

Form No:

AAFT UNIVERSITY OF MEDIA AND ARTS

APPLICATION FORM - 2019

INSTRUCTIONS

- Candidates are requested to read the instructions carefully before filling up this form.
- 2. Fill the form using Black or Blue Ball Point Pen. Write in English BLOCK LETTERS or English numerals only.
- 3. Be careful to not make any stray marks anywhere on the form.
- 4. Do not fold, tear or pin the form.
- 5. Fill the information within the boxes only, in your own handwriting, without touching the lines.

FOR OFFICE USE ONLY

Passport Size Photo (Student)

		1		
NAME OF THE CANDIDATE (as in candidate's class X marksheet or equivalent certificate - enclose photocopy)				
2. CONTACT NO		LANDLINE NO		
3. EMAIL ID :				
4. MOTHER'S NAME (as in candidate's class	X marksheet or equiv	ralent certificate)		
5. FATHER'S NAME (as in candidate's class)	K marksheet or equiva	alent certificate)		
6. MOTHER'S CONTACT NO		7. FATHER'S CONTACT	NO	
8. BROTHER'S NAME		9. BROTHER'S CONTAC	TNO	
o. Brother 3 NAME		9. BROTHER 3 CONTAC	i no	
10. NATIONALITY (Please tick)	11. GENDER (Please tick)	12. CATEGORY (Please tick)	13. PHYSICAL STANDARD	
Indian Others If Other	Male Female	GEN ST SC OBC	Height Weight	
Specify			cm kg.	
14. DATE OF BIRTH	_	ON CATEGORY		
	Non-Sponsored	Sponsored Foreign		
16. PASSPORT	17.	. Validity	Require Student VISA? Yes No	
18. HOSTEL ACCOMMODATION: Yes	No			
19. TRANSPORT REQUIRED: Yes	No			
20. PREQUALIFYING TEST DETAILS (If App	licable) (Please Tick)	MAT CAT GMAT	NMAT XAT JEE NATA	
Form No	Date of Test		Score	
Roll Number (or) ID			Percentile	

(Signature of the Applicant)



(Signature of the Parent / Guardian)

PARENT / GUARDIAN DETA							
Name of Parent / Guardian :						Pas	sport
Contact Number :						S	ize
Email ID of Parent / Guardia	n :						noto Guardian)
Profession:							
Annual Income :							
		F/o				giv	/e permission
or my son / daughter to take a							
Jniversity of Media and Arts . orm.	I acknowledge that I n	ave read, und	derstood and ag	ree to comply		re of the Parei	
21. EDUCATIONAL QUALIF It is mandatory to attach of year.		ational qualifi	cation (as applic	cable) from Cla	ss X onward	s till last comp	leted semester
Name of the Examination	oard / University	Passing Year	Subje	ects		l/ College ended	%age/ Div
High School Equivalent							
Intermediate Equivalent							
Graduation							
Post- Graduation							
Others							
22. CHECK LIST OF DOCUM	MENTS TO BE ATTAC	HED					
Class 10th Markshee			2. Class 1	0th Passing C	ertificate		
3. Class 12th Markshee	:		4. Class 1	2th Passing C	ertificate		
5. Class 12th Migration	Certificate		6. Transfe	r Certificate			
7. Character Certificate			8. Caste C	Certificate			
Graduation Markshee	ts (For PG Program)	1st Year	2nd Year	3rd Year			
10. Post Graduation Mark	sheets	1st Year	2nd Year				
				-			
11. Rank Card							
11. Rank Card12. NOC (In case of Late	ral Entry/Migration)						



PROGRAMS

SCHOOL OF CINEMA	CODE
Bachelor of Science (B.Sc.) (Cinema)	1001
Bachelor of Science (Honours) (B.Sc.) -Cinema	1002
Bachelor of Arts (B.A.) Cinema	1003
Bachelor of Arts (Honours) (B.A.)-Cinema	1004
Bachelor of Visual Arts (B.V.A.)	1005
Master of Science (M. Sc.) (Cinema)	1006
Master of Arts (M.A.) Cinema	1007
Master of Visual Arts (M.V.A.)	1008
PG Diploma in Film and TV Production Direction	1009
Diploma in Acting for Film and TV	1010
Diploma in Camera & Lighting Techniques	1011
Diploma in Post Production	1012
Diploma in Visual Communication	1013

SCHOOL OF FASHION & DESIGN	CODE
Bachelor of Science (B.Sc.) (Fashion Design)	1050
Bachelor of Science (B.Sc.) (Interior Design)	1051
Bachelor of Science (B.Sc.) (Fashion Communication)	1052
Bachelor of Science (B.Sc.) (Jewellery Design)	1053
Bachelor of Science (B.Sc.) (Textile Design)	1054
Bachelor of Design	1056
Master of Science (M. Sc.) (Fashion Design)	1057
Master of Science (M. Sc.) (Interior Design)	1058
Master of Science (M. Sc.) (Fashion Communication)	1059
Master of Science (M. Sc.) (Jewellery Design)	1060
Master of Science (M. Sc.) (Textile Design)	1061
Master of Design	1062
Diploma in Fashion Design	1063
Diploma in Interior Design	1064
Diploma in Fashion Communication	1065
Diploma in Jewellery Design	1066

SCHOOL OF MASS COMMUNICATION	CODE
Bachelor of Arts (B.A.)	2001
(Journalism and Mass Communication)	
Master of Arts (M.A.)	2002
(Journalism and Mass Communication)	
PG Diploma in TV Journalism & Communication	2003
Diploma in Journalism and Mass communication (DJMC)	2004
Diploma in Digital Journalism	2005

SCHOOL OF PERFORMING ARTS	CODE
Bachelor of Performing Arts (B.P.A.)	2050
Bachelor of Fine Arts (B.F.A.)	2051
Master of Performing Arts (M.P.A.)	2052
Master of Fine Arts (M.F.A.)	2053
Diploma in Dance	2054
Diploma in Music Production	2055
Diploma in Instrument	2056
Diploma in Djing	2057
Diploma in Sound Design	2058

SCHOOL OF ADVERTISNG, PR & EVENTS	CODE
PG Diploma in Advertising & Brand Communication	3001
PG Diploma in Public Relations & Events	3002
Diploma in Public Relations & Events	3003

SCHOOL OF ANIMATION	CODE
Bachelor of Arts (B.A.) (Multimedia)	3050
Bachelor of Science (B.Sc.) (3D Animation and VFX)	3051
Master of Arts (M.A.) (Multimedia)	3052
Master of Science (M. Sc.) (3D Animation and VFX)	3053
Diploma in Multimedia	3054
Diploma in Animation	3055
Diploma in VFX	3056
Diploma in Game Design & Development	3057

SCHOOL OF PHOTOGRAPHY	CODE
Bachelor of Arts (B.A.) (Photography)	4001
Diploma in Photography	4002

SCHOOL OF MANAGEMENT	CODE
Bachelor of Commerce (B.Com.)	4050
Master of Business-Administration (MBA)	4051
Master of Commerce (M.Com.)	4052
Post Graduate Diploma in Business Administration (PGDBA)	4053

SCHOOL OF ARTS & HUMANITIES	CODE	
Bachelor of Arts (B.A.)	5001	
Master of Arts (M.A.)	5002	

SCHOOL OF LAW

Bachelor of Laws (LLB)	5050
Integrated Program in Bachelor in Business	5051
Administration and Bachelor of Law (B.B.A. LL.B.)	
Integrated Program in Bachelor of Arts and	5052
Bachelor of Law (B.A. LL.B.)	
Master of Law (LLM)	5053

