

VAJIRAM & RAVI

(A Unit of Vajiram & Ravi IAS Study Centre LLP)

INSTITUTE FOR CIVIL SERVICES EXAMINATION

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CIVIL SERVICES EXAMINATION COURSE DETAILS for 2016-17 (PRELIM-CUM-MAIN)

Sl. No	Subject	Date of Commencement	Duration	Timings	Fee ₹	Service Tax @ 15% (wef June' 16)	Total Fee ₹
1.	General Studies						
	Prelim –cum–Main – Batch 1	07.07.2016	36 weeks	08:00 A.M. to 10:30 A.M.	1,15,652	17,348	1,33,000
	Prelim –cum–Main – Batch 2	07.07.2016	36 weeks	11:00 A.M. to 01:30 P.M.	1,15,652	17,348	1,33,000
	Prelim –cum–Main – Batch 3	07.07.2016	36 weeks	02:00 P.M. to 04:30 P.M.	1,15,652	17,348	1,33,000
	Prelim –cum–Main – Batch 4	07.07.2016	36 weeks	05:00 P.M. to 07:30 P.M.	1,15,652	17,348	1,33,000
2.	Public Administration	13.07.2016	16 weeks	08:00 A.M. to 10:30 A.M.	39,130	5,870	45,000
3.	Sociology	13.07.2016	16 weeks	02:00 P.M. to 04:30 P.M.	39,130	5,870	45,000
4.	Psychology	13.07.2016	18 weeks	02:00 P.M. to 04:30 P.M.	39,130	5,870	45,000
5.	Geography (Batch-I)	13.07.2016	16 weeks	08:00 A.M. to 10:30 A.M.	39,130	5,870	45,000
	Geography (Batch-II)	13.07.2016	16 weeks	11:00 A.M. to 01:30 P.M.	39,130	5,870	45,000
6.	Political Science & I.R. (Batch-I)	13.07.2016	16 weeks	08:00 A.M. to 10:30 A.M.	39,130	5,870	45,000
	Political Science & I.R. (Batch-II)	13.07.2016	16 weeks	11:00 A.M. to 01:30 P.M.	39,130	5,870	45,000
7.	Commerce & Accountancy	13.07.2016	16 weeks	08:00 A.M. to 10:30 A.M.	39,130	5,870	45,000
8.	Anthropology	13.07.2016	16 weeks	05:00 P.M. to 07:30 P.M.	39,130	5,870	45,000
9.	Economics	13.07.2016	16 weeks	05:00 P.M. to 07:30 P.M.	39,130	5,870	45,000
10.	Philosophy	13.07.2016	16 weeks	05:00 P.M. to 07:30 P.M.	39,130	5,870	45,000
11.	CSAT (Batch-I) (3-4 days a week)	11.07.2016	14 weeks	08:00 A.M. to 10:00 A.M.	15,652	2,348	18,000
	CSAT (Batch-II) (3-4 days a week)	11.07.2016	14 weeks	11:00 A.M. to 01:00 P.M.	15,652	2,348	18,000
	CSAT (Batch-III) (3-4 days a week)	11.07.2016	14 weeks	02:00 P.M. to 04:00 P.M.	15,652	2,348	18,000
	CSAT (Batch-IV) (3-4 days a week)	11.07.2016	14 weeks	05:00 P.M. to 07:00 P.M.	15,652	2,348	18,000

- The General Studies & CSAT courses include classroom teaching, study materials and classroom Preliminary Test Series and Answer Writing Practice sessions for Main Examination. All the courses are available **only in English medium**.
- **Online registration for the above courses will be available on 16th and 17th June 2016 between 9:00a.m. and 5:00p.m., on www.vajiramandravi.com.**
- Registration fee of ₹ 600/- is to be paid at the time of **online registration on www.vajiramandravi.com by Credit or Debit Card (Only VISA or MASTER Card)**.
- The institute won't bear any responsibility if a candidate, is not able to access the network, while seeking registration online.
- The process of online registration is mere registration for admission and does not ensure admission. Admission shall be confirmed by Vajiram & Ravi, on payment of fee, on the date specified at the time of online registration. Students are to pay the fee on the date and time specified at the time of online registration. **Fee is to be paid by one of the three modes mentioned below:**
 1. Demand Draft in favour of "Vajiram & Ravi" payable at Delhi/ New Delhi
 2. By Credit Card (but not Debit Card & AMEX Card) (Bank Charges Applicable)
 3. Net banking facility is also available at Vajiram & Ravi's office for fee payment at the time of admission (Bank charges applicable).
- Classes will be held six days a week and class timings may be extended if needed. Extra classes may be held to cover the syllabus on time. Sunday may not be a holiday.
- We have no branches anywhere in India.

