ADMISSION GUIDELINES 2016

AIEED (All India Entrance Examination for Design)

ARCH Academy of Design conducts **AIEED** (All India Entrance Examination for Design) for Undergraduate (4 yr) & Postgraduate (2 yr) programmes. For the convenience of prospective applicants, the Exam is conducted in two modes – Online and Offline(Centre Based). Both versions of the exam test the aesthetic sense, creativity & design sensitivity of students seeking fulfilling careers in the various fields of design. It also tests the logical reasoning & problem solving aptitude of the student. ARCH invites applications for AIEED '16 towards its UG & PG programmes for Academic year 2016.

PROGRAMMES ON OFFER

UNDERGRADUATE (UG) LEVEL PROGRAMMES	POST GRADUATE (PG) LEVEL PROGAMMES
• Fashion Design - 30 SEATS	• Fashion Design - 30 SEATS
• Interior Design - 30 SEATS	• GPEM - 30 SEATS
• Graphic Design - 20 SEATS	• Interior Design -30 SEATS
• Jewellery Design - 20 SEATS	• Jewellery Design -30 SEATS
• Craft Product Design - 20 SEATS	• Lifestyle Accessory Design -20 SEATS
• Design Management - 20 SEATS	• Design Communication - 20 SEATS
• BVA (Bachelor in Visual Arts) - 24 SEATS	• Strategic Design Management - 20 SEATS
	• Strategic Mgmt & Leadership - 20 SEATS

ELIGIBILTY CRITERIA:

UNDERGRADUATE PROGRAMMES (DURATION: 4 YRS)

- Students who have **Appeared for/Cleared Class 10+2** (CBSE/ICSE/IB/State Board/NIOS or equivalent as per UGC Guidelines) are eligible to write AIEED Exam.
  Only these 10+2 Appearing or Cleared applicants are eligible Undergraduate programme.

- As per Pearson-Edexcel norms, all students **16 years and above** are eligible for the International Undergraduate level course and can therefore, also apply. These aspirants have the incredible opportunity of still culminating their studies with a 'Top Up' degree in 1 year from any of the Pearson Edexcel listed Universities around the world after having finished the Pearson Edexcel BTEC embedded in the 4 year programme at ARCH.

- Students applying for 4 YR Undergraduate Interior Design program with a valid **NATA** score/ **AIEEE** rank are exempted from AIEED exam and will be called for interview directly.

- **Class 10+1 Students** can also write AIEED 2016-17. Qualifying students will be eligible for direct admission in Academic yr 2017 after clearing the interview.

POSTGRADUATE PROGRAMMES (DURATION: 2 YRS)

- Graduates or students pursuing graduation in any discipline from a recognized university can apply for this programme.

ADMISSION CALENDAR 2016

AIEED Exam is conducted in two phases: SERIES 1 & SERIES 2.
Currently, Admission is announced for SERIES 1 only.
The SERIES 2 Calendar may be announced at a later date on the Website, and will be entirely subject to the number of seats left available.

FORMAT OF THE EXAM
- Online Exam
- Centre based Exam (Offline)

STRUCTURE OF AIEED EXAM: MAX DURATION – 3 HRS 15 minutes

TYPE OF PAPER	TESTING PARAMETERS	NO OF Q'S
AIEED (CAT + GAT) **CREATIVE ABILITY TEST + GENERAL ABILITY TEST**	To assess design sensitivity, problem solving and creative skills logical reasoning & awareness on global issues	45 to 50

*Total Marks for the exam 200
* Exams can be given in the Online format or the Offline format. Question papers have been made Bilingual - Hindi & English. The Offline Exam can be answered in either language. The Online Exam will need to be answered in English only (although the questions can be read in Hindi too)

IMPORTANT DATES

APPLICATION FORMS available
15Nov 2015 onwards

EXAMS	
ONLINE EXAM - Series 1	**CENTRE BASED EXAM - Series 1**
15 Dec 2015 to 29 Feb 2016	**31st Jan 2016**
DECLARATION OF RESULTS	
ONLINE EXAM Every 7 days of exam	**CENTRE BASED EXAM 20 Feb 2016**

INTERVIEWS	
10 Apr 2016 - 20 Apr 2016 (For UG)	**Date of the Interview as per choice made earlier**
25 Feb 2016 - 5 March 2016 (For PG)	
COMMENCEMENT OF COLLEGE	
04th week of July 2016	

Note:
- *Candidates are free to choose 3 ONLINE examination dates in order of preference from the DATES given above.*
- *Also select the time slot preferred –*
  Time Slots Available: 10: 00 am to 1:00 pm   2: 00 pm to 5:00 pm   6: 00 pm to 9:00 pm

- **The applicant is also required to choose an interview date between 10 Apr 2016 - 20 Apr 2016 (For UG) & 25 Feb 2016 - 5 March 2016 (For PG) while filling the AIEED application form; in case he/she clears the AIEED exam he/she will be called for interview at the ARCH Campus, Jaipur on the same date as filled in the application form. Admit Cards would be available online 7 DAYS prior to both the exams.**

HOW TO APPLY - GENERAL INSTRUCTIONS

HOW TO FILL ONLINE APPLICATION FORM

Visit ARCH website home page (www.archedu.org/www.aieed.com) and register your application. On successfully registering, an email and sms will be sent to the mobile number & email ID you have registered. Keep the following prerequisites in mind before applying

1. Keep ready One scanned photograph of self and scanned copies of mark sheets of 10th, 12th or past qualification. Students need to upload these details in the application form. Candidates appearing for class 11th exam can also apply provisionally. Their score will be considered for Academic year 2017.

2. If you prefer giving an Online Exam, *Candidates are free to choose 3 ONLINE examination dates & Time Slots in order of preference from the from the options listed below -*
   DATES **15 Dec 2015 to 29 Feb 2016**
   TIME SLOTS Available: 10: 00 am to 1:00 pm   2: 00 pm to 5:00 pm   6: 00 pm to 9:00 pm
   ONE Final Date & Time Slot will be allotted by the Academy (from the candidates choice of dates) and will be notified to the student.
   Admit Cards would be available online 7 DAYS prior to both the exams.
   A link will be sent to the candidate's mobile number; open the link to download the admit card.

3. If you prefer giving the AIEED Centre Based examination you can choose to write the offline exam from any of the following 13 cities across India.
Jaipur | Jodhpur | Kota | Udaipur | Delhi | Lucknow | Mumbai | Indore
Ahmedabad |Guwahati | Kolkata | Patna | Ranchi

The applicant can make a choice of any 3 exam centers in order of preference from the above list.
 One will be allotted to him/ her and can only be changed once (to any one of the other choices submitted earlier), if the applicant can present a VALID reason, requesting the change in writing, at least 15 days before the exam date.
Late requests will not be entertained and the date then will stand cancelled.
Admit Cards would be available online 7 DAYS prior to both the exams.
A link will be sent to the candidate's mobile number; open the link to download the admit card.

4.Candidates will not be allowed to change the mode of examination after the form is submitted without VALID reasons which are required to be sent as a request in writing, at a minimum of 15 days before the exam, to admission@archedu.org

The decision to grant or disallow the request is entirely in the hands of ARCH management and if accepted, will be intimated to the candidate by mail only.

5. Choose **an interview date between 10 Apr 2016 - 20 Apr 2016 (For UG) & 25 Feb 2016 - 5 March 2016 (For PG)** that suits you to be called for interview at the ARCH Campus, Jaipur in case you clear the AIEED exam.

6. The application is available for INR 1500/- only.
    Choose the mode of payment from the following options.

➢ **Pay either using Debit/Credit Card & use our Online Payment Gateway if you wish to make Online payment**

➢ **Demand Draft**
    The Demand draft mentioning your name and phone number at the back, drawn in favor of "**Arch Educational Society**" payable at Jaipur is to be sent at ARCH Academy of Design, Plot No 9, Govind Marg, Malviya Nagar, Jaipur 302017.
    PS: Students wishing to pay via DD need to enclose a printout of filled application form + 2 photographs of self + copies of qualification mark sheets of 10th, 12th.

➢ **Payment in Bank of India branch**
    Students paying through Bank of India needs to send the scanned copy of receipt and personal details (name, course, phone number) on admission@archedu.org for reference.
    The bank details are as follows: **BANK OF INDIA**
                                              M.I. Road Branch, Jaipur
                                              Payable to Arch Educational Society, Jaipur
                                              A/C No. 660020100003311
                                              RTGS/IFSC Code - BKID0006600
                                              PAN No. AAAAA1934C

7. Once we receive a completed application form with payment, an auto generated email will be sent to you mentioning your successful completion of application and payment. In addition to the email, your receipt, prospectus and sample guide book will be sent to you by courier. For any information or query you can write to us at admission@archedu.org.

