

*College of Traffic Management, IRTE
(Affiliated to NFSU, Gandhinagar, Gujarat)
Admission Policy 2024-2025*



**National Forensic
Sciences University**

Knowledge | Wisdom | Fulfilment

**An Institution of National Importance
(Ministry of Home Affairs, Government of India)**

**ADMISSION POLICY
2024-25**

***College of Traffic Management, IRTE
(Affiliated to NFSU, Gandhinagar, Gujarat)
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DEPARTMENT

Department of Forensic Science, College of Traffic Management, IRTE, Faridabad

AFFILIATION

National Forensic Sciences University, Gandhinagar, Gujarat

COURSE OFFERED

B.Sc. -M.Sc. Forensic Science

DURATION

Five-Year Integrated Course

ELIGIBILITY CRITERIA

Passed or appeared in 10+2 (or its equivalent) in Science, Physics/Chemistry/Biology/Mathematics with at least 60% for General/OBC/EWS category candidates and 55% or equivalent for SC/ST and PwD category candidates.

MODE OF ADMISSION

Apply for Admission- Based on Eligibility (**First-Come First-Served Basis**)

Final Selection- Scrutinization based on - Merit & submission of all essential document

Reservations

Indian Nationals belonging to certain categories are admitted under the seats reserved for them in accordance with the rules prescribed by the Government of India. The categories and the extent of reservation are as follows:

Gen-EWS Category

General category belonging to Economically Weaker Section (GEN- EWS) – 10% of seats in every course. The benefit of reservation will be given only to those General category candidates who satisfy the conditions given in the OM No. 20013/01/2018-BC-II dated 17 January 2019, issued by the Ministry of Social Justice and Empowerment. The criteria for GEN-EWS will be as per the prevailing norms and/or notifications of the Government of India.

GEN-EWS certificate is required which should have been issued on or after **01 April 2023** in consonance with the latest guidelines of the Government of India.

OBC-NCL

Other Backward Classes belonging to the **Non-Creamy Layer (OBC- NCL)** – **27%** of seats in every course.

- i.** OBCs should be listed in the current updated central list of OBCs (<http://www.ncbc.nic.in>).
- ii.** OBCs present in the State list but not covered in the central list of OBCs (as per the list in <http://www.ncbc.nic.in>) are NOT eligible to claim the reservation.
- iii.** The criteria for OBC-NCL will be as per the notification of the Government of India.
- iv.** Candidates belonging to the creamy layer of OBC are NOT entitled to reservation. Such candidates are treated as belonging to the general (GEN), i.e. unreserved category, and they will be eligible only for the OPEN seats – the seats for which all candidates are eligible.

OBC-NCL certificate is required which should have been issued on or after **01 April 2023**, in consonance with the latest guidelines of the Government of India.

Schedule Caste and Schedule Tribe:

The benefit of reservation will be given only to those castes and tribes that are mentioned in the respective central list of corresponding states published by the Government of India (website: <http://www.Socialjustice.nic.in/> and www.tribal.nic.in). The percentage of seats for SC, ST category are as under: -

(i) Scheduled Caste (SC). 15% of seats in every course.

(ii) Scheduled Tribe (ST). 7.5% of seats in every course.

Scheduled Caste (for SC) or tribe (for ST) certificate is required as per the latest guidelines of the Government of India.

Persons with Disability (PwD):

A total of 5% seats in each of OPEN, GEN-EWS, OBCNCL, SC and ST category seats. Benefit would be given to those who have at least 40% impairment irrespective of the type of disability i.e., locomotor, visual or SEVERE dyslexic. Leprosy-cured candidates who are otherwise fit to pursue the courses are also included in this sub-category

Guidelines for conducting written examination for Persons with Benchmark Disabilities above 40% vide letter dated 29 August 2018 from Ministry of Social Justice and Empowerment

UDID (Unique Disability ID) Card (Swawlamban Card) issued by the Ministry of Social Justice and Empowerment will also be considered as a valid proof of identity for PwD candidates.

