

# PROSPECTUS



**LL.B. THREE-YEAR COURSE  
(Semester Pattern )**

**2017 - 2018**

**ଲିଙ୍ଗରାଜ ଆଇନ ମହାବିଦ୍ୟାଳୟ**

**LINGARAJ LAW COLLEGE**

**( CONSTITUENT COLLEGE OF BERHAMPUR UNIVERSITY)**

**BERHAMPUR – 760 010, GANJAM, ODISHA, INDIA**

**Website : <http://llcbam.edu.in>**

# ଲିଙ୍ଗରାଜ ଆଇନ ମହାବିଦ୍ୟାଳୟ

## LINGARAJ LAW COLLEGE

(Constituent College of Berhampur University)  
BERHAMPUR- 760 010 (GANJAM) ODISHA

**PROSPECTUS FOR ADMISSION INTO LL.B. THREE YEAR COURSE (SEMESTER PATTERN)**

### **ACADEMIC SESSION 2017-2018**

The instructions and information given hereunder shall be followed scrupulously.

#### **1. SCHEDULE:**

- i) Availability of Online Application : **23/05/2017 ( Tuesday )**
- ii) Last date for submission of Online Application form : **06/06/2017 (04.00 P.M) ( Tuesday )**
- iii) Last date for receipt of Hard Copy of the e-Application Form and required document by Regd./Speed Post : **13/06/2017 (04.00 P.M) ( Tuesday )**
- iv) Intake Capacity : **160 (One Hundred Sixty)**
- v) College Timing : **10.30 AM to 4.30 PM.**

The applicants, before applying to LL.B. (3 Years Semester Pattern) course, are advised to carefully go through the Prospectus and visit the College's Website <http://llcbam.edu.in> to know about the profile of the College. They are also advised to visit the Premises of Lingaraj Law College and if so desired, they can see for themselves, the available infrastructure and other facilities. If satisfied, they may apply to LL.B. (3 Years Semester Pattern) courses as per their eligibility. Once admitted, making any unreasonable demand thereafter shall not be entertained and it shall be treated as an act of indiscipline.

#### **2. ADMISSION INTO LL.B. THREE YEAR COURSE (SEMESTER PATTERN)**

- i. Admission into the aforementioned course shall be governed by the Regulations of Berhampur University and Rules for admission approved by the Syndicate of Berhampur University.
- ii. A candidate whose conduct is not satisfactory shall not be considered for admission.

#### **3. RULES FOR ADMISSION OF FOREIGN STUDENTS:**

No candidate from a Foreign country will be considered for admission unless his/her case has been sponsored by the Government of India in the relevant Department/Ministry. The sponsored candidates are required to produce a Medical Fitness Certificate from a Registered Medical Practitioner not below the rank of a C.D.M.O. in the prescribed proforma within a month of their provisional admission besides other documents required under the rules, instructions of the Government of India/ Odisha. Foreign students who have passed the qualifying examination from a Foreign country taking admission in Lingaraj Law College have to pay Rs.10,000/- along with other fee applicable from time to time. Further a Foreign student passing the qualifying examination from any Indian/ Foreign University will have to come through the Admission Rules.

#### 4. ELIGIBILITY FOR ADMISSION:

Any person who has passed the qualifying Graduate / Degree Examination of Berhampur University or any other examination conducted by other Universities/ Institutions which is recognized as equivalent thereto by Berhampur University and Bar Council of India with **45% of marks(40% marks for candidate belonging to the Scheduled Castes and the Scheduled Tribes)** in aggregate is eligible for admission into LL.B. course.

**Other Criteria:** For candidates, who have passed more than one qualifying examination, the examination in which they have secured the highest marks shall be considered for determining eligibility.

**Selection Criteria of Applicants for Admission:** Selection will be made strictly on merit basis taking into consideration the aggregate marks of the qualifying examination.

**N.B.:** Candidates who have obtained +2 Higher Secondary Pass Certificate or First Degree Certificate after prosecuting studies in Distance or Correspondence method shall also be considered eligible for admission in the Three-year LL.B. course. However, the applicants who have obtained 10+2 or Graduation/Post Graduation through Open Universities system directly without having any basic qualification for prosecuting such studies are **not** eligible for admission into the Law Course.

