

# **Important Information Regarding Entrance Test conducted by Bharati Vidyapeeth (Deemed to be University), Pune**

## **PROCEDURE AND RULES FOR ADMISSION TO PROGRAMMES**

1. **The entrance test** is a ranking examination for admission to the particular undergraduate or post graduate programmes at the particular institute for 2024-25 academic session.
2. The entrance tests will be held at centres in various cities and are conducted on specific date. Applicant may kindly note that mere appearance in the center based entrance test and inclusion of name in the merit list does not confer any automatic rights to secure admission to the programme offered by the institute. The selection and admission to the programme is subject to fulfilling the admission criteria, eligibility, and any such criteria as may be prescribed by the University and availability of seats to the particular programme and institute at the time of counselling.
3. Applications of candidates producing false or fabricated information will not be considered.
4. Before initiating registration process, candidates should go through the Information brochure carefully for eligibility criteria, and pattern of examination etc. The information brochure shall be available at <https://www.bvuniversity.edu.in/>
5. Incomplete application, if not in accordance with instructions, will not be considered and processed. Applicant should carefully fill up all the fields during application process and complete the payment process. Application once submitted finally, cannot be withdrawn/modified.
6. The entrance test fee, once paid, will not be refunded under any circumstances. Candidates who remain absent for the entrance test will forfeit their entrance test fee.
7. The Information brochure is subject to modification without notice. Please check the website regularly for updates, if any.
8. The authorities of the institute reserves the right to withdraw permission, if any, granted inadvertently to any candidate who is not eligible to appear in the entrance test even though Admit card/Registration number has been issued.
9. The admissions provided to candidates based on the result of the entrance test will be purely provisional and subject to the fulfilment of eligibility criteria as mentioned in the Information brochure.
10. Under no circumstance a change in examination centre once selected by the candidate will be allowed.
11. All the correspondence should preferably be addressed by e-mail. The e-mail query shall be addressed only if it is not anonymous and not vague.
12. Candidates are deemed to have read, agreed, and accepted the terms and conditions in the Information brochure and then, they should complete the registration/application form for the entrance test.
13. In case of differences of opinion or any ambiguity in interpretation and implementation of any of the instructions/terms/ rules/ criteria regarding the determination of eligibility/ conduct of examinations/ registration of candidates/ information contained herein, the same shall be referred to the Vice Chancellor of the Bharati Vidyapeeth (Deemed to be University) and his decision shall be final and binding on all concerned.
14. Any legal matters arising out of the total admission process through the All India Common Entrance Test of Bharati Vidyapeeth (Deemed to be University), Pune – 30 i.e. **the entrance test**, shall be within the exclusive jurisdiction of competent courts at Pune, Maharashtra State only.
15. The details regarding programmes offered, Intake Capacity, Eligibility, Basis of Selection for Admission, Nature of Entrance Test, Entrance Test Fee, Counselling & spot admission process & documents Required during counselling, Fee Structure, is available in the information brochure available at <https://www.bvuniversity.edu.in/admission-brochures>

(The details regarding infrastructural facilities, resources available and other activities conducted at the institute, are available on the institute website.)

## **MODE OF CONDUCT OF ENTRANCE TEST**

The entrance test will be conducted through:

Computer centre based test (CBT) – where in candidate has to appear for the test at a designated test centre in the city chosen by the candidate during the online application registration.

## **CENTER BASED ENTRANCE TEST SCHEDULE AND ADMIT CARDS**

The entrance test will be held on as per the dates mentioned in the entrance test schedule displayed at <https://www.bvuniversity.edu.in/>

The admit cards will be available three to four days prior to the date of entrance test. The candidate will have to, login with their credentials provided and download their respective admit card of particular entrance test for which he/she has applied for.

