

# **KARNATAKA VETERINARY, ANIMAL AND FISHERIES SCIENCES UNIVERSITY**

**POST BOX No. 6, NANDINAGAR, BIDAR-585 401**

**KARNATAKA, INDIA**



## **PROSPECTUS & INSTRUCTIONS**

*FOR*

**Master of Business Administration (MBA) in Food Business  
2025-26**

**The applicants shall read this prospectus & instructions before filling  
the application form**

## **CONTENT**

<b>KVAFSU AT A GLANCE</b>	<b>5</b>
<b>1. PREAMBLE</b>	<b>6</b>
<b>1.1 ELIGIBILITY CRITERIA FOR ADMISSION</b>	<b>7</b>
<b>1.2 MODE OF SELECTION</b>	<b>8</b>
<b>1.3 WRITTEN TEST</b>	<b>9</b>
<b>2.0 MINIMUM DURATION FOR MBA DEGREE PROGRAMME</b>	<b>9</b>
<b>3.0 MAXIMUM DURATION FOR COMPLETING MBA DEGREE PROGRAMME</b>	<b>9</b>
<b>4.0 RE-ADMISSION</b>	<b>10</b>
<b>4.1 RESERVATION OF SEATS</b>	<b>10</b>
<b>5.0 COUNSELING AND MODE OF ALLOCATION OF SEATS</b>	<b>11</b>
<b>6.0 ADMISSION</b>	<b>11</b>
<b>7.0 REGISTRATION</b>	<b>11</b>
<b>8.0 TUITION FEES FOR MBA PROGRAMME</b>	<b>12</b>
<b>9.0 PLACEMENT CELL</b>	<b>13</b>
<b>10.0 HOSTEL FACILITIES</b>	<b>13</b>
<b>11.0 GENERAL INSTRUCTIONS</b>	<b>14</b>
<b>12.0 CANDIDATES TO NOTE THE FOLLOWING IMPORTANT POINTS</b>	<b>14</b>
<b>ANNEXURE - I</b>	<b>16</b>
<b>FORMAT / CERTIFICATE – I</b>	<b>18</b>
<b>FORMAT / CERTIFICATE – II</b>	<b>19</b>
<b>FORMAT / CERTIFICATE – III</b>	<b>20</b>
<b>FORMAT / CERTIFICATE – IV</b>	<b>21</b>
<b>FORMAT – V</b>	<b>22</b>

**Calendar of events for admission of MBA (Food Business) for the academic year  
2025-26**

<b>Sl. No.</b>	<b>Events</b>	<b>Dates</b>
1	Advertisements in prominent newspapers	25 <sup>th</sup> August 2025
2	Last date for submission of the application	26 <sup>th</sup> September 2025
3	Application scrutiny	29 <sup>th</sup> September 2025
4	Intimation for written test and group discussion	30 <sup>th</sup> September 2025
5	Written exam, Group discussion and Interview	10 <sup>th</sup> October 2025
6	Announcement of merit list and dispatch of admission letters	16 <sup>th</sup> October 2025
7	Registration and Last date for payment of fee	27 <sup>th</sup> October 2025
8	Commencement of Classes	3 <sup>rd</sup> November 2025



## COLLEGE / INSTITUTES UNDER KVAFSU, BIDAR

Sl. No.	College / Institute	Contact Number
1.	Veterinary College, Nandinagar, Bidar	08482-245106
2.	Veterinary College, Hebbal, Bengaluru	080-23410509
3.	Veterinary College, Shimoga	08182-320920
4.	Veterinary College, Hassan	0817-2223633
5.	Dairy Science College, Hebbal, Bengaluru	080-23414848
6.	Dairy Science College, Gulbarga	08482-245444
7.	College of Fisheries, Mangalore	08242-248936
8.	Institute of Animal Health & Veterinary Biologicals, Bengaluru	080-23414592
9.	L.R.I.C (Amritmahal), Konehalli, Tiptur, Tumkur District	08134-260533
10.	L.R.I.C (Sheep), Nagamangala, Mandya District	08234-286060
11.	L.R.I.C (Deoni), Hallikhed (B), Bidar District	09243600757
12.	Veterinary Hospital, Yelahanka, Bengaluru North	080-2860274
13.	Fisheries Research & Information Centre (Marine), Ankola	08388-230509
14.	Fisheries Research & Information Centre (Inland), Bengaluru	080-23516451
15.	Fisheries Research & Information Centre (Inland), Hessarghatta	080-28466244
16.	Institute of Wildlife Veterinary Research, Kudige, Kodagu Dist.	08276-278992
17.	Canine Research & Information Center(M), Mudhol, Bagalkot Dist.	08350-202120
18.	Buffalo Breeding Research & Information Center (B), Dornalli, Yadgir	0819-7734057
19.	Fisheries Research & Information Center, Bhutnal, Vijayapura Dist.	-

**For further details, & clarifications contact**

**Co-Ordinator, MBA (Food Business)**

Dairy Science College,  
Hebbal, Bengaluru - 24  
Office: 080-23418840

## **KVAFSU at A Glance**

The Karnataka Veterinary, Animal and Fisheries Sciences University (KVAFSU) with its headquarters at Bidar started functioning on 1-4-2005 following Govt. of Karnataka Act No.9 of 2004 first published in the Karnataka Gazette Extraordinary on 23<sup>rd</sup> February 2004. The University was dedicated to the State on 17-1-2005 by His Excellency the Governor of Karnataka and Chancellor of the University. The KVAFSU which is 5<sup>th</sup> of its kind in the country mandated the development and advancement of learning and prosecution of research and extension in the field of Veterinary, Animal and Fisheries Sciences.

The University has seven colleges located at six different campuses offering degree programmes leading to B.V.Sc.; B.V.Sc. & A.H., B.Tech (D.Tech) and B.F.Sc. The Master of Business Administration (MBA) in Food Business is a new postgraduate Programme which commenced in the academic year 2010-11 where the students enrolling will secure an MBA (Food Business). In addition, KVAFSU offers a Master's degree in 24 subjects and a Doctoral in 21 subjects, in various disciplines of the Faculty of Veterinary, Animal, Dairy and Fisheries Sciences. KVAFSU has established linkage with many Universities abroad – viz. University of Minnesota, Purdue University, Kansas State University, Texas A and M University of USA, University of Taiwan and Bodo University, Norway for exchange programmes in teaching and research.

This MBA (Food Business) is one of the first courses of its kind to be offered by a Veterinary or Agricultural University in the country, the students will have tremendous job opportunities both within and outside the country including Banks and financial institutions, food and beverage industries, dairies, quality control laboratories, etc.

**KARNATAKA VETERINARY, ANIMAL AND FISHERIES SCIENCES  
UNIVERSITY, BIDAR-585 401**

**MBA (Food Business) 2025-26**

**1. Preamble**

The Food Business Management Postgraduate Programme will aim at imparting management knowledge and skills with specific orientation to the Dairy, Livestock, Fisheries and Food industry. The Dairy livestock and fisheries sectors are relatively undermanaged despite their significant contribution to the economy. Professionalism in management needs to be introduced into the sectors to help in improved production and market promotion and penetration.

All courses and Projects undertaken in this programme will have a bias to the Food industry. The proposed course shall be known as **Master of Business Administration (MBA) in Food Business**. The Programme will cater to a gap in management skills in the field of dairy, livestock and fisheries sciences. The primary objective of the programme will be to understand the dynamics and complexities of the field of Food in the emerging global context and acquire professional skills in using appropriate management tools and techniques in the sphere of the Food business and Endeavor to achieve excellence to work with the stakeholders towards their economic benefits. It will help to enhance professionalism in the students in the field of management as applicable to the dairy, livestock, fisheries and food sectors and greatly improve their employability.

After the globalization of the Indian economy, all enterprises including dairy, food, fisheries and livestock enterprises are becoming fiercely competitive and the requirement for highly skilled human resources to man. The industry is becoming increasingly imperative. This programme in the sphere of dairy food management will be the first of its kind after the Institute of Rural Management (IRMA), Anand and the only one in south India. This is perhaps the only management programme in India that explicitly addresses the management needs of the Food sector.

## **1.1 Eligibility criteria for admission:**

- Candidates to be eligible for admission to the two-year full-time MBA Programme in Food Business in the University shall possess a bachelor's degree in any of the following disciplines viz., B.Tech.(D. Tech); B.V. Sc; B.V.Sc. & A.H.; B.F.Sc.; B.Sc. (Agri); B.Sc. (Ag. Maco); B.Sc. (Horti), B.Sc. (Community Science), B.Tech. (Food Engineering), B.Sc. (Food Technology), B.Tech. (Agri. Engineering); B.Sc. (Sericulture) and all professional graduates of State Agricultural Universities/Veterinary Universities/ Deemed Universities under the ICAR system with a minimum of 6.00/10.00 (pass percentage) or equivalent percentage.

**or**

- All graduates who have studied a 4 - year degree programme/ professional graduates from a recognized university.

**or**

- All graduates from a recognized University who have studied a 3 year-Under Graduate programme with science background or possessing a Post Graduate in any discipline.

**or**

- All graduates who have passed the Bachelor of Business Management (BBM), Bachelor of Business Administration (BBA) or Bachelor of Commerce (B. Com) or Bachelor of Computer Application (BCA) course

**or**

- If any seat reserved in favour of candidates belonging to any of the reserved categories as communicated by the GOK, is not filled up due to non-availability of eligible candidates such seats shall be transferred to the general merit category.
- Reservation of seats shall be as per the prevailing orders of the Government of Karnataka (GOK) policy.

## 1.2 Mode of Selection

Application for admission shall be made through the department website [www.foodmba.in](http://www.foodmba.in) after registering to the website. Once the applicant is registered, he/she needs to login using their username and password. They need to click on the “Register Online” to access the registration page. Applicants need to fill in all the details along with the payment details. The **NEFT/RTGS/UPI** to the account of **Assistant Comptroller, MBA Revolving Fund** (Canara Bank, Hebbal A/c No.0425101050836, IFSC Code: CNRB0000425)

The admissions shall be regulated and made in accordance with the rules and regulations pertaining to reservations for various sectors/categories as per the Government Order stipulated from time to time. All the eligible candidates who receive intimation from the University Authorities shall have to appear for the **written test, group discussion and interview**.

It is mandatory that all the eligible candidates appear for a written test which will be conducted by the KVAFSU for 50 marks, which tests their aptitude for Management.

**The candidates will be selected on the basis of the performance as per the following scheme of evaluation.**

Sl. No.	Scheme of Evaluation	Max. Marks
1	KVAFSU Admission Test (Written test)	50
2	Qualifying Degree (20% of qualifying exam marks)	20
3	Group Discussion	15
4	Interview	10
5	Work experience	05
	<b>Total</b>	<b>100</b>

**Note:** A candidate being eligible for admission should obtain a minimum of 50% marks out of the above, for being considered for admission to the degree programme. In the case of candidates belonging to the SC/ST category a minimum of 35% marks is required.

### 1.3 Written Test

- a) All eligible candidates shall have to appear for a written test of 50 marks conducted by the KVAFSU on the date prescribed in the notification/ Advertisement.
- b) The written test for admission to the MBA degree Programme will test management aptitude and will contain 50 objective-type questions. Each question will carry a 1.0 mark and the examination will be of 90 minutes' duration.
- c) Admission to the entrance test does not confer on the candidates the right of admission to the Masters Programme.

#### d) Pattern of Written test:

Sl. No	Section	No. of Questions
1.	Quantitative Aptitude	10
2.	Logical Reasoning & Data Interpretation	10
3.	Verbal Ability & Reading Comprehension	10
4.	General Awareness & Management Aptitude	20
	<b>Total</b>	<b>50</b>

**The Written Test is scheduled on 10<sup>th</sup> October 2025 at 10.00 AM to 11.30AM**

### 2.0 Minimum duration for MBA degree programme

A minimum of two academic years/ 4 semesters shall ordinarily be required for completion of the course work, Project work, Internship Placement, Research Report preparation and examination leading to award of MBA degree.