Master of Philosophy (M. Phil)	6001
Doctor of Philosophy (Ph.D)	6002

SELECTED PROGRAM CODE



	Age	Qualification	Profession	Organisation	Designation
Father					
Mother					

23. CORRESPONDENCE ADDRESS

Address										
City										
State						Pin/Zip Code :				
Country										

24. WRITE YOUR COMPLETE PERMANENT ADDRESS (if different from correspondence address)

Address			
City			
State		Pin/Zip Code :	
Country			

25. **DETAIL OF PAYMENT OF FORM**

By Demand Draft	DD No.	MICR No.	Date
Through Online	Online Transaction No	Receipt No	Date :

26. TERMS AND CONDITIONS

AGREEMENT __

- · I have taken admission after going through the terms and conditions as well as the course details and curriculum.
- I shall fully abide by the norms and rules & regulations of AAFT University of Media and Arts and I submit myself to the disciplinary action in the event of violation of act of discipline.
- Under disciplinary action, the Director/s is empowered to impose fine, suspend or even expel from the school in the interest of AAFT University of Media and Arts.
- I will not misuse the Internet facility and browsing during the classes and lab hours will be treated as act of indiscipline. In case of misuse of internet facility, the act shall be viewed under Cyber Law.
- I shall not download pictures, music, videos or unauthorized files in the computer lab unless and until its part of the curriculum.
- I shall not use mobile in the class room or lab or in studios while classes or academic or any event will be in progress.
- I will neither use nor keep any device to listen to Music inside the class or lab or studios.



- I shall maintain proper decorum and silence in the corridor.
- I shall not arrange any party or birthday function in the campus without the prior written permission of the competent authority.
- I understand that due to illness or otherwise if I take any medication during the course tenure the responsibility of medication will fall upon me or my parents/legal guardians and the AAFT University of Media and Arts will not be held responsible for any adverse reaction.
- I will never try to encroach into the privacy of the administrative area which, upon violation, may invite penalty as per the norms.
- Governing Law: I understand that this Agreement shall be governed by and construed in accordance with the internal laws (and not the laws of conflict) of the State of [governing law].
- I acknowledge that in the event of confirmation for admission and payment of registration amount, AAFT University of Media and Arts will invest for customize equipments, infrastructure, faculties, practical, studios, labs etc; and hence forth no refund shall be tenable in the light of huge investment made by the AAFT University of Media and Arts.
- No religious practices tantamount to social upheaval will be practiced either in the hostel or in the AAFT University of Media and Arts campus.
- I affirm that I do not have personal or family history of bipolar affective disorder.
- I acknowledge and understand that I have chosen the school with consideration from all angles and under full support of my parents/ legal guardian and hence application for admission is not a result of coercion, pressure, influence by counselors/AAFT University of Media and Arts staff, a condition of employment or to satisfy anyone other than myself.
- I hereby indemnify and hold AAFT University of Media and Arts, its Officials, Directors, Managers, Faculties and Staff members or any person, agency etc. associated, not responsible in any way for loss, cost or damage felt during the course tenure.
- I shall not exchange any abusive language with my colleagues of either sex and will maintain proper social relations in the campus/ hostel
- I fully acknowledge that fee once deposited, will not be refunded under any circumstances.
- I fully understand that minimum 75% attendance is mandatory for being eligible to appear in the internal/end semester/practical examinations and in the event of non-compliance I may be subjected to suspension/termination/ penal action as decided by the competent authority. Further, I understand that a minimum attendance criterion is enforceable as per the highest court of the law.
- At any point of time if I leave the course for any reason I shall return all the equipments, library books & rental incurred and will compensate the losses made, if any.
- In the case of short fall of attendance i.e. below 75%, I shall not be eligible for any service or assistance.
- I shall adhere to the fee Plan-A/Plan-B/Plan-C as mentioned in the fee structure including examination fee provided at the time of admission and in the event of non-compliance, I agree to pay penalty as imposed by the competent authority.
- I shall be liable to pay fine along with the compensation if any damage/misuse of the equipments/infrastructure is reported against me.
- I will not put any writing on walls, pillars, toilets, furniture or along corridors and violation may lead to fine @ Rs. 5000/.
- AAFT University of Media and Arts reserves the right to cancel / add / change any entrance test center(s) due to administrative reasons. Other centers may also be added and such information, as well as the exact location of the centers, will be notified later.
- AAFT University of Media and Arts reserves the right to amend, change or cancel courses/structure/practical including dates of commencement, number of seats, location, programmes, programme content, fee structure etc. with no liability attached to the University.
- I will not throw wrappers, papers or any other articles here and there except at the earmarked dustbins. I shall help the authorities to keep the campus clean.
- I will ensure and support that the fans and lights are switched off while leaving the class.
- I will be attending all seminars, symposiums, events and functions in formal or decent dresses and in any case will not wear shorts, short pants, dhotis or any dress which may tend to indicate nudity.
- Society or association of the students will not be started without written permission of the concerned authority.
- No person/s shall be invited to address or entertain the students of the University, without the written permission of the concerned authority in advance.
- Carrying any valuables to the University will be at the risk of the student and institution will not accept any responsibility of the valuables
 lost in the University as well as on the campus.
- Students are requested to note that any application regarding issuance of bonafide certificate, duplicate passing certificate, forms etc, must be submitted at least ten working days in advance. This will enable the AAFT University of Media and Arts office to prepare and keep it ready for delivery.
- No difference of opinion shall be raised after the expiry of 10 days from the date on which the process of admission and/or selection is completed.
- Students are required to read the notices put on the notice board of the University. University shall not accept any responsibility for any loss / damage incurred by a student owing to his / her failure to read the notices in time.