#### 5. RESERVATION AND CONCESSIONS:

##### *i. Scheduled Castes and Scheduled Tribes:*

**38.75% (Thirty Eight and Three fourth)** Percent of the sanctioned strength is reserved for candidates belonging to the Scheduled Castes and the Scheduled Tribes (S.C. 16.25% and S.T. 22.50%). Necessary Caste/ Tribe certificate to this effect only by a **Revenue Officer of the locality not below the rank of Tahasildar** must be submitted.

##### *ii. Bichhinanchala:*

**Two per cent** of the sanctioned strength is reserved for the Odias of outlying tracts of Odisha (Bichhinanchala). However, a candidate belonging to such tracts is eligible for admission against reservation quota only if he/ she fulfils the following conditions:

- a) Must have passed at least one public examination from H.S.C. up to the Degree stage with Odia as subject from a recognized educational institution of the Bichhinanchala area, and
- b) Must submit Nativity certificate from a Revenue Officer not below the rank of Tahasildar of the Bichhinanchala area concerned.

##### *iii. Person with Disability(PwD) / Differently abled :*

**Three percent** of the sanctioned strength is reserved for *Person with Disability(PwD) / Differently abled* candidates. For availing such reservation the candidate has to submit a certificate from **C.D.M.O.** confirming at least 50% (fifty percent) of physical deficiency orthopedic, deafness, dumbness or blindness.

##### *iv. Sports/ Games Weightage:*

- a) **Two per cent** of the sanctioned strength is reserved for candidates who have participated in Senior National/International Level competitions in Sports/Games representing the state concerned/India, subject to verification of Original Certificate.
- b) A weightage of **15%** of marks in aggregate secured by the candidate at the qualifying examination will be given to those who have participated at the qualifying degree stage in the (a) Inter-University competitions (b) as a member of the Combined University team within the immediate preceding two years.

- c) A weightage of **15%** of marks in aggregate secured by the candidate at the qualifying examination will also be given to those candidates, who qualify under (a) above, but could not get admission against the direct quota. In order to be eligible for concessions enumerated above, at (a), (b) and (c) the sportspersons should have participated in the event within the immediate ***preceding two years***. **Such a candidate must submit a certificate to the effect in the proper format (but not in the form of a testimonial) as prescribed by sports bodies, from the Registrar of the University or Secretary Sports Council/State/National level sports bodies duly countersigned by the Head of the Institution/Principal in which the sportsperson was studying at the time of achieving the above distinction(s).**
- v. **One per cent** of the sanctioned strength shall be reserved for the **children of serving defence** personnel. Necessary certificate to this effect from the Zilla Sainika Board Office must be attached.
- vi. **Two per cent** of the sanctioned strength shall be reserved for **children of Defence Martyrs**.
- vii. After providing for the reservations stated in ( i ) to ( vi ) above, 50% of the remaining seats shall be on common merit and rest 50% exclusively for **Berhampur University applicant respectively**.

**6. e-Payment PROCEDURE:**

**Procedure for depositing the Processing-cum-Application Fee of Rs. 500/- (Rupees Five hundred only) for General/OBC/SEBC Category candidates and Rs.400/- (Rupees Four hundred) for SC/ST candidates online using State Bank Collect facility. Fees can be deposited using Debit Card, Credit Card, Net Banking facility of any Bank besides visiting any SBI branch to deposit by cash or cheque drawn on any SBI Branch.**

**Please read the instructions carefully before remitting fees**

Visit online banking website of SBI by typing **<https://www.onlinesbi.com>** in the address bar of the browser viz. internet explorer. Once the home page appears click on 'State Bank Collect' tab or click on SBI Collect tab on online admission page.