### 3.0 Maximum duration for completion of MBA degree Programme

The student(s) admitted for the MBA programme are given a maximum time limit of four academic years / 8 semesters from the date of registration to complete all the requirements for the award of MBA degree- failing which the student's admission shall be deemed to have been cancelled and such students have to seek re-admission.

## **4.0 Re-admission**

In case a student of the MBA (Food Business) seeks readmission, the student shall be given readmission provided they obtain the minimum admission marks wherever such minimum is prescribed for MBA Admissions, without clubbing them with the fresh applicants and without reference to the admission capacity of the course for the year, provided such candidates have completed 75% of the coursework in their previous admission and should have obtained a minimum CGPA of 7.00/10.0. Provision for re-admission is allowed only once within the subsequent one year of the maximum duration specified for the course. The prescribed fee for readmission shall be paid and the balance of the course fees indicated at the time of joining the course will have to be paid.

## **4.1 Reservation of Seats**

1. There will be reservations for admission to the course for Scheduled Caste, Scheduled Tribe, Category-1 and other backward class applicants as per the roster prescribed by the Government of Karnataka from time to time. Candidates who claim reservation should furnish a valid certificate issued by the competent authority. The Government of Karnataka stipulates that domicile requirements will be followed for students belonging to Group 1 and Group 2 seats. However, if sufficient eligible students are not available in these groups, then other non-domicile students will be considered.
2. A few seats are set apart for Foreign Nationals (FN) / Non - Resident Indians (NRIs) / NRI sponsored candidates for the MBA programme in Food Business. Candidates belonging to Foreign Nationals shall send their applications along with their Bio-data through ICAR or Agencies / Consultants nominated by ICAR / GOI, New Delhi, through their embassies. The NRIs / NRI sponsored candidates should send their application along with their bio-data & proof of their NRI status, through Indian Embassies of respective countries, to the following address for verification and confirmation of their eligibility as per regulations governing Postgraduate programme.

**The Registrar**

**Karnataka Veterinary, Animal and Fisheries Sciences University P.B. No. 6  
Nandinagar, BIDAR - 585 401, Karnataka, INDIA**

Seat Matrix for the MBA (Food Business) Degree Programme for the academic year 2025-2026

OTHERS										KALYANA KARNATAKA			
Year	Total Intake	Cat-1	2A	2B	3A	3B	SC	ST	GM	Total Intake	GM	SC	ST
2025-26	32	1	5	1	2	1	6	2	14	3	1	1	1

Seat Matrix for Special Category Quota for MBA (Food Business) Degree Programme for the academic year 2025-2026

Ex-Service Men	DEF	PH	CAPEF/Paramilitary	Sports	Total
1	1	2	0	1	5

### 5.0 Counseling and mode of allocation of seats

A common **Inter-se-merit list** will be prepared and the admission committee will allot the seats based on merit the existing reservation policy for Schedule Caste and Schedule Tribes, Category-I students and the roster system of reservation prescribed by the Government of Karnataka will be followed.

### 6.0 Admission

The Candidates selected shall pay part of the **Tuition fee of Rs. 10,000 (non-refundable)** by **27<sup>th</sup> October 2025** and the remaining prescribed tuition fee shall be paid by **3<sup>rd</sup> November 2025 through NEFT/RTGS/UPI** to the account of **Assistant Comptroller, MBA Revolving Fund (Canara Bank, Hebbal A/c No. 0425101050836, IFSC Code: CNRB0000425)**.

### 7.0 Registration

The candidates admitted to the MBA programme after paying the prescribed fee shall report to concerned Advisor nominated by the Coordinator MBA for advice on the courses to be taken and complete the prescribed formalities of registration on **3<sup>rd</sup> November 2025**. However, students are allowed to register up to six working days after the last date on payment of the prescribed penal fee on valid grounds as approved by the respective Dean, failing which they shall forfeit their admission.