- Anyone found indulging in ragging in any form within or outside the campus, shall be instantly expelled from the University.
- The behavior of the students at all times, within or outside the campus must be above board and must reflect a sense of responsibility.
- Students are required to strictly observe the dress code prescribed by the University. Any student found guilty of improper dress will be
 asked to leave the campus, even during University hours and the student will himself/herself be responsible for the loss of the attendance.
 Strict disciplinary action will be taken against any student found violating the dress code repeatedly. Director's decision will be final in this
 regard.
- Students are required to show due regard for the rights and the properties of the University. Any student found guilty of tampering / damaging the property, fixtures, equipment, furniture, books, building, vehicles, etc. of the University / society shall be liable for punishment and might be expelled from the University.
- Any student found misbehaving in the class/lab/studios and behaving arrogantly with the faculty and/or staff or fellow students will be severely punished. The nature of the punishment will depend upon the severity of the offence.
- Identity Card Every student of the University must possess the identity card. He/she should always wear it on person while on campus and should produce whenever called upon to do so by the concerned authorities. The loss of I Card should be reported immediately to the office. Rs. 500/- will be charged for issuing a duplicate I card.
- If the medical leave exceeds 3 days and also in the event of illness requiring hospitalization of the student for longer periods, the authentication of the same is to be obtained from AAFT University of Media and Arts. Under no circumstances (even with medical reasons) will a student with less than 75% attendance be allowed to appear for the end semester examinations.
- In the event of violation if any of the terms and conditions mentioned the Director/s of the University may put financial penalty or initiate process of rustication.
- Any student who keeps on absenting for seven days without prior approval from the authorities, will be liable to be terminated from the course and AAFT University of Media and Arts and his registration may only be reinstated by the discretionary power vested in Director.
- Wherever student avails of personal leave, he/she will be required to take prior permission from the respective head of the department and the Director. Grant of permission will not mean that the absence has been condoned for the purposes of computing the attendance.
- No student should leave the station without the prior permission (written) of the concerned authority. Also students will have to take permission to remain absent from any activity of the University.
- The student should be punctual in attendance and must be in his/her seat at the commencement of the lecture. Stipulated attendance, completion of assignments and passing in the internal examination are mandatory for becoming eligible to appear for the semester-end examination.
- On no account, will students be allowed to remain absent for any assignments, semester-end examination conducted by the University or
 continuous assessment done by the faculty during the semester. The student will be entirely responsible for such absence. This may be
 detrimental to the overall performance and results of the students.
- On no account will students be allowed to remain absent for any of the Saturday special lectures, which are considered as a part of academics. Absence for the lectures will lead to cancellation of the attendance to all the lectures conducted during the previous week.
- I shall not indulge in any unlawful as individual or in group activities.
- The management of AAFT University of Media and Arts, in the interest of the students, is authorized to provide academic and other facility to the students at any place/campus for the academic benefits of the students.
- All clearances are required before leaving the University in between the course tenure otherwise you are liable to pay full fee of the course.
- I am liable to pay all penalties levied on me by any functional departments/sections of AAFT University of Media and Arts or related associations in the case of my involvement or disassociations with the designed program/practical/film making among others during my education and training period.
- As a student I am supposed to be participating in different creative associations/organizations/clubs/societies for my overall creative development.
- In the event of submission of application it will be treated and assumed that I have understood all the terms & conditions and hence no difference of opinion shall be entertained.
- I have gone through the anti ragging provisions & act and I submit myself to any disciplinary actions in the event of violation.
- AAFT University of Media and Arts has all the rights to alter or modify or change, partially or fully the structure/course/practical and faculty during the academic session if required as per the need of the industry.
- For any self infliction or infection of mental agony or problem developed, AAFT University of Media and Arts management/authorities shall not be held responsible at any point of time during completion of the course/course tenure.
- Smoking/consumption of liquor or any intoxicant is strictly prohibited inside the campus and outside the 100 meters periphery of the campus and hence i will not indulge into violation of the norms. If violated a penalty @ Rs. 5000/- or above will be imposed first time,



