



**APPLICATION FORM FOR DIRECT ADMISSIONS TO POST GRADUATE (MASTERS)
PROGRAMMES AT SPA VIJAYAWADA - ACADEMIC YEAR 2024-25**

DETAILS OF THE POST GRADUATE PROGRAMME APPLIED FOR (01 APPLICATION IS ACCEPTED FOR EACH PROGRAMME APPLIED FOR & TO BE FILLED IN BLOCK LETTERS)				Paste Recent Passport Sized Color Photo	
Applying for Post Graduate Programme <i>(Write the name of the Masters Programme applied for. Applicant needs to submit separate application forms for each programme applied for, in separate envelopes)</i>					
Amount Paid (in Rs)					
SBI I-Collect Reference Number <i>(Enclose Online Fee Payment Proof)</i> Date of Payment					
Applicant's Information:					
1	Candidate's Name <i>(as per SSC / Std X Marksheet enclosed)</i>				
2	Father's Name <i>(as per SSC / Std X Marksheet enclosed)</i>				
3	Mother's Name				
4	Date of Birth <i>(Enclose proof of Date of Birth)</i>	5	Gender		
6	Category (Gen/ EWS/ OBC-NCL/ SC/ ST/ PwD)	<i>(Enclose copy of OBC-NCL / EWS Category Certificates issued on or after 01st April, 2023 in the Central Government Format and should be signed not below the rank of Tahsildar. Please note that once admitted after selection process, at the time of physical verification at the campus in July/Aug '24, the admitted candidates have to produce latest OBC-NCL / EWS certificate issued on or after 1st April, 2024)</i>			
7	E-mail	<i>(Please note : all SPAV's correspondence shall be with entered email ID)</i>			
8	Mobile Number				
9	Religion	10	Nationality		
11	Aadhaar Number <i>(Enclose Aadhaar Certificate copy)</i>				
12	Address for Communication	Flat No/Block No./Door No./ Street			
		Town/City/District			
		State/Union Territory			
		Pin Code			
13	Permanent Address	Flat No/Block No./Door No./ Street			
		Town/City/District			
		State/Union Territory			
		Pin Code			

Academic Qualifications : Write aggregate % of marks OR CGPA of qualifying degree. (For list of degrees eligible for admission please refer to the Admission Notification dated 06.03.2024. Candidates pursuing final year of the UG & PG Programme can also apply, as per instructions given in Admission Notification dated 06.03.2024. Please enclose copies of mark sheets and degree certificates, as per instructions)				
14	Name of the Exam	% of Marks / CGPA	Year of Passing	Board / University
	SSC / X (Secondary)			
	XII (Higher Secondary)			
	Name of Bachelors Degree:			
	Name of Masters Degree (if applicable) :			
Any Other				
15	Name of the Sponsoring Organisation and Address <i>(To be filled in case of sponsored candidate applying, and is fulfilling criteria, as per instructions given in Admission Notification dated 06.03.2024)</i>			
16	Sponsoring Organisation is: Government / Semi Government / Institution / Planning or Architectural Office <i>(Tick whichever is applicable)</i>			
17	Employment Tenure with the Sponsoring Organisation <i>(write in years+months+days, as on the last date of application) :</i> <i>(As per instructions given in Admission Notification dated 06.03.2024, enclose necessary NOC and Letter indicating Grant of Leave. Employment and Sponsoring, in the event of selection)</i>			
CEED Information (for M.Design Applicants) (as per instructions in Advertisement dated 06.03.2024):				
18	a) CEED Hall Ticket No.:	c) CEED Score Validity Upto:	d) CEED Score Obtained:	e) Category:
	b) Year of appearing:			
GATE Information: (Only qualifying and valid GATE scores, if any)				
19	GATE Exam Paper Subject and Code	Category	Score	Qualifying Score
	Subject and Code:			
	GATE Hall Ticket No.:			
Extra-Curricular Achievements (If any) Please enclose supporting certificates, if this section is filled:				
20	Name of the Activity	National/State/District	Type of Activity	Prize won
Work Experience Please enclose supporting experience certificates for M.Design, as per Admission Notification dated 06.03.2024.				
21	Name of the Organization & Address	Nature of Responsibility	From Date	To Date

22

Please write your "Statement of Purpose" for applying to the specific Programme at SPA Vijayawada for which you are filling this application. Please write within this box with a maximum of 600 words.

Other General Instructions

- i. The candidate needs to read this application form together with the 'Admission Notification for Direct Admissions to SPAV for PG programmes dated 06.03.2024' available at SPAV website.
- ii. Application envelopes containing duly filled hard copies of the application form and supporting self-attested documents need to reach the following address on or before **05 April 2024 5.00 PM**:

The Registrar
School of Planning and Architecture, Vijayawada
Survey No.4/4, ITI Road, Vijayawada – 520008,
Andhra Pradesh. Ph: +91 866 2469449

Envelopes to be super-scribed / have written the text on top **“Application for Admission to (write the name of programme applied for)”** and also have the full candidate's name with full postal address on the envelope as 'sender'. Applications received after the last deadline as mentioned above, will not be considered, irrespective of postal or any other delays. The short-listed candidates shall be notified on the School's website and must produce the original documents and certificates & a set of self-attested photocopies, photos and portfolio of academic / professional works etc., at the time of Qualifying Entrance Examination / Interview.