P.T.O.

GENERAL INFORMATION

- ❖ Since the number of applications for admission into our General Studies and other optional subject courses is far in excess of the available seats, we have introduced a system of admission to regulate the same. We have chosen the principle of “first-come-first-served” as the basis of admission in our institute. Under this system students are required to register themselves online, while seeking admission in one or more subjects. This will lead to generation of a **Token Number**.
- ❖ **Generation of Token Number:-** Online registration will be available on www.vajiramandravi.com on **16th and 17th June 2016 (9 AM to 5 PM)**. Students need to fill an online form which will generate a **reference number**. After the generation of reference number students need to make payment of a non-refundable/non-adjustable registration fee of Rs. 600/- through **Credit Card (Visa/Master), Debit Card (Only VISA & MASTER cards will be accepted. Maestro, Cirrus etc cards are not accepted)**. Once the payment of registration fee is successful, our system generates a “**Token Number**” which the students can get printed at their end as a proof of registration with us (During online registration uploading of a proper and clear passport size photograph (Size of the photo should be less than 20KB) is a must, failing which the token number (even if generated) will stand cancelled. The “**Token Number**”, given subject-wise, indicates the order of serial number at which they will be admitted subsequently. Admission will be offered to students strictly according to the “**Token Number**” generated by them by registration. This registration fee will not be refunded if the student fails to appear for admission or is not offered admission by the Institute.
- ❖ **Payment of Course Fee:-** Along with the printed token number candidates will be intimated at the time of online registration, the date and the approximate time at which their turn for admission at Vajiram & Ravi’s office will take place. The candidates or their representatives are required to be present at Vajiram & Ravi’s office at **9-B, Bara Bazar Marg, Old Rajinder Nagar, New Delhi-60, with the duly filled-up application form with two passport size photographs, a valid photo ID or photo copy of the photo ID** of the candidate.
 1. **If payment is by demand draft:** a single demand draft or multiple demand drafts equivalent to the full course fee for the subject/s for which they seek admission. Payment of fee by installment is not allowed. Candidates are required to write their **names and mobile/telephone numbers** on the back of the DD/ DDs they submit at the time of admission.
 2. Course fee payments through **swiping your Credit Card (Debit card & AMEX cards are not accepted) and Net Banking have to be paid at the office on the date and time of admission mentioned in the token number. (Credit Card or Net Banking will attract extra Bank Charges)**.
- ❖ *Dates of Admission would be between 24th June and 6th July 2016.*
- ❖ Students or their representatives are to be present for admission at the prescribed time & day for admission as indicated at the time of registration in their **Token Number**. In their absence the following documents shall be submitted through their representative.
 - Completely filled up Application form with two passport size photos.
 - Photo ID/photo copy of Photo ID of the candidate seeking admission.
 - **Payment mode: Fee is to be paid by only one mode, for example: partial payment by DD & rest by credit card is not allowed.**
 1. **Single Demand Draft/multiple Demand Drafts favouring “Vajiram & Ravi” payable at Delhi (or New Delhi).**
 2. **Credit Card (not by Debit Card & AMEX Card) by swiping only at the Institute (Bank Charges applicable).**
 3. **Fee by Net Banking have to be paid at the office on the date and time of admission (Bank Charges applicable).**
 - **Request for refund of fee paid, will be entertained for not more than 2 weeks after the commencement of the course, after appropriate deductions. No refund will be entertained later, under any circumstances.**
- ❖ **The discretion to provide admission rests solely with the management.**
- ❖ **After admission to any of the course, if there is any indiscipline or misbehavior on the part of the students, they may be expelled, without any explanation. The right to rusticate rests solely with the management.**
- ❖ **Allotment of batch is the discretion of the institute. Preference of batch may be offered to the students during admission, provided it is available.**
- ❖ **A student hereby submits for admission accepting the above terms and conditions himself/herself.**



R. Elangovan
Administrative Officer