

# NALSAR UNIVERSITY OF LAW, HYDERABAD

## INSTRUCTIONS TO CANDIDATES FOR ADMISSION TO THE One Year LL.M. PROGRAMME 2021 – 2022

Welcome to NALSAR University of Law, Hyderabad.

Candidates who have been allotted NALSAR University of Law, Hyderabad by the Consortium of NLUs on the basis of CLAT-2022 merit are required to complete the following formalities:

1. Candidates should login to their CLAT account and choose the option of their choice, i.e., 'Accept' / 'Revise' / 'Exit'.
2. Candidates who opt for 'Accept' / 'Revise' should fill the online form and upload the documents through their login id in their CLAT account. Candidates are also required to download the 'Undertaking form (Form 1)' from [www.nalsar.ac.in](http://www.nalsar.ac.in) and submit the duly filled and signed form by email to [admissions2022@nalsar.ac.in](mailto:admissions2022@nalsar.ac.in) on or before **the deadline for payment of fee after allotment.**
3. Candidates should remit the fee as given below to NALSAR University of Law through online transfer by clicking the link given below:

### **FEE TO BE PAID TO NALSAR FOR CONFIRMATION OF THE ADMISSION:**

#### **LL.M. :**

Total amount of fee to be paid	Rs. 2,10,000/- (Rs. 2,04,000/- for SC / ST)
Less : Counselling Fee paid to CLAT	Rs.30,000/- for General candidates / 30,000/- to block the seat for General candidates Rs. 20,000/- for ST/ SC/ OBC (NCL) / BC (NCL) / EWS/ PWD (Based on All India Category) and other reservation candidates
<b>Amount to be paid to NALSAR for confirmation of admission</b>	<b>Rs.1,80,000/- (for General category candidates)</b> <b>Rs.1,84,000/- (for SC/ST category candidates)</b> <b>Rs.1,90,000/- (for OBC (NCL) / BC (NCL) category candidates)</b>

Note : Fee structure is available on the 'Instructions to candidates allotted to NALSAR' page in a different file.

**Link:** <https://formbuilder.ccavenue.com/live/indian-bank/nalsar-university/admissions-2022-23>

4. Based on the information provided and on verification of the documents submitted and on payment of fee, NALSAR will 'Accept' the candidate or may 'Not Accept'. The reason for non-acceptance will be notified on the CLAT login page.
5. All the above processes should be completed within the scheduled time line provided in the Admission Counselling Guidelines on the Consortium website.

No extension of time will be given to the candidates by NALSAR beyond the dates indicated by the Consortium.

6. **Candidates who fail to pay the fee to NALSAR and submit the documents within the timeline as given in the Schedule will not be considered for admission at NALSAR and they will also not be considered for allotment in subsequent lists issued by the CLAT Consortium.**
7. In case of candidates who opt for 'Revise', the total fee paid by them at NALSAR will be transferred to the NLU where they finally get admitted. Further, the refund of the fee paid by the candidates who withdraw their admission from NALSAR would be as per the NALSAR's Refund Policy as given below separately.
  - The provisional admission will be offered based on fulfillment of eligibility criteria and completion of admission formalities (i.e., verification of the documents submitted by the candidates in their CLAT account, submission of the undertaking (Form 1) by email to NALSAR and payment of fee). In case any discrepancy is found on a later date and / or on physical verification of original documents, the provisional admission offered will stand automatically cancelled and the total fee paid by them will be forfeited. The University may even file a criminal complaint against the candidates in case of submission of fake documents.
8. All the candidates finally allotted to NALSAR are required to download the 'Admission Form', 'Hostel Application Form & Local Guardian Form' and Additional Undertaking form (Form 2) for missing documents (if applicable) from [www.nalsar.ac.in](http://www.nalsar.ac.in) and submit the filled in forms at the time of Admission Counseling and document verification scheduled on **July 19, 2022** from **9.00 a.m. to 4.00 p.m.** at NALSAR.
9. The candidates are required to report at NALSAR University of Law, Justice City, Shameerpet Campus only on the scheduled date and time, i.e., on **Tuesday, July 19, 2022** for Admission Counseling and document verification. They are required to carry the following **original documents** for verification and submission:
  - i. SSC / 10<sup>th</sup> Class Marks Statement
  - ii. LL.B. / B.L. Marks Statements and Original Degree (Undertaking for submission of final result and the marks statement of the final year, if result is awaiting)
  - iii. LL.B. / B.L. Study Certificate from the educational institution in Telangana as proof of passing the qualifying examination in the State of Telangana and also four years Residence Certificate (in the previous seven years) in Telangana State issued by the Tahsildar/ MRO, Government of Telangana (Candidates allotted under Resident Student of Telangana Category)
  - iv. Conduct Certificate
  - v. Transfer Certificate / Migration Certificate
  - vi. SC / ST / OBC (NCL) / BC (NCL) / EWS / Disability Certificate, wherever applicable\*
  - vii. CLAT 2022 Admit Card
  - viii. Proof of counseling fee paid to CLAT Consortium
  - ix. Proof of fee paid to NALSAR
  - x. Four Passport Size Photographs
  - xi. Medical Report on Blood Group / allergies

