

PROSPECTUS

For Admission to

M.Phil/Ph.D. Programme

and

Award of University Research Scholarship (URS)

For the session 2018-19



MAHARSHI DAYANAND UNIVERSITY ROHTAK

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

(NAAC Accredited 'A' Grade)

विश्वविद्यालय कुलगीत

← भूर्भुवः स्वः ।

तत्सवितुर्वरेण्यं भर्गो देवस्य धीमहि ।

धियो यो नः प्रचोदयात् ॥

अनुसन्धान से विज्ञान से हम ज्ञान को अर्जित करें,
निःस्वार्थ हो श्रम भाव को हम राष्ट्र को अर्पित करें ।
ऋषिकुल का सम्मान ही हम सब का स्वाभिमान हो,
जब कोई व्यवधान हो, अनुष्ठान हो व्याख्यान हो ।

संगम है कला संस्कृतियों का

संगम है कला संस्कृतियों का

संचय उत्तम मनोवृत्तियों का

ज्ञान का गूँजे तराना है

वेदों को जग ने माना है

विकृतियों का दमन करें

ऋषिकुल तुमको नमन करें

राष्ट्र का नव निर्माण हो

ऋषिकुल तुमको प्रणाम हो

ऋषिकुल तुमको प्रणाम हो

ऋषिकुल तुमको प्रणाम हो

ऋषिकुल तुमको प्रणाम हो

ओम् भूर्भुवः स्वः ।

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Prof. Bijender K. Punia
Vice-Chancellor

Message

Maharshi Dayanand University, Rohtak, established in 1976 as a residential University with the objective of promoting inter-disciplinary higher education and research with special emphasis on studies of environmental, ecological and life sciences, is making rapid progress to emerge as a leading educational institution of the nation. Now it is a teaching-cum-affiliating university with a formidable track record in academics, research literacy and cultural activities, and sports.

Currently, there are 38 Post-Graduate Departments and 11 Faculties in the University. Territorial jurisdiction of the University extends to 7 districts of Southern Haryana. The Directorate of Distance Education is providing quality education to the students with its traditional UG/PG programmes as well as Information Technology and Management programme.

Excellent standards of teaching and research, well-qualified faculty members, effective administrative functioning, congenial academic environment, pulsating campus life, key national and International Linkages, timely holding of examinations and time-bound declaration results, ample avenues for holistic development of personality of the students a community-service approach, special emphasis on providing opportunities for students of rural background, girl students, and students from marginalized communities, administrative mechanism based on e-governance etc. are the salient features of this University. The University is progressing in all the fields and as a result, it is the 'A' grade University.

To add further to University's glory, M.D. University was ranked 44th amongst University of India by National Institutional Ranking Framework (NIRF) survey, Ministry of HRD, Govt. of India in 2016.

University, with its large campus, provides excellent infrastructural facilities and necessary student support services, benefiting the students. Beautiful landscaping is a hallmark of the varsity. Hostel facilities for 2500 boys and equal number of girls are available on the campus. Computer and network facilities are available on the campus. Laboratories are equipped with modern equipments. Student support services are of highest order.

The University has entered into national and international level strategic tie-ups with academic and research organizations for joint academic and research programmes. University has also signed MoU with National Skill Development Corporation to facilitate skill development of University students.

We are all set to emerge as a Leading University of the nation with overall excellence, global outlook and steadfast commitment towards social and community causes in times to come. I hope that all research aspirants would do productive, creative, meaningful research and contribute to the society.

Welcome to this dynamic institution of higher education, and realize your academic, research as well as career dreams

(BIJENDER K. PUNIA)

OFFICERS OF THE UNIVERSITY

Chancellor

Sh. Satyadev Narayan Arya,
Hon'ble Governor, Haryana

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Dean, Faculty of Management Sciences Prof. Ajit Singh Boora	393436
Dean, Faculty of Performing & Visual Arts Prof. Hukam Chand	266662
Dean, Faculty of Pharmaceutical Sciences Prof. Munish Garg	393222
Dean, Faculty of Physical Sciences Prof. V.K. Sharma	393314
Dean, Faculty of Social Sciences Prof. (Mrs.) Nina Singh	393501

Rohtak STD Code-01262

THE UNIVERSITY

About the University

Maharshi Dayanand University, ab initio established as Rohtak University, Rohtak, came into existence by an Act No. 25 of 1975 of the Haryana Legislative Assembly in 1976 with the objective to promote inter-disciplinary higher education and research in the fields of environmental, ecological and life sciences. It was rechristened as Maharshi Dayanand University in 1977 after the name of a great visionary and social reformer, Maharshi Dayanand. It had a unitary and residential character in its nascent stage, but became an affiliating University in November 1978. The University secured the recognition of University Grants Commission – the higher education regulatory body of India - for central Govt. grants in 16 Mar, 1979.

The University is located at Rohtak in the state of Haryana - about 75 kms from Delhi on Delhi-Hisar National Highway (NH-10), and is about 240 kms from Chandigarh, the State Capital. It is well connected both by rail as well as road. Rohtak is the education hub of the State with excellent facilities for education in all fields of knowledge.

The University campus, spreadover an area of 665.44 acres, is well laid with state-of-the-art buildings and magnificent road network, presents a spectacle of harmony in architecture and natural beauty. Educational and research programmes are offered through its 38 departments. There are as many as 12 Teaching Blocks, 19 Hostels, an elegant Vivekananda Library with 6 off-shoots, the majestic Tagore Auditorium equipped with modern gadgetry and amenities, spectacular Students Activity Centre, Campus School, Health Centre, Faculty House, Sports Stadium, Swimming Pool, Multipurpose Gymnasium Hall, Community Centre, Printing Press, Canteens, Shopping Complex and an Administrative Block. About 550 residential units are available for the faculty members and non-teaching staff. There is a very robust Campus Wide Network – an amalgam of cable and wi-fi technologies, with 1Gbps internet connectivity. A serene 'Yajanshala' addresses the spiritual and health needs of the campus community. Branches of State Bank of India, Punjab National Bank and Central Co-operative Bank are the other facilities available on the Campus.

Besides, the University runs three programmes through Satellite Institute, M.D.U. Centre For Professional & Allied Studies, Gurugram. LL.B (Hons) 3- year Programme is also likely to be started after approval of Bar Council of India

About 263 Institutions/Colleges of General Education, Engineering, Technology, Computer Sciences and Management Sciences located in 7 districts of the State are affiliated to this University.

Vision

The University aspires to be a leading 'transformative learning community' recognized world-wide for excellence in teaching, research and service and as a catalyst for intellectual, social, cultural and economic development.

Mission

The University is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services.

To achieve its Vision and Mission, the University will endeavour:

1. To provide intellectually inspiring, academically challenging and supportive environment conducive to positive personal growth.
2. To provide a comprehensive education, benchmarked against the highest global standards.
3. To engage in innovative, high-impact and leading-edge research within and across disciplines.

4. To produce graduates of distinction committed to academic/professional excellence and lifelong learning.
5. To provide a safe, healthy and sustainable workplace.
6. To act in partnership with the community over the generation, dissemination and application of knowledge.
7. To act as a gateway and forum for scholarship with rest of the world.

Core Values

1. **Academic Excellence:** University strives for the uncompromising quality and highest standard of excellence in teaching, learning, research and scholarship across various disciplines.
2. **Pursuit of Excellence in Research and Innovations:** University is driven by research and innovation and ensures continuous engagement in the scholarly activities in the pursuit of innovation, creativity and excellence.
3. **Morality and Ethics:** University upholds the highest ethical values, integrity and professionalism and an unwavering commitment to academic freedom, transparency and accountability.
4. **Social Commitment and Inclusiveness:** University commits to nurtures and preserve an environment of safety, trust, mutual respect, equality and diversity in its all endeavors to ensure fairness and inclusiveness.
5. **Environmental Sustainability:** University is aware of its environmental responsibilities and embraces principle of sustainable development to ensure that any adverse environmental impact of its activities is minimized.
6. **Service:** University seeks to serve the diverse, personal and professional development need of its constituents and encourage habit of engagement, caring, and civic responsibility by emphasizing a connect between service, excellence, and career growth.

Quality Policy

We visualize to establish and operate a quality regime that endeavours to make continual improvement in our systems and processes to the benefit of all the stakeholders in terms of accessibility and productivity, relevance and excellence in the field of higher education with a strong sense of social responsibility and accountability.

University Library System

The University Library System comprises a central library named as Vivekananda Library and five satellite libraries – IMSAR Library, UIET Library, Maths Library, Law Library and IHTM Library. Strategically located, the Vivekananda library with excellent state-of-the art computer facilities and modern furniture is housed in a magnificent 3 storeyed building with 84000 sq. ft. carpet area and a seating capacity of 963 users, a separate air-conditioned reading hall with 80 seats for the researchers with another 14000 sq. ft. carpet area and 315 reading seats in its five off-shoots. An air-conditioned reading hall with 250 seats remains open 24X7. The library system with the elegant Vivekananda library in the vanguard provides support for the academic and research pursuits, and acts as a repository of knowledge.

The Library has a rich collection of knowledge resources – 3,58,300 volumes of print books, 22624 e-Books, 15,947 theses and dissertations, and 53,513 bound volumes of journals. Besides, 462 Indian and 103 foreign journals are subscribed in print form. Online access is provided to SCOPUS, Emerald Management Plus, Manupatra, four CMIE databases and MLA International Bibliography and 24553 e-Journals through J-Gate Plus.

All the functions of the library – acquisition system, cataloguing and classification, check-out check-in and serials control have been automated. Information KIOSKs are in place of accessing

the online catalogue and other databases of the library. The air-conditioned Internet lab of the library having 80 Internet connected computer terminals with 1Gbps bandwidth connectivity provides access to e-journals and other e-resources. Application of RFID technology for self check-out check-in with security gates has been implemented and the CCTV system for library security is in operation.

