



Ref.No.:BU/BAJMCE/202021/BU20BMCN401067

Dated: 7 May 2020

Mr./Ms. ANANYA SETH

S/O, D/O Mr./Ms. ROHIT SETH

AMRITSAR- 143001

Tele : +

PROVISIONAL ADMISSION OFFER LETTER BACHELOR OF ARTS (JOURNALISM AND MASS COMMUNICATION (BA-J&MC) - ENGLISH PROGRAM - (ACADEMIC YEAR 2020-21)

Dear ANANYA,

1. This is in reference to your application seeking admission to the **BA-J&MC-English Program** at Bennett University, Greater Noida.
2. On behalf of Bennett University, I congratulate you on being provisionally offered admission to the First Year of **BA-J&MC (English) Program** at the **Times School of Media (TSOM)** for the Academic Year 2020-21. To avail the offer, and to block the seat/scholarship, if eligible and allowed, you must enrol for the Program, by making an advance deposit of **INR 1.25 Lakhs or 1.50 Lakhs (as per choice exercised by you for Hostel), comprising** (i) Tuition Fee - INR 1 Lakh and (ii) Hostel Charges - INR 25000/- (Triple Occupancy) or INR 50000/- (Double Occupancy), as an advance instalment of first semester by **19 May 2020**.
3. We look forward to your joining and experiencing the unique Program and an extremely rewarding professional association with the University. Given your academic credentials we are sure, that you are also looking forward to joining a vibrant group of students that awaits you.
4. The admission is being offered based on:
 - (i) Your **SAT Score of 1320** out of **1600** provided by you.
 - (ii) Your affirmation that you have read the admission procedure brochure, before filling application form. You are strongly advised to re-verify the scores/marks for correctness, and your eligibility, before accepting admission offer. In case of any deviation, please bring it to the notice of the University. For meriting purpose, the percentage of other boards has been normalized with respect to

CBSE. "Any deviation in the marks based on which the admission is being offered v/s proofs submitted at the time of registration, can lead to cancellation of admission and/or scholarship, with no recourse to the University".

5. The admission is being treated as provisional subject to your fulfilling eligibility criteria, as mentioned in the admission procedure document, which you have confirmed as read, before filling the application form. To avoid any ambiguity, you are advised again, to read the eligibility conditions, in case not done so. Further, the offer is also provisional subject to verification of your **SAT Score**, as mentioned in the offer letter above, and original copies of all your credentials, which shall be done at the time of Registration. In this regard, until you are granted confirmed admission, and full and final fee is deposited, any offer or acceptance of provisional admission by way of this letter or any other document, does not grant any overriding priority or rights in your favour whatsoever.

6. Please note that admission granted, may be revoked for non-compliance/not meeting the admission criteria/ being found ineligible, even if same is detected at a later date i.e. after registration. The decision of the Admission Committee of the University regarding the eligibility of any applicant shall be final.

7. This admission offer and advance payment timelines as per para 2, to enrol for the program, shall be final. You would be considered for upgradation/review, **only in case**, you become eligible for higher scholarship by having a higher score in 10+2 / equivalent examinations or IB scores. Noncompliance to enrolment schedules and payment of advance fee (as per para 2), on pretext of waiting for better scores in later examinations, may lead to forfeiture of offer/scholarship as the case may be and student cannot represent against same.

8. I wish to share with you, the road map ahead, which shall also answer some of the questions which may be coming to your mind at this stage. Please comply with Instructions/Guidelines as given in succeeding paragraphs to ensure your smooth induction.

Broadening Students' Horizons

Fee Structure:

9. The fee structure for students being admitted to the program in AY 2020-21 shall be as below:

(a) **Tuition Fee** - INR 2.95 Lakhs per annum.

(b) **Hostel Charges** - Student may opt for hostel as below (charges shown are inclusive of Boarding, Lodging and Laundry).

(i) **Triple Occupancy** - INR 1.50 Lakhs per annum.

(ii) **Double Occupancy** - INR 1.75 Lakhs per annum.

