Film & Television Institute of India (FTII), Pune

FTII Entrance Examination – exclusively for 2023 batch of TV Wing's PG Certificate Courses

<u>Information Bulletin</u>

INTRODUCTION

Candidates desirous of seeking admission to the PG Certificate Courses of TV Wing of Film & Television Institute of India, Pune (FTII), a leading educational institutions in the art & craft of film making and television production, need to go through a multi-stage selection process which includes Written Test, Orientation and Interview which is called the "FTII Entrance Examination – exclusively for 2023 batch of TV Wing's PG Certificate Courses"

The Written Test is of three hours' duration consisting of objective and subjective questions and will be conducted in 05 cities across India. Based on the score of the candidates in Written Test, candidates will be shortlisted for the further stages of the selection process i.e Orientation and Interview. Thereafter, on successful accomplishment of all the requisites, candidates will be enrolled in their full time regular programmes.

"FTII Entrance Examination – exclusively for 2023 batch of TV Wing's PG Certificate Courses" is a pre-requisite for admission to all the courses mentioned below of FTII's TV Wing;

Sr.No	Name of the Course	Duration	Level of Course
1	One Year PG Certificate Course in Television with Specialization in TV Direction	1 Year	PG Certificate
2	One Year PG Certificate Course in Television with Specialization in Electronic Cinematography	1 Year	PG Certificate
3	One Year PG Certificate Course in Television with Specialization in Video Editing	1 Year	PG Certificate
4	One Year PG Certificate Course in Television with Specialization in Sound Recording & TelevisionEngineering	1 Year	PG Certificate

All above courses are approved by the All India Council for Technical Education (AICTE), New Delhi.

The above stated FTII Entrance Examination will be conducted in 07 cities across India on Sunday 11th Feb. 2024, 10 am to 1 pm.

NOTE: *Before a prospective candidate makes a decision to appear for the above stated FTII Entrance Examination, he/ she is recommended to visit FTII website, related prospectus and their specific courses to ensure accurate & updated information of each programme, the eligibility requirements and the entire admission process.*

INFORMATION SOURCE

FTII website: www.ftii.ac.in

MINIMUM EDUCATIONAL QUALIFICATION

The minimum educational qualification to be eligible to apply for all offered courses is **Bachelor's Degree or equivalent, in any discipline.**

Candidates appearing for the final year of Bachelor's degree and awaiting results, can also apply for all <u>PG Certificate courses</u>.

However, it may be noted that such candidates, if selected, are allowed to join the course, only if they submit a mark sheet, passing certificate, on or before 10th March 2024, from the Controller of Examinations /Principal /Registrar or any other equivalent competent authority of the University /Institution /College, stating that the candidate has appeared for his/ her graduation examination and he/she is a graduate/ Passed.

RESERVATIONS

In each course, 15% of the seats are reserved for Scheduled Caste (SC), 7.5% for Scheduled Tribe (ST), 27% for Other Backward Classes candidates belonging to the "Non-Creamy" layer(OBC-NCL), and 10% for Economically Weaker Section (EWS) as Gen-EWS. Further, 5% of total seats are reserved on horizontal basis for Persons with benchmark Disabilities.

As defined in 'The Rights of Persons with Disabilities Act, 2016 (RPwD Act 2016)', "person with benchmark disability" means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority. "Specified Disability" means the disabilities as specified in the Schedule of the RPwD Act 2016. The candidates belonging to the PwD categories are further required to refer to the prospectus and note the eligibility requirements carefully before applying.