(Signature of the Parent / Guardian)

Second time an action shall be taken against me.

- · No one is allowed to whistle, hoot, shout or sing aloud in the campus during all working days or otherwise.
- I shall be following all norms of the examination and will carry all necessary item such as admit card, pen, pencil, scale, rubber, etc to the test or exam hall.
- I shall not carry any book or any note book or mobile phone in the examination hall and violation may debar me from the examination.
- I shall be reporting to the campus minimum 10 minutes prior to the commencement of the classes. As per the norms, I will not leave the campus during the class hours except medical emergencies duly under the notice of the Head of the School.
- In order to maintain academic ambience and standard, late coming to the University/classes is not permissible and in the event of violation, a penalty @ Rs. 1000 per day will be levied.
- I shall be compulsorily attending all the events organized by the academic and placement committee such as workshops, seminars, summits, presentations, guest sessions, etc.
- I shall abide by all disciplinary norms whenever I join for any excursion or tour organized by AAFT University of Media and Arts.
- I shall be following the library norms and decorum as per the library rules of AAFT University of Media and Arts.
- I shall be making all payments to the bills of AAFT University of Media and Arts Canteen and will never try to borrow against the will of the Canteen owner/manager.
- I will not accompany or invite any friend or relative to the campus without the prior approval of the Administrative Head of AAFT University of Media and Arts.
- I shall never ever get involved in any act by which the Image of either management or AAFT University of Media and Arts or of any member of AAFT University of Media and Arts is tarnished. If any such involvement is made and found I should liable to strict penal action, fine and even termination from the course and AAFT University of Media and Arts.
- AAFT University of Media and Arts reserves its right to cancel the admission/suspend /rusticate the student if
 - a. Any student is fond involved in the act of indiscipline.
 - b. The fee is not deposited by the stipulated date.

(Signature of the Applicant)

- c. The student does not join the program by the stipulated date even though the fee has been deposited.
- d. The student fails to report back in time after semester break
- e. The applicant fails to furnish the proof to the stipulated minimum qualifications.
- f. Any of the documents submitted by the applicant is found to be forged, fabricated or false.
- g. A fee equivalent to one semester can be charged to reinstate the name of the student in his respective course.
- I shall immediately update the authority of AAFT University of Media and Arts if any change in contact details, mail id or address takes
 place.
- In case if there is any difference of opinion, with respect to any matter, the Committee of AAFT University of Media and Arts will be authorized to settle the same.
- I shall abide by any change in rules and regulations brought by the management of AAFT University of Media and Arts during the course of my completion of the program. Further I shall conduct myself in ideal behavioral manner as a student.
- · The decision of the Director/Authorized Person shall be final and I will abide by all his decisions.
- I understand that this is a legal agreement and undertaking in which I and my parents/legal guardians give up our rights to a court trial.