**\* NOTE:**

- The SC/ST/OBC (NCL) /BC (NCL) /EWS certificates of the candidates allotted admission under the Resident student of Telangana category should be issued by the Competent Authority of Government of Telangana.
  - The OBC / BC certificate should be accompanied with the Non-Creamy Layer (NCL) Certificate.
  - The EWS certificate (Income and Asset Certificate) issued by the Competent Authority should be for the financial year 2021-2022.
  - The Specially Abled Persons (Persons with Benchmark Disabilities) should submit the Disability Certificate issued by the Competent Authority, i.e., District / State Medical Board during the last five years. The candidates will be considered under the said category only when the percentage of disability is 40% and above. Acceptance of their Disability Certificate by any other CLAT participating University would not automatically entitle them for admission under the said category at NALSAR.
10. If any candidate does not report and complete the admission formalities on the appointed date and time i.e., **Wednesday, July 19, 2022 between 9.00 a.m. and 4.00 p.m.,** the provisional admission offered to the candidate shall automatically stand cancelled. In exceptional circumstances a request may be made to the Vice-Chancellor for permission to report at a later date. If any candidate fails to produce the original Marks Statements of the XII standard or equivalent examination on the day of admission, their candidature for admission shall automatically stand cancelled.
11. Room allotment in the Hostel will be done on the same day. Double-seated room will be allotted to the candidate. The University will provide only a chair, table and cot in the room. The candidates are required to make their own arrangements to procure **mattress, bed sheets, bed cover, pillows, pillow covers, window curtains, lock and keys in triplicate, Bucket, Mug and other items required for their stay.** The material will also be available in the stores on Campus on payment.
12. Indian Bank Staff will also be available on the same day i.e., **July 19, 2022** and interested candidates may open the Savings Bank Account.
13. The University General Orientation Programme will be held on **July 21, 2022** in the University Auditorium for the admitted candidates and their parents. The Academic Orientation Programme will be held on **July 22, 2022** in the Video Conference Hall only for the admitted candidates. All are requested to attend the same.
14. **The classes will be commenced from July 22, 2022. Students would be allowed on campus from July 20, 2022.** The Class Schedule and other information for the First Semester will be communicated in due course.
15. The candidates who are admitted for LL.M. programme at NALSAR are strongly advised to get themselves vaccinated.
16. For any further details, candidate may contact the Admissions Office on 040 – 23498105 / 115 / 164 or email to [admissions2022@nalsar.ac.in](mailto:admissions2022@nalsar.ac.in)

### **Eligibility for Admission – LL.M.**

The eligibility is as per CLAT – 2022 Notification which is given below:

1. An LL.B Degree or an equivalent examination with a minimum of Fifty percent (50%) of marks or its equivalent grade in case of candidates belonging to General/OBC/PWD/NRI/PIO/OCI categories and Forty-Five percent (45%) of marks or its equivalent grade in case of candidates belonging to SC/ST categories.
2. Candidates appearing in the qualifying examination in April/May 2022 are also eligible to apply.
3. No upper age limit is prescribed for appearing in CLAT 2022.
4. Tie Breaker Rule : In case of equal marks, the break of tie shall be by the following procedure and order as under:
  - i. Higher age;
  - ii. Computerised draw of lots.

To be eligible for admission under the **Resident Student of Telangana category seats**, in addition to complying with the eligibility as per CLAT-2022, candidates must fulfill the following conditions and must secure appropriate rank in order of merit in CLAT-2022:

**For admission to LL.M. Course** - a student who after studying in the State of Telangana for four consecutive years appears for the qualifying examination in the Telangana State **(or)**

A student who has in the previous seven years resided in the State of Telangana for at least a period of four years, and completed the qualifying examination, i.e., LL.B. from the educational institutions in the State of Telangana.