## 8.0 Tuition fees for MBA Programme

The student who enrolls for the MBA (Food Business) shall be required to pay the prescribed tuition fee for the entire course (4 Semesters) as follows (excluding hostel & miscellaneous charges)

Group	Fee (Rs.)
<b>Group I:</b> Dairy/ Veterinary, Animal / Fisheries Sciences Graduates of Agricultural/Horticultural Universities of Karnataka	356461
<b>Group II:</b> Dairy/ Veterinary, Animal / Fisheries Sciences Graduates of Agricultural/Horticultural Universities from Outside of Karnataka	406461
<b>Group III:</b> General Students (Graduates from Traditional Universities)	456461

The tuition fee is payable in two equal instalments, 50% on admission and the balance of 50% is payable at the time of registration for the 3<sup>rd</sup> Semester. Miscellaneous fees for certificates, re-registration, convocation, projects, etc., will be prescribed by the KVAFSU, from time to time (for details refer to Annexure 1 of the Prospectus). The candidates selected for admission will have to pay the fee prescribed as per the Group mentioned above, he or she belongs since the Programme is self-financed. There is no fee concession for students belonging to any of the reserved categories as listed by the Government of Karnataka. However, there will be a reservation for admission to the course as prescribed by the Government of Karnataka. If candidates are not available in a particular group, the seats will be shifted to the other categories.

### Note:

1. Candidates are required to give their two recent passport-size photographs for the group health insurance purpose at the time of admission.
2. The tuition fee prescribed for the various groups is only for tuition and does not include the expenses that will be incurred on books, tours, refreshments, competitions, library, etc.
3. All fees indicated in the prospectus are subject to change and approval by the University Authorities.
4. Candidates must bring their category/income certificates to claim the reservation in each

category and should retain a sufficient number of Xerox copies of their category/income certificates as the original certificates will be collected at the time of admission.

5. NRIs/ NRI-sponsored/ Foreign Nationals are required to pay the fee as prescribed by the University. In addition, they have to pay the Institutional Economic Fees as prescribed by the University from time to time.
6. Caution money is refundable only after successful completion of the MBA degree programme for which a candidate is admitted or on leaving the MBA degree programme in the middle of his / her request. The student(s) shall claim the caution money after furnishing a “No due” Certificate to the University from all the departments/colleges concerned.
7. Fees once the student pays shall not be refunded/returned except Caution Money deposit.
8. Candidates seeking marks for work experience should produce an experience certificate from the employer.
9. **Placement Cell:** The University/ Department shall create a placement facility and endeavour to place all its students after satisfactory completion of the MBA degree in suitable jobs in reputed Organizations/ Institutions/Body Corporate/ Co-operatives/NGOs and a separate placement Officer/ Placement Services shall be hired for the purpose.

## 10. **Hostel Facilities**

- 10.1 Hostel facilities shall be provided at Hebbal campus to the extent possible on first - cum first serve basis. Prescribed application forms for admission to the hostel should be submitted to the Warden concerned.
- 10.2 At the time of admission each resident shall have to pay the one-time deposit as indicated for boarding and lodging charges from time to time.
- 10.3 In addition to the above fees at the time of admission and the start of every academic year, each resident shall have to pay of Rs. 475.00 or as prescribed time to time.
- 10.4 Each resident shall also have to pay the following fees every month.
  - a) Electricity charges: Shall be collected from the residents of respective Hostels as per the University guidelines from time to time
  - b) Mess charges and fines: as announced by the Chief Warden / Warden
  - c) Establishment fee

- d) Room rent
- e) Hostel development fund

**Note:** Hostels are governed by Hostel regulations, copies of which shall be provided to each resident at the time of admission to the hostel

### **11.0 General Instructions**

1. The students admitted to the University shall abide by the Rules and Regulations of the University prescribed from time to time
2. Failure to appear for written test, counselling and payment of prescribed fees on the stipulated date and time, the selected candidates will automatically forfeit their claim for admission
3. The right to change/modify any or all condition(s) prescribed in this prospectus is/are at the University's discretion
4. The admission is subjected to fulfilment of all the eligibility conditions prescribed as per the University rules / Statutes / Government orders
5. Any changes in the schedule of events shall be announced as a **News Brief** in leading newspapers / [www.foodmba.in](http://www.foodmba.in) / [www.kvafsu.edu.in](http://www.kvafsu.edu.in) website.
6. Convocation degree certificate / PDC with transcript should be enclosed along with the application.
7. Enclosed percentage conversion certificate in case of CGPA on a 4-point scale from the appropriate authority.