- Accept the disclaimer clause and click on "Proceed".
- Select the State of Corporate/Institution as 'Odisha'.
- Select type of Corporate/Institution as 'Educational Institutions' and click on 'Go'.
- Now select Educational Institution Name as '**LINGARAJ LAW COLLEGE**' and click on '**Submit**'.
- Select the payment category from the drop down as "**PROCESSING FEE (LL.B)**".
- Before filling the challan, read the Payment Details/Structure Document carefully and ascertain the fees amount applicable to you.
- Fill in the challan with required information as asked for or select from the drop down options wherever available. **Take adequate care while filling in (a) Name (b) Date of Birth & (c) Mobile Number as asked for in the lower part of the screen.** This information is important to reprint the e-Receipt subsequent to any successful payment.
- Once required data is filled in click on 'Submit'.
- The system will ask you to verify the details entered and confirm the transaction in the next page. Verify the details and click on 'Confirm'.
- The system will request you to select the desired payment mode from various options. Please note that the bank charges for various payment modes are also displayed which

is to be borne by the remitter. **Carefully examine the charges displayed since the charges for different payment mode are different. Select the desired payment mode.**

- Now the system will guide the remitter through the payment process. Once the payment is completed successfully one e-Receipt is generated containing a **Reference Number** in PDF format. Take a print out of two copies. You may also save this optionally for future reference. The e-Receipt can also be regenerated/reprinted afterwards from 'Payment History' link of 'State Bank Collect'.

If '**SBI Branch**' is selected as payment mode a Pre Acknowledgement Payment (PAP) form is generated which contains the relevant details for payment at Branch. The payer takes the print out of the PAP Form and visits **any SBI branch** for payment through **cash or cheque drawn on SBI Branch**. After the payment is successfully processed by the branch, the branch will give an acknowledgment of payment on the PAP Form. Now any time the payer may optionally return to 'State Bank Collect' link in the home page of [www.onlinesbi.com](http://www.onlinesbi.com) for printing the e-receipt from the 'Payment History' link.

**N.B. : Money Order and Postal Order or any other form of deposits shall not be accepted under any circumstances.**

## **7. e-Application PROCEDURE:**

e-Admission system has been adopted by the College for admission into the LL.B. Course for the academic session 2017-18. The Applicants are advised submit the e-application form from well in advance without waiting the closing date to avoid last rush. The procedure of e-admission is as follows:

### **IMPORTANT INSTRUCTIONS FOR ONLINE e-APPLICATION:**

- The Following documents must be made ready before starting the Application process:*
  - The applicant should Deposit **Processing-cum-Application Fee** through State Bank Collect as per the instructions mentioned at **Sl. No. 6.** at above. **Then take a printout of e-receipt of State Bank Collect.**
  - Scanned copy of your recent passport size photograph in JPG Format, 200KB in size.
  - Scanned copy of your signature in JPG format, 50KB in size.
  - Scanned copy of your **State Bank Collect Reference number** deposited towards **Processing-cum-Application Fee** in JPG format, 200KB in size.
  - In case the marks are in Grade convert to equivalent percentage for 10<sup>th</sup> /+2/UG/PG Level and write 1<sup>st</sup> class / 2<sup>nd</sup> class / 3<sup>rd</sup> class.

### **ii. Registration and submission of e-application :**

- Step-1: For Registration, Candidate should have valid and active Phone Number and valid and active e-mail ID.
- Step-2: For Registration, Please Visit- <http://ilcbam.edu.in>, Click e-Admission. Select Admission for LLB 2017- 2018. This will take you to the Registration Page. Click "**New Registration**".
- Step-3: **Enter a valid & active Mobile Number you will receive an OTP (One Time Password). Provide the OTP to validate your mobile number and click on "SUBMIT" to fill the application form.**

- Step-4: Fill form with relevant data in appropriate fields and fill all the mandatory fields marked with asterisk (\*) symbol carefully.
- Step-5: Click on Preview button to see the Preview of e-Admission Form, if any modification required click on "BACK" button and modify your details. Repeat step 5 until you fill all the relevant fields correctly if you satisfied with the data are filled in correctly then go for Step 6 or step 7.
- Step-6: when you click on "SUBMIT" button your application will be in **draft** mode whenever modification is required you can modify your draft application by clicking
- e-Admission -> Admission for LLB 2017- 2018 -> Edit Application button and fill all required fields to modify your application.  
(This option will be disabled after Last date for submission of e-Application form **06/06/2017 (04.00 P.M)**)
- Step-7: when you click on 'LOCK e-APPLICATION' your application will be **locked and the e-Application Form will be sent to the college and you will get conformation and Application Number in your mobile phone, Click on PRINT button to print the application form with QR code.**