HOW TO FILL OFFLINE APPLICATION FORM

1. The application is available for INR 1500/- only. **Please use one of the following options**
    Purchase prospectus from ARCH Academy of Design Centre, Malviya Nagar, Jaipur either by Cash or DD drawn in favor of "**Arch Educational Society**" payable at Jaipur, & fill and submit

2. With the application form you are required to attach 2 photograph of self and copies of mark sheets of 10th, 12th or past qualification. Candidates appearing for class 11th exam can also apply provisionally. Their score will be considered for Academic year 2017.

3. If you prefer giving an Online Exam, *Candidates are free to choose 3 ONLINE examination dates & Time Slots in order of preference from the options listed below -*
    DATES **15 Dec 2015 to 29 Feb 2016**
    TIME SLOTS Available: 10: 00 am to 1:00 pm   2: 00 pm to 5:00 pm   6: 00 pm to 9:00 pm
    ONE Final Date & Time Slot will be allotted by the Academy (from the candidates choice of dates) and will be notified   to the student.
    Admit Cards would be available online 7 DAYS prior to both the exams.

A link will be sent to the candidate's mobile number, and can be opened, to download the admit card.

4. If you prefer giving the AIEED Centre Based examination you can choose to write the offline exam from any of the following 13 cities across India.

Jaipur | Jodhpur | Kota | Udaipur | Delhi | Lucknow | Mumbai | Indore
Ahmedabad |Guwahati | Kolkata | Patna | Ranchi

The applicant can, in order of preference, make a choice of any 3 exam centres from the above list.
 One Centre will be allotted to him/ her and can only be changed once (to any one of the previously made choices submitted earlier), and ONLY if the applicant can present a VALID reason, requesting the change in writing, at least 15 days before the exam date.
No Late/last minute requests will be entertained and the date then will stand cancelled.
Admit Cards would be available online 7 DAYS prior to both the exams.
A link will be sent to the candidate's mobile number; open the link to download the admit card.

5. Candidates will not be allowed to change the mode of examination after the form is submitted without VALID reasons which are required to be sent as a request in writing, at a minimum of 15 days before the exam, to admission@archedu.org

  The decision to grant or disallow the request is entirely in the hands of the ARCH management, and if accepted, will be intimated to the candidate by mail only.

6. Choose **an interview date between 10 Apr 2016 - 20 Apr 2016 (For UG) & 25 Feb 2016 - 5 March 2016 (For PG)** that suits you to be called for interview at the ARCH Campus, Jaipur, in case you clear the AIEED exam.

7. Once we receive a completed application form with payment, an auto generated email will be sent to you mentioning your successful completion of application and payment. In addition to the email, your receipt, prospectus and sample guide book will be sent to you by courier. For any information or query you can write to us at admission@archedu.org.

APPLICATION PROCEDURE FOR FOREIGN NATIONALS/NRI CATEGORY

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

- o An attested copy of the relevant pages of the passport.
- o Equivalence certificate from the concerned Embassy acknowledging & affirming the educational qualifications of the candidate.
- o An attested copy of proof of status of NRI/Foreign national.
- o A Demand Draft of USD 75 in favor of ARCH Educational Society, Jaipur at Plot No 9, Govind Marg, Malviya Nagar Institutional Area, Malviya Nagar, Jaipur-302017

HOW TO TAKE AN AIEED EXAM

1. **ONLINE MODE OF AIEED EXAM**
   Students can write the Online Exam from either home or cyber café.
   The candidates, whose forms have been accepted, will have to appear for the online entrance exam at the allotted date and time slot (after having submitted their 3 choices in order of preference).

   DATES **15 Dec 2015 to 29 Feb 2016**
   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

Candidates are requested to make sure of the following at their end, before they enroll for the Online Exam:

MINIMUM TECHNICAL REQUIREMENTS

1. Computer/ Peripherals: the minimum specifications
   • Desktop- PC/ Laptop: with Processor 733 MHZ or higher
   • 100 MB hard disk space
   • 256 MB RAM minimum
   • Monitor Resolution (1024 X 768)PIXELS

2. Power Connection:
   Please make sure your desktop computer is connected to an Uninterrupted Power Supply (UPS) System during the examination. In case you use laptop, please keep it fully charged & connected to a power supply.