### **12.0 Candidates to note the following important points**

- The Written test shall be a Management Aptitude Test.

**Attend Written Test, Group discussion & Interview on 10<sup>th</sup> October 2025.**

- The candidates are required to report at least 30 minutes before the Written Test.
- Admission to the Written Test is subject to fulfilment of the eligibility conditions prescribed.
- You are required to produce all the original transcripts / Marks cards / Certificates etc. at the time of admission.
- Payment to be made using **NEFT/RTGS/UPI** to the account, **Assistant Comptroller,**

**MBA Revolving Fund** (Canara Bank, Hebbal A/c No. **0425101050836**, IFSC Code: **CNRB0000425**) for an appropriate amount as indicated in Annexure I/II/III.

- The selected candidates should pay the prescribed fee at the time of admission through NEFT/RTGS/UPI to the account, **Assistant Comptroller, MBA Revolving Fund, Dairy Science College, Bengaluru 560024** as indicated in Annexure I/II/III. Further, they should report to the Co-Ordinator, MBA (Food Business) and register for the courses in person on or before **3<sup>rd</sup> November 2025**.

## Annexure - I

### Tuition Fee payable and estimated expenditure of the candidates admitted to MBA in Food Business, during the academic year 2025-26

Break up of expenditure for the students of the MBA (Food Business)

#### A. Summary of Fees for different semesters

		Group 1	Group 2	Group 3
	<b>I Semester</b>			
<b>A</b>	Fees	75000	87500	100000
	Admission Fee	8000	8000	8000
	Miscellaneous fees	12,461	12,461	12,461
	Caution Deposit (Refundable)	10000	10000	10000
	<b>TOTAL A</b>	<b>105461</b>	<b>117961</b>	<b>130461</b>
<b>B</b>	<b>II Semester</b>			
	Fees	75000	87500	100000
	Miscellaneous fees	5000	5000	5000
	<b>TOTAL B</b>	<b>80000</b>	<b>92500</b>	<b>105000</b>
<b>C</b>	<b>III Semester</b>			
	Fees	75000	87500	100000
	Miscellaneous fees	11000	11000	11000
	<b>TOTAL C</b>	<b>86000</b>	<b>98500</b>	<b>111000</b>
<b>D</b>	<b>IV Semester</b>			
	Fees	75000	87500	100000
	Miscellaneous fees	11000	11000	11000
	<b>TOTAL D</b>	<b>85000</b>	<b>97500</b>	<b>110000</b>
	<b>TOTAL(A+B+C+D)</b>	<b>356461</b>	<b>406461</b>	<b>456461</b>

**Note:** The fees have to be paid through NEFT/RTGS/UPI to the account 'Assistant Comptroller, MBA Revolving Fund', Dairy Science College, KVAFSU, Hebbal Campus, Bengaluru.

**B. Miscellaneous Fees payable by all groups for the course at the time of admission**

Sl. No.	Particulars	I Sem (Rs)	II Sem (Rs)	III Sem (Rs)	IV Sem (Rs)
1	Registration Fee	250	250	0	0
2	Internet fee	1250	1250	1250	1250
3	Library Fee	1250	1250	1250	1250
4	Sports Fee	500	500	500	500
5	Academic Information and Regulation	250	250	0	0
6	Educational Tours & industry visits.	4000	0	0	0
7	Medical Fee	200	200	0	0
8	Examination fee	200	200	3800	3800
9	Documentation Fee	100	100	150	150
10	Alumni Members Fee	0	0	500	500
11	Red Cross & NSS	0	0	50	50
12	Group Insurance	3461	0	0	0
13	Placements	0	0	2500	2500
14	Magazines and Newspaper Subscription	1000	1000	1000	1000
	<b>TOTAL - B</b>	<b>12461</b>	<b>5000</b>	<b>11000</b>	<b>11000</b>

