MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(Established under Haryana Act No.XXV of 1975)
'A+' Grade University accredited by NAAC

The Executive Council in its meetings held on 30.06.2025, 30.07.2025, 29.09.2025, 14.01.2026, 20.01.2026, 18.02.2026 and 23.03.2026 has approved the amendments/modifications to various Ordinances, Rules & Regulations and Chairs as per Annexure-1, 2, 3 and 4 respectively. **These amendments/modifications are being sent for keeping the record up-to-date.**

REGISTRAR

Through email

Endst.No.AC-IV/CS/26/ 24365-464 Dated: 24/8/2026

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

1. The Secretary to Governor-Chancellor, Haryana Lok Bhavan, Chandigarh.
2. The Director, General Higher Education, Haryana, Shiksha Sadan, Sector-5, Panchkula.
3. The Registrar, Kurukshetra University, Kurukshetra.
4. The Controller of Examinations, M.D.University, Rohtak.
5. University Librarian, Vivekananda Library, M.D.University, Rohtak.
6. The Dean, Students' Welfare, M.D.University, Rohtak.
7. All the Heads of the University Teaching Departments, M.D.University, Rohtak.
8. The Chief Warden (Boys), M.D.University, Rohtak.
9. The Chief Warden (Girls), M.D.University, Rohtak.
10. All the Branch Officers, M.D.University, Rohtak.
11. The Joint Director (Audit), M.D.University, Rohtak.
12. The Director, University Computer Centre, M.D.University, Rohtak. He is requested to **kindly upload the same on the University website at appropriate place.**
13. OSD/PA to Vice-Chancellor/DAA/Registrar, M.D.University, Rohtak.
14. AC- VI/AC-VII Sets, Academic Branch, M.D.University, Rohtak.

24/8/26

Assistant Registrar (Academic)
for Registrar

MAHARSHI DAYANAND UNIVERSITY ROHTAK
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ANNEXURE- A/1

STATUTES

1. **Amendment in Statute-26(30)&27-II(18) of M.D. University Act, 1975 regarding change of name of the Department of Statistics to "Department of Statistics & Data Science" and Statistics to Statistics & Data Science (Appendix C/1 pages 1-2).**

[E.C. Reso. No. 1[10(24) of 29.09.2025 and 23.03.2026]

2. **Amendment in Statute-26(57), 26(58), 27(VIII) and 27(XV) of M.D. University, Act, 1975 regarding establishment of Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education and Establishment of Centre for Indian Knowledge System to coordinate the Development and Monitoring of Course at M.D. University, Rohtak (Appendix C/2 page 3).**

The Secretary to the Governor, vide letter No. HRB-UA-29(2)-2002/1140 dated 05.02.2026 has conveyed the assent of the Hon'ble Chancellor.

[E.C. Reso. No. 58 of 23.03.2026]

Assistant Registrar (Academic)
for Registrar

ANNEXURE- A/2

RULES & REGULATIONS

3. **Revised Constitution of Maharshi Dayanand University Alumni Association appearing at Chapter-64 of the University Calendar Vol-III (Appendix C/3 pages 4-20).**

NOTE:

THE EXECUTIVE COUNCIL MEMBER(S), WHO HAVE SERVED ON THE EXECUTIVE COUNCIL ATLEAST FOR ONE YEAR BE ALSO REGISTERED AS LIFE MEMBER OF MAHARSHI DAYANAND UNIVERSITY ALUMNI ASSOCIATION.

[E.C. Reso. No. 19 of 30.06.2025]

4. **University Outreach Programme Logo (Appendix C/4 pages 21-24).**

RELEASE OF UNIVERSITY 50TH GOLDEN JUBILEE YEAR LOGO (APPENDIX C/5 PAGE 25).

[E.C. Reso. No. 7 of 30.07.2025]

5. **Enhancement in Allowance of Drivers i.e. cost of Cloth of Uniforms (Summer & Winter) and stitching charges (Appendix C/6 page 26) as under:**

Sr. No.	Description/Item	Existing Rates OR Ceiling Cost	Proposed Rates/Provision OR Ceiling Cost
1.	3 Shirts & 3 Pents (Cotton)	Rs. 1500/- after every 2 years	Rs. 2250/- after every **2 (Two)** years
2.	1 Shirt & 1 Pent (Woolen)	Rs. 1000/- after every 3 years	Rs. 1500/- **including** Stitching Charges after every 3 years
3.	1 Pair of Black Shoes	Rs. 1650/- after an interval of two years in accordance with E.C. Resolution No. 45 dated 24.09.2016	Rs. 2000/- after an interval of two years.

[E.C. Reso. No. 8 of 30.07.2025]

6. **Qualification and Selection Criteria for Assistant Professor in Pharmaceutical Sciences (Appendix C/7 pages 27-29).**

[E.C. Reso. No. 10(12) of 29.09.2025]

7. **Norms for making appointments and approval of appointments in all Engineering, Management & Architecture Colleges/Institutions and point No.4 in respect of Law Colleges/Institutions adopted vide Executive Council Reso. No.42 dated 31.12.2021(Appendix C/8 pages 30-36).**

A. Amendment in clause No.4 (i) of E.C. Reso. No.42 dated 31.12.2021 (norms for making appointments and approval of appointments of teaching staff) in all Engineering, Management & Architecture Colleges/Institutions running under SFS is as under:

EXISTING	PROPOSED
The selection of teachers would be done by the Selection Committees constituted by the Self Financing Colleges as per qualifications laid down by the affiliating University concerned, associating at least 3 outside Experts in the concerned course of study, at the level of Professor. In exceptional cases, where Professors in the concerned course of study are not available, senior Associate Professors with more than 5 years experience may be taken as Experts.	The selection of teachers would be done by the Selection Committees constituted by the Self Financing Colleges as per qualifications laid down by the affiliating University concerned, associating at least 3 outside Experts in the concerned course of study, at the level of Professor. In exceptional cases, where Professors in the concerned course of study are not available, senior Assistant Professors with more than 5 years experience may be taken as Experts.

B. Amendment in clause No.4 of E.C. Reso. No.42 dated 31.12.2021 (norms for making appointments and approval of appointments of teaching staff) in all Law Colleges/Institutions running under SFS is as under:

EXISTING	PROPOSED
The selection of teachers would be done by the Selection Committees constituted by the Self Financing Colleges as per qualifications laid down by the affiliating University concerned, associating at least 3 outside Experts in the concerned	The selection of teachers would be done by the Selection Committees constituted by the Self Financing Colleges as per qualifications laid down by the affiliating University concerned, associating at least 3 outside Experts in the concerned

course of study, at the level of Professor. In exceptional cases, where Professors in the concerned course of study are not available, senior Associate Professors with more than 5 years experience may be taken as Experts.	course of study, at the level of Professor. In exceptional cases, where Professors in the concerned course of study are not available, senior Assistant Professors with more than 5 years experience may be taken as Experts.

[E.C. Reso. No. 10(13) of 29.09.2025]

8. **Adoption/implementation of composition of Selection Committee for the post(s) of Principal/Director and other Teaching Staff in Architecture Colleges/ Institutions (Appendix C/9 pages 37-43 and Appendix C/10 page 44).**

[E.C. Reso. No. 10(14) of 29.09.2025]

9. **Adoption/implementation of the qualifications and selection criteria in accordance with the guidelines issued by the State Govt. vide Memo No.7/79-2017 C IV (3) dated 11.11.2022 and No. KW/ 8/36-2019 C IV (3) dated 18.04.2023 (Appendix C/11 pages 45-64).**

[E.C. Reso. No. 10(15) of 29.09.2025]

10. **Modified Instructions and Selection Criteria(s) for Professor, Associate Professor and Assistant Professor as under:**

"Publications prior to 14.06.2019 in peer reviewed or UGC old listed Journals/Research Publications in UGC-CARE list Journals w.e.f. 14.06.2019 upto 03.10.2024 / publications in peer reviewed Journals after 03.10.2024"

[E.C. Reso. No. 10(23) of 29.09.2025]

11. Amended Research Promotion Policy, M.D.University, Rohtak (Appendix C/12 pages 65-92).

[E.C. Reso. No. 10(26) of 29.09.2025]

12. Norms of the age of superannuation and to keep parity in the age of retirement for Teaching and Non-Teaching staff in SFS Colleges/Institutes affiliated to M.D. University, Rohtak (Appendix C/13 pages 93-128).

The entry and superannuation age for various teaching and non-teaching staff applicable in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education College. As per above norms, the minimum & upper age applicable for recruitment in above said colleges/institutes is as under:

i. Minimum age for entry in the service of College/Institute - Not below the age of 18 years.
ii. Maximum age for appointment of Assistant Professor in SFS Colleges/Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree and Education College is 50 years.
iii. Maximum age for appointment of Non-Teaching staff in SFS Colleges/Institutes (Engineering, Management, Architecture and Law) is 50 years.
iv. Maximum age for appointment of Non-Teaching staff in SFS Colleges/Institutes (Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree and Education College is 42 years as per DGHE guidelines received from time to time.
v. The age of retirement for the post of Director/Principal in S.F.S. Colleges/Institutes (Engineering, Management, Architecture, Law, Degree and Education) is 65 years.
vi. The age of retirement for the post of Associate Professor/Professor in S.F.S. Colleges/Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree and Education College is 70 years.
vii. There shall be no maximum age for the post(s) of Associate Professor/Professor/ Director/Principal subject to provisions in point No.v & vi above.

Recommendations:

After discussion on the above points and the hardship being faced by the colleges/institutes at the time of recruitment of Director/Principal, Teaching and Non-Teaching Staff, the Committee recommends the following norms regarding age of entry level and superannuation for the recruitment of Director/Principal, Teaching and Non-Teaching staff in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education Colleges:

i. Minimum age for the entry in the service shall be 18 years.
ii. Maximum age for appointment of Director/Principal, Teaching and Non-Teaching staff in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education Colleges shall be 68 years.
iii. The age of superannuation for the posts of Director/Principal, Teaching and Non-Teaching staff in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education Colleges shall be 70 years.

NOTE:

i. MAXIMUM AGE LIMIT FOR APPOINTMENT OF DIRECTOR/ PRINCIPAL, TEACHING STAFF IN SFS COLLEGES/INSTITUTES (ENGINEERING, MANAGEMENT, ARCHITECTURE, LAW, DEGREE AND EDUCATION) AS WELL AS SFS PROGRAMS BEING RUN AT GOVT. AIDED PRIVATE DEGREE & EDUCATION COLLEGES SHALL BE 68 YEARS. HOWEVER, THE AGE OF SUPERANNUATION SHALL BE 70 YEARS.
ii. MAXIMUM AGE LIMIT FOR APPOINTMENT NON-TEACHING STAFF IN SFS COLLEGES/INSTITUTES (ENGINEERING, MANAGEMENT, ARCHITECTURE; LAW, DEGREE AND EDUCATION) AS WELL AS SFS PROGRAMS BEING RUN AT GOVT. AIDED PRIVATE DEGREE & EDUCATION COLLEGES SHALL BE 63 YEARS. HOWEVER, THE AGE OF SUPERANNUATION SHALL BE 65 YEARS.

[E.C. Reso. No. 10(29) of 29.09.2025]

13. To frame the Standard Operating Procedure (SOP) to facilitate timely promotion of teachers from Govt. Aided Private Colleges under the Career Advancement Scheme (CAS)(Appendix C/14 pages 129-134) as under:

A. GENERAL INSTRUCTIONS/GUIDELINES FOR CAS PROMOTION APPLICATIONS:

1. *Candidates who wish to be considered for promotion under CAS may submit in writing to the College, three months before the due date that he/she fulfils all qualifications under CAS and submit five bound sets to the concerned College and one bound set to the College Branch of this University as an advance copy containing the Performance Based Appraisal System Proforma supported by all credentials (proofs in support of Eligibility, Activity & Academic/Research Score). If an application for promotion under CAS is submitted after the due date, the actual date of submission shall be treated as the date of eligibility.*
2. *In order to avoid delay in holding meetings of the Screening-Cum-Evaluation Committee/ Selection Committee, the College will immediately forward the bound sets submitted by the teachers to the College Branch of the University with a covering letter having the number and date on it.*
3. *In the bound sets, all papers should be readable, page numbered & cross-referenced, indicating the claimed score year-wise and category-wise.*
4. *Any kind of unpaid leave and period of absence should be explicitly mentioned in the application.*
5. *Before referring the cases to the Screening-cum-Evaluation Committee/ Selection Committee, the applications will first be scrutinized by the screening sub-committee constituted by the Hon'ble Vice-Chancellor.The sub-committee will carefully examine the applications with respect to eligibility conditions, completeness of documents and adherence to prescribed norms, so that only valid and duly verified cases are placed before the Screening-cum-Evaluation Committee/Selection Committee.*
6. *For timely disposal of the promotion case, the meetings of the Screening-cum Evaluation Committee/ Selection Committee may be held twice in a year as per the following schedule:*

Sr. No.	*Applications received*	*Preliminary screening of applications by screening sub-committee*	*Meeting of the Screening-cum-Evaluation Committee/ Selection Committee preferably*
1	*1st January to 30th June*	*1st July to 30th September*	*October/November/December*

2	1st July to 31st December	1st January to 31st March of preceeding year	April/May/June

7. *The meeting/s of the Screening-cum-Evaluation Committee/ Selection Committee will be held subject to the availability of the Director General, Higher Education nominee and other experts.*
8. *If a candidate finds that he/she fulfils the eligibility condition at a later date (after the due date) and applies on that date and is successful, his/her promotion will be effective from the date of application, meeting all criteria.*
9. *The information provided in the application form and tables must be verified by the IQAC of the concerned college or by any other Committee constituted for this purpose at the College level. These details must also be duly entered and authenticated by this committee in the prescribed proforma (Annexure-A) of the SOP.*

10. *The Principal of the concerned College must verify and sign each page of Table 6 (Annual Performance Assessment Report for Promotion under CAS). In addition, wherever applicable, the Principal must also verify and sign each page of Table 7 (Assessment of Academic Research Score) / Table 8 (Assessment Criteria and Methodology for Librarians) / Table 9 {Assessment Criteria and Methodology for Assistant Director/Deputy Director of Physical Education and Sports (for those who are not involved in teaching Physical Education and Sports)}."*
11. *Copies of ACR are not required to be attached to the application. However, the concerned Principal should bring the original and completely filled ACRs duly signed & stamped by the concerned authority before the Screening-cum-Evaluation Committee/ Selection Committee on the day of the Committee meeting.*
12. *An index should be provided at the beginning, listing the page number of the application, Tables and all supporting documentation for ease of referencing.*
13. *The applicants must ensure that they enclose the photocopies of courses/ training programs mandatorily required for their movement into the next Academic Level for the period of their eligibility.*

B. *CHECK LIST FOR THE COLLEGES – THE PRINCIPAL SHOULD ENSURE THE FOLLOWING IN RESPECT OF THE TEACHER APPLICANTS BEFORE FORWARDING HIS/HER CASE:*

1. *Duly filled in application form.*
2. *Each page of Table 6 & Table 7/8/9 (wherever applicable) must be verified by the Principal.*
3. *Recommendations of the college-level IQAC or any other Committee constituted for the purpose as per the given format (**Annexure-A**).*

4. *Letter of award for previous Academic Level (stage).*
5. *Appointment letter.*
6. *Joining Report.*
7. *Ph.D. degree (if applicable)*
8. *UGC compliance certificate for Ph.D.*
9. *Undertaking for plagiarism (as per University format) (**Annexure-B**).*
10. *Undertaking regarding Research Papers and Publications other than Research Papers submitted by the applicant alongwith application form were submitted to the respective Journal(s) well before the date of publication **(Annexure-C)**.*

C. INSTRUCTION FOR BRANCH

1. *Verify the correctness and completeness of the application as per the applicable eligibility and promotion criteria.*
2. *Prepare a case summary (synopsis) on the basis of the work submitted by the teacher.*
3. *To place the complete and checked application before the screening-sub-committee.*
4. *In case of deficiencies, obtain permission from the competent authority to inform the concerned Principal with the request to address the deficiencies within 15 days.*
5. *Cases found deficient on two occasions by the screening-sub-committee shall be returned to the college concerned and may be resubmitted only after a minimum interval of 06 months. In this case, the actual date of resubmission shall be considered as the date of eligibility.*

D. FOR SCREENING-SUB-COMMITTEE

1. *Evaluate and verify eligibility and promotion criteria.*
2. *Give a final recommendation in the case.*

NOTE:

THE LINE "IF AN APPLICATION FOR PROMOTION UNDER CAS IS SUBMITTED AFTER THE DUE DATE, THE ACTUAL DATE OF SUBMISSION SHALL BE TREATED AS THE DATE OF ELIGIBILITY" APPEARING AT SR. NO. 1 UNDER POINT `A' AND THE WORDS "IN THIS CASE, THE ACTUAL DATE OF RESUBMISSION SHALL BE CONSIDERED AS THE DATE OF ELIGIBILITY" APPEARING AT SR. NO. 5 UNDER POINT `C'. THE SOP WILL BE EFFECTIVE FROM 01.01.2026 BE DROPPED.

[E.C. Reso. No. 10(38) of 29.09.2025]

14. Provision of weightage for publications in Scopus/Web of Science indexed journals and h-index be made in the criteria for recruitment of new faculty members for University Teaching Departments/institutes/Centers (Appendix C/15 pages 135-137).

[E.C. Reso. No. 10(42) of 29.09.2025]

15. Amendment in Clause-29 "Sabbatical Leave" of the Leave Regulations (Chapter – 23, of University Calendar Vol.III) as under:

Existing	Amended
29. Sabbatical Leave **(i) to (vii)** x xx xxx **(viii)** It is mandatory to publish at least one research/review article in Scopus/Web of Science indexed journals within one year of completion of Sabbatical Leave by the Faculty member. An undertaking to this effect to be taken from the faculty member alongwith his/her leave application.	**29. Sabbatical Leave** (i) to (vii) x xx xxx (viii) It is mandatory to publish at least two research/review articles in Scopus/Web of Science indexed journals within one year of completion of Sabbatical Leave/Study Leave by the faculty member. An undertaking to this effect to be taken from the faculty member along with his/her leave application. The faculty member (on sabbatical / Study leave) must be the first author or corresponding author in the research/review article, to be considered in this case. For subjects where SCOPUS/WoS/**UGC care** listed journals are not available/lesser in number,in that case **the publications in Peer Reviewed and Referred Journal (after 10.02.2025) will be considered.**

[E.C. Reso. No. 16 of 29.09.2025]

16. Amendment in the Chapter – 25 (Participation in Seminars/ Conferences/ Workshops etc. by teachers of University teaching Department/ Maintained Colleges) of the University Calendar Vol.III as under:

Existing	Proposed
8.The payment for attending seminar/ conferences may be made as per following criteria -	8. **No Change**
i) For attending International Seminars and Conferences Abroad.	**No Change**
Besides the UGC grant, University should contribute at least an amount of Rs. 20 Lacs/ annum for meeting out the expenses for attending the International Conferences / Seminar abroad.	**No Change**
Further, a teacher is entitled 100% grant for International Conferences / Seminar etc. abroad (after three years) maximum ceiling of Rs. 1.25 Lacs shall be restricted for Regn. Fee, Visa Fee, Air Fare, TA/DA, Accommodation etc. etc.	**No Change**
For faculty seeking travel grant for attending international conferences outside India, the grant may be made admissible only for the faculty who have published two publications in SCOPUS/Web of Science in the year prior to travel date or give her/his consent to publish one publication within one year after his/her return, failing which she/he may be asked to refund the amount.	For faculty seeking travel grant for attending international conferences outside India, the grant may be made admissible only for the faculty who has two publications in SCOPUS/Web of Science or one granted patent or consultancy project of minimum **5.0 lakh** (completed or ongoing), or research project of minimum 5.0 lakh (completed or ongoing) in the last two years prior to the travel date OR give her/his undertaking to publish two publications in SCOPUS/Web of Science or fetch consultancy project of minimum **5.0 lakh** OR research project of minimum 5.0 lakh within two years after his/her return, failing which she/he be may asked to refund the amount. For subjects where SCOPUS/ WoS-listed journals are not available/ lesser in number, in that case

	the publications in Peer Reviewed and Referred Journal (after 10.02.2025) will be considered. In the case of non-science subjects, the faculty member may be allowed on the basis of one book publication or two chapters in two different books published by international publisher in the year prior to travel date OR give her/his consent to publish. However, in exceptional circumstances Vice-Chancellor may relax the above mentioned conditions based on outstanding work by the faculty member, in case the above conditions are not met.
The payment of daily allowance will be made at Govt. of Haryana rates and D.A. will be paid for the duration of the conferences plus four days i.e. two days before and two days after the conference which will include the travel period. If the journey period is less than two days before and two days after then actual DA will be given for the actual journey days, which shall be maximum two days.	**No Change**
Persons selected for participation should travel by excursion tickets in sectors by the cheapest air ticket by any air line (in any case not exceeding Air India Fare). Actual fare not exceeding A.C. Class-II Fare will be admissible for travel from University/College Head Quarter to the nearest Airport and back.	**No Change**
However, taxi fare for travel upto the airport from the Head Quarter may be allowed by the Vice-Chancellor on the basis of entitlement.	**No Change**
Two teachers or 20% of the total strength of the departments, whichever is more, in a Department be allowed to proceed for	**No Change**

participation in the same Conference, Seminar, Workshop etc. in abroad at a given time. However, in case of UIET not more than two teachers from a branch/stream be allowed at a given time for the said purpose.	
ii) For Attending Seminars/ Conferences in India	**No Change**
Travel grant upto 100% by entitled class and delegation fee and D.A. be given to a teacher. If a teacher is eligible to travel by air he may be allowed to travel by air in economy class and his travel expenses may be reimbursed on the basis of actual expenses incurred or Rs. 10,000/- whichever is lower.	Travel grant upto 100% by entitled class and delegation fee and D.A. be given to a teacher. If a teacher is eligible to travel by air she/ he may be allowed to travel by air in economy class and the travel expenses may be reimbursed on the basis of actual expenses incurred or Rs. **20,000/-** whichever is lower.
The teachers be allowed to participate in Seminars/ Conferences/ Workshops within India once for National and once for International Conference, OR two International Conferences with financial assistance in a financial year subject to availability of funds.	**No Change**
Not more than 25% of the teachers or three teachers whichever is lower of the deptt. may be allowed to attend same National Conferences except if the Conferences is being organized by the concerned subject association.	**No Change**
9. 1[The Daily Allowance may be paid for attending the seminar/ conferences subject to availability of funds.	**9. No Change**
10. The funds allotted for this purpose will be apportioned on 50 : 50 basis to attend National and International Seminars/Conferences]	**10. No Change**

[E.C. Reso. No. 17 of 29.09.2025]

17. **Enhancement of expenditure on refreshment for the Book Release Function from ₹3,000/- to ₹5,000/-.**

[E.C. Reso. No. 26 of 29.09.2025]

18. **Amount of refreshment for daily wagers/staff working during examination process in the Secrecy Branch in the dusty atmosphere (Appendix C/16 page 138).**

[E.C. Reso. No. 28 of 29.09.2025]

19. **Qualifications and Selection Criteria in respect of various posts of University Campus School (Appendix C/17 pages 139-147).**

[E.C. Reso. No. 20 of 23.03.2026]

20. **Amendment in Clause-14(a) 'Casual Leave' of Chapter-23 "Leave Regulations" of University Calendar Vol.-III in terms of Gazette Notification bearing No.11/93/2023-IFR/14060 dated 30.6.2025 pertaining to amendment in Haryana Civil Service (Leave) Rules, 2016 in rule 76 (sub-rule(1 & 3) issued by the Additional Chief Secretary to govt. Haryana, Finance Department vide dated 04.07.2025 (Appendix C/18 pages 148-150) asunder:**

Existing	Amended
14. Casual Leave a) The amount of casual leave that may be granted to non-teaching and teaching staff in one Calendar year shall be as follows : 1. to employees with 10 years service or less (10 days in a calendar year) 2. to employees with more than 10 years service but less than 20 years service. (15 days in a calendar year) 3. to employees with more than 20 years service. (20 days in a calendar year) 4 However in the case of Ex-servicemen, the period of Military Service shall be counted towards	**14. Casual Leave** a) No change

Civil Service for grant of Casual Leave. Provided that in case of employees joining / leaving the University service during the course of a year, it will be granted as under : 1. On joining during the first quarter or leaving during the fourth quarter. Full 2. On Joining during the second quarter or leaving during the third quarter 3/4th 3. On joining during the third quarter or leaving during the second quarter. 1/2 (half) 4. On joining during the fourth quarter or leaving during the first quarter. (1/4th) Provided further that all female employees in service may be granted 20 days casual leave every year irrespective of number of years of service put in by them.	No change No change Provided further that all female employees in service may be granted **25 days** casual leave every year irrespective of number of years of service put in by them.

[E.C. Reso. No. 26 of 23.03.2026]

21. Adoption of UGC fee refund policy/ guidelines 2024-25 as conveyed vide D.O. No. F.2-71/2022 (CPP-II) (C-114546) dated 12.06.2024 w.e.f. the session 2024-25 (Appendix C/19 pages 151-154).

[E.C. Reso. No. 30 of 23.03.2026]

22. Amendment in Chapter-7 of University Calendar Vol. III in reference to UGC Public Notice dated 11.02.2025 (Appendix C/20 page 155) as under:

Existing	Amended
For Direct Recruitment: Research Papers in Peer-reviewed/UGC Journals upto 13.06.2019 and UGC CARE Listed Journals w.e.f. 14.06.2019 **For Career Advancement Scheme:** Research Papers in Peer-reviewed/ UGC Journals upto 02.07.2023 and UGC CARE Listed Journals w.e.f. 03.07.2023	**For Direct Recruitment:** Research Papers in Peer-reviewed / UGC Journals upto 13.06.2019, UGC CARE Listed Journals from 14.06.2019 to 10.02.2025 and Peer Reviewed Journals w.e.f. 11.02.2025 **For Career Advancement Scheme:** Research Papers in Peer-reviewed/ UGC Journals upto 02.07.2023, UGC CARE Listed Journals from 03.07.2023 to 10.02.2025 and Peer Reviewed Journals w.e.f. 11.02.2025

[E.C. Reso. No. 39 of 23.03.2026]

23. Modifications in the clause No. 5 and clause No. 27 of the University Calendar Vol. III "Leave Regulations" **(Appendix C/21 pages 156-158).**

[E.C. Reso. No. 40 of 23.03.2026]

24. MDU- IT Internship Policy (Appendix C/22 pages 159-164).

[E.C. Reso. No. 42 of 23.03.2026]

25. Maharshi Dayanand University Skill and Vocational Education Policy, Training and Capacity Building Policy for Administrative Staff and Overarching Policy for Capacity Building of Students, Faculty and Staff (Appendix C/23 pages 165-174).

[E.C. Reso. No. 44(2) of 23.03.2026]

26. Revision of rates of the Campus Community Club appearing in Chapter-53 and Chapter-54 of Calendar Volume-III (Appendix C/24 pages 175-178).

[E.C. Reso. No. 49 of 23.03.2026]

27. To Frame "Appreciation Award Policy" for Non-Teaching Employees of M.D.University, Rohtak (Appendix C/25 pages 179-184) were submitted to the Vice-Chancellor who has approved the same and ordered to refer the same to the Executive Council for consideration and approval.

NOTE:
TO FRAME THE GUIDELINES FOR APPRECIATION AWARD POLICY FOR THE TEACHERS.

