



# TELANGANA COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Telangana)

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No. TGCHE/Acad-TGPGLAWCET/LLM./Mgt. Quota/Instructions/2024

Dt.13.11.2024

## INSTRUCTIONS

### (GUIDELINES FOR CONDUCTING CATEGORY-B ADMISSIONS (MANAGEMENT SEATS - 20%) IN PRIVATE UNAIDED NON MINORITY/MINORITY LAW COLLEGES IN THE STATE OF TELANGANA FOR THE YEAR 2024-25)

The managements of Non-Minority / Minority Private Unaided Law Colleges are required to follow the admission guidelines issued as below for conducting process of Category 'B' admissions in a fair, transparent and non-exploitative manner by the managements of the colleges to fill up 20% management seats in existing LL.M Courses for the academic year 2024-25.

#### A. IMPORTANT NOTE:

All the Admissions shall be made in accordance with the provisions of the relevant G.O.s viz., G.O.Ms. No.64, Dt: 26.05.2006, G.O. Ms. No. 250, Dt: 27.10.2008, G.O. Ms. No. 31 &32, Dt: 18.03.2009, G.O. Ms. No. 116, Dt: 07.08.2007 as the case may be and their subsequent amendments. (Adaptation of Test & Admissions rules by the Govt. of Telangana vide G.O.Ms.No. 33, (HE(TE/A2) Dept., Dt: 31.12.2014)

#### B. ESSENTIAL ELIGIBILITY CONDITIONS [for LL.M. Courses]

1. Candidate should be an Indian National.
2. Rank Card in TG PGLAWCET - 2024.
3. Educational Qualifications:
  - (i) The candidate must have passed 3 Years/ 5 Years LL.B/B.L from a recognised University in India.
  - (ii) Candidate should secure the following percentage of marks in the Qualifying Examination.  
**50% for OC / BC**  
**45% for SC / ST**
4. The vacant seats, if any may be filled with eligible candidates on merit basis who have passed the qualifying examination and it shall be ensured that all the eligible rank holders are considered for admission, before filling up vacant seats.
5. *Approval of the candidates Graduated through Distance mode from other State Universities as per the guidelines issued by the University Grants Commission, New Delhi vide (F.No. 2-4/2015(DEB-III) Dt. 23.06.2017*

The college managements are informed to verify results and genuineness of the pass certificates submitted by the candidates and also responsible for the admission made under Category 'B' Management Quota (20%) seats for all purposes. The managements shall comply with the above and failure in implementing the same shall entail actions as per the relevant Acts and Rules in force.

- The closing date for the admissions shall be same as prescribed for spot admissions by the convener (Admissions) TGPGE CET-2024 for filling up vacant seats under Cat-A by the managements
- *The last date for submission of the admission lists (Category 'B' seats) to the Competent Authority (TG CHE) is **2<sup>nd</sup> December, 2024***

- *It is also informed that late submission of proposals beyond the cut-off date mentioned above will not be permitted under any circumstances, and the College Management will be held responsible for the ratification of the students admissions.*

The managements are directed to submit the proposals separately for each course along with the relevant certificates / documents in the following order in both hard & soft copies (scanned) indicating LAW CET CODE & **Course viz., LL.M Courses:** (Corporate Law / Intellectual property Rights / Labour Law / Constitutional Law) through institution email id's and shall pay verification and processing charges @ Rs. 600/- for each student admitted in the course by remitting to the **A/c No. 62442217975 (IFSC Code: SBIN0020070)** through NEFT in SBI, Shantinagar Branch, Masab Tank, Hyderabad.

1. Copy of Affiliation order from concerned University.
2. Copy of approval by the BCI.
3. Original paper notification for filling up of 20% management quota seats
4. Copy of the applicant list who were applied both online and in person for each course for 20% management quota who were applied both online and in person for each course for 20% management quota (a) CET wise rank List and (b) Marks in the qualifying examination (**Ms-Excel format only**)
5. Copy of merit list of the candidates who were applied both online and in person for each course for 20% management quota (**Ms-Excel format only**)
6. Abstract of Admissions made in the college under Category 'A' & 'B' seats.
7. Annexure - I (Details of Admissions made under M.Q (20%) seats for the A.Y. 2024-25 (separate proforma of Annexure-I for admissions made into each course shall be furnished). **Ms-Excel format only**
8. Undertaking on the letter head by the Principal/Secretary/Correspondent of the institution.
9. NEFT Payment receipt in original (NEFT payment reference no, date & bank seal mandatory).
10. Signature of the Principal/Secretary/Correspondent of the institution with seal must be available on all the copies submitting to the Competent Authority, TG CHE for grant of approval.
11. All the colleges are further directed to submit the admission list along with the following information in respect of each student with documentary evidence:
  - (i) TG PGLCET-2024 Rank Card,
  - (ii) The list of candidates admitted shall be submitted by the College along soft copy in Annexure-I (**MS-Excel format only**), in the proforma prescribed, (Proforma can be downloaded from the website [www.tgche.ac.in](http://www.tgche.ac.in))
  - (iii) Undertaking enclosed (Annexure-II) in the given format on Rs.100/- stamp paper should be submitted by the Secretary / Correspondent of the College
12. **ALL ORIGINAL CERTIFICATES ARE TO BE SUBMITTED AT THE TIME OF THE VERIFICATION**
13. *The Managements are not required to submit the Xerox copies of student certificates, however the copies of certificates to be submitted to the office whenever required.*

