

**NORTH EAST ADVENTIST UNIVERSITY  
ADMISSION POLICIES  
2020 ONWARDS**

**A. Regular Admission Process:**

1. Admissions process
  - i. Online and Offline applications allowed
  - ii. Entrance Exam conducted for both the Postgraduate (PG) and Undergraduate (UG)
  
2. Requirements at the Time of Admissions
  1. Marksheets/certificates are in accordance with the eligibility requirement for admission as mentioned in the prospectus
  2. Prove of age based on the certificates of High School/Secondary School or an equivalent examinations
  3. Character certificate from the institution last attended
  4. Prove of entitlement for reserve category issued by the competent authority
  5. Prove of permanent address as declared in the application form
  6. All the candidates are required to submit transfer certificate/migration in original within 60 days from the date of admission, failing which the admission of the student is liable to be cancelled
  
3. Selection Process
  - i. The Admissions Committee comprising of Vice Chancellor as the Chairman and Head of the Departments review the applications and select the by following the following steps:
  - ii. The candidate's applications are collated and the percentage of marks is taken
  - iii. There is no minimum age bar for admission but wherever council guidelines are there such as INC guidelines for College of Nursing, it will be followed strictly. Such as minimum marks requirement.
  - iv. The core subjects percentage is taken
  - v. Interviews are conducted
  - vi. The weightage for each of the above is given.
  - vii. Average of the same is done
  - viii. Ranking is made.
  - ix. Shortlist of the candidates is displayed on the bulletin board
  
4. North East Adventist University belief and promote Admission that is inclusive without any discrimination. However, reservation policy as per the Act will be followed.

**B. Refund Policy**

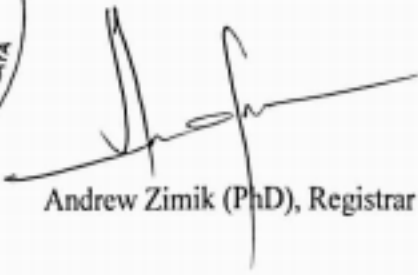
- i. Candidate withdrawing from the University program within a month from registration is eligible for 50% refund
- ii. Candidate withdrawing from the University Program after a month will not be eligible for refund.

**C. In the case emergency and pandemic:**

1. The candidates seeking admission to the Postgraduate (PG) and Undergraduate (UG) courses are allowed to register online/offline considering the pandemic without the entrance based only on merit.
2. There will be no entrance tests. But the Admission Committee will evaluate the marks obtained.
3. There is no reservation policy
4. Documents can be submitted online but once offline starts, candidates are to produce their original documents for verifications



  
Paul Bhaggjen (PhD), Vice Chancellor

  
Andrew Zimik (PhD), Registrar