



VIT[®]

Vellore Institute of Technology
(Deemed to be University under section 3 of the UGC Act, 1956)

INFORMATION BROCHURE



**ADMISSION TO 5 YEAR INTEGRATED
BA.,LL.B (Hons.) & BBA.,LL.B(Hons.)
Programmes - 2020-2021**

1. INTRODUCTION

VIT is a progressive educational institution that is dedicated to the pursuit of excellence. Students here are encouraged on this journey by our committed faculty, world-class facilities & student-friendly educational systems. VIT was founded in 1984 by **Dr.G.Viswanathan**, a former Parliamentarian and Minister in the Tamil Nadu Government, as a self-financing institution called the 'Vellore Engineering College'. Since then the institution has grown from strength to strength. Conferred as a 'Deemed University' in 2001 by the MHRD, VIT currently offers 67 degree programmes to over 35,000 students.

VIT School of LAW

VIT School of Law (Approved by BCI: D 331/2014 (LE), the progeny of VIT has entered the legal arena this year, aiming at high goals to be achieved. The Law School aims to impart quality legal education to nourish the young minds with knowledge of law, teach them the nuances of the legal profession and equip them to the nitty gritty of the profession.

VIT School of Law, believes in continuous and active learning simultaneously with practical training. Legal Education is not just mastering of the subject or the varied provisions of the law. It is the overall development of an individual into a legal professional. Our motto is SUI GENERIS SINE DUBIO which connotes "unique, without a doubt". Studying law in VIT is a unique experience as there is a blend of all features of quality education. The course has been structured in such a way that the students can opt to have a specialised knowledge and insight in the particular branch they are interested in along with general knowledge in all other subjects. This gives them edge over other under graduates which is imperative in this competitive world.

In VIT School of Law, Knowledge oriented approach takes the lead over memory based learning and evaluation. The course is designed to encourage the mootng abilities, oratorical skills, interpreting and analysing skills of the budding lawyers by conducting weekly seminars, frequent Moot court trainings, court visits, etc. The syllabus has been framed so as to give importance to theory and practical aspects to meet the rigorous demands set by the legal profession. The evaluation system in VIT also signifies a shift from the contemporary pattern wherein testing of the memory skills is predominant in various Law schools. Problem Based Learning has been embedded in the course and the evaluation of the student will also be on the above said lines. This induces them to analyse the various provision of the law, interpret the case laws and apply them to solve the question of law thereby preparing them for the different facets of the profession.

2. PROGRAMMES OFFERED

- **B.A., LL.B (Hons.)**

VIT School of Law offers 5 year integrated B.A.,LLB(Hons.) programme wherein subjects that fall under the domain of Arts and Law will be taught to the students. The curriculum of the Arts subjects such as Economics, Sociology and Political Science have been designed to have maximum interaction with law which would guide the students in application of law in the real world. A number of Honours courses have also been offered so that the student can choose his/her option and expand their knowledge on the subject.

- **BBA., LL.B (Hons.)**

VIT School of Law offers BBA.,LLB(Hons.), which is a 5 year Integrated programme. More than 30 credits on Business Management are offered as part of the course. Students who aspire to join the corporate world after graduation will have a better understanding of the corporate structure, its Management and other features. Subjects such as Principles of Management, Financial Accounting, Financial Management, Managerial Economics that provide immense knowledge about Business Management are offered in this programme. The curriculum has been framed to achieve maximum, integration with the law subjects. Honours courses are offered in BBA.,LLB(Hons.) as well, so that the students can choose their branch to expand their knowledge and expertise on that subject.

3. ELIGIBILITY

(a) Only candidates who have the following credentials shall be eligible for admission to Law programme.

- The applicant for admission should be a Resident Indian National, and should have studied regular full time and formal education.
- A pass in Higher Secondary Examination conducted by the State / Central Board of Secondary Education or its equivalent examination with minimum of 60% overall aggregate.
- The aggregate marks obtained in the subjects in +2 (or its equivalent) put together should be 50% for the following categories.
 - Candidates belonging to SC/ST community
 - Candidates hailing from Jammu & Kashmir/ Ladakh and the North Eastern states of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura.
- Score Card: The candidate should have appeared for CLAT/ LSAT Law test and should have secured an impressive score in each component of the test.

(b) ADDITIONAL INFORMATION

It is the responsibility of the candidates to ascertain whether they possess the requisite qualifications for admission. Having been called for the test / counselling does not necessarily mean acceptance of the eligibility. If found ineligible at any point of time, the admission accorded will be cancelled as per the Norms.

4. ADMISSION PROCEDURE

Selection is based on merit. Marks secured in higher secondary school examination and eligible CLAT / LSAT score.