NOTE

a. No change in the category will be entertained after registration. Hence, the candidates are required to give due care while registering. SC, ST, OBC-NCL, Gen-EWS and PwD candidates **must upload** a copy of their SC / ST/ OBC – NCL/ Gen.-EWS/ PwD certificates in the prescribed form at the time of registration / applying.

b. Candidates claiming OBC-NCL status may please note that the OBC certificate, including Non – Creamy Layer status should have been issued on a date within one year before the closing date of receiving application i.e. midnight of 05.02.2023 onward

c. Candidates claiming PwD status should submit latest certificate in the prescribed form which should have been issued on a date within six months before the closing date of receiving application i.e. midnight 05.08.2023. Otherwise the PwD candidate must have permanent validity certificate.

d. General candidates claiming EWS category/ status should submit latest certificate in prescribed form which should have been issued date within one year before the closing date of receiving application i.e. midnight, 05.02.2023.

e. Certificates not fulfilling these conditions (issued before the mentioned date) shall be held invalid and the candidature of such applicant(s) shall automatically get cancelled at the stage of document verification or may be considered as General, as the case may be, from the initial sage, that is Written Test.

f. Applicants must write their name, date of birth, father's/mother's name strictly as given in the matriculation certificate otherwise their candidature may be cancelled at the time of Document Verification or as and when it comes into the notice of FTII.

Instances of any incorrect information or violation of process detected at any stage of the selection will lead to immediate disqualification of the candidate from the selection process and he/ she will not be allowed to appear for any of the Entrance Examination as conducted and or participated by FTII in future. If such instances go undetected during the current selection process but are detected in subsequent years, such disqualification will take place with immediate effect.

APPLICATION FEES :

1. Women applicants and applicants belonging to Scheduled Castes (SC), Scheduled Tribes (ST) and Persons with Benchmark Disabilities (PwBD) need to pay Rs 600/- as application fee. All other applicants need to pay Rs 2,000/- as application fee.

2. Application fee is to be paid through SB Collect portal against "FTII Entrance Examination – TV Wing 2023 Batch".

3. Remittance in cash, demand draft, postal order, cheque etc. will not be accepted.

4. Applications without the prescribed fee OR fee received after due date would not be considered and summarily rejected. No request for consideration or any representation against such rejection would be entertained.

5. Fee once paid shall not be refunded under any circumstance nor can the fee be held in reserve for any other selection or course etc.

HOW TO PAY APPLICATION FEES :

1. Click on the link https://www.onlinesbi.com/sbicollect/icollecthome.htm OR visit www.onlinesbi.com and further click on "SB Collect" which is at the top left, vertically 06th from left to right.

2. In search option type FTII Fee Account, click & proceed.

3. Under Payment Category, click on "FTII Entrance Examination – TV Wing 2023 Batch"

4. Fill in all the asked details like Name, Date of Birth, email id, mobile no., and select the course you wish to apply.

5. Based on your category & gender, select application fee as either Rs 2,000/- or Rs 600/-. For details, please see prospectus and Information Bulletin.

6.   Under Enter Your Details, select "Individual"

7.   Once again enter your Date of Birth, Mobile no. and email id.

8.   Finally, follow the remaining procedure as directed and make payment accordingly.

9.   Please complete the entire procedure preferably in 03 minutes else SB collect portal may display pop up of "session expired" and applicant then need to then repeat entire process.

11.   Check the transaction status. If it shows "successful", it may be considered as payment is done. However, if it shows "pending", reconfirm the status after 2 to 3 hours, pending transaction may fail and the amount is reverted back to the user account. It is advised to carry-out payment at the earliest without waiting for the due date.

12.   Once payment is done, please note "SB collect Reference Number i.e DU number" (mentioned in payment confirmation receipt). This may be required for future reference as well as it is required while filling the online application form (which needs to be filled separately).

13.   Digitally store the receipt of payment. This can be carried out in one of the following ways;

      (i)   by taking printout of receipt of payment, scan & save it

      (ii) by taking screenshot of payment (if using mobile) or print screen (if using computer)

      (iii) by simply taking a photograph from mobile. This digitally stored receipt is also required to be uploaded while filling the online application form.

HOW TO APPLY :

1.   Application will be received online only. Applicants should fill the online application form at **https://forms.gle/qXctAxfXvkyyTSa59**. Other means of application or offline application will be rejected.

2.   Applicants are advised to pay application fee before they commence to submit online application form.

3.   Applicants should fill up the application form after ensuring that they fulfill all the essential qualifications and other requirements for the course they are applying for.