14. Lists submitted after the cutoff date shall not be accepted.

- (i) The Last date for submitting of admission lists under Management quota is 2<sup>nd</sup> December, 2024
- (ii) The processing fee to be paid per candidate Rs.600/-

Dated: 13.11.2024

Sd/-  
SECRETARY

ANNEXURE - II

The managements of LAW Colleges are requested to submit an undertaking in the following format on Rs. 100/- Stamp paper along with the admitted list of candidates.

**Sd/-  
SECRETARY**

**UNDERTAKING**

I, \_\_\_\_\_ S/o \_\_\_\_\_,  
Aged \_\_\_\_\_ Years, presently Principal / Secretary / Correspondent \_\_\_\_\_  
\_\_\_\_\_ do hereby submit that:

1. I/We have verified the genuineness of the qualifying certificates/ documents and identity of the entire batch of the candidates admitted into \_\_\_\_\_ Program(s) for the academic year 2024-25.
2. I have obtained an undertaking from the student and parent that he / she shall not claim any equities in case of his / her admission is not ratified by the Telangana Council of Higher Education (TGCHE), Hyderabad and or approved by the concerned affiliating University for appearing for the University examination on the grounds that any of the certificates submitted by the student are fake / not satisfying minimum qualifying criteria.

**Principal/Secretary/Correspondent  
Name  
College Seal**

**Date:**

**INFORMATION TO BE SUBMITTED BY THE PRIVATE UNAIDED LAW COLLEGES OFFERING  
2 YEARS LL.M COURSES FOR OBTAINING APPROVAL FROM THE COMPETENT AUTHORITY, TGCHE FOR THE A.Y 2024-25**

Name of the College	Proposal Lr. No.		Dt:	00.00.0000
Complete Postal Address with Pin code				
Office Telephone No's				Fax No:
Name of the Principal	Mobile :		Email Id:	
Name of the Chairman	Mobile :		Email Id:	
Name of the Secretary	Mobile :		Email Id:	
Website				
copy of Univ. Affiliation for the A.Y.2024-25 enclosed.	(Yes / No)	LAWCET Code	Copy of BCI Approval for the A.Y.2024-25 enclosed.	(Yes / No)

**ABSTRACT OF ADMISSIONS MADE IN THE COLLEGE UNDER CATEGORY 'A' & 'B' SEATS**

S.No	Category	Name of the Course	Intake	No. of Seats	No. of Seats filled	SC		ST		BC						Minorities						PH		OC		Total							
						M	F	M	F	A		B		C		D		E		MM		CM		SM		M	F	M	F	M	F		
										M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F								
1	Cat-A																																
	Cat-B																																

Signature of the Principal  
(With seal)

Date: DD-MM-YYYY

**ANNEXURE - I**

**DETAILS OF ADMISSIONS MADE UNDER MANAGEMENT QUOTA SEATS - 20% FOR THE YEAR 2024-25**

**Course viz., LL.M Courses: (Corporate Law / Intellectual property Rights / Labour Law / Constitutional Law)**

College Code	S.No	Name of the Candidate	Father's Name	Gender	Physically Handicapped - Yes or No	SSC Hall Ticket No	SSC Qualifying Board (Name & Address)	SSC Month & Year of Passing mm-yyyy	DOB dd-mm-yyyy	Religion as appeared in IC of the SSC	Whether belongs to NRI Quota (Yes/No)	TSLAWCET/TSPGLAWCET-2021 all Ticket No	TSLAWCET/TSPGLAWCET-2021 Rank	Inter Regd No	Inter Qualifying Board (Name & Address)	Inter Month & Year of Passing mm-yyyy	Degree Regd No	Degree Qualified from (University Name & Address)	Degree (Regular / Distance)	Degree Month & Year of Passing mm-yyyy	Degree Marks			Meeseva Application No (Community Certificate)	Meeseva Application Dt: (Community Certificate)	Community (SC/ST/BC/OC) with sub-caste as per the certificate issued by Tahsildar	Income Certificate Application No. (Issued after 01.01.2018)	Income Certificate Application Date	Aadhar Card No.	State to which candidate belongs to		
																					Total	Obtained	Percentage									

Signature of the Principal  
(With seal)

Date: DD-MM-YYYY

**Note:-** Abstract of Admissions and Annexure - I (Details of admissions made into each course) shall be furnished separately.