(iii) The choice of room once exercised shall generally be treated as final. However, based on requests, it may be changed, if the seats are available in either type of hostel, after student registers for the program and clearance of dues, if applicable.

(c) **Sports Charges** -These are applicable to day Scholars only - @ INR 13000/- per semester at time of Registration for semester. Total INR 26,000/- (twenty-six thousand only) per annum.

(d) Given the rigor of the programs including classroom work, it is recommended that all students avail of the hostel facilities. However, the University may allow day scholars. It should be noted that students are not permitted to bring private vehicles inside the Campus.

(e) **Registration Charges** (One time, payable at time of Registration and non-refundable) - INR 45,000/-.

(f) **Security Deposit** (One time, payable at time of Registration, Refundable after completion or withdrawal from the program) - INR 30,000/-.

(g) **Optional Transport charges** for day scholars (all programs) per semester (5 months) is INR 15,000 for boarding at Botanical Garden and INR 10,000 for boarding at Greater Noida.

(h) Bennett University reserves the right to revise the fees /charges from Year 2 onwards, with prior notice. The above-mentioned fees do not include any charges like cost of laptop, additional certifications, modules, immersions, training, industrial visits etc. which shall be charged to students as and when such activities are planned.

10. Your enrolment by making advance payment as mentioned above is subject to your eligibility. The payment of advance is also a commitment to pay balance tuition fee/hostel charges/other charges as applicable for enrolment to the program, within the scheduled time as communicated, failing which, the offer shall be cancelled/withdrawn, and seat transferred to the wait listed candidates. Advance amounts, out of total semester fee, have no purpose other than for you to secure an admission seat and your acceptance of obligations to pay balance fee on or before the time of registration. **No representation to extend the date of submission of advance amount for enrolment, shall be accepted under any circumstances.**

Academic Scholarship:

11. In recognition of your performance and merit, the management is pleased to offer you an **Admission Scholarship** (subject to continuation conditions as listed in para below) **equivalent to 10% of Tuition Fee i.e. INR 29500/- per annum**, against the first year Tuition Fee. The scholarship will be allowed to be availed in two equal instalments in 1st and 2nd semester (i.e. INR **14750/-** per semester).

12. Further, The No's of scholarship in each category are limited and shall be as per web site. These are being allowed based on first come first serve basis for students, who pay the advance fee by specified dates. Delay, beyond the scheduled date, may result in students becoming in-eligible for the scholarship, if the No's get exhausted. The student may be offered lower level of scholarship, if available or not be allowed at all, if same get exhausted. The decision of University shall be final.

13. This admission scholarship shall be valid and may be availed subject to following:

(a) If you enrol for the program by depositing the fee, as given in paragraph 2 above by the given due date. Should you fail to do so, you shall have no claim over the scholarship. The Scholarship, thereafter, shall be passed on to the next eligible candidate;

(b) You register for the program on due date of Registration;

(c) Verification of **SAT Score of 1320 out of 1600** as declared by you in the application. (You are strongly advised to re-verify the same for correctness, before accepting the scholarship offer). In case of any deviation, please bring it to the notice of the University. Any deviation in the marks based on which the scholarship is being offered v/s proofs submitted at the time of registration, can lead to cancellation of scholarship, with no recourse to the University”;

(d) You shall be entitled to higher scholarship, subject to your qualifying for same, through your scores in 10+2 percentage, after you have updated your application form for marks scored in these qualifying exams and uploaded relevant mark sheet. It is advised that you should inform the University of your higher scores post updating the application form.

(e) Should you withdraw from the program at any time during the semester, **the Scholarship shall be treated as null and void and will not be considered for computation of refund**

14. **Conditions for continuation of Admission Scholarship**

The continuation of Admission Scholarship in subsequent years is subject to conditions outlined below.

(a) The admission scholarships will continue based on CGPA at the end of each academic year. A student with CGPA of 8 and above on a scale of 10 will retain the same Admission Scholarship percentage as received in the first year at Bennett University

(b) The review cycles will be at the end of 2nd Semester for award of Scholarship for 2nd year; at the end of 4th Semester for award of Scholarship for 3rd year.

