

# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. 25 of 1975)  
NAAC Accredited 'A' Grade



## ADMISSION BROCHURE

2016-2017

For Admission to

UNDER-GRADUATE, POST-GRADUATE,  
CERTIFICATE/DIPLOMA AND OTHER  
PROFESSIONAL COURSES  
IN  
THE AFFILIATED COLLEGES/INSTITUTES

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## OFFICERS OF THE UNIVERSITY

**Chancellor**

**Prof. Kaptan Singh Solanki**

**Hon'ble Governor, Haryana**

*Name and  
Designation*

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# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)  
'A' Grade University Accredited by NAAC

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No. AC-VI/AB/F-88/16/8310-570  
Dated: 25.05.2016

To

All the Principals/Directors of the Colleges/Institutes  
affiliated to M.D.U., Rohtak.

Sub: Admission Brochure for the Academic Session 2016-17.

Sir/Madam,

Please find enclosed herewith a copy of the Admission Brochure for the session 2016-17. While making admissions to various undergraduate, postgraduate and other professional courses (except the courses in which the admissions are made by the State/Central Govt. agencies) you are requested to consult this Brochure and the relevant Ordinances. Each College/Institute should prepare a small Information Brochure/ Prospectus highlighting its courses, achievements in academic, cultural and 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 also needs to be consulted so that no wrong admission is made. The list is also available on University website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in).

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 and particularly Chapter-II 'Admission Procedure and Regulations' 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 visit the University Office for seeking approval/clarification.** 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.

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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. This Admission Brochure is also available on the University website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in)

Yours faithfully,



Incharge (Academic)  
for Registrar

Encl: As above.

Endst. No. AC-VI/AB/F-88/16/8571-587

Dated : 25.05.2016

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

1. Director General, Higher Education, Haryana, Panchkula
2. Dean College Development Council, M.D.U. Rohtak
3. HOD (Physical Education), M.D.U. Rohtak with the request to conduct the PET for the courses where it is required for admission, on such dates so that the admissions are made according to admission schedule.
4. The Director/Principal of the Colleges (running the courses where Physical Efficiency Test is required) with the request to supply the list of applicants alongwith forms to the HOD (Physical Education), MDU, Rohtak by 04/07/2016 (for D.P.Ed.) and 16/07/2016 (for B.P.Ed. and M.P.Ed. ) and get the date for PET schedule from the HOD (Physical Education), M.D.University, Rohtak.
5. Director, Public Relations Office, M.D.University, Rohtak.
6. Director, University Computer Centre, M.D.University, Rohtak.
7. The Assistant Registrar (R&S), M.D.U., Rohtak.
8. The Assistant Registrar (Colleges), M.D.U., Rohtak.
9. P.A. to Vice-Chancellor/Dean Academic Affairs/ Registrar/ Controller of Examinations, M.D.U. Rohtak for kind information of the latter.
10. Superintendent Incharge (Academic)-II, M.D.U. Rohtak.



Incharge (Academic)  
for Registrar

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## CHAPTER-I

### **ADMISSION SCHEDULE FOR UG COURSES**

*(Except for the courses where admissions are made by the State/Central Government agencies)*

- (i) Schedule of dates for admission to Under-Graduate (including Hons.) Certificate/Diploma/Professional and other U.G. Courses being run in the affiliated Colleges/Institutes for the session 2016-17:
- |   |                                       |
|---|---------------------------------------|
| (a) Calling of application admission forms<br>(last date of receipt of forms) | : 01.07.16 upto 4.00 p.m.<br>(Friday) |
| (b) Scrutiny of application forms for admissions                              | : 04.07.16 (Monday)                   |
| (c) Display of 1 <sup>st</sup> Merit List                                     | : 05.07.16 (Tuesday)                  |
| (d) Display of 2 <sup>nd</sup> Merit List                                     | :09.07.16 (Saturday)                  |
| (e) Display of 3 <sup>rd</sup> Merit List                                     | :13.07.16 (Wednesday)                 |
| (f) Commencement of teaching  | :16.07.16 (Saturday)                  |
- (ii) In case of seats remaining vacant after 15<sup>th</sup> July, 2016, late admissions from 16<sup>th</sup> July, 2016 to 21<sup>st</sup> July, 2016 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 26<sup>th</sup> July, 2016 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 from 27<sup>th</sup> July 2016 to 30<sup>th</sup> July, 2016 by the Principal/Director of the college/Institute concerned, if the seats are available, may be made by the College/Institute with late fee of Rs.1000/- per student (to be remitted to the University) on the basis of merit. The list of students so admitted be sent alongwith Registration Return.
- (v) Candidates who have compartment/re-appear in one or more paper(s) in the qualifying examinations shall not be allowed admission in 1<sup>st</sup> semester of the course in any case.
- (vi) There will be no admission by the College/Institute after the above 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.
- (vii) The admission for promoted students be made by 15<sup>th</sup> July, 2016 positively. Thereafter, the admission will be made with late fee as above.
- (viii) The Institutes/Gurukuls running OT/MIL Courses shall seek the approval of the University for admission schedule for these courses.

## **ADMISSION SCHEDULE FOR PG COURSES**

*(Except for the courses where admissions are made by the State/Central Government agencies)*

