

BBA LL.B & B.COM LL.B – SCHOOL OF LEGAL STUDIES

ALLOTMENT SCHEDULE & INSTRUCTIONS

Date	Day	Particulars
23.10.2020	Friday	First Allotment for BBA LL.B and B.Com LL.B and commencement of online fee payment
28.10.2020	Wednesday	Last date for fee payment of First Allotment
31.10.2020	Saturday	Second Allotment for BBA LL.B and B.Com LL.B and commencement of online fee payment
03.11.2020	Tuesday	Last date for fee payment of Second allotment

- Details of allotments if any [based on the rearranged options / default options (If no re- arrangement is done, option will be taken in the order, the candidate has applied during registration for CAT 2020)], of candidates who are included in the rank lists of BBA LL.B, B.Com LL.B of School of Legal Studies of this University, will be available in the respective Home/Login pages of the applicants.
- Candidate who gets an allotment shall pay the applicable fees (as detailed below) by way of online payment on or before the stipulated date for payment of fees to confirm the allotment received. The facility for fee payment will become available only after uploading necessary documents / Certificates.
- Once a candidate gets an allotment, lower option, if any, of the candidate will be automatically cancelled; however, if the candidate has any higher option left, it will be retained for considering in subsequent allotments, if any.
- The allotment received will be cancelled if the candidate doesn't make the fee payment within the stipulated period.
- If, a candidate who has already confirmed an allotment received in B.Tech / B Voc / M Sc (Five year integrated) in Photonics / Integrated M.Sc in Science (Five year) receives an allotment in BBA LL.B or B.Com LL.B and confirms it, his/her allotment / provisional admission in above mentioned Undergraduate courses will be cancelled. Fee already paid by such candidates will be adjusted towards the fee for BBA LL.B or B.Com LL.B.
- During the period of online allotments candidates need not come to the University. Candidates need to pay additional fee such as PTA/Department Development Fund/Recognition fee (if applicable), Matriculation fee (if applicable) etc. directly at the department as per the instructions received from the department later. Also candidates are directed to check status of the allotment / latest updates in <https://admissions.cusat.ac.in/> on a daily basis till the allotment process is completed.

Fee for BBA LL.B and BCom LL.B at School of Legal Studies		
General Candidates	SC/ST/OEC Candidates	Total fee payable by NRI Candidates
28200	1285	102515

(Admission will be provisional and is subject to physical verification of originals of all certificates/documents by School of Legal Studies / Officials concerned before the commencement of offline classes / or before a specified date, that will be published later)

Certificates to be Uploaded

- I. Upon receiving allotment to BBA LL.B and BCom LL.B, applicants shall invariably upload good quality scanned copies of originals of the following documents.
 1. S.S.L.C / 10th Standard Certificate & Mark List.
 2. Senior Secondary School Certificate (12th Standard).
 3. Mark List of the qualifying examination (12th Standard).
Candidates who have not received the mark list / certificate shall upload a “Declaration” with signature affixed, stating that “Mark list of the qualifying examination will be produced later, but before the registration for the first semester examinations. I am aware of the fact that, the University reserves the right to cancel my candidature / remove me from the rolls if I fail to produce the document to substantiate my educational qualification before the registration for the first semester examinations.”
 4. Transfer Certificate from Institution last attended.
 5. Conduct Certificate from Institution last attended.
 6. Other Certificates, if any (upload as a single PDF if you have multiple certificates)

- II. Certificates to be uploaded as Proof for availing communal/special reservation
 1. Kerala Scheduled Caste (KSC)/Kerala Scheduled Tribe (KST) Candidates should upload scanned copy of a valid & original Community Certificate issued by the Tahasildar.
 2. SEBC candidates i.e. Ezhava /Thiyya/Billava (ETB), Muslim(MSM), Latin Catholic or Anglo-Indian(LCC), Other Backward Christian (OBX), Other Backward Hindus (OBH), Dheevera (DHV), Kudumbi (KMB), Pot Making Communities (PMC) and Viswakarma (VSK) etc. should upload scanned copy of a valid & original Community Certificate and Non-Creamy Layer certificate issued by the Village Officer. If the community/category is clearly specified in

the Non-creamy layer certificate, no separate community certificate is required.

3. OBH candidates eligible for fee concession as applicable to OEC candidates should also upload a scanned copy of valid & original income certificate issued by competent authority to prove their eligibility.
4. Applicants belonging to “General” category and have claimed reservation under “Economically Weaker Section - EWS” should upload scanned copy of a valid & original Certificate issued by the competent authority for the purpose of claiming EWS reservation.
5. Other certificates (if applicable): Relevant/Appropriate Certificate issued by Competent Authority for substantiating claim for any other reservation seats mentioned under supernumerary seats if the candidate is allotted to a seat under that category.

III. Certificate to prove Keralite Status

Proofs accepted for Keralite Status:

Candidates claiming the Keralite status should invariably upload scanned copy of the originals of any one of the following certificates:

1. The certificate of Birth / Residence of the candidate or his/her father or mother from the Village Officer / Tahsildar or from a competent authority of local body.
2. The ‘Certificate showing school studies in Kerala from Standards VIII to XII’ from the Head of School where the candidate completed his / her study in Standard XII.
3. Relevant page of the SSLC of the candidate’s father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and the parent.
4. Relevant page of the passport of the candidate or either of parents issued by the Government of India showing place of birth in Kerala with corroborative evidence showing the relationship between the parent and candidate.
5. Birth certificate of candidate or his / her, father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and father / mother whose birth certificate is being produced.
6. For claiming Keralite - AIS (All India Service), certificate from competent authority should be uploaded.

Note:

- The uploaded certificates / documents will be verified by the concerned department at a later stage. Any discrepancies in the reservation claim and document uploaded to substantiate the claim may lead to disqualification. Hence, utmost care must be observed while uploading documents/certificates. Similarly, Failure to produce/upload relevant documents to substantiate the communal reservation / Special reservation will disqualify your claim for admission in the respective reservation category. The candidate alone will be responsible for such incidents.

- Regarding the commencement of classes contact School of Legal Studies (0484 – 2862481)