- There is NO ENTRANCE EXAMINATION
- Notification on issue of application will be given on our website
- Candidates who have studied in Regular, Full time and Formal Education are alone eligible to apply
- Admission will be done on Merit basis for which the merit list will be prepared based on marks obtained in qualifying examination and CLAT / LSAT Test.
- The candidates short-listed based on their merit will be called for the counselling
- The selection list will be announced after the Group Discussion / Personal Interview

5. COST OF THE APPLICATION FORM

The cost of application is Rs. **850/-**. **The application cost is non-refundable.**

Candidates can apply online at www.vit.ac.in through the Net banking / Debit card/ Credit card/ Paytm mode.

6. ONLINE APPLICATION FORM

Candidates can apply online at www.vit.ac.in through Netbanking/ Debit card/ Credit card/ Paytm mode. **There is NO printed OMR application form, candidates are requested to apply only through Online mode. It is mandatory to send the hardcopy of the application form with necessary enclosures.**

Steps to be followed while filling online application form

- Click on New applicant page and register Yourself with relevant information
- Verify your registered mobile number for the OTP received from VIT
- Once OTP is validated, a password will be sent to your registered email address (Keep this email id and password till the completion of the admissions)
- Fill the application form through online. The cost of the online application is Rs.850/- and it is non-refundable
- Pay the application fee Rs.850/- through online mode using netbanking/ Debit card/ Credit card/ Paytm mode
- Enclose the required documents along with the application form and send the hardcopy to the address of **Assistant Director Admissions, VIT - Chennai Campus, Vandalur – Kelambakkam Road, Chennai -600 127.**
 - Copy of Age proof certificate
 - Copy of XII Hall Ticket (for result awaited candidates)
 - Copy of XII Markstatement (of all appearances)
 - Copy of CLAT / LSAT Score card
 - Copy of Community Certificate (For SC/ST candidates)
 - Copy of Nativity Certificates (For candidates hailing from Jammu & Kashmir/ Ladakh and North Eastern States of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura)

(a) IMPORTANT INSTRUCTIONS FOR COMPLETING THE ONLINE APPLICATION FORM

- ☞ **It is mandatory to send the Hardcopy of the application form with the necessary enclosures within the prescribed date and time.**
- ☞ **Candidates are required to provide correct email id and mobile number, as all our initial communications will be forwarded based on the details provided on the application form.**
- ☞ At the time of online payment transaction, if the amount is debited please do not try new application. Please wait for 48 hrs and try for the payment once again in the same registered email id. If the amount is not debited, you can try the payment again. VIT will not be responsible for any delay in the payment error updation process.
- ☞ Ensure that your application is complete in all respects. An incomplete application or an application filled in a language other than English will be summarily rejected.
- ☞ An Incomplete application form shall not be considered and no correspondence shall be made in this regard.
- ☞ Any Application received after the last date will not be accepted. Any delay in receiving the application by the candidate will not be considered a valid reason for late submission. The Institute will not take any responsibility for any postal delay, irregularity or loss in postal transit.
- ☞ Candidates are required to upload the Photo and Signature with the following dimensions:
 - Photograph Image : Size should be between 10 Kb and 200 Kb with the dimension of 3.5 CM X 4.5 CM.
 - Signature Image : Size should be between 10 Kb and 200 Kb with the dimension of 3.5 CM X 1.5 CM.
 - Selfie photo is not allowed.

☞ Candidates are required to Enclose the below mentioned documents along with the application form and send the hardcopy of the application with enclosures to **Assistant Director Admissions, VIT - Chennai Campus, Vandalur – Kelambakkam Road, Chennai -600 127** through post within the prescribed date. Application form received after the due date will not be considered.

- Copy of Age proof certificate
- Copy of XII Hall Ticket (for result awaited candidates)
- Copy of XII Mark statement (of all appearances)
- Copy of CLAT / LSAT score card
- Copy of Community Certificate (For SC/ST candidates)
- Copy of Nativity Certificates (For candidates hailing from Jammu & Kashmir/ Ladakh and North Eastern States of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura)

7. SELECTION PROCESS

- ☞ The Selection is based on the merit.
- ☞ Merit shortlist based on the Marks secured in Higher secondary school examination and eligible CLAT / LSAT score
- ☞ The candidates short-listed based on their merit will be called for the counselling
- ☞ The fact that a candidate has qualified and has been called for the counselling does not guarantee admission. This depends upon the performance in the Group Discussion / Personal Interview and the availability of seats
- ☞ The selection list will be declared after the Group Discussion / Personal Interview at the time of the counselling

8. DECLARATION OF RESULTS

The names of candidates short-listed for counselling will be displayed on our website www.vit.ac.in.

