

## **INSTRUCTIONS TO CANDIDATES TO FILL IN THE APPLICATION FORM**

1. Separate application for MVSc, PhD (Veterinary / Food Technology / Biotechnology), MTech (Food Technology / Dairy Technology / Dairy Chemistry / Poultry Technology) , MSc (Biotechnology), PG Diploma in Veterinary Laboratory Diagnosis, Companion Animal Practice, Food Toxicology and Safety Management, Dairy Processing and Quality System, Small Animal Emergency and Critical Care Medicine and Small Animal Dermatology needs to be submitted.
2. In service candidates from Directorate of Animal Husbandry and Veterinary Services, Tamil Nadu are eligible to apply for MVSc and PhD degree programmes in disciplines of Veterinary and Animal Sciences as per the G.O. letter No. MS. No.134/AH7/2016, dated 16.09.2016 of the Secretary to Govt. Animal Husbandry, Dairying and Fisheries (AH-7) Dept. Chennai – 9. Exam separate list.
3. Candidates should carefully read the prospectus before filling up the application form online. All the required documents / certificates should be scanned and kept ready. All rows / columns in the application should be correctly and completely filled in.  
Candidates may submit applications online at [www.tanuvvas.ac.in](http://www.tanuvvas.ac.in), [www2.tanuvvas.ac.in](http://www2.tanuvvas.ac.in) on or before **18.09.2019, 6.00 PM.**  
ONLY ONLINE APPLICATION WILL BE ACCEPTED.  
OTHER FORMATS OF APPLICATION WILL SUMMARILY BE REJECTED.
4. If, for any reason (for want of more details), the candidate is not able to fill in all the required columns at a stretch, he / she may SAVE the application for future access. Upon saving the application, the candidate will be given a Login ID and password for editing the contents later and submission before the due date.
5. After filling in all the relevant columns in the application, the candidates may recheck the details provided by them before submission through PREVIEW.
6. Candidates should ensure that correct amount of ONLINE APPLICATION FEE (Rs.600 /- for SC & ST and Rs.1200/- for other candidates for each application) paid by using the method viz. a) Credit Card b) Debit Card and c) Internet Banking in the ONLINE PAYMENT GATEWAY.  
PAYMENT BY ANY OTHER MODE WILL NOT BE ACCEPTED
7. After the online submission of application, the candidate will receive an SMS and email that his / her application(s) is (are) submitted successfully.
8. After the receipt of this SMS / email, the candidates may take a print out of the application submitted online. Candidates not receiving the SMS / e-mail even after 48 hours post submission may contact the Admission Committee through email [admission@tanuvvas.org.in](mailto:admission@tanuvvas.org.in).
9. No addition, deletion or alteration of any particulars relating to the application is permitted after the submission of the application online.
10. After submitting the application online, the candidates who are employed (State/Central /SAU's / Public sector organizations) alone should take the printout of the uploaded documents and send through proper channel so as to reach the Chairman, Admission Committee (PG), Tamil Nadu Veterinary and Animal Sciences University, Madhavaram milk colony, chennai-600 051 on or before: **18.09.2019, 6.00 p.m.**
11. Only the in-service candidates are advised to submit their applications online and send their applications hardcopy to university sufficiently early. The University will not take any responsibility for postal delays. Applications received after the prescribed due date and time will not be considered on any account.
12. Candidates are requested to study the prospectus carefully before filling up the application form.

13. Candidates possessing the minimum qualifications as prescribed in the prospectus alone will be considered.
14. **The cutoff date for all the eligibility conditions is 18.09.2019.**
15. Those who are claiming community reservation should furnish the certificate obtained from the competent authority. However, the employees of Tamil Nadu Veterinary and Animal Sciences University and Government of Tamil Nadu can enclose attested copy of first page of their Service Register in proof of community claim.
16. **Employees of Tamil Nadu Veterinary and Animal Sciences University / State or Central Government or Other organizations should send their hard copy of online filled applications through proper channel or submit No Objection Certificate.**
17. COMMON ENTRANCE EXAMINATION FOR ALL POST GRADUATE DEGREE / DIPLOMA COURSES
  - ❖ **The Entrance Examination Hall Ticket and Counselling information letter can be downloaded online at [www.tanuvvas.ac.in](http://www.tanuvvas.ac.in) / [www2.tanuvvas.ac.in](http://www2.tanuvvas.ac.in) only by the eligible candidates.**
  - ❖ Admission to Entrance Examination does not confer on the candidate the right of admission to the course.
  - ❖ Candidates appearing for the Entrance Examination will have to come to the Examination Centre on their own expense and make their own arrangement for stay.
  - ❖ Candidates coming 30 minutes after the commencement of the Entrance Examination and also not possessing the hall ticket will not be permitted to appear for the Entrance Examination.
  - ❖ No candidate shall be allowed to leave the examination hall before 30 minutes of closure of the entrance examination. Once a candidate leaves the hall, he/she will not be permitted to enter the examination hall again.
18. Selected candidates should join the course on or before the specified date, failing which their names will be deleted and resultant vacancies will be filled up by other eligible wait listed candidates through Counselling.
19. Candidates selected for admission will have to give a declaration and an undertaking at the time of admission.
20. The following original documents must be submitted at the time of admission:
  - i) Provisional/Degree certificate of Bachelor and Master degree
  - ii) Transfer Certificate/Migration Certificate
  - iii) Conduct Certificate from the Head of the Institution last studied
  - iv) Mark Sheets / Report Cards / Transcript Card of Bachelor's and Masters degree
  - v) Community Certificate**Failure to submit any of the above documents will make the candidate ineligible for admission.**
21. All the candidates admitted under these categories should abide by the Academic Rules and Regulations prescribed in the Act, Statutes, Regulations and Rules (ASRR) of the University, which may be subject to revision from time to time.