



REGIONAL CAMPUS
THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY
(A Central University)
(Accredited with 5 Stars in 2000 & Re-accredited with 'A' Grade in 2016 by NAAC)
Motimahal, 2 Rana Pratap Marg, Hazratganj
Lucknow-226 001
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Guidelines for Admission to Part-time Courses in Foreign Languages

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Important dates:

Last date for submission of application form: 28 January 2022

List of provisionally selected candidates for admission to be uploaded on the website: 01 February 2022

Last date for payment of fee: 8 February 2022

List of provisionally selected candidates to be uploaded on the website: 9 February 2022

Second list of candidates selected for admission to be uploaded on the website: 09 February 2022

Last date for payment of fee: 11 February 2022

List of provisionally selected candidates to be uploaded on the website: 12 February 2022

Commencement of Classes: 14 February 2022.

Candidates seeking admission to Diploma in Russian

List of candidates required to take entrance test will be uploaded on the website: 01 February 2022

Date of Written test and Viva-voce : 03 February 2022

List of selected candidates to be uploaded on the website: 07 February 2022.

Last date of payment of fee: 11 February 2022.

Applications are invited for admission to the part-time courses in French, Russian and Spanish. Each course is of two- semester duration and courses will be offered through face to face mode. However, in the event of the closure of the university due to covid-19 cases, courses will be shifted to the online mode.

List of courses

French

Title of the Course	Timings	Days of the week	Intake
Certificate of Proficiency in French	6.00 p.m.–8.00 p.m.	Monday, Wednesday, and Friday	25

Russian

Title of the Course	Timings	Days of the week	Intake
Certificate of Proficiency in Russian	6.00 p.m.–8.00 p.m.	Monday, Wednesday, and Friday	25
Diploma in Russian	6.00 p.m.–8.00 p.m.	Tuesday, Thursday and Friday	20

Spanish

Title of the Course	Timings	Days of the week	Intake
Certificate of Proficiency in Spanish	6.00 p.m.–8.00 p.m.	Monday, Wednesday and Thursday	25

General instructions

• Download the application form from the University website and fill in the form. Please pay the application fee as per the details provided below:

Application fee for:

- General/OBC categories: Rs100/-
- SC/ST categories: Rs.50/-
- PWD — no cost
- Scan the filled-in application and the fee receipt (where applicable) and send them to the mail id efluniversitylko@gmail.com on or before 28 January 2022:

- The lists of candidates for admission to the part-time courses will be uploaded on the university website www.eflulucknow.ac.in on 01 February 2022.
- Create a zipped folder titled 'yourname-name of the course' (for instance, 'RashmicopArabic.zip) with all the documents mentioned in the checklist. Attach this zipped folder and mail it to the email id efluniversitylko@gmail.com in the format provided in 'checklist for admission' section of the guidelines on or before 28 January 2022.
- The list of provisionally selected candidates whose documents have been found to be in order will be uploaded on the University website on 01 February 2022. These candidates have to pay the fee by 08 February 2022. Seats of candidates who fail to submit the required documents and/or do not pay the fees by the date mentioned above will be cancelled.
- The second list of provisionally admitted candidates will be uploaded on the University website on 09 February 2022. It is the responsibility of a candidate to check his/her mails regularly and promptly respond to any mail from the University.
- It is for information that the admission will continue to be provisional until the original certificates are verified and found to be in order by the Admission Committee. At any stage, if it is found that a candidate does not meet the eligibility requirements, his/her provisional admission will be cancelled.
- The University may contact the provisionally admitted candidates on their registered phone numbers or send messages. Therefore, candidates are required to keep their phones active and constantly check for missed calls and messages, and promptly respond to them.
- Certificates of candidates belonging to SC/ST/OBC (non-creamy layer)/EWS/PWD/WDP/Kashmiri Migrant have to be submitted along with the filled-in application form in the formats used for admission in Central Universities. They need to be issued by the authorized official on or after the date mentioned (where applicable) in the checklist. Certificates which do not comply with the prescribed format will not be considered. Stipulations regarding the date of issue (where applicable) need to be adhered to.
- Names of candidates will figure only once in the merit/reserved list.
- If the names of candidates belonging to OBC (non-creamy layer)/SC/ST/PWD/WDP occur in the Unreserved list, they will be given admission only in the 'Unreserved List' and cannot claim seats under the reservation quota.
- The candidates are advised to check the University website www.eflulucknow.ac.in regularly as all notifications will be uploaded here.

Eligibility Criteria

Important: All the candidates are required to read the eligibility criteria mentioned below before submitting the filled in application.

Eligibility criteria for admission to Certificate of Proficiency in select foreign languages:

Certificate of Proficiency Courses

The minimum qualification for applying for the Certificate of Proficiency is Class X/SSLC/SSC or its equivalent recognized by the Government of India.

The duration of the part-time Non-Intensive courses is two semesters and that of Intensive Course is of one semester.

Seats to various part-time courses are allotted as per GOI norms.

Admission will be given to only ONE course.

Please note that accommodation in hostels will not be provided to students of part- time courses. They cannot avail themselves of the library facilities for reference purposes. Further, library cards are not issued to students of the part-time courses.