(c) In addition to CGPA, the student should have no adverse disciplinary issues, during the year and accrue any backlog.

(d) If the student loses the scholarship once for CGPA below 8 or disciplinary issues or having a backlog or all, the same will not be reinstated in subsequent years and the student will be required to pay full fees from the academic year in which the scholarship is withdrawn.

Registration Schedule and Commencement of Program:

15. You are required to register yourself for the program in last week of July 2020, at the University Campus, failing which the admission offer may be withdrawn. The dates of registration could be reviewed subject to the directives of the Government. The schedule of Registration and Induction Program shall be communicated subsequently, well in time, along with joining guidelines.

16. Registration process involves physically reporting to the Campus, clearance of balance dues on or before the date registration, verification of documents in original, completing subject registration process and obtaining the registration slip, allocation of enrolment number, issue of Identity card and occupation of hostel by hostellers.

17. Proxy registration by parents /guardians/relatives or friends shall not be allowed.

18. Parents, who wish to accompany the students for the registration, may do so. However, the University shall not be able to provide any accommodation to such guests. There are large number of hotels and guest houses in Noida and Greater Noida, which may be booked for the purpose, depending upon individual requirement. You may book the hotel/guest houses through internet or visiting any of the travel portals.

19. Please note that the University reserves the right to cancel the admission at any time during your stay, if you fail to furnish any of the information/documents or if they are found to be false or incomplete.

Documentation on Joining:

20. You shall be required to produce following documents, in original along with one self-attested copy, on the date of registration; for the avoidance of doubts, notwithstanding anything to the contrary; the submission of the following documents is a condition precedent for grant of confirmed admission in the Program:

(a) SAT Score Card (as applicable).

(b) Marks Sheet and Certificate of high school (10th) or equivalent.

(c) Marks Sheet and Certificate of qualifying Examination (10+2 or equivalent like IBDP, IGCSE scores sheet, etc.)

(d) In case the **Original Documents** of qualifying examination i.e. mark sheet of (10+2) has not been received from the Board/University, the candidate shall be required to submit a certificate from the Principal/Director/Registrar of the

School/Board/ University, explaining the delay along with the timelines by when the same shall be available. The timelines, however, cannot exceed 04 August 2020.

(e) Character and Transfer/Migration Certificate from the Institute/University/ Board last attended.

(f) Medical certificate of fitness from a MBBS qualified doctor on his / her letter head or letter head of the hospital (as per format attached). Further, your medical history, if any, where in you may require specific emergency care, must be declared and informed to the Registrar / Medical Officer of the University, at the time of joining the University to enable quicker and suitable response in case of emergency.

(g) Three copies of passport size colour photographs.

(h) Online registered Anti Ragging undertaking (i) one signed by you (ii) and second one signed by your Parent/Guardian. To download the anti-ragging undertaking (Affidavit), you may directly logon to www.antiragging.in or www.amanmovement.org. After filling this form successfully, you will receive the student's anti-ragging undertaking (Affidavit) and the parent/guardian's anti-ragging undertaking (Affidavit) on your email. Please print both the undertakings (Affidavits), sign them yourself, request your parent/guardian to read the details and sign their undertaking (Affidavit) and then, present both to the University at the time of registration. Remember, this must be done each year. Being a UGC mandate under orders of Hon'ble Supreme Court, submission of these documents is of utmost importance. While filling these on-line anti-ragging undertaking, certain information about University shall be required, and is being provided in this letter.

(i) Bennett University Student /Parent Undertaking Form (will be forwarded separately as a part of joining guidelines – before registration), which also need to be signed by you as well as your Parent.

Notes:

(i) Originals at (a) to (c) above shall be returned after verification.

