APPLICATION & ADMISSION POLICY

Application Policy:

Applicants can apply in any application round but only once within the Admissions Cycle. Duplicate applications will not be considered and might lead to termination of the applicant's candidature.

The round in which an applicant applies does not affect the chances of being shortlisted for admission to the Kautilya School of Public Policy.

All decisions taken by the Admissions Committee are final. The applicant's no request for re-evaluation of the final decision received by the applicant will be considered.

The admissions process will be entirely followed based on the applicant's merit. I want you to know that no other formal or informal recommendations from any individual(s) will be entertained or considered.

Application form details can't be changed once the form has been submitted.

The application will only be considered when accompanied by the application fee.

The application fee is entirely non-refundable, and an admission fee refund will be processed per the prevailing refund policy.

Application forms for Scholarships and Financial Aid will be open to candidates only after receiving the full admission fee as a confirmation of admission from the applicant side. Candidates who have been made a Provisional Admission or waitlisted will have access to submit the admission fee online.

Applicants must read the policies carefully to ensure their Application forms follow the stated requirements. If an application form is found to be ineligible, the candidature of that particular application will no longer be considered for the shortlist for the interview round. An application form will be considered ineligible if it reflects any of the following:

- Submission of more than one application form/duplicate application form.
- Misrepresentation of any information in the application form.
- Any content that has been copied or plagiarised from elsewhere and mentioned on the application form

If an Application Form is incomplete, that application might not be processed within the round in which it was submitted. An Application Form will be considered as incomplete if it reflects any of the following:

- Invalid or illegible government ID or attachment of a non-government ID as proof of identity.
- Discrepancy or mismatch between scores mentioned in the attached mark sheet(s) and the manually entered scores in the application form.
- Password-protected mandatory attachments.
- Illegible Class X mark sheet.

- Illegible Class XII Final Board/Predicted mark sheet.
- Illegible UG institution/Predicted mark sheet

An application is complete only if the assessments are taken. An application will be annulled if the applicant has submitted the application form but has yet to take the assessments in the round they have applied.

Admissions Policy:

Once an applicant has completed all the components of the application process and submitted their form, the applicant will have to participate in the mandatory Assessments, which require the applicant to appear in the Personal Interview Round. The Admissions Committee will evaluate each application holistically and shortlist candidates for the admissions.

The Office of Admissions follows the policies given below:

The admission will only be considered when accompanied by the admission fee.

Kautilya School of Public Policy does have a policy of deferral of admission. However, the scholarship granted will not stand null and void if the applicant wants to defer the admission. Apart from the applicant fee, the admission fee, if already paid, will be adjusted.

A candidate is eligible to receive a Provisional Admission Letter from Kautilya School of Public Policy based on their overall performance in their academic and non-academic pursuits and their performance in the Assessment and Interview Rounds. The academic parameters require candidates to submit grades/scores from Grades X, XII, and UG. In the absence of equivalent examination final scores, a candidate must submit Predicted Grades, which are considered an indication of their performance in their final equivalent examination results. However, no firm offers or decisions will be made based only on the predicted grades of the candidate.

All applicants will be required to appear for the Assessments.

Applicants will be shortlisted for the interview based on a holistic evaluation of their Application, including their assessment performance. Shortlisted Candidates will appear for an interview within the round in which they have applied

Admissions decisions are rolled out at the end of each of the four rounds within the Admissions cycle. Once a candidate has participated in the interview, they can expect to receive one of the decisions/notifications mentioned below

Types of Admissions Decisions:

- **Provisional Admission Letter (PAL) –** After successfully clearing the performance evaluation, the candidate will be given a Provisional Admission Letter (PAL).
- **Dean's Letter –** The candidate must meet the conditions specified in the admission process and deposit the admission fee to be eligible for the Dean's Letter.
- **Waitlisted –** The possibility of an Offer of Admission at the end of the admissions cycle or earlier based on the availability of seats but to be decided by the Admissions Committee
- **Denial of Admission –** The Admissions Committee denies admission to the candidate based on their overall performance in the holistic admissions process

- **Annulment of Application or Candidature –** The Admissions Committee annuls an application or candidature if the candidate fails to participate in all components of the admissions process, does not clear the mandatory screening rounds or does not submit mandatory documents required by the officials at Kautilya School of Public Policy.

Contact

If you wish to raise any queries or concerns about this policy, please contact the Admissions Office by email at admissions@kautilya.org.in or by post at Kautilya School of Public Policy, GITAM (Deemed To Be University), Rudraram Village, Hyderabad, Telangana. PIN CODE: 502329

Google Maps Navigation: https://goo.gl/maps/1qK8jywBGcfTvJvb8

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