AIEED 2013-14
ALL INDIA ENTRANCE EXAMINATION FOR DESIGN

ADMISSION GUIDELINES

ARCH invites applications for the All India Entrance Examination (AIEED) towards its various Under Graduate & Post Graduate programs, for the Academic Year 2013-14.

ELIGIBILITY
Eligibility for Under Graduate level programs in Design:
Candidates who have appeared for or cleared 10 + 2 (CBSE / ICSE / IB / State Board / NIOS or equivalent as per UGC guidelines)
10+1 students can also apply & those qualifying in AIEED 2013-14 this year are eligible for direct admission to next years Academic Session (2014-15's) through final counseling/ Interview (the last stage of the admission process)

Eligibility for Post Graduation level programs in Design:
Candidates who have appeared for the final year Exam of their Bachelor's Degree or have completed Graduation in any stream.

Note:-
The final admission of a student is granted provisionally and shall be accepted as valid only after the completion of scrutiny for fulfillment of all the eligibility criteria, to the satisfaction of the management, and will be subject to approval by affiliate authority. Non fulfillment of the above conditions will automatically result in the cancellation of the provisional admission.
Proof of the candidates having successfully passed the Qualifying Examination (10 +2) will have to be produced at the time of joining the program. In case, candidates do not produce the required documents by 30th June 2013 or their admission will be cancelled.

IMPORTANT DATES –
Online & Centre-Based Entrance Examination*

Type of Entrance Examination	Date(s) of Entrance Examination	Results of Entrance Examination	Commencement of Batch (AY 2013-14)
ONLINE Series I	01st December 2012– 30th January 2013	15th April 2013	06th July 2013
Centre-Based Examination I	27th January 2013		
ONLINE Series II	01st April 2013 – 30th May 2013	03rd June 2013	
Centre-Based Examination II	19th May 2013		

The Application Form

The Prospectus, along with the Application Form, can be downloaded from the Websites www.aieed.com and www.archedu.org from 5th Nov. 2012. The duly filled form can be submitted online or can be posted to:

The Admission Cell, ARCH Academy of Design, 9, Govind Marg, Malviya Nagar Institutional Area, Malviya Nagar, Jaipur - 302017

Please make sure to use our Online Payment Gateway or enclose a Demand Draft (DD) of Rs 1250/- in favor of 'Arch Educational Society', payable at Jaipur.

Prospectus & Application Form can also be obtained from select Bank of India branches by paying an amount of Rs. 1250/-.

Candidates not satisfying the eligibility criteria will not be accepted.

Incomplete application forms will also not be accepted. Intimation will be sent to the candidates whose application forms are provisionally accepted, pending correction and completion.

STEPS TOWARDS FILLING THE APPLICATION FORM

1. Fill in all required information in the Application Form.
2. Take a print-out of the filled application form and sign & date the application form in blue ink.
3. Affix a recent photograph of good quality in the space provided.
4. Retain a photocopy of the filled Application Form.
5. Send attested copy of certificates in support of your educational qualifications.
6. Send attested copy of relevant document indicating date of birth.
7. Send attested copy of relevant Certificate issued by competent authority for SC/ST / Other (Physically challenged, Defense, Artisans, NRI) candidates wherever required.
8. Send copies of applicable experience certificate, wherever required.
9. Send attested copy of school leaving certificate (Migration Certificate)
10. Do not staple any documents or certificates with the filled Application Form.
11. Make a DD of Rs. 1250/- in favor of ARCH Educational Society, Jaipur & send to The Admission Cell, 9, Govind Marg, Malviya Nagar Institutional Area, Malviya Nagar, Jaipur - 302017, or use our Online Payment Gateway.

APPLICATIONS PROCEDURE FOR FOREIGN NATIONALS/NRI CATEGORY

Candidates seeking admission under this category should include the following documents along with application form:

1. An attested copy of the relevant pages of the Passport
2. Equivalence certificate from the concerned Embassy acknowledging & affirming the educational qualifications of the candidate.
3. An attested copy of proof of status of NRI / foreign national.
4. A Demand Draft of US$ 75 in favor of ARCH Educational Society, Jaipur, at
   9, Govind Marg, Malviya Nagar Institutional Area, Malviya Nagar, Jaipur-302017

ADMISSION EXAMS
Exams can be given in the Online format or Offline format.
This year the question papers will be multilingual - Hindi & English.
The Online Exam will need to be answered in English only (although the questions can be read in Hindi)
The Offline Exam can be answered in either language.

