

KLEF DEEMED TO BE UNIVERSITY

Admissions Policy

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Policy/Code/ Manual/Guideline	Policy
Organization	KONERU LAKSHMAIAH EDUCATION FOUNDATION (Deemed to be University)
Issuing Authority	REGISTRAR KONERU LAKSHMAIAH EDUCATION FOUNDATION (Deemed to be University) Green Fields, Vaddeswaram 522302 Guntur District, Andhra Pradesh, INDIA.
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1. PREAMBLE

Koneru Lakshmaiah Education Foundation (KLEF), Deemed to be University, lays down this Admissions Policy to ensure a transparent, fair, merit-based, and inclusive admission process for all academic programmes offered by the University. This policy governs admissions to Undergraduate, Postgraduate, Professional, Skill-based, and other programmes conducted by the University, including admissions of Foreign Nationals and Persons of Indian Origin (PIOs).

2. PROCEDURES AND PROCESSES

1. The **Board of Admissions** shall make all admissions and admission-related decisions.
2. The University is committed to providing **equal opportunity** and freedom from discrimination on the grounds of race, color, nationality, ethnicity, gender, marital status, disability, religious or political beliefs, age, or social or economic background.
3. Admissions shall be made strictly subject to the **eligibility, qualification, and specialization** prescribed by the University for each program from time to time.
4. The University shall follow the **reservation policy mandated under the Central Educational Institutions (Reservation of Seats) Act, 2006**, as amended from time to time, and other applicable laws enacted by the Indian Parliament.
5. Admissions shall be made **purely on merit**, while strictly adhering to the applicable rules of reservation.

3. OBJECTIVES OF ADMISSION

The objectives of admission to KLEF Deemed to be University are to:

1. Ensure the admission of students with **academic competence**.
2. Ensure that an **adequate number of students from underprivileged and socially weaker sections** of society are admitted.
3. Encourage students from **different regions of the country** to seek admission.
4. Attract students from **different countries across the world**.

4. ADMISSION NOTIFICATION

1. The commencement of admissions to various programmes of study shall be notified to the public through:
 - o Newspapers of repute across India
 - o University brochures
 - o University websites from time to time
2. All admission notifications shall also be published on:
 - o www.kluniversity.in
 - o www.klh.edu.in

5. APPLICATION FORMS

5.1 Offline Application Mode

1. Application forms may be obtained and submitted:
 - o In person, or
 - o Through post, along with a self-addressed envelope
2. The prescribed application fee shall be remitted through Online.
3. Applications shall be sent to one of the following offices:

Vijayawada Office:

Director – Admissions
KLEF Deemed to be University
29-36-38, Museum Road
Governor pet
Vijayawada – 520 002
Andhra Pradesh, INDIA

Hyderabad Office:

Aziz Nagar, RVS Nagar
Moinabad Road
Hyderabad – 500 075
Telangana, INDIA

4. Application forms may also be obtained from university offices outside Vijayawada, as specified in admission notifications.

6. ONLINE APPLICATION FACILITY

1. Application forms may be downloaded and submitted online through www.kluniversity.in.
2. Application fees may be paid online using:
 - o Credit Card
 - o Debit Card
 - o Net Banking

7. ENTRANCE EXAMINATIONS AND SEAT ALLOCATION

1. The University shall conduct the **KL Engineering Entrance Examination (KL EEE)** for admission to B. Tech programs, in the month of December preceding the year of admission.
2. KL EEE may be conducted at multiple centers across India as indicated in the Undergraduate application form.
3. The syllabus and examination pattern for KL EEE shall be made available on the University website.
4. Candidates appearing in **KL EEE, JEE, EAMCET**, or any other valid entrance examination are eligible for admission consideration.
5. Separate percentages of seats shall be reserved for:
 - o KL EEE
 - o JEE
 - o EAMCET or other State Entrance Examinations
 - o Percentage of marks obtained in +2 examinations.
6. Vacant seats under one category shall be transferred to candidates of other categories.
7. Eligible candidates shall be invited for **final admission counselling**.
8. Counselling date and time shall be communicated through the University website (www.kluniversity.in) to all the eligible candidates.
9. **Physical presence of the candidate at counselling is mandatory.**
10. Seat allocation for General, SC, ST, and OBC categories shall follow the Government of India reservation policy across all admission categories.
11. Final selection shall be based on **merit within the respective categories**, considering examination performance and interview, wherever applicable.
12. Vacant seats in a category shall be filled in as per the roaster system in second/final counseling.

13. Selected candidates shall confirm their admission by **paying the prescribed fee** and accepting the allotted branch.
14. Change of branch may be permitted strictly on merit, based on:
 - o Combined performance in Semesters I and II
 - o Availability of vacancies at the beginning of the second year
15. The number of seats filled under each category shall be notified on:
 - o www.kluniversity.in
 - o www.klh.edu.in
16. Unfilled reserved category seats shall be merged with the General category.
17. Fee payment modes and schedules shall be notified on university websites.
18. Failure to pay fees or submit original documents within the stipulated deadline shall result in **cancellation of admission**.
19. Details regarding offline admissions, city centers, corporate offices, and management quota seats shall be notified on university websites.

8. ADMISSION CATEGORIES

1. **Horizontal Reservation** shall apply only if the minimum number of seats earmarked for such categories is not filled through the normal selection process.
2. **Differently Abled Persons:** 3% reservation as per Government of India norms.
3. **Women Candidates:** 33 $\frac{1}{3}$ % reservation across all categories.
4. Candidates seeking admission under reserved categories must fulfil prescribed eligibility requirements.
5. **NCC / Games / Sports / Extra-Curricular Activities:** 2% reservation across all categories, selection based on merit.
6. **SC: 15%; ST: 7.5%; OBC: 27%** reservation.
7. Reserved category candidates qualifying under the General category shall be treated as General candidates.
8. If SC or ST seats remain unfilled, interchangeability between SC and ST categories shall be permitted.

9. LATERAL ENTRY ADMISSIONS

1. Admissions to lateral entry (direct second-year admission) shall be governed by rules laid down by concerned regulatory authorities.
2. Eligibility norms for students transferring from other universities shall be determined by the **Eligibility Committee**.

10. PROGRAMMES OFFERED

The University offers the following programmes:

1. Four-Year B. Tech programmes in Engineering and Technology (as notified on university websites)
2. Agriculture (4 years)
3. Architecture (5 years)
4. Arts / Fine Arts (3 years)
5. Commerce
6. English (2-year master's program)
7. Management – BBA (3 years) and MBA (2 years)
8. Mathematics (2-year master's program)
9. Physics (2-year master's program)
10. Chemistry (2-year master's program)
11. Law
12. Pharmacy
13. School of Computer Applications (BCA / MCA)
14. Any other program/course as approved by the University.

11. ELIGIBILITY CRITERIA

11.1 UG Engineering Programmes

1. Pass in 10+2 or equivalent.
2. PCM candidates are eligible for all B. Tech programmes including Biotechnology.
3. PCB candidates are eligible only for B. Tech Biotechnology.

11.2 Allotment and Distribution of Seats (B. Tech.)

1. Seats shall be allotted strictly based on merit and category.
2. Merit scholarships are available for top performers.
3. Seat distribution:
 - 75% – KL EEE
 - 15% – EAMCET
 - 10% – IIT JEE
4. Vacant seats shall be filled through inter-se merit or normalization.
5. Fee structure shall be notified by the University from time to time.

11.3 UG Non-Engineering Programmes

Includes B. Com (Hons), B.Sc. (Hons – Agriculture), BCA, BFA, B. Pharmacy.

1. Pass in 10+2 or equivalent with minimum 50% marks.
2. Merit list preparation and counselling.
3. Reservation policy applicable.

4. Fee structure as notified by the University.

11.4 B. Sc. (Hons) Agriculture Programme

Eligibility Includes:

- 10+2 with 50% in PCB and aggregate
- OR**
- 10+2 Diploma in Agriculture with 50% aggregate

11.5 B. Arch Programme

Eligibility includes:

- 10+2 with 50% in PCM and aggregate
- OR**
- 10+3 Diploma with 50% aggregate
- AND**
- Valid NATA or JEE (Main) B. Arch qualification

11.6 BBA Programme

1. Pass in 10+2 or equivalent with minimum 50% marks.
2. Merit-based counselling.
3. Reservation policy applicable.

11.7 M. Tech Programmes

Eligibility criteria as specified for:

- Biotechnology
- Computer Science & Engineering
- Other Engineering branches Admissions based on GATE/PGCET/KL MAT and interview.

11.8 MBA Programme

1. Bachelor's degree in any discipline.
2. Admission through KL University entrance test or valid CAT/MAT/ATMA/XAT/ICET scores.

11.9 PhD Programme

Information relating to Ph.D. admissions is governed by the Research Policy and is available on the University website under the Research & Development (R&D) section.

12. ADMISSIONS TO OTHER PROGRAMMES

Admissions to all other programmes approved by the Academic Council shall be notified on university websites.

13. ADMISSIONS FOR FOREIGN NATIONALS / PIOs

1. Foreign Students Cell is the nodal agency.
2. Applications shall be made directly to Foreign Students Cell.
3. No entrance examination is required.
4. Admissions on **first-come, first-served basis**.
5. Submission of original certificates and fee mandatory.
6. Assistance provided for visa, accommodation, banking, and arrival.
7. Shall comply with other statutes as prescribed by the Govt of India.

14. FEE STRUCTURE

The fee structure for all UG, PG, Research, and Foreign National programmes shall be **fixed by the Finance Committee** from time to time.

Disclaimer

This Admissions Policy of KLEF Deemed to be University has been prepared based on the prevailing statutes, regulations, and guidelines applicable at the time of its formulation. While every effort has been made to ensure accuracy, completeness, and clarity, the University reserves the right to amend, modify, revise, or withdraw any part of this policy, procedures, eligibility criteria, seat matrix, fee structure, or admission process at any time, in accordance with directives issued by statutory and regulatory authorities, decisions of the Academic Council, Board of Management, or other competent bodies of the University. In the event of any inconsistency, ambiguity, or conflict between this policy document and notifications, circulars, or instructions issued subsequently by the University or by statutory/regulatory authorities, such subsequent notifications, circulars, or statutory provisions shall prevail.

The University shall not be responsible for any consequences arising out of misinterpretation of this policy by applicants or any third party. Applicants are advised to regularly visit the official University websites (www.kluniversity.in and www.klh.edu.in) for the latest updates, notifications, and amendments related to admissions.




REGISTRAR
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Guntur District, Andhra Pradesh.