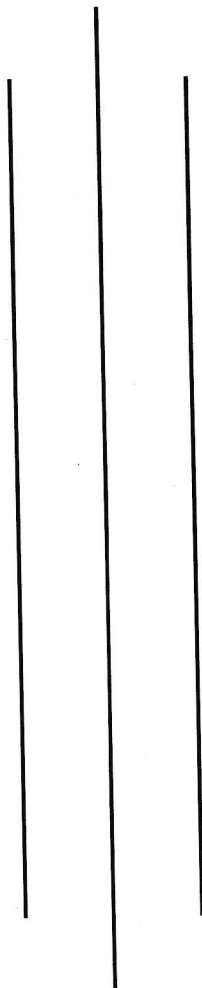


Admissions Policy



Samriddhi College

Lokanthali-1, Bhaktapur



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Samriddhi College

Admissions Policy

1. Significance of Admission Policy

Samriddhi College has been consistently offering undergraduate programs that include BSC. CSIT, BCA, BBS, and BASW. This admissions policy describes the procedures and specifications that must be met. The student must fulfill the criteria according to the program's design to get admission in the college. Samriddhi College is committed to maintaining policies that are equitable, transparent, moral, and relevant while granting access to all qualified students from a variety of backgrounds.

2. Admission Policies and Standards

Fairness, consistency, transparency, and punctuality are the guiding principles for the admissions process. Samriddhi College provides both theoretical knowledge and practical skills required to function well in today's competitive marketplace.

- Enhance equal learning opportunities for all students from various backgrounds.
- Evaluation of students' previous learning outcomes for admission to ensure that a student succeeds in their selected course.
- Maintain the confidentiality and fair admission process without any biases of college staff.
- The college has the right to cancel the admission who are incapable and unable to fulfill the admission procedures at any time.
- It is obliged to all the admitted students to fulfill their responsibilities following the college's rules and regulations, policies, procedures, and code of conduct.

3. Eligibility criteria and Admission Requirements

3.1 Admission Procedures:

Students interested to enroll in the undergraduate programs offered by Samriddhi College should:

- Have completed +2 or intermediate level in the related field.
- Appear in the entrance test.



- Face a personal interview.
- B.SC. (CSIT) comprises eight semesters and 126 credit hours. Students willing to pursue this program should have completed +2 levels.
- For the BBS program, students should have completed +2 in management through an acceptable board or university.
- Students seeking admission to the BASW program should have completed +2 with at least forty-five percent marks in aggregate.
- Students must complete +2 levels with the major subject in computer science for the BCA program.

3.2 Verification of the Qualification

- A candidate for admission to the college must provide documentation of any prior credentials that are pertinent, such as a certified copy of their academic record or a qualification certificate.
- The college reserves the right to confirm the validity of credentials, the process may follow confirmation from the previous institutions that the candidate has been through.
- A candidate for admission who, for particular reasons, is unable to offer document proof of previous qualifications, must submit a statutory declaration outlining their qualification and the circumstances surrounding their inability to do so. The candidate must submit all necessary information within three months.

3.3 Limits of Admission

- The college reserves the right to accept or reject admissions limits in any program, following the guidelines of Tribhuvan University.
- If adequate students do not apply for a course, the department maintains the right to cancel the intake and transfer enrolled students to another course or the college.



3.4 Admissions Standards

- Admissions requirements will be monitored annually, and the college management will adapt changes as necessary, notifying the College's highest academic bodies of any significant new standards that are produced.
- The Admission Department, Academic Departments, Principal, and Top Management are responsible for all decisions pertaining to Admissions and the scope of this policy.

3.5 Admission Refund

- Application fees are non-refundable, and the college won't refund any amount paid for the application process, registration, and any other related fees.
- Where a subsidiary of up to 40% may be charged for admission fees who cancel the admission within a month of enrollment. No refund shall be made to students dropping school after a month's academic pursuant.

3.6 Fee Payment

- Self-funding students must pay in full for any courses they have registered for before the relevant intake.
- If the payment deadline is missed, enrollment in the course may be suspended until all payments are paid. Failure to pay for a regular six-month period may result in withdrawal from the program or being given an opportunity for clarification.
- Students sponsored by a third party (other than the family) must have all of their payments current and receive the necessary clearances on schedule.

4 Legislative and Regulatory Requirements

- Without the applicant's consent, the institution will not divulge any information about an individual's application to a third party.



- To satisfy statistical and reporting obligations, the college may use anonymized data that was gathered as part of an applicant's application.
- The college seeks to refrain from making adjustments to its admissions policies and procedures in the interests of justice and transparency.

5 Responsibility

The academic head, department head, and admission departments are responsible for maintaining policy standards. The admissions department reserves the right of final decision for admission, admission department may seek advice from the respective department that the candidate applies for.

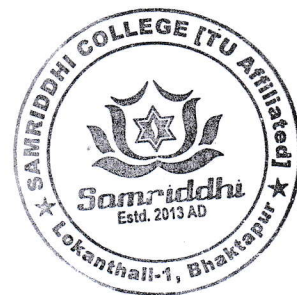
The admissions department is in charge of putting this policy into action and will be in constant communication with the Department Heads and Principal.

6 Grievances

Any complaints introduced or disputes arising following this policy, the head of the institution reserves the right to resolve the dispute, and may further supervise the policy in coordination with the department head, and the admission department.

7 Termination of the Policy's Terms

Any policy declarations that conflict with those of an affiliated university, with the laws now in effect, or both, are void and must be brought to the attention of the institution's senior administration.



[Handwritten signatures and initials]