

SXCS/P-7

Admission Policy

St. Xavier's College, Simdega is run by the XAVIERS RANCHI, is a registered, non-profit making, non-sectarian, non-governmental, educational organization engaged in education, research and training. It is run by Ranchi Jesuit Province. To share the responsibility of admissions, a committee of at least 4 members should be set up for the purpose.

Eligibility Criteria

All eligible applications should be scrutinized for admission and short listed by the Admission Committee based on the following criteria:

- The institution shall follow the reservation system as notified by the Central government.
- Given the minority status of the institution, the institution shall give preference to local Catholic/Christian students.

Admission Process

An admission process shall be drawn out for each programme and the same shall be uploaded in the college website. The admission process shall contain all details including the dates and the criteria for selection. Depending on the nature of the programme an entrance test may be instituted to select eligible candidates.

Entrance Exam: Entrance exam may be conducted for specialized programmes. The entrance test syllabus shall be uploaded in the college website along with the date, time and pattern of the exam. The entrance exam may consist of and not limited to aptitude test, group discussion, micro-presentations,

analytics round, entrepreneurship round and personal interview.

Board Results: Category wise merit list shall be drawn based on the board results and eligible candidates shall be called for a personal interview. The programmes for which an entrance test is mandatory, the admission committee shall fix the appropriate weightage for Std X, Std XI, the aptitude test, group discussion and the personal interview.

All admissions shall be provisional until the candidates' original documents are submitted and verified.

Special provisions with regard to eligibility criteria

The Ranchi Jesuit Province is primarily dedicated to the welfare of people in Jharkhand. Therefore, due preference should be given to the locals. However, the following exceptions could be made.

- Catholics for PG courses may be recruited from outside the State.
- Physically challenged, polio victims, first generation learners, refugees, single parent children, deserving students referred/ sponsored by the NGOs etc. who seek admission merit special consideration.
- Tribal of Jharkhand, rural students and Catholics from rural areas deserve preferential treatment in admissions. Remedial Programmes should be arranged for such students right from the beginning of the year.

Transparency in Admission Process Policy

(No Donation for Admission' entrained)

No donation whatsoever is to be sought nor accepted at the time of admissions. However, special fees for maintenance, staff

welfare, etc. may be charged to all students, and official receipts issued. Amount to be charged are to be fixed by the Governing Board. The economically challenged are to be given due concession or even total exemption. A substantial amount in the College annual budget is set aside by the Governing Board towards student scholarship/concession/freeship.

The institution shall take necessary steps to inform the public of its 'no donation' policy. Any such act of collecting donation in the name of the institution should be brought to the notice of the management. A note stating the same shall be displayed in the college website and notice boards and printed in the admission prospectus.