3. High speed internet facility
                Minimum Requirement: 256 KBPS Broadband connection
                Recommended: 512 KBPS Broadband Connection or higher

4.   Web Camera - Student will be in vigilance while writing the exam

5. Digital camera/ Scanner/ Mobile Camera to record & upload any work done for the examination.

6. Minimum Software required on Computer,
                a .   Microsoft Windows XP Professional or any other upgraded Operating System
                b. Microsoft Word
                c. Flash Player
                d. Google chrome

7. Other Materials to be available at hand

A4 size blank sheets of paper (10 sheets to answer the drawing oriented questions), pencil & eraser, dry color media (color pencils/ crayons/ oil pastels etc), steel scale, cutter, scissors, glue stick, Black & blue pens

PLEASE NOTE:

❖ In case of any technical glitches like power cuts, internet connectivity failure, server problems, etc., the candidate is advised to contact the technical support team immediately on given 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.

❖ If students face difficulty in uploading heavy images because of internet speed, they can email the pictures on admission@archedu.org with their details (name, phone number & question no).

❖ If a student fails to write the exam on the approved date, his slot will be cancelled.
If this is due to unavoidable reasons or power failure, an application mentioning this should be sent to admission@archedu.org Only then would a student be specially considered for another chance to write an exam again.

❖ An SMS will be sent on successful completion of the exam and the result will be announced within 7 working days of the exam. The student will be notified of the result of the examination by a call letter which will be sent both via email and hard copy. Selected students will be screened in an interview (on the date chosen in the application form by the student).

2. **CENTRE BASED AIEED EXAM (off line)**

Candidates can write the offline AIEED Centre Based examination from any of the 13 cities across India.
Jaipur | Jodhpur | Kota | Udaipur | Delhi | Lucknow | Mumbai | Indore
Ahmedabad |Guwahati | Kolkata | Patna | Ranchi

The applicant can make a choice of any 3 exam centers in order of preference from the above list.
 One will be allotted to him/ her and can only be changed once (to any one of the other choices submitted earlier), if the applicant can present a VALID reason, requesting the change in writing, at least 15 days before the exam date.
Late requests will not be entertained and the date then will stand cancelled.
Admit Cards would be available online 7 DAYS prior to both the exams.
A link will be sent to the candidate's mobile number; open the link to download the admit card.

3. Intimation for AIEED Exam:
• A link will be sent on the candidate's mobile number 7 days prior to the examination. They are required to download the admit card from it by putting a valid control number and password.

- Your candidature for this exam is provisional and subject to fulfilling the prescribed age, educational qualification and other conditions as specified in the advertisement/prospectus, and will be subjected to detailed scrutiny at later stage.

4. Entry in Examination Hall:
- The applicants would be allowed entry only with an attested admit card by a Gazetted officer/School Principal along with an identification proof (driving licensee/Adhaar card/ passport/ 10th mark/last graduation mark sheet) at the examination centre.
- Candidates should carry black & blue pens, pencil & eraser, steel scale, cutter, scissors, dry color media (color pencils/ crayons/oil pastels etc.), glue stick.
- Use of any electronic/ computing device like laptop, mobile, calculator etc. is strictly prohibited for an offline exam.

5. Intimation post AIEED Exam:
- The student will be notified the result of the examination by a call letter (email and hard copy). The call letter will bear the interview date chosen by the candidate in the application form.

SELECTION CRITERIA

The cumulative performance in all parameters mentioned below will be considered for the final selection of candidates. The selection of candidate is strictly merit based.

1. Performance in past education field

2. AIEED exam result (NATA/CAT/MAT AIEEE score in the respective courses)

3. Performance in Interview + Portfolio.

PERSONAL INTERVIEW

Interviews would be scheduled for candidates who qualify the AIEED exam at ARCH Campus, Jaipur. It is advisable to arrive 15 minutes before the time specified in the call letter for the final selection. Candidates failing to appear for an interview session would not be considered for admission. Their applications will be cancelled. Rescheduling of interview in rare cases would be accepted if an application mentions the reason of absence clearly. You can write @ admission@archedu.org.

REQUIREMENTS: The candidate needs to bring all the following attested documents at the time of interview:

- Mark sheets of 10th, 12th (original & attested photo copy) and 4 Passport size Photographs
  (If result is awaited, then the admission will be considered provisional and candidates would be required to produce the mark sheet by July to confirm the admission)

- An attested migration and transfer certificate
- SC/ST, Others (Physically Challenged, NRI, Defense, Artisans) should submit an attested proof.
- Medical Fitness Certificate.