[E.C. Reso. No. 52 of 23.03.2026]

Assistant Registrar (Academic)
for Registrar

ANNEXURE- A/3

Ordinance

28. Fee Structure of various UG and PG Programs of the University for the session 2025-26 (Appendix C/26 pages 185-192).

[E.C. Reso. No. 16 of 30.06.2025]

29. Guidelines for composition of Standing Committees on unfairmeans as under;

1. Each Standing Committee must contain at least one female member.
2. Each Committee be headed by a Senior Professor/Professor from University Teaching Departments/MDU-CPAS.
3. There shall be five members including Chairman in each committee.
   i) The Committee shall have two faculty members from UTD/MDU-CPAS, one Principal of affiliated Government/Government aided College and one regular faculty member from affiliated Government / Government aided Colleges, besides Chairperson.
   ii) Apart from the members, there shall be a Secretary nominated by Controller of Examinations but not below the rank of Assistant Registrar to support the Committee.
4. Same person shall not be repeated consecutively for two years in the UMC Standing Committee.
5. There shall be a replacement panel of each member/Chairperson, in case any member/chairperson is having some health exigencies, unforeseen emergency or got transferred/relocated. The Controller of Examinations shall appoint the member/Chairperson in such situation from such panel.
6. Three out of five members/Chairperson shall form the quorum on the day of meeting of the Committee after being communicated to all members in advance. Secretary of the Committee shall not be a member but he/she shall get the remuneration at par with the member.

ii) Amendment in Clause 7 of the Ordinance - "Punishment for Use of Unfairmeans" as under:

	Existing	**Proposed**
Clause 7	The **Academic Council** shall appoint annually one or more Standing Committee(s) to	The **Vice-Chancellor** shall appoint annually one or more Standing Committee(s) to deal

	deal with cases of unfairmeans in connection with the examinations	with cases of unfairmeans in connection with the examinations
Clause7-A	---	Guidelines at Point No. 1 to 6 mentioned under Point A of the recommendations of the Committee may be read as incorporated here.

iii) **to constitute a Committee by the Vice-Chancellor to review the punishment rules related to unfairmeans cases and composition of standing committee(s) including the detailed mechanism to deal with the unfairmeans cases in the interest of transparency, as mentioned under Point D of the recommendations;**

[E.C. Reso. No. 10(1) of 29.09.2025]

30. Amendments in Clause-31 of the General Rules for Examinations appearing in University Calendar Volume-II (Part-A) as under:

Existing Clause-31	**Proposed Amendments Clause-31**
A candidate who has passed three year degree course of this University may appear in additional subject(s) of B.A. (Pass Course) only in non-practical subjects in the subsequent examination except in the subject(s) with which he/she has already passed the course.	"A candidate who has passed any UG/PG program (other than B.Ed.) of this University or from any other State/Central funded University may appear in additional subject(s) of that program only in non-practical courses in the subsequent examination except in the subjects(s) with which he/she has already passed the program..."
For B.Ed. (Additional):	However, for B.Ed (Additional), the following provisions may be made applicable:
A person, who has already passed the examination for the degree of Bachelor of Education from this University, may opt, as an additional subject, any of the subjects or a craft, other than those in which he/she has already passed. He/she may be admitted to the examination on submission of	A person, who has already passed the examination for the degree of Bachelor of Education from this University or from any other State/Central funded University, may opt, as an additional subject, any of the subjects or a craft, other than those in which he/she has already

application on the prescribed forms and on payment of admission fee as for the whole examination.	passed. He/she may be admitted to the examination on submission of application on the prescribed forms and on payment of admission fee being charged under SFS B.Ed. program for the whole examination.
Provided that:	Provided that:
(i) In the case of a teaching subject the candidate must have already passed the degree examination in that subject,	i) In the case of a teaching subject the candidate must have already passed the UG examination in that subject.
(ii) In addition to the written paper of the teaching subject, the candidate shall undergo a practical test in the teaching of the additional subject taken by him/her.	ii) In addition to the written paper of the teaching subject, the candidate shall undergo a practical test in the teaching of the additional subject taken by him/her.
(iii) In the case of craft, he/she shall join recognized colleges for training in the craft for one term.	iii) In the case of craft, he/she shall join recognized colleges for training in the craft for one term.
	iv) The candidate will have to attend the supervised teaching for two weeks in the concerned course under the supervision of University approved teacher working in the MDU or its affiliated College and for that purpose the supervisor will be allotted by the Department of Education, MDU, Rohtak.
The examinations for B.Ed. additional subject(s) shall be held annually in the month of June/July for Part-I and II simultaneously.	The examinations for B.Ed. additional subject(s) shall be held annually in the month of June/July for Part-I and II simultaneously.
It shall also be applicable to the students of Old Scheme.	It shall also be applicable to the subjects of Old Scheme.

NOTE:

PROVISION FOR B.Sc. STUDENTS TO APPEAR IN ADDITIONAL PRACTICAL SUBJECT(S) BE MADE.

[E.C. Reso. No. 10(9) of 29.09.2025]

31. Introduction of the following Certificate Courses w.e.f. the session 2025-26:

A) Through Open and Distance Learning (ODL) Mode

i. Certificate Course in Food Truck Operations

B) Through Online Mode

i. Certificate Course in Professional Skills
ii. Certificate Course in Food Truck Operations

[E.C. Reso. No. 10(10) of 29.09.2025]

32. Introduction of MBA (Business Psychology) in ODL mode through Centre for Distance and Online Education w.e.f. the session 2025-26.

[E.C. Reso. No. 10(11) of 29.09.2025]

33. Amendment in clause-4 of URS ordinance as under:

Existing	**Amended**
Clause – 4 **Duration of URS:** a. The URS shall be for a period of three years on year-to-year basis. b. The URS can be extended beyond three years by one more year by the Vice-Chancellor on the recommendations of the Committee consisting of the following: i) the Dean of the Faculty concerned;	**Clause – 4** **Duration of URS:** a. The URS shall be for a period of three years on year-to-year basis. b. DELETED

ii) the Head of the Department; iii) the Supervisor of the candidate iv) Dean (R&D) or his nominee not below the rank of Associate Professor The recommendations of the aforementioned committee shall be based on following: i) Assessment of the seminar presented by the candidate as satisfactory in the Department which will be open to all the teachers and students ii) The satisfactory progress reports of the research work done by the candidate during the last three years. iii) The candidate must have published at least one research article in Scopus/Web of Science/UGC Care listed Journals from his/her Ph.D research work and attach the proof of research article alongwith his/her application **(Annexure B)** for seeking extension of URS beyond three years.	

[E.C. Reso. No. 10(21) of 29.09.2025]

34. Starting of Ph.D. Program in the Centre for Yogic Studies, M. D. University, Rohtak (Appendix C/27 page193).

[E.C. Reso. No. 10(39) of 29.09.2025]

35. Revised Ph.D. Ordinance to be applicable w.e.f. 2025-26 session (Cycle 1 and Cycle 2) (Appendix C/28 pages 194-247).

[E.C. Reso. No. 10(44) of 29.09.2025]

36. Introduction of following M.Tech. Programmes for Working Professionals w.e.f. the session 2026-27:

2(ii) a) M. Tech. Electronics and Communications Engineering (for Working Professionals)
b) M. Tech. Biotechnology Engineering (for Working Professionals)
c) M. Tech. (Structural Engineering) (for Working Professionals)
d) M. Tech. Civil Engineering (Transportation Engineering) (for Working Professionals)

2(v). Ordinance for B.Tech. Programs as per NEP-2020 from the session 2025-26 **(Appendix C/29 pages 248-265).**

NOTE:

TO ADD THE ELIGIBILITY FOR ADMISSION IN M.TECH. "COMPOSITE SCIENCE AND ENGINEERING" **(Appendix C/29A page 265A).**

[E.C. Reso. No. 10(45) of 29.09.2025]

37. **Four (04) Credit Course on 'Community Engagement & Service' and "Fostering Social Responsibility Through Community Engagement" respectively (Appendix C/30 pages 266-268).**

NOTE:

THE COURSE BE MADE OPTIONAL FOR THE YEAR 2025-26 FOR THE STUDENTS OF UG AND PG OF UNIVERSITY TEACHING DEPARTMENTS. HOWEVER, IT BE MADE MANDATORY FOR ALL STUDENTS OF THE UNIVERSITY AND ITS AFFILIATED COLLEGES FROM THE NEXT ACADEMIC YEAR. THIS COURSE WILL BE A 4-CREDIT COURSE.

FURTHER, THE WORD `INTERNSHIP' APPEARING AT ANNEXURE PAGE 866 UNDER RESO. NO.3 BE READ AS `INTERNSHIP/SUMMER TRAINING'

[E.C. Reso. No. 10(46) of 29.09.2025]

38. i) INTRODUCTION OF D.Sc./D.LITT PROGRAMS IN THE UNIVERSITY.

ii) INITIATION OF POST DOCTORAL FELLOWSHIP IN THE UNIVERSITY

iii) INTRODUCTION OF A SCHEME FOR ENGAGING TEACHING FELLOW/ TEACHING ASSOCIATE AND RESEARCH ASSOCIATE/RESEARCH ASSISTANT TO CREATE MORE EFFECTIVE TEACHING-LEARNING AND RESEARCH ECOSYSTEM IN THE UNIVERSITY.

[E.C. Reso. No. 10(47) of 29.09.2025]

39. **Prescription of Miscellaneous Fee of Rs. 680 for issuance of each Backlog Certificate to the students.**

[E.C. Reso. No. 41 of 23.03.2026]

40. **Introduction of B.Sc. (Mathematics) 4-Year Program under Self-Financing Scheme (SFS) with an intake of 60 seats w.e.f. 2025-26 in the Department of Mathematics, M.D. University, Rohtak (Appendix C/31 pages 269-281).**

[E.C. Reso. No. 44(1) of 23.03.2026]

41. **Amendment in certificate for compliance of Ph.D. degree with UGC Regulations 2009/2016 at point No. 1 that "the candidate has completed Course Work/M.Phil instead of candidate has completed Course Work" (Appendix C/32 pages 282-288).**

[E.C. Reso. No. 44(6) of 23.03.2026]

42. **Purchase of all the Answer Books with OMR Title page {38 pages (18 sheets+01 OMR Sheet) in place of 42 pages Answer Sheets (20 Sheets + 01 OMR sheet)} (Appendix C/33 page 289).**

[E.C. Reso. No. 44(6) of 23.03.2026]

43. **Amendment in Clause-32 of the General Rules for Examinations, as recommended by the Committee (Appendix C/34 pages 290-300) as under:**

EXISTING CLAUSE-32	PROPOSED AMENDMENTS
INTERNAL AWARDS (PRACTICAL EXAMINATION), WHEREVER APPLICABLE	
a) The Internal awards (practical) should be supplied by the Head/ Principal/Director of the Department/ Colleges/Institute according to the schedule of practical examinations.	....No Change ------
	i) It should be mandatory for each affiliated College/Institution or Teaching Department to display the Internal Assessment Awards of Practical subjects on the Institution's Website at least one week before the submission of awards on the University Portal. Students must be well-informed in

	this regard and they should be asked to submit any grievances related to Sessional Awards/Practical Awards to the Head/Principal of the Institution/Department. It should be the obligatory on the part of the Head/Principal to address and resolve such issues before the final submission of awards on the University Portal. In case an Institution do not follow above procedure/instruction, then the concerned Principal/Head of Institution shall be responsible for lapse and necessary action as per rule may be initiated.
	ii) Each Institution/Department should appoint different program Co-ordinators year wise for each Program. Provision to be made on the University Portal to assign login credentials to each Program Co-ordinator via the Login Portal of the Head of the Institution/Department. It shall be the duty of the Program Co-ordinators to submit and lock the Internal Assessment/Practical Awards on the University portal duly approved by the Head of the Institution/Department.
b) Thereafter late fee of Rs. 25/- per student per subject shall be charged from the Department/ College/ Institute concerned within 30 days after the practical examinations. This penalty/late fee shall not be charged from the student by the Department/ College/ Institute.	b) In cases where an Institution/ Department is unable to submit the awards within the time prescribed by the University, the Institution/ Department must submit the Hard Copy of such awards, duly signed by the program Co-ordinator and the Head of the Institution/Department to the Examination Wing of the University. This must be accompanied by a Late Fee of **Rs.**

	25/- per day per student per subject and should be submitted not later than seven days after the last date. Beyond this, the University may accept the awards but before the declaration of the result with a Special Fine of **Rs.5,000/- per program in addition to the above** imposed on the Institution/ Department, subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of concerned Department/ College/ Institute may also be initiated. The amount of such late fees shall be borne by the Institution/Department University officials shall update such awards on the University Portal within two working days after submission by Institution/ Department. The same procedure regarding updation on University Portal be followed for corrections to already submitted awards. In case awards are not updated on the Portal, concerned official shall be held responsible and action be taken as per rule. i) The Controller of Examinations of the University shall constitute Committee(s) to visit Institutions/ Colleges physically to verify the genuineness of Practical Awards for each Semester on a random basis. Members of such Committees may be paid Travel Allowances by concerned Institute/College as per rules. Institutions/Departments shall be required to maintain the record of Practical Awards, along with the Answer Scripts of Practical Tests, for at least one year from the last date of teaching for each semester. If necessary,

	Committee may call the record in the University. If any irregularity is found, the University may initiate action against the Institution. ii) Internal Awards for Practicalswherever applicable shall be awarded to students in accordance with the University's Policy. Any deviation in this regard shall be taken very seriously by the University and punitive action may be initiated against erring officials/ teachers.
c) No external awards shall be entertained by the University if the same are received in the University after 30 days of schedule of practical examination and after declaration of results. However, the Controller of Examinations may condone the delay on merit of each case to accept such awards, with late fee of Rs. 100/- per student per subject from the concerned department/College/Institute before next examination. This penalty/late fee shall not be charged from the student by the Department/College Institute.	Delete
<u>Internal Assessment Marks</u>: **(Theory Subjects)** a) The Internal Assessment/Sessional marks should be supplied by the Head/ Principal/Director of the Department/ College/Institute within 20 days of the commencement of the examinations.	.....No Change... i) It should be mandatory for each affiliated College/Institution or Teaching Department to display the Internal Assessment/Sessional Awards for theory courses on the

	Institution's Website at least one week before the submission of awards on the University Portal. Students must be well-informed in this regard and they should be asked to submit any grievances related to such Awards to the Head of the Institution/Department. It should be the obligatory on the part of the Head to address and resolve any issue before the final submission of awards on the University Portal. In case an Institution do not follow above procedure/instruction, then the concerned Principal/Head of Institution shall be responsible for lapse and necessary action as per rule may be initiated.
	ii) Each Institution/Department should appoint different program Co-ordinators year wise for each Program. Provision to be made on the University Portal to assign login credentials to each Program Co-ordinator year wise via the Login Portal of the Head of the Institution/Department. It shall be the duty of the Program Co-ordinators to submit and lock the Internal Assessment/Practical Awards on the University portal duly approved by the Head of the Institution/Department.
b) Thereafter, a penalty/late fee of Rs. 100/- per student per subject shall be levied upon the concerned Department/College/Institute upto 10 days from the expiry of period of 30 days of the commencement of the examinations. This penalty/late fee shall not be charged from the student by the Department/	b) In cases where an Institution/ Department is unable to submit the awards within the time prescribed by the University, the Institution/ Department must submit the Hard Copy of such awards, duly signed by the program Co-ordinator and the Head of the Institution/ Department to the Examination Wing of the University. This must be

College/Institute.	accompanied by a Late Fee of **Rs. 25/-** per day per student per subject and should be submitted not later than seven days after the last date. Beyond this, the University may accept the awards but before the declaration of the result with a Special Fine of **Rs.5,000/- per program in addition to the above** imposed on the Institution/ Department, subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of concerned Department/College/Institute may also be initiated. The amount of such late fees shall be borne by the Institution/Department. University officials shall update such awards on the University Portal within two working days after submission by Institution/ Department. The same procedure regarding updation on University portal be followed for corrections to already submitted awards. In case awards are not updated on the Portal, concerned official shall be held responsible and action be taken as per rule. i) The Controller of Examinations of the University shall constitute Committee(s) to visit Institutions/ Colleges physically to verify the genuineness of Internal Assessment Awards for each Semester on a random basis. Members of such Committees may be paid Travel Allowances by concerned Institute/ College as per rules. Institutions/ Departments shall be required to maintain the record of Internal Assessment Awards, along with the Answer

	Scripts of Sessional Tests, for at least one year from the last date of teaching for each semester. If necessary, Committee may call the record in the University. If any irregularity is found, the University may initiate action against the Institution. ii) Internal Assessment Awards shall be awarded to students in accordance with the University's Policy. Any deviation in this regard shall be taken very seriously by the University and punitive action may be initiated against erring officials/ teachers.
c) If still, internal assessment/sessional marks are not supplied by the Department/ College/Institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case.	c) If still, internal assessment/sessional marks are not supplied by the Department/ College/Institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case However, in such cases also, the late fee of **Rs. 25/-** per day per student be charged upto the date of declaration of result along with Special Fine of **Rs. 5,000/-** on the Institution/ Department/College subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of concerned Department/College/ Institute may be initiated.

[E.C. Reso. No. 44(8) of 23.03.2026]

44. Revisit the Clause 4(iii) of the Ordinance for Open and Distance Learning & Online Post Graduate and Under Graduate Programs (Appendix C/35 pages 301-310), as under.

"If any awards/marks of assignment are not supplied by the SSSCs/LSCs within the stipulated period then the result of candidate(s) shall be declared by proportionating the marks of concerned Theory Paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case."

NOTE:

POINT NO. 4 BE REPLACED WITH THE FOLLOWING:

"ASSIGNMENT AWARDS SHALL NOT BE ENTERTAINED IF THE SAME ARE RECEIVED IN THE UNIVERSITY AFTER 30 DAYS I.E. AFTER THE CLOSING DATE OF ASSIGNMENT AND AFTER DECLARATION OF RESULTS. HOWEVER, THE CONTROLLER OF EXAMINATIONS MAY CONDONE THE DELAY ON MERIT OF EACH CASE TO ACCEPT SUCH AWARDS WITH LATE FEE OF RS. 50/- PER COURSE PER DAY (SUBJECT TO MAXIMUM OF RS.5000/- PER COURSE PER SEMESTER BUT NOT MORE THAN RS. 10000/- TAKING ALL THE COURSES TOGETHER FOR THAT SEMESTER OF A PROGRAM) FROM THE CONCERNED STUDENT OR FROM THE CONCERNED TEACHER, WHOSOEVER IS AT FAULT, BUT PRIOR TO THE NEXT SEMESTER EXAMINATION."

RESOLVED FURTHER THAT THE SAME MAY BE RECOMMENDED TO THE EXECUTIVE COUNCIL FOR APPROVAL.

NOTE:

The ABOVE BE IMPLEMENTED FOR THE STUDENTS ADMITTED IN THE NEW SESSION 2026-27.

FURTHER LATE FEE WITH A CEILING OF RS. 2000/- PER PAPER/COURSE AND RS. 5000/- PER SEMESTER BE CHARGED FROM UG/PG STUDENTS OF CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE) FROM THE SESSION 2026-27.

[E.C. Reso. No. 44(16) of 23.03.2026]

45. **Recommendations of the Examinations Reform Committee regarding minimum percentage for mass scale failure which is already at least 90% in present rule (Executive Council Reso. No. 98 dated 22.12.2014) as under:**

Sr. No.	Existing (Executive Council Reso. No. 98 dated 22.12.2014)	Amended by the Examinations Reform Committee
1.	*On receipt of a complaint of mass scale failure (at least 90% failure in a paper(s) from Principals/ Director/ HOD of Institutions, the Vice Chancellor can order fresh evaluation of that paper(s). If after fresh evaluation, variation of 15% or more marks is reported in the awards given by both the examiners in at least 50% of the candidates, then the results of such candidates shall be revised and declared by following the rules as applicable in rules meant for re-evaluation, otherwise the awards given by the original examiner shall hold good.*	1- *In case more than 75% students in a particular course/subject/paper of an Institution/College/Department are declared fail and Principal/ Director/HOD of Institution makes a written complaint along with a fees of Rs 50/- per student as security within 15 days of declaration of result regarding evaluation of such subject/ course to the Controller of Examination, then the Vice-Chancellor can order fresh evaluation.* 2- *After such evaluation if (i) the variation of more than 15% of maximum marks is reported in at least 50% of the students and (ii) there is change of status of result of 20% students then the original evaluator may be debarred for evaluation for three years.* 3- *In case both conditions mentioned at 2(i) and 2(ii) are not satisfied after the complaint then the security money deposited by the Principal/ Director/ HOD of Institution/College/ Department shall be forfeited else it shall be refunded.* 4- *Out of original evaluation & 2nd evaluation the better of two scores shall be awarded to the students in case condition 2(i) & 2(ii) are both satisfied otherwise original result shall stand valid.*

[E.C. Reso. No. 44(17) of 23.03.2026]

46. Introduction of BBA (Hospitality & Services Management)-AEDP mode & BBA (Tourism, Travel & Events Management)-AEDP mode 4-YEAR UG Programs (1st to 4th Semester) by incorporating the provisions of Formative Assessment under NEP-2020 w.e.f. the session 2025-26 (Appendix C/36 pages 311-314).

[E.C. Reso. No. 44(19) of 23.03.2026]

24/8/26

Assistant Registrar (Academic)
for Registrar

ANNEXURE- A/4

Chairs

47. **Establishment of Acharya Chanakya Chair in the University (Appendix C/37 pages 315-322).**

[E.C. Reso. No. 15 of 30.06.2025]

48. **Establishment of Deen Dayal Upadhyaya Centre for Skill and Vocational Education (Appendix C/38 pages 323-325).**

[E.C. Reso. No. 21 of 30.07.2025]

Assistant Registrar (Academic)
for Registrar

Appendix- C/1

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel.: 0172-2740581, 2740583
Fax : 0172-2740557

VC/347
09/2/26

No. HRB-UA-29(2)-2002/1137

Ro-172
09/02/26

Registrar Pl. examine-
09/02/26

LOK BHAVAN, HARYANA
CHANDIGARH

Speed Post

Dated 5th February, 2026

AC-358
10/2/26

To

The Registrar,
Maharshi Dayanand University,
Rohtak - 124001, Haryana.

AR(Academic) o/c
Pl. submit the file as
per E.C Resolution.
10/2/26
AC-6

Subject:- Amendment in Statute – 26(30) & 27-II(18) of M.D. University, Act.

.....

Sir,

I am directed to refer to your letter No.AC-VI/25/39800, dated 27.10.2025, on the subject cited above and to inform you that Hon'ble Governor-Chancellor has accorded his approval on 03.02.2026 for amendment in Statute-26(30) & 27-II (18) of the M.D. University Act regarding change of name of the Department of Statistics to Department of Statistics & Data Science and Statistics to Statistics & Data Science respectively, as requested vide your letter under reference.

Yours sincerely,

Kamlesh
(Kamlesh)
Superintendent,
for Secretary to Governor, Haryana

डॉ. कृष्णकांत
कुलसचिव
Dr Krishan Kant
REGISTRAR

महर्षि दयानन्द विश्वविद्यालय रोहतक-124001 (हरियाणा)
(सन् 1975 के हरियाणा एक्ट 25 के अन्तर्गत स्थापित राजकीय विश्वविद्यालय)
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद 'ए+' ग्रेड
MAHARSHI DAYANAND UNIVERSITY ROHTAK-124 001 (HARYANA)
(A State University established under Haryana Act No. 25 of 1975)
NAAC Accredited 'A' Grade

To

The Secretary to Governor, Haryana
(Chancellor- M.D.University, Rohtak)
Raj Bhawan, Chandigarh.

No. AC-VI/25/24800
Date 27/10/2025

Sub:- Amendment in Statute-26(30) & 27-II (18) of M.D University Act.

Sir,

The Executive Council vide Resolution No. 10(24) in its meeting held on 29.09.2025 has approved the recommendations regarding change of name of the Department of Statistics to Department of Statistics & Data Science and resolved that the recommendations of the Academic Council be approved. Further, resolved that the assent of the Hon'ble Chancellor regarding amendments in the relevant statutes be obtained.

Accordingly, Statute-26(30) & 27-II (18) may be amended as under:-

EXISTING	PROPOSED
Statute 26- There shall be the following University Teaching Departments:-	Statute 26- There shall be the following University Teaching Departments:-
(1) to (29) XXXX (30) Department of Statistics (31) to (55) XXXX	(1) to (29) XXXX (30) Department of Statistics & Data Science (31) to (55) XXXX

EXISTING	PROPOSED
Statute 27- Assignment of departments of Studies to Faculties:-	Statute 27- Assignment of departments of Studies to Faculties:-
I. XXXX II. Faculty of Physical Sciences (11) Chemistry (12) Mathematics (13) Physics (14) Home Science (15) Geology (16) Agriculture 2[(17) Computer Science & Applications] 3[(18) Statistics] III to XIV XXXX XXXX XXXX	I. XXXX II. Faculty of Physical Sciences (11) Chemistry (12) Mathematics (13) Physics (14) Home Science (15) Geology (16) Agriculture 2[(17) Computer Science & Applications] 3[(18) Statistics & Data Science] III to XIV XXXX XXXX XXXX

Copy of the agenda item & resolution of the Executive Council's meeting held on 29.09.2025 is enclosed herewith for kind perusal with above proposed amendments.

Accordingly, you are requested to kindly place the matter before the Hon'ble Chancellor and convey his assent for the amendment in Statute 26(30) and 27-II (18) regarding change of name of the Department of Statistics to Department of Statistics & Data Science.

Encl: As above.

REGISTRAR
27/10/25

Appendix-C/2

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel. : 0172-2740581, 2740583
Fax : 0172-2740557

No. HRB-UA-29(2)-2002/ 1140

LOK BHAVAN, HARYANA
CHANDIGARH

Dated 5th February, 2026

Speed Post

To

The Registrar,
Maharshi Dayanand University,
Rohtak - 124001, Haryana.

Subject:- Amendment in Statute – 26(57), 26(58), 27(VIII) and 27(XV) of M.D. University, Act, 1975.

.....

Sir,

I am directed to refer to your letter No.AC-VI/101/25/40854, dated 03.11.2025 and No. AC-VI/101/25/50852, dated 03.11.2025 on the subject cited above and to inform you that Hon'ble Governor-Chancellor has accorded his approval on 03.02.2026 for amendment in Statute-26(57), 26(58), 27(VIII) and & 27(XV) of M.D. University, Act, 1975 regarding establishment of Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education and establishment of Centre for Indian Knowledge System to coordinate the Development and Monitoring of Course at Maharshi Dayanand University, Rohtak, as requested vide your letters under reference.

Yours sincerely,

Kamlesh
(Kamlesh)
Superintendent,
for Secretary to Governor, Haryana

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Appendix-C/3

M.D.University, Rohtak

DEPARTMENT OF ALUMNI RELATIONS

DAR/24/11
Dated: 15/04/2024

Sub: Minutes of Meeting on 10.04.2024

The meeting of Adhoc Alumni Association of Maharshi Dayanand University Alumni Association (MDUAA) was held on 10.04.2024 at 4:30 PM in the Registrar's Committee Room, Maharshi Dayanand University, Rohtak under the Convenership of the Dean Academic Affairs to finalise the draft constitution of MDUAA.

Following were present:

1.	Prof. Anup Singh Maan	Dean Academic Affairs
2.	Prof. Gulshan Lal Taneja	Registrar
3.	Prof Vinita Shukla	Dept. of Zoology
4.	Prof. Naseeb Singh Gill	Dept. of DCSA
5.	Prof. Randeep Rana	Dean Student's Welfare
6.	Prof. Sapna Garg	Dept. of Chemistry
7.	Prof. Deepak Kaushik	Dept. of Pharmacy
8.	Dr. Pratima Ranga	Dept. of Law
9.	Dr. Jai Bhagwan Rana	D.R. R- I
10.	Prof. Sumeet Gill	Director, Dept. of Alumni Relations
11.	Dr. Shree Bhagwan	Deputy Director, Dept. of Alumni Relations
12.	Dr. V.K. Kaushik	Chief Consultant, Dept. of Alumni Relations

At the outset, Prof. Sumeet Gill, Director, Dept. of Alumni Relations, welcomed all the founder members of the MDUAA and extended gratitude for attending the meeting of the MDUAA. Further, he apprised the house regarding suggestions received for the draft constitution of the MDUAA.

After deliberations, the suggestions were incorporated in the constitution. It was resolved that the registration process of the MDUAA under Haryana Society Registration Act 2012 may be initiated at the earliest.It was further resolved that all the fifteen members of Adhoc Alumni Association shall be the founder members of MDUAA. Further, in the same meeting to draft the constitution, Dean Academic Affairs and Registrar have been designated as Vice-President-I and Vice President-2.

The meeting ended with vote of thanks to the Chair.

The copy of constitution is enclosed herewith, for kind consideration and approval by Hon'ble Vice-Chancellor.