4.   Applicants must carefully fill all the required details in the online application form and wherever asked/ required, upload scanned copies of necessary documents.

5.   Applicants must upload;

      (i)   Documents/ certificates in support of all the claims made by them in the application like, Required Qualification(s), Category (if any), Disability (if any) or any other information, separately against each claim in pdf file in such a way that the file size does not exceed 1 MB per document and is legible when a printout taken. For that purpose, the applicant may scan the documents/ certificates in 200 dpi grey scale.

      (ii) It is mandatory to upload graduation certificate for the candidates. Those who have not yet received their graduation certificate/provisional certificate from the college/university are required to submit a course completion certificate duly signed by the competent authority or self-declaration in the given format by the applicant.

(iii) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if an applicant is claiming a particular qualification as equivalent qualification as per the published requirement.

(iv) Caste certificate by applicant reservation as SC/ ST/ OBC – NCL, in the prescribed proforma from the competent authority indicating clearly the applicant's Caste, the Act/ Order under which the Caste is recognized as SC/ ST/ OBC - NCL and the village/ town the applicant is ordinarily a resident of.

(v) EWS certificate by applicant seeking EWS reservation, in the prescribed proforma as per Govt. of India guidelines.

(vi) Certificate of Disability in prescribed proforma issued by the competent authority to Persons with Benchmark Disabilities (PwBD). The Competent Authority to issue Certificate of Disability shall be a Medical Board duly constituted by the Central or a State Government. The Central/ State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Locomotor/ Cerebral / Visual / Hearing disability, as the case may be.

(vii) Documentary support for any other claim(s) made.

6. In the online Application Form, applicant are also required to upload the scanned colour passport size photograph and signature in JPG/ JPEG format. The photograph should not be more than six months old from the closing date of application form. Image dimension of the photograph should be about 3.5 cm 25 (width) x 4.5 cm (height). The photograph should be without cap, spectacles and the frontal view of the face should be clearly visible. If proper photograph is not uploaded by applicant, candidature will be cancelled. As regards to the signature, the applicant has to sign on white paper with blue or black colour Ink/ jel pen. Image dimension of the signature should be about 6 cm (width) x 2 cm (height).

7. Applicants are advised to submit only single Online Application form. However, for some justified reasons, if multiple Online Application forms are submitted, the last submitted Application Form only will be taken into consideration and all previous Application Forms submitted will be ignored, subject to condition that application fee must be paid against the same course.

8. Application fee paid for the course and course opted in online application form must match failing which entire application form will be rejected. In such a situation, application fee will be forfeited and no correspondence in this regard will be made.

9. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be uploaded.

10. Last date & time for submission of online application **is 4th Feb. 2024, 11.30 pm**.

11. Applicants are advised in their own interest to make payment and submit the online application much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability to process on account of heavy load on the website during the closing days.

12. FTII will not be responsible for applicants not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of FTII.

13. By agreeing to the terms & conditions in the online application form, applicants will be confirming that they have read & understood the contents of prospectus, examination scheme and Information Bulletin as available on the FTII website and they are eligible to apply as they fulfill all the requirements for the course applied for, as published.

14. Application forms without payment of application fee will be rejected. Also, even if application fee is paid but applicant fails to submit online application form for whatever reasons irrespective of its genuineness, the claim for candidature will not be considered.

15. Online application received with mismatch in course fee and or category, the application form will be rejected either before Written Test or at any stage after Written Test. Further, if it is found that any of the factual information is wrongly stated or otherwise, application form will be rejected at that stage itself and no further correspondence will be made in this regard.

GENERAL TERMS & CONDITIONS

1. As regards to educational qualification, except for appeared graduates, the required degree from a recognized University or equivalent must have been acquired before closing date of application. As regards to appeared graduates, the same must be submitted by **10th March 2024** as stated in the FTII prospectus.