9. COUNSELLING PROCEDURE

- The candidates qualified for counselling based on the merit list, should attend the counselling as per the schedule
- The candidate should produce the documents in original for verification, along with one-set of photocopies and a Demand Draft in favour of “Vellore Institute of Technology” payable at Vellore while reporting for the counselling
- The Counselling fee is non-refundable. It will be adjusted in the Tuition fees once the candidate joins the Institute
- Only after verification of documents, the candidates will be allowed to participate in the counselling process. Authentic records pertaining to identification, age, marksheet of the qualifying examination and the state of eligibility will be checked. If a candidate fails to produce any of these documents, he/she will not be considered for admission
- Based on the Marks secured in CLAT/LSAT score with XII performance, the candidates will be shortlisted for Group Discussion & Personal Interview
- The provisional admission will stand cancelled, in case if the candidate does not fulfill the eligibility as per norms

10. SUBMISSION OF DOCUMENTS FOR VERIFICATION AT THE TIME OF ADMISSION

The following documents in originals are required to be submitted for verification at the time of Admission

- Provisional Admission Letter (photo copy)
- Any Age proof certificate (photo copy)
- Qualifying examination mark statements of all attempts
- Transfer Certificate / School Leaving Certificate

- Migration Certificate (if issued by the board)
- Score card of CLAT / LSAT
- Community Certificate (For SC/ST candidates)
- Nativity Certificate (For Jammu & Kashmir /Ladakh and North Eastern state candidates only)
- Recent Passport size colour photos – 4 nos
- Affidavits towards Academics and Hostel on Rs.20/- non-judicial Stamp Paper. (Format available in www.vit.ac.in)
- Physical Fitness Certificate (Format available in www.vit.ac.in)
- Student Profile (Refer www.vit.ac.in for the link)
- Two photocopies of all original documents (except Affidavits & Physical Fitness Certificate and Student Profile)

All the above mentioned documents shall be handed over to the Admissions Office at the time of admission failing which the provisional admission accorded will stand cancelled.

11. FEES STRUCTURE

Please refer our website www.vit.ac.in for fee details.

12. REFUND OF FEES

The refund will be made as per the norms of the UGC. All refundable deposits will be returned, after deductions if any, at the time of completion of the course or on cancellation of admission.

Refund will be made only after submission of original fee receipt, Provisional Admission letter and No Dues Certificate.

(a) SUBMISSION OF 'NO DUES' CERTIFICATE

A student once enrolled for a course is expected to complete the same. He/ She cannot withdraw from VIT without informing the Registrar in writing. Otherwise he / she will be liable to pay fees for the period and his / her name remains on the rolls.

A candidate who desires to leave the Institute, after joining the programme, will have to submit a 'NO DUES' Certificate to get back the original certificates. This should be accompanied by the application for withdrawal duly signed by the Parent/Guardian (Fax / e-mail request will not be considered) and the original fee receipt and provisional admission letter.

The certificates will be issued only on production of 'NO DUES' Certificate in the prescribed form, issued by the Admissions Office.

13. HOSTEL ACCOMMODATION

Separate hostel accommodation is available for boys and girls in Vellore campus. Candidates should report to the hostel within 7 days from the commencement of classes, failing which, the hostel allotment will be cancelled automatically and fees paid will stand forfeited.

Hostel accommodation will be provided only to those candidates whose residence is beyond 100 kms radius from the Campus. Single room accommodation will not be available for first year undergraduate students.

For details regarding Establishment Charges, Mess, etc., please visit www.vit.ac.in

14. GENERAL DISCIPLINE

All candidates admitted to VIT, shall maintain good conduct, pay the requisite tuition fees and other charges by the due date, attend their classes regularly and abide by the rules and regulations of the Institute. If at any point of time, the conduct and character of a candidate is not satisfactory or is of a suspicious nature, the Management reserves the right, without assigning any reason, to make him / her vacate the hostel or expel him/her from VIT.

Initial admission applies only to the first semester. Admitted students are expected to maintain registration until the completion of the course, to the satisfaction of the Institute. All students have to comply with the rules and regulations that are already in force or may be amended from time to time by the competent authority during the period of study.

(a) GENERAL INSTRUCTIONS

The date of commencement of classes will be mentioned in the provisional admission letter. No communications will be sent separately to the candidates regarding this. Candidates are advised to visit the Institution website for updates on changes, if any.

Candidates should report to classes within 7 days from the date of commencement of classes, failing which, the admission granted will be cancelled automatically and the fees paid will stand forfeited.

(b) MEASURES FOR PREVENTION OF RAGGING AT THE INSTITUTION LEVEL

Ragging is totally prohibited in the institution, and anyone found guilty of ragging and / or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these regulations as well as under the provisions of any penal law for the time being in force.

Ragging juniors in any form is forbidden. If any one is found ragging his/her juniors, he/she will be rusticated from the Institute.

It is mandatory that candidates and parents who are attending counselling to sign an undertaking according to the information given in (as per UGC Regulations-2009, www.ugc.ac.in) Annexure - I, II, III & IV on Rs. 20/- non-judicial bond paper. Format is also available on www.vit.ac.in

ANNEXURE I
CERTIFICATE TO PROVE NATIVITY

(For candidates hailing from Jammu and Kashmir and the North Eastern states of
Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura)

Certified that Mr. / Ms. _____ an applicant for admission to B.Tech. Degree programme in the year _____, son / daughter of Shri. / Smt _____ residing at _____ in _____ District of _____ State, is a native of _____ State.

Signature of Tahsildar or Revenue Authority

Name :

Designation :

Place :

Date :

Office Seal

ANNEXURE II
THE FORM OF CASTE CERTIFICATE FOR SC / ST

Certified that Mr. / Ms. _____ an applicant for admission to B.Tech. Degree programme in the year _____, son / daughter of Shri. / Smt _____ residing at _____ in _____ District of _____ belongs to the _____ Caste / Tribe, _____ which is recognized as a Scheduled Caste / Scheduled Tribe under the Constitution (Scheduled Castes) Order 1950 / The Constitution (Scheduled Tribes) Order, 1950, as amended by the Scheduled Castes and Scheduled Tribes Orders Amendment Act, 1976.

Signature of Competent Authority

Name :

Designation :

Place :

Date :

Office Seal

Authorities empowered to issue Scheduled Caste / Scheduled Tribe Certificate

District Magistrate / Additional District Magistrate / Collector / Deputy Collector / Deputy Commissioner / 1st Class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluk Magistrate / Executive Magistrate / Extra Assistant Commissioner.

Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate

Revenue Officer not below the rank of Tahsildar

Sub-Divisional Officer of the area where the candidate and / or his family normally resides

ANNEXURE III
CERTIFICATE OF PHYSICAL FITNESS

Name :		Application no.	
Gender :	Date of Birth :	Age (in years) :	Blood Group :
Identification Marks			
History of Allergy if any			
History of Medical illness if any			
History of Hospitalization / previous Surgery if any			
History of Current Medication for any illness			
Vaccinate now for :		Chicken Pox :	
Hepatitis A:		Hepatitis B:	
Typhoid :		TT :	
Cholera :		Others if any:	

Pulse		Min	Height		cms
BP		Mm/ Hg	Weight		Kgs
Bodily Infirmary		BMI			
Communicable Disease		Build			
Pallor	Icterus	Clubbing	Cyanosis	Lymphadenopathy	Oedema
Tonsils		Glands		Teeth	
C V S	Heart Sounds			Murmurs	
R S	Breath Sounds			Added Sounds	
G I S	Liver		Spleen		Any Mass
C N S	Cranial Nerves		Motor System		SensorySystem
G.U.S (Male)	Hydrocele		Piles		Phymosis
G.U.S.(Female)	Menstrual History				
Skin					
Hearing		Vision (NV/DV) Normal / Corrected (Power)		Colour Vision	
Other Findings / remarks if any.					

(Signature of the candidate)

(Signature of the Parent)

I do hereby certify that I / We have examined Mr. / Ms. _____, a candidate for student under VIT, _____ Campus and whose signature is given above, and cannot discover that he / she has any disease, communicable, otherwise or constitutional affection or bodily infirmity except that his / her weight is in excess of / below the standard prescribed or except _____

I also certify that he / she has been vaccinated and had booster against Hepatitis A, B, TT, Typhoid, Chicken pox & Measles

Name of the Doctor :
Signature of the Doctor :
Designation :
Date & Place :
Seal with Reg.No. :

Photograph of the
candidate to be
affixed and attested
by the Doctor

IMPORTANT DATES (Tentative)

Last date for filling online Application form	- June, 2020
Last date for submission of Application with enclosures	- First week of June, 2020
Publication of the shortlisted candidates	- Second week of June , 2020
Group Discussion/Personal Interview	- Third week of June, 2020
Last date for the payment of fees	- First week of July, 2020

Commencement of Classes (Tentative) -

LAW PROGRAMMES**First week of July, 2020****For Admission details contact:**

Director (UG Admission)
 VIT, Vellore – 632 014, Tamil Nadu, INDIA
 Phone: +91-416-220 2020
 Fax: +91-416 224 5544,
 Email: ugadmission@vit.ac.in
 Website: www.vit.ac.in

- All admissions are subject to discipline and conduct of the candidate.
- The admissions are done in transparent manner on merit basis only.
- Please do not pay any money to Consultants / Brokers / Intermediaries. There is neither a MANAGEMENT QUOTA nor CAPITATION FEE at VIT. VIT does not accept cash.

Legal Jurisdiction

All Suits and actions arising out of or relating to VIT shall be instituted within the jurisdiction of courts at Vellore, Tamil Nadu only. The Registrar of VIT shall be the legal person in whose name the Institute may sue or be sued.