Provisions relating to Persons with Disability (PwD):

As per Section 2(t) of the RPwD Act, "Persons with Disability (PwD)" means a person with long-term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others.

According to Section 2(r) of the RPwD Act, 2016, "persons with benchmark disabilities" means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.

Facilities for PwD candidates to appear in the Exam

As per the guidelines issued by the Department of Empowerment of Persons with Disabilities (Divyangjan) under the Ministry of Social Justice and Empowerment issued from time to time on the subject: "Written Examination for Persons with Benchmark Disabilities", for the candidate with one of the benchmark disabilities [as defined in Section 2(r) of RPwD Act, 2016], holding a Disability Certificate in the prescribed format in the Rights of Person with Disabilities Rules, 2017

(link:https://upload.indiacode.nic.in/showfile?actid=AC_CEN_25_54_00002_201649_1517807328299&type=rule&filename=Rules_notified_15.06.pdf).

a. The facility of Scribe, in case he/she has a physical limitation and a scribe is essential to write the examination on his/her behalf, being so certified in the aforesaid format by a CMO/Civil Surgeon/ Medical Superintendent of a Government Health Care Institution.

b. Compensatory time of one hour for examination of three hours duration, whether such candidate uses the facility of Scribe or not.

SERVICES OF A SCRIBE

As per the office memorandum of the Ministry of Social Justice and Empowerment (Reference: F.No. 34-02/2015-DD-III dated August 29, 2018), the PwD candidates who are visually impaired OR have a disability in the upper limbs OR have lost fingers/hands thereby preventing them from properly operating the Computer Based Test platform may avail the services of a scribe (amanuensis).

The scribe will help the Candidate in reading the questions and/or keying in the answers as per the directions of the Candidate. A scribe will NEITHER explain the questions NOR suggest any solutions.

PwD candidates who desire to avail the services of a scribe need to opt for this during the online registration of NFAT – 2024. *Format in Admission Portal*

It is to be noted that the Scribe will be provided by the National Forensic Sciences University (NFSU), if requested.

If it is found at any stage that a candidate has availed the services of a scribe and/or availed the compensatory time, but does not possess the extent of disability that warrants the use of a scribe and/or grant of compensatory time, the candidate will be excluded from the process of evaluation, ranking, counselling, and admission. In case such a candidate

has already been admitted to University, the admission of the candidate will be cancelled.

Note:

1. The minimum degree of disability should be 40% (Benchmark Disability) in order to be eligible for availing reservation for persons with specified disability.
2. The extent of "specified disability" in a person shall be assessed in accordance with the "Guidelines for the purpose of assessing the extent of specified disability in a person included under the Rights of Persons with Disabilities Act, 2016 (49 of 2016)" notified in the Gazette of India by the Ministry of Social Justice and Empowerment [Department of Empowerment of Persons with Disabilities (Divyangjan)] on 4 January 2018.]

Candidates must note that the benefit of reservation will be given to them subject to verification of documents. If it is discovered at any stage that a candidate has used a false/fake/incorrect document, or has furnished false, incorrect, or incomplete information, in order to avail the benefit of reservation, then such a candidate shall be excluded from all admission processes.

In case such a candidate has already been given admission, the admission shall stand cancelled.

(b) Guidelines for conducting written examination for persons with specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e., persons having less than 40% disability and having difficulty in writing.

I. These guidelines may be called as Guidelines for conducting written examination for persons with specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing.

II. The facility of scribe and/or compensatory time shall be granted solely to those having difficulty in writing subject to production of a certificate to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf from the competent medical authority of a Government healthcare institution as per proforma at *Format in Admission Portal*.

III. The medical authority for the purpose of certification as mentioned in point (II) above should be a multi-member authority comprising the

following: -

- i. Chief Medical officer/Civil Surgeon/Chief District Medical Officer Chairperson
- ii. Orthopaedic/PMR specialist
- iii. Neurologist, if available*
- iv. Clinical Psychologist/Rehabilitation Psychologist/ Psychiatrist/Special Educator
- v. Occupational therapist, if available*
- vi. Any other expert based on the condition of the candidate as may be nominated by the Chairperson. (*the Chief Medical Officer/Civil Surgeon/Chief District Medical Officer may make full efforts for inclusion of neurologists, occupational therapist from the nearest District or the Medical College/Institute, if the same is not available in the district)"

IV. Compensatory time not less than 20 minutes per hour of the examination should be allowed for persons who are eligible for getting scribe. In case the duration of the examination is less than an hour, then the duration of the compensatory time should be allowed on pro-rata basis. Compensatory time should not be less than 5 minutes and should be in the multiple of 5.

Category of Candidate The category of a candidate once entered in an application form shall be final and requests for change of category shall not be entertained. Category Certificate must be produced at the time of counselling & admission.

Unfilled seats The vacant seats reserved under GEN-EWS and OBC-NCL category will be dereserved to OPEN category seats. However, seats remaining vacant under the SC and ST categories shall not be de-reserved to any category. The reservation for PwD candidates is horizontal and hence, unfilled seats will be de-reserved to the respective categories i.e., unfilled SC-PwD seats will be converted to the SC category seats and so on

Children and Widows of Eligible Armed Forces Personnel (CW Category):

Two supernumerary seats shall be available for preferential allotment in each course for CW candidates. To avail this preferential allotment, a CW candidate must be in the Common Rank List of admission examination. Admission to candidates belonging to CW categories will be made in the following order of priorities: -

Priority I. Widows/Wards of Defence personnel killed in action

Priority II. Wards of Defence Personnel disabled in action and boarded out from service with disability attributable to military service.

Priority III. Widows/Wards of Defence Personnel who died while in peace time with death attributable to military service.

Priority IV. Wards of Defence Personnel disabled in service and boarded out with disability attributable to military service.

Priority V. Wards of Serving/Ex-servicemen including personnel of police forces who are in receipt of Gallantry Awards.

(1). ParamVir Chakra (2). Ashok Chakra (3). MahaVir

Chakra (4). Kirti Chakra (5). Vir Chakra (6).

Shaurya Chakra (7). President's Police Medal for Gallantry

(8). Sena Medal (Gallantry), NauSena Medal (Gallantry), VayuSena Medal (Gallantry)

(9). Mention-in- Dispatches (10).Police Medal for Gallantry.

Priority VI. Wards of Ex-Servicemen.

Priority VII. Wives of:

(i). Defence personnel disabled in action and boarded out from service.

(ii). Defence personnel disabled in service and boarded out with disability attributable to military service

(iii). Ex-servicemen and serving personnel who are in receipt of Gallantry Awards.

Priority VIII. Wards of Serving Personnel.

Priority IX. Wives of Serving Personnel

Foreign Nationals:

Candidates who are not citizens of India (by birth or naturalized), do not belong to PIO/OCI category, and whose parents are not citizens of India and do not come under PIO/OCI category at the time of registering for the admission are treated as foreign nationals. Seats allotted to foreign nationals are supernumerary with a cap of 10% of total number of seats in every course. However, the seats allotted to PIO/OCI cardholders will be under OPEN category, but not supernumerary. Foreign nationals are outside the ambit of reservation of seats under the GEN-EWS, OBC-NCL, SC, ST and PwD categories as specified herein. Over and above foreign candidates, intake of 5% for Children of Indian Workers in Gulf and South- East Asia Countries (CIWGC-SEA)

Various Certificate Formats (*The formats of the certificates are at Annexure I*)

a) For Candidates seeking admission under the GEN-EWS category GENEWS certificate (FORM-GEN-EWS) should have been issued on or after April 01, 2023. If any GEN-EWS candidate fails to collect the GENEWS certificate (issued on or after April 01, 2023) before online registration, he/she may upload a declaration (Declaration in lieu of GEN-EWS Certificate) to that effect.