2. At the time of physical document verification, candidates will be required to produce the relevant Certificates such as Mark sheets for all years/semesters of Graduation/ Provisional Certificate/ Degree of Graduation in original as proof of having acquired the minimum educational qualification on or before the cut-off date, failing which the candidature of such candidates will be cancelled by the FTII.

3. Applicants must fulfill the essential requirements of the course and other conditions as published on the website. They are advised to satisfy themselves before applying that they are eligible to apply. No enquiry asking for advice as to eligibility will be entertained.

4. SC/ ST/ OBC – NCL/ EWS applicants are required to submit a valid certificate regarding their caste status in the prescribed proforma/ format failing which said claim will not be considered.

5. PwBD applicants who are applying against their reserved seat are required to submit a valid disability certificate in the prescribed proforma.

6. Applicants seeking reservation/ concession/ relaxation benefits available for SC/ ST/ OBC – NCL/ EWS/ PwBD etc. must ensure that they are entitled to such reservation/ concession/ relaxation etc. as per eligibility prescribed in the prospectus and Information Bulletin as published on FTII website.

7. OBC – NCL applicant are required to submit a valid certificate regarding his/ her having Non-Creamy Layer status issued by the Competent Authority. Reservation will be applicable to such OBC candidates who do not fall under the Creamy Layer status.

8. Persons with disabilities (PwD), as indicated in the published advt., can apply either to the respective reserved course or to other course which is/ are not reserved for PwD, subject to eligibility. However, such applicants will be considered by general standard of merit. Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules.

9. No TA/ DA or any other expenditure will be paid or reimbursed to any person for this Entrance Examination including applicants belonging to SC/ ST category.

10. FTII strives to have work force which reflects gender balance and women applicants are encouraged to apply.

11. Applicants applying should ensure that they fulfill all the eligibility conditions and their status at all stages will be purely provisional, subject to their satisfying the prescribed eligibility conditions. At any time before or after admission, it is found that they do not fulfill any of the eligibility conditions, their candidature will be cancelled by the FTII.

12. Applications with illegible/ blurred Photograph/ Signature will be rejected summarily.

13. Closing date for submission of online application in all respect will be 1130 hrs on **4th Feb. 2024**.

14. The crucial date for determining the eligibility of all applicants in every respect shall be the prescribed closing date for submission of online application. As regards to appeared graduates it will be **10th March 2024,** on for educational qualifications.

15. The crucial date as stated above will be same for OBC – NCL certificate. Thus, applicants claiming reservation under OBC – NCL must possess a valid OBC – NCL certificate as on the crucial date and the said certificate needs to be attached along with online application form. Further, original of said attached certificate needs to be produced at the time of physical document verification. Failing to comply above conditions, the applicant will lose his/ her claim against OBC – NCL reservation.

16. Applicants may also note that their candidature will remain provisional till the veracity of the concerned document is verified FTII. Applicants are cautioned that legal and or disciplinary action will be initiated in case they fraudulently claim SC/ ST/ OBC – NCL/ EWS/ PwBD status or avail any other benefit including educational qualifications.

17. Candidature will be cancelled if any information or claim is not found substantiated/ not as per requirement when the scrutiny of documents is undertaken. FTII's decision shall be final in this regard.

18. The decision of FTII in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information and all other matters related with conduct of Entrance Examination process will be final and binding on the applicants and no enquiry or correspondence will be entertained in this regard.

19. Written Test Question paper will be made available both in English and Hindi. In case of any dispute, the English version will prevail.

20. Candidates are advised to check the website of the Institute i.e. www.ftii.ac.in for any communication/ corrigendum regarding this Entrance Examination. Also, should check their registered email to ensure that no communication regarding the said Entrance Examination is missed.

21. Any dispute in regard to any matter related to this Entrance Examination or otherwise will be subject to the jurisdiction of Courts in Pune alone or Bombay High Court.