- Portfolio at the time of interview.
  (A Portfolio reflects on the candidates interests & abilities and is a collection of any previous creative work done by the candidate in the form of illustrations, sketches, photographs, essays, prose etc)

The documents will be cross checked and the result of the interview will be announced on the same day.

ADMISSION

Admission fees have to be deposited timely to confirm admission with Arch Academy of Design. The fees are non refundable under all circumstances. The final admission of the candidate will be considered only if he/she fulfills all the mentioned eligibility criteria. Default in producing the relevant documents at the time of admission will result in cancellation of admission. The session will start in the 4th week of July.

SCHOLARSHIP SCHEME

- Scholarship will be given to the students on the basis of following criteria: AIEED result, Performance in past qualification, Interview + Portfolio, Income of the family, Ward of a single parent.

- Scholarship will be awarded on *first come first served* basis. Once all the scholarships are claimed, further students would not be considered for the same, even if they fulfill all the requirements.

NON-AIEED COURSES (VOCATIONAL COURSES) and UOR COURSES

Course Name	Eligibility	Criteria
Fashion design (30 Seats)	10th/12th pass	Personal Interview + Portfolio
Interior Design (30 Seats)	10th/12th pass	Personal Interview + Portfolio
Jewellery Design(30 Seats)	10th/12th pass	Personal Interview + Portfolio
Graphic Design(30 Seats)	10th/12th pass	Personal Interview + Portfolio
BBA (60 Seats)	12TH Pass (48%min)	Personal Interview
BCOM (60 Seats)	12TH Pass (45%min)	Personal Interview

Application Forms for 3 year vocational courses are available Online for download as a PDF or at the ARCH, Jaipur Campus for INR 1500. Payments can be made by DD or Cash (if application form is bought at the Campus)

Students applying are required to submit/ send the completed Form/ downloaded printout with 2 photographs of self, + copies of qualification mark sheets of 10th, 12th , along with the DD, to ARCH Academy of Design, Plot No 9, Govind Marg, Malviya Nagar, Jaipur 302019.

The Demand draft should mention your name and phone number at the back, and should be drawn in favor of "**Arch Educational Society**" payable at Jaipur.

Shortlisted applications would be notified by a call letter for a personal interview + portfolio screening in the month of April-May. Interviews would be fixed and rescheduling will not be entertained. The

students applying for BBA/B.Com will have to appear for Personal Interview only. Admission will be confirmed by depositing the fees.

SHORT TERM COURSES

The Application form for Short Term Courses, are available Online for download as a PDF or at the ARCH, Jaipur Campus for INR 500. Payments can be made by DD or Cash (if application form is bought at the Campus).

Students applying are required to submit/ send the completed Form/ printout with 2 photographs of self, mark sheets of past qualifications and an identity proof, along with the DD, to ARCH Academy of Design, Plot No 9, Govind Marg, Malviya Nagar, Jaipur 302019.
The Demand draft should mention your name and phone number at the back, and should be drawn in favor of "**Arch Educational Society**" payable at Jaipur.

For details & List of courses and other information, please see Website too.

BANK LOANS

Students can apply for a bank loan for the degree courses from any of the recognized bank and HDFC Credilla provides Bank Loan on Pearson Edexcel Courses. Kindly visit: **http://www.credila.com/apply_for_loan_pearson.html** for more information.

COUNSELLING

For any query or confusion, students are free to contact the admission department from Monday to Saturday (10 am to 5 pm) on numbers 0141-4060500/02/03, 9414070678, 180030700626. The student can also email at admission@archedu.org

TERMS & CONDITIONS

- Selected candidates, eligible for admission will be required to attend the counseling session at the ARCH Campus, Jaipur at their own expense, on the scheduled date and time (displayed on AIEED website www.aieed.com or www.archedu.org)

- The admission to any program would be offered as per merit.

- 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.

- If the candidate is absent on the date and time specified for the counseling session or does not deposit the fee through Demand Draft, his candidature will be cancelled and the next candidate in the final merit list will be considered.

- 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.

- Remaining vacant seats shall be offered to the wait-listed candidates in the order of merit.

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

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

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

ATTENTION

The provisions of the admission guidelines and prospectus can be changed by the management of the ARCH Educational Society without any advance notice, 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.