1. The reporting time before the gate closes shall be mentioned in the admit card. The candidate must report as per the time schedule at the test venue.
2. The candidates must bring admit card at the examination centre. No candidate will be allowed entry without this admit card. The candidate is also required to bring one of the photo identification card in original viz. Voter Identity Card, Driving License, PAN Card, Passport or Aadhar Card etc.
3. No candidate will be allowed to enter the examination centre after the scheduled time of commencement of examination.
4. The candidates appearing for the entrance test should, in their own interest, check their eligibility in all respect so as to avoid disappointment at any later stage. Your application for the entrance test is **"PURELY PROVISIONAL"** pending detailed scrutiny of your fulfilling the eligibility conditions as mentioned in the information brochure for the programme applied. In case, it is found that the candidate does not fulfil the eligibility criteria, application of such candidate is liable to be rejected at any stage of admission process or even after joining in the institute.
5. Candidates **MUST** have the following documents at the entrance test centre –  
Any one of the authorized photo IDs (must be original, valid and non-expired): Aadhaar Card / PAN card/ Driving license/ Voter ID/ Passport. The name on the photo identification must match with the name as show on the admit card.

## **TEST CENTRES**

The Entrance test will be held in 62 centres throughout the country giving students a wide choice of test centres. The list of cities where the Entrance test centers are located is as below :

S.NO.	CENTER NAME	S.NO.	CENTER NAME	S.NO.	CENTER NAME	S.NO.	CENTER NAME
1	AGARTALA	17	DELHI	33	KARAD	49	RAIPUR
2	AGRA	18	GAYA	34	KARNAL	50	RAJKOT
3	AHMEDABAD	19	GHAZIABAD	35	KOCHI	51	RANCHI
4	ALLAHABAD	20	GORAKHPUR	36	KOLHAPUR	52	SANGLI
5	AMRAVATI	21	GUWAHATI	37	KOLKATA	53	SATARA
6	AMRITSAR	22	HISAR	38	KOLLAM	54	SOLAPUR
7	AURANGABAD	23	HYDERABAD	39	KOTA	55	SRINAGAR
8	BAREILY	24	IMPHAL	40	LUCKNOW	56	SURAT
9	BELGAUM	25	INDORE	41	MADURAI	57	THANE
10	BENGALURU	26	JABALPUR	42	MUMBAI	58	THIRUVANANTHAPURAM
11	BHOPAL	27	JAIPUR	43	MUZAFFARPUR	59	UDAIPUR
12	BHUBANESWAR	28	JALGAON	44	NAGPUR	60	VADODARA
13	BILASPUR (CG)	29	JAMMU	45	NASHIK	61	VARANASI
14	CHANDIGARH	30	JAMSHEDPUR	46	NAVI MUMBAI	62	VIJAYAWADA
15	CHENNAI	31	JODHPUR	47	PATNA		
16	DEHRADUN	32	KANPUR	48	PUNE		

**\*Note: If the candidates count for a centre is less than 25, then the candidate will be allocated to the nearest available centre. NO REQUEST FOR CHANGE IN EXAMINATION CENTRE WILL BE CONSIDERED UNDER ANY CIRCUMSTANCES.**

1. Candidates are advised to familiarize themselves with the route and location of the examination centre to appear for the entrance test.
2. Possession and use of electronic devices such as Mobile Phone, Micro Phone or any other Associated Accessories, Calculator, Log Tables, Pager, Digital Diary Books etc. are strictly prohibited in the Examination Hall. If any candidate is found in possession of any these devices/ documents his/her candidature is liable to be cancelled. As such the candidates should not bring Mobile Phone/ Micro Phone etc. at the Entrance test. BHARATI VIDYAPEETH & EXAM CENTER will not be responsible for its safe custody.
3. The authorities of Bharati Vidyapeeth (Deemed to be University) however reserve the right to make suitable changes in the test venue or schedule of the Entrance test.
4. Only registered candidates with valid admit card and identity card will be allowed at the examination center
5. The candidates must reach the test centre at least one and half hours prior to the commencement of test. On the day of the Entrance test.

### **ENTRANCE TEST FEE**

- The entrance test fee shall be paid through payment gateway using internet banking mode or through debit/credit card/UPI. Service charges and other taxes for transaction as applicable by bank has to be paid by the applicant.
- The entrance test fee, once paid, will not be refunded under any circumstances. Candidates who remain absent for the entrance test will forfeit their entrance test fee.

### **APPLICATION PROCEDURE**

A candidate desirous of appearing for the entrance test is required to complete the prescribed online application form and submit to the University along with entrance test fee.