PAYMENT OF REGISTRATION FEE FOR ABOVE STATED FTII ENTRANCE EXAMINATION

Sr. No.	Chosen Courses	Fees (Rs)	Fees for SC/ ST/ PwD category(Rs)	Fees for Female applicants across all categories(Rs)
1	One Year Post Graduate Certificate Course in Television with Specialization as Direction	2000/-	600/-	600 /-
2	One Year Post Graduate Certificate Course in Television with Specialization as Electronic Cinematography	2000/-	600/-	600 /-
3	One Year Post Graduate Certificate Course in Television with Specialization as Video Editing	2000/-	600/-	600 /-
4	One Year Post Graduate Certificate Course in Television with Specialization as Sound Recording & TelevisionEngineering	2000/-	600/-	600 /-

Candidate can opt only for any of the above stated one course and need to pay fee accordingly.

Fee paid is non – refundable, non – transferable and non – adjustable etc. under any circumstances. Bank charges for online transaction will have to be borneby the applicant.

(The Registration Fee shall be accepted only through SB Collect)

REGISTRATION FOR ABOVE STATED FTII ENTRANCE EXAMINATION

The registration window opens at **10:00 pm** on **08.01.2024** and will close **at 11:30 p.m. on 04.02. 2024.**

NOTE: *Admit cards will not be sent by post*

TEST CENTRES AND ADMIT CARDS

Written Test for above stated FTII Entrance Examination is scheduled to be conducted in 07 cities. Admit cards will be emailed within 10 working days of the successfully submitting the online application, through email on applicant's registered email id. Address of the test centres will be emailed around a week before the Written Test.

Test Cities: Mumbai, New Delhi, Pune, Kolkata, Chennai, Jammu, Aizawl

QUESTION PAPER DETAILS

The Written Test (Paper I & II) will be of 3 hours for 100 marks, as per details below.

Paper I:

Part A: Multiple Choice Questions (Single Answer type):   20 marks

Part B: Multiple Select Questions (MSQs):   20 marks

Paper II:

Descriptive Answer Questions: 60 marks.

EVALUATION PROCESS

Written Test papers of all the eligible appeared candidates will be evaluated.

Further, based on the evaluation of Written Test, **only selected nos. of top scoring candidates** (based on the respective category) will be eligible for orientation and interview as stated in the prospectus.

For further details, please see additional document of "Scheme of Written Examination of said FTII Entrance Examination".

ADMISSION PROCESS

Performance in Written Test is an important component for consideration in the selection process. On the basis of performance in Written Test, the list of candidates short- listed for the next level of selection will be made available on the website of the institute. Please visit the website of the institute and read the prospectus carefully for more information.

Step 1:   Written Test [(Paper-I & Paper- II)] on 11.02.2024

Step 2:   On the basis of the performance in Written Test, Candidates will be further shortlisted for Orientation and Interview.

Step 4:   On the basis of the performance in Written Test + Orientation + Interview, final merit list will be published.

MEDICAL TEST

Candidates who are selected for the courses will be required to undergo Medical Test as per the selection criteria of the institute. Procedure of the Medical Test shall be communicated to the selected candidates by FTII.

Candidature of a selected candidate can be cancelled on the basis of the outcome of Medical Test. Decision of FTII in this regard would be final & binding on all concerned.

For more information, candidates may refer FTII website and prospectus of FTII.

IMPORTANT

1. FTII is free to verify eligibility of candidates at any stage of the selection process and after admission.

2. Candidates are required to read the prospectus of the institute for eligibility, course details and also for the detailed admission process.

3. Candidates should note that the mere fulfillment of minimum eligibility criteria will not ensure consideration for short listing.

4. All important information on said FTII Entrance Examination including any subsequent Corrigendum / Changes /Updates shall be made available on the FTII website only.

5. Candidates must declare and maintain a valid and unique email account and a mobile phone number throughout the selection process and should simultaneously track FTII website for updates. FTII will not be responsible for any non-receipt of intimation to a candidate.

6. The scores of this Entrance Test are not allowed to be used by any other institute.

7. Any dispute concerning would be subject to jurisdiction of the competent courts within the territorial jurisdiction of Pune city only.

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