



# CHAUDHARY DEVI LAL UNIVERSITY

SIRSA (HARYANA)-125055

(Established by the State Legislature Act 9 of 2003)

NAAC Accredited with Grade 'B'

HANDBOOK OF INFORMATION  
2019-20



FOR ONLINE SUBMISSION OF APPLICATION FORMS  
PLEASE VISIT [www.cdlu.ac.in](http://www.cdlu.ac.in), <http://cdlu.digitaluniversity.ac>



## **JAN NAYAK CHAUDHARY DEVI LAL**

**THE TORCH BEARER**  
**(25 September, 1914 – 6 April 2001)**

Chaudhary Devi Lal University, Sirsa is named after Jan Nayak Chaudhary Devi Lal, the former Deputy Prime Minister of India and the former Chief Minister of Haryana.

Ch. Devi Lal was a veteran freedom fighter, a crusader against the British Raj and a symbol of patience and fortitude. He proved himself to be a man of action, be it in the freedom movement or the post-independence amelioration of the plight of the suffering peasantry. He was looked upon with love and affection during his younger days and with reverential awe in his later life, when he was popularly nicknamed “Tau”. The welfare of the people was a mission with Chaudhary Devi Lal, who strove hard to see the peoples’ power reflected in the peoples’ rule. He was committed to the development of the backward classes, which included farmers, the oppressed and women. He always wanted the present education system to impart true knowledge. He desired for fundamental and total change in education and meaningful investments in education, especially in a manner relevant to employment for the youth and welfare of the poor. While he addressed the concerns of the youth in terms of education and skill development, he worked for the introduction of several other social welfare measures like providing health facilities, which were taken up in right earnest. As a result, hundreds of schools, colleges, hospitals and health centres came up in places when none existed before. He also wanted the youth to have a definite goal and make significant contribution towards national building and construction.

He wanted teachers who could inspire students to participate in constructive work. He also considered it essential that schools be opened which are as good as public schools for the talented children of the economically backward and poor, who otherwise cannot study for want of means. He firmly believed that ‘Village India is real India’. That’s why he regarded it as a ‘dharma’ (duty) to provide a good, balanced diet, necessary clothing and shelter to each individual. He firmly held that ‘true Swaraj’ means participation of the poor, illiterate, underprivileged and millions living in our villages. As the Deputy Prime Minister of India and being one of the architects of the state of Haryana he took many steps for the agricultural development. His services to Haryana and the country are indeed unforgettable. As Reverently called ‘Tau’, the Jan Nayak, a ‘Karmayogi’ and a ‘Colossal’ guide Ch. Devi Lal’s principles and values will always inspire the coming generations.

## MESSAGE



Chaudhary Devi Lal University for the last two years has accelerated its pace of growth with new academic programmes, implementation of CBCS at PG level in UTDs and affiliated colleges, and strengthening of its physical infrastructure and extension programmes. The University has acquired a new confidence to take on new challenges. It is resolved to keep up with the growth rate to compete with institutions of higher education of national repute.

We are gearing up to enter in to the second circle of NAAC and though the University is yet to make a mark in NIRF, it has been able to assess itself to identify its weaknesses and strengths to make plans for future and execute them effectively. With a sharper focus on the vision, mission and graduate attributes the boards of studies regularly revise or revamp the syllabi to make them socially relevant. The University is going to implement CBCS at graduation level too evidencing its march forward despite circumstantial setbacks. The University aims at achieving qualitative as well as quantitative growth with the aim to forge an integrated enlightened society founded on the principles of justice, amity and human excellence.

The University is providing excellent infrastructural facilities to the students, which include Seminar/Lectures Halls, well-furnished laboratories and library with ever increasing print and e-resource, Wi-Fi connectivity, hostels and facilities of multipurpose hall, auditorium, sports grounds and gym. Basic facility for students both in library, Teaching Blocks and Hostels have been enhanced. Extension of Tagore Bhawan, construction of Teaching Block 4 and 5 are in the pipe-line. Information Centre and Guidance Bureau, to be completed shortly, will felicitate students' interaction with the different branches of the University. Any student opting to study in this University can ensure personal growth by using them.

University reiterates its commitment to make sincere efforts to provide the students and scholars a conducive and healthy environment to grow professionally and holistically. I assure you that your choice for this University will be rewarding and your efforts will further strengthen it to emerge as an institute of academic excellence.

Prof. (Dr.) Vijay K. Kayat  
Vice-Chancellor

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**Shri Satyadeo Narain Arya**

**Hon'ble Governor, Haryana**

**OFFICERS OF THE UNIVERSITY**

<b>Prof. (Dr.) Vijay K. Kayat</b> Vice-Chancellor	01666-248052 Fax: 01666-248123
<b>Prof.(Dr.) Rakesh Wadhwa</b> Registrar	01666-239819 Fax: 01666-247049
<b>Prof. Raj kumar Siwach</b> Chief Warden	01666-239818
<b>Prof. Anu Shukla</b> Proctor	01666-239816
<b>Prof. Dilbag Singh</b> Dean, Students' Welfare	01666-247153
<b>Prof. Deepti Dharmani</b> Dean, Academic Affairs	01666-239823
<b>Prof. Pankaj Sharma</b> Librarian	01666-239833
<b>Prof. Sultan Singh</b> Controller of Examinations	01666-239808
<b>Finance Officer</b>	01666-239834

**DEAN OF FACULTIES**

- |  |  |
|--|--|
| 1. <b>Prof. Sultan Singh</b><br>Faculty of Commerce & Management | 2. <b>Prof. Deepti Dharmani</b><br>Faculty of Education          |
| 3. <b>Prof. Deepti Dharmani</b><br>Faculty of Humanities         | 4. <b>Prof. J.S. Jakhar</b><br>Faculty of Law                    |
| 5. <b>Prof. Raj Kumar Salar</b><br>Faculty of Life Sciences      | 6. <b>Prof. Dilbag Singh</b><br>Faculty of Physical Sciences     |
| 7. <b>Prof. Deepti Dharmani</b><br>Faculty of Social Sciences    | 8. <b>Prof. Deepti Dharmani</b><br>Faculty of Engg. & Technology |

**CHAIRPERSONS AND INCHARGES OF THE DEPARTMENTS**

<b>Sr.No.</b>	<b>Name of</b>	<b>Chairperson</b>	<b>Tel. No.</b>	<b>In-charge</b>	<b>Tel. No.</b>
1.	Biotechnology	Prof. Raj Kumar Salar	247143		
2.	Business	Prof. Sultan Singh	239817		
3.	Chemistry	Prof. Dilbag Singh	247136	Dr. Gita Rani	247136
4.	Commerce	Prof. Sultan Singh	239831		
5.	Computer Science & Applications	Prof. Vikram Singh	239818		
6.	Economics	Dr. Abhey Singh	247132		
7.	Education	Dr. Nivedita	98131-27177		
8.	Energy & Environmental Sciences	Dr Rani Devi	98961-06467		247119
9.	English	Prof. Deepti Dharmani	239816		
10.	Food Science & Technology	Prof. Raj Kumar Salar	98963-42891	Dr. Manju Nehra	247124
11.	Geography	Prof. Deepti Dharmani	92150-31224	Dr. Satyawan	98131-32750
12.	Hindi	Prof. Deepti Dharmani	92150- 31224	Dr. Amit Sangwan	94663-08808
13.	History & Archeology	Prof. Deepti Dharmani	92150-31224	Dr. Rohtash	98960-17462
14.	Journalism & Mass Communication	Prof. Deepti Dharmani	247081	Dr. Sewa Singh	98125-00606
15.	Law	Prof.J. S. Jakhar	247115		
16.	Mathematics	Prof. Aseem Miglani	247129		
17.	Music (Vocal & Instrumental)	Prof. Deepti Dharmani	92150-31224	Dr. Sultan Singh	94163-18040
18.	Physical Education	Prof. Monika Verma	94167-82066		
19.	Physics	Prof.Sushil Kumar	239835		
20.	Public Administration	Prof. Deepti Dharmani	92150-31224		
21.	Punjabi	Prof. Deepti Dharmani	92150-31224	Dr. Sewa Singh	98125-00606
22.	Sanskrit	Prof. Deepti Dharmani	92150-31224	Dr. Ravinder	99927-76270
23.	Botany	Prof. Raj Kumar Salar	247143	Dr. M.K.Kidwai	81686-26027
24.	Zoology	Prof. Raj Kumar Salar	247143	Dr. Sanju Bala	90507-00005

## HELP DESK

S.No.	Name of the Department/Branch	Contact No.	Assistance
1.	EDP Cell	01666-247254	Technical Assistance
2.	HKCL	01666-247254	Technical Assistance
3.	Academic Branch	01666-239811	Rules and Regulations for Admissions
4.	Registration & Scholarship	01666-247072	Registration & Scholarship Assistance

**CDLU Schedule of Admissions ( for fresh candidates) for all programmes except M.Tech. CSA (UTD), M.Phil. Ph.D. , B.Tech. M.Tech., B.Ed., M.Ed.**

**The last date of submission of online application form 5<sup>th</sup> July 2019**

1 <sup>st</sup> Counseling	11.07.2019	Fee Deposit upto	12.07.2019
2 <sup>nd</sup> Counseling	13.07.2019	Fee Deposit upto	15.07.2019
3 <sup>rd</sup> Counseling	16.07.2019	Fee Deposit upto	17.07.2019

**Physical Counseling 18.07.2019      Fee Deposit 19.07.2019**

**Commencement of Classes w.e.f 22.07.2019**

**CDLU Schedule of Admissions to M.Tech. CSA (UTD)**

**Last Date of submission of application form is 3<sup>rd</sup> August, 2019.**

Display of 1 <sup>st</sup> List-	05.08.2019
Display of 2 <sup>nd</sup> List-	07.08.2019
Display of 3 <sup>rd</sup> List-	09.08.2019
Physical presence-	13.08.2019

**Commencement of Classes w.e.f. 16.08.2019**

**Commencement of B.Ed. 2<sup>nd</sup> year Classes w.e.f 01.08.2019**

**PET for D.P.Ed., B.P.Ed. and M.P.Ed. Courses**

**(Timing for PET from 7 a.m. to 12 noon)**

08.07.2019 B.P.Ed.:	M.P Hall, CDLU, Sirsa (for college of Sirsa District)
9-10.07.2019 D.P.Ed.:	i) Defence College of Education, Tohana, Fatehabad (for colleges of Fatehabad District) ii) Shah Satnam Ji Boys College, Sirsa (for Colleges of Sirsa District)
10.08.2019 D.P.Ed.:	MUH Jain College of Education, Chanderkalan, Tohana, Fatehabad (for colleges of Fatehabad District.)
10.08.2019 D.P.Ed., B.P.Ed. and M.P.Ed.:	M.P. Hall, CDLU, Sirsa (for colleges of Sirsa, District)



Admission Schedule for B.Ed., B.Tech. and M.Tech. except M. Tech. CSA (UTD) to be centrally decided.

Admission for M.Phil. & Ph.D.: First week of August, 2019

Admission for M.Ed.: End of September, 2019

## **SCHEDULE FOR ADMISSION FOR OLD STUDENTS**

### **Odd Semester:**

01 <sup>st</sup> July to 15 <sup>th</sup> July, 2019	Without late fee
16 <sup>th</sup> July to 24 <sup>th</sup> July, 2019	100/-
25 <sup>th</sup> July to 31 <sup>st</sup> July, 2019	200/-
1 <sup>st</sup> August to 8 <sup>th</sup> August, 2019	500/-
9 <sup>th</sup> August to 15 <sup>th</sup> August, 2019	1000/-
16 <sup>th</sup> August to 22 <sup>nd</sup> August, 2019	2000/-

### **Even Semester:**

02 <sup>nd</sup> Jan to 15 <sup>th</sup> Jan, 2020	Without late fee
16 <sup>th</sup> Jan to 24 <sup>th</sup> Jan, 2020	100/-
25 <sup>th</sup> Jan to 31 <sup>st</sup> Jan, 2020	200/-
1 <sup>st</sup> Feb to 8 <sup>th</sup> Feb, 2020	500/-
10 <sup>th</sup> Feb to 15 <sup>th</sup> Feb, 2020	1000/-

### **Payment Gate way:-**

Admission fee by University Teaching Departments students can alternatively be deposited though **ONLINE MODE** of payment i.e. by using Debit cards, Credit cards, Internet Banking and wallets etc.

Link available on University website ([www.cdlu.ac.in](http://www.cdlu.ac.in))

## Academic Calendar 2019-20

Academic Calendar for Affiliated Colleges, University Teaching Departments and University College for UG other than B.Ed., B.A.-B.Ed./B.Sc.-B.Ed.(Integrated) &B.Tech. and for PG other than M.Ed. M.Tech. and M.Phil.

### FOR UNDER-GRADUATE COURSES

EVENT	DURATION
<b>Admission</b>	<b>02.07.2019 to 15.07.2019</b>
<b>Odd Semester</b>	
<b>1<sup>st</sup> Teaching Term</b>	<b>16.07.2019 to 23.10.2019</b>
<b>Vacation- (Diwali)</b>	<b>24.10.2019 to 30.10.2019</b>
<b>2<sup>nd</sup> Teaching Term</b>	<b>31.10.2019 to 18.11.2019</b>
<b>Examination</b>	<b>19.11.2019 onwards</b>
<b>Winter Vacation-II</b>	<b>20.12.2019 to 31.12.2019</b>
<b>Even Semester</b>	
<b>1<sup>st</sup> Teaching Term</b>	<b>01.01.2020 to 07.03.2020</b>
<b>Vacation-I (Holi)</b>	<b>08.03.2020 to 15.03.2020</b>
<b>2<sup>nd</sup> Teaching Term</b>	<b>16.03.2020 to 30.04.2020</b>
<b>Examinations</b>	<b>01.05.2020 onwards</b>
<b>Summer Vacation</b>	<b>20.05.2020 to 30.06.2020</b>

### FOR POST GRADUATE COURSE

EVENT	DURATION
<b>Admission</b>	<b>01.07.2019 to 20.07.2019</b>
<b>Odd Semester</b>	
<b>1<sup>st</sup> Teaching Term</b>	<b>22.07.2019 to 23.10.2019</b>
<b>Vacation-I</b>	<b>24.10.2019 to 30.10.2019</b>
<b>2<sup>nd</sup> Teaching Term</b>	<b>31.10.2019 to 23.11.2019</b>
<b>Examination</b>	<b>25.11.2019 onwards</b>
<b>Winter Vacation-II</b>	<b>20.12.2019 to 31.12.2019</b>
<b>Even Semester</b>	
<b>1<sup>st</sup> Teaching Term</b>	<b>01.01.2020 to 07.03.2020</b>
<b>Vacation-I (Holi)</b>	<b>08.03.2020 to 15.03.2020</b>
<b>2<sup>nd</sup> Teaching Term</b>	<b>16.03.2020 to 30.04.2020</b>
<b>Examinations</b>	<b>01.05.2020 onwards</b>
<b>Summer Vacation</b>	<b>20.05.2020 to 30.06.2020</b>

\*Examination be completed of each class within 25-30 days and the evaluation of Answer Books, etc. be got done in remaining days and during Vacations.

**Note:** a).The next academic Session 2020-21 will start from 01.07.2020.

- b).If the number of teaching days falls less than 180 days (90 days in each semester) in the academic session 2019-20 due to some unforeseen reasons, it would be the responsibility of each Department/Institute/College to make good the loss by arranging extra classes.
- c).In case results of the Even Semester are not declared in time, provisional admission in case of ongoing Semesters will be made and classes will commence w.e.f. 16<sup>th</sup> July 2019 for UG Classes and 22<sup>nd</sup> July 2019 for PG Classes.
- d).The examinations of 6<sup>th</sup> Semester of U.G. will be start w.e.f. 20.04.2020 onwards. The practical examinations in 6<sup>th</sup> Semester will be conducted before the theory exams.

### ADMINISTRATIVE OFFICES

Sr.No.	Name of the Office	Name and Designation	Telephone No. ( 01666)
1	Vice-Chancellor's office	(i) Sh. H. L. Sharma Private Secretary	248603, 248052 248123(Fax)
2	Registrar's Office	Sh. Dharamveer, Personal Assistant	239819
Sr.No.	Name of the Office	Name and Designation	Telephone No.
1.	Academic Branch	Smt. Munni Devi, Assistant Registrar	239811
2.	Accounts Branch	Sh. Jaipal Manchanda, Finance Officer Officer	239834
3.	Boys Hostel-I	Dr. Dharambir Singh, Warden	94663-08808
4.	Boys Hostel-II	Dr. Ram Mehar Singh, Warden	94162-73644
5.	Career and Counseling Cell	Dr. Kapil Chaudhary, Co-ordinator	-
6.	CDLU Sports Council	Prof. Gurcharan Dass, President	239818
7.	Chief Warden	Prof. Raj Kumar Siwach, Chief Warden	239818
8.	Colleges Branch	Prof. Vikram Singh, Dean of Colleges	247153
9.	Dean Students' Welfare	Prof. Dilbag Singh, Dean	247154
10.	Directorate of Public Relations	Prof. Dilbag Singh, Director	-
11.	Directorate of Youth Red Cross	Prof. Vishnu Bhagwan, Programme Co-ordinator	247154
12.	Directorate Youth Welfare	Dr. Surinder Singh, Director	94678-42999
13.	Examinations Branch	Prof. Sultan Singh, Controller of Examinations	239808
14.	Information Technology Cell	Dr. Kapil Chaudhary, Incharge	94660-06450
15.	Lady Warden Girls Hostel-I & II	Mrs. Saroj, Warden	99963-76093
16.	Liaison Office ,OBC, SC/ST Cell	Prof. Umed Singh, Liaison Officer	98120-62765
17.	Library	Prof. Pankaj Sharma, Librarian	239833
18.	National Service Scheme	Prof. Abhey Singh, Convener Prof. Vishnu Bhagwan, Programme Co-ordinator	89011-18777 98125-56101
19.	Nodal Officer, EDP Cell	Dr. Kapil Chaudhary	247254
20.	Nodal Officer on Ragging Complaints	Dr. Ashok Makkar	
21.	Proctor Office	Prof. Anu Shukla, Proctor	239818
22.	Registration & Scholarship Branch	Dr. Harish Kumar Rohil, Incharge	247072
23.	First Appellate Authority	Prof J.S. Jakhar	247009
24.	SPIO Office	Dr. Mukesh Garg, SPIO	239807
25.	UGC Coaching Cell	Dr. Raj Kumar Coordinator	94679-52114
26.	University Centre for Distance Learning (UCDL)	Prof. Sultan Singh, Director	239815
27.	University Computer Centre	Prof. Vikram Singh, Director	239828
28.	University Health Center	Dr. Shafali, Medical Officer	239801
29.	Internal Quality Assurance Cell	Prof. Sultan Singh, Director	248603
30.	University Industry Cell	Dr. Surinder Singh, Co-ordinator	94678-42999
31.	Vigilance Office	Prof. Sultan Singh, Chief Vigilance Officer	239817

### Admission Notification 2019-20

Sr. No.	Programme Name	Seats	Last date of online application	Admissions through
1	MSc Bio-Technology	40	24.06.2019 <a href="http://mdurohtak.ac.in">http://mdurohtak.ac.in</a>	Maharshi Dayanand University, Rohtak <a href="http://mdurohtak.ac.in">http://mdurohtak.ac.in</a>
2	MSc Chemistry	50		
3	MSc Energy & Env. Sc.	40		
4	MSc Food Sc. & Tech.	40		
5	MSc Mathematics	60		
6	MSc Physics	50		
7	MSc Botany	30		
8	MSc Zoology	30		
9	LLM	30	01.07.2019 <a href="http://kuk.ac.in">http://kuk.ac.in</a>	Kurukshetra University, Kurukshetra  <a href="http://kuk.ac.in">http://kuk.ac.in</a>
10	MA Hindi	60		
11	MA History & Archeology	60		
12	MA Economics	50		
13	MA English	60		
14	MA Journalism and Mass Communication	60		
15	MA Public Administration	50		
16	M Com	60		
17	MPEd	25+5*		
18	MA/MSc Geography	50		
19	MBA General	100		
20	MBA Honours	40		
21	BALLB 5 yr	60	05.07.2019	Chaudhary Devi Lal University Sirsa <a href="https://cdlu.ac.in">https://cdlu.ac.in</a>
22	BA Journalism and Mass Communication	50		
23	LLB 3 yr. (Professional)	60		
24	MPA Music (Vocal)	30		
25	MPA Music (Instrumental)	20		
26	M A Punjabi	60		
27	M A Sanskrit	40		
28	MSc (Hon.) Mathematics 5 yr	40		
29	MSc (Hon.) Mathematics 5 yr (Lateral Entry in 7 <sup>th</sup> sem)	17		
30	Master of Travel and Tourism Management	40		
31	MCA (3 year)	60		
32	MCA (Lateral Entry- 2 <sup>nd</sup> yr)	48		
33	MTech CSE 2 yr	40		
34	MTech CSE 3 yr (weekend)	40		
35	MA (Honours) Economics (5 Year Integrated Programme) (Lateral entry in 4 <sup>th</sup> year/7 <sup>th</sup> semester)	23		
36	PG. Diploma in Nutrition and Dietetics	20		
37	PG. Diploma in Waste Management	20		
38	B.Ed	100		Centralized level to be notified

\* These seats are meant for Outstanding Sportspersons.

## **UNIVERSITY AT A GLANCE**

Established on 2<sup>nd</sup> April, 2003, Chaudhary Devi Lal University, Sirsa is named after Jan Nayak Chaudhary Devi Lal, the former Deputy Prime Minister of India and the former Chief Minister of Haryana. This University, set up by the Government of Haryana under Act 9 of 2003 passed by the State Legislature, has a sprawling campus of 213 Acre, 4 Kanal, 12 Marla at Barnala Road, Sirsa. The main objective of the University is to facilitate, promote and excel in Higher Education, Research and Consultancy in the contemporary as well as emerging areas of knowledge. The inception of high-tech culture involving computer-based facilities, internet connectivity and modern administrative techniques are integral characteristics of this University. To enhance the standard of higher education and increase the research activities the University has been connected to National Knowledge Network (NKN). This connectivity has been provided through one GBPS (optical fiber) dedicated line under NMEICT project of Ministry of HRD India. Wi-Fi facility has also been provided in the University campus. Affiliation of colleges situated in Sirsa and Fatehabad districts in 2011 has been another milestone for this University.

### **UNIVERSITY TEACHING DEPARTMENTS**

There are 24 Teaching Departments in the University. Well-known, reputed and experienced academicians and professionals have been associated in preparing the academic curriculum of different programmes. It is important to mention here that special attention has been given to follow the guidelines of the UGC and other regulatory bodies in preparing the programme curriculum. The university also offers various programmes through the University Centre for Distance Learning. The emphasis is to impart quality education by providing congenial and liberal atmosphere in the campus through the promotion of extracurricular activities. Sports events of North Zone and All India Interschool level and University Youth Festival were successfully organized in addition to encouraging students to participate in such activities and events outside the campus to enable them achieve overall growth of their personality.

### **TEACHING BLOCKS**

The University has three Teaching Blocks, Guest House, Vice Chancellor's residence and 144 houses for the teaching and non-teaching staff and five well-furnished hostels for boys and girls. The silent Generator Sets are also available in the university to meet out the requirement of power during power failure. Approximately 16500 plants/trees of various types have been planted in the university campus. Teaching block four is near completion whereas the extension of Tagore Bhawan has been completed

### **OTHER FACILITIES**

The University has developed its own Media Centre equipped with hi-tech gadgets. The University has well-equipped laboratories. The University has a majestic building housing Vivekananda Library. There is a good stock of books and study material of high standard in the University library. Research Journals of National and International repute are being subscribed. The construction of Multipurpose Hall has been completed. 11 KVA sub-station is under construction and the 12 Super H Type Houses, Day Care Center, Solar Water Heater Systems and rising of boundary wall has been completed.

The University has ATM facility of Oriental Bank of Commerce. A branch of Oriental Bank of Commerce started functioning in the year 2011. The branch is located in the University Shopping Complex which also houses the University Health Centre. Medical facilities have been made available to the students through a regular appointed Medical Officer and technical staff.

The University has adopted innovative methods in conducting University examinations. The students of this university have shown commendable results in academics as well as co-curricular activities. With the present pace of progress already acquired, the university looks forward to having a promising future.

## ACADEMIC PROGRAMMES

The University offers the following academic programmes in the area of Technology, Management, Commerce, Law, Journalism and Mass Communication, Humanities, Social Sciences, Science and Education mostly at the Post Graduate level. All these programmes have been designed in consultation with luminous academicians especially taking into consideration the special needs of the society and the professional world. Emphasis is laid on both theoretical and practical training.

<b>BUDGETED POSTGRADUATE PROGRAMMES</b>							
Sr. No.	Name of Programme	Credits Required	Seats	Sr. No.	Name of Programme	Seats	Credits Required
1.	M.Sc. Biotechnology	100-112	40	2.	M.Sc. Botany	30	100-112
3.	M.Sc. Zoology	100-112	30	4.	MSc Energy & Env. Sc.	40	100-112
5.	M.Sc. Food Sc. and Tech.	100-112	40	6.	MSc Chemistry	50	100-112
7.	M.Sc. Physics	100-112	50	8.	MSc Mathematics	60	100-112
9.	M.Tech CSE (2 yr)	100-112	24	10.	MCA (3 yr)	36	100-112
11.	MCA (Lateral Entry in 2 <sup>nd</sup> yr)	100-112	45	12.	M.Com	60	100-112
13.	MBA (General)	100-112	100	14.	MBA (Hons.)	40	100-112
15.	MA Geography	156	50	16.	MA History & Archeology	60	100-112
17.	MA Journalism and Mass Communication	100-112	60	18.	Master of Performing Arts- Music Vocal	30	100-112
					Master of Performing Arts- Music Instrumental	20	100-112
19.	MA Economics	108	50	20.	MA Public Administration	50	100-112
21.	MA English	100-112	60	22.	MA Punjabi	60	100-112
23.	MA Sanskrit	100-112	40	24.	MA Hindi	60	100-112
25.	MPEd	100-112	25+5*	26.	LLM	30	100-112
27.	MCA (Lateral Entry)	100-112	45				
<b>BUDGETED UNDERGRADUATE PROGRAMMES</b>							
Sr.No.	Name of Programme	Credits Required	Seats	Sr. No.	Name of Programme	Seats	
1.	BEd <sup>++</sup>		100	2.	LLB 3 yr (Professional)	60	

\*These seats are meant for Outstanding Sportspersons

<sup>++</sup>Admissions to BEd programme for the session 2019-20 will be made at the State Level as per the decision of the Govt. of Haryana.