- iii. Application fee (non-refundable) for PG programme per course is Rs.2,000/- for General/OBC-NCL/EWS categories and Rs.1,000/- for SC/ST/PwD categories and can be paid through online only. If an applicant is applying to multiple PG Programmes, he/she should pay separate for each application & enclose the proof of payment along with each application.
Directions to application Fee Payment: <https://www.spav.ac.in/spavadmissions.html>
- iv. Reservations for all the courses will be applicable for SC/ST/OBC-NCL/EWS/PwD as per rules of the Govt of India.
- v. The candidates pursuing final year of the UG/PG Programme as per eligibility given in 'A' and 'B' in the 'Admission Notification for Direct Admissions to SPAV for PG programmes dated 06.03.2024' available at SPAV website, can also apply and must submit the CGPA/Percentage of marks secured till the VI Semester (for 4 Years UG Programme) / IV Sem (for 3 Years UG Programme) / VIII Semester (for 5 Year UG Programme) / II Sem (for 2 year PG programme). Such a student is required to submit an undertaking/certificate issued by their institute, certifying that the applicant is 'appearing in final examination of final semester before June 2024'. Such candidates, if provisionally admitted, are required to submit final year mark sheets and provisional degree certificate, during the physical reporting at SPA Vijayawada. Candidates who have completed the eligible UG/PG programmes in previous years are required to produce provisional degree certificates, in case the original degrees are not issued.
- vi. The candidates who are employees of a Public Sector Undertaking, a Government Department, a Research & Development organization/lab, a recognized Planning / Architectural Office of repute, can apply under the Sponsored category as per norms of the Academic Ordinances. Such a candidate must have been in employment with the sponsoring organization for at least two years at the time of admission and should submit - (a) letter confirming sponsorship, period of employment, and confirming study leave (or extraordinary leave) from the organization for entire duration of studies at SPA Vijayawada, and (b) a No Objection Certificate for entire period of studies at SPAV.
- vii. Application forms, which are incomplete, not signed, or does not have enclosed the required self-attested copies of documents as indicated in the admission notification or the application form, is liable to be summarily rejected. On qualifying Stage-I the applicant needs to appear for Stage II. The School reserves the right to reject/cancel any application without assigning any reasons.

DECLARATION

FOR DIRECT ADMISSIONS TO POST GRADUATE (MASTERS) PROGRAMMES AT SPA VIJAYAWADA - AY 2024-25

I declare that, to the best of my knowledge, the information furnished by me as above, and the enclosures attached by me as part of this application, are correct. I declare that I have read all instructions in the Admission Notification for Direct Admissions to SPAV for PG programmes dated 06.03.2024 and the application form. If selected for admission, I agree to abide by the rules and regulations of the School. I fulfill the eligibility requirements and if at any time the information provided by me is found to be incorrect, I agree that my admission may be cancelled.

Signature of the Candidate

Place :

Date :/...../.....



CHECK LIST FOR POST GRADUATE PROGRAMME - APPLICATION

(To be enclosed with the application)

Candidate Name: _____

Applied for Programme: _____

(For List of Programmes offered in Direct Admission, refer the Admission Notification for Direct Admissions to SPAV for PG programmes dated 06.03.2024)

S. No.	Document	Submitted / Not Submitted
1	Duly filled application with 01 additional passport photograph	
2	Application Fee Receipt	
3	Proof of Date of Birth Certificate	
4	Category Certificate (OBC-NCL/SC/ST/EWS/PwD) (OBC-NCL / EWS Category Certificates issued on or after 01 st April, 2023 in the Central Government Format to be enclosed and should be signed not below the rank of Tahsildar. Please note that once admitted after selection process, at the time of physical verification at the campus in July/Aug '24, the admitted candidates have to produce latest OBC-NCL / EWS certificate issued on or after 1st April, 2024)	
5	Std. X Marks Sheet /SSC	
6	Std. XII Marks Sheet	
7	Bachelor's Degree Marks Sheets (All Semesters) / Consolidated Marks Sheet and Degree Certificate (Candidates pursuing final year of the UG & PG Programme can also apply, as per instructions given in Admission Notification dated 06.03.2024)	
8	Undertaking/Certificate from the Institute (Candidates pursuing final year of the UG Programme can also apply, as per instructions given in Admission Notification dated 06.03.2024)	
9	UG Course Completion Certificate (Candidates pursuing final year of the UG Programme can also apply, as per instructions given in Admission Notification dated 06.03.2024)	
10	UG Degree Certificate / UG Provisional Degree Certificate (Candidates who have completed the eligible programmes are to produce provisional degree certificates, in case the original degree is not yet issued)	
11	GATE Score Card (if any)	
12	CEED Score Card (for M.Design applicants in accordance with in Admission Notification dated 06.03.2024)	
13	Work Experience Certificates (for M.Design applicants in accordance with in Admission Notification dated 06.03.2024)	
14	Identity Proof (Aadhaar Card / PAN Card / Driving license / Passport / Voter Card)	

Signature of the Applicant

Date: