

General Guidelines for Admission in DACE (2023-24)

1. Admission for free UPSC civil services coaching will be through entrance examination. DACE-CUTN is inviting application to the SC and OBC candidates. The application form for applying to the free coaching under this scheme will be available ONLINE from **1st November 2023** and last date for applying the application form is **12th November 2023**.
2. The Common Entrance Test (CET) and admission to the DACE program shall be governed by the relevant provisions of the Ministry of Social Justice & Empowerment, Govt. of India.
3. The admission to this scheme is suggestive of the fact that the terms and conditions laid down in this brochure are acceptable to the candidate and his/her guardian.
4. Benefits under the Scheme (DACE) can be availed by a student not more than twice, irrespective of the number of chances he/she may be entitled to take in a particular competitive examination. The student will be required to submit an affidavit in this regard.
5. DACE program is ONLY for the Scheduled Caste and Other Backward Classes (OBC) Students to offer them 'Free Coaching' for the Civil Services conducted by UPSC.
6. Out of 100 sanctioned seats, 70% of seats are reserved for SC and 30% of seats are reserved for Other Backward Classes (OBC) Students. As per directions from the ministry 30% of seats in each category shall be filled with eligible female candidates.
7. **This scheme is approved by the Dr. Ambedker Foundation (DAF), Ministry of Social Justice & Empowerment, Govt. of India. As per the terms and conditions of the scheme, DAF will send the institution fee to the admitted SC/OBC candidates to their bank account and student has to transfer this institution fee in the DACE-CUTN account immediately.**
8. A stipend of Rs. 4000/ (Rupee four thousand) per month will be provided to all the students by the ministry.
9. An incentive of Rs 15,000/ (Fifteen thousand) shall be provided to all the successful students after clearing Mains to prepare for the interview for the Central Civil Services / State Civil Services Exams for Class 1 and Class 2 posts.
10. The candidates enrolled under this scheme shall have to attend all the classes. If any student remains absent for more than four days without valid reasons like medical or household emergencies, his/her candidature for the scholarship shall be cancelled. Biometric attendance based on Aadhar of the students will be recorded and shared with the ministry on monthly basis for crediting stipend. If any admitted candidate decides to leave the coaching midway without prior approval of the competent authority, the expenditure incurred on the candidate will be recovered from the candidate concerned.
11. Duration of the course will be one year in case of UPSC/State Civil Services applicants.

Eligibility Criteria:

1. Only students belonging to **SC and OBC categories**, having a total family income of **Rs. 8.00 lakh or less per annum** from all sources will be eligible for benefits under the Scheme.
2. SC/OBC candidates belonging to a Minority community may apply under the similar scheme(s) of Ministry of Minority Affairs, or the State Govt. as the case may be.
3. Candidate should have age less than 35 years (for SC) and 32 years (for OBC) as on **1st November 2023**.
4. The candidate has to apply for this scheme online. No offline application will be accepted.
5. Income Certificate: The income declaration of self-employed parents/guardians should be in the form of a certificate issued by a Revenue Officer, not below the rank of Tehsildar. Employed

parents/guardians are required to obtain an income certificate from their employer and submit a consolidated certificate from the Revenue Officer including any other additional source of income.

6. The student should have a valid Aadhaar number and a bank account seeded therewith, allotted to him/her. At the time of application, if the student does not have Aadhaar number, he/ she can submit his/her EID number. However, the payment shall be released only after obtaining the Aadhaar Number and shall be disbursed to the Aadhaar seeded bank account of the student only.
7. The minimum marks in the Graduation degree should be 50% in aggregate.
8. The applicants appearing in the last year/ Semester of Graduation are also eligible to apply, but Graduation degree certificate is mandatory at the time of final admission in this programme.
9. Only those candidates who have passed the Common Entrance Test (CET), and have graduation degree, would be eligible for admission in DACE. The CET will be conducted by the University as per the directions provided by the Ministry of Social Justice & Empowerment, Govt. of India.
10. Final selection of the candidates for admission to the program will be strictly on the basis of CET merit. Preference may be given to the students of the last batch (2022- 23) admitted under the DACE scheme subject to receiving detailed direction from the ministry.

Important Note:

1. It shall be the duty of the applicant to produce the prescribed/desired documents for admission. In case of non-production of the required documents, his/her claim for admission shall automatically stand cancelled.
2. The applicant is advised to remain vigilant in collecting information regarding the Common Entrance Test (CET), its results and other details, published on the University website and other relevant sources. The University shall not be responsible if the applicant fails to collect such information.
3. The information regarding the Common Entrance Test (CET) and admission process will be published on the portal of the University website.
4. The information provided by the applicant in his/her application (Online) shall be treated as final. Any subsequent change in the Online Registration Form will not be entertained. If any information provided by the applicant is found to be false or forged at any stage, his/her admission shall be cancelled.
5. Any additional information will be published from time to time on the University website.

Common Entrance Test (CET) Syllabus:

- The Admission Test will be of Two Hours duration. The candidate has to answer 100 questions of multiple choice (MCQ) nature. Duration of ET examination will be 2.00 hours.
- The syllabus for the entrance test is given hereunder: General studies: Current affairs, General Science, Indian History, Geography, Indian Polity, Indian Economy, Sports, and General Knowledge

Commencement of classes:

- The classes will be started from **8th December 2023(Tentative)** in the full-time regular physical mode in the Central University of Tamil Nadu campus.
- Coaching will include (a) classes on General Studies, and CSAT (b) Test series, answer's and evaluation shall form part of the curriculum.
- Continuous evaluation will be done monthly for assessment of candidate performance.
- Candidates enrolled shall have to attend all classes. 90% attendance is must.
- Library facility is provided
- Candidate who will continue absent for more than 10 days without any valid reason or leave the coaching midway without proper approval, the total expenditure incurred on the candidate will be recovered from his or her.

Counselling and Admission Process:

1. At the time of admission, student has to submit the Self attested copies of the following documents:
 - Educational qualification
 - Aadhaar card copy.
 - Bank account details with IFSC code.
 - Self-declaration certificate provided on Rs. 20 Non-Judiciary stamp paper. The declaration certificate should be undersigned by the candidates & his/her parents.
 - SC/OBC caste certificate.
 - Income certificate having income less than Rs.8 Lakh. The income certificate should not be six months older and should be issued not below the rank of Tehsildar
 - Admit Card and Score card of CET/Qualifying Proof published by the University.
 - Any candidates furnished false information/documents, He/ She will be liable for Administrative/criminal proceedings and action will be initiated for recovery of the amount.

Entrance Examination details:

- There will be one examination centre at the campus of Central University of Tamil Nadu, Thiruvarur. The information regarding the Common Entrance Test (CET) and admission process will be published on the portal of the University website and hall ticket will be sent to your registered email id.