The application form is available online at: <https://www.bvuniversity.edu.in/>

The candidates should strictly follow the instructions given in the website while filling up the application form online, and must read the instructions carefully before filling up the online application form. Instructions are available on website. Before filling up the application form online, candidates should:

- a) Create their login credential
- b) Have a scanned image of their recent passport size photograph (Refer to guidelines mentioned on the Website)
- c) Have a scanned image of their signature, ready before filling up the online application form.
- d) Read the procedure and guidelines for online payments of test fee which is to be made through Credit Card / Debit Card/ Internet Banking/UPI. (Refer to guidelines, terms and conditions for using online payment mentioned on the website)

The candidate may then proceed to fill the form and submit the completed online application form. The candidate should take a print of payment receipt and completed online application form for reference and as a record. Candidates should submit the completed online application form on or before the last date mentioned in the website.

Candidate should ensure that all information entered during the online application process is correct.

Applications of candidates producing false or fabricated information will not be considered.

The authorities of the University do not edit /modify/alter any information entered by the candidates at the time of online application process under any circumstances. Any request for change in information there after will not be entertained.

**For any queries related to filling online application form,**

**Email to: [cet@bharatividyapeeth.edu](mailto:cet@bharatividyapeeth.edu) Tel. No. 020-24407131/132**

**\*Note: NO REQUEST FOR CHANGE IN EXAMINATION DATE AND EXAMINATION CENTRE WILL BE CONSIDERED UNDER ANY CIRCUMSTANCES.**

The university will not be responsible if the candidate has filled in and submitted an application for a different test from the one intended to appear. In such cases the university will not refund the entrance test fees. For any queries please mail us at email: [cet@bharativedyapeeth.edu](mailto:cet@bharativedyapeeth.edu)

## **INSTRUCTIONS REGARDING ENTRANCE TEST**

### **About Question Paper:**

- 1) All questions are compulsory. For each question, four alternative answers have been provided out of which only one answer is correct.
- 2) Only one question will be displayed on the computer screen at a time.
- 3) There is one mark for each question which will be displayed at the top right hand corner of each question.
- 4) There is no negative marking.
- 5) The question paper will appear in English language.
- 6) Candidates can attempt question in any sequence by clicking on the question number in the **Section wise Summary Report** reflecting on the left hand side of the screen.
- 7) The exam screen will continuously display the remaining time at the top right hand corner of the question paper.
- 8) The candidates may ask the Invigilator their doubts or questions before the commencement of test. No queries shall be entertained after the commencement of the examination.
- 9) Additional rough Sheet (if required) shall be provided to the candidates for rough work during the test. All the rough sheets need to be returned to the Invigilator before leaving the test venue.

### **About Answering Questions:**

- 1) In order to answer a question, you have to **'Click'** the option you think is appropriate/ correct. The alternative which has been clicked on will be highlighted and shall be treated as the answer given by you for the question.
- 2) If you do not wish to attempt the question then you should not click on any option for that question and may click **'Next'**.
- 3) You can **'Bookmark'** questions to review before submitting.
- 4) You can navigate between questions either by clicking on **'Previous/Next'** or by directly clicking on the question numbers which are displayed as attempted/ un-attempted /book marked in the **Section wise Summary Report**.

### **About Preview and Submission:**

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- 1) The answers are saved whenever the candidate navigates e.g. by clicking on Next/ Previous button or by clicking on other question number.
- 2) The candidates can make changes in their choice of alternative only before the paper is **auto** submitted.
- 3) Candidate can switch to any of the question by clicking on summary panel shown at the left hand side of the screen.
- 4) After the expiry of the test time, the candidates will not be able to attempt any question or check their answers. The answers of the candidate would be saved and submitted automatically by the computer system.
- 5) A "Thank you" message will appear confirming the completion and submission of the examination.

**Candidates can be debarred/ disqualified by the Chief Proctor of the Exam Centre for any of the following reasons:**

1. Creating a disturbance.
2. Impersonation - Attempting to take the examination for someone else.
3. Giving or receiving assistance of any kind during the examination and communication in any form between candidates or with outsiders.
4. Smoking or eating in the Examination Hall.
5. Attempting to tamper with the operation of the computer or meddling with system.
6. Exchanging any papers, documents or any other material with other candidates.

