

Admissions Process and Policy

Scope:

This Policy is applicable for all undergraduate programs at TSU for the academic year 2023-24.

Table of Contents

<i>The Admission Process.....</i>	<i>2</i>
<i>Minimum eligibility</i>	<i>2</i>
Second attempt students	3
<i>SOP (Statement of Purpose).....</i>	<i>3</i>
<i>Entrance Test</i>	<i>3</i>
Transstadia Entrance Test	3
Other Accepted Entrance Tests.....	4
<i>Personal Interview.....</i>	<i>4</i>
<i>Offer of admission</i>	<i>5</i>
<i>General Guidelines</i>	<i>5</i>
<i>Privacy of Information</i>	<i>5</i>
<i>Admission Form.....</i>	<i>5</i>
<i>Responsibilities.....</i>	<i>6</i>

The Admission Process



(The process highlighted above is subject to clearance of minimum eligibility)

Minimum eligibility

The students would be required to fetch at least 60%[or numerical equivalent] in their respective board exams[12th Class or Secondary school leaving examinations]. The University for the purpose of the academic year 2023-24 would remain neutral on the criteria pertaining to individual certification boards. The University would not set any parity formulae across boards and all boards shall be considered equal. All boards recognized by Council of Boards of School Education (COBSE) in India would be eligible for admission along with international boards recognised by Association of Indian Universities (AIU)including the Cambridge IGCSE, the American High School Diploma, the International Baccalaureate etc.

However, National Institute of Open Schooling (NIOS)'s students would be allowed based on the discretion of the University.

A candidate can be offered conditional admission if he or she can provide evidence before the start of classes that they have cleared the minimum eligibility of board result.

The subjects that the student has selected should be in line with the requirement of the program he/she has applied for.

Following are the requirements for the programs

- **BSs in CS** – the student should have opted for mathematics in their 11th and 12thClass (or equivalent)

- **Bsc In Sports Management** – Ideally should have studied economics and accounting along with business management in their 11th and 12th Class (or equivalent) [However not compulsory]
- **BBA(Hons)** - Ideally should have studied economics and accounting along with business management in their 11th and 12th Class (or equivalent) [However not compulsory]
- **Bcom(Hons)** - Ideally should have studied economics and accounting along with business management in their 11th and 12th Class (or equivalent) [However not compulsory]

Second attempt students

The University shall accept reexamination scores or second attempt of students during their higher secondary education. However, the student should clear the minimum eligibility criteria of the University and the program.

If a student has received a failing grade on one subject in their 12th board examinations, the student can still apply for the admission provided they clear the examination with sufficient grade in the second attempt. Any more failing grade than one would require the Program Director and the Dean to make a call on the candidate to allow him to qualify for the admission process.

Any offer made to such a student would be conditional and only made permanent when the student provides the proof of successful completion of such examination to the registrar's office.

SOP(Statement of Purpose)

The students shall be asked to write a statement of purpose of close to 250 words for their admission to TSU. They shall be asked to submit their SOP while filling their admission forms. THE SOP should be original and should highlight the purpose of study at TSU and their own individual story of goals, career paths and interest.

The essay would be viewed in conjunction with the Entrance Test to select candidates for Personal Interview.

Entrance Test

Transstadia Entrance Test

An Online test shall be conducted to the students who have applied for admission at TSU. The TET would have 4 different sections of quantitative reasoning, verbal reasoning, Logical reasoning and Field specific knowledge. There will be 20 questions in each section with a total of 80 questions in the test. Each question would have an equal weightage of 1 point with negative markings of 1/3rd of a point.

The cutoff and other criteria shall be determined by the university and shall be shared with the students. However, minimum 50% is required in TET to be considered for scholarship.

Other Accepted Entrance Tests

The University does except other examinations in place of TET. ACT and SAT are the two test which would be acceptable to the university for the undergraduate admissions.

The students should score more than or equal to 1050 on SAT and 21 on ACT to qualify further for admission and scholarship.

The University, based on the performance of student on the entrance test and SOP(along with extra-curricular activities) shall select students for personal interview.

Following would be the timeline of TET

The TET would be conducted during these 4 times (Exact dates TBD)

- First Cycle in April
- Second Cycle in May
- Third Cycle in June
- Fourth Cycle in July

A student can sit in the entrance test without having the board result. However, for securing the admission the student would have to clear the minimum eligibility criteria of board examination.

Personal Interview

A panel consisting of the academic team with the Program directors would sit in personal interviews of the student. The student would be evaluated on a plethora of criterion.

- Academic achievement
- Extra circular
- Leadership experience
- Social service experience
- Performance on the TET
- Research experience
- Certificate courses
- Originality of ideas
- Sports Performance
- Overall Personality (Determined through the SOP)
- Other nuances that the pannel deems fit

All the students who have applied for admission at TSU would be automatically be considered for the scholarship and the merit based scholarship would be provided based on the recommendation of the personal interview panel(as per the scholarship policy).

The rubric for evaluation of candidates in each admission cycle would be created by the Program Directors and Dean in conjunction with the Board of Scholarship for scholarship purposes. This rubric would be for internal purposes only.

The panel would sit once in every month from May to July to interview candidates and offer admissions. Exact dates would be communicated to the candidates. The interview may be conducted online if the candidate cannot be present physically, with the prior permission of the panel.

Offer of admission

After the personal interview round, the panel would recommend the students for admission and the final list would be sent to the provost for final approval. After the final approval the offers would be sent to the students, and they need to accept the offer within a limited time period. A token amount as determined by the University must be paid at the time of acceptance of offer by the student. The payment of fees would be governed by the University Policy.

General Guidelines

- A student can apply for admission starting from March 2023, and a student may choose to apply to one or more programs. However, he/she can accept admission to only one program of study.
- Each program may have a different panel for Personal Interview
- The admission process considers a variety of quantitative and qualitative criteria and the final decision would be subject to all of those considerations
- The decision of the University would be final and would not be subject to appeal
- The university guarantees equality of admission opportunity to all candidates

Privacy of Information

All information submitted by the student shall remain private and confidential and shall not be released to any third party unless mandated by law.

Admission Form

An admission form shall be prepared by the University which shall collect the following information.

- Personal Details
- SOP
- 10th and 12th Board results
- Family Income – (for need based scholarship)
- Copies of other certificates and transcripts
- Extra circular details (sports and academic)
- Option to attach CV or a written work

The admission form would be available both at the University website and with the University admissions office.

Responsibilities

The registrar would be responsible for disseminating information to the students, maintain a record of the students and verifying the documents. The admission form shall also be prepared by the registrar. The program directors and the Dean would be responsible for building the internal rubric for evaluation. The offers of admission shall also be made by the registrar's office.