ONLINE ENTRANCE EXAM
MINIMUM TECHNICAL REQUIREMENTS
Candidates are requested to make sure of the following minimum technical requirements at their end, before they enroll for the Online Exam:
1. Computer/Peripherals: the minimum specifications
•   Desktop- PC/ Laptop: with Processor 733 MHZ or higher
•   100 MB hard disk space
•   256 MB RAM
•   Monitor Resolution (1024 X 768) PIXELS
•   Webcam (This is essential for online identification purposes)
•   Any digital input media (Digital camera/Scanner/Mobile Camera). Any one of these would be of use.
2. Internet Connection:
•   Minimum Requirement: 256 KBPS Broadband connection
•   Recommended: 512 KBPS Broadband Connection or higher (Please avoid USB/Data Card based Connections)
3. Software/Plug in requirements:
•   Microsoft Windows XP Professional or any other upgraded Operating System
•   Internet explorer 6 (or above) or any other similar browser – Google Chrome.
•   (Other plug-in requirements, if any, will be updated on the examination website/or provided online)
4. Power Connection:
    Please make sure your desktop computer is connected to an Uninterrupted Power Supply (UPS) System during the examination. In case you use a laptop, please keep it fully charged & connected to a power supply.

In case of any technical faults like power cuts, internet connectivity failure, server problems, etc., the candidate is advised to contact the technical support team immediately on a specific helpline number which will be made available on the exam website, during the examination. Only technical queries will be entertained; no content based questions will be encouraged.

ADMIT CARD – ONLINE EXAMS
Admit Card of eligible candidates will be available online within 3 days of submission of Online Application Form. Candidates are required to download the Admit Card from the AIEED website www.aieed.com or www.archedu.org & affix their photograph (same as that affixed on the

Application Form) get it attested by a Gazetted Officer / School or College Principal / Notary / Oath Commissioner. The Admit Card is required to be produced at the beginning of the online exam after the login as well as at the Sify Examination Centre if the exam is given there, where they will also be required to produce a valid identification, e.g. School Leaving Certificate, 10 +2 Mark sheet, Driving License, Passport, Photo ATM/ Debit Card, or any other valid photo identity proof.

The Admit Card would contain candidate's ID, Log in ID and Password. The Login ID and Password are to be used by the candidate to log in at the time of the examination. Please keep these details ready and available with you before logging in.

ID Verification may include photographing, videotaping or other forms of electronic ID confirmations. Candidates are required to take a portrait pic of themselves with admit card and ID proof at the beginning of the exam after login. If the candidate refuses to comply with given instructions, they will not be permitted to appear for the test and the candidate will forfeit the test fee. As listed above, valid identification consists of any of the following: -
School Leaving Certificate, 10 +2 Mark sheet, Driving License, Passport, Photo ATM/ Debit Card, or any other valid photo identity proof.

TIME SLOTS – ONLINE EXAMS
The candidates, whose forms have been accepted, will have to appear for the online entrance exam at the allotted time and date. The online entrance exam is designed to test the knowledge, skill and aptitude of the candidates towards taking up a career in the field of Design.

Option 1:10: 00 am to 1:00 pm
Option 2: 2: 00 pm to 5:00 pm
Option 3: 6: 00 pm to 9:00 pm

RESCHEDULING – ONLINE EXAMS
The candidate can request the reschedule of a previously scheduled test date and time 3 full working days in advance before the previously scheduled log in; otherwise the test fee will be forfeited.
The rescheduling fee is Rs. 350/- per instance, payable 2 full working days before the preferred test date and time through online payment gateway/ Internet banking.

The dispensation for the rescheduling of the Online Exam shall be at the sole discretion of the ARCH Management.

EXAM CENTRES – ONLINE EXAMS
The Online Entrance Exam can be given from home or any convenient place or from any of the Sify Centres listed on the AIEED website www.aieed.com or www.archedu.org

CENTRE BASED ENTRANCE EXAM

The candidates whose forms have been accepted will have to appear for a written entrance examination at the Examination Centers opted for by them. The written entrance examination is designed to test the knowledge, skill and aptitude of the candidates towards taking up a career in the field of Design.

