NRI STUDENT CERTIFICATE

Dear Sir,

I Mr/Ms _____ hereby confirm that I am seeking and accepting admission at The NorthCap University under the NRI category as the child /wards of Mr/Ms _____, who is a Non Resident Indian, in the course/discipline/programme _____.

I hereby declare that, as per the rules, my full fee shall be paid by him/her for all years of the degree annually in advance each year. I understand and agree that my admission and continuation thereof shall be automatically cancelled if I fail to deposit the Annual fee on time to the University for any reason whatsoever and/or if I fail to comply with any other rules and regulations of the University from time to time.

I am aware that having taken a seat under NRI category on 'first-come-first-served' basis, I cannot apply for a seat in the Resident Indian category and the latter shall automatically stand cancelled, if applied. I am also aware that the course/discipline cannot be changed by me hereafter under any circumstances. Lastly, I am also aware that I can withdraw or cancel my NRI seat only after paying the balance years fees.

NAME OF STUDENT WITH SIGNATURE



(Formerly ITM University, Gurugram)

OPEN DAYS

Book a place on one of our Open Days, where you can meet the Faculty and know about the academic structure of the University, explore our campus and discover more about the courses that have red your interest. We shall also take you around the campus, which will give you an insight to explore our facilities and services.

Wednesday (From 1 PM- 3 PM)
May 24, 31, June 7, 14, 21, 28

Virtual Tour

Take a virtual tour, giving you a panoramic view of the whole campus and facilities available - please visit

http://www.ncuindia.edu/virtual_tour

Thank you for your interest in The NorthCap University. We expect our students to have the motivation to go through a rigorous programme and realize their full potential. We offer an extraordinary educational environment - a place to define your aspirations and prepare to achieve them.

Connect and explore





(Formerly ITM University, Gurugram)

The NorthCap University

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