Sumeet
15/4/24
Director, Dept. of Alumni Relations

'X'

Dean Academic Affairs

'X' above for consideration and approval ji.

25/4/24

Vice-Chancellor

Approved
K Singh
10/06/2024

DAA

CONSTITUTION AND BYELAWS
OF
MAHARSHI DAYANAND UNIVERSITY ALUMNI ASSOCIATION

Sr. No.	Subject	Description
1.	Name of the Association	The name of the Association shall be the Maharshi Dayanand University Alumni Association (MDUAA)
2.	Registered Office	The Registered Office of the MDUAA shall be at the office of the Director, Department of Alumni Relations, Maharshi Dayanand University, Rohtak, Haryana, India (hereinafter referred to as MDU).
3.	Membership	There will be the following categories of members: **A) Founder Members:** Founder members are those persons whose names appear as the first members of the society in Schedule I to the memorandum of association. The founder members will also be life members of the MDUAA. **B) Life Members:** The following categories shall be eligible to be life members on payment of the life member subscription fee. (I.) Persons who have successfully completed/passed out any degree/diploma program of a minimum one year of duration from University Teaching Departments / Institutes / Centres / Centre for Distance and Online Education (CDOE)/D.D.E. / Constituent Colleges / Regional Centres run by MDU / and Colleges / Institutes affiliated to MDU shall be eligible to be enrolled as life members of the Association. (II.) All the former regularly appointed Vice-Chancellors and former Registrars shall be the life members of the MDUAA. (III.) Confirmed employees of M.D.U. / CPAS Gurugram. In addition, the following categories shall be eligible to be ordinary members on payment of the ordinary member subscription fee: A) **Ordinary Members:** (I.) Teacher-Members: The regular teaching staff of University Teaching Departments / Institutes / Centres, Constituent Colleges / Regional Centres run by MDU, and Colleges / Institutes affiliated to MDU shall be eligible to be enrolled as ordinary member of the association. (II.) Persons who have successfully completed / passed out any degree

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Director 12/6/24
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Registrar
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diploma program of minimum one year of duration from Centre for Distance and Online Education (CDOE)/D.D.E., MDU shall be eligible to be enrolled as ordinary member of the association.

The ordinary members shall be eligible to be life members on payment of balance amount left for life member subscription fee (i.e. the difference between life member subscription fee minus what he/she has already payed, subject to production of receipt).

A. **Members on Probation:** All the newly admitted and existing students of the University Teaching Departments / Institutes / Centres / Centre for Distance and Online Education (CDOE)/D.D.E. / Constituent Colleges / Regional Centres run by MDU / and Colleges / Institutes affiliated to MDU shall be members on probation till they pass out. The members on probations will be eligible to become ordinary member's / life members after they pass out from their respective enrolled programme and deposit the balance amount.

B. **Corporate / Donor Members:** Any person, who is otherwise not eligible to become a member of association but has donated an amount as decided by the executive committee of association to the funds of the Association/the University and donation, has been accepted by MDUAA/the University.

C. **Honorary Members:** Distinguished Educationists, Researchers, Judges, Senior functionaries in Services, Industrialists, Entrepreneurs and Senior functionaries in Corporate Sectors or any person deemed fit to be nominated as Honorary Member etc. shall be nominated by the President of MDUAA.

Subscription for Membership:

a. **Founder Members:** Rs. 5000/- payable in one instalment by the entitled members.

b. **Life Members:** Rs. 5000/- payable in one instalment by the eligible Indian residents. The Non Resident Indian shall pay USD $100 orequivalentas life membership fees.

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		c. **Ordinary Members:** Rs. 1000/- payable in one instalment by the eligible member per year. d. **Corporate / Donor Members:** Rs. 50,000/- payable in one instalment by the eligible member. e. **Members on Probation:** Rs. 500/- payable per year. These entitled members will be given 50% concession for their conversion to life membership i.e. they will be charged Rs. 2500/- in total (after deposition of balance to Rs. 2500/- from what he has already paid during his tenure as student, subject to production of receipt).
4.	**Rights and privilege of members**	a. All the members, irrespective of above categories, will be entitled to have online access to MDU library. b. All the members will be free to attend all the events / functions/ conferences / seminars being organised by MDUAA. c. All the life members will have the voting rights in MDUAA elections. d. All the life members will be provided Photo identity card with their membership details on it. e. Any other facility / concession as decided by MDUAA from time to time.
5.	**Cessation of the Membership / Re-admission of expelled / suspended members**	Any person admitted as a member shall cease to be a member of the association in the following events: a. Attracts the provisions contained in The Haryana Registration and Regulation of Societies (Amendments) Act, 2015 b. Upon her / his acting contrary to the aims and objectives of the association; c. Upon such member being found guilty of a financial misappropriation of the funds of the association; d. Upon indictment and directions for removal by the District Registrar / Registrar / Registrar General of the societies; e. An honorary member shall cease to be a member of the association, decides so by passing a resolution in this behalf.
6.	**Definition of General Body**	General Body refers to the all the life members of the M

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7.	**Meeting of the General Body**	a At least one meeting of the General Body of the MDUAA shall be held during each financial year, which will be called the "Annual General Body Meeting of the MDUAA". b Other general body meetings shall be called by the Secretary in consultation with the President with his / her consent. c Requisitioned meeting shall be called by the President / any two Vice- Presidents, if a written requisition signed by at least 50 % of the Executive Committee members is presented to him / her stating the business for which the meeting is desired to be called. • **Business to be transacted in the Annual General Body Meeting of the MDUAA:** a To consider and approve the Annual Reports; b To consider and approve the Audit report for the previous year; c To consider and approve the Annual Budget Estimates for the next financial year; d To consider recommendations / proposals sent by the members or suggestions moved by the President. Requisitioned meeting of the Association will transact only the business for which the meeting has been requisitioned • **Chairperson of the General Body Meeting:** The President of the Association or in her / his absence the Vice-President-1 or in her / his absence the Vice- President-2 / Vice-President-3 will preside over the meetings of the Association. In the absence of all of them, one of the members present will be voted to chair the meeting.
8.	**Size of the Governing Body / Executive Committee**	The Executive Committee of the Association shall consist of 21 members, including Eleven (11) office bearers, and Ten (10) life members.
9.	**Creation and Constitution of the electoral colleges**	All the life members of the MDUAA shall be the part of electoral colleges. **Determination of Electoral Colleges and Collegium of the Society as per Haryana Registration and Regulations of Societies (Amendment) Bill, 2015:** 1. The society shall have electoral colleges which will elect its collegium as under: a) Numbers of life members / 1000 or five times of the strength of the Governing Body / Executive Committee i.e. 21x5 = 105, whichever is higher. (Rule 18 of the Haryana Registration and

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MDU, Rohtak

		Regulation of Societies (Amendment) Rules, 2015). However the maximum number of voters of an electoral shall not exceed 300 in any case. b) Each Electoral Colleges shall elect one member to the collegium. 2. Further constitution of Electoral Colleges and allocation of members to each Electoral Colleges shall be decided by the Governing Body with the admission of new members and such details shall be communicated to the members and also displayed on the notice board of the society in its office. 3. Any changes in the allocation of member of an Electoral Colleges shall be made only upon cessation of the member of an Electoral Colleges and induction of fresh members or on consideration of the request of any member, if found feasible of acceptance. 4. The collegium of the Society act as the General Body for all intents and purpose and the member of the collegium shall in turn elect the office bearers of the Governing Body except the President. Procedure for the Election of the Collegium is appended at Annexure I
10.	**Elections of the Governing Body / Executive Committee**	The election will be held amongst the Life Members of the association for the working position except for the President. A. **President:** The Vice- Chancellor of the MDU will be the President of the MDUAA. B. **Vice-Presidents:** There will be four Vice- Presidents of MDUAA. The Dean Academic Affairs and Registrar of MDU will be Vice-President 1 & 2 (Ex officio) respectively. However, Vice President-3 will be elected from amongst the life members of the MDUAA themselves and the Vice President-4 will be elected from amongst the donor / corporate members themselves. However, initially, the Vice Presidents-3 shall be nominated by the President and after that the Vice Presidents shall be elected through elections amongst life members. C. **Secretary:** To be elected from amongst the life members of the MDUAA. However, the first secretary shall be nominated by the President and after that the secretary shall be elected through elections. D. **Joint Secretary:** To be elected by the life members of the MDUAA. However, the first joint secretary shall be nominated by the President and after that the joint secretary shall be elected through elections.

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MDU AA

Director
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MDU, Rohtak

		F. Treasurer: To be elected by the life members of the MDUAA amongst the regular serving faculty members of MDU However, the first treasurer shall be nominated by the President and after that the treasurer shall be elected through elections. F. The remaining 10 members of the Executive Committee shall be nominated by the President from amongst the life members. Note: a. Only the life members shall have voting right during the elections. b. The term of the elected office-bearers (other than President) shall be of three years. c. The office bearers other than Ex-Officio members shall not hold the same office for more than two terms.
11.	Terms of Governing Body/ Executive Committee	The term of the members of the Executive Committee shall be of three years.
12.	Requirement of Notice of meeting of the Executive Committee	a. Meetings of the Association shall be called at a notice of at least 15 days. However, in case of emergency meetings can be called at a shorter notice, as may be decided by the President / any two Vice-Presidents. b. Meetings of the Executive Committee shall be called at a notice of at least 15 days. However, in case of emergency, the meeting may be called at a shorter notice, as may be decided by the President.
13.	Quorum of Meetings	40% members of the Executive Committee Body shall constitute a quorum for all kinds of meetings of the Association.
14.	Governing Body / Executive Committee and Urgent Meetings	Meetings: a. At least two meetings of the Executive Committee shall be held in one financial year. These will be called Ordinary Meetings of the Executive Committee. b. Requisitioned meeting shall be called by the President if a written requisition signed by at least 10 members of the Executive Committee or at least 40% of the members of the [illegible] body, is presented to her / his stating the business for the meeting as desired to be called. c. Requisitioned meeting of the Executive Committee will transact only that business for which the meeting has been requisitioned. d. 40% members of the Executive Committee shall constitute the

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MDUAA

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		quorum. **Business to be Transacted in the Ordinary Meeting:** a. To recommend the Annual Report of the MDUAA to be placed in the Annual General Meeting of the Association for consideration and approval. b. To recommend the Audit Report of the previous year and the Annual Budget Estimates for the next year to be placed in the Annual General Meeting of the Association for consideration and approval. c. To appoint the CA / Auditors. d. To plan the Activities Calendar and organize the activities of the Association; **Chairperson in the Meetings:** The President of the Association or in her / his absence the Vice-President-1 or in her / his absence Vice President-2 or in his / her absence Vice- President-3 will preside over the meetings of the Association. In the absence of all of them, one of the members present in the meeting will be voted to Chair the meeting by the members present.
15.	**Powers of Governing Body/ Executive Committee**	The Executive Committee shall frame the bye-laws of the Association. However, such bye-laws shall not be contrary to any provision of MDU Act, Statutes and Ordinances and the constitution of MDUAA. In case, this is found, provision of MDU Act, Statutes and Ordinances and the Constitution of MDU shall be final.
16.	**Office bearer of Society and their Powers**	1. The following shall be the office bearers of the Association: A. **President:** The incumbent Vice-Chancellor of MDU (Ex-Officio). B. **Chief Coordinator:** Director, Department of Alumni Relations (Ex-Officio) hereafter Chief Coordinator. C. **Coordinators (Total 02):** To be nominated by the President MDUAA from amongst the regular serving faculty members of the university (Ex-Officio). D. **Vice-President (Total – 4):** 1. Vice-President – 1 Dean Academic Affairs of MDU (Ex-Officio). 2. Vice-President – 2 Registrar of MDU (Ex- Officio). 3. Vice-President – 3 To be elected by the life members of the MDUAA from amongst themselves.

Secretary
MDUAA

Director
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Registrar
MDU, Rohtak

4. Vice-President – 4 To be elected from the donor / corporate members of the MDUAA from amongst themselves.

E. **Secretary:** To be elected by the life members of the MDUAA. However, the first Secretary shall be nominated by the President and after that the Secretary shall be elected through elections.

F. **Joint Secretary:** To be elected by the life members of the MDUAA. However, the first Joint Secretary shall be nominated by the President and after that the Joint Secretary shall be elected through elections.

G. **Treasurer:** To be elected by the life members of the MDUAA from amongst the serving employees who are also the life members of MDUAA. However, the first Treasurer shall be nominated by the President and after that the Treasurer shall be elected through elections.

Note:

a. Only the life members shall have voting right during the elections.

b. The term of the office-bearers (other than President, Vice-President-1 and Vice-President-2) shall be three years.

c. The office bearers other than Ex-Officio shall not hold the same office for more than two terms.

2. **A. President:**

a. The President shall preside over meetings of General Body / Governing Body / Executive Committee of MDUAA.

b. The President shall call special meeting of the Executive Committee of the MDUAA on the written requisition by at least fifteen (15) members of the MDUAA Executive Committee and / or fifty (50) life members of the MDUAA.

B. **Chief Coordinator:**

a. All activities and functions of MDUAA will be monitored and coordinated by Chief Coordinator under the supervision and directions of the President MDUAA.

b. He / She shall act as channel partner / linkage between the Alumni Association and the University.

c. He / She shall perform such duties and functions as entrusted to him / her by the President.

C. Coordinators:

a. Coordinator's shall assistChief Coordinator in discharge of duties and functions as entrusted to him/her by the Chief

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MDUAA

Director 12/6/24
Dept. of Alumni Relations

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Registrar
MDU, Rohtak

Coordinator / President.

b. shall act as channel partner / linkage between Association of Departments / Colleges / Institutions and MDUAA.

c. shall perform such duties and functions as entrusted to him / her by the President.

D. Vice-Presidents:

Vice-President-1:

a. The Vice-President-1 shall preside over the meetings of the Association and Executive Committee in the absence of the President.

b. shall perform such other duties and functions as may be entrusted to him / her by the President or the Executive Committee, except that related to finance / funds only in case of the first / nominated President for which he / she expressed not to accept due to certain reasons at his / her end.

Vice-President-2:

a. The Vice-President-2shall be the custodian of the property of the Association.

b. shall perform the duties and functions of the President and Vice- President-1 in the absence of the President and Vice-President-1.

c. shall perform such other duties and functions as may be entrusted to him / her by the President/ Vice-President1 or the Executive Committee.

Vice-President-3:

a. The Vice-President-3shall perform the duties and functions of the President in the absence of the President, Vice-President-1, and Vice-President-2.

b. shall perform the duties and functions of the Chief Coordinator in absence of Chief Coordinator.

c. shall perform such other duties and functions as may be entrusted to him / her by the President / Vice-Presidents or the Executive Committee.

Vice-President-4:

The Vice-President-4 shall perform such other duties and functions as may be entrusted to her/ him by the President/ Vice-Presidents or Chief Coordinator or the Executive

Secretary
MDUAA

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Committee.

E. Secretary:

a. The Secretary in coordination with Chief Coordinator, shall be responsible for maintaining all the records, proceedings,and documents of the Association.
b. shall call and arrange meetings of the Executive Committee and the Association in consultation with the President / Vice President's.
c. will record the minutes of the meetings of the Executive Committee and the Association.
d. shall represent the Association in all legal proceedings and sign all legal documents on behalf of the Association.
e. will maintain an up to date register of members and of all subscriptions and donations in coordination with the Chief Coordinator.
f. will maintain all such registers as may be necessary in connection with the work of the Association.

F. Joint Secretary:

a. The joint secretary shall assist the secretary in the discharge of her / his duties and functions.
b. shall perform all the duties of Secretary, in his absence.
c. shall perform such other duties and functions as may be entrusted to him / her by the President / Secretary / Executive Committee.

G. Treasurer:

a. The treasure shall be responsible for maintaining and operating the bank accounts of MDUAA jointly with the Chief Coordinator.
b. shall be custodian of all the records and documents related to Accounts / Finance of the Association.
c. shall be responsible for the safe custody of the assets of the Association.

17.	**Management of Funds**	a. The Funds of the Association shall consist of all subscriptions received from the life / ordinary members, subscriptions, donations and gifts etc. from any individual, group of individuals or any organization etc and shall be maintained under separate head.
		b. The bank accounts of the MDUAA shall be operated by the Treasurer jointly with the Chief Coordinator.

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MDU, Rohtak

		c. The expenditure from Alumni Association Funds (AAF) shall be made in accordance with the annual budget estimate approved by the Executive Committee. d. No part of the funds of the Association shall be spent in deviation with the objectives of the Association. e. The account(s) shall be maintained in any nationalized or private bank as decided by the Executive Committee of MDUAA. However, preference may be given to nationalized banks. f. There shall be annual audit of the Alumni Association Fund by a Chartered Accountant (auditor) to be appointed by the Executive Committee of the Association.
18.	**Provision for filling–up casual vacancies**	The President shall take appropriate decision in consultation with Executive Committee regarding casual vacancies.
19.	**Voting and Decisions**	All decisions will be taken at the meeting of the Association and the Executive Committee by a majority of votes of members present and voting. In case of equal division of votes, the Chairperson of the meeting will have a casting vote.
20.	**Amendments of the Constitution**	a. A proposal for the amendment of the Constitution of the Association shall be considered by the Executive Committee only. A proposal for an amendment may be sent to the Secretary of the Association by at least 10 members of Executive Committee / or 40% of the members of governing body, minimum one month before the date of the meeting and shall be circulated by the Secretary of the Association to all the Executive Committee members by letters or through e-mail at least fifteen days before the date of meeting of Executive Committee. b. For considering an amendment of the Constitution, not less than three fourth (3/4) members of the Executive Committee shall be required to be present at the Executive Committee Meeting. c. Subject to the provision made, an amendment of the Constitution shall require the affirmative vote of not less than two third of the Executive Committee members present in the meeting.
21.	**Regional Chapters**	The executive committee may recognize a chapter of the association in any city / of Haryana or any state or outside India region provided it has twenty-five members enrolled. The expenses of the chapter will be managed by the respective chapter under intimation to the Executive Committee of MDUAA.

Secretary
MDUAA

Director
Dept. of Alumni Relations

Registrar
MDU, Rohtak

22.	**Dissolution of the Association**	a. The Association may resolve to dissolve itself in accordance with the provisions contained in the act and the rules under there in case it becomes difficult to carry on with the operations of the association, or it becomes insolvent or for any other pressing and unavoidable reasons; b. In the event of the dissolution of the association, no assets of the association shall devolve on or distributed amongst the members of the association.MDU shall own all Assets and Liabilities of the MDUAA, in case of its dissolution. c. Its assets and properties shall be first used to liquidate liabilities, if any at the first instance, and the left-over properties / assets, if any, shall be transferred to MDU for the benefit of the students.
23.	**Sources of incomeand expenditure of the Society**	a. The sources of income of the association will include receipts on accounts of membership fee, annual subscription, rent from property / assets, interest, consultation fees, donations, gifts, grants, etc. b. The Executive Committee shall approve an annual budget of the association on the basis of the estimated income and the capital and revenue expenditure during the first quarter of every financial year and shall also place a copy thereof before the General Body in its Annual Alumni Meeting for information. c. The bank accounts of the MDUAA shall be operated by the Treasurer jointly with the Chief Coordinator. d. All assets and funds of will belong to the association and vest in the association. e. All receipts and payments of the Association shall be made through Bank instruments (i.e. DD / Pay Order / Cheque / Bank Transfers / RTGS) including all receipts towards the membership fees and the annual subscriptions from the members. f. Alumni Association Fund will be used for performing following purposes: (i) Expenditure on Alumni Meets, various social activities, literary and cultural activities, various academic and [illegible] activities including (but not limited to) Conferences, Seminars, Workshops etc. (ii) Financial support to the students of MDU.

Secretary
MDUAA

Director
Dept. of Alumni Relations

Registrar
MDU, Rohtak

		(iii) For infrastructural and other development of MDU (iv) Expenditure on placement, training and skill development activities etc. (v) Publication of literature, material papers, journals, directory etc. (vi) Payment of T. A. and D.A. to the experts \ resource persons invited for functions / events organized by MDUAA (vii) Purchase of stationary, office equipment, furniture, computer hardware and software's etc., repair, maintenance of office and related equipment etc. (viii) Expenditure on Salary / Honorarium to the staff appointed for maintaining the office of MDUAA. (ix) Payment of subscription and maintenance fee of MDUAA web-portal and other IT services. (x) Payment of Alumni office refreshment expenses as per MDU regulations. (xi)Any other purpose for fulfillment of objectives of the Association.
24.	**General provisions**	a. The Department of Alumni Relations of MDU shall be the coordinating and monitoring department for all activities and functions of MDUAA. b. The Registration & Scholarship (R&S), Branch of the MDU shall be the supporting branch for the MDUAA. c. The Chief Coordinator of the association will be the SPIO, whereas the First Appellate of MDU will be the First Appellate of MDUAA for RTI purpose. d. In case of any dispute, the Court of Law at Rohtak, Haryana shall have exclusive jurisdiction. g. If there is any doubt about the interpretation of any clause of sub-clause of the Constitution and the bye-laws, the interpretation by the President shall be final and binding.

Secretary
MDU AA

Director
Dept. of Alumni Relations

Registrar
MDU, Rohtak

25.	**Provisions related to Audit of the Society's Accounts**	a. The MDUAA will be responsible for keeping and maintaining proper books of accounts, i.e. cash book, ledger etc. as required under the Income Tax laws and / or any other authority including the Institute of Chartered Accountant of India, at its Registered Office with respect to all receipts and expanses as well as the assets and liabilities of the association. b. The books of accounts of the association shall be open to inspection during the business hours by the Registrar General, Registrar, District Registrar or any officer authorized by them or by any member of the association. c. The annual accounts of the MDUAA will be signed by the Secretary along with Treasurer of the MDUAA and the same will be counter signed by the Chief Coordinator/Director, Department of Alumni Relations. d. The Executive Committee will appoint Chartered Accountant, who shall not be a member of the Executive Committee or family member of any member of the Executive Committee, for maintaining and auditing the accounts and filing of income tax return of the association for each financial year, at such remuneration as may be determined by the Executive Committee.
26.	**Operations of Bank Accounts**	The bank accounts of the MDUAA shall be operated by the Treasurer jointly with the Chief Coordinator.

Dist. Registrar of Societies
Department of Industries & Commerce Haryana

Secretary
MDUAA

Director
Dept. of Alumni Relations

Registrar
MDU, Rohtak

List of Members of
Governing Body of Maharshi Dayanand University Alumni Association (MDUAA)

Sr. No.	Name	Father's/ Husband Name	Occupation & Address	Designation
1	Prof. Rajbir Singh	Sh. Balbir Singh	The Vice- Chancellor, MDU, Rohtak	President MDUAA
2	Prof. Anup Singh Maan	Sh. M.S. Maan	The Dean Academic Affairs, MDU, Rohtak	Vice President-1
3	Prof. Gulshan Lal Taneja	Sh. Sunder Lal	The Registrar, MDU, Rohtak	Vice President-2
4	Prof. Vinita Shukla	Dr. S.P. Shukla	Prof., Department of Zoology, MDU, Rohtak	Member
5	Prof. Nasib Singh Gill	Sh. Karam Singh	Prof., Department of Computer Science and Applications, MDU, Rohtak	Vice President-3
6	Prof. Rishi Choudhary	Sh. R.S. Choudhary	Prof., Department of IMSAR, MDU, Rohtak	Member
7	Prof. Minakshi Vashist	Sh. Madan Gopal Vashist	Prof., Department of Genetics, MDU, Rohtak	Member
8	Prof. Sonia Malik	Sh. J.S. Dahiya	Prof., Department of Psychology, MDU, Rohtak	Member
9	Prof. Randeep Rana	Sh. Ram Singh	Prof., Department of English, MDU, Rohtak	Secretary
10	Prof. Sapana Garg	Dr. Ram Niwas Gupta	Prof., Department of Chemistry, MDU, Rohtak	Member
11	Prof. Rajeev Kumar	Sh. Roshan Lal	Prof., Department of Mathematics, MDU, Rohtak	Member
12	Prof. Deepak Kaushik	Sh. Narinder Sharma	Prof., Department of Pharmaceutical Sciences, MDU, Rohtak	Treasurer
13	Prof. Anju Dhiman	Sh. Sharwan Kumar	Asso. Prof., Department of Pharmaceutical Sciences, MDU, Rohtak	Member
14	Dr. Pratima Ranga	Sh. Bhim Singh	Ass. Prof., Department of Law, MDU Rohtak	Joint Secretary
15	Sh. Om Parkash Yadav	Sh. Sarjit Singh	OSD, P & S Branch, MDU Rohtak	Member
16	Prof. Sumeet Gill	Sh. Rajinder Singh Gill	Prof., Department of Mathematics, MDU, Rohtak	Chief Coordinator

Director
Department of Alumni Relations
Rohtak

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC
Maharshi Dayanand University Alumni Association

REGISTRATION FORM

Paste Passport size Photograph

Name of the Alumnus (Mr/Ms/Dr/Prof).....

Gender ..... (Male/Female) Passing Year.....

Date of Birth:.....

Contact Mailing Address (Residence):.....

Mobile No. .....

Email:.....

Degree obtained (Minimum One Year Duration)

☐ Bachelor Year: .. .. ..

☐ Master Year: .. ..

☐ MPhil Year: .. ..

☐ PhD Year: .. ..

☐ Diploma: .....

☐ Any Other:.....

Name of the Department/College: .....

Present Designation & Full Address of the Organization:

.....

.....

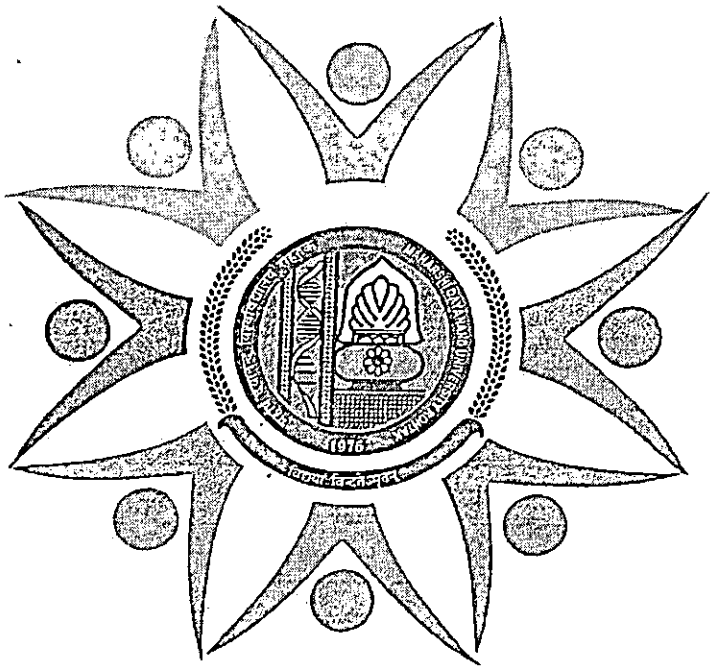
.....

*Note:- Kindly attached copy of the latest degree you attained from M.D. University, Rohtak and ID Proof.

Date and Place

Signature of the Alumnus

Appendix-C/4



University Outreach Programme
Maharshi Dayanand University, Rohtak

UNIVERSITY OUTREACH PROGRAMME

Maharshi Dayanand University, Rohtak

4th Meeting of University Outreach Programme Advisory Committee was held on 29th November 2024 at 3:00 pm in Committee room adjacent to the Vice-Chancellor's Office, M.D. University Rohtak.