ADMIT CARD – CENTRE BASED EXAM

Admit Card of eligible candidates will be available online by 23rd Jan. 2013 for the Series – I Centre Based Exam and by   15th May, 2013 for the Series- II Exam. Candidates are required to download the Admit Card from the AIEED website www.aieed.com & affix their photograph (same as that affixed on the Application Form) and get it attested by a Gazetted Officer / School or College Principal / Notary / Oath Commissioner. The admit card is required to be produced at the Examination Center along-with valid identification, e.g. School Leaving Certificate, 10+2 Mark sheet, Driving License, Passport, Photo ATM/ Debit Card, or any other valid photo identity proof.

EXAM CENTRES - CENTRE BASED EXAM

The written entrance examination will be conducted in the cities mentioned below. The candidate can select any of three cities (only 3), in the order of their preferred choice of location for examination centre. If the First/ Second choice of centre is not available or dropped for any reason, then they will be allotted the centre of their Second /Third choice respectively.

Examination Centre	City & Code	Examination Centre	City & Code
Name of the City	City Code	Name of the City	City Code
Ahmedabad	01	Bhopal	09
Chennai	02	Indore	10
Delhi	03	Chandigarh	11
Jaipur	04	Noida	12
Kolkatta	05	Guwahati	13
Lucknow	06	Patna	14
Mumbai	07	Ranchi	15
Kanpur	08		

Additionally Centre Based Exams can be given at designated Sify Centres which shall be intimated to you on your admit card. ARCH reserves the right to cancel any of the Examination Centers mentioned. In such cases, administratively suitable and convenient alternate examination centers will be allotted. Request for change of Examination Centre will not be entertained once the form is submitted.

RESCHEDULING – CENTRE BASED EXAM

Any candidate who is unable to appear for the written examination on health grounds or any other unavoidable reason should submit an application explaining the same on the mail

address: admission@archedu.org. The details of the candidate's case will be taken into consideration and the candidate will be informed accordingly. This Application may also be sent by speed post/courier to:
The Admission Cell, ARCH Academy of Design, 9, Govind Marg, Malviya Nagar Institutional Area, Malviya Nagar, Jaipur-302017

RESULTS

Successful candidates eligible for admission (both online & offline exams) will be informed through the results published on the website as well as telephonically. They will be required to attend a counseling session at the ARCH Campus, Jaipur on a specified and given date and time.
Combined Declaration of Examination Results (Series– I)   : 15th April 2013
Combined Declaration of Examination Results (Series – II)   : 3rd June 2013

SEATS

Seats are reserved for SC / ST / Physically Handicapped Candidates / Foreign Nationals / NRI in each program, as per Govt. norms and ARCH's CSR commitments.

CANCELLATION AND REFUND

The fee deposited along with the application form is not refundable under any circumstances.

TERMS & CONDITIONS

1. Successful candidates eligible for admission will be required to attend the counseling session at the ARCH Campus, Jaipur at their own expense, on the given date and time. The schedule for counseling will be displayed on AIEED website www.aieed.com or www.archedu.org
2. The admission to any program would be offered as per merit.
3. A candidate must have attempted at least 50 % of the paper, to be considered for evaluation.
4. The final admission of a student is granted provisionally and shall be accepted as valid only after the completion of scrutiny for fulfillment of all the eligibility criteria, to the satisfaction of the management, and will be subject to approval by affiliate authority.
5. If the candidate is absent on the date and time specified for the counseling session or does not deposit the fee through Demand Draft, their candidature may be cancelled and the next candidate in the final merit list will be considered.
6. The selected candidates have to bring the Admit Card issued by ARCH, in print form, along with a valid Photo Identity Proof and valid migration & transfer certificate at the time of counseling. All these documents need to be attested by a Grade 1 Gazetted Officer.
7. All remaining vacant seats shall be offered to the wait listed candidates in the order of merit.

8. Any attempt to influence the admission process by way of recommendation will invite immediate disqualification of the candidates.

9. Any dispute arising out of the admission process & procedures would be admitted under the jurisdiction of Jaipur courts only.

10. ARCH reserves the right to add to, modify, or discontinue any of the aforesaid points.

ATTENTION

The provisions of the admission guidelines and prospectus can be-changed without advance notice by the management of the ARCH Educational Society, and shall be notified at the website www.archedu.org & www.aieed.com

For any Representation/ clarification/ dispute, the decision of the management of ARCH shall be final and binding.