## PROGRAMMES UNDER SELF-FINANCING SCHEME

### 1. POSTGRADUATE PROGRAMMES:

Sr.No.	Name of the Programme	Seats
1.	MA (Honours) Economics (5 Year Integrated Programme) (Lateral entry in 4 <sup>th</sup> year/7 <sup>th</sup> semester)	23
2.	MTech CSE (3Year) Weekend Programme	30
3.	Master of Travel and Tourism Management	40
4.	MSc Mathematics (5 year Integrated Programme)	40
5.	MSc Mathematics (5 year Integrated Programme) (Lateral entry in 4 <sup>th</sup> year/7 <sup>th</sup> semester)	17
6.	PG. Diploma in Nutrition and Dietetics	20
7.	PG. Diploma in Waste Management	20

### 2. UNDERGRADUATE PROGRAMMES:

Sr.No.	Name of the Programme(s)	Intake
1.	BA-LLB (5 Year Integrated Programme)	60
2.	BA (Journalism and Mass Communication)	50

**Note:** All the Academic Programme are subject to clause 6 of the chapter I. However, SFS Programme will be further subjected to sufficient no. of enrollment to ensure their financial viability.

## **1. VIVEKANAND LIBRARY**

Vivekananda Library came into existence in the year 2003. At present, it has an impressive four-storey building. The present building of library is easily approachable. Beautiful lawns, add to its grandeur. Special attention is given to the facilities of drinking water, light system and security system. It has a fully A.C. Reading Hall, Computer Lab and Periodical Section. All the reading areas of the Library are spacious, peaceful and well-furnished. The Library has a rich collection of publications which include books, journals, thesis/dissertations, reports, newspapers and magazines etc.

The Library at present has a total collection of 79502 books, 123 Indian and Foreign Journals, 11 Magazines and 15 Newspapers to cater to the needs of the users. The Library also provides Reference Books including Encyclopedia, Dictionary etc. The SC/ST Book Bank with collection of 2269 books exists in the library for SC/ST students of various departments. The facility of Online Journals and database is being provided to the users by INFLIBNET through UGC Infonet Digital Library Consortium Shodh Sindhu. Inter Library Loan facility is also available through DELNET. The Wi-Fi internet connectivity is available in the Library for easy access of internet services. Further, there is an access to E-books within University campus. The concept of fully computerized Library is adopted and is in process.

## **2. HOSTELS**

At present, there are five hostels-three for girls and two for boys, namely, Harki Devi Bhawan (Girls' Hostel-I), Kalpana Chawla Bhawan (Girls' Hostel-II), Savitri Bai Phulle Bhawan (Girls' Hostel-III), Lala Lajpat Rai Bhawan (Boys' Hostel-I) and Sardar Patel Bhawan (Boys' Hostel-II). One more Hostel for the Boys is under construction. All the five hostels have been provided with tube/LED lights and ceiling fans in every room. Solar panels are also installed at roof top of all these hostels. Electric geysers have been installed in bathrooms. Water coolers with RO system have also been provided. The hostels subscribe several national & regional dailies and magazines for enabling the students to know what is happening around the world. The facility of 32" Plasma TVs alongwith Dish/DTH facility has been provided in common rooms of all the hostels. Full A.C. reading hall is available for all girls in Girls Hostel-III open 24/7 hours. Medical facilities to all hostel residents are provided through the university Health Centre located in University premises. Besides, one Medical consultant and one ANM have been engaged look after the girls.

The Chief Warden, along with all Wardens, make every possible effort to see that the students get a cleaner surrounding within and outside the hostel premises, get hygienic food and always respond to the complaints of hostel residents in a positive manner.

A total number of 38 benches (three-seater) each has been provided in the premises of Girl's and Boy's Hostels separately. In the premises of both Girls Hostels, two separate lawns have been developed and Badminton Courts has also been constructed in all the five hostels. In Girls' Hostels, the facility of Table Tennis & Badminton and in Boys' Hostels, the facility of Table Tennis, Badminton and Volleyball has also been provided. The Gymnasium facility has been provided in the Hostels.



### 3. IT CELL

The Website Office/IT Cell of Chaudhary Devi Lal University is performing following tasks:

#### A. Wireless Network (Wi-Fi)

Campus Wide W-LAN/Wi-Fi is maintained by the IT Cell. Various steps have been taken by IT cell to strengthen and expand the coverage of wi-fi, which has proved very useful to cater the need of high speed internet facilities to the whole University.

#### B. University Website ([www.cdlu.ac.in](http://www.cdlu.ac.in))

The University Website ([www.cdlu.ac.in](http://www.cdlu.ac.in)) is being maintained and updated efficiently, effectively & promptly by the University Website Office, being very descriptive and useful, the number of global visitors on website is increasing very rapidly.

#### C. Fibre based Local Area Network (LAN)

Any educational institute looking at high growth and a potential to join big league, cannot overlook networking. Sensing out its dire need well in time, the IT Cell has established Campus Wide Local Area Network (LAN). The LAN is based on Optical Fibre and initially 400 nodes have been connected. This is also under the NME-ICT project of MHRD on 75:25 sharing basis.

#### D. National Knowledge Network (NKN)

To enhance the standard of higher education and increase the research activities the University has connection to **National Knowledge Network (NKN)**. This connectivity has been provided through one GBPS (optical fiber) dedicated line under NMEICT Project of Ministry of HRD India.

### 4. EDP CELL

The following project/tasks are being handled by the Electronic Data Processing (EDP) Cell.

- University has signed Memorandum of Understanding (MoU) with Haryana Knowledge Corporation Limited (HKCL) on 08.11.2016 for the implementation of Digital University Framework (DUF) in the University w.e.f session 2019-20. The web-link named [cdlu.digitaluniversity.ac](http://cdlu.digitaluniversity.ac) has been started/activated in this regard.
- The applications were invited online only for admissions in various programmes of University Teaching Departments in academic session 2018-19 also. The facility for inviting applications online was started w.e.f session 2014-15.
- The Android based application named “CDLU” on trial basis in collaboration with the Maibiz Technologies Pvt. Ltd. (MTPL) to enhance the mobile based ICT applications, is being handled by the EDP Cell. The mobile based android application is available free of cost at “Google Play Store”.

### 5. University Computer Centre

#### (i) COMPUTER LAB, UCC

The Computer Lab (UCC) with plenty number of desktops, adequate furniture and sufficient power backup, has been established on the top floor of Vivekanand Library to facilitate the research scholars, students and the staff members as per their requirements.

#### (ii) University Website ([www.cdlu.ac.in](http://www.cdlu.ac.in)):

The University Website ([www.cdlu.ac.in](http://www.cdlu.ac.in)) is being maintained and updated efficiently, effectively & promptly by the University Website Office, being very descriptive and useful, the number of global visitors on website is increasing very rapidly.

(iii) Mobile Application (CDLU):

The android based application named “CDLU” is being maintained and updated regularly. The mobile based android application is available free of cost at “Google Play Store”.

(iv) State Resident Database (SRDB):

The State Resident Database (SRDB) project is under consideration.

(v) Aadhar Enabled Biometric Attendance System (AEBAS):

The project of implementation of Aadhar Enabled Biometric Attendance System (AEBAS) is under consideration.

(vi) CM/PM Window:

All the complaints regarding CM/PM window are received online and then the final Action Taken Report (ATR) prepared by the concerned branch/office has been uploaded on the prescribed portal.

(vii) Digitalization of old record (for at least last five years):

The process of Digitalization of old record (for at least last five years) of the University is under consideration.

## **6. SC/ST CELL**

The SC/ST Cell has been established to provide facilities to the SC/ST students of the University as per the instructions of UGC/State Govt. from time to time. SC/ST Cell functions as grievances Redressal Cell to redress the grievances of SC/ST Students and Employees of the university, and renders them necessary help in solving their academic as well as administrative problems. It also carries out any other work assigned from time to time so as to promote higher education among these communities, suffering from economic, social and education deprivations.

The main objective of the SC/ST Cell is to ensure proper implementation of various schemes of University Grants Commission/Govt. of India/State Govt. introduced from time to time in the interest of such students.

### **6 (A). THE UGC CELL FOR COACHING SCHEMES FOR SCHEDULED CASTES AND SCHEDULED TRIBES, OBC (NON-CREAMY LAYER) AND MINORITIES.**

To implement the objectives of UGC’s Merged Schemes of the General Development Assistance under XII plan period, the University has established the UGC Cell for Coaching Schemes for SCs, STs, OBCs (Non Creamy Layer) and Minorities. General candidates holding BPL Cards (Below Poverty Line) issued by the Central Government/State Government may also be allowed for such coaching classes. The Cell has implemented the following coaching schemes:-

1. Remedial Coaching
2. Coaching for Entry Into Services
3. Coaching for NET/SET

The main purposes of these schemes, by and large, include: to improve the academic skills of the students, to prepare the students to gain useful employment in Group ‘A’, ‘B’ & ‘C’ in Central Services and equivalent positions in private sector and prepare the students for NET/SET, so that they can become Assistant Professors in the Colleges and Universities. For implementing day-to-day activities, Coordinator has been appointed. Further, faculty members, research scholars, PG students and teachers from other universities are also invited to deliver special lectures to the enrolled students. At present, the Cell is in early stage and various programmes and facilities have been planned.

### **6(B). WELFARE SCHEMES FOR SC/BC STUDENTS**

The University ensures proper implementation of various schemes of the UGC/Government of India/State Government concerning admission, scholarship etc. for the welfare of the students of reserved categories. The

guidelines as revised from time to time by the Central and State Governments are displayed on the Notice Boards, prominent places and in the University prospectus for the benefit of the students belonging to SC/BC category. The guidelines are strictly adhered to. Apart from Post-Matric Scholarship for SC/BC students, the State Merit Scholarship for students with Physical Disabilities are also offered.

## **7. CAREER AND COUNSELING CELL**

A Career and Counseling Cell has been established in the University to address the diverse socio-economic handicaps, linguistic differences and geographic backgrounds of the heterogeneous population of students coming to the University vis-à-vis equity of access and placement opportunities through availability of appropriate institutional support information. The Career and Counseling Cell also helps the students by providing appropriate guidance to establish linkages with the world of work and locate career opportunities. This cell is actively involved in carrying out vocational guidance and campus based interviews. The following are the major objectives of the cell:

- To gather information on job avenues and placements in different institutions and concerns related to the Programme(s) offered by this University.
- To analyze information in the local, regional and national contexts to explore its relevance and utility for the students in their placements and on job-training.
- To organize seminars and guidance workshops for informing students about the emerging professional trends and events, job profiles, leadership roles, entrepreneurship, market needs and risks and implementation of national socio-economic policies and to impart training in soft skills.
- To promote discipline, healthy outlook and positive attitudes for strengthening national integration and removal of narrow provincial preferences and prejudice.

## **7. UNIVERSITY SCIENCE INSTRUMENTATION CENTRE**

Recently, University Science Instrumentation Centre (USIC) has been established in CV Raman Bhawan (Science Block) of the University. It will work as Central Instrumentation Lab with necessary and sufficient sophisticated equipments of scientific importance within the reach of faculty members as well as research scholars for research activities. In addition, it will provide service for the maintenance of scientific instruments as far as possible.

## **8. INTERNAL QUALITY ASSURANCE CELL (IQAC)**

The University has constituted the Internal Quality Assurance Cell (IQAC) to instill the momentum of quality consciousness and continuous assessment and improvement. The cell works to develop a quality system of conscious, consistent and catalytically programmed action for improving the academic and administrative performance of the HEIs and to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. The IQAC achieved the above said goals by offering itself the National Assessment and Accreditation Council (NAAC) for inspection. Grade from NAAC is considered Hall Mark of the quality of any HEI. The University has been Accredited with Grade "B" valid for a period of five years from 14.09.2015.

## **9. DEAN STUDENTS' WELFARE**

This office is actively involved in issuing bus passes to the daily passenger students and organizes the events like:

- Awareness Campaign on HIV/AIDS.
- Free Health Awareness/Checkup Camp.
- Educational and Industrial Tours to different places.
- It helps the University Teaching Departments students to participate in Inter College tournaments and Inter University tournaments in various games.
- Group Insurance to the students.

## **10. DIRECTORATE OF YOUTH WELFARE**

Directorate of Youth Welfare aims at ensuring youth welfare by conceiving and organizing such programmes as would stimulate mammoth reservoir of energy in youth constructively for the establishment of a healthy cultural environment in the University. The University has developed best infrastructure to carry out their plan for youth welfare. It motivates students to inculcate and sharpen their talents in diverse fields of cultural/Literary activities. It takes care of the third dimension of the higher education by organizing adventure camps, workshops boosting motivation and healthy competitiveness and inculcating social values to ensure holistic development of their personalities. Besides celebration of national festivals, the Directorate also organizes Talent Finding Competitions and Youth Festival for the UTDs and the affiliating colleges. For the enrichment of the students the Directorate hires artists from diverse fields to prepare them for competitions at higher levels. Literary and Fine Art activities are also taken up to hone their talents. To foster leadership qualities and to prepare future leaders for the largest democracy of the world, model youth parliament is also held. Student clubs are formed for providing them platform to cooperate and coordinate with each other for sharpening their inherent interests. In the coming session the Directorate plans to concentrate on youth leadership in order to make these activities socially more relevant through extension programmes. The students of the University Teaching Departments and affiliating colleges have bagged positions in National and North Zone Inter Varsity Festivals.

The co-curricular activities go a long way in developing the overall personality of the students and foster among them positive feelings of patience and perseverance, a sense of cooperation and the competitiveness. To provide maximum opportunities to the students and to present and refine their talent, the cultural activities are regularly organized in and outside the University. The students show keen interest in these activities and have brought laurels to the University.

The Directorate organizes University Youth Festival and other cultural events besides celebrating important days of the year. The adventure camps and workshops are also organized for the benefit of the students. The achievements of the Directorate include top positions in the North Zone Inter University Youth Festivals and National Youth Festival, Folk Dance Competitions in Folk Dance organized by Haryana Kala Parishad etc.

## **11. SPORTS COUNCIL**

Sports activities of the University are being run under the Sports Council. The University has following playfields: Handball (1), Football (1), Volleyball (2), Netball (1), Korfball (1), Kho-Kho (1), Kabaddi (1), Wrestling (1), Basketball (2), Judo (1), Athletic Track & Multipurpose Hall for indoor sports activities.

The university is providing following sports facilities to its players:

- TA/DA during Inter University Tournaments.
- Free Sports Kit and Track Suits to the players participating in Inter University tournaments.
- Prize money to the players winning positions in Inter University tournaments is given as under:

1.	1 <sup>st</sup> Position	Rs. 28,000/-
2.	2 <sup>nd</sup> Position	Rs. 24,000/-
3.	3 <sup>rd</sup> Position	Rs. 21,000/-

## TROPHIES

Trophies & Medals were awarded to the winners, Runners-up and Third position holders by the organizing University.

### **12. UNIVERSITY HEALTH CENTRE**

The university Health Centre located in the Shopping Complex on the 1<sup>st</sup> floor from room no. 101-104. It has sufficient place for OPD, dispensary and inward. It has facility of consultation, medicines & laboratory tests, treatment at free of cost. There is an Ambulance to carry the sick students to referral hospitals. The Health Centre provides its services during games, physical efficiency tests and functions organized by university. The students, the employees & their dependents of the university are availing the medical facilities being provided by the University Health Centre.

### **13. YOUTH RED CROSS**

Youth are the pillars and future leaders of the country. Today's youth is tomorrow's India. The Youth Red Cross, the youngest wing of India Red Cross Society, Haryana State Branch is active at the University Level. A Youth Red Cross Unit is working in the University Campus for this purpose. A fifteen member YRC Committee of CDLU, Sirsa has been constituted under the chairmanship of the Vice-Chancellor to promote the YRC activities in all the colleges/institutions within the jurisdiction of the university. Meeting of Executive Committee at University Level and of students volunteers are called from time to time to decide about the YRC future plans.

### **14. NATIONAL SERVICE SCHEME**

National Service Scheme (NSS) is a noble experiment in academic expansion. It inculcates the spirit of voluntary work among the students and teachers through sustained community interactions. It brings out academic institutions closer to society. It shows how to combine knowledge and action to achieve results, which are desirable for community development. National Service Scheme at this University has been established with the objective of providing students with an opportunity to develop their overall personality by taking part in various Social Service Schemes.

An NSS Committee at University Level is constituted under the Chairmanship of the Vice- Chancellor. There are 34 units of NSS in the University, two of University Teaching Departments and others in various affiliated colleges of Sirsa and Fatehabad Districts. There are two units of SFS also in affiliating colleges. Participation of the student volunteers of the university in National Republic Parade is a matter of pride for us.

### **15. DEAN RESEARCH**

Dean of Research makes efforts to plan activities and take adequate measures for promotion of research in the University. New ordinances are prepared and the old ones are amended as per requirement and in compliance of the U.G.C. guidelines to achieve qualitative enrichment in research. The office aims to launch schemes for in-house proposal of research projects. Of late it has also started the initiative of stimulating the process of various fellowships in the University for timely dispensation of cases. The cell aims at developing and drafting University Research Policy soon.

### **16. RTI CELL**

The RTI Cell deals with RTI applications and RTI appeals on behalf of the University under the provision of the RTI Act and provides information to the information seekers.

## **17. ANTI RAGGING COMMITTEE**

Anti-Ragging Committee supported by Anti Ragging Squad and a Nodal Officer ensures that there are no incidences of Ragging, bullying and baiting of new students on the campus. Ragging is a criminal offence and is strictly prohibited in the University. A student, if affected, can approach the Nodal Officer to redress his complaint. The Committee comprises Proctor, Dean Student's Welfare, Chief Wardens, Director Youth Welfare, Assistant Dean Students' Welfare and Hostel Wardens are also members of the Anti Ragging Committee/ Squad/Cell. The Anti Ragging Committee also has some outside members prominent along whom are SDM and DSP head quarter Sirsa besides some other important citizen of Sirsa.

## **18. ANTI EVE-TEASING COMMITTEE**

EVE-teasing is a criminal offence. Making unwanted gestures towards girls or passing offensive comments are not only immoral acts but also subject to penal action under Indian Penal Code. Boys student are advised not to indulge in such acts. University has an Anti-Eve teasing Committee headed by the Vice-Chancellor.

The Committee comprises Dean Academic Affairs, Proctor, Chief Warden, Dean Students Welfare, Dean of Colleges, Controller of Examination, Lady Warden, SDM Sirsa, City Magistrate, Sirsa, DSP (HQ), Sirsa, SHO (City), Sirsa besides some student representatives and important citizens are also its members.

## **19. CONSTRUCTION BRANCH**

Kurukshetra University Chaudhary Devi Lal Post Graduate Regional Centre Sirsa was set up during the year 2000. Later on in April 2003 it was declared as full-fledged University named as Chaudhary Devi Lal University, Sirsa. The University had been recognized by the University Grants Commission and declared eligible for Central Assistance under Section 12 (B) of UGC Act vide UGC letter No. F.9-17/2003 (CPP-1) dated 17.02.2009. The works construction of Boys Hostel No.2, Girls Hostel No.2, V.C. residence, Guest House had been started and completed by the University.

In addition to above, houses of H, C, D, E, F & E-II categories, Water Treatment Plant, Over Head Service Reservoir, Boundary Wall on undisputed land, Commissioning of Water Supply and Sewage Scheme, OHSR, STP and other development works were taken in hand by the construction wing of Chaudhary Devi Lal University, Sirsa & completed. The prestigious works of Teaching Block No.II (Science Block), Media Centre, Sewage Treatment Plant, Library Building, Shopping complex, Main Gate, Internal Roads (Phase-II) & Parking, Construction of 6 nos C & 4 nos D Type & 3 Nos. F-type houses, Construction of Multipurpose Hall, Block "A" of Administrative Block, Air Conditioning Plant at MP Hall And Sound Reinforcement System at MP Hall, Construction of 11 KV Indoor Electric main Sub Station and Compact Sub Station, various types of more residential houses i.e. C, E & F, Building for Electric Sub Station, raising of boundary wall (southern side), High Mast Lighting, Construction of Super H, C, D, E & F type houses, laying of Sports Flooring at MP Hall, Construction of Water storage tank and providing sprinkler system in lawns, construction of Day Care Centre, Solar Power Plant & Solar Water Heating system have also been completed. The major construction projects "Construction of Girls Hostel No.3 & Teaching Block No.III" have also been completed. All the departments of science stream such as Physics, Chemistry, Bio-Technology, Mathematics, Food Science & Technology, Energy & Environmental Sciences are being run in the Teaching Block No.II i.e. C.V. Raman Bhawan (Science Block). Medical facility is made available to the students and employees of the university through its Health Centre. The various types of shops such as drycleaner, ladies & gents parlour, confectionery, photography, cyber café and stationery are being run in the building of University Shopping Complex. University Health centre & branch of Oriental Bank of Commerce with ATM is being run in the building of Shopping Complex. The facility of separate gents and ladies toilet is available at the university playground. Silent Generator Sets are also available in the university to meet out the requirement of power during power failure.

Recently, the major construction project "Construction of Administrative Block (Block B & C) has been completed. The works "Construction of Teaching Block No.4, Establishment of Herbal Park, Construction of Information Centre & Guidance Bureau, Construction of Seminar Hall & Class Room and

Extension of Boys Hostel No.1” are in progress. The fresh proposals i.e. construction Teaching Block No.5, Building for university College, another for Distance Education, VIP Gest House, Transit Hostel and Swimming Pool, construction of university boundary wall, providing & laying of retractable chairs at MP Hall, Construction of VIP Guest House, Extension of Construction Branch, etc. are in pipeline.

## **20. UNIVERSITY CENTRE FOR DISTANCE LEARNING (UCDL)**

To cater to the needs of those students who could not able to be a part of regular admission and for the benefits of students of far-flung/unreached areas, the University established the University Centre for Distance Learning in 2006. UCDL offers various job-oriented courses through Distance Education Mode. University Centre for Distance Learning (UCDL) has planned to meet the challenges of the time and growing requirements of the people of the area. The UCDL offers several courses through distance mode such as Bachelor of Computer Application (BCA), Bachelor of Arts (Mass Communication), Bachelor of Arts (General) (B.A.), Bachelor of Commerce (B.Com), Master of Business Administration (MBA), Master of Computer Applications (MCA), Master of Arts (Mass Communication, English, Education, Punjabi, Hindi, Sanskrit, History) Master of Science(Computer Science), Master of Commerce (M.Com), Post Graduate Diploma in Computer Applications(PGDCA), Post Graduate Diploma in Business Management (PGDBM), Post Graduate Diploma in Mass Communication (PGDMC) and Diploma in Computer Science & Technology (DCST). The Distance Education Bureau has recognized the courses run by University Centre for Distance Learning vide its letter(s) No. F.No.1-6/2018 (DEB-I) dated 03.10.2018 and F.No.103-1/2017 (DEB-IV) dated 10.10.2018 which can be seen on UGC/DEB website. UCDL aims to provide the quality education at the door step of the learners as per the policy of the Government to give education to the deprived.

### **PROMINENT FEATURES**

- Affordable Fee for the students.
- Bilingual programmes in Hindi and English with study material in English except otherwise intimated.
- Distance Education by using technology in selected subjects.
- Standard study material.
- The University Centre for Distance Learning holds Personal Contact Programmes (PCP).
- To provide the syllabus and study material after admission of the students.
- Punctuality in the conduct of examinations and declaration of results.
- No Migration Certificate is required for taking admission in Open and Distance Learning programme of CDLU, Sirsa and no Migration Certificate will be issued by the University after the completion of the course.
- The UCDL has appointed well qualified teachers and they remains available in UCDL Library for student’s related queries/doubts on all working days.

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## CHAPTER-1 ADMISSION PROCEDURE AND GENERAL INSTRUCTIONS

Candidates will have to apply for admission in ONLINE mode. The candidates are advised to read the HBI thoroughly before filling up the Online Application Form.

**Necessary certificates/documents/testimonials in original will be required at the time of admission.** Application form along with photocopies of the certificates/testimonials/ documents **duly self-certified** should be submitted by the candidates in the concerned department on the scheduled date(s).

1. No admission shall be allowed after August 31, 2019. For colleges, the last date of admission is as per DGHE directions.

(The last date of admission in the University will be the last date of submission of eligibility proof as per the centralized decision at the level of Haryana State University/DGHE, Haryana, whichever later)

2. All the admissions shall be provisional till their registration in the University is finalized.
3. The admission to all the Programmes except those through Centralized mode will be made on the basis of merit of the qualifying examination plus weightage admissible, if any.
4. Admission to M.Tech. CSE (2 year) and M.Tech. CSE (3 year) will be made first on the basis of valid GATE score.
5. The Admission to M.Tech. except in CSA Ist year, B.Ed. and B Tech, programme will be made as per decision of the Govt. of Haryana. However, the classes of all odd semester except 1<sup>st</sup> Semester will start w.e.f 22.07.2019 except B.Ed. 2<sup>nd</sup> year for which teaching will start w.e.f. 01.08.2019.
6. To start a programme, the requirement of minimum number of applications will be 25% of the sanctioned seats in regular programmes and 50% of the sanctioned seats in self-financing programmes. Further, the Chairperson/Principal of concerned Department/College will ensure the financial viability before starting the Self- Financing Programme. In case the number of students admitted falls short of 10 in a particular programme excluding M.Phil. Programme(s), the classes for that programme will not be started.
7. Though a candidate can apply for admission in more than one programme, no student shall be permitted to be on the rolls of two departments of the University or two programmes as regular student in the same Department or two educational institutions, simultaneously.
8. The candidates who have passed 10+2 examination from CBSE/ICSE with more than 5 subjects, their score of best 5 subjects including English will be taken into consideration for the purpose of determining the merit for admission to UG programmes.
9. System/formula for admission:
  - (a) The candidates who come from other Universities/Institutions where percentage of marks is awarded along with CGPA, the percentage of marks as awarded by the concerned University will be considered and no further conversion is required.
  - (b) In case of other institutions or Universities where no equivalent percentage of marked is expressly provided, but the conversion formula of the CPGA awarded has been given by the concerned University/Board, the percentage of marks would be obtained by



using the conversion formula of that University.