Following members were present in the meeting:

S.no	Members	
1	Prof. Rajbir Singh, Vice-Chancellor-cum-Chairman, MDU	Chairman
2	Prof. A.S. Maan, Dean Academic Affairs, MDU	Chief Advisor
3	Prof. Gulshan Lal Taneja, Registrar, MDU	Advisor
4	Prof. Randeep Rana, Dean Students Welfare, MDU	Advisor
5	Prof. Jaibir Hooda, Director, UCCE, MDU	Advisor
6	Prof. Divya Malhan, Director, CC& PC, MDU	Advisor
7	Prof. Anju Dhiman, Coordinator, YRC,MDU	Advisor
8	Dr. Savita Rathee, Coordinator, NSS, MDU	Advisor
9	Dr. Dalbir Hooda, Principal, Govt. PG College, Jhajjar	Member
10	Dr. Munjula Spah, Principal , GVM Girls College, Sonipat	Member
11	Dr. Jai Pal Sharma, Principal, Gaur Brahman Degree College, Rohtak	Member
12	Mr. Pardeep, Representative/Ms. Mukesh Devi, Sarpanch Dobh	Member
13	Ms. Garima, AIJHM College, Rohtak.	Member
14	Ms. Nisha, B-Tech (ECE) M.D.U Rohtak	Member
15	Dr. Surrender Yadav, Coordinator, UTD, UOP	Member
16	Dr. Aarti, Coordinator, UTD, UOP	Member
17	Prof. Rajkumar, Chief Consultant, UOP	Special Invitee
18	Sh. Sunil Jaglan, Ex-Sarpanch, Bibipur Village	Special Invitee
19	Mr. Mukesh Bhatt, Finance Officer, MDU Rohtak	Special Invitee
20	Dr. Karmvir Sheokand, Deputy Director, UOP	Special Invitee
21	Prof. Anju Dhiman, Director, University Outreach Programme	Member-Secretary

At the outset of the meeting, the Director of Outreach introduced the concept of the University Outreach Programme, its purpose, and the modus operandi for its implementation. Mr. Sunil Jaglan also shared his experiences and insights gained from outreach programs with various institutions.

Item No. 1. Confirmation of the minutes of 3rd Annual meeting of the University Outreach Programme Advisory Committee held on 06.11.2023 already circulated to all the members.

Resolution 1. The committee confirmed the minutes of 3rd Annual Meeting of University Outreach Programme Advisory Committee held on 06.11.2023.

Item No. 2. Follow-up action report on the decision taken by the University Outreach Programme Advisory Committee in its meeting held on 06.11.2023.

Resolution 2. The committee noted the follow up action report. (Annexure A/1 page 1)

Item No. 3. Progress report of University Outreach Programme M.D.U, Rohtak from 1st July 2023 to 30th June 2024.

Resolution 3. The committee noted the progress report of University Outreach Programme MDU Rohtak from 1st July 2023 to 30th June 2024.

(Annexure A/2 pages 2-38)

Item no. 4. Proposed calendar of activities for the session 2024-2025 (1st July 2024 to 30th June 2025).

Resolution 4. The committee approved the calendar of activities for the session 2024-2025 and recommended that the awareness programs on the Values of Constitution, Teachings of Swami Dayanand Saraswati and Celebrations of Golden Anniversary of Maharshi Dayanand University from 19th April 2025 onwards must be the part of University Outreach Programme activities.

(Annexure A/3 page 39)

Item no. 5. To consider and approve the collection of University Outreach Program fee @Rs. 60/- per student per annum (UTD, CPAS & affiliated colleges) and Rs. 30/- out of Rs. 60/- may be remitted to the University by the affiliated College/Institute for organizing activities of University Outreach Program and balance fee of Rs. 30/- shall be kept by the concerned College/Institute for promoting the community connect.

Resolution 5. The proposal was discussed and approved. The committee recommended initiating further action in this regard.

Item no.6. Consideration of University Outreach Programme App.

Resolution 6. The committee considered and in principal approved the design app for University Outreach Programme. The committee also appreciated and acknowledged Mr. Neeraj Sehgal, Director, Stigasoft, Alumni of IMSAR, Mr. Manish Ranjan, Chief Solution Architect, Stigasoft and their team for development of app without any charge. Further, the committee authorized the Chairman of University Outreach Programme Advisory Committee for final decision with regard to the approval of app.

Item no.7. Consideration of University Outreach Programme logo.
Resolution 7. The committee considered and in principal approved the proposal. Further, the Committee authorized the Chairman of University Outreach Programme Advisory Committee for final decision with regard to the approval of logo.

Item no.8. Any other item with the permission of the 'Chair'.
Resolution 8. The committee deliberated on the proposal of implementation of 4-Credit Course on "Community Engagement & Service" for UG and PG students, its syllabus and guidelines. The committee recommended the syllabus and guidelines for consideration of the Academic Council.

Meeting ended with vote of thanks to the Chair.

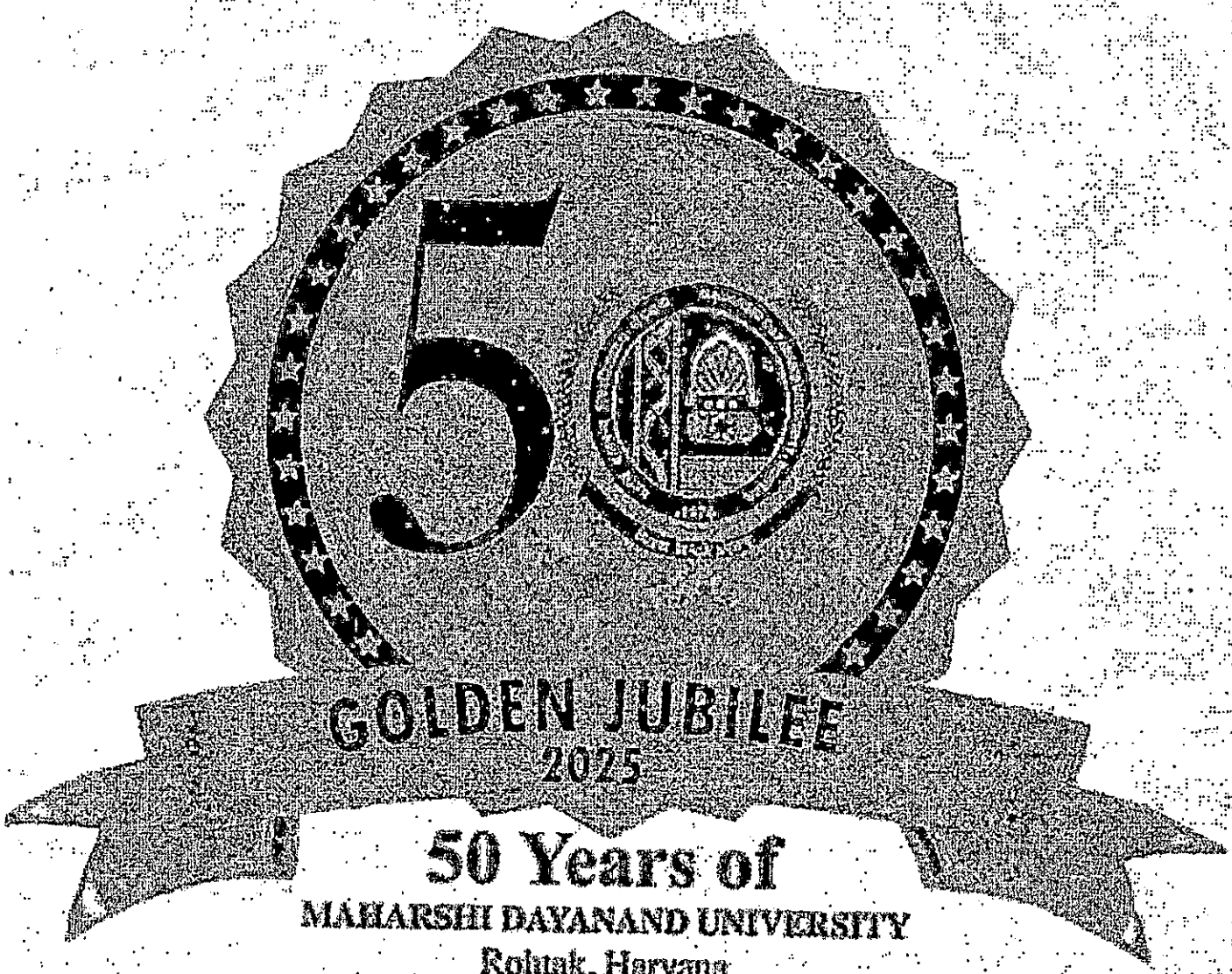
Submitted for approval please.

Director 5.12.24
University Outreach Programme

Vice-Chancellor
MLD University, Rohtak

5/12/2024

Appendix-C/5


50
GOLDEN JUBILEE
2025
50 Years of
MAHARSHI DAYANAND UNIVERSITY
Rohtak, Haryana

Appendix-C/6

Minutes of the meeting of the Committee constituted by the Vice-Chancellor held on 14.02.2025 at 2:30 p.m. in the office of the Head, Department of Statistics to examine the enhancement in Allowances of drivers i.e. cost of Cloth of Uniforms (Summer & Winter) and stitching charges and give its recommendations in the light of existing provisions of the State Government and nearby Universities of Haryana:

The following were present:

1. Prof. S.C. Malik — Convener
2. Prof. Rajiv Kumar — Member
3. Prof. Pramod Bhardwaj — Member
4. Sh. Shyam Sunder Sharma — Member

The Finance Officer, Member of the Committee, was out of station on 14.02.2025.

The Committee discussed the existing allowances of uniforms of drivers i.e. cost of Cloth of Uniforms (Summer & Winter) and stitching charges in detail and observed that the existing rates of Allowances of Uniforms of the drivers are not sufficient in the light of inflation in prices of Cloth & Stitching Charges due to passage of time.

After detailed deliberations, the Committee recommended the enhancement in rates of Uniform Allowances (Summer & Winter) and stitching charges of the drivers as under:

S. No.	Description/item	Existing Rates OR Ceiling Cost	Proposed Rates/Provisions OR Ceiling Cost
1.	3 Shirts & 3 Pents (Cotton)	Rs.1500/- After every 2 Years	Rs.2250/- After every 1.5 (one & half) Years
2..	1 Shirts & 1 Pent (Woolen)	Rs.1000/- After every 3 Years	Rs.1500/- Stitching Charges Extra
3.	1 Pair of Black Shoes	Rs.1650/- after an interval of two years in accordance with E.C. Resolution No.45 dated 24.09.2016	Rs.2000/- After an interval of two years

14/2/2025 — (S.C. MALIK)

14/02/25 — (RAJIV KUMAR)

14/02/25 — (PRAMOD BHARDWAJ)

14/02/2025 — (SHYAM S. SHARMA)

Appendix-C/7

Annexure-I

Qualifications for the posts of Assistant Professor in Pharmaceutical Sciences

a) First class B. Pharm. with Master's degree in Pharmacy (M.Pharm.) in the appropriate branch of specialization in Pharmacy.

i) The candidate must possess a basic degree recognized by the Pharmacy Council of India in pharmacy obtained from an examining authority (University) approved by the Pharmacy Council of India under section 12 of the Pharmacy Act, 1948.

ii) The candidate should be registered in the register of pharmacists maintained by a State Pharmacy Council.

Note- NET is not required for Pharmacy discipline.

Annexure-II

Criteria for shortlisting and selection of eligible candidates for appointment to the post of Assistant Professor in discipline of Pharmaceutical Sciences in the University

1. Criteria for shortlisting

S. No.	Academic Record	Score		
1.	**Graduation**	80% & Above = 15	60% (55% in case of SC/BC (non-creamy layer)/PWD) to less than 80% = 13	
2.	**Post-Graduation**	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/BC (non-creamy layer)/PWD) to less than 60%=20
3.	**Ph.D.**	**30 marks**		
4.	***Research Publications**	**10 (Max.)**		
	a. SCOPUS/Web of Science	03 marks / publication		
	b. UGC CARE list w.e.f. 14th June 2019/ Publications prior to 14th June, 2019 in peer reviewed or UGC old listed journals	02 marks / publication		
5.	**Teaching / Post Doctoral Experience (2 marks for one year each)#**	10		
6.	**Awards**	**Maximum – 03 marks**		
	International / National level (Awards given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	03		
	State-Level (Awards given by State Government)	02		

 # If the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately. The candidates are required to submit Form No.16 or the salary statement issued by the employer and supported by the Bank Statement for the claimed period as proof of the experience in addition to the experience certificate.

On the basis of score as per above Table, the top 20+5n candidates will be shortlisted for n (n=1,2,3,...) posts, for example, 25 for single post and 30,35,40... for 2,3,4,... posts, respectively. In case of tie of the score with the lowest qualified candidates, all such candidates having same score shall also be included in the list of shortlisted candidates.

In case of number of candidates is less than 20+5n (for n=1,2,3... posts), all such candidates will be deemed to be shortlisted for interview. The process shall not be carried forward if the number of candidates is less than 3.

Further, the process of shortlisting / selection will be carried out for filling up only that many advertised posts which satisfy atleast 1:3 ratio for advertised number of posts to the number of eligible candidates e.g. If there are 7 applicants for three advertised posts, then selection shall be made only against two posts.

Note:

***Criteria for Calculation of Marks for Joint Publication(s)(Research Papers/Books)**: Of the total score for the relevant category of publications by the concerned applicant the First/Principal author/ Corresponding author would share 70% of the total value of publication and remaining 30% of the total value of publication for each of other authors. For example, if the total score for a publication is 02(say), then the first/principal author/corresponding author would get 1.4 marks each and the other authors would get 0.6 marks each. However, the marks for research paper(s) published will be considered only if the candidate will submit authentic proof for the same up to the last day of the receipt of the applications.

2. **Selection of shortlisted candidates for UTDs/ MDU-CPAS/Centre for Distance and Online Education (CDOE):**

The shortlisted candidates shall appear before the selection committee having composition as per Statute – 22 of M. D. University Act.

The selections shall be based on the performance in the interview by assessing the following:

Sr. No.	Component	Weightage
(i)	Subject Knowledge & Research Aptitude	50%
(ii)	Presentation, Communication Skills & ICT Knowledge	30%
(iii)	Overall Personality	20%

Note: The candidates failing to secure atleast 50% marks in the performance of the interview will not be considered suitable for selection.

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Appendix C/8

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. 25 of 1975)
'A+' Grade University Accredited by NAAC

REGD./E.MAIL

No. CB-8/2022/Norms/ 1050-1103
Dated: 08-01-2022

To

The Principals/Directors,
All the Engineering, Management and Architecture Colleges/Institutions,
Affiliated to M.D.University, Rohtak

Sub: Norms for making appointments and approval of appointments of various teaching and non-teaching staff in all Engineering, Management and Architecture Colleges/ Institutions affiliated to M.D.University, Rohtak - E.C. Reso. No. 42 dated 31.12.2021

Sir/Madam,

Please find enclosed herewith a copy of norms for making appointments and approval of appointments of various teaching and non-teaching staff in Engineering, Management and Architecture Colleges/Institutions affiliated to M.D.University, Rohtak duly approved by the Executive Council of M.D.University, Rohtak vide its Reso. No. 42 dated 31.12.2021.

You are, therefore requested to follow these norms strictly with immediate effect, while appointing various teaching and non-teaching staff at your college/institute, otherwise proceedings of selection committee as well as their appointments will not be approved by the University.

Encl: As above

Yours faithfully,

8.1.2022
Superintendent (Colleges)
for DCDC

Norms for selection process for making appointments of Teaching & Non-Teaching staff in S.F.S. Engineering, Management & Architecture Colleges/ Institutes affiliated to M.D. University, Rohtak

1.	a)	i.	The vacant regular post(s) must be advertised in three Newspapers [one National daily - having at least two editions in different States including Haryana and NCR (Main edition) and two leading Regional dailies - one in English and other in Hindi with wide circulation within the state of Haryana and NCR] by the President (Governing Body of the College)/Administrator/ Chairman (Board of Governors of the College) (as the case may be) giving 21 days time for submission of Application Forms.
		ii.	Apart from displaying the Advertisement(s) on the Notice-Board of the College/Institute, the same must be circulated among all staff members in the concerned College/Institute.
		iii.	The post(s) for appointment of Teaching & Non-Teaching Staff may be advertised only if there is regular Principal/Director or through duly approved faculty member working as officiating Principal/Director, otherwise advertisements shall be treated as invalid and Vice-Chancellor's Nominee(s) shall not be provided.
		iv.	If a corrigendum is issued by the College/Institute concerned, it must be published in the same newspapers in which the advertisement was earlier published.
	b)	Number of vacant post(s) must be published in the advertisement(s).	
	c)	The advertisement(s) for the post(s) must include the website address and E-mail address of the College/Institute for reference of the applicants.	
	d)	The last date for submission of applications {21 days from date of publication of the advertisement(s)} must be mentioned in the advertisement(s). Only those candidates shall be called for interview, whose application forms have been received at both the places i.e. in the O/o Dean College Development Council (DCDC), M.D. University, Rohtak and the College/Institute concerned.	
	e)	A visible/readable attested hard copy of full page of newspapers in which the advertisement(s) have been published be sent to the DCDC, M.D. University, Rohtak. A softcopy through E-mail should also be sent to the Director, University Computer Centre, M.D. University, Rohtak for publishing on the University website within one week of the publication of advertisement(s) positively, with a copy of the same to DCDC, M.D. University, Rohtak.	
2.	a)	i)	The advertisement(s) and Application Form must be uploaded on the website of the College/Institute.
		ii)	The Application Form may also be collected from the office of the College/Institute during office hours or may be downloaded from the website of the College/Institute concerned. The cost of application in case of downloaded form shall be paid by means of Demand Draft(D.D) or through RTGS/NEFT in the designated bank account of amount equivalent to the cost of Application Form & shall be in favour of the Principal/Director or President, Governing Body/Chairman, Board of Governors (if the post of Principal/Director is advertised) of the concerned College/ Institution.
		iii)	A column pertaining to Mobile Number and E-mail of the applicant must be included in the Application Form.
		iv)	For each post, two sets of Application Form and supporting documents

			be prepared. A copy of the Application Form complete in all respects alongwith all supporting documents including educational qualifications, recent passport size photograph, properly catalogued/flagged should be submitted in the office of the Principal/Director of the concerned College/Institute and the other copy be sent to the DCDC, M.D. University, Rohtak by Registered Post or by hand. v) In case of any variation detected in the Application Form, the copy submitted to the DCDC, M. D. University, Rohtak will be considered as final. vi) The nomenclature of the Post applied for must be clearly mentioned in the Application Form.
	b)	i) ii)	The candidates must fulfil educational qualifications, experience etc. as per norms of UGC/ AICTE/ State Govt./ M.D. University, Rohtak. The eligibility of the candidate will be determined on the last date of submission of Application Form.
3.	a)		In accordance with the E.C. Reso. No. 49 dated 11.03.2017, the validity of application forms will be twelve months therefore, the College/ Institute shall complete the process for making appointments of teaching and non-teaching staff within twelve months from the last date of submission of application forms, failing which fresh advertisement will be required.
	b)		The minimum & upper age applicable for recruitment shall be as under:- i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years. ii) Maximum age for entry in the service of College/Institute for teaching (Assistant Professor) & Non-Teaching staff - 50 years as resolved vide E.C. Reso. No. 30 dated 12.10.2012 for Education and Engineering Colleges/Institutes for Teaching post(s). iii) The age of retirement for Director/Principal shall be 65 years. The age of retirement for Associate Professor/Professor shall be 70 years. iv) There shall be no maximum age for the post of Associate Professor/Professor/Director/Principal subject to provisions in point No.iii) above.
4.		i) ii)	In Professional Colleges/Institutes (Engineering, Management, Architecture, Law etc.), the appointments of teaching staff may be made by the Selection Committee(s) constituted by the concerned College/Institute as per qualifications laid down by the State Govt./adopted by the Affiliating University concerned as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/ 2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003 by associating at least three outside experts in the concerned course of study, at the level of Professor. In exceptional cases, where Professor in the concerned course of study are not available, senior Associate Professors with more than 5 years experience may be taken as experts. Vide point No.3 of the advisory issued by Council of Architecture (COA) ref. No.CA/5/Academic/2021/Circular dated 15.03.2021

		regarding selection process for faculty of Architecture *"the institution shall send its request to the Council for appointing a Nominee on the Selection Committee/Interview Board at least 15 days in advance of the date of interview"*. iii) Further, vide point No.6 of advisory by Council of Architecture (COA) ref. No.CA/5/Academic/2021/Circular dated 15.03.2021, *"the Selection Committee apart from the Nominee of Council of Architecture shall consist of essentially managements or their representative, head of the institution, at least two subject experts and other mandatory members as per affiliating University. The composition of the committee shall be such that the majority members of the interview panel are Architects".*
5.		* However, the college/institution may make appointments through a panel provided by University. In such case, the request for appointment of University/Vice-Chancellor's Nominee(s) and Panel of Subject Experts, must be accompanied by:- i) Photocopy of the advertisements duly attested by the Principal/ Director of the College/Institute. ii) Complete synopsis with Date of Birth, percentage of marks from Matric onwards, category, experience etc. of all the eligible applicants who have applied upto the last date, duly authenticated by the Principal/Director.
6.		* For the provision in point no. 5 above, the date of interview shall be fixed in consultation with the University/Vice-Chancellor's Nominee(s) and Subject Experts. All eligible candidates/applicants, whose applications are received in the College/Institute concerned as well as in the University be informed within prescribed period, at least 10 days before the date of interview by Registered Post as well as E-Mail of the candidate(s).
7.		In case of SFS Colleges/Institutes as well as Govt. Aided Pvt. Colleges running SFS Program(s)/Course(s), the interview may be conducted even in case of single eligible applicant appearing in the interview.
8.		The qualifications and the selection criteria for the appointment of Assistant Professor/Associate Professor/Professor in Humanities/Social Science/Commerce/Sciences shall be as per UGC Norms.
9.		For work related to screening and interview for a given post, the remuneration for each member of the Selection Committee for a single sitting would be Rs. 3000/- only and in case the duration extends beyond five hours, remuneration would be paid @ Rs 5000/- per day.
10.		(i) The Vice-Chancellor's Nominee-I shall submit the proceedings of the Selection Committee to the DCDC, M. D. University, Rohtak immediately after the interview along with CD of videography covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Application forms of the candidates handed over to Vice Chancellor Nominee-I before the interview. b) Consolidated Synopsis-cum-academic merit list of all the candidates appeared before the Committee. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. ii) The Principal/Director shall also submit the following documents

immediately after the interview to the DCDC, M.D. University, Rohtak:-

a) Proceedings of the Selection Committee meeting.
b) Consolidated Synopsis-cum-academic merit list of all the candidates.
c) Score sheet indicating performance of all candidates by each member of Selection Committee.
d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee.
e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee.
f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee.
g) Attendance sheet of the candidates in original.
h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list).
i) Attested readable/visible copy of the advertisements.

iii) In case of selections made by Professional Colleges/Institutes as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003, the proceedings of the Selection Committee must be sent by the Director/Principal of the concerned College/Institute to the DCDC, M.D. University, Rohtak alongwith all relevant documents and CD covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:-

a) Proceedings of the Selection Committee meeting.
b) Consolidated Synopsis-cum-academic merit list of all the candidates.
c) Score sheet indicating performance of all candidates by each member of Selection Committee.
d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee.
e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee.
f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee.
g) Attendance sheet of the candidates in original.
h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list).
i) Attested readable/visible copy of the advertisement.

11.		The panel drawn by the Selection Committee will remain valid for six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor.
12.		The appointment letter should not be issued to the selected candidates, unless the proceedings of the Selection Committee are approved by the Vice-Chancellor.
13.		The appointment letter for the posts other than Peons and Class-IV categories shall be issued only by the President (Governing Body of the College)/ Administrator/ Chairman (Board of Governors of the College/Institute) (as the case may be) and for the post(s) of Peon and Class-IV categories, the appointment letters may be issued by the Principal/ Director of the concerned College/ Institute and joining reports must be arranged/ submitted accordingly.
14.		The Pay Scale as per MDU/AICTE/UGC norms, Nature of the post and Probation Period should be clearly mentioned in the appointment letter.
15.		The case(s) for approval of individual appointment submitted to the A.R./D.R. (Colleges), M.D. University, Rohtak must be accompanied by the following documents: i. Proforma of Teacher's Return/Non-Teaching Staff Return (as the case may be) duly filled in by the concerned Teaching/Non-Teaching staff complete in all respects and countersigned by the Principal/ Director of the concerned College/Institute and in case of appointment of a Principal/Director, the proforma should be duly countersigned by the President, Governing Body/Administrator/ Chairman, Board of Governors. ii. A copy of the appointment letter and joining report of concerned employee duly attested by the Principal/Director of the concerned College/Institute or duly attested by the President, Governing Body/ Administrator/ Chairman, Board of Governors, in case of appointment of Principal/Director. iii. A copy of the approval letter of proceedings of the Selection Committee issued by the University for the concerned post(s) duly attested by the Principal/Director or duly attested by the President, Governing Body/Administrator/Chairman, Board of Governors, in case of appointment of Principal/Director. iv. One set of attested copies of detailed marks cards of all the examinations from Matric onwards passed by the concerned employee duly attested by the Principal/Director of the College/ Institute or duly attested by the President, Governing Body/ Administrator/Chairman, Board of Governors, in case of appointment of Principal/Director. v. Verification report in original is mandatory for each of the supporting certificates included in the Synopsis-cum-Merit List and College Teacher Return/Non-Teaching Staff Return (as the case may be) from the concerned authorities. vi. In case of Teaching & Non-Teaching staff in Govt. Colleges, the visible/readable attested photocopies of the original verification report submitted by the Principal of a Govt./Govt. Aided Colleges(In case the original verification reports have been retained at some other institution) provided where the Principal concerned gives undertaking on letter head that the original verification reports pertaining to Xerox copies have been retained by the College. vii. If the name of the said approved teacher does not figure in the Teacher's Return of the next academic session, the approval shall deemed to be

		withdrawn. viii. The application fee for a teacher for approval of appointment shall be Rs. 5000/-, and shall also be applicable to the cases submitted by Govt. Colleges. ix. 2nd /next time approval of the teacher shall also be charged (i.e. Rs. 5000/-). x. Approval of other University or M.D. University shall not be a basis of eligibility forever. The fees for approval of a non-teaching staff other than Class-IV (Group-D) shall be Rs. 2000/-. Clause (vii) & (ix) as above shall be applicable to non-teaching staff. Amount similar as above amount shall also be chargeable for cases submitted by Govt. Colleges for approval of appointment with a fee of Rs. 2000/-.
16.		In case of verification of documents of any candidate from overseas, the College/Institute shall ensure that all the documents sent by a concerned institute (overseas) are verified through Institutional accredited email clearly indicating the name of the competent authority with complete details and the place of the state/ province with zip code.
17.		The approval of appointment for a said teacher/ non-teaching employee shall be for a particular College/Institute in which he/she has joined, change of College/Institute or cadre shall warrant a fresh approval of appointment through procedure laid down by the University for the purpose, except in case of Govt. College(s).

Appendix-4/9-

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. 25 of 1975)
'A+' Grade University Accredited by NAAC

REGD./E.MAIL

No. CB-8/2022/Norms/ 1050-1103
Dated: 08-01-2022

To

The Principals/Directors,
All the Engineering, Management and Architecture Colleges/Institutions,
Affiliated to M.D.University, Rohtak

Sub: Norms for making appointments and approval of appointments of various teaching and non-teaching staff in all Engineering, Management and Architecture Colleges/ Institutions affiliated to M.D.University, Rohtak - E.C. Reso. No. 42 dated 31.12.2021

Sir/Madam,

Please find enclosed herewith a copy of norms for making appointments and approval of appointments of various teaching and non-teaching staff in Engineering, Management and Architecture Colleges/Institutions affiliated to M.D.University, Rohtak duly approved by the Executive Council of M.D.University, Rohtak vide its Reso. No. 42 dated 31.12.2021.

You are, therefore requested to follow these norms strictly with immediate effect, while appointing various teaching and non-teaching staff at your college/institute, otherwise proceedings of selection committee as well as their appointments will not be approved by the University.