7. Leaving the test centre without the permission from the invigilator.
8. Using prohibited aids, items not allowed, such as:
  - o Stationary items including Pens, Pencils, Scales, Papers, Books, Notebooks, Calculators, Watch calculators, etc.
  - o Mobile phones, Pagers, Health bands, Watches, any other electronic gadgets etc
  - o Jewellery including Earrings, Finger rings, Metal Bangles, Pendants, Nose pins, Chains, Necklace etc
  - o Shoes & socks, Wallets, Sunglasses, Jackets etc are not allowed. Candidates will be asked to remove their Jackets, Footwear before entering the Test Hall.
9. Attempting to copy examination questions and /or examination responses (in any format) from the examination centre.
10. Attempting to access any unauthorized software/program during the examination.
11. Failing to follow invigilators directions.
12. Manhandling of invigilators or test centre staff.
13. Resorting to unfair means or trying to influence in any way for examination results shall be considered as a serious offence and any candidate found guilty of such offence on the report of any person duly authorized in conduct of the examination, shall be liable to have his/her name removed from the list of candidates entered for the Examination and may also be further dealt with in such manner as the examination authority may deem fit.
14. Candidates shall maintain silence while appearing for the exam. Any conversation or gesticulating or disturbance or attempt to change seats/question paper in the Examination Hall shall be deemed as unfair means.
15. If a candidate is found indulging in unfair means or impersonation, the candidature of such candidate shall be cancelled. The candidate shall be expelled from the examination by the Test Centre Administrator and such matter shall be reported to concerned authorities for appropriate action.
16. The Test Centre Administrator at the Exam Centre is authorized to debar the candidate/s from the examination centre for any misconduct.
17. A mock test will be available on the [bvuniversity.edu.in](https://www.bvuniversity.edu.in) website for practice for all candidates who have been issued Admit Cards for the exam.

### **DECLARATION OF RESULT**

The merit list of entrance test will be notified at the website. Separate merit list will be prepared for Regular category and Foreign/NRI/PIO/OCI/ Institutional Quota Merit Category. The merit list of entrance test will be declared and notified at website <https://www.bvuniversity.edu.in/>

Candidate will have to login at the application portal to view their result. It is not possible to send individual invitation for counselling to the candidates. It shall be the responsibility of the individual candidate to see their own merit number and appear for the counselling at the centre of his/her choice as per the dates mentioned at the website. The merit list of entrance test will be declared and displayed at <https://www.bvuniversity.edu.in/>

### **COUNSELLING AND ON THE SPOT ADMISSIONS**

The counselling and on the spot, admissions session will be notified at the website. The allocation of the institute will be made based on the preference provided by the candidate while filling the online application form. Mode of payment of Fees shall be by Demand Draft or through online mode. The details of payment through online mode will be informed.

### **REFUND OF FEES**

The cancellation of admission and refund of fees will be as per the UGC guidelines issued by UGC from time to time.

## **CONDUCT AND DISCIPLINE**

If any student is found indulging in antinational activities, or in activities that run contrary to the letter and spirit of the provisions of Acts and Laws enforced by the Government, or any activity that causes his/her behaviour to be contrary to rules of discipline, will be liable to be expelled from the institute forthwith without any notice by the Principal/Director of the institute.

If any of the statements made in application form or any information supplied by the candidate in connection with his/her admission is, at any time, found to be false or incorrect and wilful suppression of facts, his/her admission will be cancelled forth with. The fees will be forfeited, and he/she may be expelled from the institute by the Principal /Director and prosecuted, if deemed necessary.

Each of the candidates seeking admission in the institute is required to give the following undertaking at the time of admission: -

- A) "I have read all the Rules of Admission for the current year and after fully understanding these rules, I have filled in this application form for admission for the current year.
- B) The information given by me in my application is true to the best of my knowledge and belief.
- C) I have not been debarred from appearing at any examination conducted by any Government constituted or Statuary autonomous examination authority in India.
- D) I fully understand that the Principal/Director of the institute will have right to expel, rusticate me from the institute for any infringement of the Rules of good conduct and discipline in general and particularly the ones referred to above and the rules of good conduct and discipline prescribed by the institute / University and in the undertaking given above."

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