- (i) Schedule of dates for admission to Post-Graduate/PG Diploma/Professional and other PG Courses being run in the affiliated Colleges/ Institutes for the session 2016-17:
- |   |                                       |
|---|---------------------------------------|
| (a) Calling of application admission forms<br>(last date of receipt of forms) | : 15.07.16 upto 4.00 p.m.<br>(Friday) |
| (b) Scrutiny of application forms for admissions                              | :16.07.16 (Saturday)                  |
| (c) Display of 1 <sup>st</sup> Merit List                                     | : 18.07.16 (Monday)                   |
| (d) Display of 2 <sup>nd</sup> Merit List                                     | :20.07.16 (Wednesday)                 |
| (e) Display of 3 <sup>rd</sup> Merit List                                     | : 22.07.16 (Friday)                   |
| (f) Commencement of teaching  | : 22.07.16 (Friday)                   |
- (ii) In case of seats remaining vacant after 21<sup>st</sup> July 2016, late admissions from 25<sup>th</sup> July 2016 to 28<sup>th</sup> July 2016 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 from 29<sup>th</sup> July 2016 to 6<sup>th</sup> August 2016 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 from 8<sup>th</sup> August 2016 (7<sup>th</sup> being Sunday) to 20<sup>th</sup> August 2016 by the Principal/Director of the college/Institute concerned, if the seats are available, may be made by the College/Institute with late fee of Rs.1000/- per student (to be remitted to the University) on the basis of merit. The list of students so admitted be sent alongwith Registration Return.
- (v) Candidates who have compartment/re-appear in one or more paper(s) in the qualifying examinations shall not be allowed admission in 1st semester of the course in any case.
- (vi) There will be no admission by the College/Institute after the above 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.
- (viii) The admission for promoted students be made by 21<sup>st</sup> July, 2016 positively. Thereafter, the admission will be made with late fee as above.

## 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, B.Arch. , M.Arch. and M.Tech Courses) during the session 2016-17 as under:-

### **FOR UNDER –GRADUATE COURSES (ODD SEMESTER)**

Admissions	01.07.2016 to 15.07.2016
Teaching	16.07.2016 to 27.10.2016
<b>Vacation-I</b>	<b>28.10.2016 to 03.11.2016</b>
Teaching	04.11.2016 to 18.11.2016
Examinations	19.11.2016 to 18.12.2016
<b>Winter Vacation</b>	<b>19.12.2016 to 31.12.2016</b>

### **EVEN SEMESTER**

Teaching	02.01.2017 to 09.03.2017
<b>Vacation-II</b>	<b>10.03.2017 to 16.03.2017</b>
Teaching	17.03.2017 to 29.04.2017
Examinations (except 6 <sup>th</sup> Semester)	01.05.2017 to 28.05.2017
Examination 6 <sup>th</sup> Semester	20.04.2017 onwards
Practical Examinations	After Theory Examinations
<b>Summer Vacation (2016-17)</b>	<b>18.05.2017 to 30.06.2017</b>
<b>Summer vacations (2015-16)</b>	<b>18.05.2016 to 30.06.2016 (already notified)</b>

The Academic Session 2017-18 will start from 01-07-2017

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

Admissions	01.07.2016 to 21.07.2016
Teaching	22.07.2016 to 27.10.2016
<b>Vacation-I</b>	<b>28.10.2016 to 03.11.2016</b>
Teaching	04.11.2016 to 18.11.2016
Examinations	19.11.2016 to 18.12.2016
<b>Winter Vacation</b>	<b>19.12.2016 to 31.12.2016</b>

### **EVEN SEMESTER**

Teaching	02.01.2017 to 09.03.2017
<b>Vacation-II</b>	<b>10.03.2017 to 16.03.2017</b>
Teaching	17.03.2017 to 29.04.2017
Examinations	01.05.2017 to 28.05.2017
Practical Examinations	After Theory Examinations
<b>Summer Vacation (2016-17)</b>	<b>18.05.2017 to 30.06.2017</b>
<b>Summer vacations (2015-16)</b>	<b>18.05.2016 to 30.06.2016 (already notified)</b>

The Academic Session 2017-18 will start from 01.07.2017



**Note :**

1. If the number of teaching days falls less than 180 days (90 days in each Semester) in the Academic Session 2016-17 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 Semesters are not declared in time, provisional admissions in case of ongoing Semesters will be made and classes will commence w.e.f. 16<sup>th</sup> July, 2017 for U.G. and 22<sup>nd</sup> July, 2017 for P.G. Courses.

## CHAPTER-II

### ADMISSION PROCEDURE AND REGULATIONS

1. Admission in Under Graduate/P.G. courses and other 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 shall 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.
2. Candidates who have compartment/re-appear in one or more papers in the qualifying examination shall not be allowed admission in 1<sup>st</sup> semester of the course in any case.
3. Selection/merit list in respect of all the courses be sent by the Colleges/Institute category wise such as SC, BC, and 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. A candidate whose result is declared late by this University without any fault of the candidate or of the College/Institute concerned, may be admitted by the Principal/ Director, if he/she has applied by the stipulated date and seat is available without payment of late fee, within 10 working days of the declaration of result by the University.
6. 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 2016-17 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 Undertaking as **appended at ‘G’**.

7. **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 piece meal. However the doubts, if any, may be got cleared by deputing an**

**official/teacher to the University.**

8. All admissions shall be made strictly on merit from amongst eligible applicants for each course of study.
9. 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).
10. 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.
11. If the last date of admission/submission of application form falls on a holiday or that day is declared holiday by the Govt./University/College/Institute, the next working day will be considered as the last date for the purpose.
12. 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 of this University 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.
13. No one shall be admitted to the University or any examination of the University unless he/she has been registered as a student of the University.

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 M.Tech, MCA, LL.B., B.P.Ed. and D.P.Ed.) for the session 2016-17 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 Academic 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. Admissions 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 and also available on University website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in). The letters written thereafter in this regard also be

consulted. 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 7<sup>th</sup> 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 X** 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 University has a full-fledged Foreign Students' Cell which is located in the University Secretariat adjacent to the office of Registrar. The Cell, headed by a Senior Faculty Member, provides guidance and help to the International students through a 'single window system'. 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 o/o the Advisor, Foreign Students' Cell, M.D.University, Rohtak. Every College/Institute is expected to submit the following documents to the o/o Advisor Foreign Students' Cell at the time of receiving "No Objection Certificate" from the University.
  - a. Letter of the Association of Indian Universities, New Delhi regarding equivalency/ recognition of the examination (original).
  - b. Photocopy of Students' Passport.
  - c. Photocopy of Students' Visa.
  - d. AIDS Certificate.
  - e. Eligibility fee – as the case may be.
  - f. Application on the prescribed form which may be downloaded from the University Website along with two pass-port size photographs. Candidates are also required to deposit prospectus fee of Rs.150/- with the Foreign Students' Cell.

For details, the Prospectus for Foreign Students' is available on the University Website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in) {Phone: 01262-292208(0)}.

**Note:** If there is online admission system in the College, Foreign Students are not required to apply on-line admission for any course. They may contact the office of Foreign Students' Cell.

19. **Relaxations in eligibility conditions for SC Category Candidates of Haryana only:**

The SC candidates of Haryana shall be granted reduction/relaxation of 5% marks in the eligibility conditions in all the courses in the marks required for general category, in view of the decision of the Honourable Supreme court conveyed by the State Govt. as explained hereunder:

The decision of the State Govt. conveyed by the Chief Secretary to Govt. Haryana by notification No.22/129/2012-1GSIII dated 16.07.2014 in view of judgement of Hon'ble Supreme Court passed in Civil Appeal No.7084/2011 and the Resolution No. 100 of the meeting of the Executive Council of this University held on 22.12.2014 regarding relaxation in minimum eligibility condition for reserved categories in all the courses being run in the University Teaching

Departments and Colleges/Institutes, prescribing minimum eligibility qualifications for admission in various courses, the reduction of 5% should be reduced from the minimum required marks by a general category candidates.

**Example:** In a course, a general candidate requires to have 50% marks, then as per Govt. Instructions by giving 5% relaxation the minimum eligibility marks for a SC/ST candidate should be calculated as under:-

Out of 100 Marks needs to less=5

Out of 1 Marks needs to less=5/100

Out of 50 Marks needs to less=5/100×50=2.50

This way, minimum less mark where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a reserved candidate will be 50-2.50=47.50 and not 45.

20. Reservations or relaxations, if any, are available to the reserved candidates 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/NaibTehsildar-cum-Executive Magistrate) of the District/Sub Division to which the candidate belongs and 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/ self undertaking.
24. No College/Institute shall register/enrol 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/Institute is found involved in such activities, it will invite disciplinary action.
25. The duration of the course of instructions for B.A./B.Sc./B.Com (Pass & Vocational/Hons.)/B.B.A./B.C.A./B.B.A. (Business Economics)/Bachelor of Journalism & Mass Communication shall be three academic years i.e. six semesters but the duration of Bachelor of Hotel Management & Catering Technology course and Bachelor of Tourism & Travel Management shall be of four academic years.  
The examinations of odd semesters shall be held in the month of November/December and examinations of even semesters shall be held in the month of May/June each year.
26. **The maximum period to complete the course is duration of the course + 3 years, unless otherwise specified in the Ordinance.**
27. At the time of admissions, 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.

The fees and funds relating to SC students shall be claimed by the concerned College/Institute under P.M.S. to SC students. The concerned Institute, while sending the claim of SC students shall also submit the certificate to the effect that they have not charged funds and fees from SC students. In case, the students have paid the fees and funds then the said amount shall be transferred in the bank account of concerned student through Aadhar Card. Such students shall intimate the College/Institute for the same.

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.

28. The UGC vide its letter dated 26.02.2015 has issued guidelines to the University regarding scholarships meant for SC students, to incorporate in Prospectus/ Brochure of all the Institutes that the eligible SC students should submit their scholarship forms for the Academic year by February for processing scholarship to SC students each year. Therefore, all the Institutes are required to incorporate the instructions in their Prospectus/Brochure that the eligible SC /ST, OBC, PwD students etc. should submit their scholarship form for the Academic year by February for processing scholarship.
29. 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 her/him shall be refunded after deducting Rs.1000/-  
If a candidate after having been admitted to the first year of a course withdraws his/her candidature after 7 days 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/-  
In a similar case if the seat vacated by a candidate is not filled up, the fee paid by him/her would not be refunded.
30. No class in any subject should be started if the number of candidates seeking admission in any subject is less than 30.
31. **All the Colleges/Institutes shall add a column in the form/application in the Prospectus/Brochure of College/Institute showing Transgender, Aadhar Card Number, Mobile Number and email address.**
32. Any candidate, who fails to turn up for Counselling at his/her turn, will be

considered for the remaining seats at the time he/she reports for counselling. But no relaxation shall be given if the candidate fails to appear before the Counselling Committee on the fixed date/time.

Those candidates, who do not get admission in one round of counselling, shall be eligible for admission in subsequent round, if seats are available.

33. **For this session i.e. 2016-17, unless otherwise specified in any Ordinance, the students will be promoted to the next semester/class automatically provided he/she is eligible to appear in the lower semester examination. However, for promotion to 5<sup>th</sup> semester he/she must have cleared all the papers of 1<sup>st</sup> semester unless otherwise specified in any Ordinance.**
34. A candidate who has gap in studies can be granted admission after he/she submits an undertaking describing the reason of the gap period and also that he/she has not indulged in any illegal activities, keeping in view the maximum duration to complete the course.
35. A candidate, who after seeking admission in a course left that course in between and seeks admission in other course may be allowed to continue the said course if he/she is able to complete the said course within the maximum period prescribed for completing a course which is the duration of the course + 3 years, unless otherwise specified in any other Ordinance.
36. Vacant seats in reserved categories after the 3<sup>rd</sup> counseling shall be converted into general category and filled up strictly on the basis of merit. There is no need to send such cases to the University for approval.
37. Unless otherwise specified, there is no upper or lower age limit for admission in any course.
38. In case, the seats are vacant in the College and waiting list is exhausted, fresh applications may be invited to fill up the seats and admissions be made on the basis of merit and criteria fixed by the University.

## CHAPTER-III

### ELIGIBILITY CONDITIONS FOR ADMISSION TO UNDERGRADUATE COURSES

1. **B.A./B.Sc./B.Com./B.Sc. Home Science/Human Nutrition & Dietetics (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 for admission to B.A./B.Sc./B.Com courses in 1<sup>st</sup> semester only.

OR

Any other examination recognised by the University as equivalent thereto.

2. **Bachelor of Social Work (B.S.W.)**

Senior Secondary Examination (10+2) of Haryana Board of School Education with atleast 45% marks in aggregate or an examination recognized by M.D.University, Rohtak as equivalent thereto or three year diploma course from Polytechnic or any other examination recognized as equivalent thereto by the State Board of Technical Education, Haryana.

3. **B.Sc. Sports Science**

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

- (i) 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

AND

- (ii) 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 OR have won 1st, 2nd & 3rd places in National School Games, Junior National Championship/All India University Tournaments. 15 marks



- 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.

4. **For admission to B.A./B.Sc./B.Com. (Hons.) courses**

A candidate who 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.'

**Note:**

- (i) 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/she has taken admission for his/her 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.
- (ii) The candidate seeking admission to B.Sc. (Non-Medical group) Sem-I should have passed the above mentioned qualifying 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.
- (iii) The admission to B.Sc.(Home Science) course shall be open to women candidates only.
- (iv) If a candidate of another Board has not passed 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 a proof to the University 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.

- (v) A student who wishes to seek migration to B.A./B.Sc./B.Com./B.Sc. (Home Science) and B.Sc. (Sports Science) 2<sup>nd</sup> year (3<sup>rd</sup> semester)/ 3<sup>rd</sup> year (5<sup>th</sup> semester) under new scheme of this University after passing the examination with atleast 40% marks from other statutory Universities as equivalent thereto by this University may be allowed to do so provided that the subject(s) offered for B.A./B.Sc./B.Com./B.Sc. (Home Science) and B.Sc. (Sports Science) were the same as are available at this University. In case the subject(s)/paper(s) offered for the above course(s) in Part-I (semester I and II) and Part-II (semester III and IV) were not the same as are available at this University, the candidate may be given exemption in part II and III as the case may be for the subject(s)/paper(s) already studied/passed by the students in Part I (semester I and II) and Part II (semester III and IV) and the subject(s)/paper(s) which the candidate has not studied/passed in Part I (semester I and II) and Part II (semester III and IV) shall have to be studied/passed as deficient subject(s) alongwith remaining subject(s)/paper(s) of Part II and Part III as the case may be.

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

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

<u>Compulsory Subjects</u>		<u>Elective Subjects</u>				
		<b>Group-I</b>	<b>Group-II</b>	<b>Group-III</b>	<b>Group-IV</b>	<b>Group-V</b>
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				
		Applied Art				

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

##### Compulsory Subjects

English  
Hindi/Punjabi/Sanskrit/Urdu/Addl. English

for B.Sc. Part I only  
for B.Sc. Part II

##### **Group I**

Mathematics  
Botany

##### **Group II**

Physics  
Zoology

##### **Group III**

Chemistry  
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 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.

**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.

**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.

## ELIGIBILITY CONDITIONS FOR ADMISSION TO POST-GRADUATE COURSES

### 1. **Master of Arts (excluding M.A. Sanskrit)**

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

#### **M.A. (Sanskrit):**

Bachelor degree with Sanskrit (Elective/Compulsory) for the duration of three years/ Shastri Examination (New Scheme) of three years duration with at least 45% marks in aggregate or any other examination recognized by M.D.University, Rohtak as equivalent thereto.

### 2. **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.A./B.Sc. (Hons. or Pass) with Statistics and/or Mathematics/B.A. (Economics) / B.Com. /BCA/BE/B.Tech. with Mathematics as a subject at

10+2 level and atleast 50% marks in aggregate or any other examination recognized as equivalent thereto by this University.

**3. 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.

**Note:**

1. 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.
2. **After passing any post-graduate examination from any University/ College, candidate shall be allowed admission in any P.G. Course in any of the Department/College. However, no hostel facilities shall be provided to them as admission in the hostel shall be allowed only once at the time of 1<sup>st</sup> entry in the University/affiliated Colleges running P.G. Courses.**

## 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.

#### **Lateral Entry:**

Candidates who have passed Diploma in Business Management or an equivalent examination approved by the State Board of Technical Education, Haryana with atleast 45% marks in aggregate.

#### **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 and Catering Technology (BHM & CT)/ Bachelor of Tourism and Travel Management (BTTM)**

i) Senior Secondary Examination (10+2) with atleast 45%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 and Travel Management (MTTM)**

- i) Bachelor/Master degree with atleast 45% 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 Arts (Journalism & 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 in aggregate or any other examination recognized by M.D. University Rohtak as equivalent thereto.

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

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

9. **Master in Physical Education (M.P.Ed. ) 2 years**

A candidate who has passed B.P.Ed. 1 year, 2 years and 3 years with atleast 55% marks in aggregate.

OR

B.Sc. Physical Education, Health & Sports with atleast 55% marks in aggregate.

AND

The candidates has taken part in the Inter-University Zonal or All India Inter-University/Sr. National tournaments in the games and sports recognized by the Inter-University Sports Board (AIU).

AND

The candidates are required to qualify the Physical Efficiency Test (Canadian Test). However, there shall be no marks for this test. PET will not be applicable to Industry sponsored/NRI candidates. Candidates failing in PET will not be called for counseling.

AND

The candidate must possess the gradation certificate (other than University tournaments) from the Sports Department of his/her state, on

the basis of his/her representation/position at National/Inter-National /Zonal/State level tournaments in the games recognized by AIU from time to time.

**Note:**

1. Weightages for University Sports Certificates shall be given as per criteria laid down and such candidates need not furnish gradation certificates, but in case of all the National/ Inter-national/States tournament certificates, they are required to be the part of gradation certificate i.e. National/Inter-national/State tournaments certificates must be mentioned in gradation certificate. Sports certificates pertaining to National/ Inter-national tournaments, which are not mentioned in the gradation certificates, will not be considered for sports weightages.
2. All the certificates pertaining to the Universities shall be verified from their respective Universities. All the gradation certificates shall be got verified from their respective gradation authorities.
3. The verification of the claims of the candidate regarding participation will be done at the time of interview through appropriate questioning and testing by the Interviewing Board.
4. For the eligibility of the weightage, only participation and achievements of the candidates at Sr. National/ Sr. Inter-state/ All India University/ Zonal Inter-University tournaments in games recognized and adopted by IUSB of India will be considered.
5. The participation/position achieved by a candidate in any tournaments organized by agencies like Nehru Yuva Kendra, Women Sports Festival, Rural Sports Meet, Panchayat Tournaments will not be considered for eligibility/weightage for admission to M.P.Ed. course.
6. Inter-national Tournaments other than Olympic Games, World Championship, Asian Games, Asian Championship, Commonwealth games, World University games and SAARC games, which are conducted by respective recognized sports federations/associations, will only be considered for weightage and eligibility.
7. The performance at Junior National/ Junior Inter-national will only be considered when the athlete has won place at Zonal/All India-University tournament.
8. The candidate has taken part in the Inter-University Zonal or All India Inter-University/Sr. National tournaments in the games and sports recognized by the Inter-University Sports Board (AIU) and position holder in Junior National is also eligible for admission to M.P.Ed. course.

**10. Bachelor in Physical Education (B.P.Ed.) 2 years**

B.A./B.Sc./B.Com./BCA/BBA/B.Tech./BHM with English as one of the subjects (except B.Sc./B.Com./BCA/BBA/B.Tech./BHM) or any other examinations recognised by MDU, Rohtak as equivalent thereto.

OR

BPE three years degree course with at least 45% marks in aggregate

OR

BSH & PE 5 year course with atleast 45% marks in aggregate.



OR

M.A./M.Sc./M. Com. or any other PG course recognized by M.D.University, Rohtak as equivalent thereto.

AND

The candidates are required to qualify the Physical Efficiency Test (Canadian Test). 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 IUSB/State Sports Dept. **OR** A candidate must have participated in state level tournaments in the games recognized by IUSB/State Sports Department. 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 participate in the Inter-College tournament, must submit a certificate of participation from their Principal.

NOTE:

1. Any candidate who have passed M.A./M.P.Ed. or other higher degree course and having 45% marks is also eligible for admission in B.P.Ed. course provided if he/she fulfils the other eligibility conditions.
2. The certificate of sports older than 4 years shall not be considered for eligibility and weightage purpose.
3. The Junior National Tournaments in games recognized by ISUB (AIU) or Haryana State Sports Dept. shall also be considered for eligibility and weightages for admission to B.P.Ed. course.
4. Those candidates who have won positions in All India Inter University championship shall be exempted from PET if he/she got injured and having an authentic certificate from the medical practitioner of a recognized Govt. Hospital. The authenticity of the certificates shall be ascertained by the panel of teacher of the Department of Physical Education. The panel of teachers shall be constituted by the HOD.
5. Those candidates who have won position in All India Inter University championship shall be given 5% relaxation in eligibility condition of academic merit (score).

11. **Diploma course in Physical Education (D.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 fulfil 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 D.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 D.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.

12. **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.

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

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 optional in all the three years of Graduation.

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 Mentality Ability 80

2. Awareness and interest in the area of rehabilitation of the disabled	20
3. Total marks	100

14. **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).

15. **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.

16. **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 1<sup>st</sup> 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.

17. **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 candidate are having Yoga or none having Yoga with equal percentage, the candidate senior in age will be considered higher in merit.

18. **Master of Computer Applications:**

Admissions shall be made by the Haryana State Counselling Society.

**Lateral Entry:**

Bachelor's degree of minimum three years duration in BCA, B.Sc. (Information Technology/Computer Science) or any other examination recognized by M.D.University, Rohtak as equivalent thereto having 50% marks in aggregate with Mathematics as a course at 10+2 level or at Graduate level.

19. **M.Tech. courses:** As decided by the HSTES, the admission to M.Tech. courses will be made by the University in respect of Colleges affiliated to it

firstly on the basis of GATE score and thereafter on the remaining vacant seats if any, on the basis of marks obtained in the qualifying examination.

20. **Master of Architecture/Planning (M.Architecture/Planning):**

A person shall be eligible for admission, who has passed the Bachelor's Degree in Architecture/Planning or its equivalent examination obtaining 50% marks (minimum pass marks for SC of Haryana only) without any rounding off in the aggregate.

21. **Bachelor of Architecture (B.Arch.)**

A candidate can be admitted to 1<sup>st</sup> semester of this course if he/she fulfils the following requirement:

- (a) That he/she has passed senior secondary (10+2) examination of Haryana School Education Board or its equivalent examination from a recognized Board/University with Mathematics and must have obtained at least 50% marks (Minimum passing marks for SC of Haryana only) without rounding off in the aggregate.
- (b) The aptitude tests conducted as per Council of Architecture (COA) norms are mandatory for admission.

22. **B.A. B.Ed./B.Sc.B.Ed./B.Com. B.Ed. 4 year Integrated course**

A person who has passed 10+2 examination with 60% marks from the Board of School Education, Bhiwani

OR

3-year professional diploma programme conducted by the State Board of Technical Education Haryana.

OR

Any other examination recognized by the University as equivalent thereto.

## 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.

**Provided that in case a candidate is not able to submit the migration certificate while sending registration return**, the migration of such candidates may be forwarded in original to the Registration & Scholarship Branch as per the schedule given below alongwith late fees mentioned against each:-

#### **All UG/PG Courses (except B.Ed & M.Ed Regular Courses)**

- |                                   |                               |
|-----------------------------------|-------------------------------|
| 1. Upto 30 <sup>th</sup> November | - With late fees of Rs.500/-  |
| 2. Upto 31 <sup>st</sup> January  | - With late fees of Rs.1000/- |
| 3. Upto 31 <sup>st</sup> March    | - With late fees of Rs.2000/- |

#### **B.Ed & M.Ed. (Regular Courses)**

- |                                |                               |
|--------------------------------|-------------------------------|
| 1. Upto 31 <sup>st</sup> March | - With late fees of Rs.500/-  |
| 2. Upto 30 <sup>th</sup> April | - With late fees of Rs.1000/- |
| 3. Upto 31 <sup>st</sup> May   | - With late fees of Rs.2000/- |

- 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.

- iii) Migration certificate received after the above mentioned schedule will not be accepted in any case and the candidature of the student shall stand automatically cancelled.

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 Univ.)
- 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:
- Non-professional courses: Rs.60/- (Rs.40/- to be remitted to Uni.)
- Professional courses: Rs.150/- (Rs.100/- to be remitted to Uni.)
- M.C.A. course Rs.500/- (Rs.250/- to be remitted to Uni.)
- (vii) Sports Fee : Rs. 120/- (Rs. 80/- to be remitted to Uni.)
- (viii) NSS Fee : Rs.10/- (Rs.5/- to be remitted to Uni.)
- (ix) Curriculum charges: Rs.50/-
- (x) Youth Red Cross Fee: Rs.60/-(Rs.30/- to be remitted to Uni.)

#### **Entry fee for Zonal**

Youth Festival	strength upto 200 students	Rs.1000/-
	strength upto 500 students	Rs.2000/-
	Above 500 students	Rs.5000/-

Tech. Management fest Rs.3000/-

#### **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 R&S Branch of this University 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/her by the college shall be cancelled and he/she 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 Entry fee for Zonal Youth Festival/Tech. Management shall be payable even if a college does not participate. The entry fee will be deposited with the Director Youth Welfare alongwith Youth Welfare Fee and Holiday Home fee in the starting of the session. Entry forms may, however, be entertained upto five days before the date of commencement of the festival.

### **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/her 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 (semester I) be permitted to change over to the B.A./B.Sc./B.Com. Part-II (semester III) within one month of the start of admission to this course provided that the Principal of the College where he/she 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/she 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), if otherwise eligible.



## CHAPTER-VIII

### **CONDONING DEFICIENCY IN LECTURES ETC.**

1. Unless 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, unless otherwise provided in any Ordinance. 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 off 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 prescribed 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 Exams 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/her at the previous institutions shall be taken into account for determining whether he/she 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

#### 1. 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)
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)

**\* So far as reservation to Special Backward Class (SBC) is concerned, it will be applicable as per decision of CWP No. 2441, 6076, 13150 of 2014 and 9132 of 2015, and the notification of the State Govt. in this regard.**

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.

## 2. **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/she 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'

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

- |  |         |
|--|---------|
| (i) Weightage to the candidates who have passed qualifying exam. from any of the Universities in the State except candidates to be admitted against All India Quota. | 5 marks |
| (ii) Weightage for NCC 'C' / 'G' Part-II Certificate, and Scouts and marks Guides decorated with the President's Award.  | 5 marks |

Weightage for Certificate of Merit for Youth Red Cross/NSS/MFLP awarded by the University/State Govt.	5 marks
Weightage for securing 1 <sup>st</sup> position at University Inter-Zonal/ Inter-University North-Zonal /National/State/Inter-State Youth Festivals in either individual or group items.	5 marks
(iii) Weightage for NCC 'B' Certificate	3 marks
(iv) Weightage for passing Matric and/or 10+2 examinations as regular students from Schools/Colleges situated in rural area of Haryana except candidates to be admitted against All India Quota.	5 marks
(v) Weightage for donating blood atleast five times for social cause in a Govt./Govt. approved Blood Bank.	5 marks
(vi) Weightage for Hons. In the subject seeking admission to P.G. course	10 marks
(vii) Weightage for NIS Dip. In any game (for admission to M.P.Ed.)	5 marks
(viii) Weightage to candidates having passed qualifying examination with Mathematics or Statistics as a main subject (for admission to M.A. Economics only)	5 marks
(ix) Weightage to candidates having passed B.A/B.Sc. with Computer Science as an elective subject in addition to Mathematics (for admission to M.Sc. Maths with Computer Science)	5 marks
(x) Weightage for M.A. (Psychology) (only for P.G. Dip. in Guidance & Counseling.	5 Marks
(xi) Weightage to candidates having passed B.Sc. (Biotechnology) (for admission to M.Sc. (Biotechnology) only.	5 marks
(xii) Weightage to the candidates who have passed B.A with Defence Studies /Military Science/ Studies as one of the subject (for admission to M.A in Defence & Stratregic Studies)	10 marks
(xiii) Weightage to the candidates who have passed M,A (English)/(Hindi) (for admission to P.G Diploma in Translation)	10 marks
(xiv) Candidates passing Fine Arts (Painting / Applied Arts) as one of the subject in 10 +2 (for admission to MFA 6- year)	5 marks
(xv) Weightage to the sports candidates will be given on the following graded scale:	
<b>Grade</b>	<b>Weightage</b>
A-1	5 marks
A-2	4 marks
B-1	3 marks
B-2	2.5 marks
C-1	2 marks
C-2	1 marks
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.

Above weightage (s) shall be given subject to the following conditions:

- (i) Total weightage for preparing merit list will not exceed 10 marks (except for Honours candidates and admission to D.P.Ed./M.P.Ed. & B.P.Ed. courses) in any case. In case of Hons., it will not exceed 20 marks.
- (ii) Sports weightage given under (xv) above will not be applicable for admissions to B.P.Ed. and M.P.Ed. However candidates seeking admission to these courses i.e. D.P.Ed./M.P.Ed. and B.P. Ed. will be given sports weightage as per criteria given in Appendix 'C'.
- (iii) Only those candidates who have passed their Secondary Examination or Senior Secondary Examination (10+2) as regular students from schools/colleges situated in rural area of Haryana are entitled for the Rural Area Weightage except All India quota. Such candidates must produce a certificate to this effect as per Appendix-H.
- (iv) Candidates claiming sports weightage must submit certificate issued by the Director of Sports of the State concerned indicating grade. Certificate from any other Authority will not be considered.
- (v) Candidates claiming blood donation weightage must submit certificate issued by the Red Cross Society /Official Blood Bank.

#### 4. **Admission against Supernumerary seats in the category of Outstanding 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 Central/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 1<sup>st</sup> / 2<sup>nd</sup> /3<sup>rd</sup> position in Olympic Games, World Championship, World Cup, World University Games, Devis Cup, Wimbeldon Championship, U.S. French and Australian Open Tennis Championship, Thomas Cup, Uber Cup, All England Badminton Tournament.

(ii) Participation in the above mentioned tournament.

**Cat A.-II :**

(i) 1<sup>st</sup> /2<sup>nd</sup>/3<sup>rd</sup> position in Champions Trophy, Common wealth Games, Common Wealth Championships, 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) 1<sup>st</sup> /2<sup>nd</sup> / 3<sup>rd</sup> position in AllIU 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.-**

1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> position in zonal Inter- University tournaments/ zonal national tournaments/ representation of AIU team.

The eligibility rules for the admission against sports seat, only the games recognized and adopted by the Inter University Sports 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 – University 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/her performance should not be more than one year old.
- V) The candidate better in sports will be admitted as per merit.
- VI) The candidate better in sports will be admitted as per merit decided by the Committee consisting of Dean, Faculty of Education, HOD (Physical Education), Director (Sports) Dy. Director Sports and a Coach of the concerned Game in which the student is taking the admission.
- 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.
- X) The candidate must possess the gradation certificate (other than University Tournaments) from the Sports Dept. of his/her state, on the basis of his/her representation/position at National/Inter-National /Zonal/State level tournament in the games recognized by AIU from time to time.
- XI) In case, there is no availability of Coach in the University, for the game in which the student is seeking admission, then University will higher the services of the Coach from Sports Department of Haryana.
- XII) Only those games which are recognized and adopted by the Inter-University Sports Board of India and approved by AIU will be considered for determining admission against sports seat.
- XIII) It will be mandatory for the admitted students to participate in the Sports activities of his/her Department/University and should have consistently participated in Sports activities.
- XIV) In case, there is no availability of Coach in the University, for the game in which the student is seeking admission, the University Dean will hire the services of the Coach from the Sports Department of Haryana.

**NOTE:**

Application form received for outstanding Sports Quota seat upto last date of applying for admission, shall be sent to the Dean, Faculty of Education within three days after the 3<sup>rd</sup> counselling of the concerned College/Institute. Thereafter, the Committee will recommend his/her case for admission within ten days after the 3<sup>rd</sup> counselling. No late fee shall be charged from such students. Applications received after the last date of submission of application forms for Sports Quota Seat shall not be considered at all under any circumstances.

### **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.
  
- viii) 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.

### **5. 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.

### **6. Admissions against Supernumerary Cultural Activities Seats**

One supernumerary seat in each College/Institute will be earmarked to promote cultural activities subject to the fulfilment 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 as 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.  
University of Health Sciences, Rohtak  
OR  
Chief Medical Officer  
\_\_\_\_\_Haryana

Signature of Applicant

### PHYSICAL EFFICIENCY TEST

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

#### CANADIAN TEST

- (a) Male candidates must clear the following event/activities 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 feet river/pit
  - iii) Vaulting Horse of 4 feet 8 inch height
  - iv) Forward roll on mat
  - v) Crossing over the hurdle of 3 feet height
  - vi) Carrying two buckets of sand upto the finishing line 25 meter away.
- (b) Female candidates must clear the following event/activities 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 feet river/pit
  - iii) Vaulting Horse of 3 feet 2 inches height
  - iv) Forward roll on mat
  - v) Crossing over the hurdle of 2 feet height
  - vi) Carrying two buckets of sand (2/3 filled) upto the finishing line 20 meter away.

#### Note I:

- (i) 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.
- (ii) Candidates not completing the test within prescribed time will not be called for counseling.
- (iii) A student can be referred for medical check-up at any time during the course, if HOD is of the opinion that the student has become unfit for practicals.
- (iv) 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

#### Note II:

Common PET shall be conducted by the Department of Physical Education at Sports Complex for M.P.Ed. and B.P.Ed. courses for the affiliated Colleges of the University. The date for PET shall be notified by the Head, Department of Physical Education after receiving the application forms of the candidates from their respective Colleges alongwith the required fee of Rs.100/- per candidate.

**SPORTS WEIGHTAGES FOR D.P.Ed. /B.P.Ed./M.P.Ed.****D.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.

**B.P.Ed.**

For deciding the total merit of the candidate, the following marks will be added to the marks obtained by the candidate in the qualifying examination:

<b>Sr. No.</b>	<b>Position</b>	<b>Marks</b>
1.	Olympic Games/World championship	
i.	1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup>	25
2.	Asian Games/Asian Championship/ Commonwealth Games	
i.	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup>	23
3.	SAARC Games/Inter-national Tournaments	
i.	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup>	20
4.	Test matches and other Inter-national Tournaments	
i.	Participation	17
5.	National/All India Inter-State/ All India Inter-University Tournaments	
i.	1 <sup>st</sup>	15

ii.	2 <sup>nd</sup>	12
iii.	3 <sup>rd</sup>	10
OR		
National Zonal/Inter-State Zonal/ Inter- University Zonal Tournaments		
i.	1 <sup>st</sup>	10
ii.	2 <sup>nd</sup>	08
iii.	3 <sup>rd</sup>	07
6. Zonal Combined Universities		
i.	Played	06
7. National Tournaments		
i.	Participation	05
8. State Tournaments		
i.	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup>	05

**Note :** Only highest weightage will be counted out of above categories.

#### M.P.Ed.

For deciding the overall merit of the candidate, the following marks will be added to the marks obtained by the candidate in the qualifying examination and the Entrance Examination:

Sr. No.	Position	Marks
1.	Olympic Games/World championship	
i.	1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup>	25
2.	Asian Games/Asian Championship/ Commonwealth Games	
i.	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup>	23
3.	SAARC Games/Inter-national Tournaments	
i.	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup>	20
4.	Test matches and other Inter-national Tournaments	
i.	Participation	17
5.	National/All India Inter-State/ All India Inter-University Tournaments	
i.	1 <sup>st</sup>	15
ii.	2 <sup>nd</sup>	12
iii.	3 <sup>rd</sup>	10

OR		
National Zonal/Inter-State Zonal/ Inter- University Zonal Tournaments		
i.	1 <sup>st</sup>	10
ii.	2 <sup>nd</sup>	08
iii.	3 <sup>rd</sup>	06
6. Zonal Combined Universities/ Combined University		
i.	Played	05

**STATE-WISE LIST OF FAKE UNIVERSITIES**

**Bihar**

1. Maithili University/Vishwavidyalaya Darbhanga, Bihar.

**Delhi**

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

**Karnataka**

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

**Kerala**

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

**Maharashtra**

9. Raja Arabic University, Nagpur, Maharashtra.

**Tamil Nadu**

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

**West Bengal**

11. Indian Institute of Alternative Medicine, Kolkatta.
12. Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, Builtech inn, 2<sup>nd</sup> Floor, Thakurpurkur, Kolkata-700063.

## **Uttar Pradesh**

13. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
14. Mahila Gram Vidyapith/Vishwavidyalaya, (Woman's University) Paryag, Allahabad, Uttar Pradesh.
15. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
23. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
24. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
25. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
26. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh, Uttar Pradesh.
27. Indraprashta Shiksha Parishad, Institutional Area, Khoda, Makanpur, Noida Phase-II, Uttar Pradesh.
28. Gurukul Vishwavidyalaya, Vrindavan, Uttar Pradesh.

## **Odisha**

22. Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No. 242, Pani Tanki Road, Shaktinagar, Rourkela-769014.

**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





		of handicapped candidates, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighters (1%).
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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, 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 Sigg  | 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,<br>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. Battera  |
| 9. Bharbhujja, Bharbhunja   | 10. Bhat, Bhatra, Darpi, Ramiya   |
| 11. Bhuhalia Lohar  | 12. Changar   |
| 13. Chirimar  | 14. Chang   |
| 15. Chimba, Chhipi, Chimpa,<br>Darzi, Rohilla   | 16. Daiya   |
| 17. Dhobis  | 18. Dakaut  |
| 19. Dhimar, Mallah, Kashyap,<br>Rajpoot, Kahar, Jhiwar,<br>Dhinwar, Khewat, Mehra,<br>Nishad, Sakka, Bhisti,<br>Sheikh-Abbasi | 20. Dhosali, Dosali   |
| 21. Faquir  | 22. Gwaria, Gauria or Gwar  |
| 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,<br>Suthar, Dhiman- Brahmin<br>Tarkhan, Barhai, Baddi. |
| 31. Joginath, Jogi-Nath, Yogi,<br>Jangam-Jogi   | 32. Kanjar or Kanchan   |
| 33. Kurmi   | 34. Kumhars, Prajapati  |
| 35. Kamboj  | 36. Khanjhera   |
| 37. Kuchband  | 38. Labana  |
| 39. Lakhera, Manihar, Kachera   | 40. Lohar, Panchal-Brahmin  |
| 41. Madari  | 42. Mochi   |
| 43. Mirasi  | 44. Nar   |
| 45. Noongar   | 46. Nalband   |

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

**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 games approved by AIU

<b>Sr.No. National Championships</b>	<b>Sr.No. National Championships</b>
1 Archery (W & M)	34 Chess (W & M)
2 Athletics (W & M)	35 Cricket (W & M)
3 Aquatics (W & M)	36 Football (W & M)
4 Ball-Badminton (W & M)	37 Handball (W & M)
5 Baseball (W & M)	38 Hockey (W & M)
6 Boxing (W & M)	39 Kabaddi NS (W & M)
7 Canoeing and Kayaking (W & M)	40 Kabaddi HS (M)
8 Cross Country Races (W & M)	41 Indoor Hockey (M) Demonstration
9 Cycling Road (W & M)	
10 Cycling Track (W & M)	
11 Fencing (W & M)	
12 Gymnastics & Malkhamn (W & M)	
13 Judo (W & M)	
14 Netball (W & M)	
15 Pistol Shooting & .177, Air Rifle Peep Singh (W & M)	
16 Power Lifting (W & M)	
17 Weight Lifting (W & M)	
18 Best Physique (M)	
19 Rowing (W & M)	
20 Softball (W & M)	
21 Squash Rackets (W & M)	
22 Wrestling (W & M)	
23 Yachting (W & M)	
24 Yoga (W & M)	
25 Taekwondo (W & M)	
26 Basketball (W & M)	
27 Badminton (W & M)	
28 American Football (M) Demonstration	
29 Circle Style Kabaddi (M)	
30 Kho Kho (W & M)	
31 Table Tennis (W & M)	
32 Lawn Tennis (W & M)	
33 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



**CERTIFICATE TO BE PRODUCED BY THE CANDIDATES BELONGING  
TO RURAL AREAS OF HARYANA**

Certified that Shri/Smt./Ms. .... son/daughter of Shri  
..... passed his/her Matric/10+2 Examination in the year .....as a  
regular student of our School (Name of School)..... which is located  
in Village ....., Teh ....., Distt. .... and falls  
in Rural Area. His/her Class Roll No. was ..... Certified further that this school is  
not a Public/Boarding School.

.  
Date.....  
Place.....

Signature of the Head Master  
/Principal of the School.  
(legible office seal)

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**LIST OF HOLIDAYS**

List of Public Holidays to be observed in the University Offices/Teaching Departments and its affiliated Colleges, UILMS, Gurgaon, during the Calendar year 2016 from May, 2016 onwards:

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.	Lord Parshu Ram Jayanti	May, 09	Monday
4.	Maharana Pratap Jayanti	June, 07	Tuesday
5.	Sant Kabir Jayanti	June, 20	Monday
6.	Id-ul-Fitr	July, 06	Wednesday
7.	Teej	August, 05	Friday
8.	Independence Day	August, 15	Monday
9.	Janmashtami	August, 25	Thursday
10.	Id-ul-Juha (Bakrid)	September, 12	Monday
11.	Haryana's Heros Martyrdom Day	September, 23	Friday
12.	Dussehra	October, 11	Tuesday
13.	Muharram	October, 12	Wednesday
14.	Haryana Day and Vishvakarma Day	November, 01	Tuesday
15.	Guru Nanak's Birthday	November, 14	Monday

**Note:-**

Holidays for the next year will be notified later on by the University.