- (c) In case of other Institutions or Universities where no equivalent percentage of marks is given or no formula for conversion of the CGPA is expressly provided, the percentage of marks will be calculated on the basis of the following formula made evident from following examples:

- i) If a candidate gets 4 on a scale of 5, his percentage of marks would be  $4/5 \times 100 = 80\%$
- ii) If a candidate gets an CGPA of 7 on a scale of 10, his percentage of marks will be  $7/10 \times 100 = 70\%$
- iii) If a candidate gets 3 on a scale of 4, his marks will be  $3/4 \times 100 = 75\%$  percentage of marks will be.

10. Candidates who have got compartment in the qualifying examination shall not be allowed admission to any Post-Graduate programme. However, they will be allowed admission in the UG Programmes and 5 year integrated Programmes. **Candidate(s) placed under compartment in one subject only can be admitted provisionally to Part-I of these and any other a UG programme subject to passing their compartment subject in two consecutive chances i.e. April/May examination of the years as per provisions of rules, contained in the respective Ordinance.** Principals/ Chairpersons must ensure that cases for RR are sent only of those who have cleared the lower exam accordingly.

Admissions of all such cases will be subject to their fulfillment of the minimum eligibility conditions. Ordinances may be kept in view while making admissions

11. Five percent relaxation (5 out of 100) in minimum eligibility condition for admission to various programmes except LLB and MPED will be given to the candidate who are blind or are Differently Abled.
12. In case two or more candidates have equal percentage of marks in the merit list, their marks of the next lower examination will be considered. If again the score is equal, the candidate senior in age shall be considered first in the merit list. There shall be no rounding up percentage of marks from 0.5% and above to next higher number for determining the eligibility and merit for admission to various programmes. In case two candidates have the same merit score, the scores in the lower examinations will be considered.
13. The candidates can submit their result/revised result of the qualifying examination at any time during the process of admission. However, their candidature will be considered for admission in subsequent provisional admission lists.
14. The confidential result of the qualifying examinations or the duly verified result published on the official website of the concerned University/Board shall be treated as the proof of having passed the qualifying examination in case the DMC has not been issued. In such cases, the candidate has to produce a certificate from the Principal/HOD/University concerned also showing the maximum marks of the qualifying degree. However, the candidate shall have to produce the original DMC/Degree for the purpose of admission within a month from the date of dispatch by the concerned University/Board/ or before the filing of the registration return, whichever is earlier, otherwise his/her case of registration will not be considered.

15. The Chairpersons of UTDs/Principals of the colleges are permitted to admit the students after a gap of studies, if, the student is otherwise, eligible and his/her case falls under the admission policy. Gap year(s) affidavit shall be submitted to the Chairperson/Principal concerned by the candidate at the time of admission.
16. The provisional admission lists in descending order of merit will be displayed on the Notice Board of the concerned Department as per the given schedule. No separate intimation for counseling will be sent to the candidates. In addition to the Notice Board of the respective Department the provisional merit/admission list will be displayed on University Web Portal. For any change or revision in the schedule or vacancy of seats the students are desired to visit the website frequently.
17. The students will have to produce original documents at the time of admission along with application form except the migration certificate, which can be submitted for the purpose of Registration as per the schedule given in HBI in the Chapter-“Registration”.
18. At the time of admission, every candidate shall be required to give an undertaking of good behavior as character certificate. If a candidate, after his/her admission to any programme in the University Teaching Department, is found to be indulging in any kind of ragging or any act of indiscipline, his/her admission is liable to be cancelled. The candidate and his/her parents/guardian will have to sign an undertaking to this effect in Application Form in prescribed format given in HBI. If a candidate is found to have been involved in such an act, his/her admission shall be cancelled, besides a penal action under the law will be taken against such student(s). The candidate and his/her parent/guardian shall sign an undertaking to this effect on the pro forma given in HBI.
19. Character Certificate is essential and the details of Character Certificate to be furnished are as under:
  - A. Private Candidates:**  
Candidates who have passed the qualifying examination as private candidates should submit their character certificate duly signed by a First Class Magistrate/Public Notary/Gazetted Officer/MC of the concerned area/Sarpanch of concerned Village.
  - B. Candidates who have passed the qualifying examination as regular students:**  
Such candidates must submit the Character Certificate from the Head of the Institution last attended
20. If the concerned authorities are not satisfied with the character, past behavior and antecedents of a candidate, they may refuse to admit him/her to any programme in order to ensure and maintain the academic standard, discipline and peaceful atmosphere in the University. The Vice-Chancellor may also cancel the admission of any student for a specific period.
21. The admission committee constituted for making admission in the department shall make admissions in the presence of either all the members of the committee or one less than the constituted committee, but in no case, the admission will be made by a single member.

22. After checking the original documents, if found eligible, the candidates will be given admission slips. After depositing the fee with cashier, the candidates will produce a copy of the fee receipt in the office of the concerned Department and will get their names enrolled in the Department.
23. If any candidate does not deposit a copy of his/her fee receipt in the concerned Department within the prescribed date and time, his/her admission will stand cancelled even though he or she may have deposited his/her fee. His/her seat will be treated as vacant and will be allotted to the next candidate. The selected candidates will be required to deposit their admission fee by the prescribed date and time, failing which they shall lose their claim for admission and shall not be considered in the subsequent merit lists. However, such candidates can be considered for admission at the time of admissions through physical presence or special physical presence.
24. Fees from the students will be charged semester-wise. Fees shall be deposited as per schedule prescribed by the University
25. The students enrolled in programmes other than weekend and evening programmes shall submit an undertaking to the effect that they are neither doing nor will they do any kind of job during the period of their study.
26. All certificates/undertakings/Self-Certifications to be submitted by the candidates should be strictly according to the format given in this Hand Book of Information.
27. Reservation of seats shall be as per University rules mentioned in the Handbook of Information. Please refer to chapter 7 in the HBI for the rules of conversion of seats.
28. **Admission through Physical Presence:** An Attendance Register will be maintained by the department for marking attendance of the candidates reporting for the admission till 11:00 AM sharp on the day of Physical Presence as per the dates shown in the Hand Book of Information. The admission to vacant seats will be made on the basis of the merit of the candidates present. Such candidates will be required to bring all the original certificates and testimonials accompanied with the requisite fee as per the admission schedule on that very day. Waiting list will be drawn.
29. Comprehensive waiting list will be drawn on the basis of merit as follows:
  - a. **The candidates whose name exists in the existing waiting list of the department.**
  - b. **The candidates who applied for admission in the department and could not participate in the physical counseling and, hence, their name did not appear in the waiting list.**
  - c. **Any candidate who applied for admission and whose name appeared in the provisional lists but failed to report/deposit his fee or the fee receipt in the department.**
  - d. **Any candidate who applied for admission but could not pass common entrance exam, if otherwise eligible as per minimum eligibility conditions under the centralized system. (only for programmes for which admissions are made by KUK**

**and MDU)**

**e. Any fresh candidate who did not apply earlier but is otherwise eligible as per required eligibility conditions applicable.**

30. A comprehensive waiting list will be drawn as per the reservation policy to be displayed on the notice board and website.
31. The seats remaining vacant on the date of physical presence will be filled on the next working day by inviting the first/next candidate in the waiting list till the admission drive starts for programmes under CDLU (for programmes under MDU & KUK the physical counseling will be as per MDU & KUK) or reporting of seats for re-advertisement, whichever is earlier. The first/next candidate in the waiting list will be sent a message of offer of seat through SMS/Whatsapp and e-mail to report by 11.00 AM on the next day and deposit fee by 5 pm in the office of the departments. Similar process will be followed on each working day till total seats are filled. The candidates shall report for verification of documents and submit fee by the time fixed. Daily record of admission will be maintained by the department in the admission register.
32. In case the seats still remain vacant, Special Admission Drive common for all programmes will be started w.e.f 10 August, 2019 through an advertisement of vacant seats on the university website or newspaper or both to offer seats on first-come-first serve basis on day-to-day basis subject to maintenance of admission record of candidates reporting for/ seeking admission in admission register of the department till the last date (final closing) of admission in the university.

For admission in D.P.Ed., B.P.Ed. (for colleges) and M.P.Ed the candidates shall appear to Physical Efficiency Test (PET) as per schedule given follow:

**(Timing for PET 7 a.m. to 12 noon)**

- 08.07.2019 B.P.Ed.: M.P Hall, CDLU, Sirsa (for college of Sirsa District)
- 9-10.07.2019 D.P.Ed.:  
i) Defence College of Education, Tohana, Fatehabad (for colleges of Fatehabad District)  
ii) Shah Satnam Ji Boys College, Sirsa (for Colleges of Sirsa District)
- 10.08.2019 D.P.Ed.: MUH Jain College of Education, Chanderkalan, Tohana, Fatehabad (for colleges of Fatehabad District.)
- 10.08.2019 D.P.Ed., B.P.Ed. and M.P.Ed.: M.P. Hall, CDLU, Sirsa (for colleges of Sirsa, District)

**33. Maternity Leave for women students:**

The maternity leave will be granted to the students (UTDs and affiliated colleges) upto three months and attendance may be counted excluding this period in all courses except the courses in Law Department (where BCI rules are implemented) and the courses being run in the Department of Physical Education.

34. It may be ensured that the children of single parent are not denied admission in the Department on the plea that names of both the parents are not mentioned in the certificate of qualifying examination/admission form, if they are otherwise eligible/ subject to fulfillment of all other conditions of admission.

35. Admission Committee of the departments, however, in case of doubt regarding the recognition of lower qualifying examination passed by the candidate from other University/Board and his percentage of marks in the qualifying examinations, prior clarification must be sought from the Assistant Registrar (Academic) of this University before allowing provisional admission. An updated photocopy of Book of Equivalence of (Indian/Foreign) Examination of Kurukshetra University, Kurukshetra is available in the Academic Branch, Chaudhary Devi Lal University, Sirsa. Book of Equivalence of (Indian/Foreign) Examination of Kurukshetra University, Kurukshetra will be followed.
36. Those students who are enrolled in a particular course under Distance Education mode, are not allowed to switch to regular mode of that course.
37. Admission Committee will be responsible for the admission and check the eligibility of the candidates.

### **Kashmiri Migrants**

The following concessions are admissible for the wards of Kashmiri Migrants for admission during academic session 2018-19:

- i. Relaxation in cutoff percentage up to 10% subject to minimum eligibility requirement.
- ii. Increase in intake capacity up to 5%- Programme (s) wise.
- iii. Reservation of at least one seat in merit quota in technical/professional institutions.
- iv. Waiving off domicile requirements
- v. Setting up of a Grievances Redressal Mechanism in every institution for students from Jammu & Kashmir.

### **SUPERNUMERARY SEATS**

1. Two supernumerary seats will be created as a part of the Special Scholarship Scheme for Jammu & Kashmir for students from Jammu & Kashmir.
2. One additional seat shall be for NCC candidate who attended the Republic Day Parade & Camp in all programmes over and above the sanctioned seats.
3. One additional seat shall be for NSS merit certificate holder who attended the Republic Day Parade Camp in all the Programmes over and above the sanctioned seats.
4. One additional seat in each programme shall be for deserving Parsi Students.

### **Foreign Students**

#### **Supernumerary Seats for International Students**

15% seats in all Programme(s) are classified as supernumerary seats for Foreign Students out of which 10% shall be earmarked for foreigners and 5% seats shall be earmarked for wards of Indians working in Gulf and South East Asia. These seats are interchangeable. Foreign students, if admitted, will have to produce No Objection Certificate from the Ministry of External Affairs and/or Ministry of Education, Govt. of India, irrespective of anything contained in any other Rules, Handbook, Calendar published by this University.

#### **Eligibility**

Candidates who have passed lower/qualifying examinations from foreign Universities or

Boards are required to submit Eligibility Certificate. The Eligibility Certificate will be issued by the Registration Branch on checking the required documents, such as students' visa and original documents of a Foreign student. No Foreign student will be given even provisional admission without obtaining Eligibility Certificate.

### **Information about Programmes in Physical education**

1. Games & Events recognized by the AIU will be accepted for admission to MPED.
2. A married girl is eligible for admission to MPED programme. But, it is also compulsory for her to sign an undertaking that she will discontinue the programme at once for at least one academic year, if she gets pregnant during the Programme(s) of study.

However, she can join back afresh from the beginning of the semester keeping in mind the guidelines pertaining to the maximum duration of the Programme(s).

3. Each student in department of Physical Education shall have to wear prescribed dress during the sports activities to be conducted in the morning and evening sessions. No student shall be allowed to attend the sports activities without proper dress.

### **Interpretation of Rules and Remedies and other Important Information**

1. Nothing contained in the Handbook of Information would be construed to convey sanction or cited as an authority. Whenever there is inconsistency or contradiction, the University Ordinances and the Regulations contained in calendars Vol. I, II, III of Chaudhary Devi Lal University, Sirsa are to be referred

#### **2. THE REMEDIES PROVIDED IN RESPECT OF ADMISSION POLICY**

In the event of any inconsistency amongst the rules framed for admission etc. or in the event of any clarification with respect to the above said rules, the matter shall be referred to the Vice-Chancellor and the interpretation given by the Vice-Chancellor shall be final. The Vice-Chancellor is also competent to remove any inconsistency and to decide as to which provision shall take precedence over the other.

If any applicant or any other person is of the opinion that in his/her case, the rules framed for admission etc. have not been followed, he/she shall make an application outlining clearly the deviation in his/her opinion to the Vice-Chancellor. The Vice-Chancellor shall consider the application in the light of relevant rules and his decision in the matter shall be final.

#### **3. DISCLAIMER**

The statements made in the Handbook of Information and all other information contained herein, are believed to be correct at the time of publication. However, the competent authority reserves the right to make, at any time without notice, additions and alterations in the regulations, conditions governing admissions, the code of conduct of students, requirements for the degree or the diploma, fees and any other information or statement/rule contained in this Handbook. Competent authority may delete any programme of studies included in the Handbook of Information, at any time without notice or reduce or enhance the number of seats for reasons to be recorded in writing. No responsibility shall be accepted by the University for hardships or expenses incurred by the candidates or any other person for such changes, additions, omissions, or errors, no matter how they are caused.

4. If, at any stage, it is found that the candidate has supplied any incomplete or false or incorrect information in the application form, his/her candidature/enrolment for the programme shall be cancelled and he/she shall be liable for disciplinary action as per the University rules.
5. Admitted regular students will have to see the Notice Board for information pertinent to them. No separate information will be sent to them at their home address.
6. Students shall have to keep their Identity Cards with them while on campus. They can get their ID-cards from the concerned Chairperson. No entry would be allowed without ID-Card.
7. Any legal dispute relating to admission of a student shall be subject to jurisdiction of the Courts at Sirsa.

**CHAPTER – 2**  
**APPLYING ONLINE FOR ADMISSION**

**Regarding mode of admission and programme refer to page no 9.**

**For admissions to Centralized Counseling**

**Nodal Officer: Prof Raj Kumar Salar**  
**Contact No. 9896106467**  
**Email-ID: rajsalar@redifmail.com**

**Co-ordinators : Prof. Sushil Kumar (for programmes under MDU)**  
**Contact No. 9466739217**  
**Email-ID: sushil\_phys@redifmail.com**

**Website for information about programmes and admission: <http://mdurohtak.ac.in>**

**Co-ordinators : Prof. Vishnu Bhagwan (for programmes under KUK)**  
**Contact No. 9812556101**  
**Email-ID: [bhagwan\\_vishnu2007@redifmail.com](mailto:bhagwan_vishnu2007@redifmail.com)**

**Website for information about programmes and admission: <http://kuk.ac.in>**

**They will follow the instructions as per MDU and KUK and report for admission with application form filled in their own hand on the application format enclosed with this HBI along with all documents as per chapter-1 & Clause 14 of Chapter- 2**

**Co-ordinator: Prof. Raj Kumar Siwach (for programmes under CDLU)**  
**Contact No. 9416022116**  
**Email-ID: rajkumarsiwach@gmail.com**

**Instructions for students applying for programmes other than under centralized system of KUK and MDU**

Website/web portal for online application submission for admission to other programmes under CDLU:

1. <http://cdlu.digitaluniversity.ac>
2. <http://www.cdlu.ac.in>

Before applying online, a candidate should have:

- Scanned copy of their Photograph and Signature
- Mobile Number & E-mail id
- Keep the necessary details/document(s) ready (like DMC of Matriculation, Senior Secondary and Degree etc.)
- Go to complete presentation- “How to Apply Online for Admission” available on the website.

**1. Candidates will have to apply for admission in ONLINE mode only.**

a. Go to <http://cdlu.digitaluniversity.ac>

OR

b. Go to [www.cdlu.ac.in](http://www.cdlu.ac.in)

c. A candidate can apply online for a Programme(s) OR come to University premises for filling his/her application form on line. In case, the candidate needs help, he/she shall approach the University Helpdesk. (Please bring all necessary documents/photograph)

d. Help Desk Venue: Computer Lab, University Computer Centre, Top Floor, Library Building, CDLU, Sirsa.

e. Candidates will have to apply for admission in ONLINE mode only. Online application submission involves logging the University Website [www.cdlu.ac.in](http://www.cdlu.ac.in) and [www.cdlu.digitaluniversity.ac.in](http://www.cdlu.digitaluniversity.ac.in). The candidates will have to deposit the application cost (Rs. 100+50/- for SC/BC/DAP) (Rs. 200+50/- for Girls Candidates), (Rs. 400+50/- for General Categories & others) in **Account No. 15172121009728** in any branch of Oriental



Bank of Commerce through a challan or a cash receipt which will be printed during online submission of application forms along with the following:

1. System generated application form.
2. Cash receipt or copy of the challan.
3. All the supportive documents as per Clause 14.

Note: the students can opt for cashless payment at the University fee counter.

The last date of submission of online application form is 5<sup>th</sup> July,2019 (up to 11:59 pm). Candidates who apply for admission to academic programmes under CDLU procedure will also submit a hard copy of the system generated application form in the concerned department till 6<sup>th</sup> July,2019 by hand and copies sent through ordinary/speed post/courier etc must be posted in time to reach the concerned department in time along with the all the supported documents as per HBI.

In case of any change in schedule, information will be uploaded on the University website. The candidates are advised to visit the university website for information update

2. Before filling up the Application Form, the candidate should read the HBI thoroughly. All the fields/particulars in the Application Form must be filled in. Incomplete applications will not be entertained.
3. No registration will be allowed before or after stipulated registration dates.
4. A candidate can apply for multiple Programme(s) through single registration. (Fee will be charged on per Programme(s) basis).
5. In the application form, items marked with \* are compulsory to be filled in.
6. On successful registration, User ID and OTP shall be sent to your registered Mobile No. after verification you can proceed further.
7. It is solely the responsibility of the candidate to check web site for all activities including downloading of system generated application form through login id and password provided.
8. A tentative merit list of students will be uploaded on the University website on the dates mentioned in the HBI 2019-20 & will also be displayed on the Notice Board of the concerned department.
9. Candidates as per tentative merit list shall reach the department for verification of documents along with their original copy of all the documents (like downloaded application form, a paid copy of e-Challan of application fee, additional documents list is available on website) & Admission Fee of the Programme(s)/programme as mentioned in the Admission Brochure. The tentative Merit list may change after verification of original documents.
10. The candidates will also submit a copy of the duly filled in Admission Form in the department on the day of counseling.
11. Candidates whose name appear in the merit list will have to present themselves in person before the Admission Committee of the respective Department at the scheduled date, time and place for verification of their original documents. Excuse of any sort including late arrival of buses, trains or any other reason and claims of having been sick for not presenting themselves in time, etc. shall not be entertained.
12. Character Certificate is essential and the details of Character Certificate to be furnished are as under:
  - i. Private/Distance Mode Candidates:

Candidates who have passed the qualifying examination as private candidates should submit their character certificate duly signed by a First Class Magistrate/Public Notary/ Gazetted Officer/MC of the concerned area/Sarpanch of concerned Village.
  - ii. Candidates who have passed the qualifying examination as regular students:

Such candidates must submit the Character Certificate from the Head of the Institution last attended as per the specimen attached in this Handbook.

13. Application form for admission shall be accompanied by the following self-attested documents:
- I. Certificate of the last Public Examination passed.
  - II. Certificate showing marks obtained and maximum marks in each subject of all Public Examinations.
  - III. Matriculation or equivalent examination certificate in support of Date of Birth.
  - IV. Certificate of distinction in sports/NCC/NSS etc., if any.
  - V. Certificate on the proforma as prescribed in the Handbook of Information in case a candidate belongs to reserved category with documentary proof like **Statement of income** /affidavit etc.
  - VI. Certificate of residence in case a candidate who has not passed the qualifying examination from University/Board of School Education/Institutes situated in Haryana but claims to be a bona fide resident of Haryana.
  - VII. Employment Certificate from the employer, if the candidate is an employee.
  - VIII. An Undertaking by the parents (both father and mother) of the BC category candidates on the prescribed pro forma given in the Handbook of Information (HBI) regarding creamy layer.
  - IX. Affidavit regarding gap year(s), if any.
  - X. Undertaking about not working anywhere, not pursuing simultaneously any other diploma or degree programme.
  - XI. Anti-Ragging Self-Declaration by the Student.
  - XII. Anti-Ragging Self-Declaration by the Parents/Guardians.
  - XIII. Insurance Form.
14. Stay connected with <http://cdlu.digitaluniversity.ac> and [www.cdлу.ac.in](http://www.cdлу.ac.in) for updates. For any support the candidate may contact, University Helpdesk

**CHAPTER 3**  
**FACULTIES, DEPARTMENTS AND PROGRAMMES OF STUDY**

<b>1. FACULTY OF COMMERCE &amp; MANAGEMENT</b>	
<b>(A) Department of Business Administration (2<sup>nd</sup> Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MPhil 3. MBA (General) 4. MBA (Honours) 5. Master of Travel & Tourism Management 6. M.B.A (5year Integrated programme)	<b>Faculty Members</b> 1. Prof Sultan Singh, Professor 2. Dr. Arti Gaur, Associate Professor 3. Dr. Sanjeet Kumar, Assistant Prof. 4. Dr. Rajneesh Ahlawat, Assistant Prof. 5. Dr. Himani Sharma, Assistant Prof. <u>(on EOL)</u>
<b>(B) Department of Commerce (Ground Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MPhil 3. MCom	<b>Faculty Members</b> 1. Dr. DP Warne, Associate Professor 2. Dr. Silender Singh, Associate Professor 3. Dr. Surinder Singh, Assistant Professor 4. Dr. Kapil Chaudhary, Assistant Professor 5. Dr. Kamlesh Rani, Assistant Professor
<b>2. FACULTY OF EDUCATION</b>	
<b>(A) Department of Education (1<sup>st</sup> Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. BEd 3. MA Education	<b>Faculty Members</b> 1. Dr. Nivedita, Associate Professor 2. Dr. Meena Kumari, Assistant Professor 3. Dr. Raj Kumar, Assistant Professor 4. Dr. Ranjit Kaur, Associate Professor
<b>(B) Department of Physical Education (1<sup>st</sup> Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MPhil 3. MPEd	<b>Faculty Members</b> 1. Prof. Monika Verma, Professor 2. Prof. Ravinder Pal Ahlawat, Professor 3. Dr. Ashok Kumar S/o Sh. Satnarayan, Assistant Professor 4. Dr. Ashok Kumar s/o Sh. Kanwal Singh Malik, Assistant Professor 5. Dr. Ishwar Singh, Assistant Professor
<b>3. FACULTY OF SOCIAL SCIENCES</b>	
<b>(A) Department of Economics (1<sup>st</sup> Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MA 3. MA (Hons.) Economics (5 Year lateral entry in 7 <sup>th</sup> sem Integrated Programme)	<b>Faculty Members</b> 1. Prof. Abhey Singh Godara, 2. Dr. Manoj Siwach, Associate Professor (Sabattical Leave) 3. Dr. Rohtash, Assistant Professor
<b>(B) Department of Public Administration (2<sup>nd</sup> Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MPhil 3. MA	<b>Faculty Members</b> 1. Prof. Rajbir Singh Dalal, Professor 2. Prof. Raj Kumar Siwach, Professor 3. Prof. Vishnu Bhagwan, Professor 4. Dr. Satyawan, Associate Professor 5. Dr. Sultan Singh, Associate Professor
<b>(C) Department of Geography (Tagore Bhawan)</b>	
<b>Programme(s):</b> 1. MA	<b>Faculty Member Permanent faculty</b> * Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged.
<b>(D) Department of Music (Tagore Bhawan)</b>	
<b>Programme(s):</b>	<b>Faculty Member Permanent faculty</b>

1. Master of Performing Arts - Music Vocal/ Instrumental	* Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged.
<b>(E) Department of History (Tagore Bhawan)</b>	
<b>Programme(s):</b> 1. MA	<b>Faculty Member</b> * Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged.
<b>*These [(C), (D), &amp; (E)] are new departments. Recruitments are under process.</b>	
<b>4. FACULTY OF HUMANITIES</b>	
<b>(A) Department of English (1<sup>st</sup> Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MPhil 3. MA	<b>Faculty Members</b> 1. Prof. Anu Shukla, Professor 2. Prof. Deepti Dharmani, Professor 3. Prof. Umed Singh, Professor 4. Prof. Pankaj Sharma, Professor
<b>(B) Journalism &amp; Mass Communication (Ground Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MA Journalism and Mass Communication 3. BA Journalism and Mass Communication	<b>Faculty Members</b> 1. Sh. Virender Singh Chauhan, Associate Professor (on deputation) 2. Dr. Sewa Singh, Assistant Professor 3. Dr. Amit, Assistant Professor 4. Dr. Ravinder, Assistant Professor
<b>(C) Department of Hindi (Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. MA	<b>Faculty Members:</b> * Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged
<b>(D) Department of Punjabi (Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. MA	<b>Faculty Members:</b> * Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged
<b>(E) Department of Sanskrit (Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. MA	<b>Faculty Members:</b> * Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged
<b>*These [(C), (D), &amp; (E)] are new departments. Recruitments are under process.</b>	
<b>5. FACULTY OF LAW</b>	
<b>(A) Department of Law (Ambedkar Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. LLM 3. LLB 3Year(Professional) 4. BA LLB (5 Year Integrated Programme)	<b>Faculty Members</b> 1. Prof. JS Jakhar, Professor 2. Dr. Mukesh Garg, Associate Professor 3. Dr. Rajesh Kumar, Associate Professor 4. Dr. Ashok Kumar, Associate Professor
<b>6. FACULTY OF LIFE SCIENCES</b>	
<b>(A) Department of Biotechnology (1<sup>st</sup> Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MPhil 3. MSc	<b>Faculty Members</b> 1. Prof. Suresh Kumar Gahlawat, Professor 2. Prof. Raj Kumar Salar, Professor 3. Prof. Priyanka Siwach, Professor 4. Dr. Joginder Singh, Associate Professor

<b>(B) Department of Energy &amp; Env. Sciences (2<sup>nd</sup> Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MSc 3. PG Diploma in Waste Management	<b>Faculty Members</b> 1. Dr. Rani Devi, Associate Professor 2. Dr. Anju, Assistant Professor 3. Dr. Mohd. Kashif Kidwai, Assistant Prof.
<b>(C) Department of Food Science &amp; Tech. (2<sup>nd</sup> Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MSc 3. PG Diploma in Nutrition and Dietetics	<b>Faculty Members</b> 1. Dr. Kawaljit Singh Sandhu, Assistant Professor (on EOL) 2. Dr. Manju Dhillon, Assistant Professor 3. Ms. Sanju Bala, Assistant Professor
<b>(D) Department of Botany (2<sup>nd</sup> Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. MSc	<b>Faculty Members</b> Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged
<b>(E) Department of Zoology (2<sup>nd</sup> Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. MSc	<b>Faculty Members</b> Permanent faculty to be recruited; Part Time/Contractual/ Adjunct faculty engaged
<b>7. FACULTY OF PHYSICAL SCIENCES</b>	
<b>(A) Department of Chemistry (Ground Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MSc	<b>Faculty Members</b> 1. Dr. Harish Kumar, Assistant Professor (EOL) 2. Dr. Geeta Rani, Assistant Professor
<b>(B) Dept. of Computer Sc. &amp; Applications (Ground Floor, Tagore Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MTech CSE(2-year) 3. MTech CSE(3yearweekend) 4. MCA	<b>Faculty Members</b> 1. Prof. Vikram Singh, Professor 2. Prof. Dilbag Singh, Professor 3. Dr. Harish Kumar, Associate Professor 4. Mrs. Sakshi Dhingra (on deputation from GJUS&T Hisar)
<b>(C) Department of Mathematics (2<sup>nd</sup> Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MSc 3. MSc (5 Year Integrated Programme)	<b>Faculty Members</b> 1. Prof. Aseem Miglani, Professor 2. Dr. Neelam Kumari, Associate Professor 3. Sh. Sandeep Kumar, Assistant Professor
<b>(D) Department of Physics (Ground Floor, CV Raman Bhawan)</b>	
<b>Programme(s)</b> 1. PhD 2. MSc	<b>Faculty Members</b> 1. Prof. Sushil Kumar, Professor 2. Dr. Rachna, Assistant Professor 3. Dr. Dharamvir Singh, Assistant Prof. 4. Dr. Ram Mehar Singh, Assistant Prof.

**Note: Names may not be as per Seniority.**

## CHAPTER-4

### ELIGIBILITY CONDITIONS FOR ADMISSION TO BUDGETED PROGRAMMES

**SPECIAL NOTE: Common Eligibility conditions will apply for centralized admissions. Interested candidates are advised to visit the website of the concerned university (refer to pg 9).**

- I** Unless otherwise specifically provided for a course in the concerned Ordinance, the eligibility condition for SC/ST candidates will be minimum pass marks in the qualifying examinations for admission to various courses. **As conveyed by General Administration Department, General Services – III Branch, Govt. of Haryana vide their circular No. 22/129/2013 – 1GSIII dated 16-07-2014.**
- II** As conveyed by General Administration Department, General Services – III Branch, Govt. of Haryana vide their circular No. 22/129/2013 – 1GSIII dated 16-07-2014, in case where specific relaxation of 5% marks in the eligibility condition is to be given to SC/ST candidates, the minimum less marks against 55%, 50% and 45% marks shall be calculated as under :-  
55 marks-2.75 marks = 52.25 marks ( $5/100 \times 55 = 2.75$ )  
50 marks-2.50 marks = 47.50 marks ( $5/100 \times 50 = 2.50$ )  
45 marks- 2.25 marks = 42.75 marks ( $5/100 \times 45 = 2.25$ )
- III** Relaxation of 5% marks in the eligibility condition is to be given to Blind/Visually/Differently Aabled etc. candidates, the minimum less marks against 55%, 50% and 45% marks shall be calculated as per above clause.
- IV** There will be no rounding of percentage for determining the eligibility for admission to various courses.
- V** Candidates who have got compartment in the qualifying examination shall not be allowed admission to any Post-Graduate programme except 5 year Integrated programme and UG programme. **Candidate(s) placed under compartment in one subject only can be admitted provisionally to Part-I of a UG programme subject to passing their compartment subject in two consecutive chances i.e. April/May examination of the year as per provisions of rules, contained in the respective Ordinance.** Principals/ Chairpersons must ensure that cases for RR are sent only of those who have cleared the lower exam accordingly.
- VI** Admissions of all such cases will be subject to their fulfillment of the minimum eligibility conditions. Ordinances may be kept in view while making admissions VI.
- VII** Candidate having B. Voc. Degree will be considered eligible for transdisciplinary vertical mobility into such courses/programmes where entry qualification is a Bachelor degree without specific requirement in a particular discipline.

#### **Programmes admission to which are to be made at the level of CDLU:**

**1. MASTER OF TECHNOLOGY (COMPUTER SCIENCE & ENGINEERING) –2 YEAR (SEMESTER SYSTEM)**

A person, who has passed one of the following examinations of this university or an examination recognized as equivalent thereto, shall be eligible to join the First Semester of the programme: MCA, MSc in Computer Science/Information Technology/Mathematics/Applied Mathematics/Physics/Applied Physics/Statistics/Operational Research/ Electronics/ Bio-informatics/MBA (Information Technology) with at least 55% marks in aggregate (pass marks for SC candidates).

OR

BE/B.Tech. or equivalent degree in any discipline with at least 55% marks in aggregate (pass marks for SC candidates).

**Note:**

- a) For M.Sc aggregate marks of two years/four semesters will be considered for academic merit.
- b) For MCA aggregate marks of three years/six semesters (2 years/four semester for MCA lateral entry) will be considered for academic merit.
- c) For B.Tech/BE aggregate marks of 8 semesters/6 semesters (for lateral entry) will be considered for academic merit.

**The order of preference for the purpose of admission shall be as follows:**

- a) Qualified valid GATE in anyone of the subjects mentioned in 1(i). Such candidates shall compete for admission on the basis of their valid GATE percentage.
- b) Seats remaining vacant after offering them to candidates with valid GATE, shall be filled on the basis of academic merit in Qualifying Examination plus usual weightage(s) admissible, if any.

**2. LLB (PROFESSIONAL) 3YEAR DEGREE PROGRAMME**

A person who has passed a Bachelor's or Master's Degree in any discipline from this University or an equivalent Degree recognized with at least 45 % marks (42.75 % marks for SC/ST \*) in aggregate, shall be eligible to join First year of the LLB 3year Programme.

**Note:**The candidates who have obtained graduation/post-graduation through open Universities system directly without having any basic qualification for prosecuting such studies, contrary to the University Grants Commission Act and Regulations and contrary to the Rules of Legal Education, 2008 are not eligible for admission to LLB 3year (Professional) programme.

**03. MASTER OF ARTS (PUNJABI)**

BA (Hons.) in Panjabi.

OR

Bachelor's Degree in any discipline with at least 45% marks in aggregate or 45% marks in the subject of Panjabi.

**04. MASTER OF ARTS (SANSKRIT)**

BA (Hons.) in Sanskrit with at least 45% marks in the aggregate or B.A. or an examination recognized as equivalent to B.A. with Sanskrit (Elective or compulsory) with 45% marks in Sanskrit or 50% marks in the aggregate; or B.A. or any Graduate from a recognized University/Institute without Sanskrit with at least 60% marks in the aggregate having Sanskrit as a subject in Matric/Senior Secondary (10+2 level): or Shastri (Vishishta with English) with at least 45% marks (out of the aggregate excluding the additional papers) in Sanskrit.

**05. MASTER OF PERFORMING ARTS (MUSIC - Vocal/ Instrumental)**

- (a) BA (Hons.) Hindustani Music 45% marks in aggregate Examination of any University (under UGC norms) or any examination recognized as equivalent thereto.
- (b) BA (Pass) Examination of any University (under UGC norms) with 40% marks in aggregate and Music as one subject with 55% marks.
- (c) BA (Pass)/BSc (Gen.)/BCom 45% marks in aggregate or an examination recognized as equivalent thereto and also having passed any one of the following examinations:  
Sangeet Vishard of 1st to 7th years from Gandhrava Mahavidyalya.  
OR  
Sangeet Vishard 1st to 6th years from Bhatkhande Vidyapeeth, Rajasthan.  
OR  
Sangeet Vishard 1st to 5th years from Pracheen Kala Kendra.  
OR  
Sangeet Prabhakar 1st to 6th years from Prayag Sangeet Samiti, Allahabad.  
OR  
Sangeet Shiromani of 2 years Diploma from University of Delhi.

**Note:** A Candidate with Music (Vocal) at UG level is eligible for MPA Music (Vocal) and a candidate with Music (Instrumental) at UG level is eligible for MPA Music (Instrumental)

**06 MASTER OF COMPUTER APPLICATIONS (MCA)**

Pass in any recognized Bachelors Degree of minimum 3 Yrs duration with Mathematics at 10+2 level.

OR

Pass in any recognized Bachelors Degree of minimum 3 Yrs duration with Mathematics as one of the subjects.

OR

Should be pass in BCA Degree of minimum three years duration from a recognized University.

Obtained at least 50% (47.5% in case of candidate belonging to SC category) in the qualifying Examination.

**Note:** Candidates having passed Mathematics / Statistics in one semester / in one year as the case may be shall be considered eligible for MCA.

For Kashmiri Migrants (KM) relaxation in cut-off percentage upto 10% subject to minimum eligibility requirement.

**07. MCA (LATERAL ENTRY IN 2<sup>ND</sup> YEAR/3<sup>RD</sup> SEM)**

Recognized Bachelor's Degree of minimum 3 years duration in BCA, B.Sc. (IT/Computer Science) with Mathematics as a subject at 10+2 level or at Graduate level.

Obtained at least 50% (45% in case of candidate belonging to reserved category) at the qualifying Examination.



## CHAPTER- 5

### ELIGIBILITY CONDITIONS FOR ADMISSION TO PROGRAMMES UNDER SELF-FINANCING SCHEME

#### 1. MASTER OF TECHNOLOGY (COMPUTER SCIENCE & ENGINEERING)-(3YEAR-WEEKEND PROGRAMME)

A person, who has passed one of the following examinations of this University or an examination recognized as equivalent there to, shall be eligible to join the First Semester of the programme:

MCA, MSc in Computer Science/Information Technology/Mathematics/ Applied Mathematics/ Physics/Applied Physics/Statistics/Operational Research/ Electronics/ Bioinformatics/MBA (Information Technology) with at least 55% marks in aggregate.

OR

BE/BTech or equivalent degree in any discipline with at least 55% marks in aggregate.

#### Note:

1. For MSc, aggregate marks of two years/four semesters will be considered for academic merit
2. For MCA, aggregate marks of three years/six semesters (2 years/four semester for MCA lateral entry) will be considered for academic merit.
3. For BTech/BE aggregate marks of 8 semesters/6 semesters (for lateral entry) will be considered for academic merit.

#### The order of preference for the purpose of admission shall be as follows:

- a) Qualified valid GATE in anyone of the subjects mentioned in 1(i). Such candidates shall compete for admission on the basis of their valid GATE percentage.
- b) Seats remaining vacant after offering them to candidates with valid GATE, shall be filled on the basis of academic merit in Qualifying Examination plus usual weightage(s) admissible, if any.

#### 2. MA (HONOURS) ECONOMICS (5YEAR INTEGRATED PROGRAMME LATERAL ENTRY IN 7<sup>TH</sup> SEM. / 4<sup>TH</sup> YEAR

- i. BA hons. Examination in the subject of Economics with at least 45% marks in the aggregate.

OR

BA/BSc Hons. In a subject other than the subject of Economics. BA/B.Sc., B.Com, LLb (3years and 5 Years), BA (Law), B. Sc. (Engineering), B. Sc. (Dairying), B. Sc. (Agriculture), MBBS, BAMS, B.Ed., Diploma in Physical Education, B. Sc. (Home Science), or Bachelor of library & Information Science Examination with at least 50% marks in aggregate.

OR

BA or B. Sc. Examination with all the subjects obtaining at least 45% marks in the subject of Economics.

OR

BA (General) Degree through English as one elective subject only, obtaining at least 45% marks in the subject of Economics after passing Prabhakar/Gyani.

OR

BA after passing examination in an Oriental Classical Language or a Modern Indian Language with at least 45% marks (out of the aggregate excluding the additional papers) at the Hons. in Oriental Titles or Modern Indian Languages Examination in the subject of Economics.

OR

B. Com Examination with at least 45% marks in the subject of economics or 50% marks in aggregate.

OR

Any other examination recognized for admission in MA Economics with at least 50% marks in aggregate.

- ii. The admitted candidates will have to take up one additional course in each semester of MA Hons. Offered by the Department.
- iii. At least 10 students are required for admission through lateral entry in MA Hons. (Economics)
- iv. All other provisions will be same as that of ordinance of M.A Hons. (5 years integrated course) Economics.

**3. MASTER OF TRAVEL AND TOURISM MANAGEMENT**

Bachelor Degree in any discipline from this University or any other University recognized by this University with a minimum of 50% marks in aggregate.

**4. M.Sc. MATHEMATICS (5 YEAR INTEGRATED PROGRAMME)**

A person who has passed the Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an Examination recognized as equivalent thereto, securing not less than 50% (47.5% in case of SC/ST candidates\*) marks in the aggregate with Mathematics as one of the subjects, shall be eligible to seek admission in the first year of 5-year integrated M. Sc. Mathematics programme.

**5. MSC MATHEMATICS 5 YR INTEGRATED PROGRAMME (LATERAL ENTRY IN 4<sup>TH</sup> YEAR/7<sup>TH</sup> SEMESTER)**

BA (Hons)/BSc(Hons) in Mathematics with at least 45% marks or BA/BSc with at least 50% marks in aggregate with Mathematics as one of the subjects.

**6. BA-LLB (5 YEAR INTEGRATED PROGRAMME)**

A person who has passed the Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an Examination recognized as equivalent thereto, securing not less than 45% marks (42.75% in case of SC/ST candidates\*) in the aggregate with English as one of the subjects, shall be eligible to seek admission in the First year of BALLB 5 year programme. The candidates who are placed under compartment in the qualifying examination shall not be allowed admission to the programme.

**Note:** The candidates who have obtained 10+2 or graduation/postgraduation through open Universities system directly without having any basic qualification for prosecuting such studies, contrary to the University Grants Commission Act and Regulations and contrary to the Rules of Legal Education, 2008 are not eligible for admission to BALLB 5 year (Professional) programme.

**7. BA (JOURNALISM AND MASS COMMUNICATION)**

A person, who has passed the Senior Secondary Certificate examination (10+2) of the Board of School Education, Haryana or an examination as equivalent thereto, securing not less than 45% marks in aggregate, with English as one of the subjects, shall be eligible to seek admission to BA (Journalism and Mass Communication).

**8. PG Diploma in Waste Management**

BSc. (Hons. or pass) in any discipline of Science & Technology with 50% marks in aggregate from recognized University.

**9. PG Diploma in Nutrition & Dietetics**

BSc (Pass) degree in medical or Non-Medical Sciences or BSc (Hons.) with any of the subject of Medical or Non-Medical Sciences or BSc (Hons.) or BSc (pass) Degree in subjects of applied sciences including Agriculture/Fisheries/Horticulture/Food Sciences/ Food Processing Technology/ Home Sciences (10+2 with Sciences subjects only) or B.E./B.Tech. Food Technology/Suger Technology/ Agricultural Processing Engineering/ Post Harvest Technology with at least 50% marks in aggregate marks in above all the degree/programmes or any other equivalent examination recognized by State University of Haryana as equivalent thereto.

**Note: Continuation/Closure of the Programmes under Self Financing Scheme**

The University shall take decision with regard to continuity/modification/closure of the course/programme introduced on the basis of the assessment carried out every year. However, no course/programme will be called off or closed once the students have been admitted to the course on the grounds of inadequate enrolment and the resultant lack of financial viability during a particular year. The decision regarding the closure of the said course/programme will be taken in advance, latest by the close of the academic session. However, to make the programme viable fee can be increased in any semester.

**CHAPTER -6**  
**DISTRIBUTION OF SEATS**

Sr. No.	Subject	Total Seats	All India	Haryana						ESM/ DFF/ Dependents* *
				Open	SC	BC(A)	BC(B)	EWS	PH	
<b>BUDGETED PROGRAMME(S)</b>										
1.	B. Ed	100	15	34	17	14	9	9	2	<b>3% horizontal Reservation</b>
2.	LLB 3 year (Professional)	60	9	20	10	8	6	5	2	
3.	LLM	30	5	10	5	4	3	2	1	
4.	MA (Geography)	50	8	17	8	7	5	4	1	
5.	MA (Hindi)	60	9	20	10	8	6	5	2	
6.	MA (History)	60	9	20	10	8	6	5	2	
7.	MA (Punjabi)	60	9	20	10	8	6	5	2	
8.	MA (Sanskrit)	40	6	14	7	5	4	3	1	
9.	MPA Music (Vocal)	30	5	10	5	4	3	2	1	
10.	MPA Music (Instrumental)	20	3	7	3	3	2	1	1	
11.	MA(Economics)	50	8	17	8	7	5	4	1	
12.	MA(English)	60	9	20	10	8	6	5	2	
13.	MA( Journalism & Mass Communication)	60	9	20	10	8	6	5	2	
14.	MA (Public Administration)	50	8	17	8	7	5	4	1	
15.	MBA (General)	100	15	34	17	14	9	9	2	
16.	MBA (Honours)	40	6	14	7	5	4	3	1	
17.	MCA	36	5	12	06	5	4	3	1	
18.	MCom	60	9	20	10	8	6	5	2	
19.	MPEd	25+5*	4	9	4	3	2	2	1	
20.	MSc (Biotechnology)	40	6	14	7	5	4	3	1	
21.	MSc (Chemistry)	50	8	17	8	7	5	4	1	
22.	MSc (Energy & Env. Science)	40	6	14	7	5	4	3	1	
23.	MSc (Food Sc. &Technology)	40	6	14	7	5	4	3	1	
24.	MSc (Mathematics)	60	9	20	10	8	6	5	2	
25.	MSc (Physics)	50	8	17	8	7	5	4	1	
26.	MTech CSE (2-year)	24	4	8	4	3	2	2	1	
27.	MSc (Botany)	30	5	10	5	4	3	2	1	
28.	MSc (Zoology)	30	5	10	5	4	3	2	1	

<b>(B) OTHER PROGRAMMES</b>										
1.	BA Journalism and Mass Communication	50	8	17	8	7	5	4	1	<b>3% horizontal Reservation</b>
2.	BA. LLB 5 year(Integrated Programme)	60	9	20	10	8	6	5	2	
3.	MSc Mathematics (5 year Integrated)	40	6	14	7	5	4	3	1	
4.	Master of Travel & Tourism Management	40	6	14	7	5	4	3	1	
5.	M.Tech CSE (3-year)	30	5	10	5	4	3	2	1	
6.	M.C.A (lateral entry )	45	7	15	8	6	4	4	1	
7.	M.A (Honours) Economics (5 Year Integrated Programme) Lateral entry in 4 <sup>th</sup> year/7 <sup>th</sup> semester)	23	3	8	4	3	2	2	1	
8.	M.Sc. Mathematics (5 Year Integrated Programme) Lateral entry in 4 <sup>th</sup> year/7 <sup>th</sup> semester)	17	3	6	3	2	1	1	1	
9.	P.G Diploma in Nutrition and Dietetics	20	3	7	3	3	2	1	1	
10.	P.G Diploma in Waste Management	20	3	7	3	3	2	1	1	

**\*These seats are meant for outstanding sportspersons.**

1. The Highest percentage 0.5 or above has been rounded subject to the fact that no increase to the total number of seats and remaining percentage will be carry forwarded to the next session.
2. 30% seats shall be horizontal reserved for female candidates in each category for MPED programmes.
3. \*\*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 Class Category for admission to the various educational institutions of the Govt. and Govt. aided/Institutes located in Haryana.
4. The state Reservation policy be followed strictly.

**Note:**

1. The category-wise distribution of seats given above is according to the letter issued by the General Administration Department Haryana Government through Letter No.22/10/2013-IGSIII dated 15.07.2014, 22/149/2015-IGSIII dated 01.04.2016 and 22/12/2019-IGS.III dated 25.02.2019.
2. Two supernumerary seats will be created as a part of the Special Scholarship Scheme for Jammu & Kashmir for students from Jammu & Kashmir. (Reference: Chapter-2, point-17).
3. There shall be two additional seats in PG programmes (except the programmes where the seats have been approved by NCTE/BCI etc.) and five additional seats in UG Programmes (except the programmes where the seats have been approved by NCTE/BCI etc.) over and above the sanctioned seats for Outstanding Sports Persons. For admission against such seats, the candidate will be required to submit the grading certificate of sports issued by the Director of Sports and Youth Welfare, Govt. of Haryana, Chandigarh.

**CHAPTER – 7**  
**RESERVATION OF SEATS**

- (A) 15% of the total seats shall be open and will be filled upon all India bases including Haryana.  
(B) Remaining 85% seats are reserved for bona fide residents of Haryana and will be filled up as detailed below:

The seat matrix has been prepared on the basis of the reservation policy notified by the Govt. of Haryana vide Notification No. 22/10/2013 - IGSIII dated 28/2/2013 and 22/12/2019-1GS.III dated 25.02.2019, and instructions received from the State Govt. from time to time on the following basis:

<b>Category</b>	<b>Percentage</b>
a) All India Open Category Seats (Including Haryana State) (AIO)	15% of the sanctioned Intake
b) State Quota	85% of the sanctioned Intake
b-1) Haryana Open General Open Category (HOGC)	40% of the State Quota
b-2) Reserved category of Haryana	60% of the State Quota
Scheduled Caste (SC)	20% of State quota
Backward Classes of Haryana (A) (BCA)	16% of State quota
Backward Classes of Haryana (B) (BCB)	11% of State quota
Economically Weaker Section (EWS)	10% of State quota
Differently Abled Persons	3% of State quota

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

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

**Definitions of Disabilities:**

Definitions of categories of disabilities are given below:

- (I) (a) Blindness: “Blindness” refers to a condition where a person suffers from any of the following conditions namely:  
(i) Total absence of sight; or  
(ii) Visual acuity not exceeding 6/60 or 20/200 (snellen chart) in the better eye with correcting lenses; or  
(iii) Limitation of the field of vision subtending an angle of 20 degree or worse:  
(b) Low vision: ‘Person with low vision’ means a person with impairment of visual functioning even after treatment or standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.  
(II) Hearing Impairment: “Hearing Impairment” means loss of sixty decibels or more in the better ear in

the conversational range of frequencies.

- (III) (a) Locomotor disability: “Locomotor disability” means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.
- (b) Cerebral Palsy: “Cerebral Palsy” means a group of non-progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, pre-natal or infant period of development.
- (c) All the cases of orthopedically handicapped persons would be covered under the category of “locomotor disability or cerebral palsy”.

**Guidelines for Reservation:**

1. The Reservation of seats is as per the Reservation Policy of the Haryana Govt. and is subject to any change/amendment by the State govt. from time to time.
2. If the reserved seat(s) of BC Block ‘A’ remain vacant these will be filled up from BC Block ‘B’ and vice versa.
3. If a candidate of Haryana General, SC and BC also applies for Differently Abled/ESM/DFP category, he/she will be considered first for Haryana General, SC and BC category.
4. If the quota reserved for Differently Abled Persons candidates remains vacant due to non-availability of candidates, these seats will be given to ESM and their wards, dependents of Freedom Fighters and wards of Military Personnel who died in operation ‘Vijay’ on the basis of their merit.
5. In case the number of applications is/falls less than the number of sanctioned seats in any Programme, the vacant seats under reserved categories except SC will be filled as follows:
  - I. The seats remaining vacant in any other Reserved Category shall be filled from Haryana Open category, if the candidate belonging to the respective category is not available at the time of physical presence.
  - II. Further, in case, the seats remain vacant in Haryana Open category, the same will also be thrown open to All India Open category.
  - III. In case the number of applications received in any category is less than the number of sanctioned seats, all the vacant seats will be thrown open to as per the above two clauses.
  - IV. In case the number SC applicants is less than the reserved seats for this category, vacant seats excluding the number of SC applications will be filled from the Haryana open category and the unfilled remaining seats will be filled one day before the close of the admissions.
  - V. Further, in case the candidate of reserved category approaches the University that he could not present himself at the time of physical presence or one day before the close of admission in case of SC category, on sufficient ground and reserved seat has been filled up from the general category candidates, the proposal for additional seat(s) for that candidate will be put up by the concerned Department within 7 days. (For details refer to chapter Reservation)
  - VI. If some seats remain vacant after physical presence and exhaustion of the list of applicants, the admissions may be made on the first come first serve basis by inviting/accepting fresh applications

**Candidates claiming reservation under Scheduled Caste will submit the certificate as per Annexure-II, Backward Class (Block ‘A’ & ‘B’) will submit the certificate on the prescribed Proforma as per Annexure-III, and affidavit as per Annexure-IV.**

6. BC (Block A&B) candidates for benefit of reservation shall also have to furnish an affidavit on the prescribed pro forma to the effect that he/she is not covered under the criteria of creamy layer as per **Annexure-IV** at the time of reporting to the allotted university. The said affidavit shall be furnished jointly by both father and mother of the candidate. **The children of persons having gross income of**

**up to 03 (Three) Lakh Rupees shall first of all get the benefit of reservation in admission. The left out quota shall go to that class of Backward Classes citizens who earn more than Three Lakh Rupees but up to Six Lakh rupees per annum. The Sections of the Backward Classes above Six Lakh Rupees per annum shall be considered as Creamy Layer under Section 5 of the Haryana Backward Classes (Reservation in Services and Admission in Educational Institutions) Act, 2016.**

7. Certificate from ward of Deceased/Disabled/Discharged Military/Para-Military personnel/Ex Servicemen or Ex-Personnel of Para-Military Forces – **Annexure-V must be enclosed with the admission form for taking the benefit of reservation.**  
The seats reserved for ESM category shall be offered in order of following priorities:
  - a) Wards of Ex-servicemen died in action while in active service.
  - b) Ex-serviceman himself.
  - c) Wards of Ex-servicemen.
  - d) Wards of Paramilitary Forces.
8. Only the candidates having permanent disability of not less than 40% (being otherwise fit for admission to the Programme(s)) will be considered for admission as Differently Abled. Disability certificate must be issued by the Chief Medical Officer of the concerned District. **However, the certificate shall be subject to verification by a Medical Board of the University constituted for the purpose and the decision of the Board shall be final. Differently abled candidates belonging to Haryana are required to submit the certificate as per Annexure-VI.**
9. Children and Grand-Children of Freedom Fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner of the concerned District as per **Annexure-VII.**
10. ESM and their wards of Haryana are required to submit the certificate as per **Annexure-VIII.**
11. For horizontal reservation, ESM/DFP candidates of General, SC and BC category will also have to furnish ESM/DFP certificate as mentioned above.
12. In pursuance of the decision of Hon'ble Punjab & Haryana High Court, Chandigarh dated 11.01.2013 in the LPA 98/2013 (O&M) CWP No. 20359 of 2012, Sh. Ishwar Singh Vs KUK & Others, preference shall be given to ESM first before giving admission to wards against ESM reserved seats.
13. All the eligible candidate, whether from Haryana or from reserved categories can also compete for seats allocated under All India Category.
14. A candidate, who applies for reserved category will be considered first in general category. In case, he/she does not get a seat of his/her choice in general category, then he/she will be considered for reserved category as applicable. The category of allotted seat may be higher than the actual category of the candidate.
15. If the number of seats in any particular category is not a round figure, 0.5 or above will be taken as one and less than 0.5 shall be ignored, except that in Physically Handicapped, Children & Grandchildren of Freedom Fighters and Ex-Servicemen and their Wards Categories, at least one candidate will be admitted from all the three categories in total, even if the share is less than 0.5 seats provided the number of sanctioned intake in the particular Programme(s) is 30 or above.
16. Candidates who have passed their qualifying examination from a university in the State of Haryana will be deemed to be Haryana residents and will not be required to submit certificates of bona fide residents of Haryana.
17. Differently Abled candidates will not be considered for admission to MPED programmes.
18. In case of tie for admission against sports seats, the applicant who has won position in higher tournament will be admitted.
19. A person belonging to the General Category married to a person belonging to the Scheduled Caste or Backward Classes, shall not be entitled to the benefit of reservation vide letter no. 22/76/2012-GSIII dated 22.03.2012 from Chief Secretary to Govt., Haryana.
20. The State Govt. of Haryana has decided to provide following concessions to the students belonging to Jammu & Kashmir for their admissions in the Colleges and Universities of Haryana.
  - (i) Relaxation in cut-off percentage upto 10% subject to minimum eligibility requirement.
  - (ii) Increase in intake capacity upto 5% course-wise.
22. The Govt. Notification No. 22/12/2019-1GS.III dated 25.02.2019 for Economically Weaker Section (EWS) is attached.



**CHAPTER – 8**  
**WEIGHTAGE(S)**

Candidates who are eligible for admission will be entitled to weightage in total merit points as given below:

	Criteria for grant of Weightages	Weightage in merit points
A	Candidates who have passed the qualifying examination from Institutions situated in Haryana.	5
B	Recipients of National Talent Award from the NCERT	5
C	Candidates having consistently good academic record i.e. throughout first class from first public examination to the qualifying examination	5
D	Candidates who have passed Honours Programme in the related Subject at the level of qualifying examination	5
E(a)	NCC cadets who have passed the “B” Certificate.	3
	NCC cadets who have passed the “C” or “G-II Certificate (no weightage will be given for civil defense services) Note: if a NCC cadet has B and C certificate, maximum weightage of 3/5 marks will be given.	5
	OR	
E(b)	Candidates who have been recommended or commended or have obtained 1 <sup>st</sup> and 2 <sup>nd</sup> position at the Inter Zonal.	3
	OR	
	Candidates who have attained 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> position in All India Inter-University Youth Festival/North Zone/State Level competition either individually or as a team member organized by Govt. Agency/AIU	5
	OR	
E(c)	Sports persons who have won 1 <sup>st</sup> or 2 <sup>nd</sup> or 3 <sup>rd</sup> position at the University / State Level Tournament organized by the State Govt. of Haryana Olympic Association / University in individual events or team games or have actually participated in Inter University or National Level duly recognized by the Association of Indian Universities / concerned national federation / Indian Olympic Association in the games in which inter university tournament organized by AIU (except for the B.P.Ed. and M.P.ED. Courses) candidate claiming sports weightage must submit gradation Certificates issued by the Director of Sport of the State Concerned or by an Authority authorized by the Director of Sports of the concerned state indicating grade	5
	OR	
E(d)	Holder of Certificates or Merit for NSS/YRC awarded by the University.	5

**Note: Weightage for sports will be given only in respect of tournaments in the games/events arranged by the university/inter-university/sports board or by a State/National Organization recognized by the Indian Olympic Association:**

**In the above categories, the weightage will be calculated as under:**

- 1. The total weightage for merit (A to E above) shall not exceed 10 merit points.**
2. The number of students admitted under Clause (E) above shall not exceed 10% total intake of the programme.
3. The Weightage for the purpose of merit under Clause (C) above shall be given only if the candidate has obtained the required certificate/distinction from first public examination to the qualifying examination on the basis of which he is seeking admission to the programme. For example, if a candidate is seeking admission on the basis of BA/ B.Sc./B Com Examination, he/she will be given Weightage under this clause if he/she has obtained certificate of distinction in Matric, 10+2 and in BA/BSc/BCom, as the case may be.
4. Weightage for MPED as per Appendix-A.
5. A weightage of 5 merit points shall be admissible to the candidate who have passed BSc with Biotechnology as one of the subject for admission in MSc Biotechnology.

## **CHAPTER-9**

### **REGISTRATION**

The concerned department will check the eligibility for admission at its own level. After the provisional admission, the Registration Branch will check the documents of all the admitted candidates for the purpose of registration. After the clearance of the eligibility, the Registration Branch will issue Registration Card to the provisionally admitted candidates.

**Note:** The Candidates who have passed their qualifying examinations from a University/Board situated outside India, will have to deposit eligibility fee of Rs.500/-. They will have to deposit the documents including visa in the Registration Branch. Even provisional admission will not be allowed without the eligibility certificate.

**Admission of students in no case should exceed the sanctioned strength of each Class/Course.** The Dean, Academic Affairs will exercise control and supervise the admissions in the UTDs and in the Colleges respectively. A copy of the details showing sanctioned strength of each class/course/subject be prepared on prescribed format by the Principal/Chairperson, which is required to be sent along with the Registration Returns. Any delay in this regard will be viewed seriously. Admissions of students will be made only in such class/course/subject where permission/affiliation has been granted by the University.

Registration return will be filed with the name of the candidate, his/her father's & mother name and name of the college, both in English and Hindi. The department admission committee will be responsible for any error in the spellings and DMCs and Degrees will be based on them.

It may be ensured that the children of single parent are not denied admission in the College/Department on the plea that names of both the parents are not mentioned in the certificate of qualifying examination/admission form, if they are otherwise eligible/ subject to fulfillment of all other conditions of admission.

Principals/ Chairpersons must ensure that admissions are made subject to the fulfillment of the minimum eligibility conditions. Registration Returns of all such cases be sent on prescribed format and the same must be accompanied by legible photocopies of the lower qualifying examination, duly attested by the Authority as detailed above. For regularization of admission of such students, photocopies of the certificates, duly attested, of the examination passed by the candidates(s) in supplementary as well as annual examination, be sent personally to Registration and Scholarship Branch immediately after the declaration of the result.

No regular student will be allowed to appear in the examination of the University until and unless his/her Registration Return has been sent to the University.

Registration Return (RR) will be submitted as per schedule of R&S.

### **MIGRATION RULES**

A student from any other University recognized by Chaudhary Devi Lal University, Sirsa or from a Board of Examination other than the Board of School Education, Haryana, shall be eligible for admission to the University only on production of the migration certificate (or transfer certificate if a Board does not issue

the migration certificate) to show that the University or the Board has no objection to his/her joining this University and he/she will have to submit the same up to **31<sup>st</sup> October, 2019** without any late fee, failing which his/her candidature for the concerned examination shall stand suspended automatically, provided that the condition of production of the migration certificate shall not apply in the case of students passing their examination from Foreign University.

The migration certificate will be accepted through concerned Chairperson even after 31<sup>st</sup> October, 2019 on payment of late fee up to the dates mentioned below:-

31 <sup>st</sup> December, 2019	With late fee of Rs.500/-
28 <sup>th</sup> February, 2020	With late fee of Rs.1000/-
Till the declaration of result	With late fee of Rs.2000/-
After the declaration of result	With late fee of Rs.2500/- per year upto the Maximum of Rs. 5000/-

**Note:** The word 'examination' in the above rules denotes the first 'Annual Examination' or the second 'Semester Examination'.

**CHAPTER 10**  
**FEE AND SCHOLARSHIPS**

Fee will be charged from the students semester-wise. Fee will be deposited as per schedule of Accounts Branch displayed from time to time or as printed in the HBI.

Fee will be charged per semester for programmes under semester system.

**FEE FOR BUDGETED AND SELF-FINANCING PROGRAMMES:**

Sr.No.	Programme	Total Fee (Rs.)
<b>A. Budgeted Programmes</b>		
<b>1</b>	MTech(CSE) FT (1st Sem)	12550
	MTech(CSE) FT (2nd Sem)	11850
	MTech(CSE) FT (3rd Sem)	12250
	MTech(CSE)FT( 4th Sem)	11850
<b>2</b>	MCA(1st Sem)	7050
	MCA(2ndSem)	6350
	MCA(3rd Sem)	6750
	MCA(4th Sem)	6350
	MCA(5th Sem)	6750
	MCA(6th Sem)	6350
<b>3</b>	MBA 1stSem	11550
	MBA 2ndSem	10850
	MBA 3rdSem	11250
	MBA 4th Sem	10850
<b>4</b>	MBA(Hon's)1stSem	11550
	MBA(Hon's) 2ndSem	10850
	MBA(Hon's) 3rd Sem	11250
	MBA(Hon's)4th Sem	10850
<b>5</b>	MSc(Physics)1st Sem	6550
	MSc(Physics)2nd Sem	5850
	MSc(Physics)3rd Sem	6250
	MSc(Physics)4th Sem	5850
<b>6</b>	MSc(Maths)1st Sem	4550
	MSc(Maths)2nd Sem	3850
	MSc(Maths)3rd Sem	4250
	MSc(Maths)4th Sem	3850
<b>7</b>	MSc(Chemistry)1stSem	6550
	MSc(Chemistry)2ndSem	5850
	MSc(Chemistry)3rd Sem	6250
	MSc(Chemistry)4th Sem	5850
<b>8</b>	MSc(Env. Sc)1st Sem	6550
	MSc(Env. Sc) 2nd Sem	5850
	MSc(Env. Sc)3rd Sem	6250
	MSc(Env. Sc)4th Sem	5850
<b>9</b>	MSc(Biotech)1st Sem	9800
	MSc(Biotech)2nd Sem	9100
	MSc(Biotech)3rd Sem	9500
	MSc(Biotech)4th Sem	9100
<b>10</b>	MSc(Food Sc&Tech (1st Semester)	9050
	MSc(Food Sc&Tech (2nd Semester)	8350
	MSc(Food Sc&Tech (3rd Semester)	8750
	MSc(Food Sc&Tech (4th Semester)	8350
<b>11</b>	LLM(E)(1st Sem)	10600
	LLM(E)(2nd Semester)	9900
	LLM(E)(3rd Semester)	10300

	LLM(E)(4th Semester)	9900
<b>12</b>	LLB 3 Year(1st Sem)	4600
	LLB 3 Year(2nd Sem)	3900
	LLB 3 Year(3rd Sem)	4300
	LLB 3 Year(4th Sem)	3900
	LLB 3 Year(5th Sem)	4300
	LLB 3 Year(6th Sem)	3900
<b>13</b>	MA(Journalism & Mass Comm) (1st Semester)	5550
	MA( Journalism & Mass Comm) (2nd Semester)	4850
	MA( Journalism & Mass Comm) (3rd Semester)	5250
	MA( Journalism & Mass Comm) (4th Semester)	4850
<b>14</b>	MA(English) (1st Sem)	4550
	MA(English) (2nd Sem)	3850
	MA(English) (3rd Sem)	4250
	MA(English) (4th Sem)	3850
<b>15</b>	MA(Economics) (1st Sem)	3250
	MA(Economics) (2nd Sem)	2400
	MA(Economics) (3rdSem)	2950
	MA(Economics) (4th Sem)	2400
<b>16</b>	MA(Public Admn) (1st Semester)	3250
	MA(Public Admn) (2nd Semester)	2400
	MA(Public Admn) (3rd Semester)	2950
	MA(Public Admn) (4th Semester)	2400
<b>17</b>	MCom (1st Sem)	3650
	MCom (2nd Sem)	2750
	MCom (3rd Sem)	3250
	MCom (4th Sem)	2850
<b>18</b>	MPed (1st Sem)	4550
	MPed (2nd sem)	3850
	MPed (3rd Sem)	4250
	MPed (4th Sem)	3850
<b>19</b>	MA(Hindi) (1st Sem)	3300
	MA(Hindi) (2nd Sem)	2400
	MA(Hindi) (3rdSem)	2950
	MA(Hindi) (4th Sem)	2400
<b>20</b>	MA(Punjabi) (1st Sem)	3250
	MA(Punjabi) (2nd Sem)	2400
	MA(Punjabi) (3rdSem)	2950
	MA(Punjabi) (4th Sem)	2400
<b>21</b>	MA(Sanskrit) (1st Sem)	3250
	MA(Sanskrit) (2nd Sem)	2400
	MA(Sanskrit) (3rdSem)	2950
	MA(Sanskrit) (4th Sem)	2400
<b>22</b>	MA/M.Sc (Geography) (1st Sem)	3750
	MA/M.Sc (Geography) (2nd Sem)	2900
	MA/M.Sc (Geography) (3rdSem)	3450
	MA/M.Sc (Geography) (4th Sem)	2900
<b>23</b>	MA(History & Archaeology) (1st Sem)	3250
	MA(History & Archaeology ) (2nd Sem)	2400
	MA(History & Archaeology (3rdSem)	2950
	MA(History & Archaeology (4th Sem)	2400
<b>24</b>	MPA(Music-Vocal & Instrumental) (1st Sem)	3250
	MPA (Music-Vocal & Instrumental) (2nd Sem)	2400
	MPA (Music-Vocal & Instrumental) (3rdSem)	2950
	MPA (Music-Vocal & Instrumental) (4th Sem)	2400
<b>25</b>	MSc (Botany) 1 <sup>st</sup> Sem	9800
	MSc (Botany) 2 <sup>nd</sup> Sem	9100

	MSc (Botany) 3 <sup>rd</sup> Sem	9500
	MSc (Botany) 4 <sup>th</sup> Sem	9100
<b>26</b>	MSc (Zoology) 1 <sup>st</sup> Sem	9800
	MSc (Zoology) 2 <sup>nd</sup> Sem	9100
	MSc (Zoology) 3 <sup>rd</sup> Sem	9500
	MSc (Zoology) 4 <sup>th</sup> Sem	9100

\*Those students who seek admission in the next programme in this University will pay Rs 500/- as continuation fees.

<b>B. Self-Financing Programmes.</b>		
	<b>Other Programme(s)</b>	
<b>(1)</b>	MTech(CSE) PT(1 <sup>st</sup> Sem)	16550
	M.Tech.(CSE)PT(2 <sup>nd</sup> Sem)	15850
	M.Tech.(CSE)PT(3 <sup>rd</sup> Sem)	16250
	M.Tech.(CSE)PT(4 <sup>th</sup> Sem)	15850
	M.Tech.(CSE)PT(5 <sup>th</sup> Sem)	16250
	M.Tech.(CSE)PT(6 <sup>th</sup> Sem)	15850
<b>(2)</b>	LL.B (5Year (1 <sup>st</sup> Sem)	14200
	LL.B (5 Year ( 2 <sup>nd</sup> Sem)	13600
	LL.B (5 Year)(3 <sup>rd</sup> Sem)	13600
	LL.B (5 Year)(4 <sup>th</sup> Sem)	13600
	LL.B (5 Year)(5 <sup>th</sup> Sem)	13600
	LL.B (5 Year)(6 <sup>th</sup> Sem)	13600
	LL.B (5 Year)(7 <sup>th</sup> Sem)	13600
	LL.B (5 Year)(8 <sup>th</sup> Sem)	13600
	LL.B (5 Year )(9 <sup>th</sup> Sem)	13600
	LL.B(5 Year)(10 <sup>th</sup> Sem)	13600
<b>(3)</b>	MBA TTM 1 <sup>st</sup> Sem	12800
	MBA TTM 2 <sup>nd</sup> Sem	12750
	MBA TTM 3 <sup>rd</sup> Sem	12800
	MBA TTM 4 <sup>th</sup> Sem	12750
<b>(4)</b>	BA Journalism & Mass Comm (1 <sup>st</sup> Sem)	11550
	BA Journalism & Mass Comm (2 <sup>nd</sup> Semester)	10850
	BA Journalism & Mass Comm (3 <sup>rd</sup> Semester)	11250
	BA Journalism & Mass Comm ( 4 <sup>th</sup> Semester)	10850
	BA Journalism & Mass Comm (5 <sup>th</sup> Semester)	11250
	BA Journalism & Mass Comm (6 <sup>th</sup> Semester)	10850
<b>(5)</b>	MSc(Hon)Math(5 year integr)(1 <sup>st</sup> Sem)	16700
	MSc(Hon)Math(5 year integr)(2 <sup>nd</sup> Sem)	16050
	MSc(Hon)Math(5 year integr)(3 <sup>rd</sup> Sem)	16100
	MSc(Hon)Math(5 year integr)(4 <sup>th</sup> Sem)	16050
	MSc(Hon)Math(5 year integr)(5 <sup>th</sup> Sem)	16100
	MSc(Hon)Math(5 year integr)(6 <sup>th</sup> Sem)	16050
	MSc(Hon)Math(5 year integr)(7 <sup>th</sup> Sem)	16100
	MSc(Hon)Math(5 year integr)(8 <sup>th</sup> Sem)	16050
	MSc(Hon)Math(5 year integr)(9 <sup>th</sup> Sem)	16100
	MSc(Hon)Math(5 year integr)(10 <sup>th</sup> Sem)	16050
<b>(6)</b>	PG Diploma in Waste Management (1 <sup>st</sup> Sem)	15000
	PG Diploma in Waste Management (2 <sup>nd</sup> Sem)	15000
<b>(7)</b>	PG Diploma in Nutrition & Dietetics (1 <sup>st</sup> Sem)	15000
	PG Diploma in Nutrition & Dietetics (2 <sup>nd</sup> Sem)	15000

**Note:**

1. Fee for SFS Programme(s) can be increased at any time during the Programme(s) to meet out the financial viability of the Programme(s).

2. Department-wise Schedule be notified by the Accounts Branch. Dues for the subsequent years must be paid by the dates notified, shall be charged.
  - (i) A candidate whose result of the examination taken by him/her is notified as 'Later' may also be allowed to join the next higher class provisionally. In case he/she is ultimately declared as having failed, his/her provisional admission shall stand cancelled and he/she shall forthwith revert to the lower class. Fee paid by him/her for the higher class shall be adjusted against the lower class dues. No refund shall be admissible to the student who discontinues his/her studies. His/her attendance for the higher class will be counted for the lower class.
  - (ii) The tuition fee and other monthly dues in respect of students of University Teaching Departments will be payable on six monthly basis from January to June and July to December. Dues must be paid on the dates notified by the Accounts Branch. **All the Chairpersons will direct the students of their respective department to deposit the fee on fixed date and time and not to allow any student to attend the classes without depositing the fees. The attendance marked without deposit of fee will be illegal and will not be counted for the purposes of attendance.**
3. Caution money/Security is refundable if application is received by 31<sup>st</sup> December of the year of the completion of programme (application format as **Annexure-XX**).
4. The record of Admission fee/Examination fee slip be maintained/kept by the Department concerned. The Department concerned will mention fee receipt number on Financial Statement Performa while sending filled examination form to the Result Branch.
5. The fee shall be refunded/adjusted only in the first Semester only of the programme.
6. **For the information of the old students who are enrolled in the SFS programmes which are discontinued for this Academic session the fee of these programmes for remaining years will remain the same as it was mentioned in the concerned year HBI.**

#### **RULES FOR ADJUSTMENT/REFUND OF FEE:**

1. If a candidate after having deposited fee for admission in one programme joins another programme in another/same UTD in the same session, as mentioned below, and is permitted to withdraw his/her candidature, fee/funds except admission fee already deposited by him/her for the programme from which he/she has withdrawn, shall be adjusted/refunded against the fee/funds of the programme he/she joins subject to the condition that the difference, if any, shall be paid by the candidate:
  - i) From a budget Programme to another budget Programme;
  - ii) From a budgeted Programme to a self-financing Programme or vice-versa.
  - iii) From a self-financing Programme to another self-financing Programme.

**However, in self-financing Programmes, adjustment/refund of fee will be allowed only if the seat so vacated is filled by the last date of admission subject to filling up of all the seats.**
2. **For Budgeted Programme:-** In case a candidate leaves the University after seeking admission in a particular Programme, following conditions will apply for refund of fee:
  - (i) If a candidate leaves before the commencement of the classes, the entire fee deposited by the candidate will be refunded after deducting Rs.1000/- only.
  - (ii) In case a candidate leaves after commencement of the classes, proportionate deduction of fee up to the month of his/her leaving will be made, subject to minimum of Rs.1000/-. The vacant seat will be filled up from waiting list.
  - (iii) In case waiting list has not been drawn by the Department, the fees will be refunded after deducting processing fees i.e Rs. 1000/- even if the seat is not filled up.

If the admission of a student is cancelled by the University, for no fault of his/her, the dues paid by him/her will be refunded.



## TUITION FEE CONCESSION:

- (a) Full Tuition Fee Concessions may be given to deserving students by the Chairpersons of the Departments/Principals up to 10% or half fee concession to 20% of the total number of students on roll in each class/department up to **31stJan 2020**.

The Vice-Chancellor may, in deserving cases, on the recommendation of the Chairperson of the Department concerned, grant additional fee concessions up to 10% provided that not more than one such additional fee concession shall be awarded in any class in a Department.

- (b) Tuition Fee concessions may be allowed to two or more children of the same parents at the following rates:

- (i) The eldest to pay Full fee.
- (ii) The younger or younger ones to pay half fee.

The Concessions will be allowed even if the elder brother/sister is studying in a University maintained Institution other than the one in which the younger brother(s)/sister(s) is/are studying.

- (c) 50% Tuition Fee concession to only girl / only two girl child(ren) (of parents without any male child) at P.G. level.
- (d) (i) 1 to 10 positions in the University qualifying examination(s) except in PhD subject to production of proof thereof.  
(ii) 1st, 2nd and 3rd position at the National Level competition organized by AIU or other Govt. agencies or 1st position at North Zone Inter Varsity level in similar events in sports and cultural sphere.  
(iii) Participation of NSS at National Republic Day Parade.
- (e) Development Fee concession may be allowed to anyone of the two brothers/sisters on admission to the same Programme in the University Teaching Department during the same session.
- (f) Fee concession to University employees and their dependents:  
(i) Confirmed University employees permitted to join Evening classes or the University Centre for Distance Learning will be exempted from payment of Tuition Fee provided in case of individuals who fail in the examinations for which they are permitted or whose conduct is reported as unsatisfactory or who do not take proper interest in the office work, the concession will be discontinued.  
(ii) 50% concession of total fee (except examination fee and registration fee) to the University employee and their dependents (sons, daughters, brothers, sisters, spouse, who is/are not working and is/are fully dependent on him/her and living with him/her) may be allowed in part- time/regular programmes, self-financing programmes in the University Teaching Departments and the programmes in the University Centre for Distance Learning.
- (g) The children of serving military personnel up to the rank of an NCO or of military personnel killed or incapacitated wholly or partially during the war, shall be allowed Full Fee Concession.
- (h) Blind students may on an application be granted Full Fee Concession.
- (I) **Note: Free Education for Dependent Children of Leprosy Affected Persons (LAPs):** No fee/dues will be charged from the dependent children of Leprosy Affected Persons and education in the University Teaching Departments/Institutes will be free for them.

## FACILITIES AVAILABLE TO SC/BC CANDIDATES

1. For SC/BC candidates of Haryana Price of the University /college Handbook of Information is 1/4<sup>th</sup> of the price fixed for open and other categories.
2. No fee will be charged by the University/college from the students belonging to the SC category, per instructions. under the Post Matric Scholarship Scheme by the Director Higher Education, Haryana and the Director, Technical Education Haryana, for technical Programme(s) approved by AICTE.
3. For the Post Matric Scholarship Scheme of GOI for welfare of SC as per letter No.3/44-2012 Sch (2) dated 18.06.2013 of the Director General Higher Education, Haryana, Panchkula SC students whose family income from all sources is up to Rs. 2.50 lac per annum are eligible for benefits under the scheme. The benefits include enrollment/registration, tuition, games, Union, Library, Magazine, Medical Examination and such other fees compulsorily payable by the student to the institution or University/Board. Refundable deposit like caution money, security deposit are, however, excluded. For students admitted under this scheme the application form has to be submitted by the students to the concerned Chairperson/Director of the Department/ Institute as per the date to be advertised/notified by the government.

**Note:** An income declaration will be furnished by the self-employed parents/guardian of SC candidates, stating definite income from all sources by way of an affidavit on non-judicial stamp paper. Employed parents/guardian are required to obtain income certificates from their employer and for any additional income from other sources, they would furnish declaration by way of an affidavit on non-judicial stamp paper. SC scholarships shall be awarded by the State Government to eligible SC students (as per eligibility guidelines) enrolled in a programme .Post Matric Scholarships are granted to SC/BC students under Govt. of India Scheme.
4. The Departments will decide the eligibility for scholarship of such candidates on the basis of guidelines/norms given in the HBI.
5. Students who are eligible for Scheduled Caste and Backward Class Scholarship(s) as the case may be, may apply online on the dates which will be announced/published in the newspapers/Haryana welfareschemes.org portal by the State Govt./Funding Agencies
6. Students belonging to the SC/BC category who are eligible for Post Matric Scholarship Scheme should get their Saving Bank Account linked with Aadhaar Card to get transferred the funds in their respective bank accounts.
8. As per Memo No. Edu-1/2018/30135-160 dated 01.08.2018 and 3/31-2018(2) dated 22.04.2019. “All institutions are requested to verify the eligibility criteria of SC students for award of PMS-SC scholarship and if found eligible the date for depositing the fee for such SC students may be extended till scholarship amount is transferred to his/her account by the Govt. IF required, institution may take an assurance from such students that they will deposit the fee to institution as soon as they receive the same in their account”
9. **Those SC students who are not eligible in the scholarship will pay fee/dues as per above table at par with General category students, along with the admission form.** The SC students eligible for this scholarship will be themselves responsible for filling up Scholarship Forms as per schedule to be intimated by Registration & Scholarship Branch failing which they will have to deposit full fee within one month of the last date for filling scholarship forms. **Late fee will be levied on such students.** The eligibility for scholarship of such candidates will be decided by the Department, on the basis of guidelines/norms given in the HBI. Such students will submit their non-due certificate before taking the final sem. Examination otherwise their **roll numbers/ DMC will not be issued. In case the SC candidates leave the programme before the completion of program his/her migration certificate will be withheld till he/she clear his/her all the dues**
11. It will be the responsibility of the students to enclose necessary documents to claim fee concession and file application for scholarship.

**Note: Free Education for Dependent Children of Leprosy Affected Persons (LAPs) :**No fee/dues will be charged from the dependent children of Leprosy Affected Persons and education in the University Teaching Departments/Institutes will be free for them.

## CHAPTER - 11 ATTENDANCE

1. In each programme, (except the programme approved by the BCI) every student will have to fulfill the condition of 75% minimum (theory & practical separately) of attendance as per the relevant is mandatory. However, for the students in department of Law, the minimum attendance required is 70%.
2. Chairpersons of the UTD(s) are authorized to condone 15% of the shortage by recording the reason. Further, the Vice Chancellor may further condone extra 10% of lecture shortage.
3. Ordinarily, a candidate who has not attended the required percentage of lectures/ practicals etc., as prescribed shall not be eligible to appear in the examination. If the Chairperson is not satisfied with the reasons for the shortage given by the student, it is not obligatory on his/her part to condone the shortage. The decision of the Chairperson shall be final.
4. Every student shall attend his classes on all working days unless he is granted leave of absence by the Chairperson of the University Department/Principal of the College concerned.
5. If a student remains absent from his classes for a continuous period of seven working days each in one **subject/paper/Programme(s)** without any valid reason, medical or otherwise, his name shall be struck off the rolls, irrespective of the fact that he/she has paid his/her dues.
6. However, the student may be re-admitted with the permission of the Chairperson of the Department concerned on payment of re-admission fee, as prescribed by the University from time to time in addition to arrears of fees, if any, provided that the Chairperson of the Department is satisfied that if re-admitted the student will not fall short of requisite percentage of lectures etc.
7. In case of M.Tech CSE (3-year weekend) name of student will be struck off in case he/she remains absent for 5 consecutive teaching days.
8. For allowing readmission by the Chairperson and Vice Chancellor time allowed will be 10 days in an academic year with readmission fee as follows:
  - 1<sup>st</sup> instance     Rs.500/- + Rs 10/- per day by Chairperson.
  - 2<sup>nd</sup> instance     Rs.1000/- + Rs. 20/- per day by Vice Chancellor

## CHAPTER -12

### INSTRUCTIONS TO CURB RAGGING

This University welcomes all the students who enroll themselves in different programmes offered. We wish them success in their plans. Those who succeed in joining a programme should be making best use of the excellent facilities and congenial atmosphere available in the University for all round development of their personality. We would expect our students to make best use of this opportunity and grow as able and responsible citizens. Students will be required to work hard with their energies focused towards achieving their goal.

We take pride in informing all those desirous of seeking admission that over all the years, our University has the best traditions of maintaining a healthy and congenial academic environment. We are also glad to convey that with the determined and sincere efforts of our senior students and faculty, our campus has been free from the menace of Ragging.

**Nevertheless, the following is brought into the notice of every student:**

1. Ragging is anti-social, illegal and punishable.
2. Ragging in any form at any place in the campus or outside is strictly prohibited.
3. Any student found indulging in an act of ragging will meet strict disciplinary action leading to expulsion from the University.
4. Following will amount to the act of ragging.
  - To address seniors as 'Sir'
  - To perform mass drills.
  - To copy class notes for the seniors
  - To serve various errands
  - To do menial jobs for the seniors.
  - To ask/answer vulgar questions.
  - To look at pornographic pictures to 'shock the fresher out of their innocence'
  - To force to drink alcohol, scalding tea, etc.
  - To force to do acts which can lead to physical injury/mental torture or death
  - To force to do acts with sexual overtones including homosexual acts.
  - To strip, kiss etc.
  - To do other obscenities.

All the senior students are advised to guide and treat junior students affectionately.

Junior students may contact their Chairpersons or other University functionaries like Proctor, Dean Students' Welfare, Chief Warden, Wardens or Chief Security Officer for help and guidance.

**Note:** An undertaking in the pro forma given in **Annexure -XIX** will have to be given by the candidate and his/her parent at the time of admission.

**CHAPTER - 13**  
**RULES FOR PROMOTION TO NEXT/HIGHER CLASS**  
**AND REAPPEAR/ IMPROVEMENT RULES**

**A. RULES FOR PROMOTION TO NEXT/HIGHER**

All students of the programme will be provisionally admitted to next semester subject to deposit their fee. For the LLB, B.Tech, M.Tech, B.Ed and M.Ed rules of the concerned regulatory body will be implemented.

**B. IMPROVEMENT**

After passing the examination, one chance in each semester may be given for improvement of marks in the programmes where provision of improvement exists. The syllabus will be the same as meant for the regular candidates of the semester(s) concerned.

**C. MASTER OF LAW (LLM)**

A candidate shall be allowed to proceed from LLM (1<sup>st</sup> & 2<sup>nd</sup> semester) to LLM (3<sup>rd</sup> & 4<sup>th</sup> semester) class provisionally, only if, he has got exemption in the 50% theory papers of LLM (1<sup>st</sup> & 2<sup>nd</sup> Semester) examination.

**CHARACTER CERTIFICATE**

Name of the Department/College \_\_\_\_\_ Session \_\_\_\_\_

Certified that Mr./Miss/Mrs. \_\_\_\_\_ Son/daughter of Shri \_\_\_\_\_ has been a bona fide student of this Department/College during the period \_\_\_\_\_.

He/She appeared in the \_\_\_\_\_ Examination of the University/Board \_\_\_\_\_ held in \_\_\_\_\_ under Roll No. \_\_\_\_\_ and \*passed obtaining \_\_\_\_\_ marks out of \_\_\_\_\_ marks or \*failed/\*placed under compartment in the subject of \_\_\_\_\_.

1. Academic Distinction, if any:

\_\_\_\_\_

2. Co-curricular activities, if any

\_\_\_\_\_

3. Brief particulars of disciplinary action by College/Department/University including punishment such as expulsion, warning, fined for violation of College/ Department/ Hostel Rules, UMC/ Disqualification etc., if any.

\_\_\_\_\_

4. General Conduct during stay in the Institution: Good/Satisfactory/Unsatisfactory.

Dated : \_\_\_\_\_

Signature of the Principal/  
Chairperson of the Department  
(With office Seal)

\* Strike out whichever is not applicable

**CERTIFICATE OF RESIDENCE**  
(For Bona fide Residents of Haryana only)

Certified that \_\_\_\_\_ Son/Daughter of Sh. \_\_\_\_\_ is a bona fide resident of Haryana State (Place) \_\_\_\_\_ District \_\_\_\_\_ since \_\_\_\_\_ (in terms of the latest instructions issued by the Haryana Government).

Name \_\_\_\_\_ (Signature of the attesting authority)

Designation \_\_\_\_\_ Date \_\_\_\_\_  
(With legible office seal)

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:**

1. The candidates who have passed their qualifying examinations from the Universities of Haryana are not required to produce Certificate of Haryana Resident.

Copy of letter no.62/17/95-6 GSI dated Oct., 1966 from the Chief Secretary to Government of Haryana addressed to all Heads of Departments, Commissioner/ Ambala, Rohtak, Gurgaon and Hisar Division etc.



## **Subject: Bona fide Residents of Haryana – Guidelines regarding**

Sir/Madam,

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

- a. Candidates who have passes the examinations qualifying them for selection in an institution from a school/college in Haryana
  - b. Children/wards (if parents are not living) Dependent:
    - i. of the regular employees of Haryana State Posted in/outside Haryana State or working on deputation.
    - ii. of the regular employees of the statutory bodies/corporations established by or under an Act of the State of Haryana who are posted in Chandigarh or in /outside Haryana;
    - iii. of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government.
  - c. Children/wards (if parents not living) dependents of persons who after retirement have permanently settled in Haryana and draw their pension from the treasuries situated in the State of Haryana.
  - d. Children/Wards (if parents not living)/ dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a State other than Haryana or he has settled after retirement in or out side Haryana
  - e. Children/Wards (if parents not living)/dependents of persons who have permanently home in the Haryana and include persons who have been residing in Haryana for a period of less than 15 years or who have permanent home in Haryana but on account of their occupation they are living out side Haryana
  - f. The wives of such persons who are bona fide resident of Haryana irrespective of the fact that they had belonged to any other State before marriage
  - g. Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/Guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:
    - i. Citizen of India;
    - ii. Produce an affidavit to the effect they or their children/ wards (if parents are not living)/dependents have not obtained the benefit of Resident in any other State.
2. All candidates claiming to be Bona fide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate / General Assistant of Deputy Commissioner of Sub-Divisional Officer (Civil) of the District/Sub-divisional to which the candidates belong. Residents Certificate in respect of elsewhere or in respect of the Children/Wards/dependents of Haryana Govt. Employee who are posted at Chandigarh, Delhi or elsewhere in respect Haryana in connection with affairs of Haryana Govt. or in respect of Children/Wards/dependents of the employees and retirees of the Statutory bodies/ Corporations of Haryana established by or under an Act of the State of Haryana or Central Act and located at Chandigarh, Haryana and outside Haryana, should be issued by their respective heads of Departments.
  3. Candidates seeking admission in the Educational Institutions (including medical and technical institutions) located in Haryana may not be required to produce resident certificate, if they have passed the Examination from a School/College situated in Haryana. For this purpose a certificate of the Principal/Headmaster of the Institution shall, be competent to issue such certificate, which should be sufficient.
  4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim is false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated. The Principal may take such other action against the students and his /her parents/ Guardians as he may deem proper in the circumstances of any particular case.

**CERTIFICATE FROM THE EMPLOYER IN THE CASE  
OF EMPLOYEES OF GOVT. OF HARYANA, MEMBER  
OF ALL INDIA SERVICES, BORN ON HARYANA  
CADRE, EMPLOYEE OF STATUTORY  
BODIES/CORPORATIONS**

Certified that Mr./ Ms. \_\_\_\_\_ son / daughter / wife of Sh. \_\_\_\_\_ is serving as a regular employee of Govt. of Haryana/Members of All India Services borne on Haryana Cadre/Regular Employee of Statutory Body/Corporation established by or under an Act of State of Haryana. At present he/she is posted as \_\_\_\_\_ in the Department \_\_\_\_\_ at \_\_\_\_\_ (place of posting).

Mr./Ms. \_\_\_\_\_ is his/her son/daughter/dependent. (if parents are not living).

Signature of the Employer  
(with designation & seal)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

(Strike out whichever is not applicable)

**Harvana 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 Shri \_\_\_\_\_ 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.

*(Applicable in the case of person who have migrated from other State/Union Territory Administration.)*

2. This Certificate is issued on the basis of the Scheduled Class Certificate issued by \_\_\_\_\_ vide letter No. \_\_\_\_\_ dated \_\_\_\_\_ to Shri/Smt. \_\_\_\_\_ Father/Mother of Shri/Smt/Kumari \_\_\_\_\_ of Village/Town \_\_\_\_\_ of \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ of State/Union Territory \_\_\_\_\_ who belongs to the \_\_\_\_\_ Caste which is recognized as Scheduled Caste/Scheduled Tribes in the State/Union Territory \_\_\_\_\_

3. Shri/ Smt/ Kumari \_\_\_\_\_ and/ or his/ her family ordinarily reside( s) in \_\_\_\_\_ Village/Town \_\_\_\_\_ of Tehsil \_\_\_\_\_ District \_\_\_\_\_ of the State/Union Territory \_\_\_\_\_.

Signature with seal of Issuing Authority  
Full Name.....  
Designation.....  
Address with  
Telephone No. with code \_\_\_\_\_

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

- 2. Issuing Authority: Tehsildar or Naib Tehsildar.  
Head of Department in case of Government employees
- 3. Strike out of paragraph which is not applicable.  
For instructions refer to [www.csharyana.gov.in](http://www.csharyana.gov.in)

**Harvana Government**

Certificate Sr. No...../year...../Teh.....

**BACKWARD CLASS CERTIFICATE**  
**(for BC(A) & BC(B))**

Photo of Applicant to be attested by the issuing Authority

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter of \_\_\_\_\_  
Shri \_\_\_\_\_ resident of \_\_\_\_\_ village/town  
\_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ of the  
State/Union Territory \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste. This caste is  
mentioned in the State list of BC Block \_\_\_\_\_ :

(Applicable in the case of person who have migrated from other State/Union Territory Administration.)

1. This Certificate is issued on the basis of the Backward Class Certificate issued by  
\_\_\_\_\_ vide letter No. \_\_\_\_\_ dated \_\_\_\_\_ to Shri/Smt. \_\_\_\_\_  
Father/Mother of Shri/Smt./Kumari \_\_\_\_\_ of \_\_\_\_\_ Village/Town  
\_\_\_\_\_ of Tehsil \_\_\_\_\_ District \_\_\_\_\_ of State/Union Territory  
\_\_\_\_\_ who belongs to the \_\_\_\_\_ Caste which is recognized as BC in the State/Union  
Territory \_\_\_\_\_.

*(The applicant shall submit an affidavit that he/she falls/does not fall in creamy layer)*

3. Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside(s) in  
\_\_\_\_\_ Village/Town \_\_\_\_\_ of Tehsil \_\_\_\_\_ District \_\_\_\_\_ of the  
State/Union Territory \_\_\_\_\_.

4. 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)-9 dated 07.06.1995, No. 22/36/2000-3GS-III dated 09.08.2000 & No. 213- SW(1)-  
2010 dated 31.08.2010.

Signature with seal of Issuing Authority  
Full Name.....  
Designation.....  
Address with  
Telephone No. with code \_\_\_\_\_

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

- 2. Issuing Authority: Tehsildar or Naib Tehsildar.  
Head of Department in case of Government employees
- 3. Strike out of paragraph which is not applicable.
- 4. For instructions refer to [www.csharyana.gov.in](http://www.csharyana.gov.in)

**SELF DECLARATION****(BY THE PARENTS OF THE BACKWARD CLASS)**

I \_\_\_\_\_ Father/Mother of \_\_\_\_\_ Resident of \_\_\_\_\_ (Complete Address)  
 \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ seeking admission to  
 \_\_\_\_\_ programme in Chaudhary Devi Lal University, Sirsa, Haryana do hereby solemnly  
 affirm and declare that I belong to \_\_\_\_\_ Caste which is included in the list of Backward Classes  
 Block 'A'/'B' approved by the Haryana Govt. I further declare and affirm that I and my wife/husband are not  
 covered under the criteria fixed by Haryana Govt. vide letter No.1170/SW(1)-95 dated 7-06-95 and  
 22/36/2000 3 G.S. III dated 9-08.2000 for excluding socially advanced persons/sections (Creamy Layer) from  
 Backward Classes.

I further undertake that in case the information contained in the above para is found false at any stage, the  
 Competent Authority will be entitled to cancel the admission.

**DEPONENT**

Dated: \_\_\_\_\_

Place: \_\_\_\_\_

**VERIFICATION**

Verified that the above statement is true and correct to the best of my knowledge and belief and nothing has  
 been concealed therein.

**DEPONENT**

The declaration should be of the month of June-2019 or later

**CERTIFICATE FOR DIFFERENTLY ABLED (DAP) CANDIDATES**

No. \_\_\_\_\_

Dated : \_\_\_\_\_

Certified that Mr./Ms. \_\_\_\_\_ son/ daughter/wife of Sh. \_\_\_\_\_ resident of \_\_\_\_\_ District \_\_\_\_\_ appeared before the undersigned for medical check up. On his/her Medical Examination, it is found that the nature of handicap/disability is as under:

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---

Chief Medical Officer  
Haryana  
(Seal of the above authority)

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

(Signature of the Applicant)

**CERTIFICATE REQUIRED TO BE FURNISHED BY CHILDREN/GRAND CHILDREN OF  
FREEDOM FIGHTERS**

No. \_\_\_\_\_

Dated : \_\_\_\_\_

Certified that Mr./Ms. \_\_\_\_\_ son/daughter of Sh. \_\_\_\_\_ resident of  
Village \_\_\_\_\_ Police Station \_\_\_\_\_ Tehsil \_\_\_\_\_ District  
\_\_\_\_\_ is a bona fide Freedom Fighter.

Signature of Officer  
authorized by Chief  
Secretary, Haryana to  
issue such certificate.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**CERTIFICATE FOR DECEASED OR DISABLED OR DISCHARGED MILITARY/PARA-MILITARY PERSONNEL, EX-SERVICEMEN OR EX-PERSONNEL OF PARA- MILITARY FORCES**

Certified that Number \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ son of \_\_\_\_\_  
 Father of \_\_\_\_\_ Resident of Village \_\_\_\_\_ Post office \_\_\_\_\_ Tehsil  
 \_\_\_\_\_ District \_\_\_\_\_ belonging to the State of Haryana has served in the Army/Air  
 Force/Navy (Name of the Para- Military Force) from \_\_\_\_\_ to \_\_\_\_\_ and subsequently  
 invalidated out of service as under:

- i) Medical Category
  - a. for JCO's \_\_\_\_\_
  - b. for ORS: Shape-I, II, III etc. \_\_\_\_\_
  - c. for Rank/Designation(in case of Para Military Forces \_\_\_\_\_
- ii) Reason of discharge/retirement \_\_\_\_\_
- iii) Death
 

Whether killed in action \_\_\_\_\_

Or any other reason \_\_\_\_\_
- iv) If killed in action \_\_\_\_\_ Name of the War /Operation \_\_\_\_\_.
- v) Disabled : Whether disabled during the War/Operation (name) \_\_\_\_\_
- vi) Nature of disability
  - a. whether permanent i.e. for life \_\_\_\_\_
  - b. whether temporary and up to what extent \_\_\_\_\_

Next RSMB IS DUE \_\_\_\_\_

Name of Records \_\_\_\_\_

Signature of the issuing Authority  
 with designation and official seal and stmp

Case No. \_\_\_\_\_

Date : \_\_\_\_\_

Note: Only the certificate issued by the Officer duly authorized by the Army/Navy/Air Force  
 Concerned Para- Military Force Headquarters, as the case may be, shall be entertained.



**CERTIFICATE FOR THE EX- EMPLOYEES OF INDIAN DEFENCE SERVICES/PARA-MILITARY FORCES**

Certified that Number \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ Son of \_\_\_\_\_  
Father/ Mother of \_\_\_\_\_ Resident of Village \_\_\_\_\_ Post Office \_\_\_\_\_ Tehsil  
\_\_\_\_\_ Distt. \_\_\_\_\_ belonging to the State of Haryana as per his/her service record at the time of  
entry into service, served in the Army/Air Force/Navy (Name of the Para-Military force)  
from \_\_\_\_\_ to \_\_\_\_\_ and subsequently discharged/retired from the service on  
\_\_\_\_\_ as per his/her service record at the time of entry into service the home address given  
is \_\_\_\_\_ Distt. ( ) Haryana.

Signature  
Officer Commanding competent  
Authority (with Official Seal)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

(Strike out whichever is not applicable)

**PERSONAL/NOMINATION PRO FORMA FOR THE INSURANCE OF STUDENT**

**(To be filled in by the Student)**

1. Name and Address of Proposer Dean, Students Welfare,  
Chaudhary Devi Lal University,  
Sirsa.
  
1. Name and Permanent Address of the Student \_\_\_\_\_  
\_\_\_\_\_
  
2. Father's Name \_\_\_\_\_
  
3. Class & Section \_\_\_\_\_
  
4. Class Roll No. \_\_\_\_\_
  
5. Any Disability (Please specify) \_\_\_\_\_
  
6. Period of Insurance From starting of the Academic session to end of the Academic session.
  
7. Sum Insured Rs. One Lac
  
8. Name and Complete Address of \_\_\_\_\_  
the Nominee/Assignee \_\_\_\_\_ Relation with the  
Insured \_\_\_\_\_

I declare that the above information is true to the best of my knowledge and belief and that I have disclosed all particulars affecting the assessment of the risk. I agree that this proposal and declaration shall be the basis of the contract between the company and me. I also declare that I do not suffer from any disability other than that described above.

Signature of the Student

Place: \_\_\_\_\_

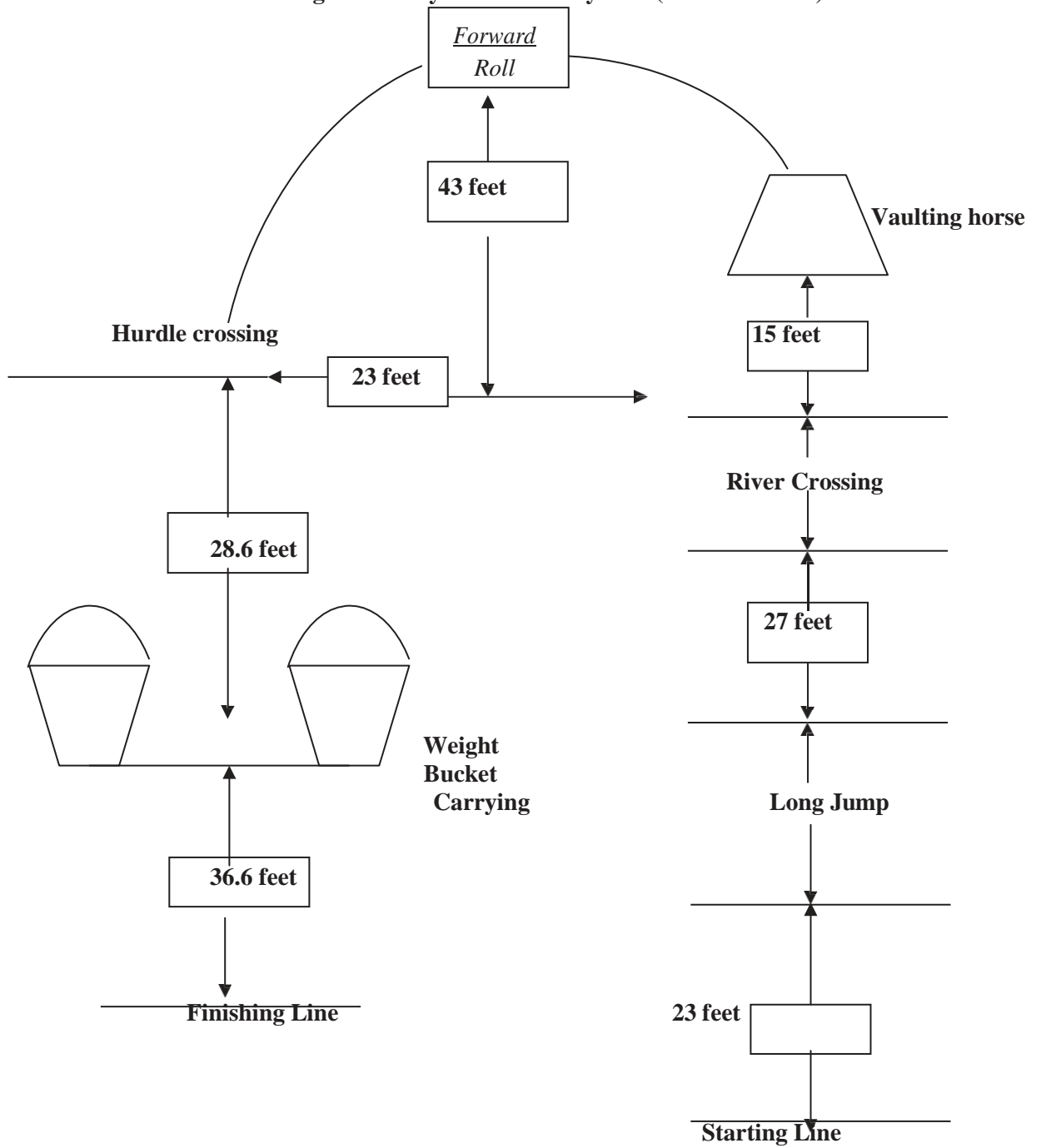
Dated: \_\_\_\_\_

Dated: \_\_\_\_\_ Department of \_\_\_\_\_

Countersigned

Chairperson

**Diagram of Physical Efficiency Test (Canadian Test)**



<b>Men Section</b>		<b>Women/PH Section</b>	
(a)	10' long jump	(a)	8' long jump
(b)	7 times crossing over the width of 5' river	(b)	5 times crossing over the width of 4' river
(c)	Vaulting horse of 4' 8" height	(c)	Vaulting horse of 3' 2" height
(d)	Forward roll on mat	(d)	Forward roll on mat
(e)	Crossing over the hurdle of 3' height	(e)	Crossing over the hurdle of 2' 6" height
(f)	Carrying two buckets, $\frac{3}{4}$ filled with sand, up to the finishing line.	(f)	Carrying two buckets, half filled with sand, up to the finishing line.