**FORMAT / CERTIFICATE – I**

**Form – D**  
**[See Rule 3A (2) (3)]**

**FORM OF CERTIFICATE TO BE ISSUED TO CANDIDATES BELONGING TO**  
**SCHEDULED CASTE OR SCHEDULED TRIBES**

*Government Order No. SWDSD: 97 (1) Bengaluru Date: 8-2-2000*

**CERTIFICATE**

*This is to certify that Shri / Smt. / Kumari ..... son /  
Daughter of .....ordinarily residing at.....of  
Village / Town \* .....in District / Division.....of the \* State /  
Union Territory \* ..... belongs to the.....Caste / Tribe\* which is  
recognized as a Scheduled Caste / Schedule Tribe \* Under:*

- *The Constitution (Scheduled Castes) Order, 1950*
- *The Constitution (Scheduled Tribes) Order, 1950*
- *The Constitution (Scheduled Castes) (Union Territories) Order, 1951*
- *The Constitution (Scheduled Tribes) (Union Territories) Order, 1951  
(as amended by the Scheduled Castes and Scheduled Tribes Lists  
(Modification) Order, 1956, The Bombay Reorganization Act, 1960)  
the Punjab Reorganisation Act. 1966, the State of Himachal Pradesh Act. 1970  
and the North Eastern Areas (Reorganisation) Act. 1971*
- *The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1956  
(as amended by the Scheduled Castes and Scheduled Tribes (Amendment) Act, 1976)*
- *The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959*
- *The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962*
- *The Constitution (Pondicherry) Scheduled Castes Order, 1964*
- *The Constitution (Scheduled Tribes) (Uttara Pradesh) Order 1967*
- *The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968*
- *The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968*
- *The Constitution (Nagaland) Scheduled Tribes Order, 1968*

*Candidate's  
Photo*

*1. Shri/Smt./Kumari\* .....and / or \* his/her family ordinary reside (S) in village / town  
..... of ..... \* District / Division \* State / Union Territory  
.....*

*Date:*

*Place:*

*\* Strike of whichever is not applicable*

*Signature of Tahsildar  
(with seal of officer)*

**State / Union Territory\***

**Note:** *The term "ordinary resides" used here will have the same meaning as in section 20 of Representation of People's Act. 1950.*

*According to the Govt. of India Letter No. BC 12025/27/76-SCT-I, Ministry of Home Affairs, in order to be competent to issue such certificates, therefore, the authority mentioned in the Govt. of India (Department of Personnel and Administrative Reforms) Letter No. 13-2-74 EST- (SCT) dated the 5<sup>th</sup> Aug. 1975, should be the one concerned with the locality in which the person applying for the certificate had his place or permanent abode at the time of the Notification of the relevant Presidential Order. Thus, the Revenue Authority of one Taluk would not be competent to issue a certificate in respect of persons belong to another Taluk.*

**ATTESTATION**

*(With seal and signature of the gazetted officer)*

**FORMAT / CERTIFICATE – II**  
**FORM OF AFFIDAVIT CLAIMING SEAT UNDER RESERVED CATEGORIES**  
**(SC/ST/Cat-I/IIA/IIB/IIIA/IIB)**  
**(To be typed on Rs. 20/- Stamp paper)**

**AFFIDAVIT**

I \* Sri /Smt. \_\_\_\_\_ \* S/o./W/o. \_\_\_\_\_  
aged \_\_\_\_\_ years, residing at \_\_\_\_\_ do hereby solemnly affirm and  
state on oath as follows:

My \* Son/Daughter Kumar/Kumari \_\_\_\_\_ with  
application No. \_\_\_\_\_ has applied for Post-Graduate programme admission in KVAFSU, Bidar for the Academic  
year \_\_\_\_\_.

I belong to \_\_\_\_\_ Cast, which falls under \_\_\_\_\_ Category.  
My total Annual income from all sources during preceding year of admission is Rs. \_\_\_\_\_.

I declare that the above information is correct to the best of my knowledge and belief. In case of  
the above information is found to be false or incorrect, my child shall forfeit the seat allotted by the  
University. I also hold myself liable for civil or criminal action and the University may take appropriate  
action against me in this behalf.