### **Post – Submission of e-application Online**

- iii. Take two copies of the hardcopy of LOCKED e-ADMISSION form. The first copy of e-admission form duly signed by the applicant in the ***undertaking and declaration form(s)*** along with all enclosures mentioned below at (7.iii.a. to 7.iii.f) must be submitted to the ***PRINCIPAL, LINGARAJ LAW COLLEGE, BERHAMPUR, GANJAM, ODISHA, PIN-760010*** **by Speed Post / Registered Post** so as to reach the college on or before the last date ***i.e. 13/06/2017 by 4.00 P.M.*** ***The envelope must be superscribed as "Application for Admission into LL.B. (3 Year Course) and Application No. \_\_\_\_\_"***. The other copy of the Form should be with the Student. The application should be accompanied by the following documents:
- One recent passport size colour photograph duly attested by gazetted officer.
  - Self-attested copies of all mark sheets and certificates of all the examinations passed (HSC or equivalent, Intermediate/+2, B.A./B.Sc./B.Com./B.Tech./B.I.T./M.B.B.S./+3 Degree/P.G. Degree, etc.). Candidates should submit copies of the mark-sheets/certificates of all the years.
  - Self attested copies of certificate(s) in support of claim, if any, for a seat against the reserved quota as specified in item (8) of the application form.
  - Self-attested copy of Registration Receipt (for Berhampur University candidates). Attested copy of the Migration Certificate of the students of other Universities.
  - e-receipt of State Bank Collect deposited towards **Processing-cum-Application Fee.**
  - Self attested copy of the CLC and Conduct Certificate of the Head of the Institution last attended.

## Provisional List

- iv. Those Applicants are selected in **Provisional List** for Admission into 3 Years LL.B. Course, after receiving the intimation and date for admission through SMS/e-mail to the registered cell phone number / e-mail ID from Office of the Principal. The candidate should personally attend before the Admission Committee with the following **documents in original** on the intimated date including State Bank Collect e-receipt deposited towards **Admission Fee. Undertaking for extension of time or for any other purpose for submission of the following document(s) shall not be accepted.**
- a) Mark sheet and certificate in Original of H.S.C. or equivalent examination.
  - b) Mark sheet and certificate in Original of +2 examination.
  - c) Mark sheet and certificate in Original of Degree or Equivalent examination.
  - d) Transfer Certificate/College Leaving Certificate in Original.
  - e) Certificate from appropriate authority for availing of reservation/exemption, if any.
  - f) Three copies of recent colour pass port size photograph.
  - g) Registration Receipt in Original (for Berhampur University students).
  - h) Migration certificate in Original ( for Other University students).
  - i) Duly filled-in prescribed Affidavit in Original (Annexure-I and Annexure-II) in non-judicial stamp paper.
  - j) Identity card data form.

## Wait List

- v. Those Applicants selected in **Waiting List** for Admission into 3 Year LL.B. Course, after receiving intimation through SMS/e-mail to their registered cell phone number / e-mail ID they shall follow the same procedure for admission as laid down in para (7.iv. ) above. However, for Applicant in Waiting List, admission is not guaranteed. They would be admitted in order of merit in case vacancies arise within the date prescribed.
- vi. The Application Number, the receipt of e-admission form hard copy by the college, and Intimation (if selected for Provisional or Wait List) will be intimated through the registered SMS/e-mail to their registered cell phone number / e-mail ID.
- vii. Failure to take admission on the date and time specified in the Intimation sent through SMS/e-mail to their registered cell phone number / e-mail ID shall result in forfeiture of the seat.
- viii. The decision of the Principal of the College in all matters relating to the admission shall be final.
- ix. If the applicant submits wrong mail id or wrong/invalid cell phone number, the college will not be responsible for not getting intimation. So the applicant must be careful while submitting the same.
- x. Applications received after the due date and time shall not be entertained and the college will not be held responsible for any postal delay.
8. Dress Code: (a) For Men - White shirt, Black Trouser, Blue/Grey Tie.  
(b) For Ladies - White Kurti, Black Salwar, White Dupatta , Black Coat, Black shoe and White Socks.

