

Gurugram University, Gurugram

(Established by the State Legislature Act 17 of 2017)



Admission Guidelines

FOR ADMISSION TO

UNDER-GRADUATE, POST-GRADUATE AND
CERTIFICATE/DIPLOMA AND

PROFESSIONAL COURSES

IN

THE AFFILIATED COLLEGES/INSTITUTES

Sudh
28/06/2023

[Signature]
28/6/2023

[Signature]

Pranav Kumar
28/06/23

[Signature]
28/6/2023



GURUGRAM UNIVERSITY, GURUGRAM

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

Sector-51, Gurugram (Haryana)-122003 Ph: 0124-2788001-05, Fax: 0124-2788010

web: www.gurugramuniversity.ac.in e-mail: academic@gurugramuniversity.ac.in

Ref. No. GUG/Acad./2023/1419-51

Date: June 30th, 2023

To

All the Principals/Directors of the Colleges/Institutes
Affiliated to Gurugram University.

Sub: Admission Guidelines for the Academic Session 2023-24.

Sir/Madam,

I am directed to supply herewith the Admission Brochure for the session 2023-24 duly approved by the competent authorities. While making admissions to various undergraduate, postgraduate and other professional courses (except the courses in which the admissions are made by the State/Central Govt. agencies) you are requested to consult this Brochure.

It is requested that the Admission Brochure and particularly Chapter-II 'Admission Procedure and Regulations' may be gone through carefully by the Principals/Directors and the members of the Admission Committee of the Colleges/Institutes and in case it is felt that advice from the University is absolutely essential, only then the case(s) should be referred to the University. **Students may not be directed to visit the University Office for seeking approval/clarification.** Their requests, if any, may be sent in one lot to the concerned branch/office so that the same may be decided expeditiously.

Further it is requested that admissions be made only as per schedule and procedure given in the Admission Brochure and all fee, including registration fee may be charged as fixed by the University.

It will be the entire responsibility of the Principal/ Director of the concerned College / Institute to ensure that no wrong admission is made by the College/Institute. It is further made clear that wrong admission(s), if any, made by the College/Institute shall not be accepted/ regularized by the University and the expenditure incurred on litigation in such cases by the University shall be borne by the Principal/Director of the College/Institute concerned. The Admission Brochure is also available on the University website www.gurugramuniversity.ac.in.

It is also requested that to facilitate and to make it convenient, as well as to curtail postal delay all correspondence relating to the admissions be made through e-mail only. You are, therefore, requested to assign the responsibility of checking e-mails received from the University on almost daily basis to a responsible person of your College/Institute the University will not be responsible for communication gap, if any. At the same time, you



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are also requested to check University website daily to know about any urgent notification(s) etc. As far as possible, please make your all correspondence with this office through e-mail: academic@gurugramuniversity.ac.in

Yours faithfully,

Deputy Registrar (Academics)

Endst. No.: GUG/Acad./2023/1452-64

Dated: June 30th, 2023

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

1. Director General, Higher Education, Haryana, Panchkula
2. Dean Academic Affairs, G.U. Gurugram
3. Controller of Examination, G.U. Gurugram
4. Dean of various Faculties, G.U. Gurugram
5. Dean of Colleges, G.U., Gurugram
6. In-charge (UCDAC) G.U., Gurugram with the request to take action regarding the relevant points mentioned in the guidelines apart from arranging the uploading of the guidelines on the University website.
7. The Assistant Registrar (R&S), G.U., Gurugram.
8. P.A. to Vice-Chancellor, G.U., Gurugram for kind information of the letter.
9. P.A. to Registrar, G.U., Gurugram for kind information of the letter.

**Deputy Registrar (Academics)
for Registrar**

OFFICERS OF THE UNIVERSITY

SH. BANDARU DATTATREYA

**Hon'ble Governor-Haryana,
Chancellor, Gurugram University**

Name and Designation	Email
Vice Chancellor Prof. Dinesh Kumar	vc@gurugramuniversity.ac.in
Dean Academic Affairs Prof. S.C. Kundu	daa@gurugramuniversity.ac.in
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Dean Students' Welfare Dr. Karthikeyan T	dsw@gurugramuniversity.ac.in
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DEANS OF FACULTIES

Sr. No.	Dean	Faculty	Email
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3.	Prof. Gayatri Raina Arya	Faculty of Social Sciences & Education	dean.socsciandedun@gurugramuniversity.ac.in
4.	Prof. Rakesh Kumar Yogi	Faculty of Law & Humanities	dean.lawandhum@gurugramuniversity.ac.in
5.	Dr. Mukesh Kumar	Faculty of Science & Technology	dean.sciandtech@gurugramuniversity.ac.in

CHAIRPERSONS AND IN-CHARGES

Sr. No.	Chairperson	Dept./Institute	Phone
1.	Prof. Amarjeet Kaur	Dept. of Management	9810867688
2.	Prof. Gayatri Raina Arya	Dept. of Psychology	8219363880
3.	Prof. Rakesh Kumar Yogi	Dept. of Media Studies Dept. of Indian and Foreign Languages	9871621567
4.	Dr. Mukesh Kumar	Dept. of Engg. & Technology	9992211406
5.	Dr. Karthikeyan T	Dept. of Pharmaceutical Sciences Dept. of Physiotherapy	9448343356
6.	Prof. Neera Verma, (Retd.)	Dept. of Economics	9416035388
7.	Prof. Pratap Singh (Retd.)	Dept. of Physics	9810148929
8.	Prof. Abhay Singh Yadav (Retd.)	Dept. of Environmental Science	7015362805
9.	Dr. Sarala Balachandra (Adjunct Professor)	Dept. of Chemistry	9560020015
10.	Dr. Seema Mahlawat	Dept. of Commerce	9728157599
11.	Dr. Annapurna Sharma	Dept. of Public Policy, Administration and Governance Dept. of Political Science	9999610854
12.	Dr. Mohd. Rafique, (Adjunct Professor)	Dept. of Mathematics	9811098211
13.	Dr. Renu Chaudhary	Dept. of Law (In-charge)	8901181080

Dr. Hawa Singh is PIO and Dr. Subham Gandhi, Deputy Registrar, Colleges is APIO

BRANCH OFFICER OF THE UNIVERSITY

Sr. No.	Name and Designation of Branch Officer	Branch	Email
1.	Dr. Naveen Goyal <i>Deputy Registrar</i>	Academic Branch	academic@gurugramuniversity.ac.in
2.	Mrs. Suman Vashistha <i>Deputy Registrar</i>	Establishment Branch	establishment@gurugramuniversity.ac.in
3.	Mrs. Vandana Handa <i>Deputy Registrar</i>	General & Purchase Branch	general@gurugramuniversity.ac.in
4.	Dr. Subham Gandhi <i>Deputy Registrar</i>	Colleges Branch	college@gurugramuniversity.ac.in
5.	Ms. Anshul Khattar (On Deputation) <i>Assistant Registrar</i>	Account Branch	account@gurugramuniversity.ac.in
6.	Dr. Ekta Singh <i>Assistant Registrar</i>	Exam and Secrecy	exam@gurugramuniversity.ac.in , secrecy@gurugramuniversity.ac.in
7.	Sh. Anoop Singh <i>Assistant Registrar</i>	Registration and Scholarship Branch and Conduct Branch	rgn@gurugramuniversity.ac.in conduct@gurugramuniversity.ac.in
8.	Sh. Ajay Taneja <i>S.E</i>	Engineering Branch	engg@gurugramuniversity.ac.in
9.	Dr. Mukesh Kumar, <i>Associate Professor</i>	UCDAC	ucdac@gurugramuniversity.ac.in

Details of Affiliated Colleges of Gurugram University

Sr. No.	Name of College	Principal Name	College Email ID	Govt./ Aided/ Pvt.
1.	Govt. College, Sidhrawali Pin code -122413	Dr. Mahashweta	gcsidhrawali@gmail.com	Govt.
2.	Govt. College for Girls, Sector-14, Gurugram Haryana Pin code -122001	Dr. Indu Rao	gcggn@gmail.com	Govt.
3.	Dronacharya Govt. College, Gurugram Pin code -122001	Dr. Virender Singh Antil	dgcGurugram@gmail.com	Govt.
4.	Govt. P.G. College Sec- 9, Gurugram Pin code -122001	Dr. Madhu Arora	gpgcsec9@gmail.com	Govt.
5.	Govt. College For Girl, Sec-52, Gurugram Pin code -122003	Dr. Jitender Malik	gcgsec52@gmail.com	Govt.
6.	Govt. College Jatauli Haily Mandi, Gurugram Pin code -122504	Dr. Ashok Verma	gcyjatauli1980@gmail.com	Govt.
7.	Govt.College, Rithoj Sohna, Gurugram Pin code -122102	Mrs. Renu Hooda	gcrithoj@gmail.com	Govt.
8.	Govt. College for Girls Manesar, Gurugram Pin code -122101	Dr. Anjali Gulati	gcgmanesar@gmail.com	Govt.
9.	Govt. College Nagina (Nuh) pin code - 122108	Dr. Siloni Verma	gcnagina@gmail.com	Govt.
10.	H.L.G.(Hardiwari Lal Goyal)Govt. College, Tauru Gurugram pin code -122105	Dr. Dilbagh Singh	govt.gctauru@gmail.com	Govt.

11.	SLKS (Shaheed Lieutenant Kiran Shekhawat) Govt. College for Women Salaheri, Nuh pin code -122107	Dr. Madhu Arora	slksgcwsalaheri@gmail.com	Govt.
12.	Govt. College for Women Punhana Mewat pin code - 122508	Dr. Dilbagh singh	gcwpunhana@rediff.com	Govt.
13.	Govt. College Bissar Akbarpur (Nuh) pin code -122105	Dr. Anil kumar	gcbissarakbarpur@gmail.com	Govt.
14.	Govt. College Farrukh Nagar Pin code -122006	Dr. Anupama Yadav	gcfarrukhnagar@gmail.com	Govt.
15.	Govt. College Ferozepur Jhirka Nuh pin code -122107	Dr. Anil Kumar	gcfpjhirkka@gmail.com	Govt.
16.	Govt. College, Pataudi-122503	Dr. Mahashweta	gcpataudi@gmail.com	Govt.
17.	N.B.G.S.M (Nirnkari Baba Gurubachan Singh Memorial) College, Gurugram Pin code -122103	Dr. M.S. Khatri	office@nbgsmc.ac.in , accounts@nbgsmc.ac.in	Govt. Aided
18.	Mewat Engg. College Mewat, Mossa Palla, Hr. pin code - 122107	Prof.(Dr.) Khwaja M.Rafi	director@mecw.ac.in kmrafi1@gmail.com	Govt. Aided
19.	Yasin Meo Degree College, Nuh, pin code -122107	Dr. Mohd. Imtiaz Khan	ymdcollegeprincipal@gmail.com	Govt. Aided
20.	J.K Business School, Bhondsi Pin code -122102	Dr. Richa Dahiya	dean@jkbschool.org compliance@jkbschool.org	Pvt.
21.	Suraj Degree College, Sec-75, Gurugram Pin code -122103	Dr. Sudheker Gupta	surajcollege75@gmail.com	Pvt.
22.	Indian School of Hospitality, Vatika	Dr. Zubin Dsuza	academic.affairs@ish.edu.in abhishek.tyagi@ish.edu.in	Pvt.

	INXT City Centre, Tower C, Near Hyatt Regency ,Sector-83, Gurugram,Haryana. Pin code -122004			
23.	KIIT College Of Engineering, Bhondsi, Gurugram Pin code -122102	Prof. (Dr.) Vikram singh	info@kiit.in	Pvt.
24.	Kamrah Institute Information &Technology, Bhondsi, Gurugram Pin code -122102	Prof. H.S. Saxena	info@kiit.in	Pvt.
25.	Rishikul Sanskrit Mahavidyalya, Gurugram Pin code -122413	Dr. Amit	rishikulcollegeggn@gmail.com	Pvt.
26.	Dronacharya College of Engineering, Khentawas, Gurugram	Dr. Isha Malhotra	info@dronacharya.info , principal@ggnindia.dronacharya.info	Pvt.
27.	Global Institute of Technology & Management, 5 KM Milestone, Kheda Khurampur, Farrukhnagar, Gurugram -122506	Dr. Parul Gupta	infogitmGurugram@gmail.com	Pvt.
28.	Shri Shanti Sagar Jain Kanya Mahavidyalaya Ferozpur, Mewat,Haryana pin code -122104	Dr. Tarun Gautam	sssjgc@gmail.com	Pvt.
29.	World Institute of Technology, Sohna- Palwal Road, Sohana,Gurugram,Har yana. Pin code -122506	Dr. C.B. Prasad (Director)	info@wit.net.in dr.chanderabhushanprasad@gmail.com Director@Wit.Net.In worldinstituteoftechnology@gmail.com	Pvt.
30.	Fore Academy of Management	Dr. Devendra Pathak	d.pathak@foreacademy.org	Pvt.

	Education (FAME) Plot No. 46, Sector-32, Institutional Area, Gurugram-122003			
31.	Jhankar College, Main Gurugram Pataudi Road Sector-96 Village Babra Bakipur Distt. Gurugram-122502	Sh. Kapish Yadav	jhankarctm@gmail.com	SFS
32.	Rao Neki Ram Memorial College, Vill. Turkapur, Teh. Pataudi, Gurugram- 122503	Dr. Ashok Yadav	rnracollegemanagement@gmail.com	SFS
33.	BM Group of Institutions, Farrukhnagar, Gurugram	Dr. A.K. Goyal	bmitm2004@yahoo.com	SFS

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CHAPTER-I

ADMISSION SCHEDULE FOR UG/PG COURSES

{The admissions to UG and PG programmes shall be made by the DHE as per letter No. DHE-010019/6/2020-Coordination-DHE dated 17.04.2023 addressed to all Govt. Colleges, Govt. Aided and Self-Financed colleges in the State}.

Schedule of dates for admission to Graduate (**as already notified by DHE**), Post Graduate (**yet to be notified**), Certificate/Diploma/Professional being run in the Affiliated Colleges/Institutes for the session 2023-24 **shall be as per Director Higher Education, Haryana, Panchkula.**

Note:

1. The list of all the students so admitted alongwith Registration Return be uploaded online on the web portal of University as per schedule notified by R&S branch by the concerned College.
2. Candidates who have compartment/re-appear in one or more paper(s) in the qualifying examinations shall not be allowed admission in 1st semester of the Programs in any case.
3. There will be no admission by the College/Institute after the prescribed schedule in order to maintain the statutory provision of clear 90 teaching days per semester. If the number of teaching days falls short due to some unforeseen reasons, it shall be the responsibility of the Principal/Director and the concerned teacher to make good the loss by taking extra classes.
4. The late fee so charged from the students by the Colleges/Institutes shall be remitted to the University alongwith Registration Return/Continuation Return.
5. **The Institute(s) running OTMIL/4 Year Integrated B.Ed. Program shall seek the approval of the University for Admission Schedule for these Programs.**

CHAPTER-II

ADMISSION PROCEDURE AND REGULATIONS

1. Admission in Under Graduate/P.G. courses and other courses introduced in affiliated Colleges/Institutes shall be made by the Principal/Director of the College/Institute concerned **as per schedule of DHE**. Each College/Institute shall prepare a small Information Brochure highlighting its courses, achievements in Academic, Cultural & Sports activities, availability of infrastructure, number of intakes, eligibility conditions etc. etc. The prospectus/admission forms shall be made available on college website by the Principal/Director of the Colleges/ Institutes concerned well in time.
2. No admission be made by the Colleges/Institutes before getting affiliation certificate from the University. If any Colleges/Institute makes admission in any course without obtaining provisional affiliation from the University, such admissions shall not be regularized in any case.
3. Candidates who have compartment/re-appear in one or more papers in the qualifying examination shall not be allowed admission in 1st semester of the course in any case.
4. Aadhar Number, **Parivar Pehchan Patra** (for Haryana resident), Mobile Number, Photo and Date of Birth should be made mandatory for every student as the same is required by the UGC for uploading the results of students for online verification. Student himself/herself will be responsible for providing the correct information and the Principal/chairperson/Director will certify that the information as submitted by the student is being forwarded as such.
5. The applicant of Haryana State has to provide the PPP ID for the online registration for the UTDs programme. The credentials of applicant (Name, Father's Name, DOB, Mother's Name, Family income etc.) shall be verified from the PPP as per provision of Haryana Parivar Pehchan Act, 2021 The applicant of Haryana State are advised to keep updating their PPP ID for the verification purpose and linked their mobile number with it.
6. **The web portal for submission of Registration Returns and Continuation Registration Returns will be opened by the University *w.e.f.* date of admissions and will be closed as decided by the University.**
7. **The last date to submit RR shall be 15 days to the last date of admissions notified by the DHE or as notified by the University.**
8. The students will have to attend lectures in theory and practical as per the requirements prescribed in the Ordinances.

9. A candidate whose result is declared late by this University without any fault of the candidate or of the College/Institute concerned, may be admitted by the Principal/ Director, if he/she has applied by the stipulated date and seat is available without payment of late fee, within 10 working days of the declaration of result by the University.

10. Declaration to be obtained from the candidate

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

“I declare that I am applying for admission with the consent of my parents/guardian and that the particulars given above are correct. I have read the College / Institute Admission Brochure for the session 2023-24 as well as the admission requirements as laid down by the University for the course. I agree to abide by the rules and regulations given therein. I further declare that I shall submit myself to disciplinary jurisdiction of the Principal/Director of the College/Institute, the Vice-Chancellor and the other authorities of the University who may be vested with the power to exercise discipline under the Act, the Statutes, the Ordinances and Rules framed by the University in this regard.

I understand that my admission if made by the College/ Institute is provisional and will be subject to confirmation by the University. In case my admission is cancelled by the University I shall have no claim for refund of fees paid by me to the College/Institute or the University.

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

The applicants shall also submit the Undertaking as **appended at ‘N’**.

10. **Students, in any case, will not be dealt with directly by the University and their requests/applications should not be sent to the University in piece meal. However, the doubts, if any, may be got cleared by deputing an official/teacher to the University.**

11. All admissions shall be made strictly on merit from amongst eligible applicants for each course of study.

12. In determining the eligibility, the fraction of percentage of marks of 0.5 or more shall be raised to the next higher percentage while fraction of less than 0.5 (e.g. 0.495) shall be ignored in Under Graduate Sem-I only i.e (B.A./B.Sc./ B.Com./ B.Sc. (Home Sc.)/B.Sc. (Sports Science).

13. The marks obtained by the candidate in an additional subject be considered for calculating the merit percentage for admission to P.G. Course if the candidate is seeking admission in that subject after eliminating the lowest marks secured by the candidate in any of the subject.
14. If the last date of admission/submission of application form falls on a holiday or that day is declared holiday by the Govt./University/College/Institute, the next working day will be considered as the last date for the purpose.
15. The Principal/Director of the College/Institute shall not make admission over and above the sanctioned intake. Such admissions shall not be regularized by the University. Registration Branch of this University will ensure that admissions are not made over and above the sanctioned seats by any affiliated College/ Institute. If any violation comes to the notice, the same will be brought to the notice of the University authorities.
16. No one shall be admitted to the University or any examination of the University unless he/she has been registered as a student of the University.

The Colleges/Institutes shall not make admissions beyond the sanctioned intake. However, in case of extra ordinary situations/circumstances, the Colleges/ Institutes shall adopt the following procedure for making a request to the University for creation of additional seat(s) (except M.Tech., MCA and LL.B.) for the session 2023-24only. In case of Govt. Colleges/Institutes, such request shall be made through the Director General, Higher Education, Haryana.

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

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

17. The total number of seats in the erring College(s)/Institute(s) committing any type of irregularity in making admissions etc. will be reduced by minimum ten seats initially for a period of one year and it will be doubled in case the College/Institute repeats the violation of rules.

18. Admissions to various courses in the affiliated Colleges/Institutes may be made after consulting the list of various examinations of other Universities recognized by this University.
19. The instructions for curbing ragging as conveyed by the UGC vide letter No. 1-15/2009 (ARC) pt. III dated 17.03.2017, in view of the judgement of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009 and also given in **Chapter X** be adhered to strictly (UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009, UGC website i.e. www.ugc.ac.in & the Haryana Prohibition of Ragging in Educational Institution Ordinance 2012.

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

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

The decision of the State Govt. conveyed by the Chief Secretary to Govt. Haryana by notification No.22/129/2012-1GSIII dated 16.07.2014 in view of judgement of Hon'ble Supreme Court passed in Civil Appeal No.7084/2011 and the Resolution No. 100 of the meeting of the Executive Council of this University held on 22.12.2014 regarding relaxation in minimum eligibility condition for reserved categories in all the courses being run in the University Teaching Departments and Colleges/Institutes, prescribing minimum eligibility qualifications for admission in various courses, the reduction of 5% should be reduced from the minimum required marks by a general category candidates.

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

Out of 100 Marks needs to less =5 Out of 1 Marks needs to less= 5/100

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

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

21. Reservations or relaxations, if any, are available to the reserved candidates of Haryana only, as per reservation policy of the State.
22. As per guidelines of Higher Education Department issued vide memo No. 15/1-2020 NSS (2) dated 10.05.2023 the additional 5 marks will be awarded to the

NSS Merit Certificate holder volunteers during the under graduate courses/classes admission process from the academic session 2023-24.

Note: the additional 5 marks will only be awarded if the candidate ensure his/her admission through the eligible criteria of merit basis and not applicable to the candidates of CUET basis admissions.

23. Henceforth, Certificate of Residence and Caste Certificate (Backward Class and Scheduled Caste) should be signed and issued by the Circle Revenue Officer (Tehsildar/Naib Tehsildar-cum-Executive Magistrate) of the District/Sub Division to which the candidate belongs and Head of Department in case of Govt. employees. Certificate issued by any other authority will not be accepted.
24. Candidates who have passed their qualifying examinations from the Universities/Boards in the state of Haryana will be deemed to be Haryana residents and will not be required to submit certificate of residents of Haryana, however, **PPP will be mandatory.**
25. **If gap in studies, students may give reasons with documentary proof/ self-undertaking.**
27. No College/Institute shall register/enroll any student in violation of the merit list. Instances have come to notice where Colleges/Institutes had notified that admissions will be made on first come first served basis which is totally against the admission rules/guidelines. Not only this, the Colleges/Institutes also accepted fee for booking seats on first come first served basis. In case any College/Institute is found involved in such activities, it will invite disciplinary action.
28. The duration of the course of instructions for B.A./B.Sc./B.Voc./B.Com. (Pass & Vocational/Hons.)/B.B.A./B.C.A./B.B.A. (Business Economics)/Bachelor of Journalism & Mass Communication **shall be three academic years i.e. six semesters but the duration** of Bachelor of Hotel Management & Catering Technology course and Bachelor of Tourism & Travel Management **shall be of four academic years.**

The examinations of odd semesters shall be held in the month of November/December and examinations of even semesters shall be held in the month of May/June each year.

29. At the time of admissions, fee/funds like enrolment, registration, tuition fee, games, union, library, magazine, medical, examination and other funds may not be charged from SC students whose parents' annual income is not more than Rs.2.5 Lakhs. The claim on account of such fee may be submitted to the Director General, Higher Education, Haryana, Panchkula after getting the same vetted from the Auditors of the Directorate for reimbursement. 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 where courses are being under SFS. **Latest norms and Instructions received from the State Govt. from time to time regarding fee and funds related to SC students shall be followed.**

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

However, they are required to deposit library and other securities which will be refunded to them after completion of the course or leaving the College on submission of "No dues Certificate".

31. The UGC vide its letter dated 26.02.2015 has issued guidelines to the University regarding scholarships meant for SC students, to incorporate in Prospectus/ Brochure of all the Institutes that the eligible SC students should submit their scholarship forms for the Academic year by February for processing scholarship to SC students each year. Therefore, all the Institutes are required to incorporate the instructions in their Prospectus/Brochure that the eligible SC /ST, OBC, PwD students etc. should submit their scholarship form for the Academic year by February for processing scholarship.
32. **The refund of fee shall be as per the latest notification of University Grants Commission**
33. No class in any subject should be started if the number of candidates seeking admission in any subject is less than 30. However, the Vice Chancellor may consider the case in special conditions on the request of Principals/Director of College/Institute.
34. **All the Colleges/Institutes shall add a column in the admission form/application form in the Prospectus of College/Institute of Transgender, Aadhar Card Number, Mobile Number and email address. As per instructions of the State Govt. issued vide Memo No. 18/30-2015 UNP (4) dated 08.03.2017, to enable to link Aadhar ID with Bank account of all students to be admitted from the session 2018-19, the Aadhar based admissions must be implemented i.e. every student shall be in possession of Aadhar number at the time of admission in the College.**
35. Any candidate, who fails to turn up for Counselling at his/her turn, will be considered for the remaining seats at the time he/she reports for counselling.

But no relaxation shall be given if the candidate fails to appear before the Counselling Committee on the fixed date/time.

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

36. The Director/Principal of the College/Institute make ensure that before making admissions to various courses, the Admission Committee of the College/Institute has gone through the Ordinances adopted by the University.

37. Rule for promotion to various courses:-

In the courses governed under Common Ordinance for 2-year, 3-year, 4-year, 5-year and 6-year (except where there is separate Ordinance is prescribed e.g. B.Ed., M.Ed.) the students who were admitted in 1st semester in the session 2023-24 will be promoted to the next semesters according to the provision laid down in the University Ordinance.

38. A candidate who has gap in studies can be granted admission after he/she submits an undertaking describing the reason of the gap period and also that he/she has not indulged in any illegal activities, keeping in view the maximum duration to complete the course.

39. A candidate, who after seeking admission in a course left that course in between and seeks admission in other course may be allowed to continue the said course if he/she is able to complete the said course within the maximum period prescribed for completing a course which is the duration of the course + 3 years, unless otherwise specified in any other Ordinance.

40. A candidate who has qualified the qualifying examination and has a gap of more than two years or more, he/she can be granted admission to a course if such a candidate submits an undertaking that during gap period, he/she has not indulged in any illegal activities.

41. Vacant seats in reserved categories after the 3rd counseling shall be converted into general category and filled up strictly on the basis of merit. There is no need to send such cases to the University for approval.

42. Unless otherwise specified, there is no upper or lower age limit for admission in any course.

43. In case, the seats are vacant in the College and waiting list is exhausted, fresh applications may be invited to fill up the seats and admissions be made on the basis of merit and criteria fixed by the University.
44. It is clarified that the students whose result is declared as EEC, it means that their entire exam result has been cancelled for that roll number i.e. theory and practical. Internal Assessment marks of that students shall be carried forward as per University rules. Such a student will appear in the examinations of re-appear and not required to attend classes again of the semester in which his/her EEC has been declared.

Note:

MIGRATION, ENROLMENT AND FEE DETAILS

The detailed instructions for the submission of Registration Return/Continuation Registration Return fee will be submitted by the college as per notifications of Registration and Scholarship branch and will be notified in due course of time.

CHAPTER-III

ELIGIBILITY CONDITIONS FOR ADMISSION TO UNDERGRADUATE COURSES

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

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

Senior Secondary Certificate Examination (10+2) of Board of School Education Haryana, Bhiwani.

OR

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

OR

3-Year professional diploma programmes conducted by the State Board of Technical Education Haryana for admission to B.A./B.Sc./B. Com courses in 1st semester only.

OR

Any other examination recognized by the University as equivalent thereto.

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

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

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

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

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

AND

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

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

a)	1 st , 2 nd & 3 rd position at Junior World/Junior Asia/Youth Common Wealth Games/Junior International Meet.	25 Marks
b)	Participation in clause (a) games & tournament given above OR have won 1 st , 2 nd & 3 rd places in National School Games, Junior National Championship/All India University Tournaments.	15 Marks
c)	Participation in National School Games/Junior National Championship OR Inter University Tournaments (Inter College)	08 Marks

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

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

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

OR

Any other examination recognized by this University as equivalent thereto.

Note:

- (i) A regular candidate of a College admitted to the privileges of this University in the subject of B.A./B.Sc./B.Com. (Hons.) can attend the course of subsidiary and qualifying subjects in other College in case there is no arrangement to teach these subjects in the College where he/she has taken admission for his/her main subjects of Hons. course. The Principal of the College where a student is attending subsidiary and

qualifying subjects shall certify that the said student has completed the prescribed number of lectures etc.

- (ii) The candidate seeking admission to B.Sc. (Non-Medical group) Sem-I should have passed the above mentioned qualifying examination with English, Physics, Chemistry & Mathematics and those seeking admission to B.Sc. (Medical group) Sem-I should have passed the above mentioned examination with English, Physics, Chemistry & Biology and those seeking admission to B.Sc. (Biotechnology/Bio-informatics) Sem-I should have passed English, Physics, Chemistry and Mathematics or Biology. Further, The candidate seeking admission in a particular course has to fulfil the criteria of having read and passed some subject/subjects/ but while making merit, the marks obtained in best 5 subjects will be taken into consideration including Physical Education or Music etc.
- (iii) The admission to B.Sc. (Home Science) course shall be open to women candidates only.
- (iv) If a candidate of another Board has not passed the subject of English at 10+2 level, he/she may be allowed provisionally to join the B.A./B.Com./B.Sc./B.Sc. (Biotechnology)/(Bio-informatics)/(Home Science)/(Human Nutrition & Dietetics)/ (Sports Science) Sem-I class, as the case may be, under new scheme of this University subject to his/her qualifying in the subject of English of 10+2 examination in the supplementary examination of the same year or in the next annual exam held in March from the Board concerned. Such a candidate shall have to furnish a proof to the University of his/her having cleared the subject of English before the declaration of result of B.A/B.Com/B.Sc. (Biotechnology)/(Bio-informatics)/(Home Science)/(Human Nutrition & Dietetics)/ (Sports Science) Sem-II examination failing which his/her result shall stand automatically cancelled.

5. Bachelor of Vocation (B.Voc) Eligibility:

Admission to the B.Voc. Programme shall be open to candidates who have passed Senior Secondary Examination i.e. 10+2 from Haryana Board of School Education, Bhiwani or an equivalent Examination recognized by the University in any stream.

- (v) A student who wishes to seek migration to B.A./B.Sc./B.Com./B.Sc. (Home Science) and B.Sc. (Sports Science) 2nd year (3rd semester)/ 3rd

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

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

B.A Part- I, II & III					
Compulsory	Elective Subjects				
Subjects					
	Group-I	Group-II	Group-III	Group-IV	Group-V
English, Hindi Sanskrit or Addl. English	Def. Studies Hindi Sanskrit Urdu Punjabi Economics Comp. Appl. Commerce Applied Art Journalism & Mass Communic ation	Mathematics Pub. Admn. Music (V) Sociology	Pol. Sc. Phy. Edu. Statistics Art NSS	Geography Home Sc. Philosophy Music (I) Marketing	Psychology History

B.Sc. Part- I, II & III

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

Medical Group

Botany, Zoology & Chemistry/Geology

Non-Medical Group

Mathematics, Physics & anyone from Group III
Computer Science, Statistics & Mathematics
(CSM)

Note:

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

the case may be, in aggregate of the Senior Secondary Certificate examination or any equivalent examination.

Compulsory Qualifying Paper: Environmental Studies

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

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

The eligibility of the subject(s), if any, not mentioned in the admission guidelines above will be notified if such request is received from the Principal/Director of the College/Institute.

CHAPTER-IV

ELIGIBILITY CONDITIONS FOR ADMISSION TO POST-GRADUATE COURSES

Sr. No.	Nomenclature of the programme	Duration (Year)	Eligibility
1	M.A. (Hindi)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
2	M.A. (History)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
3	M.A. (Psychology)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
4	Master in Physical Education and Sports (MPES)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
5	M.A. (Political Science)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
6	M.A. (Sociology)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate

			or any other examination recognized as equivalent thereto.
7	M.Com.	2	B.Com. (Hons./Pass)/ BBA or B.A. with Economics/ Commerce/ Marketing/ Insurance as a subject with at least 50% marks (47.5% for SC/ST/Blind/Visually and Differently Abled candidate of Haryana) in aggregate or any other examination recognized as equivalent thereto.
8	PG Diploma in Guidance and Counseling (PGDGC)	1	Postgraduate in Psychology/Applied Psychology with atleast 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto. .
9	M.A. (Economics)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
10	M.Sc. (Physics)	2	B.Sc. (Hons.) in Physics/ B.Sc. (Pass) with Physics & Mathematics as two of the subjects with at least 50% marks (47.5% for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) in aggregate or any other examination recognized as equivalent thereto.
11	M.Sc. (Chemistry)	2	B.Sc. (Hons.) in Chemistry/ B.Sc. (Pass) with Chemistry as one of the main subjects with at least 50% marks (47.5% for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) in aggregate or any other examination recognized as equivalent thereto.
12	M.Sc. (Mathematics)	2	B.A./B.Sc. (Hons.) in Mathematics/ B.A. or B.Sc. (Pass) with Mathematics as one of the subjects with at least 50% marks (47.5% for SC/ST/Blind/Visually and Differently Abled candidate of Haryana) in aggregate or any other examination recognized as equivalent thereto.
13	MCA	2	Passed B.C.A./Bachelor Degree in Computer Science Engineering with at least 50% marks (47.5% marks for SC/ST candidates

			of Haryana only) in aggregate or any other examination recognized as equivalent thereto. OR Passed B.Sc./B.Com./B.A. with Mathematics at 10+2 level or at Graduation Level (with additional Bridge Course as per the norms of the University) with at least 50% marks (47.5% marks for SC/ST candidates of Haryana only) in aggregate or any other examination recognized as equivalent thereto.
14	M.A (Geography)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
15	MBA	2	Master or Bachelor degree in any discipline from a recognized University, obtaining at least 50% marks in aggregate (47.5% in case of SC/ST/Divyang candidates of Haryana only).
16	M.A. (English)	2	Bachelor degree/ Shastri examination (New Scheme) of three year duration with at least 50% (47.5% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) marks in aggregate or any other examination recognized as equivalent thereto.
17	M.Sc. (Computer Science)	2	Bachelor/Postgraduate Degree in any discipline with at least 50% marks (47.5% for SC/ST/Blind/Visually and Differently Abled candidate of Haryana) in aggregate or any examination recognised by Gurugram University, Gurugram as equivalent thereto.
18	M.A. (Urdu)	2	Bachelor degree of three years duration with Urdu as a compulsory/elective subject with at least 50% marks (47.5% for SC/ST/Blind/Visually and Differently Abled candidate of Haryana) in aggregate or any other examination recognized.
19	M.Tech. (Computer Science & Engineering)	2	B.E./ B.Tech. or equivalent degree in Computer Science & Engineering/ Computer Engineering/Information Technology/ Electronics & Communication Engineering/

			Electronics Engineering / Electrical & Electronics Engineering/ Electronics & Instrumentation Engineering / Electrical Engineering or Master of Computer Applications (MCA) or M.Sc. (Computer Science/IT/ Software) or M.Sc. (Maths.) or M.Sc. (Physics) with at least 50% (47.50% marks for SC/ST candidates of Haryana only) marks in aggregate alongwith valid GATE score in Computer Science & Engineering/IT.
20	M.Tech. (Information Technology)	2	MCA or M.Sc (Computer Science/IT/ Software) or B.E./B.Tech.in Computer Engineering/Computer Science& Engineering/Computer Technology/IT or equivalent degree with atleast 50% marks (47.50% for SC/ST candidates of Haryana only) alongwith GATE score in Computer Science & Engineering/IT. Note: This program shall run subject to enrollment of minimum 10 students, otherwise admissions made if any, shall be cancelled.
21	M.Tech. (Mechanical Engineering)	2	B.E./B.Tech or equivalent degree in Mechanical Engineering/Production Engineering/Thermal Power Engineering / automobile Engineering/robotics Engineering / CAD / Mechatronics / Aeronautical Engineering/Industrial engineering with 50% marks (47.50% for SC/ST candidates of Haryana only in aggregate) alongwith valid GATE score.
22	M.Tech. (Electronics & Communication Engineering)	2	i) First preference in the order: B.E./B.Tech. or equivalent degree in Electronics & Communication Engineering/Electronics & Telecom Engineering /Electronics Engineering with 50% (47.50% marks for SC/ST candidates of Haryana only) marks in aggregate along with valid GATE score. ii) Second preference in the order: (a) B.E./B.Tech. or equivalent degree in Electrical & Electronics Engineering/Applied Electronics & Instrumentation Engineering/Electronics Instrumentation & Control Engineering/ Electrical Engineering/ Instrumentation & Control

			<p>Engineering/Instrumentation Engineering /Control Engineering with 50% marks in aggregate (47.50% marks for SC/ST candidates of Haryana only); (b) Biomedical Engineering /Mechatronics with 50% marks in aggregate (47.50% marks for SC/ST candidates of Haryana only) alongwith valid GATE score.</p> <p>Third preference in the order: (a) M.Sc. (Electronics) with 50% marks in aggregate (47.50% marks for SC/ST candidates of Haryana only); (b) M.Sc (Physics with specialization in Electronics) with 50% marks in aggregate with valid GATE score in Electronics & Comm. Engineering/Electronics Engineering.</p>
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Note:

1. The marks obtained by the candidate in an additional subject be considered for calculating the merit percentage for admission to P.G. Course if the candidate is seeking admission in that subject after eliminating the lowest marks secured by the candidate in any of the other subjects.
- 2. After passing any post-graduate examination from any University/ College, candidate shall be allowed admission in any P.G. Course in any of the Colleges/Institutes. However, no hostel facilities shall be provided to them as admission in the hostel shall be allowed only once at the time of 1st entry in the affiliated Colleges/Institutes running P.G. Courses.**

Example: -

The criteria for preparing merit list of the candidates for admission to M.A./M.Sc./M.Com. courses shall be as under: -

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

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

AND

The merit position of a candidate who has studied the concerned subject at Graduation level may be calculated according to the example given below: -

Example-I

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

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

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

Example-II

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

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

CHAPTER-V

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

1. **Bachelor of Computer Application**

Senior Secondary Examination (10+2) of Board of School Education Haryana, Bhiwani with 45% marks in aggregate (42.75% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) or an equivalent examination recognized by this University.

OR

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

2. **Bachelor of Business Administration**

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

OR

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

Lateral Entry (10% seats of sanctioned intake)

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

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

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

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

- i) Senior Secondary Examination (10+2) with atleast 45%marks (42.75% marks for SC/ST/Blind/Visually and Differently Abled candidates of Haryana) from Board of School Education Haryana, Bhiwani or any other examination recognized by Gurugram University, Gurugram as equivalent thereto.
- ii) Admission will be made according to merit determined on the basis of marks secured in 10+2.

Lateral Entry (10% seats of sanctioned intake): After passing one-year Diploma Course (s) from the Institute of Hotel & Tourism Management or any other examination recognized by Gurugram University, Gurugram or equivalent thereto after 10+2 shall be eligible for admission in 2nd year.

Bachelor of Vocation (B.Voc.)

The duration of the B.Voc. Programme shall be three academic years. Each year shall be divided into two semesters. Thus, the B.Voc. Programme shall comprise of six semesters spread over three years. On the completion of all the six semesters, the student will be awarded the B.Voc. Degree in the concerned subject. If a student wishes to exit before the completion of the course, he/she shall be awarded Certificate on successful completion of first semester, Diploma on successful completion of first year (comprising two semester), and Advanced Diploma on successful completion of second year (comprising four semester).

Eligibility:

Admission to the B.Voc. Programme shall be open to candidates who have passed Senior Secondary Examination i.e. 10+2 from a recognized Board of Education or an equivalent Examination recognized by the University in any stream.

5. **Bachelor of Arts (Journalism & Mass Communication)**

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

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

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

OR

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

AND

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

AND

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

AND

The candidate must possess the gradation certificate (other than University tournaments) from the Sports Department of his/her state, on the basis of his/her representation/position at National/Inter-National /Zonal/State level tournaments in the games recognized by AIU from time to time.

7. **Master of Tourism and Travel Management (MTTM)**

- i) Bachelor/Master degree with atleast 45% marks in aggregate or any other examination recognized by Gurugram University, Gurugram as equivalent thereto.

Admission will be made according to merit determined on the basis of marks secured in qualifying examination.

Note:

- i. Weightages for University Sports Certificates shall be given as per criteria laid down and such candidates need not furnish gradation certificates, but in case of all the National/ Inter-national/States tournament certificates, they are required to be the part of gradation certificate i.e. National/Inter-national/State tournaments certificates must be mentioned in gradation certificate. Sports certificates pertaining to National/ Inter-national tournaments, which are not mentioned in the gradation certificates, will not be considered for sports weightages.

- ii. All the certificates pertaining to the Universities shall be verified from their respective Universities. All the gradation certificates shall be got verified from their respective gradation authorities.
- iii. The verification of the claims of the candidate regarding participation will be done at the time of interview through appropriate questioning and testing by the Interviewing Board.
- iv. For the eligibility of the weightage, only participation and achievements of the candidates at Sr. National/ Sr. Inter-state/ All India University/ Zonal Inter-University tournaments in games recognized and adopted by IUSB of India will be considered.
- v. The participation/position achieved by a candidate in any tournaments organized by agencies like Nehru Yuva Kendra, Women Sports Festival, Rural Sports Meet, Panchayat Tournaments will not be considered for eligibility/weightage for admission to M.P.Ed. course.
- vi. Inter-national Tournaments other than Olympic Games, World Championship, Asian Games, Asian Championship, Commonwealth games, World University games and SAARC games, which are conducted by respective recognized sports federations/associations, will only be considered for weightage and eligibility.
- vii. The performance at Junior National/ Junior Inter-national will only be considered when the athlete has won place at Zonal/All India-University tournament.
- viii. The candidate has taken part in the Inter-University Zonal or All India Inter-University/Sr. National tournaments in the games and sports recognized by the Inter-University Sports Board (AIU) and position holder in Junior National is also eligible for admission to M.P.Ed. course.

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

B.A./B.Sc./B.Com. or any other UG Course with 45% marks recognized by Gurugram University, Gurugram as equivalent thereto.

OR

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

OR

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

OR

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

AND

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

AND

The candidate must have represented his/her College in Inter-College tournaments in the games recognized by IUSB/State Sports Dept. **OR** A candidate must have participated in state level tournaments in the games recognized by IUSB/State Sports Department. A candidate, who has participated at state level tournament, must also have gradation certificate from the State Sports Department of his state. The candidates, who have participated in the Inter-College tournament, must submit a certificate of participation from their Principal.

NOTE:

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

- v. Those candidates who have won position in All India Inter University championship shall be given 5% relaxation in eligibility condition of academic merit (score).

9. **Diploma course in Physical Education (D.P.Ed.)**

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

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

AND

In addition to fulfil the academic condition and sports eligibility the candidates are required to qualify the Physical Efficiency Test (PET) (Canadian Test). However, no marks shall be given for this test.

The guidelines for admission to D.P.Ed courses will be as under:-

- A The eligibility conditions for admission will consist of two components: a)
- Academic merit
- b) Technical eligibility consisting of two components i.e. Physical Efficiency Test (PET) and sports participation as well as gradation certificate.
- B. (i) Sports participation certificate as well as gradation certificate issued by the Directorate of Sports Haryana having a minimum grade of D-II will be the minimum eligibility for D.P.Ed. course.
- ii) Physical efficiency test will be conducted by the University on the University campus on the dates to be notified by the University.
- C. The college is required to deposit Rs.100/- per student to conduct the PET in the University and submit the receipt to the HOD (Physical Education) before the conduct of physical efficiency test.

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

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

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

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

Entry Criteria:

- a. Bachelor's degree (regular mode) with general psychology courses in all the three years, or
- b. Master's degree in any branch of psychology either in regular or distance mode, or
- c. Master's degree in counseling psychology either in regular or distance mode with a minimum of 55% marks in aggregate. For SC/ST/OBC category, minimum of 50% marks in aggregate is essential. Entry qualification shall be from a UGC recognized university.

Further, more clarification may be seen on the RCI website i.e. <http://rehabcouncil.nic.in>

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

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

13. **Advanced Post-Graduate Diploma in Computer Application (APGDCA):**
Bachelor Degree in any discipline with atleast 45% marks in aggregate or any other examination recognised by Gurugram University, Gurugram as equivalent thereto.

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

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

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

16. **Master of Computer Applications:**
Bachelor's Degree with 45% marks in aggregate with Mathematics at 10+2 level or the Mathematics/Statistics as one of the subjects at Graduation level.

OR

BCA with 45% marks in aggregate

OR

Any other examinations recognized by Gurugram University, Gurugram as equivalent thereto.

Admission to MCA course shall be made according to the State Reservation Policy by the Colleges/Institutes at its own level with full transparency and strictly on the basis of academic merit.

Lateral Entry:

Bachelor's degree of minimum three years duration in BCA, B.Sc. (Information Technology/Computer Science)/B.Voc. (Information Technology

& Software Development) or any other examination recognized by Gurugram University, Gurugram as equivalent thereto having 50% marks in aggregate with Mathematics as a course at 10+2 level or at Graduate level.

17. **M.Tech. courses:** As decided by the HSTES, the admission to M.Tech. courses will be made by the University in respect of Colleges affiliated to it firstly on the basis of GATE score and thereafter on the remaining vacant seats if any, on the basis of marks obtained in the qualifying examination.

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

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

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

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

That he/she has passed senior secondary (10+2) examination of Haryana School Education Board or its equivalent examination from a recognized Board/University with Mathematics and must have obtained at least 50% marks (Minimum passing marks for SC of Haryana only) without rounding off in the aggregate.

The aptitude tests conducted as per Council of Architecture (COA) norms are mandatory for admission.

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

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

OR

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

OR

Any other examination recognized by the University as equivalent thereto.

21. **Master of Business Administration (MBA)**

Master or Bachelor degree/Shastri examination (New Scheme) of three-year duration with atleast 50% marks in aggregate or any other examination recognized by Gurugram University, Gurugram as equivalent thereto.

OR

Final examination conducted by the Institute of Chartered Accountants of India/Institute of Cost and Works Accountants of India/Institute of Company Secretaries.

Note: Admission to MBA course shall be made by the according to the State Reservation Policy by the Colleges/Institutes at its own level with full transparency and on merit, firstly on the basis of CMAT score (or any other AICTE recognized test score) and thereafter on the remaining seats if any, on the basis of marks obtained in the qualifying examination such that available/approved capacity is fully utilized.

22. **Master of Geography (MA)**

Admission to MA Geography in both UTD and the affiliated colleges of the University should strictly be based on merit score of Centralized Admission Test conducted every year for the purpose. Further, all matters related to PG programme in Geography being run in affiliated colleges should be governed by the University rules/ordinance.

CHAPTER-VI

CHANGE OF CATEGORY/SUBJECT(S) OR FACULTY

1. A student of TDC Part-I (Sem-I) may be permitted to change his/her subject(s) or Faculty within one month from the commencement of the session or within one month from the date of joining whichever is later. However, in a genuine case such as parents transfer or a student coming from overseas, this rule may be relaxed on the recommendations of the Principal of a college and the change from one subject to another may be allowed upto the end of the first term at the risk and responsibility of the student himself.

2. A student of B.A./B.Sc. Part-II (Sem-III) may be allowed to change only one subject within one month from the commencement of the session or within one month from the date of joining whichever is later subject to the following conditions: -
 - (i) Change of subject will be allowed only within the Faculty.
 - (ii) Change to a subject involving practicals will not be allowed.
 - (iii) The candidates will be treated as reappear in changed subject of Part-I (Sem-I & II) and he/she will be required to clear the same within the permissible chances as available to other students having compartment in part-I (Sem-I & II). The candidate having re-appear/compartment in Part-I (Sem-I & II) examination will be allowed to change the subject in which he/she has been placed under compartment only. The candidate will be required to get revised Detailed Marks Card of Part-I (Sem-I & II) from the concerned Result Branch while changing the subject. It will not be necessary for him/her to attend the Part-I (Sem-I & II) classes of the subject concerned.

3. The lectures in the case of a student allowed to change his subject(s) under this Ordinance shall be counted from the date of the change which shall not in any case go beyond 1st November.

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

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

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

Note: The fee for changing the category/subject is applicable as prescribed by the R&S branch.

CHAPTER-VII

CONDONING DEFICIENCY IN LECTURES ETC.

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

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

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

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

However, re-admission may be allowed on payment of Rs. 1000/- along with required fine within 15 days with the permission of the Dean Academic Affairs. If a student fails to report within this time limit, the seat will be declared vacant to be filled according to university rules. Re-admission may be allowed by the Dean Academic Affairs only once on the recommendations

of the concerned Head of the Institute on payment of prescribed re-admission fee.

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

The lectures/tutorials/practical work delivered/done during the period of absence on account of participation in aforesaid be not taken into consideration while counting the number of lectures delivered or tutorial/practical work done provided that the total period of absence in the case of (a), (ii) and (iii) shall not exceed 21 days and in the case of (b) (i) 30 days in an academic year.

7. In the case of a candidate appearing in any competitive examination conducted by Government for Public Services, the days spent in the examination (i.e. from the first to the last paper of the candidate concerned and in travelling connected therewith) shall be counted on production of satisfactory evidence as attendance at lectures delivered to his class during the aforesaid period subject to a maximum of ten days in an academic year.

8. A student of a College who is unable to appear in an examination owing to shortage in prescribed course of lectures etc. in a subject or subjects may be allowed to appear in that examination in the following year (in the following examination, if he is a candidate for an examination for which a supplementary examination is held for failed candidates) if he attends the College for atleast one terms to make up the deficiency in the subject(s). If he leaves the college after one term he may be allowed to appear in the examination as an ex-student but if he attends the College for the whole academic year and completes the requisite percentage of lectures in that year, he may be allowed to appear in the examination as a regular student.

Such a student shall be charged tuition fee for each full term in which he attends classes.

Example: - If a student has not attended required percentage of lectures in any semester, then he/she has to seek admission in the same semester to complete the required lectures. In case he/she has attended the required percentage of lectures, he/she is eligible to be promoted to the next semester subject to fulfilment of other requirements.

9. Students, who voluntarily donate blood to the Blood Bank may be given the benefit of attendance of all periods for that day. This will apply to all courses.

CHAPTER-VIII

RESERVATION OF SEATS AND WEIGHTAGES

1. Reservation of Seats:

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

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIO)	15% of the sanctioned intake
b) State Quota	85% of the sanctioned take
(b-1) Haryana Open General Category (HOGC)	50% of the State Quota i.e. 42.5% of total intake.
Economically Weaker Section	*10% seats out of HOG and AIO are reserved for EWS (refer letter no. 22112/2019-1GS-III dated 25.02.2019 and letter No.40395DHE-190005/97/2020-UNP (STATE)-DHE dated 19.04.2021
(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) i. 50 % of 20% to Scheduled Castes ii. 50% of 20% to Deprived Scheduled Castes (refer to Appendix-G and H)
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).

Note: The reservation of seats is as per Reservation Policy of the State Govt. of Haryana and is subject to change/amendment made by the State Govt. from time to time.

- i) Candidate belonging to SC/ST are required to submit a certificate from the competent authority as per **Appendix-A**. The list of Deprived Scheduled Castes notified by the Haryana Government, is available at **Appendix-H**.
- ii) Candidate belonging to Backward Classes are required to submit a certificate from the competent authority as per **Appendix-B**. The list of Backward Classes in Haryana notified by the Haryana Government is available at **Appendix-I**.
- iii) The children or grandchildren (Maternal & Paternal) of Freedom Fighters are required to submit a certificate form the competent authority as per **Appendix-C**.
- iv) In the event of quota reserved for Physically Handicapped remain unutilized due to non-availability for suitable category of handicapped candidates, it may be offered to Ex-Servicemen and their wards (1% and the dependent of Freedom Fighter 1%).
- v) Further, 3% reservation is also provided to Ex-serviceman/ Freedom Fighter and their dependents by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided / Institutes located in Haryana. 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 2013, the next Block i.e. (B) Block of Category of Backward Classes will be given seats in the next academic year 2014 and so on.
- vi) Fifty percent of the twenty percent seats reserved for Scheduled Castes for admission in any educational institution shall be set aside for candidates belonging to deprived Scheduled Castes as enumerated in the **Appendix-H**.

Note: 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 in the Prospectus (Chief Secretary to Govt. Haryana letter No. 23/27/2004-2GS-III dated 05.12.2008).

2. **Guidelines for Reservation**

- i) A candidate who applies for a reserved category or for both reserved and general categories will be considered first in general category. In case, he is not selected in general category, he/she will be considered for reserve category.

The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/ backward classes,

rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes, Department, Chandigarh).

ii) Benefit of reservation will be given to all the reserved categories upto 3rd counselling according to the reservation policy given in the Information Brochure. In case at the time of 3rd counselling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available, these vacant seats may be thrown open to Haryana General Category. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category

iii) 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.

iv) Where a seat set aside for candidate from deprived Scheduled Caste for admission in Government educational Institutions is not filled up in any academic year due to non-availability of candidate of deprived Scheduled Castes possessing the requisite qualifications, the same shall be made available to candidate of Scheduled Castes.

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

vi) 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 of reservation. They will submit a certificate as per **Appendix-'D'**. 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 08.01.2008.

- 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.

3. Weightage for Preparing Merit List

- (i) Weightage to the candidates who have passed qualifying exam. 5 marks
 from any of the Universities in the State except
 a. candidates to
 b. be admitted against All India Quota.
- (ii) Weightage for NCC 'C' / 'G' Part-II Certificate, and Scouts and 5 marks
 a. marks Guides decorated with the President's Award.
 Weightage for Certificate of Merit for Youth Red
 b. Cross/NSS/MFLP 5 marks
 awarded by the University/State Govt.
 Weightage for securing 1st position at University Inter-
 c. Zonal/ 5 marks
 Inter-University North-Zonal /National/State/Inter-
 d. State
 e. Youth Festivals in either individual or group items.
- (iii) Weightage for NCC 'A' Certificate 2 marks
- (iv) Weightage for NCC 'B' Certificate 3 marks
- (v) Weightage for passing Matric and/or 10+2 examinations as regular 5 marks
 students from Schools/Colleges situated in rural area
 a. of Haryana
 except candidates to be admitted against All India
 b. Quota.
- (vi) Weightage for donating blood atleast five times for social cause 5 marks
 a. in a Govt./Govt. approved Blood Bank.
- (vii) Weightage for Hons. In the subject seeking admission to P.G. course 10 marks
- (viii) Weightage for NIS Dip. In any game (for admission to M.P.Ed.) 5 marks
- (ix) Weightage to candidates having passed qualifying examination with Mathematics or Statistics as a main subject (for admission to M.A. Economics only) 5 marks
- (x) Weightage to candidates having passed B.A/B.Sc. with Computer Science as an elective subject in addition to 5 marks
 a. Mathematics
 b. (for admission to M.Sc. Maths with Computer Science)

(xi) Weightage for M.A. (Psychology) (only for P.G. Dip. in Guidance & Counseling. 5 Marks

(xii) Weightage to candidates having passed B.Sc. (Biotechnology) 5 marks
(for admission to M.Sc. (Biotechnology) only.

(xiii) Weightage to the candidates who have passed B.A with Defence 10 marks
Studies /Military Science/ Studies as one of the
a. subjects (for
b. admission to M.A in Defence & Stratregic Studies)

(xiv) Weightage to the candidates who have passed M.A (English)/(Hindi) 10 marks
a. (for admission to P.G Diploma in Translation)

(xv) Candidates passing Fine Arts (Painting / Applied Arts) as one of the 5 marks

(xvi) subject in 10 +2 (for admission to MFA 6- year)

(xvii) Weightage to the candidates who have passed Graduation with 5 marks
a. Mathematics (for admission to M.Sc. Statistics)

(xviii) Weightage to the candidates who have passed Graduation with 10 marks
Statistics as a main subject (for admission to M.Sc.
a. Statistics)

(xix) Students having B.A. with Fine Arts (Painting, Drawing & Painting, 5marks

a. Art, Applied Art, Sculpture, Graphics, Art, History as one of the subjects {for admission to M.A.

(Drawing & Painting)}

(xx) Students having Certificate/Diploma in Arts & Crafts Teacher 5 marks
a. Training Course {for admission to M.A. (Drawing & Painting)

(xxi) Students having any certificate (participation or award) in the 5 marks
field of Fine Arts from any recognized/registered institutions {for
admission to M.A. (Drawing & Painting)}

(xxii) Weightage to the sports candidates will be given on the following graded scale:

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

Note:

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

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

- (i) Total weightage for preparing merit list will not exceed 10 marks (except for Honours candidates and admission to D.P.Ed./M.P.Ed. & B.P.Ed. courses) in any case. In case of Hons., it will not exceed 20 marks.
- (ii) Candidates claiming sports weightage must submit certificate issued by the Director of Sports of the State concerned indicating grade. Certificate from any other Authority will not be considered.
- (iii) Candidates claiming blood donation weightage must submit certificate issued by the Red Cross Society /Official Blood Bank.

Example for preparing merit list: -

Column	I	II	III	IV	V	VI
Sr. No.	Marks obtained in the qualifying exam	Total marks	%inqualifyi ng exam	Academic Merit	Weightage	Overall Merit (IV+V)
1.	300	500	60.00	60 Marks	5 Marks	65 Marks
2.	2160	2700	80.00	80 Marks	10 Marks	90 Marks

4. Admission against Supernumerary seats in the category of Outstanding Sports Seats

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

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

I) The candidates should fulfil the minimum eligibility conditions prescribed in the Admission Brochure/Ordinances.

II) **Cat. A-I:**

(i) The Candidates should have won 1st/ 2nd/3rd position in Olympic Games, World Championship, World Cup, World University Games, Devis Cup, Wimbledon Championship, U.S. French and Australian Open Tennis Championship, Thomas Cup, Uber Cup, All England Badminton Tournament.

(ii) Participation in the above-mentioned tournament.

Cat A.-II:

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

Cat B.-

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

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

Cat C.-

1st/2nd /3rd position in zonal Inter- University tournaments/ zonal national tournaments/ representation in Inter University Tournament(s).

The eligibility rules for the admission against sports seat, only those games which are recognized and adopted by the Inter University Sports Board of India/MDUSC and approved by AIU will be considered for determining admission against sports seats. List of games approved by AIU is **appended at 'M'**.

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

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

- V) The candidate better in sports will be admitted as per merit decided by the Committee at college level. It should be formed by the principal and merit for admission against sport quota seats should be decided at college level.
- VI) The candidate better in sports will be admitted as per merit decided by the Admission Committee of the concerned Department/ College. However, the Director Sports will approve the merit list prepare by the Admission Committee with regard to checking the genuineness of the certificates/merit.
- VII) In case of tie in sports merit, the candidate better in academic merit be given preference.
- VIII) **(Mentioned point No. XI in received documents)** The age of the student should not exceed 25 years.
- IX) The sports certificate and photograph of the player must be attested by the Secretary of the concerned federation.
- X) The candidate must possess the gradation certificate (other than University Tournaments) from the Sports Dept. of his/her state, on the basis of his/her representation/position at National/Inter-National /Zonal/State level tournament in the games recognized by AIU from time to time.
- XI) In case, there is no availability of Coach in the University, for the game in which the student is seeking admission, then University will higher the services of the Coach from Sports Department of Haryana.
- XII) Only those games which are recognized and adopted by the Inter-University Sports Board of India and approved by AIU will be considered for determining admission against sports seat.
- XIII) It will be mandatory for the admitted students to participate in the Sports activities of his/her Department/University and should have consistently participated in Sports activities.

NOTE:

The application form received for outstanding sports quota seat up to last date of applying for admission shall be sent to the Director Sports within three days after the 3rd counselling of the concerned Department, if required any clarification/guidance. Thereafter, the Admission Committee will decide the case for admission within 10 days after the 3rd counselling. No late fee shall be charged from such candidates.

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

One seat in each course (over and above the sanctioned intake) where the sanctioned intake is 30 seats and two seats where the sanctioned intake is more

than 30 be earmarked in B.A/B.Sc./B.Voc./B.Com. and all other UG Courses (excluding Technical Professional Courses) subject to the following conditions :-

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

5 Admissions for Kashmiri Migrants

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

6 Admissions against Supernumerary Cultural Activities Seats

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

- (i) Any position in the National Youth Festival organized by the Association of Indian Universities, New Delhi.
- (ii) First position holder in the North Zone Inter University Youth Festival organized by the Association of Indian Universities.
- (iii) The age of the student should not exceed 23 years.

- (iv) It will be mandatory for the admitted students to participate in the cultural activities of his/her College/Institute and should have consistently participated in the youth festivals.
- (v) The maximum age limit to participate in the Youth Festival of MDU and Association of Indian Universities is 25 years. So, when a student takes the admission in any College/Institute with an age of 23 years can participate for next two years as per rules.

CHAPTER-IX

Fee Refund Policy

In case of withdrawal of admission, the following rules will be applicable for refund of fee:

The refund of fee shall be as per the latest notification of University Grants Commission

CHAPTER-X

BAN OF RAGGING IN EDUCATIONAL INSTITUTIONS

The instructions for curbing ragging as conveyed the UGC vide letter No. 1-15/2009 (ARC) pt. III dated 17.03.2017, in view of the judgement of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009 be adhered to strictly (UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009, UGC website: www.ugc.ac.in & the Haryana Prohibition of Ragging in Educational Institution Ordinance 2012.

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately. The punishment may include expulsion/suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding or withdrawing scholarships or fellowships and other benefits (ii) forfeiting campus placement opportunities or recommendations. (iii) debarring from appearing in any test or examination or other evaluation process (iv) debarring from representing the educational institution in any regional, national or international meet, tournament, youth festival, etc. (v) withholding results (vi) suspension or expulsion from hostel or mess (vii) cancellation of admission (viii) lodging of FIR with the local police. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or in disciplinary activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear apprehension thereof in freshers or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame of embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student or any type of abuse through electronic media or wrongful confinement, use of criminal force, assault as well as sexual offence, trespass, defamation or threat to defame will be deemed an act of ragging.

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

CHAPTER-XI

Check on the menace of sexual harassment and violence against women

The University has a zero tolerance policy towards the act of sexual harassment. Sexual harassment is taken as a serious act of indiscipline. A Committee, constituted by the Vice-Chancellor under the Chairpersonship of a senior female professor/Associate Professor, will check the menace of sexual harassment and violence against girl students and women. The Sexual Harassment includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature. The Committee shall take all precautionary measures to prevent sexual harassment and violence against girl students and women in the University. It shall also ensure that there is no hostile environment towards girl students and women. No girl student should have reasonable ground to believe that she is at a disadvantage or is being discriminated against. If any complaint of sexual harassment comes to the notice of the Committee, immediate disciplinary action alongwith appropriate action in accordance with the law would be taken.

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:

Signature with seal of issuing Authority

Place:

Full Name.....

Designation.....

Address with.....

Telephone No. with STD Code.....

Issuing Authority:

**Tehsildar-cum-Executive Magistrate,
Naib Tehsildar-cum-Executive Magistrate
Head of Department in case of Government employee.**

HARYANA GOVERNMENT

Certificate Sr. No /Year /Teh.

**Photo of the
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./Kumariand/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 09.08.2000 and No.213-SW (1)-2010 dated
31.08.2010.

Dated:

Place:

Signature with seal of Issuing Authority

Full Name.....

Designation.....

Address with.....

Telephone No. with STD Code.....

**Issuing Authority: Tehsildar-cum-Executive Magistrate,
Naib Tehsildar-cum-Executive Magistrate
Head of Department in case of Government employee.
(The applicant shall submit an affidavit that he/she falls/does not fall in creamy
layer)**

APPENDIX-C

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 and Stamp)

APPENDIX-D

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 course in MD University, Rohtak. He detailed particulars are as under.

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

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

Place:

Date:

**MEDICAL CERTIFICATE FOR PHYSICAL
HANDICAPPED DEPARTMENT OF ORTHOPAEDICS**

Chief Medical Officer

No.....

Dated

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

Place.....

Stamp & Signature
Chief Medical Officer

Signature of Applicant

Government of Haryana

(Name & Address of the authority issuing certificate)

(ECONOMICALLY WEAKER SECTIONS)

EWS INCOME AND ASSET CERTIFICATE

Certificate No.....

Date.....

VALID FOR THE YEAR-----

This is to certify that Shri/Smt./Kumarison/daughter/wife of
.is permanent resident of..... Village/Street.

.....Post Office....., District.Pin

code..... Whose photograph is affixed below and attested below belongs to
Economically Weaker Section., since the gross annual income* of his/her family** is
below Rs. 6 Lakh (Rupees Six lakh only) for the financial year

Its further certified that His/her Family does not own or possess any of the following
assets***.

I 5 acres of agricultural land and above;

II Residential flat of 1000sq. ft, and above;

III Residential plot of 100sq, yards and above in notified municipalities;

Residential plot of 200 sq, yards and above in areas other than the notified
municipalities.

Total immovable assets owned assets owned are valued at Rs. One Crore or more.

2. Shri/Smt./Kumaribelongs to the
Recognized as a Scheduled Caste. Backward Classes (Block-A) and Backward Classes
(Block-B).

Signature with seal of Office

Name

Designation

Note1; Incomemeansincomefromallsourcesi.e salary,
agriculture,businessprofessionetc.

Note2; ThetermFamilyforthispurposewillincludethepersonwhoappliesforbenefitof
reservationhis/herparents'spouseaswellaschildrenandsiblingsbelowtheageof
18 years.

Note3; ThepropertyheldbyaFamilyindifferentlocationordifferent
places/citiesaretobedubbedwhileapplyingthelandor
propertyholdingtesttodetermineEWSstatus.

List of Scheduled Castes in Haryana State

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

List of Deprived Scheduled Castes in Haryana State

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

LIST OF BACKWARD CLASSES IN HARYANA STATE

BLOCK 'A'

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

- | | |
|-----------------------------------|--------------------------------------|
| 47. Pinja, Penja | 48. Rehar, Rehara or Re |
| 49. Raigar | 50. Rai Sikhs |
| 51. Rechband | 52. Shorgir, Shergir |
| 53. Soi | 54. Singhikant, Singiwala |
| 55. Sunar, Zargar, Soni | 56. Thathera, Tamera |
| 57. Teli | 58. Banjara, Banjara |
| 59. Weaver (Jullaha) | 60. Badi/Baddon |
| 61. Bhattu/Chattu | 62. Mina |
| 63. Rahbari | 64. Charan |
| 65. Chaaraj (Mahabrahman) | 66. Udasin |
| 67. Ramgarhia | 68. Rangrez, Lilgar, Nilgar, Lallari |
| 69. Dawala, Soni- Dawala, Nyaaria | 70. Bhar, Rajbhar |
| 71. Nat (Muslim) | 72. Jangam |

BLOCK 'B'

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

SELF DECLARATION

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

1. I, _____ (Full Name of the Student with admission/ registration/ enrollment No.) S/o, D/o Mr./Mrs./Ms. _____ having been admitted to (name of the institution) _____ have carefully read “THE HARYANA PROHIBITION OF RAGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012” and fully understood the provisions contained in the said ordinance.
2. I have, in particular, perused clause 2(f) of the ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:
 - (a) I will not indulge in any behavior or act that may be constituted as ragging under the ordinance.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the county on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Student
Name:

Self-Declaration by the Parent/ Guardian

1. I, Mr./Mrs./Ms _____ (Full name of parent/ guardian) _____ father/mother/guardian of, _____ (Full name of student with University Roll No. _____), having been admitted to (name of the institution) _____ have carefully read “THE HARYANA PROHIBITION OF RAGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012” and fully understood the provisions contained in the said ordinance.
2. I have, in particular, perused clause 2(f) of the ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:
 - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under the ordinance.
 - (b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the county on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Parent/
Guardian
Name:
Address:
Telephone/ Mobile No.
E-mail id

UNDERTAKING FOR GAP YEAR

I _____ S/o., _____ resident of _____ do hereby solemnly state & affirm as under:

- (1) That I am a resident of above said address.
- (2) That I have passed _____ class in the year _____ from _____ School/College/Institute/University.
- (3) That I have not joined/admitted in any School/College/Institution due to _____ (Reason).
- (4) That there is a GAP in my studies from _____ to _____.
- (5) That during this period I was not involved in an illegal activity and that no Criminal case is pending against me in any court of Law.
- (6) That I command a good reputation and respect in general public.
- (7) That I have not availed post matric scholarship for the same programme name or programme from any College/University/Institute during the gap year.

Deponent (Student)

Verification: -

Verified that the contents of my above said undertaking are true correct to the best of my knowledge and belief and nothing has been concealed or misrepresented therein. In case the above facts are found incorrect any state then my admission can be cancelled by the University.

Date: _____

Place: _____

Deponent (Student)

List of games approved by AIU

Sr. No.	National Championships	Sr. No.	National Championships
1.	American Football (M & W)	2.	Aquatics(M W)
3.	Archery (M W)	4.	Athletics (M W)
5.	Badminton (M &W)	6.	Ball Badminton (M & W)
7.	Baseball (M & W)	8.	Basketball (W)
9.	Basketball (M & W)	10.	Best Physique (M)
11.	Boxing (M & W)	12.	Canoeing and Kayaking (MW)
13.	Chess (M & W)	14.	Cricket (M & W)
15.	Cross Country (MW)	16.	Cycling Road (MW)
17.	Cycling Track (MW)	18.	E- Sports (M & W)
19.	Fencing (M & W)	20.	Football (M & W)
21.	Gatka (M & W)	22.	Gymnastics (M & W)
23.	Handball (M & W)	24.	Hockey (M & W)
25.	Hockey 5' s (M & W)	26.	Judo (M & W)
27.	Kabaddi NS (M &W)	28.	Kabaddi Circle Style (M & W)
29.	Kho-Kho (M & W)	30.	Korf Ball (Mixed M&W)
31.	Lawn Tennis (M & W)	32.	Netball (M & W)
33.	Pistol Shooting & 177, Air Rifle	34.	Power Lifting (M & W)
	Peep Sight (M & W)		
35.	Relay Race (M)	36.	Roll Ball (M & W)
37.	Roller Sports (M&W)	38.	Rowing (M &W)
39.	Sepak Takraw (M &W)	40.	Soft Tennis (M & W)
41.	Softball (M & W)	42.	Squash Rackets (M & W)
43.	Table Tennis (M & W)	44.	Taekwondo (M & W)
45.	Tug of War (M & W)	46.	Volleyball (M & W)
47.	Wrestling FS & GR (M & W)	48.	Wt. Lifting (M & W)
49.	Wushu (M & W)	50.	Yachting (M & W)
51.	Yoga (M & W)		

**LIST OF SELF-STYLED INSTITUTES/ UNIVERSITIES WHICH HAVE BEEN
DECLARED BOGUS BY THE UNIVERSITY GRANTS COMMISSION**

Delhi

1. All India Institute of Public & Physical Health Sciences (AIIPHS) State Government University, Office Kh. No. 608-609, I st Floor, Sant Kripal Singh Public Trust Building, Near BDO Office, Alipur, Delhi-110036
2. Commercial University Ltd.. Daryaganj, Delhi.
3. United Nations University, Delhi.
4. Vocational University, Delhi.
5. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi - 110 008.
6. Indian Institute of Science and Engineering, New Delhi.
7. Viswakarma Open University for Self-Employment, Rozgar Sewasadan, 672, Sanjay Enclave, Opp. GTK Depot, Delhi-110033.
8. Adhyatmik Vishwavidyalaya (Spiritual University), 357-352, Phase-I, Block-A, Vrjay Vihar, Rithala, Rohini, Delhi-1 10085

Karnataka

9. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Kamataka.

Kerala

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

Maharashtra

11. Raja Arabic University, Nagpur, Maharashtra.

West Bengal

12. Indian Institute of Alternative Medicine, Kolkatta.
13. Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, Builtech inn, 2nd Floor, Thakurpurkur, Kolkatta – 700063

Uttar Pradesh

14. Gandhi Hindi Vidyapith, Prayag, Allahabad. Uttar Pradesh.
15. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
16. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.

17. Bhartiya Shiksha Parishad, Bharat Bhawan, Matiyari Chinhat, Faizabad Road, Lucknow, Uttar Pradesh – 227105

Puducherry

18. Sree Bodhi Academy of Higher Education, No. 186, Thilaspeth, Vazhuthavoor Road, Puducherry-605009

Andhra Pradesh

19. Christ New Testament Deemed University, #32-32-2003, 7th Lane, Kakumanuvarithoto, Guntur, Andhra Pradesh-522002 and another address of Christ New Testament Deemed University, Flat No. 301, Grace Villa Apts., 715, Srinagar, Guntur, Andhra Pradesh-522002

20. Bible Open University of India, H. No. 49-35-26, N.G.O.'s Colony, Visakhapatnam, Andhra Pradesh-530 016

Formore details please log into: www.ugc.ac.in

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