ADMISSION FORM 2020

KATHMANDU UNIVERSITY
SCHOOL OF ARTS
Hattiban, Lalitpur
soa_admission@ku.edu.np
www.kusoa.edu.np

Tick as appropriate

☐   I am applying for **Provisional Admission**

☐   I am applying for **General Admission**

Select only one program you want to apply for:

Bachelor in Community Development (BCD)   ☐

Bachelor in Economics (BECON)   ☐

Bachelor in Media Studies (BMS)   ☐

KUSAAT No: _____

Applicant's Name: _____

General Instructions to the Students

1. Complete the admission form as presented.

2. Attach certified copies of original transcripts (high school onwards) along with the application form.

3. Submit this form with bank voucher of NRs. **110,000/- (One Lakh Ten Thousand Only) to Kathmandu University** in one of the following Banks:

- **eSewa (School of Arts, Kathmandu University)**

- Account No: 2001524044147071
  Bank Name: Machhapuchchhre Bank Ltd

- Account No: 0 1100 1095 5102
  Bank Name: Nabil Bank Ltd

- Account No: 00501030250009
  Bank Name: Nepal Investment Bank Ltd.

- Account No: 01500100050584000002
  Bank Name: Nepal Bank Ltd.

- Account No: 01815116234
  Bank Name: Siddhartha Bank Ltd.

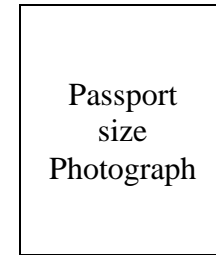**Account Name: Kathmandu University (for all above bank accounts)**

Submit your application to the following correspondence:

Dean
School of Arts
Kathmandu University
Hattiban, Lalitpur
Tel.: 5251294/5251306

OR

Compile the filled-up admission form and all the documents (as said in the checklist including the payment evidence) into a single Pdf file and send in an email at: soa_admission@ku.edu.np

KATHMANDU UNIVERSITY
SCHOOL OF ARTS
ADMISSION FORM (2020)

<div style="border:1px solid">
Passport
size
Photograph
</div>

1. I hereby apply for admissions to the Bachelor in……………………………….............

   (program name)

   at the School of Arts, Kathmandu University. If accepted as a student I shall comply with all regulations, conditions and rules of the University.

2. **Personal Details (use BLOCK LETTERS)**

   Last Name … … … … ……....... First Name … … … …. …........ Middle Name …………...

   Date of Birth … … … … … … (A.D.)   Nationality … … … … …................................

   (Day/Month/Year)

   Marital Status … … … … …   Gender … … … … … …....................................

   Guardian's Name … … … … …...................... Guardian's Occupation … … …......................

   Guardian's Contact Telephone/ Mobile No: --------------------------------------

   Your Correspondence Address   *Your Permanent Address*

   …………………………..   ……………………………………

   …………………………..   …………………………………….

   Tel: …………………………...   Tel: …………………………….

   Your e-mail:

3. **Education**

List in chronological order the schools you have attended, beginning from SLC.

School/College	Major Subjects	Degree Earned	Percentage or CGPA	Dates Attended

4. **Awards and Recognition**

List all significant scholarships, awards, and academic prizes you have received since high school.

5. **Activities**

List any major activity you have taken part in since high school.

Name of Activity	Description	Date of Participation

Kathmandu University
School of Arts
Bachelor Program (BCD/BMS/BECON)

Expression of Interest for Admissions (2020 Aug/Sep)

I, ..., hereby express my interest to join BCD/BMS/BECON

at the School of Arts, Kathmandu University.

If admitted, I hereby pledge to abide by the following rules and regulations:

1. I will pay the required amount of all the instalments at the specified Bank in Kathmandu University's Bank Account within the given deadline.
2. I will fill in and submit the required Admission Form, Registration Form and other related forms within the mentioned deadline.
3. I will submit all the other required documents **(Marksheets for Grades 11& 12, Transcript, Migration Certificate)** at the time of admissions. In case I am unable to submit any of the documents at the time of admissions, I will do so within one month after the inception of classes. I understand that the failure to do so may result in cancellation of my admissions, in which case I will not be refunded the paid fees.
4. Once I am admitted, I understand that I will not get **any refund** from the School if I quit the program once the program begins.
5. I will follow all the other rules of SoA and KU.