Declaration:		
I	her	eby declare that the information given in the application form is complete and
true to the best of my	knowledge and belief. I undertake	to abide by all Rules and Regulations of the NIU. I understand and agree that
misrepresentation, cor	ncealment of facts, any contravention	or breach of Rules and Regulations will justify denial / cancellation of admission /
expulsion and / or initia	ation of proceeding under appropriate	law. I have read and do hereby agree to the terms and conditions for admissions.
Place :	Date :	Signature of the Condidate :
Parent / Guardian's Er		/ daughter / ward and to pay all his / her dues, till completion of the Course.
-		Singnature:



27. HEALTH CERTIFICATE

MEDICAL INFORMATION MUST BE SUBMITTED WITH THE APPLICATION FOR ADMISSION

-	I Information is confidential and will be used only mands of the teaching and training)	, to ac	terriirie wii	ether the applicant is able to salely ha	ridic tric
	me & Address				
	. No. (Resi.)				
Pe	rson to be notified in an emergency				
Pe	rmanent Residential Address				
Tel	. No. (Resi.)(Off)		Relationship with the applican	t
Fai	mily Doctor or Clinic, if any, to be consulted	in an e	emergency	ı.	
Na	me & Address				
Tel	. No. (Clinic)		(Resi.) _		
ls t	he applicant covered by any medical insurance s	scheme	e? If so, giv	e details	
	IS SECTION TO BE COMPLETED BY APPLIC YSICIAN	ANT'S	8		
	te: Physical and emotional strains in the profession			Signature of the applicant	
	l its education and training make it essential that			I have examined Mr./Ms.	
	cific replies to the following questions are given:				
1.	Does the applicant require or take any			on	
•	medication(s) or drug(s) regularly?	Yes	No	condition of health to be	
	If yes, give details				
2.	Does the applicant have any serious			Name of the Physician	
	disability of:			Address	
	(a) Vision, If yes, give details			Regn. No	
	(b) Hearing, If yes, give details			Tel. No. (Clinic)	
3.	Has the applicant ever been treated or			Tel. No. (Resi.)	
	hospitalised for drug abuse or emotional			Place & Date	
	or psychological illness? If yes, give details				
4.	Does the applicant have any condition			Signature of the Physician	
	which might limit participation in the				
	physically active classes? If yes, give details			Official Seal	
(Sig	gnature of the Applicant)			(S	ignature of the Parent / Guardian)



CERTIFICATE FROM GAZETTED OFFICER/LEGISLATOR TO BE ATTACHED WITH THE APPLICATION FOR ADMISSION.

I have known Mr.Ms.		
S/o D/o		
Permanent Residence		
who is seeking admission to A	AFT University of Media & Arts for	the past years. To the best of my knowledge and belief
he/she bears a good moral ch	aracter.	
	Signature	
Passport Size	Name	
Photo (Parent / Guardian)	Designation	
	Date	
	Official Seal	

NOTE: Applicant must paste one recent passport size photograph on the space provided for it and the Gazetted officer/Legislator shows attest the photograph with one half of the signature on the photograph and the other half on the form, with the official seal.



HOSTEL FACILITY

The Hostel In-Charge AAFT University of Media and Arts Raipur.	
ovide me with the boarding and lodging facility during the academic year 2017-2018 as per the terms and	conditions of the University.
	Yours Sincerely,
	(Signature of applicant)
(i) Strike off the above paragraph in case hostel facility is not required.(ii) Obtain authorisation from the following for the allotment of the room in the hostel.	
Charge	
arden	
	AAFT University of Media and Arts Raipur. Invide me with the boarding and lodging facility during the academic year 2017-2018 as per the terms and the second of the sec

(Signature of the Applicant)

(Signature of the Parent / Guardian)