



# GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University established under Haryana Act 17 of 2017)

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## **Open Counseling for M.A. (English) professional/communicational skills programmes against vacant seats**

It is to notify for information of all concerned that Open Counseling for the **M.A. (English) professional/communicational skills programme** against vacant seats will be conducted on **20.09.2022** in the Department of Indian and Foreign languages.

• **The schedule is as follows:**

Description	Date	Time
Physical Reporting of Applicants	20.09.2022	09:00 AM
Verification of the documents & preparation of Merit list	-do-	09:00 AM to 11:00 AM
Display of Merit list ( <b>Notice Board of Dept. of Indian and Foreign languages</b> )	-do-	02:00 PM
Deposited of fees	-do-	Upto 04:00 PM of 21 <sup>st</sup> September

**Important Instructions:-**

1. The candidates who have submitted online application forms earlier; can appear in open counselling.
2. The candidates who have not submitted online applications may submit their offline applications (attached) in Dept. of Indian and Foreign languages with payment receipt of ₹ 1000/- for General Category and ₹ 250/- for Scheduled Caste, Backward Class of Haryana, differently abled persons and Economically Weaker Sections (EWS) of Haryana deposited in the Account Branch on 20.09.2022 before 12:00 NOON.
3. All candidates are required to bring two copies of Admission Form, Xerox copy of all documents alongwith all Original Certificates/Documents.
4. **No entry will be entertained after 11:00 AM for the open counselling. The merit list will be prepared only for those candidates who have reported on or before the 11:00 AM.**
5. The admission to the programme will be based purely on academic merit of qualifying examination.
6. The selected candidate has to submit his/her annual fee upto 04:00 PM of 21<sup>st</sup> September. In case he/she is unable to make the fee payment, the seat will be offered to the next candidate in the merit list. **No request will be entertained in this regard in any circumstances.**
7. If seats remaining vacant due to drop out/left over, the same will also be filled up on merit basis from the waiting list on 22.09.2022 without late fee.
8. Admission Helpline/Enquiry email: [helpdesk@gurugramuniversity.ac.in](mailto:helpdesk@gurugramuniversity.ac.in) ; No.0124-2788011 on working days.

-sd-

**REGISTRAR**

- **All concerned through Notice Boards/website**

**Endst: GUG/Acad/2022/3225-31**

**Date: September 19<sup>th</sup>, 2022**

Copy to:

- Dean, Faculty of Law and Humanities, Gurugram University, Gurugram
- The Finance Officer, Gurugram University, Gurugram
- Deputy Registrar (IT Branch): to upload the same on the University website
- AIMS-ERP: for information and necessary action
- P.A. to VC (for kind information for the Vice-Chancellor), Gurugram University, Gurugram.
- P.A. to Registrar (for kind information for the Registrar), Gurugram University, Gurugram.

**Deputy Registrar (Academics)  
for REGISTRAR**



# GURUGRAM UNIVERSITY, GURUGRAM

(Established by the State Legislature Act 17 of 2017)

Admission Application Form

<b>Application Number:</b>		Affix here a recent Passport Size Self- attested photograph
<b>Applied For:</b>		
<b>Under which category you are applying for:</b>		
<b>Category Name:</b>		

Name of the program applied for					
Name of the Candidate (As per matric certificate )					
Gender					
Father's Name					
Mother's Name					
Date of Birth					
Residence/Domicile					
Nationality					
Correspondence Address					
Phone No:		Mobile No:		PassPort No :	
E-Mail ID:					
Permanent Address					
Occupation of Father			Occupation of Mother		
Total Family Income from all Sources					

## SUMMARY OF EDUCATIONAL QUALIFICATIONS

In support of information given below, attested photostat copies of Detailed Marks Certificates, Character AND Degrees etc. must be deposited as per schedule:

Exam Passed	University/ Board/ Deptt.	Year Of Passing	CGPA/ Marks	CGPA Scale/ Max Marks	Obtained CGPA/ Marks	% Obtained	Division
Matric							
10+2 or its Equivalent							
	Qualifying Subjects Marks (Top 5 subjects including mandatory subjects)						
BA/ B.Sc./ Bcom BACHELOR OF COMMERC E							
BA/ B.Sc./ (Hons...) Part I & II							
MA/ M.Sc./ M Com (if already passed)							
Any other Exam Passed							

# Parivar Pehchan Patra Details

<b>1.IsDivyangverified</b>	
<b>2.Newfamilyid</b>	
<b>3. Isdivyang</b>	
<b>4.Caste Category</b>	
<b>5.Disabilitytype</b>	
<b>6.Livingsinceyear</b>	
<b>7.Divyangpercentage</b>	
<b>8.Divyangvalidupto</b>	
<b>9.Divyangcategory</b>	
<b>10.Familyincomecategory</b>	
<b>11. Isdobverified</b>	
<b>12. Iscasteverified</b>	
<b>13. Isincomeverified</b>	

### Mark BreakUp Subject

Id	Subject Name	Maximum Mark	Obtained Mark	Percentage
1	ENGLISH CORE			
2	ECONOMICS			
3	BUSINESS STUDIES			
4	ACCOUNTANCY			
5	PHYSICAL EDUCATION			
6	HIND. MUSIC VOCAL			
Top 5 Overall Mark				
Total Overall Mark				

<b>Check-list of Documents attached:</b>	<b>Is Attached?</b>
10th Certificate	
12th Certificate	
Mark sheet of Qualifying Examination	
Latest Character Certificate	
Income Certificate (if Required)	
Certificate of gap year, if any	
Certificate of Reserved Category and other related certificates, if applicable	
Haryana Residence Certificate, if Applicable	
Have you ever been expelled/ rusticated/ punished on account of misconduct or discipline by any of the institutions you have studied in?	

#### **DECLARATION BY THE APPLICANT**

1. I declare that I have carefully read the instructions given.
2. I undertake to observe proper standards of academic conduct.
3. I shall abide by the prescribed rules and the modes of examinations, which may prevail from time to time, even though these may be at variance with those of the previous years.
4. I shall abide by the rules and regulations as given in the University Calendars.
5. I shall faithfully carry out the instructions issued by the Chairperson of the Department and other University authorities from time to time.
6. I hold myself responsible for dues and prompt payment of fee and all other dues.
7. I understand that my admission is liable to be cancelled if any of the statements made by me above is found to be incorrect or on checking eligibility later on, if I am found ineligible for admission as per University rules.
8. I shall not indulge in any kind of ragging.
9. I understand that I cannot concurrently be enrolled for more than one full time programme of
10. I solemnly declare that the information detailed by me in the Admission Form is correct to the best of my knowledge and belief and nothing has been concealed therein. I also do undertake to abide by all the rules, regulations and instructions of the University. I am taking admission in the University provisionally at my own risk and responsibility subject to confirmation of my admission by the University. If, at any stage, I am declared ineligible and my admission is cancelled by the University ab initio. I will abide by the orders of the University and forego every right to claim it.
11. I undertake that an e-mail ID as filled is active account of myself/parents/guardians and I shall be responsible for logging the same regularly.
12. I understand that the SMS may be sent by the University on the mobile number as filled by me.

Date:

Uploaded Signature of the Candidate :

Full Signature of the Candidate

**PLEDGE BY PARENT/ GUARDIAN**

I pledge to pay all the University dues of my son/ daughter. My son/ daughter will involve himself/ herself in studies obeying all the rules and regulations and will maintain discipline. He/ She will not indulge in any such activity, which may adversely affect the discipline, dignity or honour of the University. If any punishment is given for such type of action, I shall accept that. I further pledge that I shall be responsible for my son/daughter in every aspect.

.....  
Full Signature of Parent/ Guardian

<b>Application Number:</b>	
<b>Name of the Candidate</b>	
<b>Under which category you are applying for:</b>	
<b>Category Name:</b>	

<b>For Office Use only</b>	<b>Remarks by Chairperson</b>
<b>1) Class Roll No:.....</b>	
<b>2) Eligibility:.....</b>	
<b>3) Fee Paid Rs:.....</b>	<b>Signature with office seal</b>
Vide Univ. Receipt	
No.....Date.....	
<b>4) Identity Card No.....</b>	