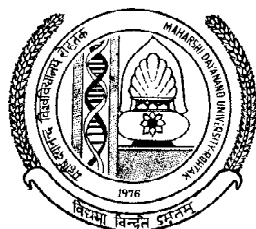


# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. 25 of 1975)

NAAC Accredited 'A' Grade



## ADMISSION BROCHURE

2014-2015

UNDER-GRADUATE, POST-GRADUATE,  
CERTIFICATE/DIPLOMA AND OTHER  
PROFESSIONAL COURSES

For admission to

*in*

THE AFFILIATED COLLEGES/INSTITUTES

**OFFICERS OF THE UNIVERSITY**  
**Chancellor**  
**HIS EXCELLENCY SH. JAGANNATH PAHADIA**  
**Governor, Haryana**

<i>Name and Designation</i>	<i>Telephones Office</i>
<b>Vice-Chancellor</b>	274327
Er. H.S. Chahal	292431 Fax : 274133
<b>Dean Academic Affairs</b>	292208
Prof. Ravinder Vinayak	
<b>Registrar</b>	274640
Dr. S.P. Vats	Fax : 274640
<b>Finance Officer</b>	393570
Sh. Wazir Singh	
<b>Controller of Examinations</b>	274169
Dr. B.S. Sindhu	
<b>Proctor</b>	393274
Prof. S.P. Khatkar	
<b>Dean, College Development Council</b>	274532
Prof. Indira Dhull	393370
<b>Dean Student's Welfare</b>	393510
Prof. Rajbir Singh	
<b>Librarian</b>	393004
Dr. Satish Malik	

# **MAHARSHI DAYANAND UNIVERSITY, ROHTAK**

**(A State University established under Haryana Act No. 25 of 1975)**

**NAAC Accredited 'A' Grade**

No. AC-VI/AB/F-88/14/10681-11220

Dated : 09.05.2014

To

All the Principals/Directors of the Colleges/Institutes  
(except Engineering Colleges) affiliated to Maharshi Dayanand  
University Rohtak.

**Sub : Admission Brochure for the Academic Session 2014-15.**

Sir/Madam,

Please find enclosed herewith a copy of the Admission Brochure for the session 2014-15. While making admissions to various undergraduate, postgraduate and other professional courses, you are requested to consult the Brochure and the relevant Ordinances. Each College/Institute should prepare a small Information Brochure/ Prospectus highlighting its courses, achievements in Academic, Cultural & Sports Activities, availability of Infrastructure, number of intake, eligibility conditions etc. etc. . The list of various examinations of Universities/Boards recognised by this University, already supplied vide Letter No. AC-3/10060-10672 dated|: 09-05-2014 and also available on University website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in) also needs to be consulted so that no wrong admission is made.

It has been noticed that various colleges continue enquiring matters from the University without consulting the Brochure/ Ordinances. **Further, the students are directed by the colleges to approach the University Office(s) in connection with their queries. To avoid this, it is requested that the enclosed Brochure may be gone through carefully by the Principals/Directors and the members of the Admission Committee of the Colleges/Institutes and in case it is felt that advice from the University is absolutely essential, only then the case(s) should be referred to the University. Students may not be directed to come to the University Office for seeking approval.**

Their requests, if any, may be sent in one lot to the concerned branch so that the same may be decided expeditiously.

It has also been noticed in the past that admissions have been made with a disregard to the procedure prescribed by the University. It is, therefore, reiterated that admissions be made only as per schedule and procedure given in the Admission Brochure and all fees including registration fee may be charged as fixed by the University.

It will entirely be the responsibility of the Principal/Director of the concerned College/Institute to ensure that no wrong admission is made by the College/Institute. It is further made clear that wrong admission(s), if any, made by the College/Institute shall not be accepted/regularized by the University under any circumstances and the expenditure incurred on litigation in such cases by the University shall be borne by the Principal/Director of the College/Institute concerned.

Yours faithfully,

Encls : as above

Incharge (Academic)  
for Registrar

Endst. No. AC-VI/AB/F-88/14/11221-230

Dated : 09/05/2014

A copy of the above alongwith a copy of Admission Brochure is sent to the following for information and necessary action :

1. Director General, Higher Education, Haryana, Punchkula (5 copies)
2. Dean College Development Council, M.D.U. Rohtak
3. The Assistant Registrar (R&S), M.D.U. Rohtak (10 copies)
4. P.A. to Vice-Chancellor/Dean Academic Affairs/Registrar/Controller of Examinations, M.D.U. Rohtak for kind information of the later.
5. Supdt. (Academic I/II/III), M.D.U. Rohtak

Incharge (Academic)  
for Registrar

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**CHAPTER-I**  
**ADMISSION SCHEDULE FOR UG COURSES**

- (i) Schedule of dates for admission to Under-graduate (including Hons.)/Certificate/Diploma/Professional courses and other U.G. Courses being run in the affiliated colleges/Institutes for the session 2014-2015.
- (a) Calling of application admission forms : 30.06.14 upto 4.00 p.m.  
(last date of receipt of forms) (Monday)
  - (b) Scrutiny of application forms for admissions : 02.07.14 (Wednesday)
  - (c) Display of 1st Merit List of admissions : 03.07.14 (Thursday)
  - (d) Display of 2nd Merit List of admissions : 08.07.14 (Tuesday)
  - (e) Display of 3rd Merit List of admissions : 11.07.14 (Friday)
  - (f) Commencement of teaching : 16.07.14 (Wednesday)
- (ii) In case of seats remaining vacant after 15<sup>th</sup> July, 2014, late admissions from 16<sup>th</sup> July 2014 to 21<sup>st</sup> July 2014 may be allowed on merit basis by the Principal/Director concerned with late fee of Rs. 50/- to be remitted to the University by the college/Institute alongwith Registration Return.
- (iii) Late admissions upto 25<sup>th</sup> July, 2014 may be allowed on merit basis by the Principal/Director concerned with late fee of Rs. 50/- per day subject to minimum of Rs. 100/- and maximum of Rs. 400/- to be remitted to the University by the college/Institute alongwith Registration Return.
- (iv) The admission cases received after the above schedule i.e. from 26<sup>th</sup> July, 2014 to 31<sup>st</sup> July, 2014 by the Principal/Director of the college/Institute concerned, if the seats are available, may be forwarded to the University for consideration of condoning of delay by the Vice-Chancellor in consolidated form. Such admissions will be allowed on merit basis with late fee of Rs.1000/- per student.
- (v) **Candidates who have compartment/re-appear in one or more papers in the qualifying examination shall not to be allowed admission in 1st semester of the course in any case.**
- (v) **Failed candidates are not to be re-admitted. Such candidates may appear in the examination as an ex-students.**
- (vi) There will be no admission by the colleges/Institutes after this schedule in order to maintain the statutory provision of clear 90 teaching days per semester. If the number of teaching days falls short due to some unforeseen reasons, it shall be the responsibility of the Principal/Director and the concerned teacher to make good the loss by taking extra classes.

## ADMISSION SCHEDULE FOR PG COURSES

- (i) Schedule of dates for admission to Post-Graduate/Diploma/ Professional and other P.G. Courses being run in the affiliated colleges/Institutes for the session 2014-2015.
  - (a) Calling of application admission forms : 07.07.14 upto 4.00 p.m.  
(last date of receipt of forms) (Monday)
  - (b) Scrutiny of application forms for admissions : 10.07.14 (Thursday)
  - (c) Display of 1st Merit List of admissions : 14.07.14 (Monday)
  - (d) Display of 2nd Merit List of admissions : 17.07.14 (Thursday)
  - (e) Display of 3rd Merit List of admissions : 21.07.14 (Monday)
  - (f) Commencement of teaching : 22.07.14 (Tuesday)
- (ii) In case of seats remaining vacant after 21<sup>st</sup> July, 2014, late admissions from 22<sup>nd</sup> July 2014 to 28<sup>th</sup> July 2014 may be allowed on merit basis by the Principal/Director concerned with late fee of Rs. 50/- to be remitted to the University by the college/Institute alongwith Registration Return.
- (iii) Late admissions upto 06<sup>th</sup> August, 2014 may be allowed on merit basis by the Principal/Director concerned with late fee of Rs. 50/- per day subject to minimum of Rs. 100/- and maximum of Rs. 400/- to be remitted to the University by the college/Institute alongwith Registration Return.
- (iv) The admission cases received after the above schedule i.e. from 07<sup>th</sup> August, 2014 to 14<sup>th</sup> August, 2014 by the Principal/Director of the college/Institute concerned, if the seats are available, may be forwarded to the University for consideration of condoning of delay by the Vice-Chancellor in consolidated form. Such admissions will be allowed on merit basis with late fee of Rs.1000/- per student.
- ((v) **Candidates who have compartment/re-appear in one or more papers in the qualifying examination shall not to be allowed admission in 1st semester of the course in any case.**
- v) **Failed candidates are not to be re-admitted. Such candidates may appear in the examination as an ex-students.**
- (vi) There will be no admission by the colleges/Institutes after this schedule in order to maintain the statutory provision of clear 90 teaching days per semester. If the number of teaching days falls short due to some unforeseen reasons, it shall be the responsibility of the Principal/Director and the concerned teacher to make good the loss by taking extra classes.

## TERMS & VACATIONS

The Schedule of Terms and Vacations to be observed by the University Teaching Departments, University Institute of Law and Management Studies, Gurgaon and Colleges affiliated to M.D. University, Rohtak running UG & PG and other Professional Courses (Semester System) (except B.Ed, M.Ed., B.Tech and M.Tech Courses) during the session 2014-15 as under:-

### FOR UNDER -GRADUATE COURSES (ODD SEMESTER)

Admissions	01.07.2014 to 15.07.2014
Teaching	16.07.2014 to 18.10.2014
Vacation-I	20.10.2014 to 26.10.2014
Teaching	27.10.2014 to 18.11.2014
Examinations	19.11.2014 to 17.12.2014
Winter Vacation	18.12.2014 to 31.12.2014

### EVEN SEMESTER

Teaching	01.01.2015 to 03.03.2015
Vacation-II	04.03.2015 to 08.03.2015
Teaching	09.03.2015 to 29.04.2015
Examinations	30.04.2015 to 29.05.2015
Practical Examinations	After Theory Examinations
Summer Vacation (2014-15)	18.05.2015 to 30.06.2015
The Academic Session 2015-16 will start from 01-07-2015	

### FOR POST-GRADUATE COURSES (ODD SEMESTER)

Admissions	07.07.2014 to 21.07.2014
Teaching	22.07.2014 to 18.10.2014
Vacation-I	20.10.2014 to 26.10.2014
Teaching	27.10.2014 to 29.11.2014
Examinations	01.12.2014 to 17.12.2014
Winter Vacation	18.12.2014 to 31.12.2014

### EVEN SEMESTER

Teaching	01.01.2015 to 03.03.2015
Vacation-II	04.03.2015 to 08.03.2015
Teaching	09.03.2015 to 29.04.2015
Examinations	30.04.2015 to 17.05.2015
Practical Examinations	After Theory Examinations
Summer Vacation (2014-15)	18.05.2015 to 30.06.2015

The Academic Session 2015-16 will start from 07.07.2015

**Note :** 1. If the number of teaching days falls less than 180 days (90 days in each Semester) in the Academic Session 2014-15 due to some unforeseen reasons, it would be the responsibility of each Department/Institute/College to make good the loss by arranging extra classes.

2. Award of Degrees: Degrees shall be awarded within 180 days from the date of notification of result.

3. In case result of the Even Semester are not declared in time, provisional admissions in case of ongoing Semesters will be made and classes may commence w.e.f. 16th July, 2014 of U.G. and 22nd July, 2014 of P.G. courses.



## CHAPTER-II

### ADMISSION PROCEDURE AND REGULATIONS

1. Admission in Under Graduate/P.G. courses and other professional courses introduced in affiliated Colleges/Institutes shall be made by the Principal/Director of the College/Institute concerned as per schedule given in chapter-I. Each College/Institute should prepare a small Information Brochure highlighting its courses, achievements in Academic, Cultural & Sports activities, availability of Infrastructure etc. etc. The prospectus/admission forms shall be made available by the Principal/Director of the Colleges/Institutes concerned well in time.

**The failed candidates will not be re-admitted in the Colleges/Institutes.** The failed candidates may re-appear in the examination as an ex-students.

2. **Candidates who have compartment/re-appear in one or more papers in the qualifying examination shall not to be allowed admission in 1st semester of the course in any case.**
3. Selection list/merit list in respect of all the courses be sent by the Colleges/Institute category wise such as SC,BC,male/female etc. etc. to the R&S Branch, M.D.University, Rohtak alongwith RRs.
4. The students will have to attend lectures in theory and practicals as per the requirements prescribed in the ordinances.
5. **Declaration to be obtained from the candidate**

The College/Institute should make a provision in the admission form for a declaration to be given by the student(s) as under :-

"I declare that I am applying for admission with the consent of my parents/guardian and that the particulars given above are correct. I have read the College/Institute prospectus for the session 2014-2015 as well as the admission requirements as laid down by the University for the course. I agree to abide by the rules and regulations given therein. I further declare that I shall submit myself to disciplinary jurisdiction of the Principal/Director of the College/Institute, the Vice-Chancellor and the other authorities of the University who may be vested with the power to exercise discipline under the Act, the Statutes, the Ordinances and Rules framed by the University in this regard. I understand that my admission if made by the College/Institute **is provisional** and will be subject to confirmation by

the University. In case my admission is cancelled by the University I shall have no claim for refund of fees paid by me to the College/Institute or the University.

I undertake that I shall not indulge in any act of ragging otherwise my admission to the College/Institute shall stand cancelled and disciplinary proceedings be initiated against me."

The applicants shall also submit the affidavit regarding ragging appended at 'G'

6. **Students, in any case, will not be dealt with directly by the University and their requests/applications should not be sent to the University in piecemeal. However the doubts, if any, may be got cleared by deputing an official/teacher to the University, if needed.**
7. All admissions shall be made strictly on merit from amongst eligible applicants for each course of study.
8. In determining the eligibility, the fraction of percentage of marks of 0.5 or more shall be raised to the next higher percentage while fraction of less than 0.5 (e.g. 0.495) shall be ignored in Under Graduate Sem-I only. i.e (B.A./B.Sc./B.Com./B.Sc. (Home Sc.)/B.Sc.(Sports Science).
9. The marks obtained by the candidate in an additional subject be considered for calculating the merit percentage for admission to P.G. Course if the candidate is seeking admission in that subject after eliminating the lowest marks secured by the candidate in any of the subject.
10. If the last date of admission/submission of application form falls on a holiday or that day is declared holiday by the University/ College/Institute, the next working day will be considered as the last date for the purpose.
11. The Principal/Director of the College/Institute shall not make admission over and above the sanctioned intake. Such admissions shall not be regularised by the University. Registration Branch, M.D.University, Rohtak must ensure that admissions are not made over and above the sanctioned seats by any affiliated College/ Institute. If any violation comes to the notice, the same may be brought to the notice of the University authorities.
12. No one shall be admitted to the University or any examination of the University unless he has been registered as a student of the University.
13. The Colleges/Institutes shall not make admissions beyond the sanctioned intake. However, in case of extra ordinary situations/ circumstances, the Colleges/Institutes shall adopt the following procedure for making a request to the University for creation of additional seat(s)

(except MCA, LL.B., B.P.Ed. & C.P.Ed.) for the session 2014-2015 only. In case of Govt. Colleges/Institutes, such request shall be made through the Director General, Higher Education, Haryana.

(a) The Principal/Director of the College/Institute will send the recommendations of the College/Institute Council for creation of additional seat (s) for a particular session certifying that requisite infrastructures/facilities are available for the proposed increase. Such recommendations including increase/decrease of students, if any excluding Govt. Colleges/Institutes should come to the Colleges Branch for further action.

(b) The admissions will be made against the increased seats, on the basis of the laid down merit/criteria. However, an extreme compassionate case can be considered on individual basis on the recommendations of a sub-committee of the Admission Committee of the College/Institute.

14. The total number of seats in the erring College(s)/Institute(s) committing any type of irregularity in making admissions etc. will be reduced by minimum ten seats initially for a period of one year and it will be doubled in case the College/Institute repeats the violation of rules.
15. Admission to various courses in the affiliated Colleges/Institutes may be made after consulting the list of various examinations of other Universities recognised by this University, already sent to the Colleges/Institutes vide letter No. AC-3/10060-10672 dated 09-05-2014. The same is also available on University website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in). If any admission is made by the College/Institute in violation of above list, it shall be the sole responsibility of the said College/Institute and those admissions will not be regularized in any case.
16. The instructions for curbing ragging as conveyed by the UGC vide letter No. FA-1/97 (CPP-II) dated 7th July, 2001 in view of the judgement of Supreme Court in Civil Writ petition No. 656 of 1998 'Vishwa Jagriti Mission V/s Centre Govt.' and also given in Chapter -XI may be adhered to strictly.
17. The SC/BC candidates shall be charged 1/4<sup>th</sup> of the price of the prospectus as per instructions of the Director SC/BC, Welfare Department, Chandigarh. Therefore, price of prospectus for such candidates be printed accordingly.
18. **Foreign Students' Admission**  
The admission to the foreign students may be granted as per University rules by the concerned affiliated College/Institute after receiving 'No Objection Certificate' from the Advisor, Foreign Students' Centre which is located in the Administrative Block adjacent to the office of the Registrar. The Centre has been established to provide services/help to international students through single window system.

Every foreign student is expected to submit the following documents to the concerned affiliated College/private College/Institute where he/she wishes to seek admission :-

- a. Letter of the Association of Indians Universities, New Delhi regarding equivalency/recognition of the examination. (original)
- b. Photocopy of Student Pass-port.
- c. Photocopy of Student's Visa.
- d. Certificate of not suffering from AIDS.
- e. Eligibility Fee (as given in Information Brochure For Foreign Students 2014-15 and available on the University Website) shall be charged from all the students including Self Financing as well as sponsored candidates. However, the fee shall be charged from sponsored students at the time of their admissions.
- f. Application on the prescribed form which may be downloaded from the University Website alongwith two pass-port size photographs with prospectus fee of Rs. 150/-.

Note:- The candidates passing their examination from any foreign University shall not be required to submit migration certificate.

The Principal/Director of the affiliated College/Institute shall forward the application alongwith the documents of the student(s) to the Advisor Foreign Students' Centre for obtaining 'No Objection Certificate'. **No Foreign student shall be provisionally admitted to the College/Department/Institute without prior approval of the University.**

For detailed information, Information Brochure for Foreign Students' 2014-15 is available on the University Website ([www.mdurohtak.ac.in](http://www.mdurohtak.ac.in)) or contact on phone no. 01262-292208.

- 19. Eligibility Conditions for SC/ST Category Candidates of Haryana only:**  
The candidates belonging to SC/ST category of Haryana only, who secure minimum pass marks in the qualifying examination (unless otherwise prescribed for a particular course) may be considered eligible on the basis of merit for admission in the affiliated Colleges/Institutes.

20. All reservations or relaxations, if any, are available to SC/ST/BC/SBC/EBP of Haryana only, as per reservation policy of the State.
21. Henceforth Certificate of Residence and Caste Certificate(Backward Class and Scheduled Caste) should be signed and issued by the Circle Revenue Officer (Tehsildar/Naib Tehsildar-cum-Executive Magistrate) of the District/Sub Division to which the candidate belongs. Head of Department in case of Govt. employees. Certificate issued by any other authority will not be accepted.
22. Candidates who have passed their qualifying examinations from the Universities/Boards in the state of Haryana will be deemed to be Haryana residents and will not be required to submit certificate of residents of Haryana.
23. If gap in studies, students may give reasons with documentary proof/affidavit.
24. No College/Institute shall register/enroll any student in violation of the merit list. Instances have come to notice where Colleges/Institutes had notified that admissions will be made on first come first served basis which is totally against the admission rules/guidelines. Not only this, the Colleges/Institutes also accepted fee for booking seats on first come first served basis. In case any College/Institutes is found involved in such activities, it will invite disciplinary action.
25. The duration of the course of instruction for B.A./B.Sc./B.com (Pass & Vocational/Hons.)/B.B.A./B.C.A./B.B.A. (Business Economics)/BTM/Bachelor of Journalism & Mass Communication shall be three academic years i.e. six semesters. The maximum period in which a candidate must qualify/improve for the degree shall be six years.  
The examination of even semesters shall be held in the month of November/December and examinations of odd semesters shall be held in the month of May/June each year.
26. At the time of admission, fees/funds like enrolment, registration, tuition fee, games, union, library, magazine, medical, examination and other funds may not be charged from SC students whose parents annual income is not more than Rs.2.5 Lacs. The claim on account of such fee may be submitted to the Director General, Higher Education, Haryana, Panchkula after getting the same vetted from the Auditors of the Directorate for reimbursement.

**Provided that the Self Financing Colleges/Self Financing Institutes run by the University are not bound to follow the above instructions. Provided further that the aided affiliated Institutes running courses on SFS basis are bound to follow the same. Instructions received from the State Govt. from time to time on this issue shall be followed.**

**Any fee prescribed by the University for hostel students belonging to SC category shall be borne by the student concerned. But such students shall be paid maintenance allowance by the State Govt. as per scheme(s) notified by the State Govt. from time to time. However, they are required to deposit library and other securities which will be refunded to them after completion of the course or leaving the College on submission of "No dues Certificate".**

The Colleges shall, however, pay all the University dues at the time of submitting the registration return/examination form as usual.

27. If a candidate after having been admitted to the first year of a course, leaves the course without attending any class and he/she applies for refund of fee within 7 days of the date of admission, the fee paid by him/her shall be refunded after deducting Rs.1000/-  
Provided that if a candidate after having been admitted to the first year of a course withdraws his/her candidature and the seat vacated by him/her is subsequently filled up from the waiting list, the fee paid by him/her shall be refunded after deducting 15% of the fee paid by him/her subject to a minimum of Rs.1000/-  
Provided still further that if in a similar case, the seat vacated by a candidate is not filled up, the fee paid by him/her would not be refunded.
28. **Strength of each unit/section will be 60 to 80 students.  
No class in any subject should be started if the number of candidates seeking admission in any subject is less than 30**
29. Promotion under Semester System :  
Common Clause for all courses mentioned below:  
(i) The candidate will be allowed to appear to the examination if he/she meets the following requirements :  
a) bears a good character  
b) has been on the rolls of department during the semester/year.  
c) has attended not less than 65% of Lectures delivered in theory as well as practical.
- (ii) **FOR 1 YEAR COURSES:** A candidate shall be treated as promoted to the next semester class automatically subject to fulfillment of conditions as laid down in Clause-(i) above unless detained from appearing in an examination on any genuine grounds. The candidates are required to fulfill the eligibility condition for appearing in the examinations of lower semester.
- FOR 2 YEAR COURSES:** The candidate shall be treated as promoted to the 2nd and 4th automatically but for promotion to 3rd semester, he/she must clear 50% papers of 1st semester,

subject to fulfillment of conditions as laid down in (i) above unless detained from appearing in an examination on any genuine grounds. The candidates are required to fulfill the eligibility condition for appearing in the examinations of lower semester.

**FOR 3 YEAR COURSE:** The candidate shall be treated as promoted to the 2nd, 4th and 6th semester automatically but for promotion to 3rd semester, he/she must clear 50% papers of 1st semester and for promotion to 5th semester, he/she must clear 50% papers of 1st, 2nd and 3rd semesters taken together, subject to fulfillment of conditions as laid down in (i) above unless detained from appearing in an examination on any genuine grounds. The candidates are required to fulfill the eligibility condition for appearing in the examinations of lower semester.

**FOR 5 YEAR COURSES:** The candidate shall be treated as promoted to the 2nd, 4th and 6th semester automatically but for promotion to 3rd semester, he/she must clear 50% papers of 1st semester and for promotion to 5th semester, he/she must clear 50% papers of 1st, 2nd and 3rd semesters taken together subject to fulfillment of conditions as laid down in (i) above unless detained from appearing in an examination on any genuine grounds. The candidates are required to fulfill the eligibility condition for appearing in the examinations of lower semester.

**However, promotion to 7th semester will be allowed only when he/she has cleared the 1st Modlue**

### CHAPTER-III

## ELIGIBILITY CONDITIONS FOR ADMISSION TO UNDERGRADUATE COURSES

1. **B.A./B.Sc./B.Com./B.Sc.(Home Science)/B.Sc. Human Nutrition & Dietetics-(Sem-I) (10+2+3 pattern)**

No one shall be eligible to join the first semester of B.A./B.Sc./B.Com./B.Sc. (Home Science)/B.Sc.Human Nutrition & Dietetics unless he/she has passed one of the following examinations with atleast 33% marks in aggregate for admission to B.A. Sem-I, 40% for admission to B.Com. Sem-I and 45% for admission to B.Sc. Sem-I (minimum pass marks in case of SC/ST candidates) :  
Senior Secondary Certificate Examination (10+2) of Board of School Education Haryana, Bhiwani.

OR

Diploma in Pharmacy Course (for B.A./B.Sc.) (Sem-I only)

OR

3-Year professional diploma programmes conducted by the State Board of Technical Education Haryana without-passing English and Hindi subjects at 10+2 level for admission to B.A./B.Sc./B.com courses.

OR

Any other examination recognised by the University as equivalent thereto.

2. **B.Sc.(Sports Science)**

A candidate with the following qualifications and achievement shall be eligible to take admission in first semester of B. Sc.(Sports Science) course :-

a) Senior Secondary Examination (10+2) of Board of School Education Haryana, Bhiwani or an equivalent examination recognised by this University or Intermediate Certificate or Certificate in Physical Education of atleast one year duration from any recognised institution with a total period of 12 years of school or recognised equivalent qualifications.

AND

b) The candidate should have participated in sports which may be district school, inter district and inter college (Intermediate). However, the additional weightage for outstanding sports will be given as per criteria laid down as under :

For deciding the total merit of the candidate, the following marks will be added to the marks obtained by the candidates in the academic merit :-

a) 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> position at Junior World/Junior Asia/Youth Common Wealth Games/Junior International Meet. 25 marks



- b) Participation in clause (a) games & tournament given above 15 marks  
OR have won 1st, 2nd & 3rd places in National School Games,  
Junior National Championship/All India University Tournaments.
- c) Participation in National School Games/Junior National Championship OR Inter University Tournaments (Inter College). 08 marks

Note: (1) Only the highest weightage will be counted out of above categories.  
(2) Only those games which are recognized and adopted by the Inter-University Sports Board of India and approved by AIU will be considered for the purpose of eligibility and weightages.  
(3) Candidate should have attained the age of 17 years or more on 30th June of the year of admission.

### **3. For admission to Under-Graduate (Hons.)**

- i). No one shall be eligible to join the 1st year (Sem-I) class of B.A./B.Sc./B.Com. (Hons.) course unless he/she has passed :

Senior Secondary Certificate (10+2) examination of Board of School Education Haryana, Bhiwani with 45% marks in aggregate.

OR

Any other examination recognised by this University as equivalent thereto.

- ii). A regular candidate of a College admitted to the privileges of this University in the subject of B.A./B.Sc./B.Com. (Hons.) can attend the course of subsidiary and qualifying subjects in other College in case there is no arrangement to teach these subjects in the College where he has taken admission for his main subjects of Hons. course. The Principal of the College where a student is attending subsidiary and qualifying subjects shall certify that the said student has completed the prescribed number of lectures etc.

#### **Note:**

- (i) The candidate seeking admission to B.Sc. (Non-Medical group) Sem-I should have passed the above mentioned examination with English, Physics, Chemistry & Mathematics and those seeking admission to B.Sc. (Medical group) Sem-I should have passed the above mentioned examination with English, Physics, Chemistry & Biology and those seeking admission to B.Sc. (Biotechnology/Bio-informatics) Sem-I should have passed English, Physics, Chemistry and Mathematics or Biology.
- (ii) The admission to B.Sc.( Home Science) course shall be open to women candidates only.

- (iii) If a candidate of another Board has not passed in the subject of English at 10+2 level, he/she may be allowed provisionally to join the B.A./B.Com./B.Sc./B.Sc. (Biotechnology)/(Bio-informatics)/(Home Science)/(Human Nutrition & Dietetics)/(Sports Science) Sem-I class, as the case may be, under new scheme of this University subject to his/her **qualifying** in the subject of English of 10+2 examination in the **supplementary examination of the same year or in the next annual exam.** held in March from the Board concerned. Such a candidate shall have to furnish to the University proof of his/her having cleared the subject of English before the declaration of result of B.A./B.Com./B.Sc./B.Sc. (Biotechnology)/(Bio-informatics)/(Home Science)/(Human Nutrition & Dietetics)/(Sports Science) Sem-II examination failing which his/her result shall stand automatically cancelled.

#### A. Subject Combination for B.A/B.Sc. Part-I, II and III.

##### B.A Part- I, II & III

Compulsory Subjects		Elective Subjects				
		Group-I	Group-II	Group-III	Group-IV	Group-V
English	Hindi	Def.Studies	Mathematics	Pol. Sc.	Geography	Psychology
	Sanskrit	Hindi	Pub. Admn.	Phy. Edu.	Home Sc.	History
	or	Sanskrit	Music (V)	Statistics	Philosophy	
	Addl.	Urdu	Sociology	Art	Music (I)	
	English	Punjabi			Marketing	
		Economics				
		Comp. Appl.				
		Commerce				

##### B.Sc. Part- I, II & III

###### Compulsory Subjects

English				for B.Sc. Part I only
Hindi/Punjabi/Sanskrit/Urdu/Addl.	English			for B.Sc. Part II
Group I	Group II			Group III
Mathematics	Physics			Chemistry
Botany	Zoology			Computer Science
				Information Tech.
				Electronics
				Statistics
				Geology

##### Medical Group

Botany, Zoology & Chemistry/Geology

##### Non Medical Group

Mathematics, Physics & anyone from Group III

**Note:**

- i) Every candidate must offer Hindi either as a compulsory subject or as an elective subject.
- ii) Language offered as compulsory subject shall not be offered as an elective subject.
- iii) A candidate coming from a Non-Hindi speaking area shall if he/she did not offer Hindi in the examination will opt additional English in lieu of Hindi.
- iv) In addition to compulsory subjects, a student will opt one elective subject each from any of the two groups selected out of the above five groups as per the combination allowed by the concerned College.
- v) Candidates appearing for additional subject(s) will also choose not more than one subject from each group.
- vi) A student who wishes to seek admission/migration to 2nd year (Sem-III) after passing the Senior Secondary Certificate Examination (under 10+2 system) or an examination recognised as equivalent thereto and also after having passed the semester I & II examination of any Statutory University recognised by this University as equivalent to Sem-I & II examination of this University under new scheme may be allowed to do so provided he/she has secured minimum required percentage for admission as the case may be, in aggregate of the Senior Secondary Certificate examination or any equivalent examination.

**B. Compulsory Qualifying Paper : Environmental Studies**

***Note :- The students will be required to qualify this paper otherwise the final result will not be declared and degree will not be awarded.***

**C. Compulsory Computer Education at U.G. Level :** It has been decided to introduce Compulsory Computer Education at Under-Graduate level. The college will charge Rs.100/- per candidate per month as Lab. charges from such students. Detailed modalities for implementation of this paper have already been sent.

## CHAPTER-IV

### **ELIGIBILITY CONDITIONS FOR ADMISSION TO POST-GRADUATE COURSES (FIRST SEMESTER)**

1. The duration of the course leading to the post graduate degrees shall be two academic years i.e. four semesters.
  - (i) The maximum period in which a candidate must qualify for the degree shall be five years. If a student passes an examination in the last year of total duration, he/she will not get any regular chance for improvement,
  - (ii) After passing an examination, the student will be allowed two chances for improvement (subject to i above) i.e. one chance for odd semesters and second chance for even semesters. The result will be revised after second chance is over. The examinations of even semester shall be held in the month of November/December and examinations of odd Semesters shall be held in the month of May/June each year.
  - (iii) The re-appear examinations of the students will be held with regular even and regular odd semester examinations. However, the re-appear examinations of the last two semesters will be held simultaneously.

**Note :A person who has passed PG Exam shall not be allowed admission in another PG course in any of the Department/ College.**

#### **Master of Arts**

Bachelor's degree/Shastri Examination (New Scheme) of three years duration with atleast 45% in aggregate or any other examination recognized as equivalent thereto.

#### **Master of Science**

##### **i) M.Sc. Physics :**

B.Sc. (Hons) in Physics/B.Sc. Pass with Physics and mathematics as two of the main subjects with atleast 50% marks in aggregate or any examination recognised by M.D. University, Rohtak as equivalent thereto.

##### **(ii) M.Sc. Chemistry) :**

B.Sc. (Hons.) in Chemistry/B.Sc. Pass with Chemistry as one of the main subject with atleast 50% marks in aggregate or any examination recognised by M.D. University, Rohtak as equivalent thereto.

##### **iii) M.Sc. Mathematics :**

B.A./B.Sc. (Hons.) in Mathematics /B.A. or B.Sc. Pass with

Mathematics as one of the main subject with atleast 50% marks in aggregate or any examination recognised by M.D. University, Rohtak as equivalent thereto.

**(iv) M.Sc. Geology :**

B.Sc. (Hons.) in Geology /B.Sc. Pass with Geology and any two of the subjects viz. Physics, Mathematics, Chemistry, Botany, Zoology and Geography with atleast 50% marks in aggregate or any examination recognised by M.D. university, Rohtak as equivalent thereto.

**v) M.Sc. Computer Science :**

Bachelor/Postgraduate Degree in any discipline with atleast 50% marks in aggregate or any examination recognised by M.D. University, Rohtak as equivalent thereto.

**vi) M.Sc. Statistics :**

B.Sc. (Hons) in Statistes/B.Sc. Pass with Mathematics or Statistics as one of the subjects with atleast 50% marks in aggregate or any examination recognised by M.D. University, Rohtak as equivalent thereto.

OR

B.Com/B.Sc. (Hons.) Computer Science/B.B.A./B.C.A./BIT/BIS with 50% marks in aggregate and Mathematics subject at 10+2 level.

**Master of Commerce**

B.Com (Hons./Pass)/BBA or B.A. with Economics/ Commerce Marketing/Insurance as a subject with atleast 45% marks in aggregate or any other examination recognized by M.D.University, Rohtak as equivalent thereto.

3. The marks obtained by the candidate in an additional subject be considered for calculating the merit percentage for admission to P.G. Course if the candidate is seeking admission in that subject after eliminating the lowest marks secured by the candidate in any of the other subjects.
4. The criteria for preparing merit list of the candidates for admission to M.A./M.Sc./M.Com. courses shall be as under :-

In respect of those candidates who want to seek admission to M.A./ M.Sc. in a subject which they have not studied in B.A./B.Sc. :-

i) Total marks in B.A./B.Sc. I, II & III	=	1200
ii) Marks obtained in B.A./B.Sc. I, II & III	=	624
iii) Percentage of Marks in B.A./B.Sc. I, II & III	=	52%
iv) Merit position of the candidate	=	52%

AND

The merit position of a candidate who has studied the concerned subject

at Graduation level may be calculated according to the example given below :-

**Example-I**

'A' has passed B.A. examination obtaining 540 marks out of 1200 of B.A. I, II & III and has obtained 165 marks in History in B.A. I,II & III out of 300. He wants to seek admission in M.A. (History). His merit will be decided as under :-

- |      |  |              |
|------|--|--------------|
| i)   | Marks obtained in B.A. I, II & III                 | 540/1200     |
| ii)  | Percentage of marks obtained                       | 45%          |
| iii) | Marks obtained in History in B.A. I, II & III      | 165/300      |
| iv)  | Percentage of marks obtained in History            | 55%          |
| v)   | 10% of the percentage of marks obtained in History | 5.5          |
| vi)  | Merit position of the candidate                    | 45+5.5=50.5% |

**Note** :The benefit at (v) above will not be applicable in case of allied subject (s).

**Example-II**

'B' has passed B.Sc. examination obtaining 725 marks in aggregate of B.Sc. I, II & III out of 1450. He has also studied English in B.Sc. I and wants to seek admission in M.A. (English). His merit position will be decided as under :-

- |      |                                       |      |
|------|---------------------------------------|------|
| i)   | Total marks in B.Sc. I, II & III      | 1450 |
| ii)  | Marks obtained in B.Sc. I, II & III   | 725  |
| iii) | Percentage of marks obtained in B.Sc. | 50%  |
| iv)  | Merit position of the candidate       | 50%  |

## CHAPTER-V

### **ELIGIBILITY CONDITION FOR ADMISSION TO PROFESSIONAL COURSES, CERTIFICATE, DIPLOMAS AND OTHER U.G./P.G. COURSES (FIRST SEMESTER)**

#### **1. Bachelor of Computer Application**

Senior Secondary Examination (10+2) of Board of School Education Haryana, Bhiwani with 45% marks in aggregate or an equivalent examination recognised by this University.

**OR**

Three years Diploma Course conducted by State Board of Technical Education Or any other examination recognized by the State Board of Technical Education as equivalent thereto.

#### **2. Bachelor of Business Administration**

Senior Secondary Examination (10+2) of Board of School Education Haryana, Bhiwani with 45% marks in aggregate or an equivalent examination recognised by this University.

**OR**

Three years Diploma Course conducted by State Board of Technical Education Or any other examination recognized by the State Board of Technical Education as equivalent thereto.

#### **3. Bachelor of Business Administration (Business Economics)**

Senior Secondary Examination i.e. 10+2 of Board of School Education Haryana, Bhiwani with atleast 45% marks in aggregate from a recognized Board of Education OR an equivalent examination with the prescribed percentage of marks from Education system of India or abroad OR any other examination equivalent thereto.

#### **4. Bachelor of Hotel Management (BHM)/Bachelor of Tourism Management (BTM)**

- i) Senior Secondary Examination (10+2) with atleast 45% (40% marks for SC/ST candidates of Haryana)marks from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
- ii) Admission will be made according to merit determined on the basis of marks secured in 10+2 + Group discussion + Interview with weightage of 70%, 20% and 10% for three components, respectively.

**Lateral Entry:** After passing one year Diploma Course (s) from the Institute of Hotel & Tourism Management or any other examination recognized by M.D. University Rohtak or equivalent thereto after 10+2 shall be eligible for admission in 2nd year.

**5. Master of Tourism Management (MTM)**

- i) Master/Bachelor degree with atleast 45% (40% marks for SC/ST candidates of Haryana) marks in aggregate or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
- ii) Admission will be made according to merit determined on the basis of marks secured in qualifying examination + Group discussion + Interview with weightage of 70%, 20% and 10% for three components, respectively.

**6. Bachelor of Journalism and Mass Communication**

Senior Secondary Examination of School Education, Haryana, Bhiwani 10+2 with 45% marks in aggregate or any other examination recognized by M.D. University, Rohtak as equivalent thereto.

**7. LL.B.(Hons.) (3 year)**

Bachelor/Master degree with atleast 45% marks (40% for SC/ST candidates of Haryana) in aggregate or any other examination recognized by M.D. University, Rohtak as equivalent thereto.

**NOTE:-The whole process of admission shall be observed by the University's nominee(s) /observer(s)who shall be appointed by the Vice-Chancellor. The concerned institute will request the university for appointment of nominee(s) /observer(s) well before the admissions.**

**8. LL.B.(Hons.) (5 year)**

Senior Secondary Examination (10+2) with atleast 45% (40% for SC/ST candidates of Haryana only) marks from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University Rohtak as equivalent thereto.

**NOTE:-The whole process of admission shall be observed by the University's nominee(s) /observer(s)who shall be appointed by the Vice-Chancellor. The concerned institute will request the university for appointment of nominee(s)/observer(s) well before the admissions.**



**9. Bachelor in Physical Education (B.P.Ed.)**

B.A./B.Sc./B.Com. with English as one of the subjects (except for B.Sc. and B.Com.) with atleast 45% marks or any other examination recognized by M.D. University, Rohtak as equivalent thereto.

OR

B.A. with Health & Physical Education as one of the subjects in the 3-year degree course with atleast 45% marks in aggregate.

OR

B.Sc. (Physical Education, Health Education & Sports) with at least 45% marks in aggregate.

AND

The candidates are required to qualify the Physical Efficiency Test (Canadian Test) as per Appendix `B'. However, there shall be no marks for this test. Candidates failing in PET will not be called for counseling.

AND

The candidate must have represented his/her College in Inter-College tournaments in the games recognized by Inter-University Sports Board of India and approved by AIU.

OR

A candidate must have participated in state level tournament in the games recognized and adopted by Inter-University Sports Board of India and approved by AIU. A candidate, who has participated at state level tournament, must also have gradation certificate from the State Sports Department of his state. The candidates, who have participated in the Inter-College tournament, must submit a certificate of participation from their Principal.

**Note 1:** Weightages for University Sports Certificates shall be given as per criteria given elsewhere in this Admission Brochure, and such candidates need not furnish gradation certificates, but all the National/ State tournaments certificates are required to be the part of gradation certificate i.e. National/State tournament certificates must be mentioned in gradation certificate. Sports certificates pertaining to National/State tournaments, which are not mentioned in the gradation certificates, will not be considered for sports weightages.

**Note 2:** Relaxation of 5% in the eligibility conditions can be given to those candidates who have won position at the Inter-University level.

**Note 3:** Maximum marks obtained in any of the above mentioned examinations shall be counted for preparing merit list for admission to B.P.Ed.

**10. Certificate course in Physical Education (C.P.Ed.)**

A candidate with atleast 45% marks in the Senior Secondary examination (10+2) or its equivalent will be eligible for admission. For those who have participated in State or National level sports events, the minimum percentage of marks in the Senior Secondary examination (10+2) should be atleast 40%.

In addition to this, the candidate should have participated in School District Tournaments or higher level of tournaments and the sports weightage will be given to the candidates as per appendix 'C'.

AND

In addition to fulfill the academic condition and sports eligibility the candidates are required to qualify the Physical Efficiency Test (PET) (Canadian Test). However, no marks shall be given for this test. The guidelines for the test are given in Appendix 'B'

**The guidelines for admission to B.P.Ed./C.P.Ed courses will be as under:-**

- A The eligibility conditions for admission will consist of two components:
  - a) academic merit
  - b) technical eligibility consisting of two components i.e. physical efficiency test (PET) and sports participation as well as gradation certificate.
- B. (i) Sports participation certificate as well as gradation certificate issued by the Directorate of Sports Haryana having a minimum grade of D-II will be the minimum eligibility for C.P.Ed. course. Sports criteria of last year will continue for B.P.Ed. course.
- ii) Physical efficiency test will be conducted by the University on the University campus on the dates to be notified by the University.

- C. The college is required to deposit Rs.100/- per student to conduct the PET in the University and submit the receipt to the HOD (Physical Education) before the conduct of physical efficiency test.
- D. The college will submit the list of candidates along with the duplicate copy of admission forms to the HOD (Physical Education) for verification. Photocopy of the Admission Form shall not be entertained at any cost. The same will be sent to R&S branch for further action after doing the needful.
- E. After the completion of physical efficiency test (PET), the University will declare the result of successful candidates. The College will collect the list of candidates who had appeared and passed their PET from the office of HOD (Physical Education) on the next day of PET. Accordingly, the college will make admissions from amongst the candidates who would have qualified their PET strictly on the basis of merit and eligibility criteria approved by the University.
- F. **The Principal of the concerned college will be held personally responsible for fake and wrong admissions.**
- G. The candidate must be eligible on the last date of submission of Admission Form. PET will be conducted from the eligible candidates only. Principal of the concerned College shall certify the eligibility of the candidate.

**11. Post Graduate Diploma in Journalism & Mass Communication**

B.A/B.Sc./B. Com. of this University with atleast 45% marks in aggregate or any other examination recognized by M.D.U. Rohtak as equivalent thereto.

**12. P.G. Diploma in Rehabilitation Psychology**

(a) Entry Criteria : The minimum basic eligibility criteria will be Graduation in Psychology with 45% marks in aggregate in Psychology as major subject or as one of the major optionals in all the three years of Graduation.

(b) Admission Procedure : The Admission shall be made by the Head of the Institute/Department of Psychology. Admission will be

through a written test of 60 minutes duration consisting of the following :-

1. General Mental Ability	80
2. Awareness and interest in the area of rehabilitation of the disabled	20
Total Marks	100

**13. P.G. Diploma in Nutrition and Dietetics**

B.Sc.(Home Science)/B.A.(with Home Science) having 45 % marks in aggregate or any other examination recognised by M.D.U. Rohtak as equivalent thereto. A weightage of 5% will be given to the students who have passed B.Sc. (Home Science)/(Human Nutrition and Dietetics).

**14. Advanced Post-Graduate Diploma in Computer Application (APGDCA):**

Bachelor Degree in any discipline with atleast 45% marks in aggregate or any other examination recognised by M.D.U. Rohtak as equivalent thereto.

**15. Post Graduate Diploma in Fashion Designing :**

A person who has passed one of the following examinations with atleast 45% marks in aggregate shall be eligible for 1st year (Part-I) class of P.G. Diploma in Fashion Designing :-

- (i) B.A./B.Sc./B.Com.(Pass)/B.Sc. (Home Science) examination;
- (ii) B.A./B.Sc./B.Com. (Honours) examination;
- (iii) An examination of any other University recognised by this University as equivalent to (i) or (ii) above.

**16. Post Graduate Diploma in Yoga Science:**

Bachelor's Degree or Post Graduate Degree in any faculty from a recognised University in India or any equivalent degree with a minimum of 45% marks. In case of two or more candidates securing equal percentage of marks, preference will be given to a candidate who is having Yoga at Under-Graduate level. If more than one candidates are having Yoga or none having Yoga with equal percentage, the candidate senior in age will be considered higher in merit.

**CHAPTER-VI**  
**MIGRATION, ENROLMENT AND FEE DETAILS**

- i) The Principals of affiliated/maintained colleges/institutes will complete the process of online submission of Registration Return-cum-Examination Form and Continuation Return within 45 days from the last date of normal admission/counselling of a course and a 'Hard Copy' of the same will be submitted alongwith all types of required certificates/documents (photocopies duly attested) exhibiting their eligibility and migration certificate in the R & S Branch within 7 days after completing all formalities i.e. depositing of required fee mentioned in the Fund Transfer Report (FTR) relating to different type of fees applicable for a session.
- ii) In case of admission made with late fees beyond the normal date of admission, the registration return-cum-examination form and continuation return will be accepted within 15 days from the date of admission/counselling completing other requirements as provided in clause i) above.

In case a College/Institute fails to do the needful, the RR-cum-exam form shall be accepted with requisite fee in one go and penalty of Rs.5/-per student per day shall be charged in respect of each kind of fee separately as already provided in ordinance before one month of the commencement of examination of a course. After that the Registration Return-cum-Examination Form with late fee as referred above will be accepted before ten days of the commencement of examination with the approval of the Vice Chancellor.

Provided further that the RR-cum-Examination Form without required certificates/documents and Migration Certificate of any student(s) will be considered late and will be accepted with a penalty of Rs.5/-per student per day on registration return and in respect of each kind of fee separately.

In case of students who are already registered with the University, the registration number shall be indicated in Registration Return, but such a student shall pay the prescribed continuation fee.

The fee for each kind of fee drawn in favour of the officers mentioned in note-(i) in respect of all the students of each class at the rates(per student per annum) prescribed by the University as mentioned below are to be sent alongwith Registration Return.

- (i) **Registration fee:** Rs.300/- for general courses and  
Rs.1000/- for professional courses
- (ii) **Continuation fee:** Rs.100/- for general courses and  
Rs.500/- for professional courses

- (iii) **Radhakrishnan Fund:** Rs.70/-
- (iv) **Development fee:** a) Arts/Science/Commerce Rs.150/-  
(Rs.100/- to be remitted to the University.)  
b) BBA : Rs.1200/-  
c) BCA/M.Sc.(Computer Sc.) : Rs.1800/-  
d) M.P.Ed./B.P.Ed.: Rs.2500/-  
e) C.P.Ed. : Rs.1250/-  
f) Professional courses : Rs.1000/-
- (v) **Holiday Home fee:** Rs.20/-
- (vi) **Youth Welfare Fee:** a) Rs.60/- for non-professional courses  
(Rs.40/- to be remitted to the university.)  
b) Rs.150/- for professional courses  
(Rs.100/- to be remitted to the University.)  
c) Rs.500/- for M.C.A. course (Rs.250/-  
to be remitted to the University.)
- (vii) **Sports Fee :** Rs. 100/-(Rs. 70/- to be remitted to the University)
- (viii) **NSS Fee :** Rs.10/-(Rs.5/- to be remitted to the University)
- (ix) **Curriculum charges:** Rs.50/-
- (x) **Youth Red Cross Fee:** Rs.60/-(Rs.30/- to be remitted to the University)

**Entry fee for Zonal**

Youth Festival	<b>strength upto 300 students Rs.2000/-</b>
	<b>strength above 300 students Rs.3000/-</b>
Tech.Management fest	<b>Rs.3000/-</b>

**Important Note :-**

- i) No one shall be admitted to the University for any examination of the University unless he/she has been registered as a student of the University.
- ii) If a student's name is struck off the rolls of a college or he migrates to another college or is rusticated or expelled, such a fact shall immediately be reported to the Asstt. Registrar (Registration Branch) for record in the Register of students and for such other action as may be necessary. The candidates seeking admission to the college must ensure that they fulfil the requisite qualifications as prescribed in this Brochure / relevant Ordinances. Their admissions to the courses will be purely provisional subject to verification of their eligibility by the College/University as per rules in force. In case, a candidate is found ineligible at a later stage the provisional admission granted

to him by the college shall be cancelled and he shall have no right for admission to the course or refund of the fees paid by him.

- iii) The candidates must have passed the qualifying examination with the requisite percentage of marks as per this Brochure of the University. The combination of subjects must have been offered by the candidates as per provision in Brochure/ Ordinance(s).
- iv) ***The Principal/Director of the College/Institute shall not make admission over and above the sanctioned strength. Such admissions shall not be regularised by the University.***

### **Fee structure for Self Financing Professional Courses**

LL.B. 3/5 year:	Rs.30000/- per annum (including normal fee charged by the University)
B.P.Ed.:	Rs.30000/-(Rs.24000/-+ Rs.6000/- development + other University charges.)
C.P.Ed.	Rs.20000/- (Rs.16000/- + Rs.4000/- development + other University charges.)

***Note: Fee structure is subject to revision.***

## CHAPTER-VII

### CHANGE OF CATEGORY/SUBJECT(S) OR FACULTY

1. A student of TDC Part-I (Sem-I) may be permitted to change his subject(s) or Faculty within one month from the commencement of the session or within one month from the date of joining whichever is later. However, in a genuine case such as parents transfer or a student coming from overseas, this rule may be relaxed on the recommendations of the Principal of a college and the change from one subject to another may be allowed upto the end of the first term at the risk and responsibility of the student himself.
2. A student of B.A./B.Sc. Part-II (Sem-III) may be allowed to change only one subject within one month from the commencement of the session or within one month from the date of joining whichever is later subject to the following conditions :-
  - (i) Change of subject will be allowed only within the Faculty.
  - (ii) Change to a subject involving practicals will not be allowed.
  - (iii) The candidates will be treated as reappear in changed subject of Part-I (Sem-I & II) and he/she will be required to clear the same within the permissible chances as available to other students having compartment in part-I (Sem-I & II). The candidate having re-appear/compartment in Part-I (Sem-I & II) examination will be allowed to change the subject in which he/she has been placed under compartment only. The candidate will be required to get revised Detailed Marks Card of Part-I (Sem-I & II) from the concerned Result Branch while changing the subject. It will not be necessary for him/her to attend the Part-I (Sem-I & II) classes of the subject concerned.
3. The lectures in the case of a student allowed to change his subject(s) under this Ordinance shall be counted from the date of the change which shall not in any case go beyond 1<sup>st</sup> October .



4. A student after passing B.A./B.Sc./B.Com. (Hons.) Part-I (Sem-I & II) examination may be permitted to change over to the B.A./B.Sc./B.Com. Part-II (Sem-III) course within one month of the start of admission to this course provided that the Principal of the college where he is studying is satisfied that the student will be able to carry on with the new course.

Provided that a student after passing B.Sc./B.Com. (Hons.) Part-I (Sem-I & II) examination shall have to appear in the subject of English of B.A. Part-I (Sem-I & II) alongwith B.A. Part-II (Sem-III & IV) examination, unless he has already qualified in this subject.

5. A student may be allowed to change from Honours to Pass course and vice-versa on the recommendations of the Principal/Head of the Department concerned within one month from the date of his admission to Part-I (Sem-I & II), if otherwise eligible.

## CHAPTER-VIII

### CONDONING DEFICIENCY IN LECTURES ETC.

1. Save otherwise provided in any other Ordinance of a Course, a candidate who had not attended the percentage of lectures/ practicals etc. as prescribed by the Ordinance, and the deficiency thereof has not been condoned by the Principal/Director of the College/Institute or Head of the University Teaching Department shall not be eligible to appear in the examination. The Principal/Director of the College/Institute can condone deficiency in lectures in various courses run in the affiliated Colleges upto 20%.
2. The Principal/Director of the College/Institute may condone shortage in lectures on the following grounds :
  - i) Illness of self.
  - ii) Illness/death of parents, brother, sister or any other close family member.
  - iii) Any other reason beyond the control of the student to the satisfaction of the Principal/Director of the college/Institute .

In case of (i) and (ii) above, the student must produce valid proof from a Govt. Health Centre/Hospital including various Hospitals which have been approved by the Govt. of Haryana for seeking treatment by State Govt. employees.

**If the Principal/Director of a College/Institute is not satisfied with the reasons for the shortage given by a student, it is not obligatory on his/her part to condone the shortage. The decision of the Principal/Director of the College/Institute in the matter shall be final.**

No students shall be deemed to have pursued a regular course of study unless he/she has attended not less than 65% of the lectures delivered in theory as well as practical. Relaxation in shortage of lectures upto 20% will be allowed by the Head of the Institutes on the grounds detailed above. The name of the students remaining absent for 15 consecutive days after the start or during the academic session without any notice shall be struck from the rolls of the Institute. A fine of Rs. 5/- per lecture/day shall be charged on account of remaining absent from the classes.

However, re-admission may be allowed on payment of Rs. 1000/- alongwith required fine within 15 days with the permission of the Vice-Chancellor. If a student fails to report within this time limit , the seat will be declared vacant to be filled according to university rules. Re-admission may be allowed by the Vice-Chancellor only once on the recommendations of the concerned Head of the Institute on payment of perscribed re-admission fee.

3. If, at the time of submission of examination form a student has not completed the required percentage of lectures etc. his name may be sent for the examination provisionally. The Principal shall, 15 working days before the date of commencement of examination, intimate to the Registrar/Controller of Examinations if the student has made up the required percentage of lectures or if the deficiency has not been condoned. If Roll No. slips in respect of such students are received by the Principal these shall be immediately returned to the Registrar/Controller of Examinations.
4. Attendance at Seminars will be counted as lectures but a test for quiz shall not count for this purpose.
5. If a student migrates from another University/College, the lectures/practical, etc. attended by him at the previous institutions shall be taken into account for determining whether he has attended the requisite percentage of lectures/practical etc.
6. If the percentage of attendance is deficient on account of :
  - (a) participation in University or Inter Collegiate Sports Tournaments/Youth Festivals with the previous sanction of the Principal ;
  - (b) (i) participation in Inter University Sports Tournaments Youth Festivals with the previous sanction of the Principal ;
    - (ii) attendance at the NCC/NSS Camps or University Educational Excursions certified by the Principal ;
    - (iii) attendance at Mountaineering Courses by students selected by the University/ College;

The lectures/tutorials/practicals work delivered/done during the period of absence on account of participation in aforesaid be not taken into consideration while counting the number of lectures delivered or tutorial/practical work done provided that the total period of absence

in the case of (a), (ii) and (iii) shall not exceed 21 days and in the case of (b) (i) 30 days in an academic year.

7. In the case of a candidate appearing in any competitive examination conducted by Government for Public Services, the days spent in the examination (i.e. from the first to the last paper of the candidate concerned and in travelling connected therewith) shall be counted on production of satisfactory evidence as attendance at lectures delivered to his class during the aforesaid period subject to a maximum of ten days in an academic year.
8. **A student of a College who is unable to appear in an examination owing to shortage in prescribed course of lectures etc. in a subject or subjects may be allowed to appear in that examination in the following year (in the following examination, if he is a candidate for an examination for which a supplementary examination is held for failed candidates) if he attends the College for atleast one terms to make up the deficiency in the subject(s). If he leaves the college after one term he may be allowed to appear in the examination as an ex-student but if he attends the College for the whole academic year and completes the requisite percentage of lectures in that year, he may be allowed to appear in the examination as a regular student. Such a student shall be charged tuition fee for each full term in which he attends classes.**
9. Students, who voluntarily donate blood to the Blood Bank may be given the benefit of attendance of all periods for that day. This will apply to all courses.

**CHAPTER-IX**  
**RESERVATION OF SEATS AND WEIGHTAGES**

**I. Reservation of Seats:**

Reservation of seats, in view of Reservation Policy issued by Govt. of Haryana vide Notification No. 22/10/2013-IGSIII dated 28.2.2013, in various programmes offered in Govt./Govt. aided educational/technical/professional institution is as detailed below:

Category	Percentage
(a) All India Category seats (including Haryana State) (AIO)	15% of the sanctioned intake
(b) State Quota	85% of the sanctioned intake
(b-1) Haryana Open General Category (HOGC)	30% of the State Quota i.e. 25.5% of total intake
(b-2) Reserved Categories of Haryana	70% of State Quota i.e. 59.5% of total intake
Scheduled Caste of Haryana (SC)	20% of State Quota (17% of total intake)
Backward Classes of Haryana (A) (BCA)	16% of State Quota (13.6% of total intake)
Backward Classes of Haryana (B) (BCB)	11% of State Quota (9.35% of total intake)
Special Backward Classes of Haryana (SBC)	10% of State Quota (8.5% of total intake)
Economically Backward Person in the General Caste Category of Haryana (EBP)	10% of State Quota (8.5% of total intake)
Physically handicapped of Haryana (PH)	3% of State Quota (2.55% of total intake)

In the event of quota reserved for physically handicapped remain unutilized due to non availability for suitable category of handicapped candidates, it may be offered to Ex-Servicemen and their wards (1% and the dependant of Freedom Fighter 1%)

Further 3% reservation is also provided to Ex-servicemen/Freedom Fighter and their dependents by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided/institutes located in Haryana.

**Note : A roster for Reservation of Ex-Service Men/ Freedom Fighter**

**be maintained and carry forward all fractions till one seat is accumulated through different fractions over the years. As and when the total comes one, a seat will be provided in the prospectus. (Chief Secretary to Govt. Haryana Letter No. 23/27/2004-2G.S- III, Dated 5/12/2008).**

As far as Block allocation in Block-A and Block-B of Backward Classes Category is concerned year wise rotational system will be adopted. For example if Block-A of Backward classes are given seats in academic year 2006, the next Block i.e. (B) Block of category of Backward Classes will be given seats in the next academic year i.e. 2007 and so on.

## **II Guidelines for Reservation**

1. A candidate who applies for a reserved category or for both reserved and general categories will be considered first in general category. In case, he is not selected in general category, he will be considered for reserve category.  
The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/ backward classes, rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes, Department, Chandigarh).
2. Benefit of reservation will be given to all the reserved categories upto 3rd counselling according to the reservation policy given in the Information Brochure. In case at the time of 3rd counselling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available, these vacant seats may be thrown open to Haryana General Category. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category
3. If any seat remains vacant in sub-categories of BC(A) and BC(B), the same will be filled up through the candidates belonging to other category. For example, if any seat in BC(B) category remains vacant, the same will be filled up from BC(A) category and vice-versa.

4. A candidate having a minimum of 40% permanent disability will be considered physically handicapped for admission to a course, provided that the candidate is otherwise medically fit for the particular course. Such candidate will be admitted to the relevant courses on the basis of academic merit and not on the basis of degree of handicapped. Certificate should be as per Appendix-'A'.

**Note: Criteria for benefit of reservation to Ex-Serviceman, Special Backward Classes and Economically Backward Person in the General Caste Category is available in appendix 'E'**

### **III. Weightage for Preparing Merit List**

- i) Candidates who have passed Matric and/or 10+2 examination as a regular student from schools/colleges situated in rural areas in Haryana provided education has not been imparted in public or boarding school. -5 Marks
- (ii) Candidates who have passed qualifying examination from any of the University in the State except candidates to be admitted against All India quota (for admission in PG courses)- 5 Marks
- iii) B.A./B.Sc./ B.Com (Hons.) candidates for admission to M.A./ M.Sc./M.Com. courses in the concerned subject. -10 Marks
- (iv) N.C.C. Cadets who have passed the ('C'/'G') Part-II certificate and Scouts & Guides who have been honoured with the President Award. -5 Marks
- (v) N.C.C. Cadets who have passed the 'B' certificate. -3 Marks
- (vi) Certificate of Merit for N.S.S./M.F.L.P/Youth Red Cross awarded by State Govt/University. -5 Marks
- (vii) Securing 1st position at University Inter-Zonal/Inter-University North Zonal/National/State/Inter-State Youth Festival in either individual or group items. -5 Marks
- viii) Candidates who have donated blood atleast 5 times for social cause in a Govt/Govt. approved Blood Bank. -5 Marks
- (ix) Best Campers in the Youth Leadership Training Camp. -2 Marks
- x) Weightage for NIS Diploma in any game (for admission to M.P.Ed. only) -5 Marks

xi) Blind candidates. -5 Marks

xii) The candidates who have passed mathematics or statistics as main subject in the qualifying examination (For admission in M.A. Economics) -5 Marks

xii) Weightage of Sportsmen/Sportswomen

Grade	Weightage of marks
A-1	5 Marks
A-2	4Marks
B-1	3Marks
B-2	2.5Marks
C-1	2Marks
C-2	1Marks
D	0 Marks

**Note:**

1. Total weightage in any case (except for Hons. candidates and admission to C.P.Ed./B.P.Ed./M.P.Ed. courses) should not exceed 10 Marks.
2. In case of Honours candidates total weightage shall not exceed 20 Marks.
3. Candidates claiming blood donation weightage must submit the documentary proof from the Red-Cross Society/Official Blood Bank.

#### **IV Admission Against Supernumerary Sports Seats**

##### **Conditions for admission against sports seats (PG Courses):-**

One seat in each PG Course (except the courses in which the admissions are made on centralized basis at state level) in the College/Institute where the strength is upto 30 and 2 seats where the strength is more than 30 have been earmarked for outstanding sports person(s) over and above the sanctioned intake. The eligibility criteria will be as under :-

- I) The candidates should fulfil the minimum eligibility conditions prescribed in the Admission Brochure/Ordinances.
- II) **Cat.A-I :**
  - (i) The Candidates should have won 1st, 2nd, 3rd position in



Olympic Games, World Championship, World Cup, World University Games, Devis Cup, Wimbeldon Championship, U.S. French and Australlian Open Tennis Championship, Thomas Cup, Uber Cup, All England Badminton Tournament.

(ii) Participation in the above mentioned tournament.

**Cat A.-II :**

(i) 1st, 2nd, 3rd position in Champions Trophy, Common wealth Games. Common Wealth Chamiponships, Asian Games, Asian Champion ships, Asian Cup, World University Championship, Cricket Test Matches, One Day International Cricket Matches, International Athletic Permit Meet and SAF Games.

(ii) Participation in the above mentioned in A-II point.

**Cat B.-**

(i) 1st, 2nd, 3rd position in AllU tournaments/ National Games/ National Championships/ Federation Cup organized by Natioal Sports Federations recognized by the Govt. of India.

(ii) Participation in the above mentioned in B-category

**Cat C.-**1st, 2nd, 3rd position in zonal inter- University tournaments/ zonal national tournaments/ representation of AllU team.

The eligibility rules for the admision against sports seat, only the games recognized and adopted by the Inter University Sprots Board of India and approved by AIU will be considered. List of games approved by AIU is appended at 'F'.

III) The candidates should be eligible for Inter- Varsity Tournaments during the year of admission.

IV) There should be continuity of participation of the applicant at various levels including Inter-Varsity Tournaments and his performance should not be more than one year old.

V) The candidate better in sports will be admitted as per merit.

VI) The merit list prepared by the colleges for admission against

Sports Seats will be got approved from the Committee consisting of the Director (Sports), HOD (Physical Education) and one of the teachers of Department of Physical Education of the University before making such admissions.

