



ASSAM UNIVERSITY, SILCHAR

INSTRUCTIONS & TERMS & CONDITIONS FOR FILLING UP THE ON LINE APPLICATION FORM FOR L.L.B 2023-2026 session

1. Online registration details are available on the University websites <https://ausexamination.ac.in/admission> and <https://aus.ac.in/>
2. Applicants willing to apply online for admission to various courses of Assam University are required to first register online and read the guidelines below carefully.
3. Download the instructions, read them carefully and save them for ready reference. Follow the guidelines during online filling of the application form. Click on **"I have read the Instructions"** button to proceed further.
4. On the landing Page (the web page which opens after you click on the Admission link <https://ausexamination.ac.in/admission>) please click on **"Applicant Login"** button.
5. New Applicants should click on the blue button indicating **"New Applicant Create a New Account"**.
6. All the pieces of information required during registration of the **new candidates** ARE COMPULSORY and will have to be given.
7. Password of the candidate will have to be entered by the candidate as per the following rules:
 - (a) Password should be minimum 6 characters and maximum 13 characters.
 - (b) There should be at least one UPPERCASE character.
 - (c) There should be at least one LOWERCASE character.
 - (d) There should be at least one NUMBER
 - (e) There should be at least one SPECIAL CHARACTER (!;@;#;\$;%)
 - (f) Example of Password: "Shukla@2020"
8. For submission of the form, filling up of **"Captcha"** is a must.
9. After filling up the form and clicking on the "Register" button, the candidate will receive an email and SMS with all the credentials for login:
 - (a) User Name, which will be also the Application Number
 - (b) Password, and
 - (c) OTP
10. The candidate will be taken to the OTP Page where the Candidate will have to enter the OTP. After entering OTP, the candidate will be taken to the main Application Form.
11. Please remember your APPLICATION NUMBER & PASSWORD. These will be required for logging in to the Application Portal. If you forget the Application Number & Password, the same can be retrieved from the email sent to you from admin@ausexamination.ac.in.
12. Before filling up the form, it is suggested to the applicants that they

should scan clearly the following documents (for uploading later) as per the size given below:

- (a) Candidate's Passport-size photograph – Size Max 150Kb
- (b) Candidate's Signature – Size Max 30Kb
- (c) Copies of other Testimonials – Size Max 300Kb each

13. In the 'mandatory upload' section, the applicant has to upload the following clearly readable documents:
 - (a) Passport-size photograph of the applicant.
 - (b) Scanned signature of the applicant.
 - (c) Scanned copy of both sides of all original testimonials (Mark sheet/ Caste Certificate/Gap Certificate/NOC from Employer, etc.)
(Candidates are advised to scan the Original Testimonials for uploading. Scanned copies of Xeroxed/photocopied documents should not be uploaded).
14. Please note that it is not compulsory to fill-up the entire Application at one go. The application can be saved in the draft mode by clicking on **"Save As Draft"** button. Doing so will allow the information already entered to be saved. Applicants can save the forms in draft mode and can log in again for completing and submitting it.
15. All(*) marked field on the application form are compulsory. The compulsory information will have to be given before Final Submission.
16. Applicants shall choose the Course in which she/he wishes to apply, based on the eligibility. The applicants are advised to check the eligibility criteria of the Courses before making a choice.
17. An applicant can apply to a **maximum of three (3) colleges** by giving his/her preferences. However, once admitted in a college, only one chance will be given to the student to leave the College and to take the admission in his/her preferred college, in case she/he gets selected in merit/selection list later.
18. Applicants can take admission to only one course. **There is no provision for getting admission to multiple courses.**
19. User/Applicant can change or edit information in the Application as long as the Application is not submitted. Once the application is submitted, the applicant cannot change or editors modify the information. **For any correction in the application form, the applicant will have to visit the First Preference College only. Therefore, candidates are advised to fill up and check the application carefully before final submission.**
20. Before the submission of the Application form, the applicant has to pay the requisite fees. Applicants are requested to pay their requisite fee online using Net Banking/ UPI/ BHIM to the respective Bank Account of College and upload the payment confirmation receipt.
21. Only Paid Applications will be accepted for further processing after verification by college/university.
22. **Applicants are requested to verify the Bank Account Details carefully before making payment. The University/Colleges will not be responsible for any wrong payment made by the applicant.**
23. **Application Fee once paid is non-refundable.**
24. Applicants will be provisionally registered for admission, subject to the eligibility criteria and verification of Certificates, mark sheets and other credentials.

25. Applicants shall take the printout of the admission form and keep it with them for future reference.
26. The applicant will be solely responsible for providing correct and relevant information in the application form. In case of any discrepancy found during verification or at any later stage, the application will be rejected by the University/College and the admission of the applicant will be cancelled. Furnishing of incorrect information/suppression of information may lead to legal action against the applicant.
27. **Eligible Criteria and Education Qualification for filling up the online application are as per BCI guideline:**
 - a. **Three Year Law Degree Course (L.L.B):** An applicant who has **graduated in any discipline** of knowledge from a University established by an Act of Parliament or by a State legislature or an equivalent national institution recognized as a Deemed to be University or foreign University recognized as equivalent to the status of an Indian University by an authority competent to declare equivalence, may apply for a three years' degree program in law leading to conferment of LL.B. degree on successful completion of the regular program conducted by a University whose degree in law is recognized by the Bar Council of India for the purpose of enrolment.
 - b. Bar Council of India may from time to time, stipulate the minimum percentage of **marks not below 45% of the total marks in case of general category applicants, 42% of the total marks in case of OBC category applicants and 40% of the total marks in case of SC and ST applicants, to be obtained for the qualifying examination**, such as Degree course in any discipline for Three years' LL.B. course, for the purpose of applying for and getting admitted into a Law Degree Program of any recognized University in either of the streams.
 - c. Candidate should ensure that they fulfill the stipulated eligibility criterion before submission of online application.
28. Schedule for the L.L.B Admission process for the session of 2023-26.

11 th September to 20 th September 2023	Submission of Online Application
21 st September to 25 th September 2023	Scrutiny of Application & approval process by the colleges
30 th September 2023	Publication of Merit List
30 th September to 5 th October 2023	Admission of selected candidates by the colleges
9 th October 2023	Commencement of first semester classes

29. Applicants are advised to visit the Admission Portal regularly for the updates/announcements regarding the L.L.B admission process in the affiliated degree colleges.
30. For any query, please, e-mail to: **cdcassamuniversity@gmail.com**