



SHRIMATI INDIRA GANDHI COLLEGE

(Nationally Accredited at “A” Grade (3rd Cycle) by NAAC)

Chatram Bus Stand, Tiruchirappalli – 620002.

ADMISSION POLICY AND PROCEDURE

Objective:

In tune to the Vision and Mission of the College, the Admission Policy is transparent and effective. It admit all eligible women candidates irrespective of caste, creed and religion.

Policy:

The College admits students for the Undergraduate, Postgraduate, M.Phil. and Ph.D. Programmes. The College follows the guidelines issued by the Directorate of Collegiate Education with respect to admission and processes all the applications. The Management constitutes an Admission Committee comprising Principal, Vice-Principals and the Heads of the department, as members to discuss the admission procedure for the year.

Procedure:

Applications for all the programmes are available at the college office and online at the end of March. Eligible candidates can login to the College Website on <https://www.sigc.edu/>. The prospectus highlighting the programmes offered is also available on the website. Applications for admission must be submitted within ten days from the date of publication of the State Board Higher Secondary results. Candidates who have appeared for other Board Examinations will be given sufficient time to apply for admissions. On submission of online application each applicant will be provided with a unique application number, which must be mentioned in all future correspondences. The order of programme preferences should be clearly indicated in the application. Applicants can download the form for their reference.

Eligibility:

Candidates for admission to the Three Year Degree Courses should have passed the Plus Two Examination or an examination recognised as equivalent thereto by the University of Madras. The upper age limit for admission to Undergraduate Programmes will be 21 (twenty one) years as on 1st July. However, a relaxation of five years is permitted for differently abled and women candidates for a period of three years beyond 21 years for the admission into Undergraduate Courses. There is no age limit for admission into Postgraduate programmes.

The following documents must be submitted at the time of admission:

1. Original Plus Two (+2) mark sheet with three photocopies.
2. Original Transfer Certificate and Conduct Certificate with three photocopies.
3. Original 10th Std. and 12th Std. mark sheet with three photocopies
4. Three recent passport size photographs.
5. Original Community Certificate (if applicable).
6. Copy of the Online Application Form.

Admission to the various programme is provisional and subject to confirmation on verification of the certificates. The Principal decision regarding all admissions will be final and binding.

Payment of Fees:

Selected candidates shall pay the prescribed fees within the time prescribed during the interview. No extension of time for payment of fees will be entertained. Fees shall be paid through online mode. No student will be enrolled or permitted to attend classes until the fees is paid by her.

Withdrawal after admission:

A student who has been assigned a seat or has paid the special fees or who, after the commencement of a term, leaves the College after admission, at any time, irrespective of whether she has attended the class or not, cannot claim remission of whole or any part of the fees once paid.

The College does not collect donations or capitation fee in any form for admission. The College has not appointed any outside agency to select students for admission.