



Karve Institute of Social Service

Admission Policy



The admission process at Karve Institute of Social Service ensures fairness, transparency, and consistency, offering an equal opportunity to all aspiring students. The policy has been framed to provide clarity and ease in the admissions procedure while maintaining high academic standards.

1. Admission Committee:

For admission to each class/year of the course, an admission committee comprising faculties and authorities will be constituted to facilitate the process. One or two members will be designated as Admission In-Charge(s) to oversee the procedure.

2. Announcement of Admission:

The admission of courses will be officially announced on the college website, along with the names and contact details of Admission In-Charge(s). A link for online form filling and submission of admission and payment of fees will also be provided.

3. Orientation for Admission:

The admission committee will be responsible for conducting orientation session regarding the admission policy two days prior to the actual conduct of the entrance

4. Admission to MSW course

Admission to the course offered by the college will be based on the merit list displayed after the completion of all components of entrance exam.

5. University Affiliation:

Admission to this course affiliated with Savitribai Phule Pune University (SPPU) will only be granted if the candidate fulfils the eligibility criteria prescribed by the university.

6. Provisional Admission:

Admission granted to candidates will be provisional. It will be confirmed only after the due process of eligibility is completed by the candidate with assistance from the college eligibility section and verification by the affiliating university.

7. Cancellation and Refund:



The rules for cancellation of admission and refund of fees will follow the policies prescribed by SPPU the affiliating university.

8. Payment of Course Fees:

Admission to the course will be confirmed only after the payment of the prescribed course fees.

9. Fee Instalments:

If a candidate is unable to pay full fees, they will have the option to apply for an instalment facility. The admission committee will assist in processing the request, with final approval resting with the principal.

10. Fee Receipts and Records:

The original fee receipts and transaction details of the admission fees paid must be preserved by the candidate until they complete the course.

