



### GENERAL INFORMATION

The laws of the University of Kerala require that degree/ diploma awarded by any other University is checked for its acceptability before permitting the holder of the degree into higher studies or jobs. This is a two step process. The syllabus and other details of the degree are inspected by the concerned Boards of Studies, Dean of Faculty (the group of subject to which the specific subject belongs) and their recommendations are placed before the Academic Council, the highest academic body of the University for the final decision. A formal University Order is then issued recognizing the Degree. This order has standing effect and the benefit of the recognition of the degree is extended not only to the first applicant but to all who seek it in future. The candidate is then issued an Eligibility Certificate which will be the document he/ she can use while seeking admission or employment. **Thus if your degree is already recognized, you only need to apply for Eligibility Certificate. This will encounter minimum delay. If your degree is not so far recognized, then the detailed inspection process is involved and is naturally more time consuming than the former.** In case you are applying for recognition, you can apply for eligibility along with, but the issue of eligibility is naturally possible only if recognition is granted.

Regular full-time degrees of Statutory (Govt./Public) Universities/ Institutions are normally recognized as equivalent to corresponding Kerala University Degree. University has stringent stand on other modes of offer of degrees. The list of already recognized Degrees are available in the University website at: [www.keralauniversity.ac.in](http://www.keralauniversity.ac.in)

#### PART A: BASIC APPLICATION DATA

|    |  |   |
|----|--|---|
| 1. | Name of Candidate<br><i>(As in Records in Capital Letters)</i>   |   |
| 2. | Date of Birth  |   |
| 3. | Postal Address of Candidate<br><i>(in Capital letters with Pin Code)</i>   |   |
|    |  | Phone:                      PIN CODE    |
|    | <i>Fee Remittance Details</i>  |   |
|    | Eligibility Certificate alone<br>(Higher Secondary Boards/<br>Degree/ Diploma)                      Rs.    200/- | <b>Details of Chalan/ Draft No.....</b> |
|    | PG/ Professional Courses<br>(Outside Kerala)                      Rs.    350/-                                   | <b>Date..... Amount.....</b>            |
|    | Recognition & Eligibility                      Rs.    1000/-   | <b>for Draft, name of Bank.....</b>     |
|    | (For Foreign Degree)                      Rs.    2000/-  | .....                                   |

**PART B: IF THE DEGREE IS ALREADY RECOGNIZED AND AN ELIGIBILITY CERTIFICATE IS REQUIRED**

|   |   |
|---|---|
| 4. Details of the already recognized Degree or Diploma for which Eligibility Certificate is required. | 4.1 Degree/ Diploma (BA/ M.Com/ Ph.D etc.).....<br>.....                              |
|   | 4.2 Name of University/ Board/ Institute which awarded the above degree.....<br>..... |
|   | 4.3 Register No. and Year of Award of Degree<br>.....                                 |

**PART – C IF THE DEGREE IS NOT RECOGNIZED AT PRESENT**

|  |   |
|--|---|
| 5. Details of Degree or Diploma which is to be Recognized and/ or Eligibility Certificate Required<br><b>PLEASE ATTACH</b><br><br>(a) Copy of the Scheme & Syllabus Attested by the Registrar of the Degree awarding University or equivalent Authority <b>WITH TWO SET OF PHOTOCOPIES OF THE SAME.</b><br><br>(b) Attested copies of all Degree Certificates and aggregate mark lists from 10 <sup>th</sup> onwards and the degree for which eligibility is sought. | 5.1 Degree/ Diploma (BA/ M.Com/ Ph.D Etc)...<br>.....   |
|  | 5.2 Name of University/ Board/ Institute which awarded the above degree.....<br>.....   |
|  | 5.3 Register No. and year of Award of Degree<br>.....   |
|  | 5.4 Nature of Study ( <b>Please tick clearly</b> ) Regular, Full Time, Part time/ Week-end/ summer programme Distance Education Programme Off Campus Programme Honorary Conferment. |
|  | 5.5 Duration of the Programme:.....<br>Years..... Semesters:.....   |
|  | 5.6 Entry Qualifications:.....  |
|  | 5.7 In case of professional degrees, whether approved by respective councils such as AICTE, DEC, MCI etc.....   |
| 6. Additional details in case of Foreign Degrees   | 6.1 Is the University ranked in the first 150 by THES (Times Higher Education Supplement) Survey?   |
|  | 6.2 Is the University recognized by Association of Indian Universities.   |
| 7. Purpose of Recognition  | 7.1 For Higher Studies (mention details)  |
|  | 7.2 For Employment.....   |
|  | 7.3 For both higher studies and employment.....<br>.....  |
|  | 7.4 For any other purpose (specify).....<br>.....   |

Place:

Date:

**Signature of Applicant**



**UNIVERSITY OF KERALA**  
**ELIGIBILITY / RECOGNITION**  
**PRELIMINARY ENQUIRY FORM**

Name of Student.....

Degree for which Eligibility Certificate Sought.....

Name of University / Institute or Board.....

Purpose for which eligibility is sought;  Higher studies  Employment  Both

Mobile / Contact Number.....

**FOR OFFICE USE ONLY**

The degree is already recognized. Therefore you need to apply only for Eligibility Certificate. Please buy Recognition/ Eligibility application form and fill in Part A only. Attach the following with filled application form.

1. Chalan/Receipt (I) Rs. 200/- for both UG & PG degrees/diplomas/ +2 boards
2. Rs. 350/- for PG & Professional Course outside Kerala ( or DD in favour of FINANCE OFFICER, University of Kerala)
3. Photocopies of Mark list and Certificates of the following examination duly attested by the Gazetted officer (I) 10th (2) Pre-degree/Plus Two/Higher Secondary Boards (3) UG Degree (4) Post Graduation Degree (5) M.Phil Degree/Ph.D Degree/Copy of the notification of the award of the Ph.D from the concerned university/ (6) other Examination
4. Copy of T.C. or Course Completion certificate of the examination for which the Eligibility Certificate is required to show Regular/Private/Distance or Correspondence Mode.
5. In Case of M.B.B.S, B.D.S. BAMS. BHMS. B.Pharm. Nursing and corresponding PG courses, copy of Medical Council and Internship Certificate attested by Gazetted Officer should be attached. For Law Degrees copy of Bar Council registration should be attached.
6. For all Foreign degrees copy of the certificate from the Association of Indian Universities (AIU) and the Certificate of recognition from the Indian Embassy/Consulate in the home country

(Seal)

**Reception Officer, University of Kerala**

The degree for which you seek Eligibility Certificate is not yet recognized. Therefore you need to apply for recognition and Eligibility together. This process will take at least I month to complete. Please buy Recognition/Eligibility Application form and fill in Part A, Band C. Attach the following with filled in application form.

1. Chalan Receipt for Rs. 1 000/- (For foreign degrees. Rs. 2000) (or Demand Draft in favour of Finance officer, University of Kerala.
2. Copy of Scheme & Syllabus attested by the Registrar of the university which awarded the degree, with 2 extra sets of photocopies of the same.
3. For Ph.D. Degrees, copies of the synopsis or thesis and the regulations prescribed for the Ph.D. programme of that university attested by the Registrar
4. For foreign degrees copy of certificate of recognition from the AIU
5. Attested photocopies of degree/diploma certificates with aggregate mark list from 10th onwards upto the degree for which recognition is required
6. TC or Course Completion Certificate
7. Certificate of registration from Medical Council and AICTE/NCTE approval

(Seal)

**Reception Officer, University of Kerala**