Encl: As above

Yours faithfully,

8.1.2022

Superintendent (Colleges)
for DGDC

Norms for selection process for making appointments of Teaching & Non-Teaching staff in S.F.S. Engineering, Management & Architecture Colleges/ Institutes affiliated to M.D. University, Rohtak

1.	a)	i.	The vacant regular post(s) must be advertised in three Newspapers [one National daily - having at least two editions in different States including Haryana and NCR (Main edition) and two leading Regional dailies - one in English and other in Hindi with wide circulation within the state of Haryana and NCR] by the President (Governing Body of the College)/Administrator/ Chairman (Board of Governors of the College) (as the case may be) giving 21 days time for submission of Application Forms.
		ii.	Apart from displaying the Advertisement(s) on the Notice-Board of the College/Institute, the same must be circulated among all staff members in the concerned College/Institute.
		iii.	The post(s) for appointment of Teaching & Non-Teaching Staff may be advertised only if there is regular Principal/Director or through duly approved faculty member working as officiating Principal/Director, otherwise advertisements shall be treated as invalid and Vice-Chancellor's Nominee(s) shall not be provided.
		iv.	If a corrigendum is issued by the College/Institute concerned, it must be published in the same newspapers in which the advertisement was earlier published.
	b)	Number of vacant post(s) must be published in the advertisement(s).	
	c)	The advertisement(s) for the post(s) must include the website address and E-mail address of the College/Institute for reference of the applicants.	
	d)	The last date for submission of applications {21 days from date of publication of the advertisement(s)} must be mentioned in the advertisement(s). Only those candidates shall be called for interview, whose application forms have been received at both the places i.e. in the O/o Dean College Development Council (DCDC), M.D. University, Rohtak and the College/Institute concerned.	
	e)	A visible/readable attested hard copy of full page of newspapers in which the advertisement(s) have been published be sent to the DCDC, M.D. University, Rohtak. A softcopy through E-mail should also be sent to the Director, University Computer Centre, M.D. University, Rohtak for publishing on the University website within one week of the publication of advertisement(s) positively, with a copy of the same to DCDC, M.D. University, Rohtak.	
2.	a)	i)	The advertisement(s) and Application Form must be uploaded on the website of the College/Institute.
		ii)	The Application Form may also be collected from the office of the College/Institute during office hours or may be downloaded from the website of the College/Institute concerned. The cost of application in case of downloaded form shall be paid by means of Demand Draft(D.D) or through RTGS/NEFT in the designated bank account of amount equivalent to the cost of Application Form & shall be in favour of the Principal/Director or President, Governing Body/Chairman, Board of Governors (if the post of Principal/Director is advertised) of the concerned College/ Institution.
		iii)	A column pertaining to Mobile Number and E-mail of the applicant must be included in the Application Form.
		iv)	For each post, two sets of Application Form and supporting documents

		be prepared. A copy of the Application Form complete in all respects alongwith all supporting documents including educational qualifications, recent passport size photograph, properly catalogued/flagged should be submitted in the office of the Principal/Director of the concerned College/Institute and the other copy be sent to the DCDC, M.D. University, Rohtak by Registered Post or by hand. v) In case of any variation detected in the Application Form, the copy submitted to the DCDC, M. D. University, Rohtak will be considered as final. vi) The nomenclature of the Post applied for must be clearly mentioned in the Application Form.
	b)	i) The candidates must fulfil educational qualifications, experience etc. as per norms of UGC/ AICTE/ State Govt./ M.D. University, Rohtak. ii) The eligibility of the candidate will be determined on the last date of submission of Application Form.
3.	a)	In accordance with the E.C. Reso. No. 49 dated 11.03.2017, the validity of application forms will be twelve months therefore, the College/ Institute shall complete the process for making appointments of teaching and non-teaching staff within twelve months from the last date of submission of application forms, failing which fresh advertisement will be required.
	b)	The minimum & upper age applicable for recruitment shall be as under:- i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years. ii) Maximum age for entry in the service of College/Institute for teaching (Assistant Professor) & Non-Teaching staff - 50 years as resolved vide E.C. Reso. No. 30 dated 12.10.2012 for Education and Engineering Colleges/Institutes for Teaching post(s). iii) The age of retirement for Director/Principal shall be 65 years. The age of retirement for Associate Professor/Professor shall be 70 years. iv) There shall be no maximum age for the post of Associate Professor/Professor/Director/Principal subject to provisions in point No.iii) above.
4.		i) In Professional Colleges/Institutes (Engineering, Management, Architecture, Law etc.), the appointments of teaching staff may be made by the Selection Committee(s) constituted by the concerned College/Institute as per qualifications laid down by the State Govt./adopted by the Affiliating University concerned as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/ 2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003 by associating at least three outside experts in the concerned course of study, at the level of Professor. In exceptional cases, where Professor in the concerned course of study are not available, senior Associate Professors with more than 5 years experience may be taken as experts. ii) Vide point No.3 of the advisory issued by Council of Architecture (COA) ref. No.CA/5/Academic/2021/Circular dated 15.03.2021

		regarding selection process for faculty of Architecture *"the institution shall send its request to the Council for appointing a Nominee on the Selection Committee/Interview Board at least 15 days in advance of the date of interview"*. iii) Further, vide point No.6 of advisory by Council of Architecture (COA) ref. No.CA/5/Academic/2021/Circular dated 15.03.2021, *"the Selection Committee apart from the Nominee of Council of Architecture shall consist of essentially managements or their representative, head of the institution, at least two subject experts and other mandatory members as per affiliating University. The composition of the committee shall be such that the majority members of the interview panel are Architects".*
5.		* However, the college/institution may make appointments through a panel provided by University. In such case, the request for appointment of University/Vice-Chancellor's Nominee(s) and Panel of Subject Experts, must be accompanied by:- i) Photocopy of the advertisements duly attested by the Principal/ Director of the College/Institute. ii) Complete synopsis with Date of Birth, percentage of marks from Matric onwards, category, experience etc. of all the eligible applicants who have applied upto the last date, duly authenticated by the Principal/Director.
6.		* For the provision in point no. 5 above, the date of interview shall be fixed in consultation with the University/Vice-Chancellor's Nominee(s) and Subject Experts. All eligible candidates/applicants, whose applications are received in the College/Institute concerned as well as in the University be informed within prescribed period, at least 10 days before the date of interview by Registered Post as well as E-Mail of the candidate(s).
7.		In case of SFS Colleges/Institutes as well as Govt. Aided Pvt. Colleges running SFS Program(s)/Course(s), the interview may be conducted even in case of single eligible applicant appearing in the interview.
8.		The qualifications and the selection criteria for the appointment of Assistant Professor/Associate Professor/Professor in Humanities/Social Science/Commerce/Sciences shall be as per UGC Norms.
9.		For work related to screening and interview for a given post, the remuneration for each member of the Selection Committee for a single sitting would be Rs. 3000/- only and in case the duration extends beyond five hours, remuneration would be paid @ Rs 5000/- per day.
10.		(i) The Vice-Chancellor's Nominee-I shall submit the proceedings of the Selection Committee to the DCDC, M. D. University, Rohtak immediately after the interview along with CD of videography covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Application forms of the candidates handed over to Vice Chancellor Nominee-I before the interview. b) Consolidated Synopsis-cum-academic merit list of all the candidates appeared before the Committee. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. ii) The Principal/Director shall also submit the following documents

immediately after the interview to the DCDC, M.D. University, Rohtak:-

a) Proceedings of the Selection Committee meeting.
b) Consolidated Synopsis-cum-academic merit list of all the candidates.
c) Score sheet indicating performance of all candidates by each member of Selection Committee.
d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee.
e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee.
f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee.
g) Attendance sheet of the candidates in original.
h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list).
i) Attested readable/visible copy of the advertisements.

iii) In case of selections made by Professional Colleges/Institutes as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003, the proceedings of the Selection Committee must be sent by the Director/Principal of the concerned College/Institute to the DCDC, M.D. University, Rohtak alongwith all relevant documents and CD covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:-

a) Proceedings of the Selection Committee meeting.
b) Consolidated Synopsis-cum-academic merit list of all the candidates.
c) Score sheet indicating performance of all candidates by each member of Selection Committee.
d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee.
e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee.
f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee.
g) Attendance sheet of the candidates in original.
h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list).
i) Attested readable/visible copy of the advertisement.

11.		The panel drawn by the Selection Committee will remain valid for six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor.
12.		The appointment letter should not be issued to the selected candidates, unless the proceedings of the Selection Committee are approved by the Vice-Chancellor.
13.		The appointment letter for the posts other than Peons and Class-IV categories shall be issued only by the President (Governing Body of the College)/ Administrator/ Chairman (Board of Governors of the College/Institute) (as the case may be) and for the post(s) of Peon and Class-IV categories, the appointment letters may be issued by the Principal/ Director of the concerned College/ Institute and joining reports must be arranged/ submitted accordingly.
14.		The Pay Scale as per MDU/AICTE/UGC norms, Nature of the post and Probation Period should be clearly mentioned in the appointment letter.
15.		The case(s) for approval of individual appointment submitted to the A.R./D.R. (Colleges), M.D. University, Rohtak must be accompanied by the following documents: i. Proforma of Teacher's Return/Non-Teaching Staff Return (as the case may be) duly filled in by the concerned Teaching/Non-Teaching staff complete in all respects and countersigned by the Principal/ Director of the concerned College/Institute and in case of appointment of a Principal/Director, the proforma should be duly countersigned by the President, Governing Body/Administrator/ Chairman, Board of Governors. ii. A copy of the appointment letter and joining report of concerned employee duly attested by the Principal/Director of the concerned College/Institute or duly attested by the President, Governing Body/ Administrator/ Chairman, Board of Governors, in case of appointment of Principal/Director. iii. A copy of the approval letter of proceedings of the Selection Committee issued by the University for the concerned post(s) duly attested by the Principal/Director or duly attested by the President, Governing Body/Administrator/Chairman, Board of Governors, in case of appointment of Principal/Director. iv. One set of attested copies of detailed marks cards of all the examinations from Matric onwards passed by the concerned employee duly attested by the Principal/Director of the College/ Institute or duly attested by the President, Governing Body/ Administrator/Chairman, Board of Governors, in case of appointment of Principal/Director. v. Verification report in original is mandatory for each of the supporting certificates included in the Synopsis-cum-Merit List and College Teacher Return/Non-Teaching Staff Return (as the case may be) from the concerned authorities. vi. In case of Teaching & Non-Teaching staff in Govt. Colleges, the visible/readable attested photocopies of the original verification report submitted by the Principal of a Govt./Govt. Aided Colleges(In case the original verification reports have been retained at some other institution) provided where the Principal concerned gives undertaking on letter head that the original verification reports pertaining to Xerox copies have been retained by the College. vii. If the name of the said approved teacher does not figure in the Teacher's Return of the next academic session, the approval shall deemed to be

		withdrawn. viii. The application fee for a teacher for approval of appointment shall be Rs. 5000/-, and shall also be applicable to the cases submitted by Govt. Colleges. ix. 2nd /next time approval of the teacher shall also be charged (i.e. Rs. 5000/-). x. Approval of other University or M.D. University shall not be a basis of eligibility forever. The fees for approval of a non-teaching staff other than Class-IV (Group-D) shall be Rs. 2000/-. Clause (vii) & (ix) as above shall be applicable to non-teaching staff. Amount similar as above amount shall also be chargeable for cases submitted by Govt. Colleges for approval of appointment with a fee of Rs. 2000/-.
16.		In case of verification of documents of any candidate from overseas, the College/Institute shall ensure that all the documents sent by a concerned institute (overseas) are verified through Institutional accredited email clearly indicating the name of the competent authority with complete details and the place of the state/ province with zip code.
17.		The approval of appointment for a said teacher/ non-teaching employee shall be for a particular College/Institute in which he/she has joined, change of College/Institute or cadre shall warrant a fresh approval of appointment through procedure laid down by the University for the purpose, except in case of Govt. College(s).

Appendix-C/10

MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. 25 of 1975)
A+ Grade NAAC Accredited

MOST URGENT
Regd.

No.CB-V(b)/Misc./2025/ 5704-06
Dated: 19-5-2025

To,

The Director/Principal
Affiliated Architectural Colleges/Institutes,
M.D. University, Rohtak.

Sub: - Composition of Selection Committee for the post of Principal/Director and other Teaching staff in Architecture colleges/institutes

Sir/Madam,

It is to inform you that the Vice-Chancellor in anticipation approval of the Academic Council/Executive Council has approved the following composition of Selection Committee for the post of Principal/Director and other Teaching staff in Architecture colleges/institutes:-

A. Principal/Director:-

1. Chairman/President or his/her Nominee.
2. Nominee of the Council of Architecture.
3. One Nominee of the Vice-Chancellor.
4. Two subject Experts.
5. Principal/Director of any other college.

Note:- The majority members of the interview panel shall be concerned from Architects. Nominees at point No.3, 4 & 5 would be nominated by the Vice-Chancellor.

B. Teaching Staff:-

1. Chairman/President or his/her Nominee.
2. Head of the College/Institution i.e. Principal/Director of the college/institute concerned.
3. Nominee of the Council of Architecture.
4. One Nominee of the Vice-Chancellor
5. Two subject Experts.

Note:- The majority members of the interview panel shall be concerned from Architects. Nominees at point No.4 & 5 would be nominated by the Vice-Chancellor.

Accordingly, you are requested to adhere with the said composition while making selection for the post of Principal/Director and other Teaching staff in your college/institute.

Yours faithfully,

Deepak Kumar
19/5/25
Superintendent (Colleges)
For D.C.D.C.

Endst. No.CB-V(b)/Misc./2025/ 5707 Dated 19-05-25

A copy of the above is forwarded to the Director, University Computer Centre (U.C.C.), M.D.U., Rohtak with the request to upload the same on the website of the University.

Deepak Kumar
19/5/25
Superintendent (Colleges)
For D.C.D.C.

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-45-

Appendix-C/11

From

Principal Secretary to Govt. of Haryana,
Higher Education Department, Haryana, Chandigarh

To

1. The Registrar, Kurukshetra University, Kurukshetra
2. The Registrar, Maharishi Dayanand University, Rohtak
3. The Registrar, Ch. Devi Lal University, Sirsa.
4. The Registrar, Bhagat Phool Singh Mahila Vishwavidyalya, Khanpur Kalan (Sonepat).
5. The Registrar, Indira Gandhi University, Meerpur (Rewari).
6. The Registrar, Ch. Ranbir Singh University, Jind.
7. The Registrar, Ch. Bansi Lal University, Bhiwani.
8. The Registrar, Gurugram University, Gurugram.
9. The Registrar, Dr. B.R. Ambedkar, National Law University, Rai, Sonipat.
10. The Registrar, Maharishi Balmiki Sanskrit University, Mundri, Kaithal.
11. All the Principals of Government and Government Aided Private Colleges situated in the State of Haryana.

Memo No. 7/79-2017 C-IV(3)
Dated Panchkula, the 11/11/2022

Subject: Revised minimum qualifications for appointment of teachers and other academic staff including Librarians and Directors of Physical Education and sports in Universities and Colleges and measures for the maintenance of Standards in Higher Education 2022 based on University Grants Commission Regulations 2018.

*****

In supersession of this office memo No. KW-7/18-2009 C-IV(3), dated 21.7.2011 the State Government after re-considering the recommendations of the University Grants Commission notification No. F.1-2/2017(EC/PS), dated 18.7.2018 has decided to issue a revised order on minimum qualifications for appointment of teachers and other academic staff including Librarians and Director of Physical Education and sports in Universities and Colleges and measures for the maintenance of Standards in Higher Education, based on University Grants Commission Regulations 2018. The decisions taken by the State Government are incorporated in the enclosed Appendices.

Anomalies, if any, in the implementation of the scheme may be brought to the notice of Higher Education Department for clarification.

This issues with the concurrence of the Chief Secretary to Govt. Haryana vide their U.O.No.13/25/2022-6HR-I, dated 27.10.2022.

Enclosure- Page 1 to 51

11/11/22

Joint Director Administration,
for Principal Secretary to Govt. of Haryana,
Higher Education Department, Panchkula

Endst. No. 7/79-2017 C-IV(3) Dated Panchkula, the 11.11.2022

A copy is forwarded to the Secretary to Govt. of India, Ministry of Human

Endst. No. 7/79-2017 C-IV(3) Dated Panchkula. the 11/11/2022

A copy is forwarded to the Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi for information andnecessary action.

11/11/22

Joint Director Administration
for Principal Secretary to Govt. of Haryana,
Higher Education Department, Panchkula

Endst. No. 7/79-2017 C-IV(3) Dated Panchkula. the 11/11/2022

A copy is forwarded to the Accountant General (Accounts) Haryana and Accountant General (Audit) Haryana, Chandigarh for information and necessary action.

11/11/22

Joint Director Administration
for Principal Secretary to Govt. of Haryana,
Higher Education Department, Panchkula

Endst. No. 7/79-2017 C-IV(3) Dated Panchkula. the 11/11/2022

A copy is forwarded to the Additional Chief Secretary to Govt. Haryana, Finance Department with reference to his U.O.No.1/46/2009-4PR(FD) 12718, dated 17.8.2022.

11/11/22

Joint Director Administration
for Principal Secretary to Govt. of Haryana,
Higher Education Department, Panchkula

Annexure A/25

From

Principal Secretary Govt. of Haryana,
Higher Education Department,
Haryana, Chandigarh.

To

All the Principals,
Govt. Aided Private Colleges in State of Haryana.

Memo No. KW 8/36-2009 C-IV(3)
Dated, Panchkula, the 18/04/2023

Subject: **Revised criteria for the recruitment of Assistant Professor and Principals in Govt. Aided Private Colleges in State of Haryana.**

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In continuation of this Directorate Memo No. KW 8/36-2009 C-IV(3) dated 12.12.2022 on the subject cited above.

The amended revised criteria for the recruitment of Assistant Professors and Principals in Govt. Aided Private Colleges in State of Haryana has been approved by the State Government. The copy of the revised Criteria is enclosed herewith for further necessary action.

This issues with the approval of the Competent Authority.

Encls: 1 to 4 pages

Assistant Director C-IV
for Principal Secretary to Govt. Haryana
Higher Education Department,
Haryana.

Endst No. Even Dated, Panchkula.

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

1. The Registrar, Kurukshetra University, Kurukshetra.
2. The Registrar, Maharishi Dayanand University, Rohtak.
3. The Registrar, Ch. Devi Lal University, Sirsa.
4. The Registrar, Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan (Sonepat).
5. The Registrar, Indira Gandhi University, Meerpur (Rewari).
6. The Registrar, Ch. Ranbir Singh University, Jind.
7. The Registrar, Ch. Bansi Lal University, Bhiwani.
8. The Registrar, Gurugram University, Gurugram.
9. The Registrar, Dr. B.R. Ambedkar, National Law University, Rai, Sonepat
10. The Registrar, Maharishi Balmiki Sanskrit University, Mundri, Kaithal.
11. IT cell for uploading on the portal

Assistant Director C-IV
for Principal Secretary to Govt. Haryana
Higher Education Department,
Haryana.

CRITERIA FOR SELECTION OF ASSISTANT PROFESSORS IN GOVT. AIDED PRIVATE COLLEGES IN THE STATE OF HARYANA

Category	Marks
I. Academic Record	40 Marks
II. Additional Qualifications	15 Marks
III. Teaching Experience and Research	20 Marks
IV. Co-curricular Activities	7.5 Marks
V. Sports	5 Marks
VI. Interview	12.5 Marks
TOTAL :	100 Marks

I. Academic Record: Maximum 40 marks

Sr. No.	Particulars	Marks
1	Above 55 % marks in Master's degree	0.4 mark for each percentage
2	Above 55 % marks in Graduation	0.3 mark for each percentage
3	Above 55 % marks in 10+2	0.2 mark for each percentage
4	Above 55 % marks in Matriculation	0.1 mark for each percentage

II. Additional Qualification: Maximum 15 Marks

Sr. No.	Particulars	Marks
1	Graduation with Honours in the relevant subject	03 Marks
2	Ph.D.	10 Marks
3	JRF	05 Marks
4	NET	03 Marks
5	SLET/SET	02 Marks

III. Teaching Experience and Research: Maximum 20 marks

A. Teaching Experience: Maximum 10 marks

Sr. No.	Particulars	Marks
1	Teaching experience after acquiring eligibility qualifications in the relevant subject	1 mark for each academic year (0.5 mark per Semester)

B. Research: Maximum 10 marks

Sr. No.	Particulars	Marks
1	Research Publications	3 marks for each research publications published in Peer-Reviewed or UGC-listed Journals
2	Paper Presentation in Conferences	International (Abroad) - 05 each
		International (Within country) - 3 each
		National - 2 each
		State/University - 1 each

IV. Co-curricular Activities: 7.5 marks

Sr. No.	Particulars	Marks
1	NCC (Maximum 5 marks)	NCC 'C' Certificate - 05 marks
		NCC 'B' Certificate - 02 marks
2	NSS (Maximum 5 marks)	NSS National Award - 05 marks
		NSS State Award - 02 marks
3	Position in Competitions like Debate/Declamation/Quiz/ Poetic recitation/Fine Art etc. (Maximum 5 marks)	5 Marks for each National Level position
		2 Mark for each State/Inter-University Level position
		1 Mark for each position in Zonal Youth Festival.
4	Participation in Republic Day Parade, New Delhi	Maximum 2 Marks

V. Sports* (Maximum 5 Marks)

Sr. No.	Particulars	Marks
1	International Level position	5 marks
2	National Level position	First – 3 marks, Second – 2 marks &Third – 1 mark
3	State/Inter-University Level position	First – 2 marks, Second & Third – 1 mark

*** Certificate of Gradation from Sports Department of Haryana Govt. is mandatory to claim the marks**

VI. Interview: 12.5 marks

Sr. No.	Particulars	Marks
1	Subject Knowledge including presentation of 4-5 minutes on a topic given by the Selection Committee	5 Marks
2	Communication Skill & ICT knowledge	4.5 Marks
3	Overall Personality	3 Marks

Performance in interview shall be assessed on the basis of above mentioned criteria. Each member of Selection Committee shall assess candidates and shall assign marks individually in all the three sub-categories mentioned at VI above. For selection, marks obtained by candidates in Categories I to V will be added to the average marks assigned by all members of Selection Committee.

Note:

- During recruitment process, rules/instructions framed by the Govt. from time to time shall be applicable.
- Sports certificates must be issued for such tournament recognized by the State/Central Govt.
- In case of SC candidates, marks shall be allotted as per same criteria mentioned above.

CRITERIA FOR SELECTION OF PRINCIPALS IN GOVT. AIDED PRIVATE COLLEGES IN THE STATE OF HARYANA

Category	Marks
I. Academic Record	20 Marks
II. Teaching Experience and Assessment of Administrative Skill	35 Marks
III. Academic/Research Score	32.5 Marks
IV. Interview	12.5 Marks
TOTAL:	**100 Marks**

I. Academic Record: Maximum 20 marks

Sr. No.	Particulars	Marks
1	Above 55 % marks in Master's degree	0.5 mark for each percentage (maximum 5 marks)
2.	Above 55 % marks in Graduation	0.4 mark for each percentage (maximum 5 marks)
3.	Above 55 % marks in 10+2/Prep.	0.3 mark for each percentage (maximum 5 marks)
4	Above 55 % marks in Matriculation	0.2 mark for each percentage (maximum 5 marks)

II. Teaching Experience and Assessment of Administrative Skill: Maximum 35 marks

A. Teaching Experience: Maximum 10 marks

Sr. No.	Particulars	Marks
1	Above 15 years teaching experience	1 mark for each year

B. Assessment of Administrative Skill: Maximum 25 marks

(i) Experience of Administrative Responsibilities

Sr. No.	Particulars	Marks
1	Experience as Joint/Deputy/Assistant Director in Directorate of Higher Education, Haryana	1 mark for each year
2	Experience as Registrar or any other administrative post in any University	1 mark for each year
3	Experience as Head of the Higher Education Institution i.e. Principal, Officiating Principal/DDO	1 mark for each year

(ii) Experience of Key responsibilities in colleges

Sr. No.	Particulars	Marks
1	Staff Representative or V.C. Nominee in Managing Committee of any College	1 mark for each year maximum upto 3 marks
2	Co-ordinator or Organizing Secretary of International/National/State Conference/Event	1 mark for each event maximum upto 3 marks
3	Bursar	1 mark for each year maximum upto 3 marks
4	NSS Programme Officer	1 mark for each year maximum upto 3 marks
5	YRC Counsellor	1 mark for each year maximum upto 3 marks
6	Hostel Warden	1 mark for each year maximum upto 3 marks
7	Member of any Statutory Body of University	1 mark for each year maximum upto 2 marks
8	Experience as Associate NCC Officer in HEI (s)	1 mark for each year maximum upto 3 marks

(iii) Experience of Committees in College

Sr. No.	Particulars	Marks
1	Coordinator IQAC	

2	Editor in Chief, College Magazine	1 mark for each academic year maximum upto 2 marks
3	Member, College Advisory Council	1 mark for each academic year maximum upto 2 marks
4	Convenor, University Work Committee	1 mark for each academic year maximum upto 2 marks
5	Convenor, Cultural Affairs Committee	1 mark for each academic year maximum upto 2 marks
6	Convenor, Purchase/Procurement Committee	1 mark for each academic year maximum upto 2 marks
7	Convenor, Building/Works Committee	1 mark for each academic year maximum upto 2 marks
8	Convenor, Sports Committee	1 mark for each academic year maximum upto 2 marks
9	Convenor, Discipline Committee	1 mark for each academic year maximum upto 2 marks
10	Convenor, Internal (Complaint)Committee	1 mark for each academic year maximum upto 2 marks
11	Convenor, Road Safety Club	1 mark for each academic year maximum upto 2 marks
12	Convenor, Red Ribbon Club	1 mark for each academic year maximum upto 2 marks
13	Convenor, Eco Club	1 mark for each academic year maximum upto 2 marks
14	In-charge, Placement Cell	1 mark for each academic year maximum upto 2 marks
15	In-charge, Women Cell	1 mark for each academic year maximum upto 2 marks
16	In-charge, Time-table Committee	1 mark for each academic year maximum upto 2 marks
17	In-charge, SC/BC Committee	1 mark for each academic year maximum upto 2 marks

III. Academic/Research Score: Maximum 32.5 marks

Sr. No.	Particulars	Marks
1	Research Score above 110as per the criteria given in Appendix II, Table2.	0.3 mark for each 1 Research Score above 110

IV. Interview: 12.5 marks

Sr. No.	Particulars	Marks
1	Knowledge of Service rules, financial matters & ICT tools	4 Marks
2	Leadership Qualities and Decision making power	5.5 Marks
3	Overall Personality	3 Marks

Marks of only one experience under Category II B shall be allowed in one academic year. The convenor/In-charge shall be entitled mark (s) allotted to each category of experience. Similarly, the member (s) of Committee shall also be entitled for 0.25 mark for each Committee up to maximum marks allotted above. In case of repetition of any assignment/Committee under Category II (B) (ii) & (iii), the maximum marks allotted above, shall be allowed.

Performance in interview shall be assessed on the basis of above-mentioned criteria. Each member of Selection Committee shall assess candidates and shall assign marks individually in all the three sub-categories mentioned at IV above. For selection, marks obtained by candidates in Categories I to III will be added to the average marks assigned by all members of Selection Committee.

Note:

- Teaching experience of candidates shall be considered only in case of teaching the concerned subject after acquiring eligibility qualifications determined by the Govt.

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Annexure-B

Chapter-7

Revised Qualifications and Criteria for Appointment and Promotion of Teachers and Equivalent Cadres in the University and Govt. Aided Colleges

1.1 Qualifications for Assistant Professor (University and Colleges)

i) The National Eligibility Test (NET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the State.

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D. Degree) Regulation 2016 and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that the award of degree to candidates registered for the M.Phil/Ph.D.programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NETfor recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

a) The Ph.D. degree of the candidate has been awarded in regular mode only;
b) The Ph.D. thesis has been evaluated by at least two external examiners;
c) An open Ph.D. viva voce of the candidate has been conducted;
d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

ii) The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.

iii) A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Backward Classes 'A' & 'B'(Non-creamy Layer) of Haryana/Differently- abled (a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for directrect ruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned aboveare permissible, based only on the qualifying marks without including any grace markprocedure.

iv) A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to19 September,1991.

v) A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed byarecognized university, at the Mnster's level shall also be considered valid.

vi) The Ph.D. Degree shall be a mandatory qualifiention for appointment and promotion to the post of Professor.

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vii) The Ph.D. Degree shall be a mandatory qualification for appointment to the post of Associate Professor in Universities but it shall be a mandatory qualification for promotion with effect from3 years (5 years in case of college teachers) from the date of issue of this notification by the State Government.

viii) The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities with effect from 3 years from the date of issue of this notification by the State Government.

ix) The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from the date of issue of this notification by the State Government.

x) The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further, the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular facultymembers upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) may be allowed by their respective institutions to take study leave for pursuing Ph.D.degree.

1.2 Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants commission Act, 1956 or in an institution deemed to be a University under Section 3 of the saidAct if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Regulations.

2.0 Direct Recruitment

2.1 For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.

I. Assistant Professor:

Eligibility (A or B):

A.

i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.

ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC,likeSLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D.Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET:

Provided, the candidates registered for the Ph.D. programme prior to July 11,2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

a) The Ph.D. degree of the candidate has been awarded in a regular mode;

b) The Ph.D. thesis has been evaluated by at least two external examiners;

c) An open Ph.D. viva voce of the candidate has been conducted;

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d) The Candidate has published two research papers from his/her Ph.D. work, out of which atleast one is in a refereed journal;

e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET / SLET / SET is not conducted by the UGC, CSIR or similar test accredited by the UGC,likeSLET/SET.

OR

B. The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in theWorld University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University(Shanghai).

Note: *The Academic score as specified in Appendix II (Table3A) for Universities shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in theinterview.Selection of Assistant Professors in Government Colleges shall be made by HPSC and in Govt Aided Private Colleges, as per criteria determined by the State Govt. from time to time based on UGC regulations.*

II. Associate Professor:

Eligibility:

i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevantdisciplines.

ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system isfollowed).

iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:

Eligibility (A or B):

A.

i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published workwith,a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total researchscore of120 as per the criteria given in Appendix II, Table2.

ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above)/ industry,who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years'experience.

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IV. **Senior Professor:**
Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

ii) An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC- listed journals, significant research contribution to the discipline, and engaged in research supervision.

ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.

iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.

iv) The selection shall be based on ten best publications in the Peer-reviewed or UGC –listed journals and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per these Regulations.

V. **College Principal:**

Eligibility:

i) Ph.D. degree

ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.

iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.

iv) A minimum of 110 Research Score as per Appendix II,Table2

2.2. **Music, Performing Arts, Visual Artsand Other Traditional Indian Art Forms like Sculpture, etc.**

I. **Assistant Professor:**

Eligibility:

i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D.programmeprior to July 11,2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SETfor recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfilment of the following conditions:

a) Ph.D. degree has been awarded to the candidate in a regular mode

b) The Ph.D. thesis has been evaluated by at least two external examiners;

c) An open Ph.D. viva voce of the candidate had been conducted;

d) Candidate has published two researeh papers from his/her Ph.D. work, out of which, at least one is in a refereed journal;

e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/ funded / sponsored by the UGC / AICTE / ICSSR or any other similar agency.

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SELECTION CRITERIA FOR THE POST OF PRINCIPAL IN GOVT. AIDED PRIVATE COLLEGES, SFS DEGREE AND LAW COLLEGES/INSTITUTES AFFILIATED WITH M.D. UNIVERSITY, ROHTAK

Category		Marks
I.	Academic Record	20 Marks
II.	Teaching Experience and Assessment of Administrative Skill	35 Marks
III.	Academic/Research Score	32.5 Marks
IV.	Interview	12.5 Marks
	TOTAL:	**100 Marks**

I. **Academic Record:** **Maximum 20 marks**

Sr. No.	Particulars	Marks
1	Above 55% marks in Master's degree	0.5 mark for each percentage (maximum 5 marks)
2	Above 55% marks in Graduation	0.4 mark for each percentage (maximum 5 marks)
3	Above 55% marks in 10+2/Prep.	0.3 mark for each percentage (maximum 5 marks)
4	Above 55% marks in Matriculation	0.2 mark for each percentage (maximum 5 marks)

II. **Teaching Experience and Assessment of Administrative Skill: Maximum 35 Marks**

A. **Teaching Experience: Maximum 10 Marks**

Sr. No.	Particulars	Marks
1	Above 15 years teaching experience	1 mark for each year

B. **Assessment of Administrative Skill: Maximum 20 marks**

i) **Experience of Administrative Responsibilities**

Sr. No.	Particulars	Marks
1	Experience as Joint/Deputy/Assistant Director in Directorate of Higher Education, Haryana	1 mark for each year
2	Experience as Registrar or any other administrative post in any University	1 mark for each year
3	Experience as Head of the Higher Education Institution i.e. Principal, Officiating Principal/DDO	1 mark for each year

ii) **Experience of Key responsibilities in colleges/Institutions/Universities**

Sr. No.	Particulars	Marks
1	Staff Representative or V.C. Nominee in Managing Committee of any College	1 mark for each year Maximum upto 3 marks
2	Co-ordinator or Organizing Secretary of International/National/State Conference/Event	1 mark for each year Maximum upto 3 marks
3	Bursar/Finance Officer	1 mark for each year Maximum upto 3 marks
4	NSS Programme Officer/Program Co-ordinator	1 mark for each year Maximum upto 3 marks

5	YRC Counsellor/ Co-ordinator	1 mark for each year Maximum upto 3 marks
6	Hostel Warden	1 mark for each year Maximum upto 3 marks
7	Member of any Statutory Body of University	1 mark for each year Maximum upto 2 marks
8	Experience as Associate NCC Officer in HEI(s)	1 mark for each year Maximum upto 3 marks

iii) Experience of Committees in Colleges/Universities/Institutions

Sr. No.	Particulars	Marks
1	Co-ordinator IQAC/Director, IQAC	1 mark for each academic year Maximum upto 2 marks
2	Editor in Chief, College/University/Institute Magazine	1 mark for each academic year Maximum upto 2 marks
3	Member, College/University/Institute Advisory Council	1 mark for each academic year Maximum upto 2 marks
4	Convenor/Co-ordinator/Incharge, University Work Committee	1 mark for each academic year Maximum upto 2 marks
5	Convenor/Co-ordinator/Incharge, Cultural Affairs Committee	1 mark for each academic year Maximum upto 2 marks
6	Convenor/Co-ordinator/Incharge, Purchase/Procurement Committee	1 mark for each academic year Maximum upto 2 marks
7	Convenor/Co-ordinator/Incharge, Building/Works Committee	1 mark for each academic year Maximum upto 2 marks
8	Convenor/Co-ordinator/Incharge, Sports Committee	1 mark for each academic year Maximum upto 2 marks
9	Convenor/Co-ordinator/Incharge, Discipline Committee	1 mark for each academic year Maximum upto 2 marks
10	Convenor/Co-ordinator/Incharge, Internal (Complaint) Committee	1 mark for each academic year Maximum upto 2 marks
11	Convenor/Co-ordinator/Incharge, Road Safety Club	1 mark for each academic year Maximum upto 2 marks
12	Convenor/Co-ordinator/Incharge, Red Ribbon Club	1 mark for each academic year Maximum upto 2 marks
13	Convenor/Co-ordinator/Incharge, Eco Club	1 mark for each academic year Maximum upto 2 marks
14	Convenor/Co-ordinator/Incharge, Placement Cell	1 mark for each academic year Maximum upto 2 marks
15	Convenor/Co-ordinator/Incharge, Women Cell	1 mark for each academic year Maximum upto 2 marks
16	Convenor/Co-ordinator/Incharge, Time-Table Committee	1 mark for each academic year Maximum upto 2 marks
17	Convenor/Co-ordinator/Incharge, SC/BC Committee	1 mark for each academic year Maximum upto 2 marks

III. **Academic/Research Score: 32.5 marks**

Sr. No.	Particulars	Marks
1	Research Score above 110 as per the criteria given in Appendix II, Table2	0.3 mark for each 1 Research Score above 110

IV. **Interview: 12.5 marks**

Sr. No.	Particulars	Marks
1	Knowledge of Service rules, financial matters & ICT Tools	4 marks
2	Leadership Qualities and Decision making power	5.5 Marks
3	Overall Personality	3 Marks

Marks of only one experience under Category II B shall be allowed in one academic year. The convenor/In-charge shall be entitled mark (s) allotted to each category of experience. Similarly, the member (s) of Committee shall also be entitled for 0.25 mark for each Committee up to maximum marks allotted above. In case of repetition of any assignment/Committee under Category II (B) (ii) & (iii), the maximum marks allotted above, shall be allowed.

Performance in interview shall be assessed on the basis of above-mentioned criteria. Each member of Selection committee shall assess candidates and shall assign marks individually in all the three sub-categories mentioned at IV above. For selection, marks obtained by candidates in Categories I to III will be added to the average marks assigned by all members of Selection Committee.

Notes:

- Teaching experience of candidates shall be considered only in case of teaching the concerned subject after acquiring eligibility qualifications determined by the Govt.

SELECTION CRITERIA FOR THE POST OF ASSISTANT PROFESSOR IN GOVT. AIDED PRIVATE COLLEGES, S.F.S. DEGREE/LAW/EDUCATION COLLEGES/INSTITUTES AND ASSISTANT PROFESSOR IN HUMANITIES & SCIENCES IN ENGINEERING & MANAGEMENT COLLEGES/INSTITUTES AFFILIATED WITH M.D. UNIVERSITY, ROHTAK

Category		Marks
I.	Academic Record	40 Marks
II.	Additional Qualifications	15 Marks
III.	Teaching Experience and Research	20 Marks
IV.	Co-curricular Activities	7.5 Marks
V.	Sports	5 Marks
VI.	Interview	12.5 Marks
	TOTAL:	100 Marks

I. **Academic Record:** **Maximum 40 marks**

Sr. No.	Particulars	Marks
1	Above 55% marks in Master's degree	0.4 mark for each percentage
2	Above 55% marks in Graduation	0.3 mark for each percentage
3	Above 55% marks in 10+2	0.2 mark for each percentage
4	Above 55% marks in Matriculation	0.1 mark for each percentage

II. **Additional Qualification:** **Maximum 15 Marks**

Sr. No.	Particulars	Marks
1	Graduation with Honours in the relevant subject	03 Marks
2	Ph.D.	10 Marks
3	JRF	05 Marks
4	NET	03 Marks
5	SLET/NET*	02 Marks

III. **Teaching Experience and Research: Maximum 20 Marks**

A. **Teaching Experience: Maximum 10 Marks**

Sr. No.	Particulars	Marks
1	Teaching experience after acquiring eligibility qualifications in the relevant subject	1 mark for each academic year (0.5 mark per Semester)

B. **Research:** **Maximum 10 marks**

Sr. No.	Particulars	Marks
1	Research Publications	3 marks for each research publications published in Peer-Reviewed/UGC-listed Journals upto 13.06.2019 and UGC CARE Listed Journals w.e.f. 14.06.2019
2	Paper Presentation in Conferences	International (Abroad) -05 each International (Within country) - 3 each National - 2 each State/University - 1 each

IV. **Co-curricular Activities: 7.5 marks**

Sr. No.	Particulars	Marks
1	NCC (Maximum 5 marks)	NCC 'C' Certificate - 05 marks
		NCC 'B' Certificate - 02 marks
2	NSS (Maximum 5 marks)	NSS National Award - 05 marks
		NSS State Award - 02 marks
3	Position in Competition like Debate/Declamation/Quiz/Poetic recitation/Fine Art etc. (Maximum 5 marks)	5 Marks for each National Level position
		2 Marks for each State/Inter-University Level position
		1 Mark for each position in Zonal Youth Festival
4	Participation in Republic Day Parade, New Delhi	Maximum 2 Marks

V. **Sports* (Maximum 5 Marks)**

Sr. No.	Particulars	Marks
1	International Level position	5 marks
2	National Level position	First-3 marks, Second-2 marks & Third-1 mark
3	State/Inter-University Level position	First-2 marks, Second & Third-1 mark

*Certificate of Gradation from Sports Department of Haryana Govt. is mandatory to claim the marks

VI. **Interview: 12.5 marks**

Sr. No.	Particulars	Marks
1	Subject Knowledge including presentation of 4 - 5 minutes on topic given by the Selection Committee	5 marks
2	Communication Skills & ICT Knowledge	4.5 Marks
3	Overall Personality	3 Marks

Performance in interview shall be assessed on the basis of above mentioned criteria. Each member of Selection Committee shall assess candidates and shall assign marks individually in all the three sub-categories mentioned at VI above. For selection, marks obtained by candidates in Categories I to V will be added to the average marks assigned by all members of Selection Committee.

Notes:

- **During recruitment process, rules/instructions framed by the Govt. from time to time shall be applicable.**
- **Sports certificate must be issued for such tournament recognized by the State/Center Govt.**
- **In case of SC candidates, marks shall be allotted as per same criteria mentioned above.**

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

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

'A+' Grade University Accredited by NAAC

(Through Email)

CB-3/F.52/2024/ 14380 - 14627

Dated: 13-9-24

To

All the Principals/Directors
Degree/Law/Education/Engg./Management
Colleges/Institutes (affiliated with M.D. University)
Rohtak

Sub: - **Revised qualifications and selection criteria for the recruitment of Assistant Professors, Associate Professors and Principals in all the affiliated Colleges (under S.F.S.)**

Sir/Madam,

I have been directed to enclose herewith the following revised qualifications and selection criteria duly approved by the Vice-Chancellor in anticipation of approval of Academic Council/Executive Council for information and taking necessary action:-

1. Qualifications as notified by the State Govt. vide Memo No. 7/79-2017 C IV (3) dated 11.11.2022 for the post(s) of Principal, Professor, Associate Professor and Assistant Professor may be applicable in toto in S.F.S. Degree and Law Colleges/Institutes affiliated with M.D. University, Rohtak. Further, the same may also be applicable for the post(s) of Professor, Associate Professor and Assistant Professor in Humanities and Sciences in toto in S.F.S. Engineering & Management Colleges/Institutes affiliated with M.D. University, Rohtak.
2. Selection criteria as amended by the Committee may be applicable for the post of Principal and Assistant Professor in S.F.S. Degree and Law Colleges/Institutes affiliated with M.D. University, Rohtak. Further, the same may also be applicable for the posts of Assistant Professor in Humanities and Sciences in S.F.S. Engineering & Management Colleges/Institutes affiliated with M.D. University, Rohtak.
3. Selection criteria as already applicable in the University Teaching Departments for the posts of Professor and Associate Professor may also be applicable for the posts of Professor and Associate Professor in S.F.S. Degree, Law and Education Colleges/Institutes affiliated with M.D. University, Rohtak. Further, the same may also be applicable for the posts of Professor and Associate Professor in Humanities and Sciences in S.F.S. Engineering & Management Colleges/Institutes affiliated with M.D. University, Rohtak.

Yours faithfully,

Deepak Kumar

Superintendent (Colleges) 13/9/24

For DCDC

13/9/24

Encls: As above.

-62-582-

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

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

'A+' Grade University Accredited by NAAC

(Through Email)

CB-3/F.52/24/ 14635 - 14654
Dated: 13-9-24

To

All the Principals of Govt. Aided Private Colleges
affiliated with M.D. University,
Rohtak

Sub: - **Revised selection criteria for the recruitment of Assistant Professor and Principals in Govt. Aided Private Colleges in State of Haryana.**

Sir Madam,

I have been directed to enclose herewith a copy of the revised selection criteria duly approved by the Vice-Chancellor in anticipation of approval of Academic Council/Executive Council for the recruitment of Assistant Professors and Principals in Govt. Aided Private Colleges as circulated by the Principal Secretary Govt. of Haryana, Higher Education Department, Haryana Chandigarh vide its Memo no. KW 8/36-2009 C-IV (3) dated 18.04.2023 for information and necessary action

Yours faithfully,

Deepak Kumar
13/9/24
Superintendent (Colleges)
For DCDC 13/9/24

Encls : As above.

Endst. No. CB-3/2023/F.52/ 14655-59 Dated : 13-9-24

Copy of the above is forwarded to the following for information and necessary action:-

1. Principal Secretary Govt. of Haryana, Education Department, Sector-5, Shiksha Sadan, Panchkula
2. Dean Academic Affairs, M.D. University, Rohtak
3. Director, Computer Centre, M.D. University, Rohtak with the request to upload the above said revised selection criteria for the recruitment of Principal and Assistant Professor on the Unviersity website.
4. Concerned approval set CB-V(a) & CB-V (b).

Deepak Kumar
13/9/24
Superintendent (Colleges)
For DCDC 13/9/24

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MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

(Through Email)

CB-3/F.52/2024/ 629-874
Dated: 9-1-25

To

All the Principals/Directors
Degree/Law/Education/Engg./Management
Colleges/Institutes (affiliated with M.D. University)
Rohtak

Sub: - Revised qualifications and selection criteria for the recruitment of Assistant Professors, Associate Professors and Principals in all the affiliated Colleges (under S.F.S.)

Sir/Madam,

In supersession to this office letter No. CB-3/F.52/2024/14380-14627 dated 13.09.2024, I have been directed to enclose herewith the following revised qualifications and selection criteria duly approved by the Vice-Chancellor in anticipation of approval of Academic Council/Executive Council for information and taking necessary action:-

1. Qualifications as notified by the State Govt. vide Memo No. 7/79-2017 C IV (3) dated 11.11.2022 for the post(s) of Principal, Professor, Associate Professor and Assistant Professor may be applicable in toto in S.F.S. Degree and Law Colleges/Institutes affiliated with M.D. University, Rohtak. Further, the same may also be applicable for the post(s) of Professor, Associate Professor and Assistant Professor in Humanities and Sciences in toto in S.F.S. Engineering & Management Colleges/Institutes affiliated with M.D. University, Rohtak.
2. Selection criteria as annexed at Annexure-II and III may be applicable for the post of Principal and Assistant Professor in S.F.S. Degree and Law Colleges/Institutes affiliated with M.D. University, Rohtak. Further, the same may also be applicable for the posts of Assistant Professor in Humanities and Sciences in S.F.S. Engineering & Management Colleges/Institutes affiliated with M.D. University, Rohtak.
3. Selection criteria as already applicable in the University Teaching Departments for the posts of Professor and Associate Professor may also be applicable for the posts of Professor and Associate Professor in S.F.S. Degree, Law and Education Colleges/Institutes affiliated with M.D. University, Rohtak. Further, the same may also be applicable for the posts of Professor and Associate Professor in Humanities and Sciences in S.F.S. Engineering & Management Colleges/Institutes affiliated with M.D. University, Rohtak.

Yours faithfully,

Encls : As above.

Superintendent (Colleges) 09/01/25
For DCDC

D:\CB-7 Data\Discrepencies Letter.doc

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

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

'A+' Grade University Accredited by NAAC

Endst. No. CB-3/2024/F.52/ 875-78 Dated : 9-1-25

Copy of the pre page is forwarded to the following for information and necessary action:-

1. Dean Academic Affairs, M.D. University, Rohtak
2. Director, Computer Centre, M.D. University, Rohtak with the request to upload the said revised qualifications and selection criteria for the recruitment of Assistant Professors, Associate Professors and Principals on the Unviersity website.
3. Concerned set CB-V(a) and CB-V(b).

Deepak Kumar
09/01/25

Superintendent (Colleges)
For DCDC

O/C

Appendix - C/12

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
RESEARCH PROMOTION POLICY

PREAMBLE

Maharshi Dayanand University, Rohtak is fully committed to promote research and development activities by creating a rich and vibrant research ecosystem in the pursuit of truth, innovation, and entrepreneurship amongst its faculty, research scholars and students to enhance the teaching-learning experience along with service to society. The Research Promotion Policy of the University would be a catalyst to achieve excellence in 'Research, Innovation and Entrepreneurship' contributing to institutional and societal upliftment.

OBJECTIVES

- To inspire the faculty members' for undertaking research projects from various funding agencies, collaborative research projects including sponsored consultancy projects in trans-disciplinary areas.
- To invigorate the faculty members for undertaking quality research work and publications.
- To encourage the faculty members for creating, protecting and leveraging Intellectual Property Rights.
- To promote research innovation, start-ups and entrepreneurship.
- To establish financial support systems for research promotion among researchers and faculty members.
- To create state-of-the-art research centers with potential for excellence.

To achieve aforementioned objectives, the University Institutes the following research awards, incentives, and financial assistance:

A). RESEARCH AWARDS

The research awards shall be presented annually to the achievers based on the credits earned by regular faculty members of the University through various research activities.

I. MDU Research Excellence Award
II. MDU Best Researcher Award - (Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology)
III. MDU Best Researcher Award -(Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts)

I. MDU Research Excellence Award

The MDU Research Excellence Award shall be presented to a faculty member rendered a minimum of 10 years of service in MD University and achieving the highest credits based on the criteria mentioned in the Table 1 (Based on the data of past ten years). The minimum total credit points required for applying the award shall be 1000. These should be scored from minimum of four out of eight categories mentioned in Table 1. The recipient/(s) will be felicitated with a citation and memento. This award will be given to a faculty member only one time during his/her entire service in the M.D. University, Rohtak. (Performa for applying award is enclosed as **Annexure A**).

II. MDU Best Researcher Award (Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering &Technology)

This award shall be given to a faculty member based on the criteria mentioned in Table 1. The faculty member with the highest credits shall be considered for this award (minimum credit points of 500 from five years of continuous service in M.D. University, Rohtak). These should be scored from minimum four out of eight categories mentioned in Table 1. The faculty member will be felicitated with a citation and memento. The faculty receiving the MDU research excellence award of that year will not be considered for this award. The faculty member who receive this award in a particular year can reapply for this award again only after completion of five years of service in the M.D. University, Rohtak (Performa for applying award is enclosed as Annexure A).

III. MDU Best Researcher Award (Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts)

This award shall be given to a faculty member based on the criteria mentioned in Table 2. The faculty member with the highest credits shall be considered for this award (minimum credit points of 500 from five years of continuous service in M.D. University, Rohtak). These should be scored from minimum four out of seven categories mentioned in Table 2. The faculty member will be felicitated with a citation and memento. The faculty receiving the MDU research excellence award of that year will not be considered for this award. The faculty member who receive this award in a particular year can reapply for this award again only after completion of five years of service in the M:D. University, Rohtak (Performa for applying award is enclosed as Annexure B).

For Awardee of MDU Research Excellence and MDU Best Researcher, one additional travel grant (National/International), within 5 years of declaration of Award by the University, may be granted over and above the existing provisions of the University.

Table 1: Criteria for MDU Researcher Excellence Award and MDU Best Researcher Award (Award II)

S. No.	Research Activities	Categories	Credit Points		Remarks
1	Extramural Research Funding/Consultancy Project (for each project)	1-5 (lakhs) >5-10 >10-20 >20-30 >30-50 >50-100 >100	05 10 15 20 30 35 40		➢ Full credits will be given to PI (single PI) for each project ➢ In case of collaborative research, PI will get 70 % credits and 40 % credits will be given toCo-PI ➢ In case of more than one Co- PI, then 30 % credits will be equally shared amongthem
2	Research Publications	Impact Factor (Thomson-Reuters) 0.5-1 >1-3 >3-5 >5-7.5 >7.5–10 >10–15 >15–25 >25–35 >35	05 15 25 35 45 50 70 90 100		➢ Single author (fullcredits) ➢ In case of more than one author, 70% credits will be given to first/corresponding author and 30% to all other authors ➢ Only research papers and review articles will be considered for credit points for eachpublication
3	Book Publication/Book Chapter (reputed publishers with ISBN number)		National	International	➢ Single author (full credits). In case of more than one book editor/author, credits will be divided equally among all editors/authors. Whereas, In case of more than one author in a chapter, 70% credits will be given to first/corresponding author and 30% to all other authors. ➢ There will be capping of maximum 30 credit for each book (In case of self-edited books, credits earned will be only of book).
		Text Book/ Reference Book	10	30	
		Book Chapter	03	05	
4	Citations as per Scopus only (only for the period under consideration excluding self-citations)	Citations 25-50 >50-100 >100-200 >200-500 >500	05 10 20 30 40		➢ Those papers/chapters will be counted which have been published asM.D. University faculty

5	h-index of faculty member as per Scopus	05-10 >10-15 >15-20 >20-25 >25-30 >30-35 >35-40 >40	10 20 30 40 50 60 70 80	—
6	Research and Academic Awards/ Fellowships	State Award/ Fellowship National Award/ Fellowship International Award/ Fellowship	20 30 40	➢ From Government organizations and apex international academic bodies (stationed outside India) with minimum 10 years of existence. ➢ Fellowship must be for the duration of at least 3 months (Travel award will not be considered for calculating credits).
7	IPR Generation and Technology transfer	National a. Filed b. Granted International a. Filed b. Granted Technology Transfer	 20 50 40 100 150.	➢ Credits will be given equally among inventors.
8	UGC-SAP/DST-FIST/STRIDE/DST PURSE/UGC Innovative/ICSSR and any other equivalent grants received from national/international funding agency	Project Coordinator/ Deputy Coordinator	50	

Table 2: Criteria for Best Researcher Award (Award III only).

S. No.	Research Activity	Categories	Credit Points	Remarks
1	Extramural Research Funding/Consultancy Project (for each project)	1-3 (lakhs) >3-5 >5-10 >10-20 >20-50 >50	05 10 20 30 35 40	➢ Full credits will be given to PI (single PI) for each project. ➢ In case of collaborative research, PI will get 70 % credits and 30 % credits will be given to Co-PI. ➢ In case of more than one Co- PI, then 40 % credits will be equally shared among them.
2	Research Publications	UGC listed Journals Indian Citation Indexed Scopus indexed Impact factor (Thomson Reuters/Clarivate Analytics) 0.1-1 1-2 2-3 3-5	05 10 15 20 25 30 35	➢ Single author (full credits) ➢ In case of more than one author, 70% credits will be given to first/corresponding author and 30% to all other authors. ➢ Only research papers and review articles will be considered for credit points for each publication.

		5-10 >10–15 >15–25 >25–35 >35	40 50 70 90 100		
3	Book Publication/Book Chapter (reputed publishers with ISBN number)		National	International	➢ Single author (full credits) ➢ In case of more than one book editor/author, credits will be divided equally among all editors/authors. Whereas, in case of more than one author in a chapter, 70% credits will be given to first/corresponding author and 30% to all other authors. ➢ There will be capping of maximum 30 credits for each book (In case of self-edited books, credits earned will be only of book).
		Text Book/ Reference Book	10	30	
		Book Chapter	03	05	
4	Citation Index as per Indian Citation Index (excluding self citation)	10-20 (Citation) >20-50 >50-100 >100-200 >500	05 10 20 30 40		➢ Those papers will be counted which have been published as M. D. University faculty.
5	Research & Academic Awards and Fellowships	State Award/ Fellowship National Award/ Fellowship International Award/ Fellowship	20 30 40		➢ From Government organizations and apex international academic bodies (stationed outside India) with minimum 10 years of existence ➢ Fellowship must be for the duration of at least 3 months (Travel award will not be considered for calculating credits).
6	IPR Generation and Technology transfer	National a. Filed b. Granted International a. Filed b. Granted. Technology Transfer	20 50 40. 100 150		➢ Credits will be given equally among inventors.
7	UGC-SAP/DST-FIST/STRIDE/DST PURSE/UGC Innovative/ICSSR and any other equivalent grants received from national/International funding agency	Project Coordinator/ Deputy Coordinator	50		

PERIOD OF RECKONING

The calendar year is the period for calculating the points earned by the faculty members that is from 1st January to the 31st December of the respective year. The applications will be called once in a year in the month of March and the will be awarded before 31st May.

AWARD SELECTION COMMITTEE

A six member committee shall be constituted by the Vice-Chancellor under the Chairmanship of Dean, Academic Affairs. The Director, Research& Director, IQAC will be the members of the committee. Three members (including two outside experts)will be nominated by the Vice-Chancellor. The decision of the committee shall be final and binding.

B) *RESEARCH INCENTIVES*

Research Publication Promotion Incentives

The faculty members who fulfill any one of the following criteria will be awarded with a citation and memento (**Performa - Annexure C**).

i. Any single publication (Research/Review papers) by faculty member as first/corresponding author carrying impact factor (Thomson Reuter/Clarivate Analytics) of Five or more.

ii. Faculty member who would be able to publish research/review papers of excellent quality as First/corresponding/Co-authors with a cumulative impact factor (Thomson Reuter/Clarivate analytics) as per following guidelines:

For Faculty of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology	
Impact Factor	**Category**
>15-25	Bronze
>25-35	Silver
>35	Gold
For Faculty of Management Sciences & Commerce, Law, Social Sciences, Interdisciplinary Studies, Education and Humanities & Arts	
Impact Factor	**Category**
>10-20	Bronze
>20-30	Silver
>30	Gold

Note:

- For Single Author: Full Credit be given
- In case of more than one author, 70% credit may be given to First/Corresponding author and 30% to co-authors.
- For (ii) in each category, more than one Bronze/Silver/Gold may be awarded.

iii. The faculty member and students indexed in list of World top 2% Scientists by Stanford University will be awarded by citation & momento.

R & D/Consultancy Project Promotion Incentives

1. There may be provision of incentives for the faculty members awarded with extra mural funding for research project (minimum 5 lakhs) as per the following scheme (**Performa - Annexure D**):

Extra mural R&D Projects (Amount in lakhs)*	Consultancy Projects (Amount in lakhs)*	Incentives (Rs.)
5-10	1-2	5,100/-
>10-20	>2-5	11,000/-
> 20-50	>5-10	21,000/-
>50-75	>10-20	31,000/-
>75	>20	51,000/-

*DST-FIST/UGC-SAP/DBT-IPLS or any other institutional grant will not be entitled for such incentives. The incentive and a citation will be given to PI only. If project involves more than one faculty from our university the incentive will be shared among the participating faculty members in the ratio of 70:30 (PI:Co-PI).

2. Additional 10 duty leaves (for research purpose) may be sanctioned to the Principal Investigator/Co-Principal Investigator (having a major research project of more than 10 lakhs) for Project related work outside the University

C) GRANTS TO PROMOTE RESEARCH AT UNIVERSITYLEVEL

The M. D. UNIVERSITY, ROHTAK will provide following categories of research funding annually to the achievers based on the credits earned by regular faculty members of the University through various research activities.

a. Seed Grant for newly appointed Faculty members(up to five years from the date of their joining):

Total research grant for 3 years	For Faculty members of Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology	For faculty members of Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts
Rs. 3 Lakhs	Research articles in reputed journals (Scopus/Web of Science Indexed Journals) with Cumulative impact factor (Thomson Reuters/Clarivate Analytics) of 15as First/Corresponding author	15 Research articles in reputed journals (Scopus/Web of Science/UGC CARE listed journals) as First/Corresponding author

b. Post Seed Grant for Faculty members(teachers who have more than 5 years of experience in MDU):

Total research grant for 3 years	For Faculty members of Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology	For faculty members of Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts
Rs. 3 Lakhs	Research articles in reputed journals (Scopus/Web of Science Indexed Journals) with Cumulative impact factor (Thomson Reuters/Clarivate Analytics) of 20 in the previous two years as First/Corresponding author	15 Research articles in reputed journals (Scopus/Web of Science/UGC CARE listed journals) in the previous three years as First/Corresponding author
Rs. 5Lakhs	Research articles in reputed journals (Scopus/Web of Science Indexed Journals) with Cumulative impact factor (Thomson Reuters/Clarivate Analytics) of 30 in the previous two years as First/Corresponding author.	30Research articles in reputed journals (Scopus/Web of Science/UGC CARE listed journals) in the previous three years as First/Corresponding author

Note:

- Only 15 Projects will be awarded in a particular year under category a and b in the order of merit (Performa - Annexure E). In case two applicants are having same weightage, the person senior in age will be preferred for allocation of project.
- Teachers who have more than 5 years of service at MDU and a minimum of four service left before superannuation are eligible for apply under **Post Seed Grant for Faculty members.**
- Faculty members will be eligible for apply for the second project only after one year of completion of submission of final project report and utilization certificate of first grant awarded by the University and as well subject to the minimum two research articles out of the project sanctioned in Scopus/web of Science Indexed journals (For Science Faculties) or Scopus/web of Science indexed/ UGC Care Listed journals (For non-science Faculties).

- The budget heads under which the grant would be provided are as follows:

For Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology:

Budget head	Percentage of allocation
Minor Equipment (excluding computer, Laptop, Printer, AC)/ consumables (chemicals/glassware)/Hiring services (sample analysis)	80%
Contingency /Travel related to project work (field work)	20%

For Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts:

Budget head	Percentage of allocation
Fieldwork: Travel/Logistics/Boarding, etc. including Books/Journals	40%
Equipment and Other Items: Source Material/Software and Data Sets, etc. (excluding computer, Laptop, Printer, AC)	50%
Contingency	10%

c. Travel Grant for Faculty members to attend international conference outside India(Performa – Annexure F)

Travel grant	For Faculty members of Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology	For faculty members of Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts
Rs. 1.5 Lakhs for once in two year (Instead of once in four year as per normal policy of University)	Research Articles in reputed journals (Scopus/Web of Science indexed journals) with Cumulative impact factor (Thomson Reuters/Clarivate Analytics) of 15* in the previous year as First/Corresponding author	15 Research Articles in reputed journals (Scopus/Web of Science/UGC CARE listed journals) in the previous year as First/Corresponding author

Note: The travel grant should be utilized within one year from the allocation for grant.

The invitation for the proposals will be called once in a year in the month of March and will be awarded before 31st May. The proposals for the above funding will be reviewed through Research Promotion Board consisting of following members.

1. Dean, Academic Affairs - Chairman/Chairperson
2. Dean of Concerned Faculty - Member
3. HOD/Director of concerned UTD/Centre/Institute - Member
4. Director (Research) - Member
5. Director (IQAC) - Member

In case concerned Dean/HOD/Director is an applicant, the Senior Most Faculty Member of Concerned Department/Centre/Institute shall be member of Research promotion Board. The proposals will be awarded on their merits and decision of the Research Promotion Board will be the final.

R&D Corpus fund shall be created by the Maharshi Dayanand University, Rohtak with sufficient amount to encourage research and innovation activities.

D) Contingent incentive for Research Publications

a) Faculty members who would be able to publish research paper of excellent quality with a cumulative impact factor (Thomson Reuter/Clarivate Analytics) of more than Ten as first or corresponding author is eligible for contingent Incentives for Research Publication (Annexure-G)
   - For Single Author: Full Credit be given)
   - In case of more than one author, 70% credit may be given to First/Corresponding author.
   - In case of more than one First/Corresponding author, 70% credit will be further divided amongst the number of First/Corresponding author.

b) The contingent amount of Rs. 1000/- per Cumulative Impact Factor (CIF) upto one decimal may be granted (e.g. if CIF is 10.4, then the grant will be Rs. 10400/- for contingent expenses.) These expenses may be provided by the Dean (Research & Development) for the following purpose.
   i. Chemical, Glassware, Field Visit, Software, Publication charges, Conferences Registration (National/International). Analysis charges, Characterization Charges (From Govt. approved agencies)
   ii. Any other similar charges for which the Dean (R&D) may deem proper.
   iii. This amount needs to be utilized within 12 months from the date of award.

c) A new budget head for contingent expenses may be allocated to the R&D for the purpose.

Note: The latest Impact factor will be considered for all awards/Incentives in this Research Promotion Policy.

E) Promotion of Academic Integrity and Prevention of Plagiarism

The assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Master's and doctoral level, by a student or a faculty or a researcher, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed. To detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, and researcher of MDU committing the act of plagiarism, the Departmental Academic Integrity Panel has put in place at MDU, Rohtak.

Constitution of Departmental Academic Integrity Panel (DAIP):

1	HOD/Director	Chairman/Chairperson
2	Senior Professor from outside the University nominated by the Vice Chancellor	Member (Tenure : two years)
3	University Librarian	Member (A person well versed with anti-plagiarism tools)
4	Special invitee	Concerned Supervisor (in case of a Research Scholar)

The quorum of the meeting shall be 2 out of 3 members (Including Chairperson)

Functions of Departmental Academic Integrity Panel (DAIP):

1. The DAIP shall investigate the cases of plagiarism.
2. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
3. The DAIP shall have the power to assess the level of plagiarism and recommend penalty/(ies) accordingly.
4. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the authorities within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

F) Research promotion funding for students

a. Provision of University Research Scholarship:

To promote research Culture the M. D. University, Rohtak provides **University Research Scholarship per year** to meritorious students admitted to Ph.D. program under various Faculties as per of selection criteria given in the criteria of Ordinance of URS as notified by the University from time to time.

b. Award of best Ph.D. thesis (applicable w.e.f. session 2025-26):

To encourage the good quality research culture among the research scholars the M.D. University, Rohtak adopts the following awards for Ph.D. thesis for each academic year based on cumulative impact factor **(CIF of Thomson Reuters/Clarivate Analytics)** based on the publication of research and review articles at time of submission of Ph.D. thesis **(Performa for application– Annexure I)** as per the following guidelines:

S. No.	Category	Minimum Eligibility	Award	Cash Price (Rs.)	Selection Criteria
1	University Gold Medal	CIF > 10	Gold Medal + Citation	1,00,000/-	Highest impact factor
2	University Silver Medal	CIF > 10	Silver Medal + Citation	51,000/-	Second highest Impact Factor
3	University Bronze medal	CIF > 10	Bronze Medal + Citation	31,000/-	Third Highest Impact Factor
4	Faculty Best Ph.D. thesis	CIF > 3	Citation	21,000/-	Highest in each Faculty
5	Certificate of Appreciation with Cash Prize	CIF > 10	Citation	11,000/-	CIF > 10 but below Bronze medal Category and excluding Faculty Best Thesis award
6	Certificate of Appreciation	CIF>5	Citation	Nil	CIF>5, and excluding Faculty Best Thesis Award

INSTRUCTIONS TO THE CANDIDATE FOR SUBMISSION OF APPLICATION

1. The academic year corresponds to 1st July of particular year to 30 June of next year. **For example,**If a candidate wants to apply for the best Ph.D. thesis award for the academic year 2019-20, his thesis should have been submitted between 01-07-2019 to 30-06-2020.
2. The date of award of Ph.D. thesis is not considered for submission of best Ph.D. thesis award application to particular academic year.
3. **Provide the details of both research and review articles** included in the Ph.D. thesis (either published or accepted)
4. The candidate should not include the details of **research and review articles which are communicated at the time of submission of thesis** and are accepted on later date.
5. Provide the latest journal impact factor as per **Thomson Reuters/Clarivate Analytics.**
6. Enclose the first page of published research article not the entire publication as proof of publication.
7. Provide the proof of journal impact factor as per **Thomson Reuters/Clarivate Analytics** along with proof of publication.
8. Only the application duly verified by the supervisor and forwarded by the Head of the Department will be considered for the award of best Ph.D. thesis.
9. The candidate should also submit the softcopy of the application in MS Office – Word format to the email id: **dr.reg.br@mdurohtak.ac.in**

10. Provision of wrong information may liable for disqualification of the candidate from best Ph.D. thesis award.

INSTRUCTIONS TO THE SUPERVISOR FOR FORWARDING APPLICATION FOR THE AWARD OF BEST Ph.D. THESIS

Before forwarding the applications of the candidates supervised by him/her for the award of best Ph.D. thesis to the R&S branch through HOD, the supervisor must ensure that

1. The details of **research and review** articles claimed for the award of best Ph.D. thesis are part of the Ph.D. work and the data is included in the Ph.D. thesis of the candidate.
2. The latest journal impact factor claimed by the candidate is as per **Thomson Reuters/Clarivate Analytics.**

Annexure - A

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Performa for Research Awards

Category: MDU Research Excellence Award

(Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering and Technology)

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the University.
2. The period of reckoning will be calendar year i.e. January 1st to December 31. Past 10 year data will be considered for **MDU Research Excellence Award, whereas,** past five year data for MDU Best Researcher Award. The faculty receiving the MDU research excellence award of a particular year will not be considered for the**MDU Best Researcher Award.**
3. The researcher is required to attach sufficient proof of each claim.
4. Please use separate sheet wherever required.

Name of the Faculty Member	:	
Designation	:	
Department/Institute/Centre	:	
Faculty	:	
Contact number	:	
E mail ID	:	

Extramural research funding/ consultancy project (for each project) Nature of the project (MRP/RPS etc.), and year of award	**Category Amount in Lakhs**	**Credit points claimed as per guidelines of the policy**	**Credit points verified by the committee**

Note: Please calculate credits for each project as amount in Lakhs 1-5= 5 Credits, >5-10= 10 Credits, >10-20= 15 Credits, >20-30= 20 Credits, >30-50= 30 Credits, >50-100= 35 Credits, >100= 40 Credits

➢ Full credits will be given to PI (single PI) for each project ➢ In case of collaborative research, PI will get 70 % credits and 30 % credits will be given to Co-PI ➢ In case of more than one CoPI, then 30 % credits will be equally shared among them

Research Publications	**Impact factor (Latest Thomson Reuters/Clarivate Analytics)**	**Credit points claimed as per guidelines of the policy**	**Credit points verified by the committee**
Kaur H, Narasimhan B, Synthesis, Characterization, Antimicrobial and Antioxidant Potential of DiazenylChalcones, 2018, 18(10): 844 – 856, *Current Topics in Medicinal Chemistry*	3.374	9	

	Total (Cumulative Impact Factor)	xyz	

Note: Please calculate credits for each publication individually with Impact Factor as 0.5-1= 05 Credits, >1-3=15 Credits, >3-5=25 Credits, >5-7.5= 35 Credits, 7.5-10= 45 Credits, >10-15= 50 Credits; >15-25=70, >25-35=90, >35= 100 criteria.

➢ Single author (full credits) ➢ In case of more than one author, 70% credits will be given to first/corresponding author and 30% to all other authors➢ Only research papers and review articles will be considered for credit points for each publication.

Book Publication/Book Chapter (reputed publishers with ISBN number)	Text Book/Reference Book	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits for each book publication as Text Book/ Reference Book National =10, International 30, Chapter in book published by national publisher (03) and international publisher (05)

➢ Single author (full credits)

➢ In case of more than one book editor/author, credits will be divided equally among all editors/authors. Whereas, In case of more than one author in a chapter, 70% credits will be given to first/corresponding author and 30% to all other authors.

➢ There will be capping of maximum 30 credits for each book (In case of self-edited books, credits earned will be only of book).

Citations as per Scopus only (only for the period under consideration excluding self citation)	Number of citations	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate as per total citations appeared in the countable year as 25-50= 05 Credits, >50-100= 10 Credits, >100-200 =20 Credits, >200-500=30 Credits, >500= 40 Credits.

Only those papers/books/book chapter will be counted which have been published as M. D. University faculty.

h-index of the faculty as per Scopus		Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as per h-index of the faculty in the countable year as 05-10=10 Credits, >10-15=20 Credits, >15-20=30 Credits, >20-25=40 Credits, 25-30=50 Credits, 30-35=60 credits, 35-40= 70 Credits, >40= 80 Credits.

Research and Academic Awards/ Fellowships (Name of the award)	Agency awarded and year of award	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as State Award/Fellowship= 20 Credits, National Award/Fellowship= 30 Credits, International Award/Fellowship= 40 Credits.

- From Government organizations and apex international academic bodies (stationed outside India) with minimum 10 years of existence ➢ Fellowship must be for the duration of at least 3 months (Travel award will not be considered for calculating credits)

IPR Generation and Technology transfer	Patenting agency	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as: National Patent (Filed: 20, Granted: 50), International (Filed: 40, Granted: 100). Technology transfer with revenue generated and submitted to MDU: 150. Credits will be given equally among inventors.

UGC-SAP/DST-FIST/STRIDE/DST PURSE/UGC Innovative/ICSSR and any other equivalent grants received from national/international funding agency	Awarding agency	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as: Project Coordinator/Deputy Coordinator: 50 credit each

		TOTAL CREDIT POINTS CLAIMED	TOTAL CREDIT POINTS VERFIED BY THE COMMITTEE

Date and Signature of the Researcher :
Forwarded by Concerned Head of Department/Director :
Signatures of the verifying committee members :

ANNEXURE B

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Performa for Research Awards

Category: MDU Best Researcher Award

(Faculty of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary Studies, Education, Humanities and Arts)

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the University.
2. The period of reckoning will be calendar year i.e. January 1st to December 31. Past five year data for **MDU Best Researcher Award.** The faculty receiving the MDU research excellence award of a particular year will not be considered for the **MDU Best Researcher Award.**
3. The researcher is required to attach sufficient proof of each claim.
4. Please use separate sheet wherever required.

Name of the Faculty Member	:	
Designation	:	
Department/Institute/Centre	:	
Faculty	:	
Contact number	:	
E mail ID	:	

Extramural research funding/project (for each project) Nature of the project (MRP/RPS etc.) , and year of award	**Category Amount in Lakhs**	**Credit points claimed as per guidelines of the policy**	**Credit points verified by the committee**

Note: Please calculate credits for each project as amount in Lakhs 1-3 = 5 Credits, >3-5 = 10 Credits, >5-10 = 20 Credits, >10-20 = 30 Credits, >20-50= 35 Credits, >50 = 40 Credits

➢ Full credits will be given to PI (single PI) for each project ➢ In case of collaborative research, PI will get 70 % credits and 30 % credits will be given to Co-PI ➢ In case of more than one Co-PI, then 30 % credits will be equally shared among them

Research Publications	**Impact factor (Latest Thomson Reuters/Clarivate Analytics)**	**Credit points claimed as per guidelines of the policy**	**Credit points verified by the committee**
Kaur H, Narasimhan B, Synthesis, Characterization, Antimicrobial and Antioxidant Potential of DiazenylChalcones, 2018, 18(10): 844 – 856, *Current Topics in Medicinal Chemistry*	3.374	9	
	Total (Cumulative Impact Factor)	**Xyz**	

Note: Please calculate credits for each publication individually with Impact Factor as 0.1.-1= 20 Credits, >1-2= 25 Credits, >2-3 = 30 Credits, >3-5 = 35 Credits,>5-10= 40 >10-15= 50 Credits; >15-25=70, >25-35=90, >35= 100 criteria Credits.

➢ Single author (full credits) ➢ In case of more than one author, 70% credits will be given to first/corresponding author and 30% to all other authors➢ Only research papers and review articles will be considered for credit points for each publication.

Book Publication/Book Chapter (reputed publishers with ISBN number)	Text Book/Reference Book	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits for each book publication as Text Book/ Reference Book National =10, International 30, Chapter in book published by national publisher (03) and international publisher (05)

➢ Single author (full credits)

➢ In case of more than one book editor/author, credits will be divided equally among all editors/authors. Whereas, In case of more than one author in a chapter, 70% credits will be given to first/corresponding author and 30% to all other authors.

➢ There will be capping of maximum 30 credits for each book (In case of self-edited books, credits earned will be only of book).

Citations as per Indian Citation Index (only for the period under consideration excluding self citation)	Number of citations	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate as per total citations appeared in the countable year as 10-20= 05 Credits, >20-50= 10 Credits, >50-100 =20 Credits, >100-200 =30 Credits, >500= 40 Credits.
Only those papers will be counted which have been published as M. D. University faculty.

Research and Academic awards and Fellowships (Name of the award)	Agency awarded and year of award	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as State Award/Fellowship= 20 Credits, National Award/Fellowship= 30 Credits, International Award/Fellowship= 40 Credits.

➢From Government organizations and apex international academic bodies (stationed outside India) with minimum 10 years of existence ➢ Fellowship must be for the duration of at least 3 months (Travel award will not be considered for calculating credits)

IPR Generation and Technology transfer	Patenting agency	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as: National Patent (Filed: 20, Granted: 50), International (Filed: 40, Granted: 100). Technology transfer with revenue generated and submitted to MDU: 150. Credits will be given equally among inventors.

UGC-SAP/DST-FIST/STRIDE/DST PURSE/UGC Innovative/ICSSR and any other equivalent grants received from national/international funding agency	Awarding agency	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

Note: Please calculate credits as: Project Coordinator/Deputy Coordinator: 50 credit each

		TOTAL CREDIT POINTS CLAIMED	TOTAL CREDIT POINTS VERFIED BY THE COMMITTEE

Date and Signature of the Researcher :
Forwarded by Concerned Head of Department/Director :
Signatures of the verifying committee members :

Annexure C

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Performa for Research Incentives

Category: Research Publication Promotion Incentives

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the University.
2. The period of reckoning will be calendar year **i.e. January 1st, to December 31st**
3. The researcher is required to attach sufficient proof of each claim.
4. Any single publication (Research /Review Papers) by faculty members as first/corresponding author carrying an Impact factor (**Thomson Reuter/ /Clarivate Analytics**) of five or more.
5. Faculty member who would be able to publish research/Review papers of excellent quality as First/corresponding/Co-authors with a cumulative Impact factor (**Thomson Reuter/Clarivate Analytics**)
6. Please use separate sheet wherever required.

Name of the Faculty Member	:	
Designation	:	
Department/Institute/Centre	:	
Faculty	:	
Contact number	:	
E mail ID	:	

Details of Publications:

S. No.	Authors (In serial as appeared in publication)	Role as First author/ Corresponding author	Title of the paper and Name of Journal	Year, Volume and Page number	Latest Impact factor as per Thomson Reuters/Clarivate Analytics	Verification by Committee
1	Kaur H, Narasimhan B	Corresponding author	Antimicrobial Activity of Diazenyl Derivatives: An Update, *Current Topics in Medicinal Chemistry*	2018;18(1), 3-21	3.374	
	Cumulative impact factor/Impact factor (>5) of single publication					

Date and Signature of the Researcher :

Forwarded by concerned Head of Department/Director :

Signatures of the verifying committee members :

Annexure D

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
Performa for Research Incentives

Category: R & D / Consultancy Project Promotion Incentives

Important:

7. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the University.
8. The period of reckoning will be calendar year **i.e. January 1st, to December 31st**
9. The researcher is required to attach sufficient proof of each claim.
10. Please use separate sheet wherever required.

Name of the Member	:	
Designation	:	
Department/Institute/Centre	:	
Faculty	:	
Contact number	:	
E mail ID	:	

Details of R & D / Consultancy Project:

Name of Funding Agency	Project Title	Sanctioned amount	Verification by the committee

Guidelines:

There may be provision of incentives for the faculty members awarded with extra mural funding for research project (minimum 5 lakhs) as per the following scheme:

Extra mural R&D Projects (Amount in lakhs)*	Consultancy Projects (Amount in lakhs)*	Incentives (Rs)
5-10	1-2	5,100/-
>10-20	>2-5	11,000/-
> 20-50	>5-10	21,000/-
>50-75	>10-20	31,000/-
>75	>20	51,000/-

*DST-FIST/UGC-SAP/DBT-IPLS or any other institutional grant will not be entitled for such incentives. The incentive and a citation will be given to PI only. If project involves more than one faculty from our university the incentive will be shared among the participating faculty members in the ratio of 60:40 (PI: Co-PI).

Date and Signature of the PI :

Date and Signature of the Co-PI :

Forwarded by concerned Head of Department/Director :

Signatures of the verifying committee members :

Annexure - E

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
Performa for applying for Seed Grant/Post Seed Grant

Important:

11. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the University.
12. The period of reckoning will be calendar year **i.e. January 1st, to December 31st**
13. The researcher is required to attach sufficient proof of each claim.
14. Please use separate sheet wherever required.
15. The format of annual progress report, project completion report and Utilization Certificate is enclosed as Annexure 1, 2, and 3 respectively.

Name of the Faculty Member	:	
Designation	:	
Department/Institute/Centre	:	
Faculty	:	
Contact number	:	
E mail ID	:	

Details of Publication:

S. No.	Authors (In serial as appeared in publication)	Role as First author/ Corresponding author	Title of the paper and Name of Journal	Year, Volume and Page number	Latest Impact factor as per Thomson Reuters/Clarivate Analytics (For Science Faculty)	UGC Care listing (Only for non science Faculties).	Verification by Committee
1	Kaur H, Narasimhan B	Corresponding author	Antimicrobial Activity of Diazenyl Derivatives: An Update, *Current Topics in Medicinal Chemistry*	2018; 18(1), 3-21	3.374		
			Cumulative impact factor				

Details of Project:

1.	Project Title	
2.	Project Summary (upto 250 words)	
3.	Keywords (upto 6 keywords)	
4.	Background of Project (Upto 500 words)	
5.	Literature Review (upto 1000 words)	
6.	Novelty/Innovation of the Project (upto 250 words)	
7.	Study objectives	
8.	Methodology (upto 2000 words)	
9.	Expected outcomes	
10.	Future plans	

11. Project timeline

S. No.	Activity/Milestone	1st year		2nd year		3rd year	
		1-6 M	6-12 M	13-18 M	19-24 M	25-30 M	31-36M
A1							
A2							
-							
**	*Draft completion report for review (3 month prior to date of completion)*						

12. Proposed Budget:

For Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology:

dget head	tification
nor Equipment (excluding computer, Laptop, Printer, AC)/ consumables (chemicals/glassware)/Hiring services (sample analysis)	
ntingency /Travel related to project work (field work)	

For Faculties of Management Sciences and Commerce, Law, Social Sciences, Interdisciplinary studies, Education, Humanities and Arts:

dget head	tification
ldwork: Travel/Logistics/Boarding, etc. including Books/Journals	
uipment and Other Items: Source Material/Software and Data Sets, etc. (excluding computer, Laptop, Printer, AC)	
ntingency	

Forwarded by concerned Head of Department/Director :

Signatures of the Screening committee members :

Detailed Guidelines

1. **Title:** Should be concise and yet sufficiently descriptive and informative. Title may include study design such as a randomized controlled trial; an observational study; a case-control study etc.

2. **Summary (up to 250 words):** A structured summary should contain the following subheadings: *Background, Novelty, Objectives, Methods, and Expected Outcomes.*

3. **Keywords:** Six keywords separated by comma which best describe your project may be provided

4. **Background (up to 500 words):** State the background information to adequately present the problem, mention how the research question addresses the critical barrier(s) in scientific knowledge, technical capability, and/or programmatic/clinical/lab practice and its relevance to local, national and international context.

5. **Literature review (up to 1000 words):** Review to be written cohesively to build justification for the research question to be addressed with reference of key publications in the field. References up to 20 in Vancouver style may be provided at the end of literature review. *(References will not be included in the word count)*

6. **Novelty/Innovation (up to 250 words):** Describe how the proposal challenges and seeks to shift current research/knowledge/clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions. Mention if there is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions in the proposed study.

7. **Study objectives:** Define the objectives clearly and in measurable terms; mention as primary and secondary objectives if necessary. Do not write too many objectives.

8. **Methodology (up to 2000 words): Include the following subheads**

   i. **Study design:** Proposed study design should be appropriate to fulfil all the objectives; details of study design whether descriptive, analytical, experimental, operational, a combination of these or any other; and adequate description of study population should be provided. Explain the rationale of selection of the research participants and controls (humans or laboratory animals), whether chosen randomly, consecutively etc. with inclusion and exclusion criteria, rules for discontinuation, definitions of cases, controls and lost to follow up etc.; in case of intervention studies a detailed description of intervention (drug/device/behavioral intervention) should be given. The use of quantitative and qualitative methods may be specified if any.

   ii. **Sample size:** Details of sample size and/or power calculation should be described with references where needed. *[Please note: the sample size calculation should provide adequate power to the study to satisfactorily answer all the primary objectives, data from pilot studies can also be used for sample size calculation].* Operational definitions for key variables should be presented. A flow chart indicating study design with number of participants should be given where applicable.

iii. **Project implementation plan:** Describe the overall strategy for enrolment of participants including collaboration with other departments where applicable, process of enrolment of participants - how, where and by whom will the participants be enrolled, how and when and where will they be followed up; collection, storage and testing of samples; if new tests are being done describe the process of standardization etc. Describe quality assurance processes to accomplish the study objectives

iv. **Ethics review:** Address review requirements including ethics review [human or animal], approval for use of stem cells, biologicals etc. and other regulatory reviews/approvals as applicable. Details of obtaining informed consent and its documentation should be described along with risks and benefits to the participants. [*Ethics and other regulatory guidelines related to Bio-medical research are available on ICMR website*]

v. **Data collection & statistical analysis plan:** Describe the key variables of the study, how will they be measured and unit of measurement. Specify comprehensively the data collection methods and tools as relevant to the study objectives and study design and provide structural components like data entry and analytical platforms to be used for analysis. Present data analysis plan comprehensively mentioning appropriate statistical methods to be used in order to answer/ achieve the study objectives.

