

GENERAL INSTRUCTIONS

The candidates should apply in the prescribed form available at the Kerala Press Academy office for Rs. 400/- (for SC/ST candidate Rs. 200/- only). The application should be forwarded to The Secretary, Kerala Press Academy, Kakkanad, Kochi – 682 030.

The fee for the course is fixed at the rates shown below. The fee is payable in advance.

Tuition fee	:	Rs. 35,000
Caution Deposit	:	Rs. 3,500
Admission Fee	:	Rs. 250
Library Fee	:	Rs. 250
Total	:	<u>Rs. 39,000</u>

The fee once paid will not be refunded. However, if a student who stands admitted to the course, but did not attend any of the classes, requests permission in writing to discontinue his/her study within one month from the date of leaving, his/her tuition fee will be refunded after deducting Rs. 5,000/-

Students belonging to eligible communities are entitled to get reservations as per Government rules.

All students have to strictly observe the conduct rules which are in force in the Institute.

Expenses related to stationary, photo films, tapes, teaching aids, travelling, lodging and boarding incurred during practical work, study tours etc., have to be borne by the students.

Examination fees Rs.1,500/- will be collected along with the application for final examination. This will be inclusive of the fees for mark list and certificate.

Failed candidates have to pay examination fee prescribed by the institute for subsequent appearance.

There will be hostel facilities for girl students and dormitory facility for the boys. Those who seek admission in this hostel/dormitory should submit an application in the prescribed form at the time of admission.

All correspondence should be addressed to The Secretary, Kerala Press Academy, Kakkanad, Kochi – 682030. Ph.: 0484-2422275

Note : Copies (attested by a Gazetted Officer) of Mark list of the +2/Equivalent Examination and the relevant page of the SSLC book showing date of birth shall be attached with the application.