### **Intake and Reservation - LL.M.**

Category	TOTAL Seats Category-wise	No. of Seats for All India candidates (75%)	Number of Seats for Resident Students of Telangana (25%)
Unreserved	33	25	08
Scheduled Caste	09	07 (15%)	02 (15%)
Scheduled Tribe	04	03 (7.5%)	01 (6%)
<b>OBC / BC (Non Creamy Layer)</b>	14	10 (20%)	04 (29%)  (A(7%)-01; B(10%)-01; C(1%)-00; D(7%)-01; E(4%)-01)
<b>EWS</b>	<b>06</b>	<b>05 (10%)</b>	<b>01 (10%)</b>
<b>TOTAL SEATS</b>	<b>66</b>	<b>50</b>	<b>16</b>

- 30% (19 seats) Horizontal reservation shall be applicable for Female candidates for admission to LL.M. course.

- 05% {03 seats} Horizontal reservation shall be applicable for Persons with Benchmark Disabilities (PWD).
- **Three additional candidates may be admitted over and above the sanctioned intake under All India Unreserved Category every year for LL.M. course to meet the future vacancies due to withdrawal of candidates after admissions.**
- **For admission against the reserved category seats, the candidate will have to submit the relevant certificate issued by the Competent Authority in the prescribed format.**

If a candidate belonging to reserved category (vertical reservation category) qualifies for admission under Unreserved category as per merit, then the candidate shall be considered against the Unreserved category seat only and not against the reserved category seat.

**Conversion policy for vacant seats of various categories:** The flow chart for conversion of vacant seats of various categories shall be as indicated below:

- All India S.C. → All India S.T. → All India Unreserved
- All India S.T. → All India S.C. → All India Unreserved
- All India OBC-NCL → All India Unreserved
- All India EWS → All India Unreserved
- Resident Students of Telangana Unreserved → All India Unreserved
- Resident Students of Telangana S.C. → Resident Students of Telangana S.T. → All India S.C. → All India S.T. → Resident Students of Telangana Unreserved → All India Unreserved
- Resident Students of Telangana S.T. → Resident Students of Telangana S.C. → All India S.T. → All India S.C. → Resident Students of Telangana Unreserved → All India Unreserved
- Resident Students of Telangana BC-NCL → All India OBC-NCL → Resident Students of Telangana Unreserved → All India Unreserved
- Resident Students of Telangana EWS → All India EWS → Resident Students of Telangana Unreserved → All India Unreserved

**Direct Admission**

13 (thirteen) seats are allocated to Foreign Nationals for the LL.M. course out of which 5 (five) seats are for candidates from SAARC Countries, 5 (five) seats for candidates from Non-SAARC Countries and 5 (five) seats for ICCR / Government of India nominees.

The candidates who possess citizenship of a country other than India shall only be considered under this Category.

**Conversion policy for vacant seats of Foreign Nationals category:** The flow chart for conversion of vacant seats of Foreign Nationals category shall be as indicated below:

- SAARC → Non-SAARC → ICCR / Government of India Nominees
- Non-SAARC → SAARC → ICCR / Government of India Nominees
- ICCR / Government of India Nominees → Non-SAARC → SAARC

The University may issue the Admission Notification for the vacant seats of foreign nationals till the closure of the admissions.

# **NALSAR UNIVERSITY OF LAW HYDERABAD.**

## **REGULATIONS FOR REFUND OF FEE APPLICABLE FROM THE ACADEMIC YEAR 2019-2020**

- a) In case any candidate who is not found eligible, total fee paid will be refunded.
- b) In respect of the candidate who does not turn-up for the interview on the specified date, 10% of the tuition fee will be retained by the University and the balance amount will be refunded.
- c) In respect of the candidate whose admission is confirmed and who leaves the University within 15 days from the date of admission, 20% of the tuition fee and other academic charges plus total amount of admission fee and the campus development fund fee will be retained by the University and the balance amount will be refunded. User charges will be retained on pro rata on monthly basis. Balance amount of user charges and the refundable deposits will be refunded.
- d) In respect of the candidates who leave the University after 15 days but before 30 days from the date of admission, 50% of the tuition fee and other academic charges plus total amount of admission fee and the campus development fund fee will be retained by the University and the balance amount will be refunded. User charges will be retained on pro rata on monthly basis. Balance amount of user charges and the refundable deposits will be refunded.
- e) In respect of the candidates who leave the University after 30 days from the date of admission, the total tuition fee, academic charges, admission fee and campus development fund fee will be retained by the University. User charges will be retained on pro rata on monthly basis. Balance amount of user charges and the refundable deposits will be refunded.