



Ramakrishna Mission Residential College (Autonomous), Narendrapur

Guidelines for Multiple Entry and Exit in Academic Programmes

I. Modalities for Multiple Entry

1. Eligibility Criteria

- Admission is **restricted to male candidates**, as per institutional norms.
- Students must:
 - Hold a recognized qualification (Certificate/Diploma/Degree) corresponding to the targeted semester of entry:
 - **3rd Semester Entry:** Certificate with 36–40 credits (UG Level 5)
 - **5th Semester Entry:** Diploma with 72–80 credits (UG Level 6)
 - **7th Semester Entry:** Degree with 108–120 credits (UG Level 7), and a **minimum CGPA of 7.5** for entry to Honours/Research stream.
 - Be registered with the **Academic Bank of Credits (ABC)**, with verifiable digital records.
 - Have **no active arrears** or backlogs from prior coursework.

2. Admission Process

- Applicants must download the official application form from the RKMRC website (www.rkmrc.in).
- The completed application form should be duly filled out and submitted via email to admission@rkmrc.in within the specified deadline.
- Admission shall be based on:
 - **Availability of seats**, published on the college website in advance.
 - **Entrance Test** conducted by the relevant department. The syllabus and pattern will be published online.
 - Upon successful completion of the entrance examination administered by the respective department, candidates shall be required to appear for a formal interview.
 - **Interview** with the Internal Assessment Committee consisting of:
 - Principal
 - Vice Principal
 - IQAC Coordinator
 - Controller of Examinations
 - Head of the respective department
- Entry is only permitted in **odd semesters** (i.e., 3rd, 5th, 7th), as per UGC's academic calendar regulation.

3. Documentation and Verification

- Candidates must produce the following original and scanned documents:
 - Previous academic transcripts and grade sheets
 - Migration and Transfer Certificates
 - Proof of ABC registration and credit details
 - Internship/Project reports (if applicable)
- All admissions are **provisional** and subject to **document verification**. Misrepresentation or falsified records will lead to **immediate cancellation** of admission.

II. Modalities for Multiple Exit

1. Permissible Exit Points

- Students may exit the programme only at the end of an **even semester** (2nd, 4th, 6th).
- Students must obtain the prescribed credits for each academic year, as stipulated by RKMRC, to be eligible for multiple exit options.
 - **After 1st Year (2 Semesters):** Certificate (46 credits)
 - **After 2nd Year (4 Semesters):** Diploma (89 credits)
 - **After 3rd Year (6 Semesters):** Bachelor's Degree (134 credits)

2. Exit Notification and Conditions

- A student intending to exit must:
 - Submit a **formal written application** at least **four months prior** to the end-semester examination.
 - Have **no outstanding arrears** from any semester.
 - Complete all **project, fieldwork, internship, and practical** requirements.

3. Certification Requirements

- The student will be awarded a certificate/diploma/degree only upon:
 - Completion of required **credit hours** as per UGC's Table-I of qualifications.
 - Demonstrated **satisfactory conduct** in hostel and college, certified by relevant authorities.
 - Compliance with **Academic Bank of Credits (ABC)** norms, where previously earned credits are redeemed and debited upon certification.

4. Re-entry Provisions

- Re-entry to the programme is allowed only at **odd semesters**, and based on:
 - **Credit equivalency** as per ABC records
 - Performance in **proficiency/bridge assessments** (if required)
 - Seat availability
- Credits earned will remain **valid for up to 7 years**, unless otherwise specified by the ABC.

III. Institutional Responsibilities

- RKMRC shall:
 - Maintain transparency in seat announcements and selection procedures.
 - Update and publish entry/exit procedures, credit maps, and syllabus on its official website.
 - Facilitate seamless credit transfer through integration with the **Academic Bank of Credits (ABC)** platform.
 - Ensure all certification is **digitally verifiable** and compliant with UGC-mandated templates.
 - RKMRC shall issue an official transcript to candidates who choose to exit the programme prior to the stipulated four-year duration.