b) Candidates seeking admission under the OBC-NCL category OBC-NCL certificate (FORM-OBC-NCL) should have been issued on or after April 01, 2023. If any OBC-NCL candidate fails to collect the OBCNCL certificate (issued on or after April 01, 2023) before online registration, he/she may upload a declaration (Declaration in lieu of OBC-NCL) 2023 – Information Brochure 21 Certificate) to that effect. Visit <http://www.ncbc.nic.in> for latest guidelines and updates on the Central List of State-wise OBCs.

c) Candidates seeking admission under the SC or ST category, Caste (for SC) or tribe (for ST) certificate (FORM-SC/ST), as per the latest guidelines of the Government of India.

d) Candidates seeking admission under the PwD category Physical Disability certificate (FORM-PwD II/III/IV whichever is applicable]) issued by the notified medical authority. Dyslexic candidate needs to submit FORM-DYSLEXIC 1 and 2 instead of FORM-PwD. The certificate must mention „SEVERE“ under the Dyslexia category to enable the candidate to get the benefit of PwD category. NFSU will constitute medical boards at the time of admission to test the candidate’s level of disability. The opinion of such a medical board shall be final and, on this basis, the benefit of PwD category may be allowed or withheld.

e) For Candidates needing the services of a scribe Request letter to the Chairperson, Centralised Admission Committee, NFSU (FORM-SCRIBE).

f) Candidates seeking admission under the CW category Certificate(FORM CW) issued by a competent authority in the Directorate of Resettlement and Rehabilitation, New Delhi under the Ministry of Defence or the Ministry of Home Affairs, Govt. of India

Admission of ICCR/Study in India Program/Zimbabwe President National Scholarship Scheme Candidates:

The students seeking admission under these schemes should apply through the prescribed channel.

- a) Eligibility Conditions.** The foreign students shall be required to fulfill the required eligibility conditions of minimum percentages in qualifying examination. The University level equivalence committee shall decide the equivalence of qualifying degrees of foreign students. The admission of students shall be granted based on the merit that will be prepared by calculating the aggregate percentage of marks in the preceding degree.
- b) Medical Insurance.** Foreign nationals admitted to the Program shall be required to get medical insurance cover and the same shall be mandatory for all such foreign students.
- c) English as a Medium of Instruction.** Foreign nationals shall be admitted only if they have completed their qualifying degree in English medium or they have submitted an English Proficiency Certificate along with their application.
- d) Clearance from FRRO and Other Government Agencies.** The foreign nationals need to get clearance from all the relevant agencies of the State and Central Government.

REFUND POLICY AT CTM-IRTE

1. The token amount of Rs 20,000/- (non-refundable) is the portion from the fees paid for 1st semester to secure your seat at CTM-IRTE, by freezing it and making it unavailable to any other candidate who might have secured better ranking and marks than you.
2. Candidates seeking for withdrawal of admission within 15 days from the date of payment of 1st-semester fees, will be getting a refund of the remaining amount after deduction of this token amount of Rs 20,000/- from the total amount paid by them (as it's a non-refundable amount).
3. Candidates seeking for withdrawal of admission after 15 days from the date of payment of 1st-semester fees and before the date of commencement of classes for that AY admission, will be getting a refund after a deduction of 30% from the total fee amount paid by them.
4. Candidates seeking for withdrawal of admission within 30 days of the date of commencement of classes for that AY admission, will be getting a refund after a deduction of 50% from the total fee amount paid by them.
5. Candidates seeking the withdrawal of admission after 30 days of the date of commencement of classes for that AY admission to 45 days of the date of commencement of classes for that AY admission, will be getting a refund after a deduction of 70% from the total fee amount paid by them.
6. Candidates seeking withdrawal of admission after 60 days of the date of commencement of classes for that AY admission, will be getting a 'No-refund/ Zero refund' from the total fee amount paid by them.
