



ओड़िशा केन्द्रीय विश्वविद्यालय

(केन्द्रीय विश्वविद्यालय अधिनियम 2009 के अंतर्गत स्थापित)

Central University of Odisha

(Established Under the Central Universities Act, 2009)

No.: CUO/Exam./CE/NTA/CUET/2025/05-2025/222

Date: 31.05.2025

NOTIFICATION

The admission process for all Undergraduate (UG) and Postgraduate (PG) programmes offered by the Central University of Odisha (CUO) shall be conducted strictly in accordance with the academic and administrative policies of the University and the relevant regulations issued by the University Grants Commission (UGC), the Ministry of Education, Government of India, and other competent authorities from time to time. Admission to all UG and PG programmes shall be based exclusively on the merit of candidates as determined by their performance in the **Common University Entrance Test (CUET-UG/PG) – 2025**, conducted by the **National Testing Agency (NTA)**. No other mode or basis of admission shall be entertained under any circumstances.

1. All lists relating to selection, including **merit lists, and waiting lists**, shall be published only on the official website of the University. No individual communication (postal, electronic, or telephonic) shall be issued by the University to any candidate. Candidates shall be solely responsible for checking the University's website regularly for updates and instructions pertaining to the admission process.
2. The merit list for the **Unreserved (UR) category** shall be prepared based on the aggregate score obtained in the relevant CUET examination. Subsequent to this, category-wise merit lists for SC, ST, OBC-NCL, EWS, and other reserved categories shall be prepared for the number of seats reserved in each category, strictly in accordance with the reservation policy of the Government of India.
3. A candidate belonging to a reserved category (SC/ST/OBC-NCL/EWS) is eligible to appear in both the Unreserved (UR) merit list and their respective reserved category list. If the candidate is not admitted under a UR seat but secures admission under their reserved category in any round, they may still be upgraded to a UR seat in a subsequent round, provided their merit is high enough. Under all circumstances, the UR cut-off must always be equal to or higher than the cut-off for any reserved category, ensuring the integrity of the merit system. As a result, while preparing subsequent merit lists, the number of vacancies in the UR category may decrease due to the up-gradation of high-merit reserved category candidates, and the corresponding number of vacancies in the reserved categories may increase.
4. All shortlisted candidates shall be required to **appear in person** at the concerned academic department for **counselling, admission formalities, and physical verification of original documents**. Non-compliance with this requirement shall result in **cancellation of candidature/admission**. The University shall notify a separate schedule for original document verification, and admission shall remain provisional until the successful completion of such verification.
5. All candidates claiming reservation under SC/ST/OBC-NCL/EWS or any other category must submit **valid category certificates**, in the prescribed format issued by the competent authority, at the time of counselling/admission. Failure to do so within the stipulated timeline shall result in the **withdrawal of the reservation benefit** and the



ओड़िशा केन्द्रीय विश्वविद्यालय

(केन्द्रीय विश्वविद्यालय अधिनियम 2009 के अंतर्गत स्थापित)

Central University of Odisha

(Established Under the Central Universities Act, 2009)

- reclassification of the candidate under the General category.** No extension of time or reconsideration shall be permitted in this regard.
6. If the list of eligible candidates in the OBC-NCL or EWS category is exhausted, any **vacant seats in such categories shall be converted to Unreserved (UR)** category seats. In the event of exhaustion of eligible candidates in either SC or ST categories, vacant seats may be filled by **mutual interchange** between SC and ST categories, subject to applicable regulations.
 7. Candidates who receive an offer of admission are required to **complete all admission formalities**, including **payment of the prescribed admission fee**, within the deadlines specified for each round of counselling/admission. Failure to complete these formalities within the stipulated time shall result in the **automatic cancellation of the offer**, and the seat shall be offered to the next candidate in order of merit.
 8. All admitted candidates shall mandatorily submit the **final mark sheet or certificate** of their qualifying examination **within thirty (30) days** from the date of admission. **Failure to submit** the requisite document(s) within the prescribed timeframe shall result in **automatic cancellation of admission without any prior notice**, and the University shall not entertain any request for extension or reconsideration under any circumstances. Furthermore, in cases where the submitted final mark sheet reveals that the candidate **has not secured the minimum percentage of marks or grade** required for eligibility to the respective programme as prescribed by the University, such admission shall stand **automatically cancelled**, irrespective of the stage of admission or attendance. The University reserves the right to withdraw such admissions forthwith and offer the seat to the next eligible candidate as per merit.
 9. All admissions shall be deemed **provisional**, subject to the satisfactory verification of original documents. The University reserves the right to **cancel the admission at any stage** if any document is found to be forged, tampered with, or if any discrepancy is identified between the submitted documents and information provided in the application form.
 10. The University reserves the right to subject any admitted candidate to a **medical fitness examination** conducted by the **University Medical Officer or a designated medical authority**. Admission shall be confirmed only upon certification of medical fitness by such authority.
 11. Candidates whose **qualifying examination is not recognized** by UGC, or any other statutory authority shall be deemed **ineligible for admission**, and their application or admission shall be cancelled forthwith, irrespective of the stage at which the discrepancy is discovered.
 12. Candidates who are in service and are selected for admission to any **full-time programme** must submit a **relieving order or sanctioned leave certificate** from their employer at the time of admission. Failure to produce such a document shall result in **automatic withdrawal of the admission offer**.
 13. Any attempt to influence the admission process through canvassing or other inappropriate means shall result in **immediate disqualification of the candidate**. Furthermore, the University shall initiate legal and disciplinary action in accordance with applicable rules and statutes.



ओड़िशा केन्द्रीय विश्वविद्यालय

(केन्द्रीय विश्वविद्यालय अधिनियम 2009 के अंतर्गत स्थापित)

Central University of Odisha

(Established Under the Central Universities Act, 2009)

14. The **registration fee** paid at the time of online application submission is **non-refundable** under any circumstances, including duplicate submissions or withdrawal of application after submission.
15. Any **complaint, grievance, or dispute** relating to the admission process must be submitted **within 30 (thirty) days** from the **closing date of the admission process**. After this period, **no grievance shall be entertained**, and all admission-related records shall be disposed of as per University norms.
16. Admission shall be cancelled/suspended at any stage under any of the following circumstances:
 - i. The candidate does not fulfil the eligibility criteria.
 - ii. The candidate has used fraudulent means to secure admission.
 - iii. The candidate has provided false or misleading information in the application form or during counselling.
17. Any refund of fees, if applicable, shall be processed strictly in accordance with the **fee refund policy of UGC regulations** vide **D.O. No. F.2-71/2022 (CPP-II) (C-114546) dated 12.06.2024**. Refunds shall be initiated **only after the completion of the entire admission cycle**.


(Dr. Rakesh Ku Lenka)

Controller of Examinations (I/c)

परीक्षा नियंत्रक
ओड़िशा केन्द्रीय विश्वविद्यालय, कोरापुट
Controller of Examinations
Central University of Odisha, Koraput

Copy to:

1. Dean of Schools: for kind information please.
2. Dean of Students' Welfare (I/c): for kind information please.
3. Registrar (I/c): for kind information please.
4. Finance Officer (I/c): for kind information please.
5. HoDs / HoDs (I/c) / Teacher-In-Charge: for kind information and necessary action please.
6. Teacher In-Charge (Academics): for kind information and necessary action please.
7. Chief Warden/Wardens: for kind information please.
8. Deputy Controller of Examinations: for information and necessary action please.
9. Convener, WMC: for uploading in the University Website
10. OSD to VC: for kind information of the Vice-Chancellor (I/c)
11. Subject File