Open Access System is in vogue in the library system, presents an environment for the library users to have unhindered access to the learning resources, and inspires them to make use of library services. Library organizes awareness and orientation programmes from time-to-time to sensitize and educate the library users to understand knowledge organization of the library, know their privileges and acquire skills to use Online Public Access Catalogue (OPAC), trace information from information sources and use e-resources. Author workshops are organized for researchers to enlighten them about research writing and publish their research outputs. The University invests around Rs.400/- lac annually on the enrichment of knowledgebase, besides having substantial recurring and non-recurring budget for other library activities including upgradation of existing facilities.

Computing and Internet facilities

The University has a robust state-of-the-art Campus Network. It is wrapped around OFC and wi-fi technologies. All the departments/offices/hostels are linked to the Campus Network. The University has a Computer Centre for the benefit of students, research scholars, teachers and other staff. The Computer Centre conducts computer awareness programmes for the staff from time to time and facilitates analysis of research data of the research scholars. Besides the central facility, majority of the departments have their own computer labs.

Hostels

The University provides residential accommodation on the campus to over 4000 students in its 19 hostels – Ten for girls and eight for boys. Maintenance of salubrious and caring environment in the hostel complexes and provision of hygienic food at reasonable charges always remains the endeavour of the university authorities. Mess in each hostel is run by the residents on cooperative basis. Each hostel has facilities for indoor games, recreation, STD, and canteen. Some hostels have been provided Wi-Fi internet connectivity, while extension of this facility to other hostels is in the offing. Each Girls' Hostel is looked after by a full time Lady Warden. There is a Cyber Café with 30 PCs in the Girls' Hostels complex. Besides internet surfing, it has facilities for computer printing, typing, photocopying service packed eatables, cold drinks, and coffee.

Sports Facilities

The Directorate of Sports has produced many sportspersons of National and Inter-national repute including several Arjuna and Bhim Awardees - who brought laurels not only to the University and the State, but to the nation as well. For harnessing the potential of the youth and promoting sports, the University has created excellent infrastructure including Dr. MangalSen Multipurpose Gymnasium Hall with facility of Central A.C., SardarVallabhbai Patel Cricket Stadium of Inter – National Standard, Synthetic Athletics Track, Swimming Pool of International standard, Lawn Tennis Courts, Basketball Courts, Boxing Hall, Wrestling Hall, Kabaddi Hall, Judo Hall, Squash Hall, Separate Sports Hostel, Astro turf Hockey Ground is imminent and a sprawling sports complex having all playfields.

The Directorate of Sports of the University organizes approximate 70 Inter College tournament /games for men and women student players of the University Colleges/Institutes, organize Coaching Camps for selected student players and arrange to send the team in Inter University and World University games/tournaments.

The position holders are being awarded with handsome cash prizes every year during the Annual Sports Prize Distribution Function. With the state-of-the art infrastructure in place and strong

emphasis on sports, the University can be adjudged as the 'Sports nursery' of State as well of the Nation in Sports.

Internal Quality Assurance Cell (IQAC)

One of the emerging challenges faced by any higher educational institution is the development, application and maintenance of quality benchmarks in all its key performance areas. To institutionalize the process of quality sustenance and enhancement, the Internal Quality Assurance Cell (IQAC) has been established in the University. The IQAC in the university came into existence in 2003. It was reconstituted, as per the guidelines of UGC, on 12.07.2010. The IQAC is a nodal agency for ushering in the era of total quality management by working out intervention strategies to enhance overall quality in the institution.

University Centre for Competitive Examinations

The University Centre for Competitive Examinations (UCCE) is located on the first floor of Swaraj Sadan. The Centre has been providing guidance/coaching to the students since 1989, the year of establishment of the centre. The students competing for various examinations viz. Indian Civil Services (Preliminary), Haryana Civil Services (HCS), Bank Probationary Officer (PO) National Eligibility Test (NET), Combined Defence Services (CDS), National Defence Academy (NDA), NET, JRF, and Remedial Coaching in English etc. are given intensive coaching for the said examinations from time to time. For all kinds of coaching classes, a nominal token fee is charged from the students belonging to General Category. However, the SC/ST and BC candidates are not charged any fee for attending coaching classes. Students are registered for coaching classes, for which they are required to fill up a registration form and form is made available to the students in the office of UCCE. The teachers from different university teaching departments are on the panel to teach the classes. Classes are usually conducted in the evening session.

The Centre has a rich reference library which contains more than 8000 books, seven national newspapers, magazines and other useful study material pertaining to the competitive examinations for students and the teachers. Besides coaching the centre also organizes special lectures of experts on various contemporary issues for the benefit of students appearing in competitive examination.

University Health Centre

The University Health Centre, with one full time MBBS doctor and para medical staff caters to the primary health needs of the University community. It includes medical examinations of the students for fitness for various activities and events. Employees are given consultations for all diseases.

Routine investigations like urine examinations and blood tests are done for students. Medicines are provided to students patients free of cost. It provides health coverage to all sports events including students.

Health Education is imparted by means of various activities. Camps are held for AIDS awareness, blood grouping, sugar testing etc. The medical college situated next door to the M.D. University, Rohtak looks after emergencies and other problems regarding indoor admission.

National Service Scheme

The National Service Scheme provides an opportunity to the students to understand, appreciate and imbibe the socio-economic conditions and problems of the society and to inculcate in them a sense of social consciousness and dignity of labour as well as bring them closer to the community. Students enrolled under the Scheme have to render 120 hours of Community Service and to participate in a 7-days NSS Special Camp every year. The students also get opportunities to participate in the Youth Leadership Training Camp, Youth Festivals, National Integration Camps, Adventure Programmes, etc. University NSS Merit Certificates are bestowed upon the NSS volunteers on the completion/fulfillment of prescribed conditions. In addition, the best NSS

volunteers are decorated with awards at Unit/District/University level each year.

SC/ST Cell

The SC/ST Cell has been established by the University under sub-clause (1) of paragraph 6 of UGC guidelines, process the grievances of the members of SC/ST communities. **It functions** under the overall supervision of the Liaison Officer and works for the welfare of SC/ST candidates. It monitors the implementation of policies and programmes related to admissions, appointments and promotions of SC/ST candidates. The Cell endeavors to ensure the benefit of Central Govt. / State Govt. policies related to the welfare of SC/ST students and employees.

The Cell is functioning under Prof.Des Raj, Liaison Officer, SC/ST Cell.

Foreign Students' Cell

The University has a full-fledged Foreign Students' Cell. The Cell has been headed by the Dean Academic Affairs. It provides guidance and help to the International students through a 'single window system' There is a provision for creation of 15% additional supernumerary seats exclusively for foreign students' in each UG/PG programme in each department of the University. Further, there is a provision for one supernumerary seat in each department for Ph.D. Programme subject to availability of the supervisor. It is mandatory to obtain an eligibility certificate from the O/o the Advisor, Foreign Students' Cell, M.D. University, Rohtak after submitting the following documents:-

1. Letter of the Association of Indian Universities, New Delhi regarding equivalency/recognition of the examination.
2. Photocopy of Student Passport.
3. Photocopy of research visa.
4. AIDS Certificate.
5. Eligibility Fee – as the case may be.
6. Application on the prescribed form which may be downloaded from the University Website.
7. Candidates will also be required to deposit admission processing fee of INR 2000/-.

Note: Foreign Students are not required to apply on-line admission for any programme. They may contact the office of Foreign Students' Cell bearing contact number - +911262-262208, + 911262-393575, and E-mail- fsc@mdurohtak.ac.in.

Students' Welfare Services

The University lays special emphasis on students' welfare, and, therefore, has a full-fledged office for this purpose. The office is housed in a magnificent Students Activity Centre, equipped with all modern amenities. It has a Bookshop with all types of books and stationery, Cyber Café for internet surfing at competitive rates, canteen with facility for meals and other eatables and soft beverages available at affordable prices, Conference Hall with Internet connectivity, well-designed modular furnished separate Common Rooms for boys and girls with the facilities of newspapers, magazines, and indoor games, dish linked LCD TV and above all, a rendezvous for student community to channelize their free time.

It organizes various activities in every stream of Art & Culture and Adventure Sports. The office shares the expenditure of educational tours organized by various teaching departments. Bus and railway pass facilities are facilitated to the students. A large number of camps and adventure programmes like Trekking, Youth Leadership Training Camps, Rock Climbing, Snow Skiing, Value-based Spiritual Programmes, Personality Development Camp, etc. are organized every year.

Five Zonal Youth Festivals and one Inter-Zonal Youth Festival consisting of 37 events of Music, Dance, Theatre, Literary, Fine Arts and Culture are organized during an academic session. A Techno-Management Fest, especially designed for the students of Engineering, Management and other technical Institutions and Edufest for Colleges of Education are also organized. These galas are organized in a splendid auditorium named as Tagore Auditorium, equipped with modern

audio-video system. The University has its own Holiday Home-cum-Youth Centre at Dhanachulli, Distt. Nainital (Uttarakhand), where group of students, teachers and non-teaching staff may for holidaying.

Film Club has been established on the campus for students. Two feature films are screened separately for boys and girls. To promote hobbies, various hobby clubs also function for students.

A supportive scheme 'Samarth' is also effective for differently abled students on the campus. Students' Welfare Office also offers need-cum-merit scholarships and toppers award to students out of Dr.Radha Krishnan Foundation Fund every year.

A Skill Development Centre especially for communication skills and assessment procedures for SSB in Armed Services is run with the Support of Youth Welfare Fund.

Career Counseling and Placement Cell

University has established a Career Counseling and Placement Cell together information on job avenues and placements in different institutions and concerns related to the programmes that the University offers. This information is analyzed in the local, regional and national context to explore its relevance utility for the students for their career counseling and placement needs. The cell organizes seminars and guidance workshops for informing students about the emerging professional trends and events, job profiles, leadership roles, entrepreneurship, market needs and risks. Training is also imparted through workshops related to communication skills, personality development, resume writings, confidence building, preparing for interview etc. Eminent industrialists, HR personnels and eminent persons in different fields are invited for delivering lectures wherein they help students in getting the latest market requirements and trends in the job market. Efforts are also made to help the students to develop healthy outlook and positive attitude. The Cell is housed on the second floor of Students' Activity Centre.

Guidance and Counseling Cell – A Centre for Positive Health

University has established a "Guidance and Counseling Cell – A Centre for Positive Health" in the Department of Psychology for the University Faculty and with the objective to provide Health Care, Moral Boosting and Promotional Services. The Cell also provides Educational and Vocational guidance. In addition, to catering to the psychological needs of the students, the Centre provides personal and career counseling to them. Boosting harmonious relationship and developing effective communication skills at the campus are the primary objectives of the cell.

Phone : 01262-393583 (O)

Students' Aid Fund
The Directorate of Students' Welfare provides financial assistance to the poor and deserving students out of the Students' Aid Fund, Dr. Radhakrishnan Fund, etc. in the form of lump-sum grants.

Youth Red Cross

University Youth Red Cross provides an opportunity to the students to devote part of their time to the service of humanity. It trains the volunteers by organizing First Aid and Home Nursing training, workshops relating to disaster management, rescue operations and how to save themselves and others in calamities (natural or man-made). Volunteers are trained through health and hygiene workshop, how to keep themselves healthy and also expect them to convey this to the masses. It also motivates them for blood and organ donation. It provides the opportunity to attend seven days YRC training camps organized by University Youth Red Cross, Indian Red Cross Merit Certificate and other awards. University Youth Red Cross works on the Motto of "Health, Service and Friendship." Interested students can work in the service of humanity by joining Youth Red Cross Unit in UTD and Colleges/Institutes affiliated to Maharshi Dayanand University.

CHAPTER-I

ELIGIBILITY AND PROCEDURE FOR ADMISSION TO M.Phil. PROGRAMME

ELIGIBILITY

A candidate who has passed Master's Degree in a relevant subject of the M.D. University or an examination recognized as equivalent thereto with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7 Point scale, shall be eligible to seek admission to M.Phil. Programme.

Note: A relaxation of 5 marks from 55% to 50% or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST (Haryana State)/differently-abled candidates.

ADMISISON PROCEDURE

- 1 The University shall make admissions to M.Phil. Programme through an Entrance Test, the syllabus of which shall be as prescribed for NET by UGC/CSIR/ICAR etc. In case there is no NET for any subject, the syllabus for entrance test will be decided by the concerned Teaching Department through the Departmental Committee with the approval of the Vice-Chancellor.
- 2 Entrance Test will be of **100** marks and a candidate must secure **50%** marks to qualify the same. In case of SC/ST of Haryana State/ **Differently**-abled candidates, a relaxation of 5 marks from 50% to 45% will be allowed. There will be no negative marking.
3. The candidates who have qualified UGC/CSIR-JRF/NET/GATE/GPAT or any other similar examination/SLET (Haryana State) as the case may be, are exempted from entrance test for M.Phil. Programme. However, candidates covered under the exempted categories may also appear in the entrance test, if they so desire, to improve their weightage.

- Note:-**
1. **The candidates have to apply online for admission to M.Phil and Ph.D. Programme and for award of University Research Scholarship. There will be a common entrance test for admission to M.Phil. and Ph.D. Programmes and for award of University Research Scholarship (URS). The syllabus of which shall be as prescribed for NET by UGC/CSIR/ICAR etc. For programmes, where NET examination is not conducted, the syllabus of entrance test has been prescribed by the Department concerned, and is/will be made available on the University website i.e. www.mdurohtak.ac.in**
 2. **The candidates have to fill up separate application forms online for each programme (M.Phil, Ph.D.), each subject and for award of URS as per their choice.**

CRITERIA FOR PREPARING MERIT LIST

The merit list for admission to M.Phil. Programme shall be prepared by the Department according to the following criteria:-

- (i) 20% marks of the percentage of marks in the Master's degree examination.
- (ii) 10% marks of the percentage of marks; in the Bachelor's degree examination.
- (iii) 45% marks of the percentage of marks in the entrance test.

OR

Weightage of 35 marks to those candidates who have qualified for JRF (entitled for scholarship).

OR

Weightage of 25 marks to those candidates who have passed NET/GATE/GPAT/SLET (Haryana State Only)/JRF(not entitled for scholarship)

- (iv) Weightage of 5 marks to the candidates who have passed Master's examination from MDU, Rohtak.
- (v) Weightage of 3 marks for each year (maximum weightage of 05 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies.

Note- The merit of the candidates who are availing weightage of JRF/NET/GATE/GPAT will be considered in the category in which they were issued certificate by UGC/other equivalent agencies or in their own category.

ADMISSION COMMITTEE

- (vi) Admission Committee will consist of Head of the Department and three Professors, one Associate Professor and one Assistant Professor by rotation. In case a Department does not have Associate Professors, the Admission Committee shall include one additional Assistant Professor. In case a Department does not have requisite number of Professors/Associate Professor/Assistant Professor, the Admission Committee shall comprise minimum of four faculty members. Otherwise the Committee shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department from amongst the teachers of the concerned Faculty.

CHAPTER-II

ELIGIBILITY AND PROCEDURE FOR ADMISSION TO Ph.D. PROGRAMME AND AWARD OF UNIVERSITY RESEARCH SCHOLARSHIP (URS)

Ph.D. PROGRAMME

ELIGIBILITY

A candidate seeking admission to the course of Ph.D. must satisfy the following relevant academic criteria:

- (a) Master's degree with at least 55% marks in aggregate or its equivalent B grade in UGC seven point scale in the subject concerned or in an allied subject

OR

- (b) For Faculty of Management Sciences - Master's Degree or any other degree recognized equivalent thereto in (i) Business Administration or Economics or Commerce or in allied subjects with at least 55% marks.

OR

(ii) Post Graduate Diploma in Management recognized equivalent to MBA by AICTE with 55% marks or its equivalent B grade in UGC seven point scale.

OR

- (c) Candidates with Qualifications as laid down in (b) shall also be eligible for doing Ph.D. in Department of Economics and Commerce.

OR

- (d) M.Phil degree (regular mode only) or a recognized equivalent degree beyond Master's degree level with atleast 55% marks or its equivalent B grade in UGC seven point scale in the subject concerned or allied subject.

Note: A relaxation of 5 marks from 55% to 50% or an equivalent relaxation of grade will be allowed for those belonging to SC/ST (Haryana State)/differently-abled candidates.

ADMISSION PROCEDURE

1. The University shall make admissions to Ph.D. programme through an Entrance Test.
2. Entrance Test will be of **100** marks and a candidate must secure **50%**marks to qualify the same. In case of SC/ST of Haryana State/ **Differently-abled** candidates, a relaxation of 5 marks **from 50 to 45%** will be allowed.

There will be no negative marking.

Note: The following categories of candidates are exempted from entrance test for Ph.D. programme:-

- i. The candidates who have qualified UGC/**CSIR**/JRF/NET/GATE/GPAT or any other similar examination/ SLET (Haryana State) as the case may be.
- ii. Candidates who are teacher fellowship holders/awardee of the fellowship by the DST (INSPIRE), ICMR or any other equivalent national level fellowship

- iii. Candidates who have passed Pre-Ph.D.course/M.Phil. from M.D. University, Rohtak.

However, the candidates covered under the exempted categories may also appear in the entrance test, if they so desire, to improve their weightage.

CRITERIA FOR PREPARING MERIT LIST

The merit list for admission to Ph.D. programme shall be prepared by the Department according to the following criteria:-

- (i) 20% marks of the percentage of marks in the Master's degree examination.
- (ii) 10% marks of the percentage of marks in the Bachelor's degree examination.
- (iii) 45% marks of the percentage of marks in the entrance test.

OR

Weightage of 35 marks to those candidates who have qualified for JRF (entitled for scholarship)/teacher fellowship holders/ awardee of the fellowship by the DST (INSPIRE), ICMR or any other equivalent national level fellowship.

OR

Weightage of 25 marks to those candidates who have passed NET/GATE/GPAT/SLET (Haryana State Only)/M.Phil./JRF (not entitled for scholarship)/Pre-Ph.D. course work of M.D. University, Rohtak.

OR

Weightage of **3** marks for each year of teaching experience (maximum 20 marks) to Assistant Professor in University/College for the same subject appointed through duly constituted selection committee.

- (iv) Weightage of 5 marks to the candidates who have passed Master's examination/M.Phil examination from Maharishi Dayanand University, Rohtak.
- (v) Weightage of 3 marks for each year (maximum weightage of 5 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies.
- (vi) 10 marks for Interview (05 marks for domain knowledge and 05 marks for research aptitude)

Note- The merit of the candidates who are availing weightage of JRF/NET/GATE/GPAT will be considered in the category in which they were issued certificate by UGC/other equivalent agencies or in their own category.

ADMISSION COMMITTEE

Admission Committee will consist of Head of the Department and three Professors, one Associate Professor and one Assistant Professor by rotation. All members must satisfy eligibility conditions to be Ph.D. Supervisor. In case a Department does not have Associate Professors, the Admission Committee shall include one additional Assistant Professor. In case a Department does not have requisite number of Professors/Associate Professor/Assistant Professor, the Admission Committee shall comprise minimum of four faculty members. Otherwise the Committee shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department from amongst the teachers of the concerned Faculty.

AWARD OF UNIVERSITY RESEARCH SCHOLARSHIP (URS)

ELIGIBILITY

- (a) Candidates eligible for admission to Ph. D. programme can apply for award of URS.
- (b) Candidates who are already registered in Ph.D. programme can also apply for award of URS.
- (c) URS will be awarded to the candidates higher in merit and who are eligible for registration or already registered to Ph. D. programme.
- (d) Candidates already awarded with JRF (entitled for Research Fellowship)/ awardee of teacher fellowship/ awardee of the fellowship by the DST (INSPIRE), ICMR or any other equivalent national level fellowship will not be eligible for URS.

CRITERIA FOR PREPARING MERIT LIST

The merit list for the award of URS shall be prepared by the Department according to the following criteria:-

- (i) 20% marks of the percentage of marks in the Master's degree examination.
- (ii) 10% marks of the percentage of marks in the Bachelor's degree examination.
- (iii) 45% marks of the percentage of marks in the entrance test.

OR

Weightage of 25 marks to those candidates who have passed NET/GATE/GPAT/SLET(Haryana State Only)/M.Phil./JRF(not entitled for scholarship)/Pre-Ph.D. or Ph.D. course work from M.D. University, Rohtak.

- (iv) Weightage of 5 marks to the candidates who have passed Master's examination/M.Phil. examination from Maharshi Dayanand University, Rohtak.
- (v) 10 marks for Interview (05 marks for domain knowledge and 05 marks for research aptitude)

Note-

- 1. The merit of the candidates who are availing weightage of JRF/NET/GATE/GPAT will be considered in the category in which they were issued certificate by UGC/other equivalent agencies or in their own category.**
- 2. The committee for the admission to Ph.D. programme will prepare the merit list for award of URS as per above mentioned criteria.**

CHAPTER-III

NUMBER OF SEATS

Seats for M.Phil. and Ph.D. Programme for the session 2018-19.

Sr.No.	Name of the Department	Number of seats for M.Phil.	Number of seats for Ph.D. programme
1.	Bio-Chemistry	--	10
2.	Bio-Informatics	--	3
3.	Bio-Technology	--	10
4.	Botany	--	12
5.	Chemistry	--	6
6.	Commerce	15	5
7.	Computer Science & Applications	--	10
8.	Defence & Strategic Studies	6	NIL
9.	Economics	18	13
10.	Education	10	9
11.	English & Foreign Languages	10	10
12.	Environmental Sciences	--	7
13.	Food Technology	--	7
14.	Genetics (i)Forensic Science	--	12 2
15.	Geography	10	5
16.	Hindi	23	7
17.	History	3	6
18.	Institute of Mgt. Sciences and Research	--	42
19.	Institute of Hotel and Tourism Management	--	Hotel gateway10, Tourism Gateway4 Total =14
20.	Journalism & Mass Communication	3	3
21.	Law	--	4
22.	Library and Information Science	--	NIL
23.	Mathematics	11	8
24.	Medical Bio-Technology	--	7
25.	Micro-Biology	--	5
26.	Music Instrumental& Vocal	12	12
27.	Pharmaceutical Sciences	--	10

28.	Physical Education	11	2
29.	Physics	--	2
30.	Political Science	9	2
31.	Psychology	15	10
32.	Public Administration	7	2
33.	Sanskrit	13	4
34.	Sociology	13	NIL
35.	Statistics	9	3
36.	University Institute of Engineering and Technology	--	Total = 57
			CSE. - 10
			ECE - 10
			EE - 06
			ME - 10
			Bio-Tech. - 12
			Math - 05
			Chemistry - 02
EVN - 02			
37.	Visual Arts	10	NIL
38.	Zoology	--	7

Note: The seats may vary.

SUPERNUMERARY SEATS FOR Ph.D. PROGRAMME

- (a) One supernumerary seat in each Department is earmarked for admission to candidates, who are principal investigator/co-PI having research project from any government funding agency.
- (b) One supernumerary seat in each Department is earmarked for admission of foreign students. Such students are exempted from entrance test provided that they are otherwise eligible.
- (c) One supernumerary seat in each Department is earmarked for admission to the University appointed teachers working on regular basis who are otherwise eligible.
- (d) Two supernumerary seats in the department of Defence and Strategic Studies are earmarked for admission to the candidates who are Officers in Defence services. Such candidates are exempted from Entrance test provided that they are otherwise eligible.
- (e) Two supernumerary seats in the department of Law are earmarked for admission to the candidates who are State Govt. Law Officers or Judges. Such candidates are exempted from Entrance test provided that they are otherwise eligible.

Note- The admission against these supernumerary seats will be subject to the availability of Supervisor. Number of seats under a supervisor should remain within limit as per Clause 11 of the Ph.D. Ordinance.

SEATS FOR AWARD OF UNIVERSITY RESEARCH SCHOLARSHIP (URS):

Two scholarships shall be awarded to each department, where research is being done. Three scholarships will be awarded in the Departments where the number of registered research scholars, doing research, is ten or more (excluding teacher of M.D. University). If the Teaching Department(s) is running two or more Master programmes, one additional scholarship per additional programme shall be awarded in that Department.

In addition, 15 scholarships shall be awarded to SC candidates of Haryana only, in 15 Departments (one in each) in alphabetic order by rotation. The rotation register for the same be maintained by the Registration and Scholarship Branch of the University.

Note: Reservation in admission to Ph.D. programme shall be given as per policy notified by the State Government (See Chapter IX for distribution of seats). Reservation roaster register be maintained by the concerned Head of the Department.

CHAPTER-IV

How to Apply for Admission to M.Phil./Ph.D. and Award of URS

1. The candidates are advised to read the Prospectus carefully before filling the online Application Form. Incomplete application forms are liable to be rejected.
2. The processing fee of the application for admission will be charged as Rs.600/-for general category candidates and Rs.150/- (for S.C./B.C candidates of Haryana only). The S.C/ B.C candidates belonging to the States other than Haryana will be treated as General Category candidates for all purposes.

Separate application form for admission in each additional programme shall be filled after paying Rs.200/-(Rs.50/- for SC/BC. candidates of Haryana only) each.

3. The candidate is required to pay entrance fee of Rs.300/- for each test except for the programmes where entrance test is common.
4. All the candidates will be required to deposit processing charges/entrance fee through e-challan of Axis Bank/Punjab National Bank.
5. The self-attested copies of certificates/testimonials of all the examinations passed by the candidate including certificates for claiming weightage, if any, and latest Character Certificate along with the computer generated application form should be submitted to the concerned Department / Institute on or before the day of interview. .

However, for M.Phil. Programme the candidates will submit the computer generated application forms along with all relevant documents to concerned department atleast three days before the display of merit list.

6. Change in programme or category, once opted for the purpose of admission, will not be allowed.
7. The candidates of Life Sciences streams (except Food Tech., and Environment Sciences and Forensic Science) who want to submit additional application in the allied subjects shall be required to fill up additional application form with an additional fee as mentioned in the Prospectus. Since there is a common entrance test, the candidates are not required to deposit additional entrance fee in such cases. The computer generated application forms for such subjects along with other relevant documents will be submitted in the Departments concerned on or before the day of interview.
8. The entrance test for Ph.D. programme under the faculty of Life Sciences (except Food Tech., Environment Sciences and Forensic Science) will be conducted by the Department of Zoology.

CHAPTER-V

INSTRUCTIONS/GUIDELINES FOR FILLING ONLINE APPLICATION FORM FOR ADMISSION:

1. Pre-Requisites for Applying Online Application Form:—
 - a. Prospectus 2018-19 (http://mdurohtak.ac.in/info/information_brochure.html)
 - b. Your email id (eg. xyz@gmail.com)
 - c. Scanned copy of **Photograph, Signature and Thumb Impression (Left)**.
All required scan images should be in **.jpeg** format with below specification:
 - Size of the photo image must be less than 50 KB
 - Size of the signature image must be less than 30 KB
 - Size of Thumb Impression must be less than 50 KB.
 - d. Your **Mobile Number**
 - e. Details of Permanent & Correspondence address with PIN code.
 - f. Education Qualification & Weightage details/documents (like Matriculation, Senior Secondary, and Degree etc.), Aadhar Card Number etc.
2. Candidates shall apply online through website **www.mdurothak.ac.in**
3. Read the **General Instructions & prospectus carefully specially eligibility conditions** and then start the process of **“New Registration”**.

NOTE:

- Fill all Qualification Details which you have completed till date in the first Registration Process.
 - Data will not be saved without clicking **“SAVE”** button, so before clicking on **“NEXT”** button click on **“SAVE”** button to save the details filled by you.
 - Once Challan is generated, applicant cannot self-edit any details including Personal, Address, Educational Details, Employment Details, Photo and Signature.
 - Once the payment for a programme is **confirmed**, no changes for that particular programme are allowed.
 - Keep the **Username & Password** confidential and safe for future use.
4. Select the appropriate applicable program group from the drop down menu of **“Program”** then select specific programme from the drop down menu of **“Course”**. *Academic Year* is 2018, *Academic Session* is 1 and *Quota* is General Quota.
 5. In the Admission Registration Form enter your details such as address, mobile no., landline no., and e-mail address etc. carefully. Filling of star (*) marked fields are mandatory. The application cannot be submitted unless the mandatory fields are filled. The University will use applicant's information to contact the applicant for any further communication. If **Mobile no. or e-mail address is incorrect** or belong to someone else the candidate may not be able to receive any communication from the university.
 6. If your result of qualifying exam is still awaited, select the **“Result Awaited”** option from drop down.
 7. Based on the Programme selection, weightage list will be displayed, select relevant weightages (if applicable) and Click on **“SAVE”** and **“NEXT”** button.

8. You cannot proceed for payment until you upload your photo, signature and thumb impression as in required size and jpeg format.
9. You can apply for Additional programmes through “**Add programme**” button from “**My Profile**” Page.
10. In order to pay the fee click on “**Make Payment**” your opted programme details along with the Processing fee and Entrance Exam Fee (if applicable) will be shown. You are required to select the checkbox shown in front of the details for the programmes for which you want to pay fee.
11. You need to select Bank for the fee payment. **Candidate should ensure that fee are paid timely.**
12. Fee is generally confirmed by Bank within 1-2 days. After fee confirmation, Login to your account and click on “**Download Application Form**” option on the “**My Profile**” page to take **a print of your application form and submit copy with relevant documents in the concerned department as mentioned in the Prospectus.** If Fee is not confirmed within 2days, contact fee section of Accounts Branch in the University (feeissue@mdurohtak.ac.in) with proof of payment.
13. Information about fee confirmation, Application Form, Admit card etc. will be available on the candidate’s login page itself.

Note: Assistance/ information regarding Admission/Online Registration, if required, can be avail as under:

- General information about admission: - 01262-393580 (Academic Branch, University Secretariat). (From 9.00 a.m. to 5.00 p.m. on all working days)
- For Online Registration: - 01262-393596 (From 9.00 a.m. to 5.00 p.m. on all working days)
- via e-mail admission18@mdurohtak.ac.in
- For technical Assistance:- HELPDESKS (DDE Building, Near Gate no. 1)

CHAPTER-VI

ADMISSION SCHEDULE

The last date for submission of online application form: 03.11.2018

The last date for fee deposit in the bank: 05.11.2018

1. Following shall be the schedule of Entrance Tests:

Date	9.15 am to 10.30 am	11.30 am to 12.45 pm	2.00 pm to 3.15 pm	4.00 pm to 5.15 pm
15.11.18	Mathematics (Common for both UTD as well as UIET), Music, Public Administration and ECE (UIET), ME (UIET)	Geography, English Economics	Environment Science(Common of both UTD as well as UIET) History, Visual Arts	Chemistry (Common for both UTD as well as UIET) Tourism Mgt.
16.11.18	Defence Studies, Sanskrit, Education,	Computer Science/CSE (Common for both UTD as well as UIET), Forensic Science, Hindi	Sociology Institute of Management Science and Research, Physics	Statistics, Law, Journalism and Mass Communication
17.11.18	Psychology, Political Science, Commerce	Pharmaceutical Sciences, Food Technology. Physical Education	Bio-technology (Common for both UTD as well as UIET), Botany, Zoology, Genetics, Bio Chemistry, Microbiology, Medical Bio-Technology, Bio - Informatics	Hotel Mgt, EE(UIET)

Note:-

1. Candidates may raise objection/complaint if any, with regard to discrepancy in the question booklet/answer key within 24 hours of uploading the same on the University website. The complaint be sent by the students to the Controller of Examinations by hand or through email. Thereafter, no complaint in any case, will be considered.
2. The process for compilation of result will be started after consideration of complaints received from the examinees, if any with regard to discrepancy in the question booklet/answer key. The complaints received from the students with regard to discrepancy in question booklet/answer key will be resolved normally in 48 hours.
3. The schedule for submission application form (through online) for Supernumerary seats will be notified separately and will be made available on the University website.

3. Schedule of Interview and Counselling:

i) Date of Interview for Ph. D. and URS

Date	Name of the Department
20.11.18	University Institute of Engineering and Technology (UIET) AND Public Administration, Mathematics , Music, Geography, English, Economics, History, Visual Arts, Chemistry, Hotel Mgt, Tourism Mgt.
21.11.18	Defence Studies, Sanskrit, Education, Physical Education, Forensic Science, Hindi, Computer Science, Sociology, Environment Sciences, Statistics, Law, Journalism and Mass Communication
22.11.18	Psychology, Political Science, Commerce, Pharmacy, Food Technology, Institute of Management and Research, Physics, Bio-technology, Botany, Zoology, Genetics, Bio Chemistry, Microbiology, Medical Bio- Technology and Bio-Informatics

Note: Time of interview shall be decided by the concerned HoDs.

- ii) Display of merit list : 24.11.2018
- iii) Date of 1stCounselling : 26.11.2018 (10.00 am onwards)
- iv) Date of 2ndCounselling : 27.11.2018(10.00 am onwards)
- v) Date of 3rdCounselling : 28.11.2018(10.00 am onwards)
- vi) Counseling for Award of URS : 30.11.2018(10.00 am onwards)
- vii) Payment of fee with the University cashier/Bank : On the day of Counseling
- viii) Commencement of classes for M.Phil/Ph.D.Course Work : 01.12.2018

CHAPTER-VII

SYLLABI AND PATTERN OF ENTRANCE EXAMINATIONS

1. Admission to M.Phil./Ph.D. programme and award of URS shall be made through Entrance Test, the syllabus of which shall be the same as is prescribed for National Eligibility Test (NET) by the University Grants Commission/Council for Scientific and Industrial Research (CSIR)/Indian Council of Agriculture and Research (ICAR) etc.

For programmes, where NET examination is not conducted, the syllabus of entrance test has been prescribed by the Department concerned.

2. Entrance Test will be of 100marks containing of 100 multiple choice question of one marks each and a candidate must secure 50%marks to qualify the same (45%for SC/ST (Haryana state) and differently - abled candidates). There will be no negative marking. The syllabi of entrance test is available on the University website i.e. www.mdurohtak.ac.in

However, for Mathematics and Statistics, the entrance examination will carry 100 multiple choice questions of 4/3 marks each and the candidates are required to attempt any 75 questions. Candidate will get full credit for not more than 75 correct responses.

3. Question papers shall be:-

(I) In English for the subjects following in the faculties of Physical sciences, Life Sciences, Pharmaceutical Sciences, Engineering & Technology.

(II) In the concerned language for language programmes, and

(iii) Both in English and Hindi for other Departments.

CHAPTER-VIII

RULES AND GUIDELINES FOR ENTRANCE EXAMINATION

1. The Entrance Examination is meant to assess the candidates' suitability for the M.Phil./Ph.D. Programme.
2. No candidate will be admitted to the Entrance Examination Hall unless he/she produces the Admit Card which must be obtained from the Department concerned.
3. No request for postponement of Entrance Examination will be entertained under any circumstances.
4. Question paper for the Entrance Examination will consist of objective type multiple choice questions only with four choices each.
5. The candidates should refer to **“Syllabi for Entrance Examinations”** for outlines of syllabi and composition of Entrance Examination Question Papers.
6. The venue/centre for the Entrance Examination will be Rohtak unless otherwise changed by the University through a special notification.
7. Question Booklet
 - i) The examinees, immediately after taking their seats, will be given a sealed Test Booklet containing an OMR/paper Answer Sheet and a Question Booklet containing serially numbered questions. The examinees are advised to read and follow the instructions on the title and back-page of the question Booklet carefully.
 - ii) Booklet Number and a Booklet Code (A or B or C or D) are given on the front page of the Question Booklet. The examinees must write the Number and the Code carefully in the appropriate places on the OMR/ Answer Sheet.
 - iii) The examinee must affix his/her signature on the front page of the Question Booklet at the place earmarked for this purpose.
 - iv) The Question Booklet has paper seal pasted on it. The examinees should open the Question Booklet by breaking the paper seal only when they are asked to do so by the Invigilator.
 - v) The examinees must check immediately after breaking the seal that the Question Booklet contains the same number of questions as indicated in the instructions at the top. If any deficiency is noticed in the Question Booklet, the Invigilator may be requested to replace the same immediately.
 - vi) The Question Booklet and the Answer Sheet must be returned to the Invigilator before leaving the Examination Hall.
8. OMR/Answer Sheet
 - i) The examinees must check their Answer Sheets which are serially numbered. If any discrepancy is detected, the same should be brought to the notice of the Invigilator immediately.
 - ii) Use good quality ball point pen (blue or black) strictly as directed on the OMR Answer Sheet.
 - iii) Do not fold or put any stray mark or do any rough work on the Answer Sheet.
 - iv) Fill in the Roll No., Question Booklet No., and Booklet Code in the blocks provided for the purpose on the OMR/paper Answer Sheet.
 - v) The examinee must affix his/her signature with the ball point pen at the appropriate place on the OMR/paper Answer Sheet.

9. Rough Work

The examinees should not do any rough work or writing work on the **OMR Answer Sheet/Paper Answer Sheet**. Rough work, if any, may be done in the Test Booklet itself.

10. The following procedure shall be followed in the Examination Hall:

- i) No candidate will be allowed to enter the Examination Hall 15 minutes after the commencement of the examination.
- ii) No candidate will be allowed to leave the Examination Hall before the expiry of time.
- iii) The doors of Examination Hall will be opened 30 minutes before the time fixed for commencement of the Examination.
- iv) Each examinee will be given a sealed Test Booklet with an Answer Sheet 10 minutes before the commencement of the Examination.
- v) The examinees, immediately on receipt of the Test Booklet, will fill in the required particulars with the ball point (black or blue) pen only on its cover page.
- vi) The examinees shall not open the Test Booklet until asked to do so by the Invigilator.
- vii) Use of calculators, slide rules or log tables, books, papers, cellular phones or any other electronic device, etc. is not allowed.
- viii) The Examination will start exactly at the appointed time. The Invigilator will make an announcement to this effect. The examinees should start writing only after the announcement of the Invigilator.
- ix) The Invigilator will check 'Admit Card' of each examinee during the Examination to satisfy himself about each of them.
- x) The Invigilator will also put his signature in the place provided in the question booklet and OMR Answer Sheet.
- xi) The examinees shall bring their own ball point pens (blue or black), eraser, and foot-rule. These items will not be supplied by the University.
- xii) After completing the test and before handing over the Test Booklet and Answer Sheet, the examinees must check again that all the particulars required in the Test Booklet and the Answer Sheet has been correctly written.
- xiii) A signal will be given at the beginning of the Examination and at half-time. A signal will also be given before the closing time when the examinees must stop marking responses.

11. Punishment for use of Unfair Means

If any candidate is found guilty of any breach of rules mentioned in the Prospectus or guilty of using unfair means, he/she will be liable to be punished according to the Act, Statutes, Ordinances, and Rules & Regulations of M.D. University, Rohtak.

12. Re-Checking

There shall be no re-checking or re-evaluation of answer sheets of the Entrance Examination. No request in this regard shall be entertained.

13. If any person(s) or officer(s) or official(s) dealing with the conduct of Entrance Examination is found indulged in any act which may result in the leakage of the question paper(s) or render help directly or indirectly in the use of unfair means in the examination, he/she shall be liable to be prosecuted under the Indian Penal Code.

14. Legal Jurisdiction:

All disputes pertaining to the conduct of Entrance Examination and admissions shall fall within the jurisdiction of Rohtak only.

15. Enquiries regarding Entrance Examinations, if any, may be made till a day before the Entrance Examinations during office hours and not on the day of Entrance Examination with the Department concerned.
16. Question Booklet alongwith answer key of all the A,B,C and D code may be got uploaded on the University website by the Director, University Computer Centre immediately after the conduct of Entrance Examination with the help of a Committee duly constituted by the Head of the concerned department for preparation/declaration of result. **However, in case of faculty of Life Sciences, the Dean will do the needful with help of the Committee constituted by him.**
17. Confidential material of Entrance Examinations i.e. used OMR/Answer Sheet of the appeared candidates received from the examination Centres may be kept in safe custody by the concerned HODs till the result of Entrance Examinations is declared.
18. The process for compilation of result may be started after consideration of complaints received from the examinees, if any with regard to discrepancy in the question booklet/answer key. The complaints received from the students with regard to discrepancy in question booklet/answer key be resolved normally in 48 hours.
19. Requests of candidates from time to time for supplying copy of OMR/Answer Sheet of Entrance Examinations, the Committee recommended that carbonless OMR/Answer sheet be got printed by the Controller of Examinations and the same be supplied to the candidates accordingly in the ensuing Entrance Examinations of M.Phil/Ph.D. Programme and subsequent Entrance Examinations.

CHAPTER-IX

DISTRIBUTION AND RESERVATION OF SEATS

In view of the reservation policy Notified by the Govt. of Haryana vide Notification No. 22/10/2013 - IGSIII dated 28/2/2013 and the instructions from State Govt. from time to time in this regard 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 intake
(b-1) Haryana Open General Category(HOGC)	50% of the State Quota i.e. 42.5% of total intake
(b-2) Reserved Categories of Haryana	50% of the State Quota i.e. 42.5% 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)
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.

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 are required to submit a certificate from the competent authority as per **Appendix-D**. The list of 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 programme) 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 reserved 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 by the concerned Head of the Department at his/her own level. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category by the concerned Head of the Department at his/her own level.

CHAPTER-X

FEE STRUCTURE

FEE FOR Ph.D. Course Work

Ph.D. Course work fee (to be paid by those who are required to complete Coursework):

Course work fee for Engineering & Technology	Rs. 20000/-
Course work fee for others	Rs. 5000/-

For Ph.D. Programme every research scholar shall pay fee as under:

- | | |
|---|------------|
| (a) Registration Fee | Rs.2000/- |
| (In case of foreign/NRI students except for students from less developed countries this fee will be US \$ 1000) | |
| (b) (i) Annual Fee except for the candidates having Laboratory subjects as mentioned in (ii) & (iii) below: | Rs. 2000/- |
| (ii) Annual Fee for subjects involving use of Laboratory such as Psychology, Geography and theoretical fields in science subjects such as Mathematics, Statistics, Computer Science, etc. | Rs. 4000/- |
| (iii) Annual Laboratory fee for subjects in Science such as Physics, Chemistry, Pharmacy, Life Sciences, Engineering and Technology, Hotel & Tourism Management, etc. | Rs.8000/- |

Annual fee will be payable within days of registration and annually thereafter.

- | | |
|--|-----------|
| (c) Evaluation fee to be charged at the time of submission of Ph.D. thesis | Rs.7500/- |
|--|-----------|

Late fee for delayed payment of annual fee:

- | | |
|-----------------------|-----------|
| (a) up to six months | Rs.500/- |
| (b) beyond six months | Rs.1000/- |

FEE FOR M.Phil Course

Name of the Course	Admission fee	Tuition fee	A fund	Dev. fee	Security refundable	Curriculum charges	Other charges	Examination fee	Total Fee
M.Phil (except Physical Education and Visual Arts)	50/-	420/-	240/-	-	500/-	50/-	1064/-	400/-	2724/-
M.Phil. Physical Education	50/-	10000/-	240/-	3000/-	500/-	50/-	1064/-	400/-	15304/-
M.Phil. Visual Arts	50/-	32000/-	240/-	8000/-	500/-	50/-	1064/-	400/-	42304/-

The fees will be subject to changes as decided by the University from time to time.

Note:- At the time of admission, fee/fund like enrolment registration, tuition fee, sports, Union, Library, Magazine, medical, Examination fee and other funds may not be charged from the 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 Higher Education Commissioner, Haryana, Panchkula after getting the same vetted from the Auditors of the Directorate for reimbursement. The affiliated Colleges shall however pay all the University dues at the time of submitting the registration return/examination form as usual. These instructions shall also be applicable to all Colleges/UTDs where Programmes under S.F.S. are being run.

Instructions received from the State Government from time to time on this issue shall be followed.

APPENDICES

APPENDIX-A

Copy of letter No.62/17/95-6 GSI dated 3.10.96 from the Chief Secretary to Govt., Haryana, Chandigarh and addressed to all Heads of Departments, Commissioners, Ambala, Rohtak, Gurgaon and Hisar Division, All Deputy Commissioners & all Sub-Divisional Officers in Haryana, Registrar, Punjab and Haryana High Court and all District Sessions Judges in Haryana.

Subject : Bonafide Residents of Haryana - Guidelines regarding

Sir,

I am directed to invite your attention to Haryana Govt. letters on the subject noted above vide which the instructions were issued regarding simplification procedure for obtaining the certificate of Domicile for the purpose of admission to educational institutions (including technical/medical institutions). The matter has been reconsidered in the light of judgement delivered by the Hon'ble Supreme Court of India in the case of Dr. Pardeep Jain Vs Union of India and others reported as AIR 1984-SC-1421, wherein it has been held that instead of word 'Domicile', the word 'Resident' be used in the instructions issued by the State Government, and it has been decided to revise the Government instructions. Henceforth the following categories of persons would be eligible for the grant of Resident Certificate:-

- i) Candidates who have passed the examination qualifying there for selection in an institution from a school/college in Haryana;
- ii) Children/wards (if parents are not living)/dependants:
 - a) of the regular employees of Haryana State posted in or outside Haryana State or Working on deputation;
 - b) of the regular employees of the statutory bodies/Corporations established by or under an act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana;
 - c) of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government.
- iii) Children/wards (if parents are not living)/dependants of persons who, after retirement, have permanently settled in Haryana, and draw their pensions from the treasuries situated in the state of Haryana.
- iv) Children/wards (if parents are not living)/dependants of pensioners of Haryana Govt., irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
- v) Children/wards (if parents are not living)/dependants of persons who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana;
- vi) The wives of such persons who are bonafide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage;
- viii) Children/wards of the accredited journalists residing at Chandigarh and recognized by Govt. of Haryana (added vide C.S. letter No. 62/27/2003-6 GSI dated 29/7/2003)

- vii) Persons who were born in Haryana and produce a certificate to that effect; Provided that the parents/guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:
- a) citizens of India;
 - b) produce an affidavit to the effect that they or their children/wards (if parents are not living)/dependants have not obtained the benefit of domicile in any other State.
2. All candidates claiming to be bonafide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/General Assistant to Deputy Commissioner or Sub Divisional Officer (Civil), Tehsildar (Revenue Department of the District/Sub Division to which the candidates belong). Resident Certificate in respect of the children/wards/dependants of Haryana Government employees who are posted at Chandigarh, Delhi or elsewhere or in respect of the children/wards/dependants of the employees of the statutory bodies/Corporations of Haryana established by or under an Act of the State of Haryana and located at Chandigarh, in Haryana or outside Haryana, should be issued by their respective Heads of Departments.
 3. Candidates, seeking admission in educational institutions (including Medical and Technical institutions) located in Haryana, may not be required to produce Resident Certificate, if they have passed the examination from a school situated in Haryana. For this purpose, a certificate of the Principal/Head Master from concerned institution where the children/wards studied last should be considered sufficient. The Principal/Head Master of the institution shall be competent to issue such certificate which should be sufficient.
 4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana, but at any subsequent time, it is discovered that his claim was false, the student shall be removed from the institution, and all fees and other dues paid upto the date of such removal shall be confiscated. Principal/Head Master may take such other action against the student and his/her parents/guardians, as he may deem proper in the circumstances of any particular case.
 5. These instructions may kindly be noted carefully for compliance.

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- Note :**
1. The State Government, vide letter no. 22/28/2003-3GS-III dated 30.1.2004, has decided that henceforth Circle Revenue Officers (Tehsildar/NaibTehsildar-cum-Executive Magistrate concerned has been authorized to issue Resident as well as Caste Certificates (SC/BC) . In case of Haryana Govt. employees serving in the offices located at Chandigarh/Panchkula and residing at Chandigarh/Panchukula, the Resident Certificate and Caste Certificates to SC/BC employees and their children will be issued by their respective Heads of the Departments. The proforma for these certificates have also been prescribed by the State Govt. (Appendix-A-I, B & C). Therefore, all the candidates will be required to submit such certificates in the prescribed proforma. The certificate issued by anyone other than the competent authority in the proforma other than the prescribed proforma will not be accepted.
 2. Haryana Resident Certificate should be of the date of 30.01.2004 or after. Certificates issued before this date will not be accepted. The candidates must ensure that they get **Haryana Resident Certificates and not Haryana Domicile Certificate from the appropriate authority as Haryana Domicile Certificate is invalid for the purpose of admission.**

APPENDIX- A 1

RESIDENCE CERTIFICATE TO BE ISSUED BY THE DEPUTY COMMISSIONER/SUB-DIVISIONAL OFFICER (CIVIL), G.A. TO D.C./D.R.O./EM/TEHSILDAR

Certified that Sh. S/o Sh. father/guardian of Miss/Mr. holds (name of the child/ward with full address) immovable property at (place and District) in the State of Haryana for the past years.

OR

Certified that Miss/Mr. S/o Sh. Resident of was born in Haryana as per birth certificate.

Dated:

**Signature of the Authority
(mentioned above)
(with seal)**

APPENDIX- A 2

RESIDENCE CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT

Certified that Sh. S/o Sh. father of Miss/Mr. is an employee of the (Name of office) of Haryana Government. He is working as, and is posted at He has more than three years service at his credit.

**Place:
Dated:**

**Head of the Department
(with seal)**

APPENDIX- A 3

RESIDENCE CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEAD MASTER OF THE GOVERNMENT/RECOGNIZED SCHOOL/COLLEGE

It is certified that Miss/Mr. S/o/ D/o Sh. has been a student of this School/College for a period of Year (s), from to He/she left the school/college on

**Dated :
Place :**

**Signature of Principal/Head Master
(with seal)**

APPENDIX- A 4

RESIDENCE CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF THE GOVERNMENT EMPLOYEES

Certified that Sh. S/o Sh. father of Miss/Mr. is an employee of Government of India working as He has been posted at Chandigarh/Haryana in connection with the affairs of Haryana Government for the past three years.

Dated

**Head of Department
(with seal)**

**AFFIDAVIT OF THE PARENT /GUARDIAN TO BE ATTESTED BY THE EXECUTIVE
MAGISTRATE/OATH COMMISSIONER/NOTARY PUBLIC.**

I _____ father/mother/guardian of _____
Miss/Mr. _____ resident of _____ do hereby
solemnly state and affirm as under:

1. That I am a Citizen of India.
2. That neither the deponent nor the child/ward of the deponent has obtained the benefit of 'Residence' in any other State.

Dated.....

DEPONENT

VERIFICATION

Verified that the contents of my above given affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Dated.....

DEPONENT

HARYANA GOVERNMENT

Certificate Sr.No...../Year...../Teh.....

**Photo of applicant
To be attested by
the Issuing Authority**

SCHEDULED CASTE-CERTIFICATE

This is to certify that Shri/Smt./Kumari Son/Daughter of Sh. resident of Village/Town Tehsil District, of the State/Union Territory_____ belongs to the Caste/Tribe, which is recognized as a Scheduled Caste/Scheduled Tribe under the Constitution (Scheduled Castes) Order 1950.

2. Shri/Smt./Kumari and/or his/her family ordinarily Reside(s) in Village/Town.....of Tehsil District,of the State/Union Territory_____

Dated.:

Place :

Signature with seal of Issuing Authority

Full Name.....

Designation.....

Address with

Telephone No.with STD Code.....

**Issuing Authority: Tehsildar-cum-Executive Magistrate,
NaibTehsildar-cum-Executive Magistrate
Head of Department in case of Government employee.**

HARYANA GOVERNMENT

Certificate Sr.No...../Year...../Teh.....

Photo of applicant
To be attested by
the Issuing Authority

BACKWARD CLASS CERTIFICATE
Block `A' OR `B'

This is to certify that Shri/Smt./Kumari Son/Daughter of Sh. resident of Village/Town Tehsil District, the State/Union Territory _____ belongs to the Caste. This caste is mentioned in the State list of BC Block _____.

2. Shri/Smt./Kumari and/or his/her family ordinarily Reside(s) in Village/Town.....of Tehsil District, of the State/Union Territory _____

3. This is to certify that he/she does not belong to the person/section (Creamy layer) as per State Govt. letter No.1170-SW(1)-95 dated 07.06.1995, No.22/36/2000-3GS-III dated 9.8.2000 & No.213-SW(1)-2010 dated 31.8.2010.

Dated.:
Place :

Signature with seal of Issuing Authority
Full Name.....
Designation.....
Address with
Telephone No.with STD Code.....

Issuing Authority: **Tehsildar-cum-Executive Magistrate,
NaibTehsildar-cum-Executive Magistrate
Head of Department in case of Government employee.**

APPENDIX-E

CERTIFICATE FOR CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTERS

No.....

Dated :.....

Certified that Shri Son/Daughter
of Shri resident of Village
....., Police Station
Tehsil....., District. was a bonafide Freedom Fighter.

Signature of Officer authorized
by Chief Secretary, Haryana
to issue such certificate
(with office seal & stamp)

APPENDIX-F

**CERTIFICATE FOR DECEASED/DISABLED/DISCHARGED MILITARY PERSONNEL/
SERVING MILITARY PERSONNEL/EX-SERVICEMEN**

Certified that Sh. Father of (name of
the Candidate) is serving military personnel/an ex-serviceman and he/his son/daughter is
entitled for the benefit of reservation of seats for admission in programme in M.D.
University, Rohtak. His detailed particulars are as under:

1. Name.....
2. Father's Name.....
3. Address.....
4. Reasons of discharge/retirement
5. Whether deceased/disabled during military service.....
if so, give details
6. Category.....
7. If serving, Rank and place of Posting

Place :

Date:

Signature of the Secretary
Zila Sainik Board or
Commanding Officer
(Seal of the above authority)

MEDICAL CERTIFICATE FOR PHYSICALLY HANDICAPPED
PT.B.D.SHARMAUNIVERSITY OF HEALTH SCIENCES, ROHTAK
OR
OFFICE OF THE CHIEF MEDICAL OFFICER

No.....

Dated.....

Certified that Shri/Km./Smt. Son/Daughter of Shri
..... resident of District.
appeared before the undersigned for medical check up. On medical examination,
he/she is found suffering from and thus he/she is
Physically Handicapped. His/Her percentage of Handicap is % (in
figure) (in words).

Professor & Head,

Dept. of
Pt. B.D.Sharma Univ. of Health Sciences, Rohtak

OR

Chief Medical Officer

..... (Haryana)

(Signature of Applicant)

(Seal of the above authority)

APPENDIX-H

LIST OF SCHEDULED CASTES IN HARYANA STATE

S.No.	NAME OF THE CASTE	S.No.	NAME OF THE CASTE
1.	Ad Dharmi,	27.	Pasi
1A.	Aheria, Aheri, Hari, HeriThori, Turi.	28.	Perna
2.	Balmiki	29.	Pherera
3.	Bangali	29A	Rai Sikh
4.	Barar, Burar, Berar	30.	Sanhai
5.	Batwal , Barwala	31.	Sanhal
6.	Bauria, Bawaria	32.	Sansi,Bhedkut Manesh
7.	Bazigar	33.	Sansoi
8.	Bhanjra	34.	Sapela, Sapera
9.	Chamar, Jatia Chamar, Rehgar, Raigar, Ravidasi, Balahi, Batoi, Bhambi, ChamarRohidas, Jatava, Bhatoi, Ramdasia, Jatav	35.	Sarera Ramdasi,
10.	Chanal	36.	Sikligar, Bariya
11.	Dagi	37.	Sirikiband
12.	Darain		
13.	Deha,Dhea,Dhaya		
14.	Dhanak		
15.	Dhogri, Dhangri, Siggri		
16.	Dumna, Mahasha, Doom		
17.	Gagra		
18.	Gandhila, Gandil, Gondola		
19.	Kabirpanthi, Julaha		
20.	Khatik		
21.	Kori, Koli		
22.	Marija, Marecha		
23.	Mazhabi, Mazhabi Sikh		
24.	Megh, Meghwal		
25.	Nat, Badi		
26.	Od		

APPENDIX –I

LIST OF BACKWARD CLASSES IN HARYANASTATE

BLOCK 'A'

1. Barra
2. Beta, Hensi or Hesi
3. Bagria
4. Barwar
5. Barai, Tamboli
6. Baragi, Bairagi, Swami Sadh
7. Battera
8. Bharbhujja, Bharbhunja
9. Bhat, Bhatra, Darpi, Ramiya
10. BhuhaliaLohar
11. Ghangar
12. Chirimar
13. Chang
14. Chimba, Chhipi, Chimpa, Darzi, Rohilla
15. Daiya
16. Dhobis
17. Dakaut
18. Dhimar, Mallah, Kashyap, Rajpoot, Kahar, Jhinwar, Dhinwar, Khewat, Mehra, Nishad. Sekka, Bhisti, Sheikh-Abbasi
19. Dhosali, Dosali
20. Faquir
21. Gwaria, Gauria or Gwar
22. Ghirath
23. Ghasi, Ghasiara or Ghosi
24. Gorkhas
25. Gawala, Gowala
26. Gadaria, Pal, Baghel
27. Garhi-Lohar
28. Hajjam, Nai, Nais, Sain
29. Jhangra-Brahman, Khati, Suthar, Dhiman- Brahmin, Tarkhan, Barhi, Baddi.
30. Joginath, JogiNathJangamJogi, Yogi
31. Kanjar or Kanchan
32. Kurmi
33. Kumhars, Prajapati
34. Kamboj
35. Kanghera
36. Kuchband
37. Labana
38. Lakhera, Manehar, Kachera
39. Lohar, Panchal-Brahmin
40. Madari
41. Mochi
42. Mirasi
43. Nar
44. Noongar
45. Nalband
46. Pinja, Penja
47. Rehar, Rehare or Re
48. Raigar
49. Rechband
50. Shorgir, Shergir
51. Soi
52. Singhikant, Singiwala
53. Sunar, Zargar, Soni
54. Thathera, Temera
55. Teli
56. Vanzara, Banjara
57. Weaver (Jullaha)
58. Badi/Baddon
59. Bhattu/Chattu
60. Mina
61. Rahbari
62. Charan
63. Chaaraj (Mahabrahman)
64. Udasin
65. Ramgarhia
66. Rangrez, Lilgar, Nilgar, Lallari
67. Dawala, Soni-Dawala, Nayaria
68. Bhar, Rajbhar
69. Nat (Muslim)

BLOCK 'B'

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

Copy of Govt. Notification dated 07.06.1995

Copy of letter No. 1170-SW (I)-95 dated 07.06.95 received from the Commissioner & Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department, Haryana, Chandigarh, addressed to all Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, all Deputy Commissioners & Sub Divisional Officers in Haryana and Registrar, Punjab and Haryana High Court, Chandigarh.

Sub: Exclusion of socially advanced persons/sections (Creamy Layer) from Backward Classes.

Sir,

I am directed to invite your attention to the subject mentioned above and to state that following the Supreme Court judgement in the Indira Sawhney and others versus Union of India case, the Haryana Government vide notification dated 12.10.1993 had set up the Haryana Second Backward Classes Commission. The terms of reference of this Commission were to entertain, examine and recommend upon requests for inclusion and complaints of over-inclusion and under-inclusion in the list of Backward Classes. Vide notification dated 26-5-1994, the Commission was also assigned the function of specifying the basis, applying the relevant and requisite socio-economic criteria to exclude socially advanced persons/sections (Creamy Layer) from Backward Classes.

In its report submitted on 16.5.1995, the Haryana Second Backward Classes Commission had recommended the criteria for excluding socially advanced persons/sections (Creamy Layer) from Backward Classes. After considering these recommendations, the Government has decided that the benefit of reservation shall not apply to persons/sections mentioned in **Annexure 'A'**, which is enclosed.

All the departments are requested to bring the above instructions to the notice of all the Heads of Departments and appointing authorities under their control for necessary compliance.

ANNEXURE-A

<u>Description of Category</u>	<u>To whom rule of exclusion will apply</u>
I. Constitutional Posts	Son(s) and daughter(s) of <ol style="list-style-type: none"> a) President of India; b) Vice President of India; c) Judges of the Supreme Court and of the High Courts; d) Chairman and Members of UPSC and of the State Public Service Commission; Chief Election Commissioner; Comptroller and Auditor General of India; e) Persons holding Constitutional positions of like nature.
II.	Son(s) and daughter(s) of <ol style="list-style-type: none"> a) parents, both of whom are Class-I Officers; b) parents, either of whom is a Class-I Officer; c) parents, both of whom are Class-I Officers, but one of them dies or suffers permanent incapacitation. d) parents, either of whom is a Class-I Officer and such parent dies or suffers permanent incapacitation and before such death or such incapacitation has had the benefit of employment in any Inter-national Organization like UN, IMF, World Bank, etc. for a period of not less than 5 years.

- e) parents, both of whom are Class-I Officers die or suffer permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any Inter-national Organization like UN, IMF, World Bank, etc. for a period of not less than 5 years.

A. Provided that the rule of exclusion shall not apply in the following cases:

- a) Sons and daughters of parents either of whom or both of whom are Class-I Officers and such parent(s) dies/die or suffer permanent incapacitation.
- b) A lady belonging to BC category has got married to a Class-I Officer and may herself like to apply for a job.

B. **Son(s) and daughter(s) of**

- a) parents both of whom are Class-II Officers.
- b) parents of whom only the husband is a Class-I Officer and he gets into Class-I at the age of 40 or earlier.
- c) parents, both of whom are Class- II officers and one of them dies or suffers permanent incapacitation and either one of them has had the benefit of employment in any Inter-national Organization like UN, IMF, World Bank, etc. for a period of not less than 5 years before such death or permanent incapacitation;
- d) parents of whom the husband is a Class- I Officer (direct recruit or pre-forty promoted) and the wife is a Class-II officer and the wife dies or suffers permanent incapacitation; and
- e) parents, of whom the wife is a Class I officer (Direct Recruit or pre-forty promoted) and the husband is a Class-II officer & the husband dies or suffers permanent incapacitation.

Provided that the rule of exclusion shall not apply in the following cases:

Sons and daughters of

- a) parents, both of whom are Class II officers and one of them dies or suffers permanent incapacitation.
- b) parents, both of whom are Class-II officers and both of them die or suffer permanent incapacitation, even though either of them has had the benefit of employment in any Inter-national Organisation like UN, IMF, World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation.

C. The criteria enumerated in A & B above in this Category will apply *mutatis mutandi* to officers holding equivalent or comparable posts in PSUs, Banks, Insurance Organizations, Universities, etc. pending the evaluation of the posts on equivalent or comparable basis in these institutions, the criteria specified in Category V below will apply to the officers in these Institutions.

- III Sons(s) and daughter(s) of parents either or both of whom is or are in the rank of Colonel and above in the army and to equivalent posts in the Navy and the Air Force and the Para Military Forces :
- Provided that -
- i) If the wife of an Armed Forces Officer is herself in the Armed Forces (i.e. the category under consideration), the rule of exclusion will apply only when she herself has reached the rank of Colonel;
 - ii) the service ranks below Colonel of husband and wife shall not be clubbed together;
 - iii) If the wife of an officer in the Armed Forces is in Civil employment, this will not be taken into account for applying the rule of exclusion unless she falls in the service category under item No. II in which case the criteria and conditions enumerated therein will apply to her independently.
- IV Son(s) and daughter(s) of persons belonging to a family (father, mother and minor children) which owns land more than land permissible under the Ceiling Act of Haryana State.
- V Income/Wealth Tax Son(s) and daughter(s) of :
- a) Persons having gross annual income of Rs.6.0 lakhs or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years.(Range of income has been revised from Rs. 4.50 lakhs to Rs. 6.0 lakhs vide Chief Secretary letter No. 22/22/2004-3GS-III dated 14.06.2016).
 - b) Persons in Categories I, II, III & IV who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above.

Explanation:

- i) Income from salaries or agricultural land shall not be clubbed;
- ii) The income criteria in terms of rupee will be modified taking into account the change in its value every three years. If the situation, however, so demands, the interregnum may be less.
- iii) Where the husband is in some profession and the wife is in a Class II or lower grade employment, the income/wealth test will apply only on the basis of the husband's income.
- iv) If the wife is in any profession and the husband is in employment in a Class II or lower rank post, then the income/wealth criterion will apply only on the basis of the wife's income and the husband's income will not be clubbed with it.

Explanation: Wherever the expression, ' permanent incapacitation' occurs in this schedule it shall mean incapacitation which results in putting an Officer out of service.

From

The Chief Secretary to Govt. of Haryana

To

1. All the Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State

Subject: Clarification regarding issuance of certificate of Haryana Backward Classes.

Sir,

I am directed to invite your attention to the Govt. of Haryana, Social Welfare Department letter No. 1170-SW (1) 95, dated 7.6.95 on the subject noted above, therein criteria was laid down to assess the creamy layer persons of Haryana Backward Classes in Haryana State. The Backward Classes of Haryana are facing difficulty in obtaining the Backward Classes certificate from the certificate issuing authority due to some understanding in the instructions dated 7.6.95. After careful consideration the Govt. of Haryana has decided to issue clear cut directions to all the Heads of Departments and Deputy Commissioners in the state for issuing Backward Classes Certificate without any further delay.

It is **clarified** that the income from salary will not be taken into account for the purpose of income/wealth tax in respect of service category and while calculating income or wealth **tax** of the Government employee of Backward Classes who is not covered under Annexure-A, description of categories No. I, II (a,b,c,d) and III & IV, hence becoming entitled for the benefit of reservation under Backward Classes category, his salary should not be included but his other sources of income/wealth be included for income/wealth tax.

All the departments are requested to bring the above instructions to the notice of all the Head of Departments and appointing authorities under their control for necessary compliance.

Yours faithfully,
Sd/-

Joint Secretary General Administration
for Chief Secretary to Govt. Haryana

To

1. All the Financial Commissioners & Secretaries to Govt. Haryana.
2. All the Administrative Secretaries to Govt., Haryana.

CERTIFICATE FROM FATHER/GUARDIAN

I certified that my son/daughter/ward has made this application with my consent and I hold myself responsible for his/her good conduct and payment of all his/her fees and dues during his/her stay in the Department and he/she will not indulge in any kind of ragging as a student of the University.

Dated _____

Signature of the Father/Guardian

CERTIFICATE OF EMPLOYER

It is certified that _____ S/o Sh. _____
is working as _____ in our Organization/Department. I have no
objection to his/her pursuing in the whole time programme in the M. D. University, Rohtak.

Dated _____

Signature & Designation of the employer
(with seal)