**Note:** Time will be recorded up to the fraction of second. The qualifying time for men and women/ Physically Handicapped (PH) candidates will be up to 30 seconds and 32 seconds, respectively.

**IMPORTANT NOTES:**

1. If a candidate commits two faults, he/she will not be allowed for re-test, whereas if only one fault is committed by the candidate, he/she will be given one more chance provided he/she completes the test within the prescribed time. Third chance will not be given under any circumstance.
2. Hurdles should be crossed without being knocked down. If a candidate leaves the test incomplete he/she will be disqualified and will not be given any chance. If any candidate falls or slips while performing the test he/she must complete the test and should not drop out in between and no extra chance would be given in such cases.

## LIST OF SCHEDULED CASTES IN HARYANA STATE

**S.NO. Name of the Caste**

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

## LIST OF BACKWARD CLASSES IN HARYANA

## BLOCK –A

S.NO.	Name of the Caste	S. No.	Name of the Caste
1.	Aheria, Aheir, 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.	Battora
9.	Bharbhunja, Bharbhuja	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.	Dakut
19.	Dhimar,Mallah, Kashyap Rajpoot,Kahar, Jhinwar, Dhinwar, Khewat,Mehra, Nishad, Sikka, 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, Tarkhan, Barhai, Baddi.
31.	Joginath,Yogi, Jogi, Nath, Jangun-Jogi	32.	Kanjar or Kanchan
33.	Kurmi	34.	Kumhars, Prajapati
35.	Kamboj	36.	Khanghera
37.	Kunchband	38.	Labana
39.	Lakhera,Manehar, Kachera	40.	Lohar, Panchal
41.	Madari	42.	Mochi
43.	Mirasi	44.	Nar
45.	Noongar	46.	Nalband
47.	Pinja, Penja	48.	Rehar, Rehara or Re
49.	Raigar	50.	Rai Sikh
51.	Rechband	52.	Sorgir, Shergir
53.	Soi	54.	Singhikant, Singiwala
55.	Sunar, Zargar, Soni	56.	Thathera, Tamera
57.	Teli	58.	Vanzara, Banzara
59.	Weaver (Jullaha)	60.	Badi/Baddon
61.	Bhattu/Chattu	62.	Mina
63.	Rahbari	64.	Charan
65.	Charaj (Maha Brahman)	66.	Udasin
67.	Ramgarhia	68.	Rangrez,Lilgar, Nilgar , Lallari
69.	Dawala,Soni-Dawala, Nyaaria	70.	Bhar, Raj Bhar
71.	Nat ( Muslim)	72.	Jangam

## BLOCK - B

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

At present Raigar, Mochi, and Julaha castes find a mention in the list of both the Scheduled Castes and Backward Classes and it has been decided that persons belonging to these castes, who are not covered under the Scheduled Castes being Non-Hindus or Non-Sikhs, can take the benefits under the Backward Classes only.

## LIST OF FAKE UNIVERSITY

<b>Bihar</b>	
1.	Maithili University/Vishwavidyalaya, Darbhanga, Bihar
<b>Delhi</b>	
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
6.	Indian Institute of Science and Engineering, New Delhi
<b>Karnataka</b>	
7.	Badganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka
<b>Kerala</b>	
8.	St. John's University, Kishnattam, Kerala
<b>Maharashtra</b>	
9.	Raja Arabic University, Nagpur, Maharashtra
<b>Tamil Nadu</b>	
10.	D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu
<b>West Bengal</b>	
11.	Indian Institute of Alternative Medicine, Kolkata
12.	Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, BUILTECH inn, 2nd Floor, Thakurpurkur, Kolkatta-700063
<b>Uttar Pradesh</b>	
13.	Varanaseya Sanskrit Vishwavidyalaya, Varanasi (U.P.) Jagatpuri, Delhi
14.	Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University) Prayag, Allahabad, U.P.
15.	Gandhi Hindi Vidyapith, Prayag, Allahabad (U.P.)
16.	National University of Electro Complex Homeopathy, Kanpur (U.P.)
17.	Netaji Subhash Chandra Bose University (Open Univ.), Achaltal, Aligarh, U.P.
18.	Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura (U.P.)
19.	Maharana Partap Shiksha Niketan Vishwavidyalaya, Pratapgarh (U.P.)
20.	Indraprastha Shiksha Prishad, Institutional Area, Khoda, Makanpur, Noida Phase-II, U.P.
21.	Gurukul Vishwavidyalaya, Vrindavan, Uttar Pradesh
<b>Odisha</b>	
22.	Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No.242, Pani Tanki Road, Shaktinagar, Rourkela
<b>Examinations of the following Boards not recognized for the purpose of higher studies :</b>	
1.	All India Board of Secondary Education, New Delhi
2.	Uttar Madhyama & Purva Madhyama of MDU Rohtak (Gurukul Jhajjar Scheme)
3.	Central Board of Higher Education, New Delhi
4.	Board of Adult Education and Training/Board Shiksha Sansthan, New Delhi
5.	Any Diploma/Exams. of Prachin Kala Kendra, Chandigarh
6.	Bhartiya Siksha Prishad, Lucknow
7.	Board of Higher Secondary Education, Delhi
8.	Hindi Sahitya Sammelan, Prayag, Allahabad (U.P.)
9.	Indian Education Council of U.P., Lucknow

**Bhartia Shiksha Parishad Lucknow, UP- the matter is subjudice before the District Judge-Lucnow.**

**Note:** This is not an exhaustive list of Fake Universities and Boards. Before finalizing the admissions the updated list of recognized examinations of the UGC and the Board of School Education, Haryana, Bhiwani is also required to be consulted. [www.ugc.ac.in](http://www.ugc.ac.in) The Senior School Examination Certificate issued by the Council of Secondary Education, PMC Campus S.A.S Nagar, (Mohali), is not equivalent to the certificates issued by H.S.E.B./C.B.S.E. and other State Education Boards as decided by the Punjab & Haryana High Court in CWP No.3651 of 2009 etc. a bunch of writ petitions including CWP No. 14155 of 2011 dated 19.12.2012.

Government of Haryana  
General Administration Department  
General Services-III Branch  
No. 22/129/2013-1GSIII

Dated Chandigarh, the 16-07-2014

1. All the Administrative Secretaries to Government Haryana.
2. All Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala/ Hisar/ Rohtak/ Gurgaon Division.
4. All the CAs/MDs of all Boards/Corporations/Public Sector Undertakings in Haryana.
5. The Registrar General of Punjab & Haryana High Court, Chandigarh.
6. All the Deputy Commissioners in the State of Haryana.
7. All the Sub Divisional Officers (Civil) in the State of Haryana.
8. The Registrars of all the Universities in the State of Haryana.

**Subject: Regarding prescribing minimum eligibility qualification for the various courses.**

Sir/Madam,

I am directed to invite your kind attention towards Government instructions No. 3870-WGI-ASOII-64/20069 dated 6<sup>th</sup>/9<sup>th</sup> October, 1964 whereby the candidates of Scheduled Castes and Scheduled Tribes provided 5% reduction in marks in the minimum eligibility qualification for admissions in various courses.

It has come to the notice of the Government that at present where a General Category candidate is required to have 50% marks in a prescribed qualification for admission in any course, as per the above instructions a reserve category candidate is required to have 45% marks giving him 5% reduction in the minimum qualification. Vide judgment of Hon'ble Supreme Court in Civil Appeal No. 7084/2011, it has been observed that the practice is wrong and the relaxation of 5% should be reduced from the minimum required marks on a general category candidate for e.g. :-

In a course, a general candidate requires to have 50% marks, than as per Govt. instructions by giving 5% relaxation the minimum eligibility marks for a reserved caste 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 X 50 = 2.50

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

All concerned are requested to implement the instructions as per the above procedure in the compliance of the judgment of Hon'ble Supreme Court passed in CWP No. 7084/2011.

*Naresh Kumar*  
Superintendent General Services-III  
for Chief Secretary to Govt., Haryana. 15/7/2014

*VSP*



**OFFICE OF DIRECTOR GENERAL HIGHER EDUCATION, HARYANA, PANCHKULA.**

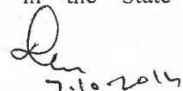
No. 12/127-2014 Ad (3)

Dated, Panchkula, the 19.08.2014

A copy of letter No. 22/129/2013-1GSIII dated 16.07.2014 received from the Chief Secretary to Government of Haryana, General Administration Department addressed to the all Heads of Department & other is forwarded to the following for information & necessary action:-

1. All the Principals of Government Colleges in the State.
2. All the Commanding Officers, N.C.C. Units in the State.
3. Registrar, K.U.Kurukshetra/ M.D.U., Rohtak/ Ch. Devi Lal University, Sirsa/ Bhagat Phool Singh Mahila Vishvavidyalya, Khanpur Kalan (Sonapat).
4. All the Librarians of Distt./Sub. Div. Libraries in the State of Haryana/Librarian, Central State Library, Ambala Cantt.

D.A. As above.

  
7.10.2014  
Superintendent Administration,  
for Director General Higher Education  
Haryana, Panchkula

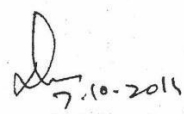
Endst. No. Even

Dated, Panchkula, the 10.10.14

A copy is forwarded to the following for information & necessary action:-

1. All Headquarter Officers and Head of Branches.
2. Legal Cell/Audit Cell/Librarian.
3. PS/D.G.H.E.
4. Steno to Addl. Dir. Admn./A.D. Admn./R.E.
5. Steno/JDC

D.A. As above.

  
7.10.2014  
Superintendent Administration,  
for Director General Higher Education  
Haryana, Panchkula

Circular Admn. 5

**SELF DECLARATION BY THE STUDENT**

1. I, \_\_\_\_\_ (full name of student with admission/registration/enrollment number) S/o, D/o Mr./Mrs./Ms. \_\_\_\_\_, having been admitted to \_\_\_\_\_ (name of the Institution), have carefully read “THE HARYANA PROHIBITION OF RAGGING 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 a conspiracy to promote ragging.
4. I hereby solemnly aver 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 country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ 2019.

Signature of the Student

Name:

**ANNEXURE-XVIII**

**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 RAGGING 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 my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:
  - (a) My ward will not indulge in any behavior 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 my ward 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 country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, The admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ 2019.

Signature of the Parent/Guardian  
Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Tel./Mobile No. \_\_\_\_\_

Email ID \_\_\_\_\_

**APPLICATION FORM-CUM-NO DUES CERTIFICATE FOR REFUND OF CAUTION MONEY/SECURITY.**

(To be submitted to the Chairperson of the concerned Teaching Department up to 31<sup>st</sup> December of the year of the completion of programme )

1. Name of the Department : \_\_\_\_\_
2. Name of the Student : \_\_\_\_\_
3. Father's Name : \_\_\_\_\_
4. Class : \_\_\_\_\_
5. Registration No. : \_\_\_\_\_
6. Session : \_\_\_\_\_

Sr. No.	Office	Dues, if any	Signature (with office seal) of the concerned officer I/C
1.	Accounts Branch		
2.	Registration & Scholarship Branch		
3.	Library		
4.	Hostel		
5.	Sports Office		
6.	Teaching Department concerned		

I \_\_\_\_\_ S/D/O Sh. \_\_\_\_\_ under registration No. \_\_\_\_\_ hereby request for refund of my caution money/security.

Place: Sirsa

Dated: \_\_\_\_\_

Signature of the student

Recommendation of the Chairperson

Signature of the Chairperson  
With office seal.

**GUIDELINES FOR SC SCHOLARSHIP**

**GOVT.OF INDIA POST MATRIC SCHOLARSHIP SCHEME FOR SCHEDULED CASTES STUDENTS**

**I. Conditions of Eligibility**

- (i) The scholarships are open to nationals of India.
- (ii) These scholarships will be given for the study of recognized post-matriculation for post-secondary programmes pursued in recognized institution with the following exception. "Scholarships are not awarded for training programmes like aircraft maintenance Engineer's Programmes and Private pilot license Programmes. Programmes at Training ship dufferin (Now Rajendera) Programmes of training at the Military College, Dehradun, programmes at pre-examination Training Centers of all India State levels."
- (iii) Only those candidates who belong to Scheduled Caste so specified in relation to the State/Union Territory to which the applicant actually belongs i.e. permanently settled and who have passed the matriculation or Higher Secondary Education, will be eligible.
- (iv) Candidates who after passing one stage of education are studying in the same stage of education in different subject e.g. MSc after BA or BCom and after BA or MA in other subject will not be eligible.
- (v) Students who after having completed their educational career in one professional line. e.g. LLB. after B.T. /B.Ed. will not be eligible from the academic year 1980-81, studies in two professional programmes are allowed.
- (vi) Students studying in Class XI of the Higher Secondary School programmes of the XII class of the multipurpose high school will not be eligible for it being a continuous school programme. However, in cases where tenth Class examination of such programmes is treated as equivalent to Matriculation and students who after passing tenth class join other programmes, such students will be treated as post-matric students and will be eligible for the award of scholarships.
- (vii) Students pursuing Post graduate programmes in medicine will be eligible if they are not allowed to practice during the period of their programme.
- (viii) Students who after failing or passing the under graduate/Post-graduate examinations in Arts/Science/Commerce join any recognized professional or Technical certificate/ diploma/ degree programmes will be awarded scholarships if otherwise eligible. No subsequent failure will be condoned except programmes in Group 'I'.
- (ix) Students who pursue their studies through correspondence programmes are also eligible. The term correspondence includes distant and continuing education.
- (x) Employed students whose income combined with the income of their parents/guardians does not exceed the maximum prescribed income ceiling are made eligible to post-matric scholarships to the extent of reimbursement of all compulsorily payable non-refundable fees.
- (xi) All children of the same parents/guardians will be entitled to receive benefits of the scheme.
- (xii) A scholarship holder under this scheme will not hold any other scholarship/stipend. If awarded any other scholarship/ stipend, the student can exercise his/her and should inform the awarding authority through the Head of the Institution about the option made. No scholarship /stipend whichever is more beneficial to him/her and should inform the awarding authority through the head of the Institution about the option made. No scholarship will be paid to the students under this scheme from the dates he/she accepts another scholarship/stipend. The students can however, accept free lodging or a grant or adhoc monetary help from the state Government or any other source for the purchase of books, equipment or for meeting the expenses on board and lodging in addition to the scholarship amount paid under this scheme.
- (xiii) Scholarship holders who are receiving coaching in any of the pre-examination training centers with financial assistance from the Central Government/ State Government will not be eligible for stipend under the coaching schemes for the duration of the coaching programmer.

**Note:** It is mentioned under the item III (condition of eligibility) of these regulations that the Scholarship will be given for the study of all recognized post-matriculation or post-secondary programmes pursued in recognized institutions, the list of programmes grouped (1 to IV) is only illustrative and not exhaustive. The State Governments/ Union territory Administrations are, thus, themselves competent to decide the appropriate grouping of programmes at their level as advised vide this Ministry's letter No. 11017/13/88 Sch Cell, dated 3.8.1989.

## II. OTHER CONDITIONS FOR THE AWARD

1. The scholarship is dependent on the satisfactory progress and conduct of the scholar. If it is reported the head of the Institution at any time that a scholar has by reasons of his/her own act of default failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc, the sanctioning the scholarship may either cancel the scholarships or stop or withhold further payment for such period as it may think fit.
2. If a student is found to have obtained a scholarship by false statements, his/her scholarship will be cancelled forthwith and the amount of the scholarship paid will be recovered, at the discretion of the concerned State Government. The student concerned will be blacklisted and debarred for in any scheme forever.
  - i) A scholarship awarded may be cancelled if the scholar changes the subject of the study for which the scholarship was originally awarded or changes the Institution of study, without prior approval of the State Government. The Head of Institution shall report such cases to them and stop payment of the scholarship money. The amount already paid may also be recovered at the discretion of the State Government.
  - ii) A Scholar is liable to refund the scholarship amount at the discretion of the State during the programme of the year, the studies for which the scholarship has been awarded, is discontinued by him/her.
  - iii) The regulations can be changed at anytime at the discretion of the Government of India.

## III. PROCEDURE FOR APPLYING

An application for scholarship should comprise:

- i. One copy of the application for scholarship in the prescribed form (separate application forms as have been prescribed for 'fresh' and renewal scholarship by concerned State/UTs)
- ii. One copy of the passport size photograph with signature of the student thereon (for fresh scholarship)
- iii. One attested copy of certificates, diploma, degree etc in respect of all examinations passed.
- iv. A certificate (in original) of caste duly signed by an authorized Revenue Officer not below the rank of Tehsildar.
- v. An income declaration by the self-employed parents/guardians, stating definite income from all sources by way of an affidavit on non-judicial stamp paper. Employed parents/guardians are required to obtain income certificate from their employer and for any additional income from other sources. They would furnish declaration by way of an affidavit on non-judicial stamp paper. Scholarship will be paid to the student whose parents/guardians income from all sources does not exceed **Rs.2,50,000/-** per annum.
- vi. A receipt in acknowledgement of the scholarship in previous year on the form attached to the application only duly counter-signed by the Head of the institution concerned, if the application was in receipt of a scholarship under this scheme in the preceding year.
- vii. Application complete in all respects shall be submitted to the Head of the Institution, being attended or last attended by the candidates and shall be addressed to an officer specified for this purpose to the Government of State/union territory to which the student belongs, in accordance with the instructions issued by them from time to time.  
(For detail of the scheme of the above Scholarship may be consulted from Registration & Scholarship Branch.)

**Note:** The BC students may also apply for Post Matric Scholarship whose parents' annual income from all sources is less than **Rs.1,00,000/-** per annum. They will be paid maintenance allowance only.







**Tuition Fees Paid**

Name of Programme /Class/Semester	Actual Tuition fees paid	Fixed by State Fee Committee

**Other charges paid as per State Fee Committee (attach the detail of fee structure)**

Item	Actual other chares paid	Fixed by State Fee Committee

Signature of the Applicant

Signature of Chairperson/Principal  
with seal**Hostel Charges if applicable:**

Actual Hostel Charges Paid	As per Scheme given by Govt.
Lodging	
Boarding	

**Vi Result of Examination Passed**

Session				
% of Marks obtained				

Signature of Applicant

Signature of Chairperson/Principal with  
seal

11. i) I/we hereby declare that I/we have read the regulations of he scheme and agree to abide by the terms and conditions of the award. I/we certify that the statement made in the application are correct and if any of them is found to be incorrect by the authority whose decision will be final and binding on me/u. I / we undertake to refund to the said authority on demand the entire amount of scholarship received by me/us or overpaid to me/us, failing which the said authority may recover the amount from me/us through whatever means it deem proper. That I have not claimed the benefit from any other schemes.
- ii) I/we further undertake that his/her application is being submitted for the above scholarship for first time for the present class.

Date:

(i) (a) Signature of applicant

\_\_\_\_\_

Place: (ii)

(b) Signature/left/right hand thumb  
impression Of the parents/guardians.

\_\_\_\_\_

**Part-B**  
**(To be filled by the Head of Institution)**

**Certified that:**

- (i) **Information given by the applicant in Part-A has been checked and found correct/has been corrected in red-ink.**
- (ii) **The programme in which the applicant is studying in this Institution is a Post- Matric one.**
- (iii) **This Institution is affiliated to \_\_\_\_\_ University/Board and is recognized by the Government of India/State Government \_\_\_\_\_ that applicant is studying \_\_\_\_\_ programmes in this Institution and the minimum qualification required for admission to that programme is a pass in the \_\_\_\_\_ examination.**
- (iv) **Certified that no eligible student studying in the institution is left out for grant of Scholarship and this list may be treated as final.**
- (v) **Certified that the Scholarship for the stipend holder named above have been regular in attendance and have confirmed to the rules under which their scholarship of their stipends are granted.**
- (vi) **Certified that the eligibility of the student have been rechecked discrepancy is noticed/discrepancy noticed has been reported to the department vide letter no. \_\_\_\_\_ dated \_\_\_\_\_**

**I undertake that the scholarship amount in respect of the applicant if and when placed at my disposal will be disbursed by me for the specific purpose for which it is given and the accounts will be regularly rendered to the authority which awarded the scholarship. In case the applicant leaves/migrates the institution for otherwise discontinue the studies or accepts any other regular scholarship/stipend, the facts will be immediately reported to the said authority and payment of scholarship to the applicant will also be discontinued. The undisbursed amount lying with the Institution on account of maintenance charges, fees etc. will also be refunded to the Government account No. \_\_\_\_\_**

**Signature of the Head of Institution**

**Date :**  
**Place :**

\_\_\_\_\_  
**Name in capital letters** \_\_\_\_\_  
**Designation** \_\_\_\_\_  
**Address** \_\_\_\_\_  
**(Seal of the Institution)**

**PART-C**

(To be filled in by the Head of Institution)

1. Duration of the programme in which the application is studying: \_\_\_\_\_
2. (a) Is the application exempted from (full/half) payment of tuition fee : \_\_\_\_\_  
(b) In case there is any fee concession due to brother/sister, Please indicate.: \_\_\_\_\_
3. Details of the non-refundable compulsory fee/fund (excluding hostel and other incidental charges) payable by the applicant during the current year to the institution given below:
  - (1) Amalgamated fund (including Games/Library fee) :
  - (2) House Examination fee : (3)
  - House Registration/Continuation fee : (4)
  - Admission fee : (5)
  - Medical fee : (6)
  - Magazine fee : (7) Any
  - other non fundable fee : (8) Tuitionfee indicate the rate of examination from tuition fee i.e. full or half :
  - (9) Science fee/fund subjectwise :
    - (i)
    - (ii)
    - (iii)
  - (10) University / Board Examination fee : \_\_\_\_\_

---

Total \_\_\_\_\_

(Verified from the Fee Section 3 (1 to 10)

With signature of the Supdt.

**Check list of Document attached:**

- i. Caste/Tribes and income certificate : \_\_\_\_\_
- ii. Income declaration/certificate : \_\_\_\_\_
- iii. Attested copies of marks sheet/certificate
- iv. Hostel certificate from the warden concerned (Application only to scheduled caste candidate) : \_\_\_\_\_
- v. Attested copy of Ration Card \_\_\_\_\_
- vi. Attested copy of Domicile certificate : \_\_\_\_\_
- vii. Copy of receipt of tuition fee/other charges: \_\_\_\_\_

**Government of Haryana  
General Administration Department  
General Services-III Branch  
No -22/10/2013-1GSIII**

Dated Chandigarh, the 10<sup>th</sup> August, 2017

To

1. All the Additional Chief Secretaries/Administrative Secretaries to Government Haryana.
2. All Heads of Departments the State of Haryana.
3. The Commissioners Ambala /Hisar/Rohtak/Gurgaon Division.
4. All the CAs/MDs Of all Branch Corporations/Public Sector Undertakings in Haryana.
5. The Registrar General of Punjab & Haryana High Court Chandigarh.
6. All the Deputy Commissioners in the State of Haryana.
7. The Registrars of all the Universities in the State of Haryana.

**Subject : Grant of reservation in admission in Government / Government aided educational technical /Professional Institutions etc.**

Sir/Madam,

I am directed to invite your kind attention to the Government Instructions issued vide of letter of even number dated 15.07.2014 on the subject noted above .

It is intimated that Government of India. Ministry of Defence Department of Ex-Servicemen Welfare D (Res-II) has intimated that vide letter number 6(1/2017)-D (Res-II) dated 19.05.2017 the following Priorities for reservations or preferences to the wards of Armed Forces personnel should be applied by States / UTs /Central /State Universities / Autonomous Institutions for admission in medical /professional /non- professional courses:-

Priority-I : Widows / Wards of Defence Personnel killed in action.

Priority-II : Wards of disabled in action and boarded out from service.

Priority-III : Windows / Wards of Defence personnel who died while in with death attributable to military service.

Priority-IV : Wards of disabled in service and boarded out with disability attributable to military service.

Priority V : Wards of Ex-Servicemen and Serving personnel who are in receipt of Gallantry Awards

- (i) Param Vir Chakra
- (ii) Ashok Chakra
- (iii) Sarvottam Yudh Seva Medal
- (iv) Maha Vir Chakra
- (v) Kirti Chakra
- (vi) Uttam Yudh Seva Medal
- (vii) Vir Chakra
- (viii) Shaurya Chakra
- (ix) Yudh Seva Medal
- (x) Sena ,Nau Sena Vayu Sena Medal
- (xi) Mention –in-Despatches

Priority VI Wards of Ex-servicemen.

Priority VII Wards of Serving Personnel.

2 The State Government has decided to adopt the above provision made by Govt. of India in their letter dated 19.05.2017 with the following amendments.

2.1 In Priority VI the wards “and serving personnel” are removed.

2.2 The priority VII is altogether deleted.

Therefore, Para 5 of General Administration Department instructions even number dated 15.07.2014 is amended to this extent.

The above instructions may please be brought to the notice of all concerned for strict compliance.

-Sd-

Superintendent, GS-III Branch,  
for Chief Secretary to Government Haryana

...2...

Youth Red Cross Subscription being collected from the students	Collected by the Colleges/ Institutions from the session 2019-20	Allocation of funds to be done through the University	
1. Affiliated Colleges/ Institutions (Govt., Govt. Aided, Private, Technical, Engineering, medical etc.)	Rs. 80/- per student/ per annum	1. Share with the respective College/Institution/ UTD	50% of the total collection (ie. Rs. 40/- per student/per annum) (50% Share to be remitted by the Colleges/Institutions/ UTD to the concerned University)
2. University Teaching Departments / Colleges in University Campus		2. Share with the respective University	50% of the total collection (ie. Rs. 40/- per student/per annum)
3. Residential Universities	Rs. 80/- per student/ per annum	3. Share with the Residential University =	Rs. 80- per student/ per annum

Further allocation of the YRC Share by the University.		Further allocation of the YRC Share by the Residential University.	
Share to IRCS, Haryana State Branch	Share remains with the respective University	Share to IRCS, Haryana State Branch	Share remains with the respective University
60% of the Rs. 40/- (Rs. 24/- per student/ per annum)	40% of the Rs. 40/- (Rs. 16/- per student/per annum)	Rs. 24/- per student/per annum	Rs. 56/- per student/per annum

Note -

From the session 2019-20 onwards, all the College/ Institution are collecting Youth Red Cross subscription @ 80/- per student/per annum and Rs. 40/- are being remitted to the University concern and Universities are further remitting Rs. 24/- per student / per year as share of Indian Red Cross Society, Haryana State Branch.

In view of the above action taken in this regard may be intimated to this office for onward submission to the Director, Higher Education accordingly.

For further assistance you may contact to the following officials of this office: -

1. Sh. Rohit Sharma, Programme Officer +91-9815479631  
+91-8168916043
2. Sh. Sarbjeet Singh, YRC Field Officer +91-6280258128

*(Signature)*  
**Joint Secretary  
For General Secretary**

YRC/H/2019/  
Copy to: -

Dated: 08-03-2019

1. Director, Higher Education w.r.t the orders bearing Memo No. 10/3-2017 NCC (2) dated, Panchkula, the 25-10-2018 for information please.
2. Secretary, District Red Cross Society, Kurukshetra, Rohtak, Rewari, Mohindergarh, Faridabad, Bhiwani, Hisar, Sirsa, Sonipat and Jind for information and necessary action please.

**Joint Secretary  
For General Secretary**

प्रेषक

निदेशक उच्चतर शिक्षा, हरियाणा,  
शिक्षा सदन, सैक्टर-8, पंचकूला।

सेवा में

रजिस्ट्रार,

1. कुरुक्षेत्र विश्वविद्यालय, कुरुक्षेत्र।
2. महर्षि तयागन्द विश्वविद्यालय, रोहतक।
3. भगल फूल सिंह महिला विश्वविद्यालय, खानपुरकलां, सोनीपत।
4. चौ० देवी लाल विश्वविद्यालय, सिरसा।
5. चौ० बंशीलाल विश्वविद्यालय, भिवानी।
6. चौधरी रणवीर सिंह विश्वविद्यालय, जीन्द।
7. इन्दिरा गांधी विश्वविद्यालय, भीरपुर (रिवाड़ी)।
8. केन्द्रीय विश्वविद्यालय नारनौल (महेन्द्रगढ़)।
9. चाई०एम०सी०ए०, फरीदाबाद।
10. चौ० चरणसिंह कृषि विश्वविद्यालय, हिसार।
11. गुरु जगेश्वर विज्ञान एवं प्रौद्योगिकी विश्वविद्यालय, हिसार।
12. दीनदत्त चौधरी राम विज्ञान एवं तकनीकी विश्वविद्यालय, मुखल, सोनीपत।
13. हरियाणा राज्य के सभी प्राईवेट विश्वविद्यालय।
14. सभी राजकीय महाविद्यालयों के प्राचार्य (केवल ओ०वी०सी० छात्र/छात्राओं हेतु)।
15. सभी राजकीय अनुदान प्राप्त निजी महाविद्यालयों एवं स्व० पोषित डिग्री महाविद्यालयों के प्राचार्य।
16. सभी राजकीय व अनुदान प्राप्त शिक्षण महाविद्यालयों के प्राचार्य।

यादि क्रमांक: 3/31-2018 छा०(2)  
दिनांक, पंचकूला 22/4/19

विषय:

सत्र 2018-19 से PMS for SC/OBC Students Scheme के अन्तर्गत छात्रवृत्ति का भुगतान DBT के माध्यम से करने बारे।

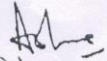
उपरोक्त विषय के संदर्भ में।

आपको सूचित किया जाता है कि PMS for SC/OBC Students Scheme अनुसार सत्र 2018-19 से सभी अनुसूचित जाति के छात्र/छात्राओं को देय छात्रवृत्ति (Maintenance Allowance एवं Management Share) का भुगतान DBT के माध्यम से किया जाना है।

इसलिए सभी रजिस्ट्रार/प्राचार्यगण से अनुरोध है कि वे अपने-अपने शिक्षा संस्थान में पढ़ने वाले सभी अनुसूचित जाति एवं अन्य पिछड़ी जाति के छात्र/छात्राओं के आधार कार्ड उनके बैंक खाते से link करवाने हेतु निर्देश दें एवं छात्रवृत्ति के आवेदन में केवल वही बैंक खाता नम्बर अंकित करें, जिसके साथ उनका आधार नम्बर link हो।

अतः सभी रजिस्ट्रार/प्राचार्यगण से अनुरोध है कि वे अपने-अपने शिक्षा संस्थान में पढ़ने वाले सभी अनुसूचित जाति एवं अन्य पिछड़ी जाति के छात्र/छात्राओं के अवार्ड रोल क्लेम विभाग को भेजते समय Certificate अंकित करें कि सभी छात्र/छात्राओं के आधार नम्बर Correct है और बैंक खाते से लिंक है। यदि आधार नम्बर सही नहीं पाये जाने के कारण अथवा आधार नम्बर बैंक खाते से लिंक नहीं होने के कारण किसी छात्र/छात्रा को उसकी छात्रवृत्ति खाते में प्राप्त नहीं होती है तो इसकी सारी जिम्मेवारी संबंधित संस्था की होगी।

कृपया इसे प्राथमिकता दें।

  
उप निदेशक छात्रवृत्ति  
कृते महानिदेशक उच्चतर शिक्षा,  
हरियाणा, पंचकूला

266

From Director,  
Welfare of Scheduled Castes and Backward  
Classes Department, Haryana, Chandigarh.

To 1. Director General,  
Technical Education Department, Haryana, Panchkula.  
2. Director,  
Higher Education Department, Haryana, Panchkula.  
3. Director,  
Secondary Education, Haryana, Panchkula.  
4. Director,  
Skill Development and Industrial Training Department,  
Haryana, Panchkula.  
5. All District Welfare Officers,  
In the State of Haryana.

Sub:- No.Edu-1/2018/ 30135-160 Dated: 01-09-2018  
**Regarding Post-matric Scholarship for SC students-2018-19.**

Kindly refer to the subject cited above.

This Department is implementing Centrally Sponsored Post Matric Scholarship Scheme for Scheduled Castes. Some amendments are made by Government of India with effect from 1<sup>st</sup> April, 2018. Some Associations of SCs have protested against amendment and same was published in Newspapers also.

Keeping in view, the Government of India has further issued clarification that "All institutions are requested to verify the eligibility criteria of SC students for award of PMS-SC scholarship and if found eligible the date for depositing the fee for such SC students may be extended till scholarship amount is transferred to his/her account by the Govt. If required, institution may take an assurance from such students that they will deposit the fee to institution as soon as they receive the same in their account."

You are therefore, requested to make wide publicity of the same so that any eligible student of SC category may not be deprived of admission due to financial problems/fees.

(Rajender Singh sangwan)  
Deputy Director (Trg.)  
for Director, Welfare of Scheduled Castes  
and Backward Classes Department,  
Haryana, Chandigarh.

Endst. No.Edu-1/2018/ 30161-225 Dated: 01-09-2018

A copy of the above is forwarded to the following:-

1. All Deputy Commissioners are requested to make suitable arrangements that any eligible student of SC category may not be deprived of admission due to lack of funds.
2. Registrars of all Universities in Haryana State for consideration.

(Rajender Singh sangwan)  
Deputy Director (Trg.)  
for Director, Welfare of Scheduled Castes  
and Backward Classes Department,  
Haryana, Chandigarh.

No. 22/12/2019-1GS-III

Government of Haryana  
General Administration Department  
(General Services- III Branch)

Dated Chandigarh, the 25<sup>th</sup> February, 2019

To

1. All the Administrative Secretaries to Government, Haryana.
2. All Heads of Departments in the State of Haryana.
3. All the Managing Directors/Chief Administrators of Boards/ Corporations/Public Sector Undertakings in Haryana.
4. The Registrar General of Punjab & Haryana High Court, Chandigarh.
5. All the Divisional Commissioners in the State of Haryana.
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in the State of Haryana.
7. The Registrars of all the Universities of the State of Haryana.

**Subject:-** Reservation for Economically Weaker Sections in Direct recruitment in Civil posts and services as well as in admissions in Government/Government Aided Educational Institutions in the State of Haryana.

I am directed to inform that Government of India has notified "THE CONSTITUTION (ONE HUNDRED AND THIRD AMENDMENT) ACT, 2019" on 12<sup>th</sup> January, 2019 amending Article 15 & 16, which now read as under:-

**Amendment of article 15**

In Article 15 of the Constitution, after clause (5), the following clause shall be inserted, namely:—

*'(6) Nothing in this article or sub-clause (g) of clause (1) of article 19 or clause (2) of article 29 shall prevent the State from making,—*

*(a) any special provision for the advancement of any economically weaker sections of citizens other than the classes mentioned in clauses (4) and (5); and*

*(b) any special provision for the advancement of any economically weaker sections of citizens other than the classes mentioned in clauses (4) and (5) in so far as such special provisions relate to their admission to educational institutions including private educational institutions, whether aided or unaided by the State, other than the minority educational institutions referred to in clause (1) of article 30, which in the case of reservation would be in addition to the existing reservations and subject to a maximum of ten per cent. of the total seats in each category.*

*Explanation— For the purposes of this article and article 16, "economically weaker sections" shall be such as may be notified by the State from time to time on the basis of family income and other indicators of economic disadvantage.'*



### Amendment of article 16

In Article 16 of the Constitution, after clause (5), the following clause shall be inserted, namely:—

*“(6) Nothing in this article shall prevent the State from making any provision for the reservation of appointments or posts in favour of any economically weaker sections of citizens other than the classes mentioned in clause (4), in addition to the existing reservation and subject to a maximum of ten per cent. of the posts in each category”.*

In the wake of above enabling provisions, State Government has considered the matter and decided to provide benefits of reservation on a preferential basis in Civil Posts in all its Departments/ Boards/ Corporations/Local Bodies and in Admissions to Government/Government Aided Educational Institutions to those Economically Weaker Sections (EWSs) who are not covered under the existing scheme of reservation for the Scheduled Castes, Backward Classes (Block-A) and Backward Classes (Block-B).

### 2. QUANTUM OF RESERVATION:

The persons belonging to EWSs who are not covered under the existing scheme of reservation for Scheduled Castes, Backward Classes (Block-A) and Backward Classes (Block-B) shall get 10% reservation in direct recruitment to Group A,B,C and D posts in the Departments/ Boards/Corporations/Local Bodies of Government of Haryana and also in admission to Government/Government Aided Educational Institutions in the State of Haryana.

### 3. EFFECTING RESERVATION – ROSTER POINT:

#### 3.1 Direct recruitment in case of Group- A & B

Roster point No. 11-20-30-40-51-60-70-80-90 and 99

#### 3.2 Direct recruitment in case of Group- C & D

Roster point No. 4-14-24-34-43-53-66-76-83 and 94

3.3 Where in any recruitment year any vacancy earmarked for EWS cannot be filled up due to non availability of a suitable candidate belonging to EWS, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog and will be filled from unreserved category.

3.4 Persons belonging to EWS selected against the quota for persons with benchmark disabilities/ex-servicemen shall be placed against the roster points earmarked for EWS.

4. **CRITERIA OF INCOME & ASSETS:**

4.1 Persons who are not covered under the exiting scheme of reservation for Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs 6.00 lakh (Rupees six lakh only) are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.

4.2 Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-

- i. 5 acres of agricultural land and above;
- ii. Residential flat of 1000 sq ft. and above;
- iii. Residential plot of 100 sq. yards and above in notified municipalities;
- iv. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- v. Total immovable assets owned are valued at Rs. One Crore or more.

4.3 The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.

4.4 The term "Family" for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

5. **INCOME AND ASSET CERTIFICATE ISSUING AUTHORITY AND VERIFICATION OF CERTIFICATE:**

5.1 The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.

5.2 The prescribed format for EWS Income and Asset Certificate shall be as provided at **Annexure-I**.

5.3 The Officer who issues the certificate would do the same after carefully verifying all relevant documents following due process as prescribed by the State.

5.4 The crucial date for submitting Income and Asset Certificate by the candidate may be treated as the closing date for receipt of application for the post, except in cases where crucial date is fixed otherwise.

5.5 The appointing authorities should, in the offer of appointment to the candidates claiming to be belonging to EWS, include the following clause :-

*"The appointment is provisional and is subject to the Income and asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate."*


The appointing authority should verify the veracity of the Income and asset certificate submitted by the candidate through the certificate issuing authority.

5.6 Instructions referred to above should be strictly followed so that it may not be possible for an unscrupulous person to secure employment on the basis of a false claim and if any person gets an appointment on the basis of such false claim, her/his services shall be terminated and penal action shall also be invoked.

**6. ADJUSTMENT AGAINST UNRESERVED VACANCIES:**

A person belonging to EWS cannot be denied the right to compete for appointment against an unreserved vacancy. Persons belonging to EWS who are selected on the basis of merit and not on account of reservation are not to be counted towards the quota meant for reservation.

7. The above scheme of reservation will be effective in respect of all direct recruitment vacancies to be notified on or after 01.02.2019.

  
(Vijayendra Kumar, IAS)  
Secretary, General Administration Department,  
for Chief Secretary to the Government of Haryana.

**Government of Haryana**  
(Name & Address of the authority issuing the certificate)  
(ECONOMICALLY WEAKER SECTIONS)

**INCOME AND ASSET CERTIFICATE**

Certificate No.-----

Date: -----

**VALID FOR THE YEAR-----**

This is to certify that Shri/Smt./Kumari -----son/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 Sections, since the gross annual income\* of his/her family\*\* is below Rs. 6 lakh (Rupces Six Lakh only) for the financial year-----.

It is 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 1000 sq. ft. and above;
  - III. Residential plot of 100 sq. yards and above in notified municipalities;
  - IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.
  - V. Total immovable assets owned are valued at Rs. One Crore or more.
2. Shri/Smt./Kumari----- belongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B).

Signature with seal of Office  
Name  
Designation

Recent Passport size  
attested photograph of  
the applicant

- 
- \*Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.  
 \*\*Note 2: The term 'Family' for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.  
 \*\*\*Note 3: The property held by a 'Family' in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.

**SPORTS WEIGHTAGES FOR B.P. Ed. PROGRAMME(S)**

a) 1 <sup>st</sup> , 2 <sup>nd</sup> , or 3 <sup>rd</sup> position at Senior/Junior World Asian/SAF/Common Wealth/Championship.	25 marks
b) Participation at Senior/Junior tournaments mentioned above at (a).	18 marks
c) 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> position at Senior / Junior National Championship / National Games.	15/12/10 marks
d) 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> place in national (Sr./Junior) Zonal tournaments.	8/7/6 marks
e) Played for combined Universities.	5 marks
f) Participation at Sr./Junior National tournaments	4 marks

**Note:**

- (1) Highest Sports weightage- on one count will be given.
- (2) International position/participation certificate must be supported by position/ participation certificate at National level.
- (3) National position/participation certificate should be supported by State position/ participation certificate.
- (4) Similarly State level certificate should be supported by District Position/ participation certificates.
- (5) A seat of outstanding sports person will only be given to candidate who won position at a tournament of above 19 years of age.
- (6) No weightage will be given for rural festivals/open memorial tournaments/ invitation meets/women festivals etc.

The games included in list of AIU will only be considered for weightage. The certificate will only be considered if the same bears gradation from the respective State Governments in respect of the game /sports for which the candidate claims sports weightage and eligibility. In case any state does not issue gradation certificate, the candidate shall have to produce a certificate to that effect from the Director of sports of the concerned state. The District Sports Officer/Head of the Institution shall countersign these certificates. The certificates of Haryana Universities will be verified by the Secretary, Sports Council, of their respective Universities, hence they do not need gradation certificate.

A graduate who has participated or won positions at a,b,c,d, e and f must have played for his university at inter university tournaments except in the case that he/she did his/her gradation through distance education.

**GUIDELINES FOR CANADIAN TEST/PET (PHYSICAL EFFICIENCY TEST)**

- a) The men candidates must clear the following test in a sequence from the starting line within 30 seconds and the total distance would be 75 meter.
  - i) 10 feet longjump.
  - ii) Seven times crossing over the width of 5 feet river/pit
  - iii) Vaulting Horse of 4 feet 8 inch height.
  - iv) Forward roll on mat
  - v) Crossing over the hurdle of 3 feet height
  - vi) Carrying two buckets of sand up to the finishing line 25 M. away.
  
- b) The women/DAP candidates must clear the following tests in a sequence from the starting line within 32 seconds and the total distance would be 70 meter.
  - i) 8 feet longjump
  - ii) Five times crossing over the width of 4 feet river/pit
  - iii) Vaulting Horse of 3 feet 2 inch height.
  - iv) Forward roll on mat
  - v) Crossing over the hurdle of 2 feet height.
  - vi) Carrying two buckets of sand (2/3 fill-up) up to the finishing line 20 meter away.
  - vii) If a candidate commits two faults, he/she will not be allowed for re-test whereas, if only one fault is committed by the candidate the test within the prescribed time. Third chance will not be given any circumstances.
  - viii) Hurdle should be crossed without being knocked down. If a candidate leaves the test incomplete, he/she will be disqualified and will not be given any chance (if any candidate falls down or slips while performing the test, he/she must complete the test and should not drop out in between and no extra chance would be given in such cases).
  - ix) Candidates not completing the test within prescribed time will not be called for counseling.

**CHAUDHARY DEVI LAL UNIVERSITY, SIRSA**  
**(Established by the State Legislature Act 9 of 2003)**  
**Online Admission Application Form Session: 2019-20**

Category: .....

Affix here a recent Passport size self - attested photograph

Regn. No.....  
 Dated.....  
 (To be filled by the office)

1. Name of the programme applied for :.....
2. Department :.....
3. Name of the Candidate both in English and Hindi :.....
4. Male/Female/Third Gender :.....
5. Father's Name both in English and Hindi :.....
6. Mother's Name both in English and Hindi :.....
7. CDLU, Registration No (if any) :.....
8. Date of Birth :.....
9. Domicile :.....
10. Nationality :.....
11. Correspondence Address .....  
 Phone No..... Mobile No.....Aadhar No.....  
 E-Mail ID..... (student will responsible for any wrong entry)
12. Permanent Address.....
13. Occupation of Father..... Occupation of Mother.....
14. Annual Income of the family from all sources: .....

Only for M. Phil Programmes				
To be Filled by Department Office				
Weightage of the Entrance Test (50 %)	Weightage for the qualifying examination (50 %)	Other weightage(s) as per chapter 8	Total merit	Name of the category against the candidate admitted
Signature _____				
(Convener, Members, Admission Committee)				

**15. SUMMARY OF EDUCATIONAL QUALIFICATIONS**

In support of information given below, attested photostat copies of Detailed Marks Certificates, Character Certificate and Degrees etc. must be deposited along with the system generated application form in the

concerned department as per schedule:

Examination Passed	University/Board/ Deptt. from which passed	School/ College year of passing	Roll No.	Credit Based System (CGPA/Marks System)	CGPA Scale/ Max. Marks	Obtained CGPA/ Obtained Marks	%age of marks obtained	Div.
Matric								
10+2 or its equivalent								
BA/B.Sc./ B.Com.								
BA/B.Sc./ (Hons.)Part I & II								
MA/M. Sc./ M Com ( if already passed)								
Any other exam passed								

Check-list of Documents attached (To be filled by the candidate)

(a) University/Board certificates (Enlist all the copies of certificates separately and make sure that the Detailed Marks Certificate of the examination on the basis of which admission is sought is included).

(i) \_\_\_\_\_ (ii) \_\_\_\_\_  
 (ii) \_\_\_\_\_ (iii) \_\_\_\_\_  
 (iii) \_\_\_\_\_

- (b) Certificates relevant to claim a Reserved Category Seat (SC/BC/PH/EWS/DFF)  
 (c) Prescribed Performa for Scholarship for SC/BC along with required documents.  
 (d) Certificate in support of claim of any other weightage.  
 (e) Character Certificate  
 (f) "No Objection Certificate" from Employer, if employed.  
 (g) Migration Certificate.

17. If applying for reserved seat tick ( \_ \_ ) in the bracket the category you are claiming to be placed in (Attach relevant certificate).

(a)	Scheduled Castes	( )
(b)	Backward Class Block 'A'	( )
(c)	Backward Class Block 'B'	( )
(d)	Differently Abled Persons	( )
(e)	ESM & their Wards	( )
(f)	Dependents of Freedom Fighter	( )
(g)	Open	( )
(h)	Economical Weaker Session	( )

18. Are you claiming Weightage (Chapter-8) on any ground mentioned in HBI? Yes/No  
 (If yes tick ( \_ \_ ) the appropriate Box)

A	B	C	D	E

15. Do you seek fee concession?  
 Give reasons with documents

16. Are you entitled for the Scholarship to be awarded by the Haryana Govt.

Yes/No



**for SC/ST students?**

**(Fill Post Matric Scholarship Form online and submit a copy of it in the department after the admission along with affidavit of income and income certificate).**

21. Are you entitled for the Stipend to BC students under State Scheduled Caste Welfare Scheme? (Attach prescribed form complete in all respect along with affidavit and income certificate.) Yes/No
22. Have you ever been expelled/rusticated/punished on account of misconduct or indiscipline by any of the institutions you have studied in? Yes/No
23. **DECLARATION BY THE APPLICANT**
1. I declare that I have carefully read the instructions given in the Handbook of Information.
  2. I undertake to observe proper standards of academic conduct.
  3. I shall abide by the prescribed rules and the modes of examinations, which may prevail from time to time, even though these may be at variance with those of the previous years.
  4. I shall abide by the rules and regulations as given in the University Calendars.
  5. I shall faithfully carry out the instructions issued by the Chairperson of the Department and other University authorities from time to time.
  6. I hold myself responsible for dues and prompt payment of fee and all other dues.
  7. I understand that my admission is liable to be cancelled if any of the statements made by me above is found to be incorrect or on checking eligibility later on, if I am found ineligible for admission as per University rules.
  8. I shall not indulge in any kind of ragging.
  9. I understand that I cannot concurrently be enrolled for more than one full time programme of studies or to enrollments simultaneously as regular students.
  10. I pledge that I am not working as employee anywhere during this programme(s).
  11. I solemnly declare that the information detailed by me in the Admission Form is correct to the best of my knowledge and belief and nothing has been concealed therein. I also do undertake to abide by all the rules, regulations and instructions of the University. I am taking admission in the University provisionally at my own risk and responsibility subject to confirmation of my admission by the University. If, at any stage, I am declared ineligible and my admission is cancelled by the University ab initio, I will abide by the orders of the University and forego every right to claim it.
  12. I declare that hardcopy of system generated application form after submitting online application on web portal, along with supporting documents and bank challan (university copy) will be submitted to the concerned department before the last date of submission of application form as per HBI.
  13. I undertake that an e-mail ID as filled Online is active account of myself/parents/guardians and I shall be responsible for logging the same regularly during the admission process.
  14. I understand that the SMS may be sent by the University on the mobile number as filled by me during Online Application.
  15. I have not been debarred from taking any examinations and there is no criminal case against me.
  16. I under take that I am not/will not do any kind of job during the period of studies in this programme.

Date:

Signature of the Candidate

Name.....  
 Address.....  
 Date:.....

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

**CHAUDHARY DEVI LAL UNIVERSITY, SIRSA**  
**(Form for fee section 2019-20)**

- i. Name of the Programme.....
- ii. Department.....
- iii. Name of the Candidate.....
- iv. Male/Female/Third Gender .....
- v. Father's Name.....
- vi. Mother's Name.....
- vii. Regn. No.....
- viii. Category.....
- ix. Address.....
- Phone No..... Mobile No .....
- Aadhar No..... E-Mail ID: .....

Affix here a recent Passport size self - attested photograph

**Signature of the Candidate**

<p style="text-align: center;"><b>FOR OFFICE USE ONLY</b></p> <p><b>For fee section</b></p> <p>Class Roll No..... Category ..... Amount paid Rs.....</p> <p>Vide Univ. Receipt No.....Date.....</p>	<ul style="list-style-type: none"> <li>i) Merit Position of the Candidate.....</li> <li>ii) Category.....</li> <li>iii) Exemption from fee in case of SC/BC/ST on the basis of Income certificate/affidavit</li> </ul>
---	--

Cashier/Fee Clerk

Chairperson  
Department of .....

**Note:**

**The candidate immediately after depositing the fee will submit a photocopy of fee receipt to the concerned Chairperson.**

**CHAUDHARY DEVI LAL UNIVERSITY, SIRSA**

**Admit Card for the Entrance test**

**(To be filled by the Candidate)**

**(for M. Phil programmes only)**

1. *Name of the Department*.....
2. *Name of the Programme* .....
3. *Name of the Candidate* .....
4. *Father's name* .....

*The candidate should affix here a recent Passport size self - attested photograph*

**(To be filled by the office)**

Roll No. \_\_\_\_\_

Signature of the

*Centre of the Entrance Test- Concerned Department of the Programme*

**Note- Date and Time of Test shall be as per schedule given in HBI.**

Date \_\_\_\_\_

**Authorized Signatory**

**CHAUDHARY DEVI LAL UNIVERSITY, SIRSA**

**Admit Card for the Entrance test**

**(To be filled by the Candidate)**

**(for M. Phil. programmes Only)**

1. *Name of the Department*.....
2. *Name of the Programme* .....
3. *Name of the Candidate* .....
4. *Father's name* .....

*The candidate should affix here a recent Passport size self - attested photograph*

**(To be filled by the office)**

Roll No. \_\_\_\_\_

Signature of the Candidate

*Centre of the Entrance Test- Concerned Department of the Programme*

**Note- Date and Time of Test shall be as per schedule given in HBI.**

Date \_\_\_\_\_

**Authorized Signatory**



## CHAUDHARY DEVI LAL UNIVERSITY

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