VII) In case of tie in sports merit, the candidate better in academic merit be given preference.

VIII) The age of the student should not exceed to 28 years

IX) The sports certificate and photograph of the player must be attested by the Secretary of the concerned federation.

**Conditions for admission against sports seats (UG Courses):-**

One seat in each course (over and above the sanctioned intake) where the sanctioned intake is 30 seats and two seats where the sanctioned intake is more than 30 be earmarked in **B. A/B.Sc./ B.Com.** and all other UG Courses (excluding Technical Professional Courses) subject to the following conditions :-

- i) The Candidates should fulfill the minimum eligibility conditions prescribed in the Admission Brochure/Ordinances.
- ii) I/II/III position/participation at the School National Tournaments.
- iii) I/II/III position/participation at the School National Games and Sports.
- iv) I/II/III position holder at the State level Tournaments.
- v) The candidate better in sports will be admitted as per, merit decided by the Director (Sports) of the University on the basis of criteria to be laid down for sports merit.
- vi) In case of tie in sports merit, the candidate better in academic merit must be given preference.
- vii) The age of the student should not exceed to 23 years.
- xi) It will be mandatory for the admitted students to participate in the sports activities of his/her Department/College/ Institution and should have consistently participated in the sports activities.

## **V Admissions For Kashmiri Migrants**

Two additional seats in each course offered in the Colleges Institutes (except the courses being run under the norms of BCI and NCTE and the admissions are made on centralized basis at state level) shall be earmarked for Kashmiri Migrants. Admission against these seats shall be made on the basis of merit of qualifying examination. Candidates are required to apply to the concerned College/Institute by the date notified in the schedule of admissions.

## **VI Admissions Against Supernumerary Cultural Activities Seats**

One supernumerary seat in each College/Institute will be earmarked to promote cultural activities subject to the fulfillment of the following conditions :

- i) Any position in the National Youth Festival organized by the Association of Indian Universities, New Delhi.
- ii) First position holder in the North Zone Inter University Youth Festival organized by the Association of Indian Universities.
- iii) The age of the student should not exceed 23 years.
- iv) It will be mandatory for the admitted students to participate in the cultural activities of his/her College/Institute and should have consistently participated in the youth festivals.
- v) The maximum age limit to participate in the Youth Festival of MDU and Association of Indian Universities is 25 years. So when a student takes the admission in any College/Institute with an age of 23 years can participate for next two years as per rules.

## CHAPTER-X

### **BAN OF RAGGING IN EDUCATIONAL INSTITUTIONS**

The instruction for curbing ragging a conveyed by the UGC vide letter No. FA-I/97 (CPP-II) dated 7th July,2001 in view of the judgement of Supreme Court in Civil Writ Petition No. 656 of 1998 'Vishwa Jagriti Mission V/s Centre Govt.' given below shall be adhered to strictly :

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which punishment may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding scholarships or other benefits (ii) debarring from representation in events (iii) withholding results (iv) suspension or expulsion from hostel or mess, and the like.(v) Lodging of FIR with the local police. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in freshers or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely effect the physique or psyche of a fresher or a junior student will be deemed an act of ragging.

Hon'ble Supreme Court of India in SLP(C) No. 24295/2004 in the matter of University of Kerala V/s Council of Principals, Colleges of Kerala & others has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the Institution.

**Medical Certificate for Physical Handicapped  
DEPARTMENT OF ORTHOPAEDICS  
Pt. B.D.Sharma UHS Rohtak.**

**OR**

**Chief Medical Officer**

No.....

Dated.....

Certified that Shri/.....son/daughter  
of Shri ..... resident of ..... District  
..... appeared before the undersigned for medical checkup.  
On Medical Examination, he/she is found suffering from  
.....and thus he/she is Physically Handicapped. His/her  
percentage of Handicap is .....% (in words) .....

Place \_\_\_\_\_

Prof. & Head of Ortho, Deptt.

Pt.BD Sharma PGIMS, Rohtak

OR

Chief Medical Officer

\_\_\_\_\_ Haryana

Signature of Applicant

## APPENDIX -'B'

### PHYSICAL EFFICIENCY TEST

Physical Efficiency Test for C.P.Ed./B.P.Ed. course consist of the Canadian Test & the specifications of Canadian test is given below:

#### CANADIAN TEST

- (a) The men candidates must clear the following test in a sequence from the starting line within 32 seconds and the total distance would be 75 meter.
- i) 10 feet long jump
  - ii) Seven times crossing over the width of 5' river/pit
  - iii) Vaulting Horse of 4'8" height
  - iv) Forward roll on mat
  - v) Crossing over the hurdle of 3' height
  - vi) Carrying two buckets of sand upto the finishing line 25 meter away.
- (b) The women candidates must clear the following tests in a sequence from the starting line within 35 seconds and the total distance would be 70 meter.
- i) 8 feet long jump
  - ii) Five times crossing over the width of 4' river/pit
  - iii) Vaulting Horse of 3' 2" height
  - iv) Forward roll on mat
  - v) Crossing over the hurdle of 2' 6" height
  - vi) Carrying two buckets of sand (2/3 filled) upto the finishing line 20 meter away.
  - vii) If a candidate commits two faults, he/she will not be allowed for retest whereas, if any one fault is committed by the candidate, he/she will be given one more chance, provide he/she completes the test within the prescribed time. Third chance will not be given under any circumstances.
  - viii) Hurdle should be crossed without being knocked down. If a candidate leaves the test incomplete, he/she will be disqualified and will not be given any chance (if any candidate falls down for slips while performing the test, he/she must complete the test and should not drop out in between and no extra chance would be given in such cases.
  - ix) Candidates not completing the test within prescribed time will not be called for counseling.

## **APPENDIX -‘C’**

### **SPORTS WEIGHTAGES FOR C.P.Ed./B.P.Ed.**

For deciding the total merit of the candidates, the following marks will be added to the marks obtained by the candidates in the qualifying Examination:-

- a) 1st, 2nd, 3rd position at Junior world/Junior Asian/Youth Common Wealth games/Junior International meet- 25 marks
- b) Participation in clause (a) games & tournament given above OR have won 1st, 2nd, 3rd places in National School Games, Junior National Championship/All India Inter University tournaments.  
- 15 marks
- c) Participation National School games/Junior National Championship/Inter University OR have won 1st, 2nd & 3rd place in State School Tournaments/University tournaments (Inter College) - 08 marks

**Note:**

- (1) Only the highest weightage will be counted out of above categories.
- (2) Only those games which are recognized and adopted by IUSB of India or MDUSCR or School games federation of India (SGFI) will be considered for the purpose of Eligibility and weightages.

**STATE-WISE LIST OF FAKE UNIVERSITIES**

**Bihar**

1. Maithili University/Vishwavidyalaya Darbhanga, Bihar.

**Delhi**

2. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
3. Commercial University Ltd., Darya Ganj, Delhi.
4. United Nations University, Delhi.
5. Vocational University, Delhi.
6. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi, 110 008.
7. Indian Institute of Science and Engineering, New Delhi.

**Karnataka**

8. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.

**Kerala**

9. St. John's University, Kishanattam, Kerala.

**Madhya Pradesh**

10. Kesarwani Vidyapith, Jabalpur, Madhya Pradesh.

**Maharashtra**

11. Raja Arabic University, Nagpur, Maharashtra.

**Tamil Nadu**

12. D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu.

**West Bengal**

13. Indian Institute of Alternative Medicine, Kolkatta.



## **Uttar Pradesh**

14. Mahila Gram Vidyapith/Vishwavidyalaya, (Woman's University) Paryag, Allahabad, Uttar Pradesh.
15. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
16. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
17. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
18. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
19. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh, Uttar Pradesh.
20. Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makaanpur, Noida Phase-II, Uttar Pradesh.
21. Gurukul Vishwavidyalaya, Vrindavan, Uttar Pradesh.

**Note:-** Before finalizing the admissions, the up-dated lists of recognized examinations of Board of School Education Haryana, Bhiwani/Other Boards/Universities is /are also required to be consulted.

**Letter of State Govt. regarding Reservation**

Government of Haryana  
General Administration Department  
General Services-III Branch  
No. 22/10/2013-1GSIII

The Chandigarh, Dated 28.02.2013

To

1. All the Additional Chief Secretaries/Administrative Secretaries to Government Haryana.
2. All Heads of Departments in the State.
3. The Commissioners, Ambala, Hisar, Rohtak & Gurgaon Division.
4. All the CAs/MDs of all Boards/Corporations/Public Sector Undertakings.
5. The Registrar of Punjab & Haryana High Court, Chandigarh.
6. All the Deputy Commissioners & Sub Divisional Officers (Civil).
7. The Registrars of all the Universities in the State of Haryana.

**Subject: Grant of reservation in Jobs under Government/  
Government Undertakings & Local Bodies as well as in  
admission in Government/Government aided  
educational/technical/Professional institutions.**

Sir/Madam,

I am directed to invite your attention to the Government instructions indicated in the margin on the subject noted above and in supersession of these instructions, it is intimated that the State Government has reconsidered its reservation policy and has decided

to give reservation in direct recruitment under Government/ Government Undertakings & Local Bodies and in admission in Government/Government aided education/technical/Professional institutions as well for Special Backward Classes and Economically Backward Persons in General Castes Category in exclusion to the reservation already being provided to the Backward Classes.

XX	XX	XX
XX	XX	XX

Instructions issued by the welfare of Scheduled Caste and Backward Classes Department issued vide its letter No. 213-SW(1)-2010 dated 31-08-2010 regarding exclusion of socially advanced persons/section (creamy layer) should be kept in view while extending the benefit of reservation to Backward Classes

For providing the benefit of reservation to Special Backward Classes, the criteria shall be same as is applicable to Backward Classes in the State and other instructions issued by the Government from time to time. The criteria for exclusion of creamy layer for Special Backward Classes will be same as applicable for the reservation in Backward Classes.

The criteria for consideration as Economically Backward Persons in the General Castes category will be as under:-

- i. 'Family' for the purpose of the applicant seeking reservation as 'Economically Backward' is defined as follows:
  - (a) Head of Family and his/her spouse;
  - (b) Dependent children and their spouses;
  - (c) Unmarried dependent brothers and sisters.
- ii. The total annual income of the family of the applicant should not cumulatively exceed Rs.2,50,000/- per annum from all sources including agricultural income.
- iii. In case any person in the family, as described in (i) above, is income-tax/wealth tax payee, benefit of reservation shall not be extended.

iv. Applicant or family as described in (i) above should not be in Class-I/Class-II services of Government of India or State Government level or equivalent or hold any equivalent post in any statutory board/corporation /University/ society/trust or an equivalent position in any public/private limited company or in any International organization.