Men students must wear black polished shoes and ladies may wear black polished shoes or black sandals. (Ladies may please insure that the shoes/sandles cover the foot completely) Please note that Flipons/Slippers/Floaters ate strictly prohibited. Students are expected to be in Blazers on Special Occasions

**9. Fees and charges for the academic session 2017-2018 to be paid at the time of first year admission.**

<b>Sl. No.</b>	<b>HEAD</b>	<b>FEE (In Rupees)</b>
01.	Admission Fee	100
02.	Tuition Fee (Lady and SC/ST students are exempted from Tution Fee)	240
03.	Library Fee	150
04.	Reading Room Fee (for newspapers & magazines)	60
05.	Common Room Fee	30
06.	Games Fee (rs.80/- for inter college & rs.70/- for inter class and athletic association)	150
07.	Students' Union Fee	150
08.	Dramatic Association Fee	50
09.	Ganesh Puja & Saraswati Puja (25+25)	50
10.	Identity Card Fee	50
11.	Teaching Aid	20
12.	Moot Court Fee for Organising and attending National, State and University level Moot Court Competitions etc.	100
13.	University Athletic Fee	60
14.	University Cultural Fee	40
15.	Red Cross Fee	10
16.	Registration Fee (from students of other university)	201
18.	Magazine Fee	80
19.	College Establishment and Welfare Fee	1000
20.	Academic, Clinical Legal Education Fee etc.	1000
21.	Uniform Identity Card Number for Bar Council of India	100
24.	Bar Council of India Affiliation Fee	500
22.	Social Services Fee	10
23.	Recurring Expenditure For Office Automation	1000

**N.B: Processing-cum-Application fee once paid shall not be refunded under any circumstances. Fee once collected at the time of admission / re-admission shall not be refunded under any circumstances**

**10. No hostel facilities are available for the students of the college.**

**11. Applications (hard copy) incomplete in any respect are liable to be summarily rejected. No correspondence in the matter shall be entertained.**



## 12. COMMENCEMENT OF CLASSES:

Classes for LL.B. 1st Semester will commence on the date to be notified by the Principal.

**Disputes :** All disputes concerning admission and studentship are subject to the exclusive jurisdiction of the Civil Court and Legal forums at Berhampur ( Ganjam )

**Ragging :** Ragging in any form is strictly Prohibited. Severe action shall be taken as per rules against those involved in ragging. As per the U.G.C. guideline 6.1. ( d & c ) of the Regulation (F-1-16/2007 CPP-II/ dated. 17th June 2009).

It is mandatory for all the applicants to submit an affidavit in a non-judicial stamp paper as per the prescribed proforma enclosed in the prospectus, **if admitted**.

**All admission are provisional and can be cancelled at any time for any valid reason such as misconduct, forgery, etc.**

**PRINCIPAL**  
**Lingaraj Law College**  
**Berhampur- 760 010**

1. For the purpose of admission into LLB the office shall use **llcbam.admission@gmail.com** for the means of communication through e-mail.
2. For the purpose of admission into LLB the office shall use **LLCBAM** for the means of communication through SMS.

**AFFIDAVIT BY THE STUDENT**

I, ..... (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. ...., having been admitted to ..... (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at .....(place) on this the .....(day) of .....(month),..... (year) .

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the ..... (day) of .....(month), .....(year ) after reading the contents of this affidavit.

**OATH COMMISSIONER**

**AFFIDAVIT BY PARENT/GUARDIAN**

I, Mr./Mrs./Ms. .... (full name of parent/guardian) father/mother/guardian of..... (full name of student with admission/registration/enrolment number), having been admitted to .....(name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (*hereinafter called the "Regulations"*), carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_ year.

\_\_\_\_\_  
**Signature of deponent**

Name:

Address:

Telephone/Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at .....(place) on this the .....(day) of ....(month) , ..... (year) .

\_\_\_\_\_  
**Signature of deponent**

Solemnly affirmed and signed in my presence on this the .....(day) of .....(month), ..... (year ) after reading the contents of this affidavit.

**OATH COMMISSIONER**