\* Strike out the word(s) which are not applicable

**DEPONENT**

**Place:**

**Date:**

**SIGNATURE OF THE CANDIDATE**

**SWORN BEFORE ME**

**ATTESTATION**

*(With seal and signature of the gazetted officer)*

**FORMAT / CERTIFICATE – III**

**Form – E**

**[See Rule 3A (2) (3)]**

**CERTIFICATE TO BE ISSUED TO A CANDIDATE BELONGING TO BACKWARD CLASSES**

*Government Order No. SWD: 132 SD: 97 (1) Dt. 8-2-2000*

*Certificate that \* Shri/Smt./Kumari .....*  
*Son/Daughter/Wife/Husband of \* Shri/Smt..... Resident of*  
*..... \* village / town / city belongs to Sub-Caste*  
*..... of ..... Caste (Category.....) of the*  
*Backward Classes.*

**\* Strike off whichever is not applicable**

*Place:*

*Date:*

**Signature of Tahsildar with seal of Officer**

*..... Taluk*

**ATTESTATION**

*(with seal and signature of the gazetted officer)*

**FORMAT / CERTIFICATE – IV**

**Form – E**

**[See Rule 3A (2) (3)]**

**INCOME AND CASTE CERTIFICATE TO BE ISSUED TO CANDIDATES BELONGING TO  
BACKWARD CLASSES OTHER THAN CATEGORY - I**

*Government Order No. SaKaE 225/ BCA / 2002 Dated 30-3-2002*

*Certified that \* Shri / Smt. Kumari ..... Son/  
Daughter/Wife/Husband of \* Sri / Smt..... resident of  
.....  
..... and \* His/her  
\* parents/guardians/wife/husband does not come within the preview of the creamy layer.*

*Either the applicant or his / her parents/guardian/wife/husband is not a Group A or Group - B  
Officer in the service of the Government; or  
Does not hold an equivalent post in Public Sector undertaking; or*

*Is not an employee of a Private Industry / Institution, and drawing a Salary, which is not less  
than that of a Group - B Officer's pay scale of Rs. 6000-11200.*

*The Candidate and his / her father/mother/guardians Gross Annual Income does not  
exceed rupees two lakhs.*

**OR**

*The Candidates and \* his / her \*father/mother/guardian do not hold ten units of Agricultural  
Land as specified in the Karnataka Land Reforms Act, 1961 or hold more than twenty acres of plantation  
land.*

*\* Shri / Smt / Kum ..... \* Son / Daughter /  
Wife / Husband of \* Sri / Smt. ....belongs to sub  
caste ..... of Caste ..... which comes under the category  
..... (IIA / IIB /IIIA / IIIB) of the Backward Classes.*

**\* Strike off whichever is not applicable**

*Place:*

**Signature of Tahsildar with seal of Officer**

*Date..... Taluka*

**ATTESTATION**

*(with seal and signature of the gazetted officer)*

**FORMAT – V**

**SALARY CERTIFICATE**

*(To be produced by the candidate having their source of income from their parent's / guardian's salary)*

*This to certify that Shri/Smt..... Is working in the office of ..... as .....and drawing a gross salary (per annum) of Rs. .... (in words.....) in the pay scale of Rs. .... The details of the salary drawn from ..... are furnished below.*

<b>Month &amp; Year</b>	<b>Basic pay</b>	<b>D.A.</b>	<b>HRA</b>	<b>CCA</b>	<b>Others</b>	<b>Total</b>
<i>April 2024</i>						
<i>May 2024</i>						
<i>June 2024</i>						
<i>July 2024</i>						
<i>August 2024</i>						
<i>September 2024</i>						
<i>October 2024</i>						
<i>November 2024</i>						
<i>December 2024</i>						
<i>January 2025</i>						
<i>February 2025</i>						
<i>March 2025</i>						
<i>Encashment</i>						
<i>Supplementary</i>						
<i>Any other</i>						
<b>Gross Total</b>						

*Place:*

*Date:*

**Signature and Seal of  
Drawing Officer**

## **WARNING ON RAGGING**

***Ragging is a cognizable offence. Supreme Court of India and UGC have directed the Universities to take up stringent measures to prevent ragging in the University campuses and hostels. If any incident of ragging comes to the notice of the University authority the concerned student(s) shall be given liberty to explain and if his/her explanation is not found satisfactory the authority would expel such student(s) from the Institution.***