Diploma in Russian

1. Candidates seeking admission to Diploma in Russian are required to take an entrance test. The Entrance Test comprises of a written test and viva-voce (Equal weightage will be given to both the components).
2. Seats to various part-time courses are allotted as per GOI norms.
3. Admission will be given to only **ONE** course.

* Please note that accommodation in hostels will not be provided to students of part-time courses. They cannot avail themselves of the library facilities for reference purposes. Further, library cards are not issued to students of the part-time courses.

• Application fee

- General/OBC Rs 100/-
- SC/ST Rs. 50/-
- PWD—no cost

• Entrance Test fee

All students, taking the Entrance Test, are required to pay an Entrance Test Fee of Rs. 200/- at the time of submission of the application. The Entrance Test Fee for SC/ST students shall be Rs. 100/-. PWD students shall be exempted from paying this fee.

Checklist for admission

- Checklist for admission to Certificate of Proficiency courses in select foreign languages

The Checklist is to help you to verify whether all the required documents have been included in the zipped folder. Check the items in the list and remember to sign the Checklist before including a scanned copy of it in the zipped folder. Please attach scanned and self-attested copies of the following:

- Passport size photograph (25kb)
- Pass certificate of class X (SSC/CBSE/ICCSE/Class10)
- Pass certificate of Class12/Intermediate
- Pass certificate of degree/postgraduate (Where applicable)
- SC/ST certificate (Where applicable)
- OBC (Non-creamy layer) certificate (Where applicable)
- EWS certificate (in the case of EWS candidates)
- Medical Certificate (in the case of VHC/HHI/PHC candidates)
- WDP Certificate (in the case of WDP candidates)
- Signed copy of the checklist

Bank details for online payment of fees

Important Note: After the verification of the scanned documents sent by the candidates in stage one of the admission process, the University will upload the list of provisionally selected candidates. Only those candidates whose names figure in the provisionally selected candidates list have to pay the admission fees.

Regional Campus Lucknow Account Name: Director, The English and Foreign Languages University, Lucknow Campus
Account No.: 52019600285
Name of the Bank: State Bank of India
Name of the Branch: Sapru Marg
IFSC Code: SBIN0020636

Candidates are advised to contact the payment gateway they have used for paying the fees in case the amount is deducted from their accounts but acknowledgement/receipt is not provided.

Important instructions:

- Scan the bank receipt and keep the original receipt safely for future reference.
- The receipt should clearly show the UTR No./Transaction No./Reference Number/INB number.
- When you pay online, after the amount is credited, you will receive a message on your registered mobile number and your registered email. In the message you will find the UTR No./Transaction No./Reference Number/INB number. You must send a screenshot of the message as an attachment to your email. This is mandatory as tracing the payment in the bank will be difficult without this.

- Email the scanned copy of the bank receipt to the mail id efluniversitylko@gmail.com in the format given below:

Format of the email

- Your Details:

Name of the Candidate:

Name of the course:

Mobile No.:

Bank Payment Details:

Name of the account holder:

Account number:

Name of the bank: Branch:

IFSC code:

Amount paid:

Date of Payment:

Payment mode: NEFT/SBI to SBI/Debit card/Credit card Transaction Number /Reference Number /UTR Number:

Attachments: Scanned copy of the bank receipt

Details of fees

Fee Particulars (to be paid during admission) for all part-time courses for Indian Students

Sl. No.	De tail s	General/OB C category candidates	SC/ST category candidates/Spouse/ Children of staff members of the EFL University	For PWD category candidates
1.	Registration Fee (at the time of joining)	500	500	5 0 0
2.	Tuition Fee (per semester)	1700	850	----
3.	Examination Fee (per semester)	500	500	--
4.	Certificate	200	200	2 0 0
5.	ID Card	100	100	1 0 0
6.	Total fee for Semester I	3000	2150	8 0 0
7.	Total fee for Semester II	2300	1450	--

Foreign Nationals

Sl. No.	De tail s	Fee for Foreign Nationals from other Universities	Fee for Foreign Nationals from the EFL University
1.	Registration Fee (at the time of joining)	250	250
2.	Tuition Fee (per semester)	3300	3300
3.	Reserve fund (per semester)	3300	2475
4.	Foreign Student Welfare Fund (per semester)	1650	825
5.	Examination Fee (per semester)	500	500
6.	Certificate	200	200
7.	ID Card	100	100
8.	Total fee for Semester I	9300	7650
9.	Total fee for Semester II	8750	7100

Please note that fee once paid will not be refunded

Format of the email to be sent to the University

- I have read and understood the information provided in the ‘Guidelines for Admission to Certificate of Proficiency Courses / Diploma Course’.
- I have checked the eligibility criteria for admission to the course, the applicable admission fees, the guidelines for submitting Caste/EWS/Medical certificates, etc.
- I have submitted a scanned copy of my passport size photograph (25kb).
- I have included the proof of my permanent address.
- I have created (and attached to this mail) a zip folder containing all the documents listed in the checklist, along with a copy of the checklist duly signed.
- I understand that I will be considered for provisional admission to ----- course now pending verification of original certificates. At any stage, before or after being admitted to a course, if it is found that I do not fulfil the eligibility criteria for pursuing the said course, my provisional admission/admission will be cancelled.

Yours sincerely

Name (Capital Letter)

Mobile No.

Address: