

SECTION : VII DISTRIBUTION & RESERVATION OF SEATS IN VARIOUS COURSES

In view of the reservation policy Notified by the Govt. of Haryana vide Notification No. 22/10/2013 - IGSIII dated 28/2/2013, which is applicable to the University also, the reservation of seats in various programmes offered in University Teaching Departments / Centres / Institutes are as under:-

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIO)	15% of the sanctioned intake
b) State Quota	85% of the sanctioned take
(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 the State Quota i.e. 59.5% of total intake
Scheduled Caste (SC)	20% of State Quota (17% of total intake)
Backward Classes of Haryana (A)(BCA)	16% of State Quota (13.6% of total intake)
Backward Classes of Haryana (B)(BCB)	11% of State Quota (9.35% of total intake)
*Special Backward Classes (SBC)	10% of State Quota (8.5% of total intake)
Economically Backward Person in the General Caste Category (EBP)	10% of State Quota (8.5% of total intake)
Physically Handicapped (PH)	3% of State quota (2.55% of total intake).

In the event of quota reserved for Physically Handicapped remain unutilised due to non availability for suitable category of Handicapped Candidates, it may be offered to the Ex-Servicemen and their wards(1%) and the dependents of Freedom Fighters (1%).

Further, 3% reservation is also provided to Ex-serviceman/ Freedom Fighter and their dependants 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. 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 2014, the next Block i.e. (B) Block of Category of Backward Classes will be given seats in the next academic year 2015 and so on. Further, a roster register for reservation of seats for ex-servicemen/freedom fighter shall be maintained and carry forward all fractions till one seat is accumulated through different fractions over the years. As and when the total comes to one a seat will be provided.

***As per instructions of the State Govt. Conveyed vide letter dated 27.09.2015, 10% seats reserved for Special Backward Classes were filled up from General Category during session 2015-16 till the matter is finally decided. The reservation policy for the session 2016-17 is still awaited from the State Govt. which shall be applicable as and when the same is notified.**

GUIDELINES FOR RESERVATION:

1. **The reservation of seats is as per the Reservation Policy of Haryana Govt. and is subject to change/amendment made by the State Govt. from time to time.**
2. Candidates belonging to SC/ST are required to submit a certificate from the competent authority as per **Appendix-C**. The list of Scheduled Castes notified by the Haryana Government, is available at **Appendix-K**.
3. Candidates belonging to Backward Classes/Special Backward class/Economically Backward Persons are required to submit a certificate from the competent authority as per **Appendix-D-I, Appendix D-II and D-III respectively**. The list of Backward Classes and Special Backward Classes in Haryana notified by the Haryana Government, is available at **Appendix-I**. Circular no. 1170-SW(1)-95 dated 7.6.95 of the Haryana Govt. for excluding Socially Advanced Persons/Sections (Creamy Layer) from Backward Classes may be referred to at **Appendix-J**.
4. The children or Grand Children (Maternal & Paternal) of Freedom Fighters are required to submit a certificate from the competent authority as per **Appendix-E**.
5. Only those candidates who have permanent disability of not less than 40% (being otherwise fit for admission to the course) will be considered for admission as Physically Handicapped. They will submit a certificate from the competent authority as per **Appendix-H**. Disability Certificate shall, however, be subject to verification by a Medical Board to be constituted by the University. The decision of Medical Board in this regard shall be final.
6. Children or Wards of Military Personnel (including personnel of Para-Military Forces killed in Action or Permanently Disabled in Action and Boarded Out from the Services or Ex-Servicemen and their wards will be considered for reservation. They will submit a certificate as per **Appendix-F**. The following categories of personnel of Territorial Army are included in the definition of Ex-Servicemen in terms of the State Govt. letter No. 12/18/2006-GS-II dated 8-01-2008:
 - i) Pension holders for continuous embodied service;
 - ii) Persons with disability attributable to military service;
 - iii) Gallantry Award Winners; and
 - iv) Such recruits boarded out/released on medical grounds and granted medical/disability pension.
7. A candidate who applies for a reserved category or for both reserved and general categories will be considered first in general category. In case, he is not selected in general category, he will be considered for reserve category.

The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/backward classes, rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes, Department, Chandigarh).
8. If a candidate belongs to more than one reserved category, he/she shall be required to give his/her preference at the time of filling up the admission form. Preference once given shall not be changed.

- 9 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.
10. Benefit of reservation will be given to all the reserved categories upto 3rd counselling according to the reservation policy given in the Prospectus. 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 then these vacant seats may be thrown open to Haryana General Category with the approval of the Vice-Chancellor. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category with the permission of the Vice-Chancellor.
- *11. For providing the benefit of reservation to Special Backward Classes, the criteria shall be the same as is applicable to Backward Classes in the State and other instructions issued by the Government from time to time. The criteria for exclusion of creamy layer for Special Backward classes will be the same as applicable for the reservation in Backward Classes. (See Note on page 62).

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

- i. 'Family' for the purpose of the applicant seeking reservation as 'Economically Backward' is defined as follows:
 - (a) Head of Family and his/her spouse;
 - (b) Dependent children and their spouses;
 - (c) Unmarried dependent brothers and sisters.
- ii. The total annual income of the family of the applicant should not cumulatively exceed Rs.2,50,000/- per annum from all sources including agricultural income.
- iii. In case any person in the family, as described in (i) above, is income-tax/wealth tax payee, benefit of reservation shall not be extended.
- iv. Applicant or family as described in (i) above should not be in Class-I/Class-II services of Government of India or State Government level or equivalent or hold any equivalent post in any statutory board/corporation /University/ society/trust or an equivalent position in any public/private limited company or in any International organization.
- v. Family shall be deemed to be in service as mentioned above when a person in family has superannuated and/or has sought voluntary retirement or has been dismissed/terminated/compulsory retired from such service.
- vi. In case, family as described in (i) above, is engaged in a profession as doctor, lawyer, chartered accountant, income –tax consultant, financial or management consultant, engineer, architect, computer specialist, film/TV artist, play write, author, model, media personnel or holds any elected/appointed office either under the Constitution or in terms of any statute out of which emolument/salary is paid, criteria of income as described in (ii) above shall be applicable.
- vii. Family, as described above, should not be employed in any Military or para-Military services with Union of India in the

rank of Second Lieutenant or above in the Army or any equivalent rank in other forces of para-Military forces.

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