Family shall be deemed to be in service as mentioned above when a person in family has superannuated and/or has sought voluntary retirement or has been dismissed/terminated/compulsory retired from such service.

v. In case, family as described in (i) above, is engaged in a profession as doctor, lawyer, chartered accountant, income -tax consultant, financial or management consultant, engineer, architect, computer specialist, film/TV artist, play write, author, model, media personnel or holds any elected/appointed office either under the Constitution or in terms of any statute out of which emolument/salary is paid, criteria of income as described in (ii) above shall be applicable.

vi. Family, as described above, should not be employed in any Military or para-Military services with Union of India in the rank of Second Lieutenant or above in the Army or any equivalent rank in other forces of para-Military forces.

vii. The person who claims benefit of reservation under other categories shall not be entitled to claim benefit of reservation in this category.

XX	XX	XX
XX	XX	XX

Besides, there will be reservation in admission in Government/ Government aided educational/technical/professional Institutions as detailed below:

Sr. No	Category	Quantum of reservation	Remarks
(a)	Scheduled Castes	20%	
(b)	Backward Classes (A)	16%	
(c)	Backward Classes (B)	11%	
(d)	Special Backward Classes	10%	
(e)	Economically Backward Persons in the General Castes Category	10%	
(f)	Physically Handicapped	3%	In the event of quota reserved for physically handicapped remain unutilized due to non availability for suitable category of handicapped candidates, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighters (1%).

Further, 3% Horizontal reservation is also provided to Ex servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes category for admission to the various educational institutions of the Government and Government aided institutes located in Haryana. As far as block allocation in Block A and Block B of Backward Classes category is concerned yearwise rotational system will be adopted. For example, if block of Backward Classes are given seats in the academic year 2006, the next block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2007 and so on. The above instructions may please be brought to the notice of all concerned for strict compliance.

Sd-

**Under Secretary, General Administration  
for Chief Secretary to Government Haryana**

**Note: Lists of SC/ST, BC, SBC are attached.**

## **List of Scheduled Castes in Haryana State**

- |  |                               |
|--|-------------------------------|
| 1. Ad Dharmi   | 2. Balmiki                    |
| 3. Bangali   | 4. Barar, Burar, Berar        |
| 5. Batwal, Barwala   | 6. Bauria, Bawaria            |
| 7. Bazigar   | 8. Bhanjra                    |
| 9. Chamar, Jatia Chamar,<br>Rehgar, Raigar, Ramdasi,<br>Ravidasi, Balahi, Batoi,<br>Bhatoi, Bhambi,<br>Chamar-Rohidas, Jatav,<br>Jatava, Ramdasia. | 10. Chanal                    |
| 11. Dagi   | 12. Darain                    |
| 13. Deha, Dhea, Dhaya  | 14. Dhanak                    |
| 15. Dhogri, Dhangri or Siggri  | 16. Dumna, Mahasha, Doom      |
| 17. Gagra  | 18. Gandhila, Gandil, Gondola |
| 19. Kabirpanthi, Julaha  | 20. Khatik                    |
| 21. Kori, Koli   | 22. Marija, Marecha           |
| 23. Mazhabi, Mazhabi Sikh  | 24. Megh, Meghwal             |
| 25. Nat, Badi  | 26. Od                        |
| 27. Pasi   | 28. Perna                     |
| 29. Pherera  | 30. Sanhai                    |
| 31. Sanhal   | 32. Sansi, Bhedkut or Manesh  |
| 33. Sansoi   | 34. Sapela, Sapera            |
| 35. Sarera   | 36. Sikligar, Bariya          |
| 37. Sirkiband  |                               |

## LIST OF BACKWARD CLASSES IN HARYANA STATE

### BLOCK 'A'

- |  |   |
|--|---|
| 1. Aheria, Aheri, Heri, Naik, Thori or Turi, Hari  | 2. Barra  |
| 3. Beta, Hensi or Hesi   | 4. Bagria   |
| 5. Barwar  | 6. Barai, Tamboli   |
| 7. Baragi, Bairagi, Swami Sadh   | 8. Battora  |
| 9. Bharbhuja, Bharbhunja   | 10. Bhat, Bhatra, Darpi, Ramiya   |
| 11. Bhuhalia Lohar   | 12. Changar   |
| 13. Chirimar   | 14. Chang   |
| 15. Chimba, Chhipi, Chimpa, Darzi, Rohilla   | 16. Daiya   |
| 17. Dhobis   | 18. Dakaut  |
| 19. Dhimar, Mallah, Kashyap, Rajpoot, Kahar, Jhinwar, Dhinwar, Khewat, Mehra, Nishad, Sekka, Bhisti, Sheikh-Abbasi | 20. Dhosali, Dosali   |
| 21. Faquir   | 22. Gwaria, Gauria or Gawar   |
| 23. Ghirath  | 24. Ghasi, Ghasiara or Ghosi  |
| 25. Gorkhas  | 26. Gawala, Gowala  |
| 27. Gadaria, Pal, Baghel   | 28. Garhi-Lohar   |
| 29. Hajjam, Nai, Nais, Sain  | 30. Jhangra Brahman, Khati, Suthar, Dhiman- Brahmin Tarkhan, Barhai, Baddi. |
| 31. Joginath, Jogi Nath, Yogi Jangam Jogi  | 32. Kanjar or Kanchan   |
| 33. Kurmi  | 34. Kumhars, Prajapati  |
| 35. Kamboj   | 36. Kanghera  |
| 37. Kuchband   | 38. Labana  |
| 39. Lakhera, Manehar, Kachera  | 40. Lohar, Panchal-Brahmin  |
| 41. Madari   | 42. Mochi   |
| 43. Mirasi   | 44. Nar   |
| 45. Noongar  | 46. Nalband   |

- |                                   |                                      |
|-----------------------------------|--------------------------------------|
| 47. Pinja, Penja                  | 48. Rehar, Rehare or Re              |
| 49. Raigar                        | 50. Rai Sikhs                        |
| 51. Rechband                      | 52. Shorgir, Shergir                 |
| 53. Soi                           | 54. Singhikant, Singiwala            |
| 55. Sunar, Zargar, Soni           | 56. Thathera, Tamera                 |
| 57. Teli                          | 58. Vanzara, Banjara                 |
| 59. Weaver (Jullaha)              | 60. Badi/Baddon                      |
| 61. Bhattu/Chattu                 | 62. Mina                             |
| 63. Rahbari                       | 64. Charan                           |
| 65. Charaj (Mahabrahman)          | 66. Udasin                           |
| 67. Ramgarhia                     | 68. Rangrez, Lilgar, Nilgar, Lallari |
| 69. Dawala, Soni- Dawala, Nyearia | 70. Bhar, Rajbhar                    |
| 71. Nat (Muslim)                  |                                      |

**BLOCK 'B'**

- |                     |   |
|---------------------|---|
| 1. Ahir/Yadav       | 2. Gujjar                                 |
| 3. Lodh/Lodha/Lodhi | 4. Saini, Shakya, Kushwaha, Koeri, Maurya |
| 5. Meo              | 6. Gosai/Gosain/Goswami                   |

**List of Special Backward Classes in Haryana State**

1. Bishnoi
2. Jat, Mulla Jat, Muslim Jats
3. Jat Sikh
4. Ror
5. Tyagi



## List of games approved by AIU

<b>Sr.No. National Championships</b>	<b>Sr.No. National Championships</b>
1 Archery (W & M)	31 Chess (W & M)
2 Athletics (W & M)	32 Cricket (M & W)
3 Aquatics (W & M)	33 Football (W & M)
4 Ball-Badminton (W & M)	34 Handball (W & M)
5 Baseball (W & M)	35 Hockey (W & M)
6 Boxing (W & M)	36 Kabaddi (M & W)
7 Canoeing and Kayaking (W & M)	
8 Cross Country Races (W & M)	
9 Cycling (W & M)	
10 Fencing (W & M)	
11 Gymnastics & Malkhamn (W & M)	
12 Judo (W & M)	
13 Netball (W & M)	
14 Pistol Shooting & .177, Air Rifle Peep Singh (W & M), [Clay Pigeon Shooting Trap, Double Trap and Skeet (W & M)]	
15 Power Lifting & Wt. Lifting (W & M) & Best Physique (M)	
16 Rowing (W & M)	
17 Softball (W & M)	
18 Squash Rackets (M)	
19 Wrestling (W & M)	
20 Yacting (W & M)	
21 Yoga (W & M)	
22 Taekwondo (W & M)	
23 Basketball (W & M)	
24 Badminton (M & W)	
25 American Football (M)	
26 Circle Style Kabaddi (M)	
27 Kho Kho (W & M)	
28 Table Tennis (W & M)	
29 Tennis (W & M)	
30 Volleyball (W & M)	

**SELF DECLARATION**

**(Self Declaration to be submitted by students against ragging at the time of admission)**

1. (full name of student with admission/registration/enrolment number) son/daughter of Sh/Smt./Ms \_\_\_\_\_, having been admitted to (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"). I have carefully read and fully understood the provisions contained in the said Regulations.
2. I have also, in particular, perused Clause 3 of the Regulations, and am aware as to what constitutes ragging.
3. I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations, and am fully aware of the penal and administrative action that is liable to be taken against me, in case I am found guilty of abetting ragging, actively or passively or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a) I will not indulge in any behaviour or act that may be constituted as ragging under Clause 3 of the Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Cause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote ragging; and further affirm that, in case, the declaration is found to be false, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of Deponent  
Name : \_\_\_\_\_

\_\_\_\_\_  
Counter Signature of Parent/Guardian

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_ (place)\_\_\_ on this the \_\_ \_ (day)\_\_\_ of \_\_ (month)\_ , \_ (year)\_ .

\_\_\_\_\_  
Signature of Deponent

\_\_\_\_\_  
Counter Signature of Parent/Guardian

Solemnly affirmed and signed on this the \_ (day) \_ of \_ (month) , (year) after reading the contents of this affidavit.

DEPONENT

## APPENDIX- 'H'

### LIST OF HOLIDAYS

Holidays will be observed on the following dates in the University AND UILMS, Gurgaon during 2014 :

Sr. No.	Name of Holidays	Date & Month	Day of Week
1	All Sundays	-	Sundays
2	All Saturdays for non-teaching staff only Teaching work will take place on Saturdays		Saturdays
3	Id-ul-Fitr	July 29	Tuesday
4	Teej	July 30	Wednesday
5	Independence Day	August 15	Friday
6	Janamashtmi	August 18	Monday
7	Haryana's Heros' Martyrdom Day	September 23	Tuesday
8	Maharaja Agrasain Jayanti	September 25	Thursday
9	Mahatama Gandhi's Birthday	October 2	Thursday
10	Dussehra	October 3	Friday
11	Id-UI-Juha	October 6	Monday
12	Maharshi Valmiki's Birthday	October 8	Wednesday
13	Diwali	October 23	Thursday
14	Vishvakarma Day	October 24	Friday
15	Haryana Day	November 1	Saturday
16	Guru Nanak's Birthday	November 6	Thursday
17	Christmas Day	December 25	Thursday
18	Shaheed Udham Singh's birthday	December 26	Friday

#### Note:-

Holidays for the period from Jan. 2015 to June 2015 will be notified later.