I agree to abide by all the above terms and conditions and do my best to become a responsible graduate student of School of Arts, Kathmandu University.
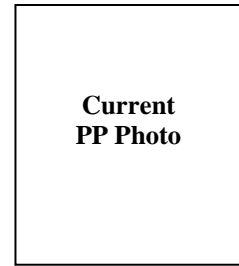
Name:

Signature:

Date:

Mobile: Email:

7. Library Form

KATHMANDU UNIVERSITY
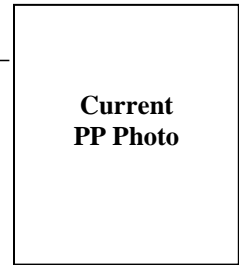**School of Arts**
Undergraduate

LIBRARY MEMBERSHIP FORM 2020

**Current
PP Photo**

(without signature)

Mr./Ms. _____ _____ _____
               Last Name   First Name   Middle Name

Date of Birth: _____ _____ _____
                   DD   MM   YY

**Current
PP Photo**

Undergraduate Program
a. Bachelor in Community Development   ☐
b. Bachelor in Economics   ☐
c. Bachelor in Fine Arts   ☐
d. Bachelor in Media Studies   ☐

Signature
(Inside the box)

Year of joining: _____ _____ _____
                      DD   MM   YY

Contact Address: _____

Office: Tel. No.: _____**Home Tel. No.:** _____

Mobile number: _____**Email:** _____

Permanent Address: _____

Home Tel. No.: _____

For official use only (To be filled by School Library)

ID no.: _____ Validity Date:

Day	Month	Year

Checked by Librarian: _____

ID Received Signature. _____

8. Document Submission Checklist (BCD, BECON, BMS, Kathmandu University)

(To be completed by the applicant and submitted along with other documents by **September 30, 2020**)

SN	Documents	Tick	Remarks
1	Admission Form		
2	Passport-size Photo		
SLC or Equivalent Certification			
3	Attested copy of Mark Sheet/Transcript		
4	Attested copy of Character Certificate		
+2 or Equivalent Level Certification			
5	Attested copy of Transcript		
6	Attested copy of Mark Sheet		
7	Attested copy of Character Certificate		
8	Migration Certificate (from most recent institute attended)		
9	Attested copy of Citizenship/passport		
10	Admission fee **NRs. 110,000/-** **(proof of eSewa or Bank Voucher)**		

I, hereby, declare that the information and documents provided along with this application packet are true to my credentials. Any deceitful intentions or wrong information, if found, will result in the cancellation of the admission process as per the university's rule.

Name of Applicant: _____

Signature of Applicant: _____

Date: _____

9. Only for foreign students (include this page only if you are applying with a non-Nepali citizenship/passport)

Country of citizenship …………………………

Type of visa ……………………………………

_____

I hereby certify that the information given above is complete and accurate.

_____   Date … ……… …. … ….
Signature of Applicant

_____   Date … ……… …. … ….
Signature of Guardian

Kathmandu University School of Arts

Hattiban, Lalitpur
Fee Structure for 2020 Batch*
Bachelor in Media Studies, Bachelor in Economics and Bachelor in Community Development

At the time of Admission	Amount	Remarks
Admission	45000	
Registration	15000	
Development	35000	
Other Fees	5000	
Sub Total	100000	
Caution Money	10000	**Refundable**
Total	**110000**	

Payment Schedule BCD, BECON, BMS	Batch 2020	Last Date of Payment
1st Year		
At the time of Admission	110000	August
Installment II	22000	15-Nov
Installment III	29000	15-Feb
Installment IV	22000	15-May
Sub Total	183000	
2nd Year		
Installment V	32500	15-Aug
Installment VI	22000	15-Nov
Installment VII	32500	15-Feb
Installment VIII	22000	15-May
Sub Total	109000	
3rd Year		
Installment IX	32500	15-Aug
Installment X	22000	15-Nov
Installment XI	32500	15-Feb
Installment XII	22000	15-May
Sub Total	109000	
4th Year		
Installment XIII	32500	15-Aug
Installment XIV	22000	15-Nov
Installment XV	32500	15-Feb
Installment XVI	22000	15-May
Total	109000	
Grand Total	510000	

*This fee structure is applicable for Nepali citizens only. South Asian National should pay 1.5 times and other foreigners should pay 2 times the above amount.