(ii) For sake of the avoidance of doubts; in case you are appearing in the 10+2 examination in 2020, it is essential for you to ensure that you fulfil the eligibility criteria of admission as mentioned in the admission procedure document on the University web site i.e. bennett.edu.in

(a) 10+2 or its equivalent examination must be passed in 2019/2020 and aggregate

% shall be calculated based on 4 specified subjects as listed in

Admission

Procedure.

(b) Your date of birth falls **on or after 01 October 2000**.

(iii) Producing self-attested photocopies of all academic documents, specially 10+2 or equivalent examination mark sheets is an absolute must. Only in case, you do not **get originals** (for verification) of any academic document listed at Sl. (a) to (c) of para 22 above for the reasons beyond your control, you

may, after giving an undertaking, do so latest by **August 04, 2020**, failing which your admission shall stand cancelled *in toto*.

(iv) There shall be no waivers for non-production of non-academic documents (d) to (i) and registration may be withheld/delayed till documents are produced. The responsibility shall be that of student.

Balance Dues and Payment Schedule

21. Balance dues for first semester payable before or at the time of Registration are as follows:

(a) Tuition Fee -INR 147500/- Minus (Advance of 1 Lakh + Scholarship allowed in first semester, if any @)

(b) Registration Charges -INR 45000/- (One time, non-refundable)

(c) Security Deposit -INR 30000/- (One time, refundable)

(d) Hostel Charges#

(i) Double sharing – INR 37500/- (after adjusting 50000/- advance)

(ii) Triple Sharing – INR 50000/- (after adjusting 25000/- advance)

(e) Sports Charges (%)- INR 13000/-

(f) Optional Transport charges for Day Scholars (all programs) per semester (5 months) is INR 15,000 for boarding at Botanical Garden and INR 10,000 for boarding at Greater Noida.

Hostel Charges are based on Double or Triple Occupancy, as per choice exercised by the candidate, and If availed.

% Sports Charges are applicable only for day scholars.

22. The second semester tuition fee, hostel or sports charges shall be payable prior to the date of registration in January 2021, as per dates to be announced in the Academic Calendar.

23. You may choose any one of the following options to remit the fee as per the timelines issued by Office of the Registrar:

(a) Through a Demand Draft in favour of “**Bennett University**” payable at ‘**Greater Noida**’.

Note: You should write your Application Number, Name, Parent Name, Program/Branch of Study, and Contact No. (of student/ parent) at the back of the Draft.

(b) You may directly transfer (NEFT/ RTGS) the amount in the below bank account of **Bennett University** and follow the below steps.

HDFC Bank Details	
Full Name of Beneficiary	Bennett University
Type of Account	Current A/C
A/C No.	50200022532364
City	Greater Noida
Bank	HDFC BANK
Address	Shop No. 2, Sector Omega-1, P2, Opp AWHO, Greater Noida-201306
Branch	Sector Omega-1 Greater Noida
SWIFT CODE	HDFCINBB
IFSC Code	HDFC0002845

If you make an online payment, then you should inform the University after fund transfer by an email addressed to finance@bennett.edu.in. Please do mention the subject line as Student Name/Applicant ID/Amount/Reference number of the NEFT/RTGS transfer. E.g. **Rahul Arora/ BU20BT****/Rs.1,25,000/UBIN123456**
Please mention the following on body of the mail

- (i) Name of Student
- (ii) Applicant ID
- (iii) Amount (in INR)
- (iv) Transaction Reference number of the NEFT/RTGS transfer.
- (v) IFSC code of payee bank
- (vi) Name of person from whose account the fund has been transferred.
- (vii) Name of the parent
- (viii) Branch/ Program
- (ix) Contact No.

(c) Several banks are offering education loans to students of Bennett University. Please refer to University website for more details.

Refund Policy

24. The last date of admission to the University for BA-J&MC program is **August 04, 2020** unless otherwise specified by a statutory regulatory body or the Bennett University through its notification of modification on its web site. A student who has enrolled for the program, by paying the required fee as per schedule indicated in the admission offer letter, and wishes to withdraw from the program of study, the University shall refund the fees deposited after deducting an amount as per the UGC policy dated October 2018. The date wise refund