9. **Expected outcomes (up to 100 words)**

10. **Future plans based on expected outcomes if any (up to 100 words)**

11. **Timelines:** Details of activities to be carried out along with timelines during preparatory phase, data collection, analysis & report writing to be provided.

12. **Budget:** Should be appropriate and as per Research Promotion Policy alongwith justification

For Faculties of Life Sciences, Pharmaceutical Sciences, Physical Sciences and Engineering & Technology:

dget head	rcentage of allocation
nor Equipment (excluding computer, Laptop, Printer, AC)/ consumables (chemicals/glassware)/Hiring services (sample analysis)	80%
ntingency /Travel related to project work (field work)	20%

For Faculties of Management Sciences, Law, Social Sciences, Interdisciplinary studies, Education, Commerce, Humanities and Arts:

dget head	rcentage of allocation
ldwork: Travel/Logistics/Boarding, etc. including Books/Journals	40%
uipment and Other Items: Source Material/Software and Data Sets, etc. (excluding computer, Laptop, Printer, AC)	50%
ntingency	10%

Annexure-1

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

FORMAT FOR ANNUAL PROGRESS REPORT

1. Project title
2. PI (name & address)
3. Date of start
4. Duration
5. Objectives of the proposal
6. Methodology
7. Interim modification of objectives/methodology (with justifications)
8. Detail progress of the work carried out during the period
9. Research work which remains to be done under the project
10. Grant Sanctioned utilized
11. Any publications.

Date :

Signature of Principal Investigator

Signature of HOD/Director

Annexure-2

MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

FORMAT FOR PROJECT COMPLETION REPORT

1. Project title
2. PI (name & address)
3. Date of start
4. Duration
5. A summary sheet of not more than two pages under following heads (Title, Introduction, Rationale, Objectives, Methodology, Results, Translational Potential)
6. Deviation made from original objectives if any, while implementing the project and reasons thereof.
7. Grant Sanctioned and Utilized
8. Details of publications.
9. Details of patents applied for

Date :

Signature of Principal Investigator

Signature of HOD/Director

Annexure -3

MAHARSHI DAYANAND UNIVERSITY, ROTHAK

FORMAT FOR UTILISATION CERTIFICATE

Certified that out of Rs. ..... of grants-in-aid sanctioned during the year ..... in favour of ..... under Maharshi Dayanand University, Rohtak vide Letter No..... and a sum of Rs ..... has been utilized for the purpose of ..... for which it was sanctioned and that the balance of Rs. .....remaining unutilized at the end of the project has been surrendered to Maharshi Dayanand University, Rohtak.

Signature of HOD/Director
with date

Signature of Principal Investigator
with date

Signature of Registrar/
with date

Signature of Finance Officer
with date

Annexure- G

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Performa for applying for Travel Grant

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the University.
2. The period of reckoning will be calendar year i.e. January 1st, to December 31st
3. The researcher is required to attach sufficient proof of each claim.
4. Please use separate sheet wherever required.
5. Grant will be released subject to the production of claim bill with necessary documents after attending the conference.

Name of the Faulty Member	:	
Designation	:	
Department/Institute/Centre	:	
Faculty	:	
Contact number	:	
E mail ID	:	

Details of Publication in previous year

S. No.	Authors (In serial as appeared in publication)	Role as First author/ Corresponding author	Title of the paper and Name of Journal	Year, Volume and Page number	Latest Impact factor as per Thomson Reuters/Clarivate Analytics (For Science Faculty)	UGC Care listing (Only for nonscience Faculties).	Verification by Committee
1	Kaur H, Narasimhan B	Corresponding author	Antimicrobial Activity of Diazenyl Derivatives: An Update, *Current Topics in Medicinal Chemistry*	2018; 18(1), 3-21	3.374		
			Cumulative Impact factor				

Budget Requirement

Name of the International Conference	
Name of the organizer	
Proposed Budgetary requirement from University (Give details of Registration Fee, Visa Charges, Travel amount and admissible DA etc.)	

Forwarded by concerned Head of Department/Director :

Signatures of the Screening committee members :

Annexure G

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
Performa for Research Incentives
Category: Contingent Incentive for Research Publication

Important:

1. Before filling up the form, please read the guidelines as mentioned in the Research Promotion Policy adopted by the University
2. The period of reckoning will be calendar year i.e. January 1st to December 31st.
3. The researcher is required to attach sufficient period of each claim.
4. Publication as First/ Corresponding author only will be considered.
5. Please use separate sheet wherever required.

Name of Faculty Members	
Designation	
Department/Institute/Centre	
Faculty	
Contact Number	
E-mail ID	

Details of Publication:

Sr. No.	Authors (in serial as appeared in publication)	Role as First author/ corresponding author	Title of the paper and Name of Journal	Year, Volume and Page Number	Latest Impact factor as per Thomson Reuters/ Clarivate Analytics	Impact factor claimed As per Role of Author	Verification by Committee

Date and Signature of the Researcher:

Forwarded by the concerned Head/Director of the Department/Institute:

Signatures of the verifying Committee members:

Annexure-I

APPLICATION FOR THE AWARD OF GOLD / SILVER / BRONZE MEDAL / FACULTY BEST PH.D. THESIS/ CERTIFICATE OF APPRECIATION FOR THE ACADEMIC SESSION FOR THE ACADEMIC SESSION 20—— TO 20——

1.	Name of the candidate	
2.	Name of the supervisor	
3.	Department	
4	Title of Ph.D. thesis	
5.	Date of submission of thesis	
6	Details of publications (To be given in the following format)	1. Provide the details of research and review articles included in the Ph.D. thesis (either published or accepted) 2. Enclose the first page of publication not the entire publication as proof 3. Provide the latest journal impact factor as per Thomson Reuters/Clarivate Analytics.

Passport size photograph of candidate

S.No.	Publication Details	Latest Journal Impact factor provided by the candidate as per Thomson Reuters citation/Clarivate Analytics	Latest Journal Impact factor verified by the supervisor	Proof of publication and impact factor as Annexure
1	A. Deep, P. Kumar, B. Narasimhan, K. Ramasamy, V. Mani, R.K.Mishra, A.B.A.. Majeed, Current Topics in Med. Chem. 13, 2034-2046, 2013	3.45	3.453	A
2				B
3				C
4				D
5				E
	Total			

(Signature of the candidate)

CERTIFICATE FROM THE SUPERVISOR

I hereby verified the publication details of my Ph.D. candidate Mr./Ms. ———————— and certify that they are part of his/her Ph.D. thesis work and the journal impact factors are correct as per Thomson Reuters Citation/Clarivate Analytics.

(Signature of supervisor)

Name of supervisor	
Designation	
Department	

FORWARDED BY

(Signature of HOD/Director)

Name	
Office seal	

INSTRUCTIONS TO THE CANDIDATE FOR SUBMISSION OF APPLICATION

1. The academic year corresponds to 1st July of particular year to 30 June of next year. **For example,** If a candidate wants to apply for the best Ph.D. thesis award for the academic year 2019-20, his thesis should have been submitted between 01-07-2019 to 30-06-2020.
2. The date of award of Ph.D. thesis is not considered for submission of best Ph.D. thesis award application to particular academic year.
3. **Provide the details of both research and review articles** included in the Ph.D. thesis (either published or accepted)
4. The candidate should not include the details of **research and review articles which are communicated at the time of submission of thesis** and are accepted on later date.
5. Provide the latest journal impact factor as per **Thomson Reuters/ Clarivate Analytics.**
6. Enclose the first page of published research article not the entire publication as proof of publication.
7. Provide the proof of journal impact factor as per **Thomson Reuters/ Clarivate Analytics** along with proof of publication.
8. Only the application duly verified by the supervisor and forwarded by the Head of the Department will be considered for the award of best Ph.D. thesis.
9. The candidate should also submit the softcopy of the application in MS Office – Word format to the email id: dr.reg.br@mdurohtak.ac.in
10. Provision of wrong information may liable for disqualification of the candidate from best Ph.D. thesis award.

INSTRUCTIONS TO THE SUPERVISOR FOR FORWARDING APPLICATION FOR THE AWARD OF BEST Ph.D. THESIS

Before forwarding the applications of the candidates supervised by him/her for the award of best Ph.D. thesis to the R&S branch through HOD, the supervisor must ensure that

1. The details of **research and review** articles claimed for the award of best Ph.D. thesis are part of the Ph.D. work and the data is included in the Ph.D. thesis of the candidate.
2. The latest journal impact factor claimed by the candidate is as per **Thomson Reuters/Clarivate Analytics.**

The rules for consideration for the award of **Award of gold/silver / Bronze medal/ Faculty best Ph.D. thesis/ Certificate of Appreciation for the academic session**———— are as under:

S. No.	Category	Minimum Eligibility	Award	Cash Price	Selection Criteria
1	University Gold Medal	CIF > 10	Gold Medal + Citation	1,00,000/-	Highest impact factor
2	University Silver Medal	CIF > 10	Silver Medal + Citation	51,000/-	Second highest Impact Factor
3	University Bronze medal	CIF > 10	Bronze Medal + Citation	31,000/-	Third Highest Impact Factor
4	Faculty Best Ph.D. thesis	CIF > 3	Citation	21,000/-	Highest in each Faculty
5	Certificate of Appreciation with Cash Prize	CIF > 10	Citation	11,000/-	CIF > 10 but below Bronze medal Category and excluding Faculty Best Thesis award
6	Certificate of Appreciation	CIF>5	Citation	Nil	CIF>5, and excluding Faculty Best Thesis Award

SCHEDULE OF INVITATION/SCREENING OF APPLICATION FOR AWARD OF BEST PH.D. THESIS BY THE R & S BRANCH FOR EACH ACADEMIC YEAR

Last date for submission of application by the candidate	or before 31st August of every year
Screening of application by the committee constituted by Vice Chancellor	or before 30th Septemberof every year
Notification of screening report in the University website for inviting objections if any	First week of 7th October of every year (Objections if any received after 31st October of every year will not be entertained).

Appendix-C/13

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO RE-EXAMINE THE NORMS OF THE AGE OF SUPERANNUATION AND TO KEEP THE PARITY IN THE AGE OF RETIREMENT FOR TEACHING AND NON-TEACHING STAFF IN SFS COLLEGES/INSTITUTES AFFILIATED TO M.D. UNIVERSITY, ROHTAK WAS HELD ON 28.07.2025 AT 3:00 P.M. IN THE OFFICE OF THE DIRECTOR, IQAC, M.D. UNIVERSITY, ROHTAK.

The following members were present:-

1. Prof. Narasimhan B., Director IQAC, MDU, Rohtak - Convener
2. Prof. Yudhvir Singh, Director, UIET, MDU, Rohtak - Member
3. Prof. Raj Kumar, Former Director, IMSAR, M.D. University, Rohtak - Member

The Committee discussed at length the existing norms adopted by the Executive Council vide Reso. No.42 dated 31.12.2021, Reso. No.29 dated 18.07.2022 and Reso. No.53 (37) dated 20.07.2023 regarding the entry and superannuation age for various teaching and non-teaching staff applicable in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education College. As per above norms, the minimum & upper age applicable for recruitment in above said colleges/institutes is as under:-

i. Minimum age for entry in the service of College/Institute - Not below the age of 18 years.
ii. Maximum age for appointment of Assistant Professor in SFS Colleges/Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree and Education College is 50 years.
iii. Maximum age for appointment of Non-Teaching staff in SFS Colleges/Institutes (Engineering, Management, Architecture and Law) is 50 years.
iv. Maximum age for appointment of Non-Teaching staff in SFS Colleges/Institutes (Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree and Education College is 42 years as per DGHE guidelines received from time to time.
v. The age of retirement for the post of Director/Principal in S.F.S. Colleges/Institutes (Engineering, Management, Architecture, Law, Degree and Education) is 65 years.
vi. The age of retirement for the post of Associate Professor/Professor in S.F.S. Colleges/Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree and Education College is 70 years.
vii. There shall be no maximum age for the post(s) of Associate Professor/Professor/Director/Principal subject to provisions in point No.v & vi above.

Recommendations:

After discussion on the above points and the hardship being faced by the colleges/institutes at the time of recruitment of Director/Principal, Teaching and

28/7/25 28/7/25

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Non-Teaching Staff, the Committee recommends the following norms regarding age of entry level and superannuation for the recruitment of Director/Principal, Teaching and Non-Teaching staff in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education Colleges:-

i. Minimum age for the entry in the service shall be 18 years.

ii. Maximum age for appointment of Director/Principal, Teaching and Non-Teaching staff in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education Colleges shall be 68 years.

iii. The age of superannuation for the posts of Director/Principal, Teaching and Non-Teaching staff in SFS Colleges/ Institutes (Engineering, Management, Architecture, Law, Degree and Education) as well as SFS programs being run at Govt. Aided Private Degree & Education Colleges shall be 70 years.

28/7/15

(Narasimhan B.) (Yudhvir Singh) (Raj Kumar)

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41. Request of the Chairman, Maa Omwati Institute of Management & Tech., V.P.O. Hassanpur, Distt. Palwal for Restoration of the Status of Their Institute from No Admission to Admission Category and also Not to Shift Their Students Admitted in the Session 2020-21 and 2021-22 in Nearby Colleges/Institutes

Considered the requests dated 10.11.2021, 18.11.2021, 1.12.2021 & 21.12.2021 of the Chairman, Maa Omwati Institute of Management & Technology, V.P.O. Hassanpur, Distt. Palwal **(Annexure A/78 pages 427-436, already circulated)** for restoration of the status of their Institute **from No Admission to Admission Category** and also **not to shift their students admitted in the session 2020-21 and 2021-22 in nearby colleges/Institutes** in view of the decision already taken by the Executive Council vide Resolution No. 29 in its meeting held on 16.9.2021 **(Annexure A/79 page 437, already circulated)**, as they have made the compliance of the deficiencies pointed out by the Inspection Committee in its report dated 17.3.2021 **(Annexure A/80 pages 438-440, already circulated),** except appointment of teaching and non-teaching staff and assured to submit the same within three months in the University. The Director of the Institute has also given an undertaking that their Institute is ready to submit a Bank guarantee of Rs. 5 Lakh in the University and if the Institute fails to make the compliance within three months, their Bank guarantee may be forfeited;

And

The following recommendations of the Academic Council made vide Reso. No. 35 of its meeting held on 28.12.2021:

> RESOLVED THAT THE REQUEST OF THE CHAIRMAN, MAA OMWATI INSTITUTE OF MANAGEMENT & TECH., V.P.O. HASSANPUR, DISTT. PALWAL AS ABOVE BE ACCEDED TO. HOWEVER, HE HAS TO COMPLY WITH THE REMOVAL OF DEFICIENCIES BY 31.03.2022. THE SAME BE RECOMMENDED TO THE EXECUTIVE COUNCIL FOR CONSIDERATION AND APPROVAL.

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

[ACTION BY DCDC]

42. Norms for Making Appointments and for Approval of Appointments of various Teaching and Non-Teaching Staff in All Colleges/Institutes Affiliated to M.D.University, Rohtak

Considered the action taken by the Vice-Chancellor regarding approval of proceedings of the committee constituted by the Vice-Chancellor **(Annexure A/81 page 441, already circulated)** alongwith norms for making appointments and for approval of appointments of various teaching and non-teaching staff in all colleges/institutes affiliated to M.D.University, Rohtak in the following format:

1. For Govt. Aided and SFS Pvt. Education Colleges/Institutes, Affiliated to M.D. University, Rohtak **(Annexure A/82 pages 442-447, already circulated).**

2. For Govt. Aided and SFS Pvt. Degree Colleges/Institutes, Affiliated to M.D.University, Rohtak**(Annexure A/83 pages 448-453, already circulated).**

3. For Engineering, Management & Architecture Colleges/Institutes, Affiliated to M.D.University, Rohtak **(Annexure A/84 pages 454-459, already circulated).**

4. For Law Colleges/Institutes, Affiliated to M.D.University, Rohtak **(Annexure A/85 pages 460-465, already circulated).**

(The above action taken by the Vice-Chancellor has already been approved by the Academic Council vide Reso. No. 36 of 28.12.2021).

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

[ACTION BY DCDC]

43. MoU between M.D.University, Rohtak and Haryana Welfare Society for Speech and Hearing Impairment, Panchkula

Considered the MoU signed between M.D.University, Rohtak and Haryana Welfare Society for Speech and Hearing Impairment, Panchkula on 20.12.2021 **(Annexure A/87 pages 473-477, already circulated);**

And

The following recommendations of the Academic Council made vide Reso. No. 38 of its meeting held on 28.12.2021:

RESOLVED THAT THE MoU AS ABOVE BE APPROVED AND RECOMMENDED TO THE EXECUTIVE COUNCIL FOR CONSIDERATION AND APPROVAL.

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

[ACTION BY D.R. (ACAD.)]

44. Grant of Ex-post Facto Approval and Revision of Guidelines/Instructions for Conduct of Elections of Governing Body/Board of Governors of Govt. Aided Private and SFS Degree, Education, Architecture and Law Colleges Affiliated to M.D. University, Rohtak

Considered :

(1) The guidelines/instructions for conduct of elections of Governing Body/Board of Governors of Govt. Aided Private and SFS Degree, Education, Architecture and Law Colleges affiliated to M.D. University, Rohtak circulated vide letter no. CB-VI/2018/8160-8409 dated 23-5-2018

The matter was submitted to the Vice-Chancellor who has ordered to refer the same before the Academic Council/Executive Council for consideration.

The recommendations of item No.35 of the Academic Council met on 28.12.2021 are enclosed/attached for consideration.

42. Norms for Making Appointments and for Approval of Appointments of various Teaching and Non-Teaching Staff in All Colleges/Institutes Affiliated to M.D.University, Rohtak

To consider the action taken by the Vice-Chancellor regarding approval of proceedings of the committee constituted by the Vice-Chancellor **(Annexure A/81 page 441)** alongwith norms for making appointments and for approval of appointments of various teaching and non-teaching staff in all colleges/institutes affiliated to M.D.University, Rohtak in the following format:-

1. For Govt. Aided and SFS Pvt. Education Colleges/Institutes, Affiliated to M.D. University, Rohtak **(Annexure A/82 pages 442-447).**
2. For Govt. Aided and SFS Pvt. Degree Colleges/Institutes, Affiliated to M.D.University, Rohtak**(Annexure A/83 pages 448-453).**
3. For Engineering, Management & Architecture Colleges/Institutes, Affiliated to M.D.University, Rohtak **(Annexure A/84 pages 454-459).**
4. For Law Colleges/Institutes, Affiliated to M.D.University, Rohtak **(Annexure A/85 pages 460-465).**

NOTE:

The Vice-Chancellor had constituted a committee of the following to re-visit the existing Instructions/Guidelines/Norms for making selection(s) of teachers in Non-Govt. Aided Colleges affiliated to M.D.University, Rohtak:

1.	Prof. Nasib Singh Gill, Deptt. of Comp. Sc. & Appl., MDU, Rtk.	-	Convenor
2.	Dean College Dev. Council, MDU,Rtk.	-	Member
3.	Dr. Satish Malik, University Librarian, MDU, Rohtak	-	Member
4.	Director, UIET, M.D.University, Rohtak	-	Member

5.	Sh. Sunit Mukherjee, Director, Public Relations, M.D.Univ., Rohtak	-	Member
6.	Dr. Vijay Kumar, Principal, Sh. L.N.Hindu College, Rohtak	-	Member

Accordingly several meeting of the committee held in the year 2020 and 2021 and finally held on 17.12.2021 and in compliance with the orders of the Hon'ble High Court of Punjab & Haryana, Chandigarh vide CWP No. 21463-2021 dated 25.10.2021 received through Legal Cell, M.D.University, Rohtak vide their office letter dated 1.11.2021(**Annexure A/86 pages 466-472**). The committee considered all the representation(s) received from the various quarters i.e. Association of Private Self Financing Institutions of Haryana, St. Andrews Institute of Technology & Management, Council of Architecture, Delhi Technical Campus, Sat Kabir Institute of Tech. & Management etc. The member of the committee at above sr. no. 6 i.e. Dr. Vijay Kumar, Principal, Sh. L.N.Hindu College, Rohtak did/could not attend the meeting(s) of the committee. All other members attended the meeting(s) of the committee. The committee prepared norms for making selection(s) of various teaching & non-teaching staff in all colleges/institutes affiliated to M.D.University, Rohtak in the following format:

1. For Govt., Aided and SFS Pvt. Education Colleges/Institutes, Affiliated to M.D. University, Rohtak **(Annexure A/82 pages 442-447).**
2. For Govt. Aided and SFS Pvt. Degree Colleges/Institutes, Affiliated to M.D.University, Rohtak**(Annexure A/83 pages 448-453).**
3. For Engineering, Management & Architecture Colleges/Institutes, Affiliated to M.D.University, Rohtak **(Annexure A/84 pages 454-459).**
4. For Law Colleges/Institutes, Affiliated to M.D.University, Rohtak **(Annexure A/85 pages 460-465).**

The proceedings of the meeting(s) duly signed by the committee has been placed at Annexure A/81 page 441.

Therefore, the minutes/proceedings of the meeting(s) of the committee alongwith above said norms regarding selection process for making appointment of various teaching and non-teaching staff in all colleges affiliated to M.D.University, Rohtak was placed before the Vice-Chancellor

for consideration and orders to place the same/case to the Academic Council/Executive Council for consideration.

The recommendations of item No.36 of the Academic Council met on 28.12.2021 are enclosed/attached for consideration.

43. MoU between M.D.University, Rohtak and Haryana Welfare Society for Speech and Hearing Impairment, Panchkula

To consider the MoU signed between M.D.University, Rohtak and Haryana Welfare Society for Speech and Hearing Impairment, Panchkula on 20.12.2021 **(Annexure A/87 pages 473-477).**

NOTE:

The Vice-Chancellor constituted a Committee under the Chairmanship of the Dean Academic Affairs with regard to MoU between M.D.University, Rohtak and Haryana Welfare Society for Speech and Hearing Impairment, Panchkula. The meeting of the Committee was held on 29.10.2021 and the Committee recommended the draft MoU **(Annexure A/87 pages 473-477).** The minutes of the Committee were placed before the Vice-Chancellor who has approved the same. Therefore, the consent of the second party i.e. Haryana Welfare Society for Speech and Hearing Impairment was taken by the University and accordingly, the Second Party agreed to visit the University on 20.12.2021 for signing the MoU with the M.D.University, Rohtak. Accordingly, the MoU was signed between both the Parties on 20.12.2021 in the Vice-Chancellor's Committee Room.

The matter has been considered by the Vice-Chancellor who has ordered to place the same before the Academic Council/Executive Council for approval.

The recommendations of item No.38 of the Academic Council met on 28.12.2021 are enclosed/attached for consideration.

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. 25 of 1975)
'A+' Grade University Accredited by NAAC

REGD./E.MAIL

No. CB-8/2022/Norms/ 1050-1103
Dated: 08-01-2022

To

The Principals/Directors,
All the Engineering, Management and Architecture Colleges/Institutions,
Affiliated to M.D.University, Rohtak

Sub: Norms for making appointments and approval of appointments of various teaching and non-teaching staff in all Engineering, Management and Architecture Colleges/ Institutions affiliated to M.D.University, Rohtak - E.C. Reso. No. 42 dated 31.12.2021

Sir/Madam,

Please find enclosed herewith a copy of norms for making appointments and approval of appointments of various teaching and non-teaching staff in Engineering, Management and Architecture Colleges/Institutions affiliated to M.D.University, Rohtak duly approved by the Executive Council of M.D.University, Rohtak vide its Reso. No. 42 dated 31.12.2021.

You are, therefore requested to follow these norms strictly with immediate effect, while appointing various teaching and non-teaching staff at your college/institute, otherwise proceedings of selection committee as well as their appointments will not be approved by the University.

Encl: As above

Yours faithfully,

8.1.2022
Superintendent (Colleges)
for DCDC

5

Norms for selection process for making appointments of Teaching & Non-Teaching staff in S.F.S. Engineering, Management & Architecture Colleges/ Institutes affiliated to M.D. University, Rohtak

1.	a)	i.	The vacant regular post(s) must be advertised in three Newspapers [one National daily - having at least two editions in different States including Haryana and NCR (Main edition) and two leading Regional dailies - one in English and other in Hindi with wide circulation within the state of Haryana and NCR] by the President (Governing Body of the College)/Administrator/ Chairman (Board of Governors of the College) (as the case may be) giving 21 days time for submission of Application Forms.
		ii.	Apart from displaying the Advertisement(s) on the Notice-Board of the College/Institute, the same must be circulated among all staff members in the concerned College/Institute.
		iii.	The post(s) for appointment of Teaching & Non-Teaching Staff may be advertised only if there is regular Principal/Director or through duly approved faculty member working as officiating Principal/Director, otherwise advertisements shall be treated as invalid and Vice-Chancellor's Nominee(s) shall not be provided.
		iv.	If a corrigendum is issued by the College/Institute concerned, it must be published in the same newspapers in which the advertisement was earlier published.
	b)	Number of vacant post(s) must be published in the advertisement(s).	
	c)	The advertisement(s) for the post(s) must include the website address and E-mail address of the College/Institute for reference of the applicants.	
	d)	The last date for submission of applications {21 days from date of publication of the advertisement(s)} must be mentioned in the advertisement(s). Only those candidates shall be called for interview, whose application forms have been received at both the places i.e. in the O/o Dean College Development Council (DCDC), M.D. University, Rohtak and the College/Institute concerned.	
	e)	A visible/readable attested hard copy of full page of newspapers in which the advertisement(s) have been published be sent to the DCDC, M.D. University, Rohtak. A softcopy through E-mail should also be sent to the Director, University Computer Centre, M.D. University, Rohtak for publishing on the University website within one week of the publication of advertisement(s) positively, with a copy of the same to DCDC, M.D. University, Rohtak.	
2.	a)	i)	The advertisement(s) and Application Form must be uploaded on the website of the College/Institute.
		ii)	The Application Form may also be collected from the office of the College/Institute during office hours or may be downloaded from the website of the College/Institute concerned. The cost of application in case of downloaded form shall be paid by means of Demand Draft(D.D) or through RTGS/NEFT in the designated bank account of amount equivalent to the cost of Application Form & shall be in favour of the Principal/Director or President, Governing Body/Chairman, Board of Governors (if the post of Principal/Director is advertised) of the concerned College/ Institution.
		iii)	A column pertaining to Mobile Number and E-mail of the applicant must be included in the Application Form.
		iv)	For each post, two sets of Application Form and supporting documents

			be prepared. A copy of the Application Form complete in all respects alongwith all supporting documents including educational qualifications, recent passport size photograph, properly catalogued/flagged should be submitted in the office of the Principal/Director of the concerned College/Institute and the other copy be sent to the DCDC, M.D. University, Rohtak by Registered Post or by hand. v) In case of any variation detected in the Application Form, the copy submitted to the DCDC, M. D. University, Rohtak will be considered as final. vi) The nomenclature of the Post applied for must be clearly mentioned in the Application Form.
	b)	i) ii)	The candidates must fulfil educational qualifications, experience etc. as per norms of UGC/ AICTE/ State Govt./ M.D. University, Rohtak. The eligibility of the candidate will be determined on the last date of submission of Application Form.
3.	a)		In accordance with the E.C. Reso. No. 49 dated 11.03.2017, the validity of application forms will be twelve months therefore, the College/ Institute shall complete the process for making appointments of teaching and non-teaching staff within twelve months from the last date of submission of application forms, failing which fresh advertisement will be required.
	b)		The minimum & upper age applicable for recruitment shall be as under:- i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years. ii) Maximum age for entry in the service of College/Institute for teaching (Assistant Professor) & Non-Teaching staff - 50 years as resolved vide E.C. Reso. No. 30 dated 12.10.2012 for Education and Engineering Colleges/Institutes for Teaching post(s). iii) The age of retirement for Director/Principal shall be 65 years. The age of retirement for Associate Professor/Professor shall be 70 years. iv) There shall be no maximum age for the post of Associate Professor/Professor/Director/Principal subject to provisions in point No.iii) above.
4.		i) ii)	In Professional Colleges/Institutes (Engineering, Management, Architecture, Law etc.), the appointments of teaching staff may be made by the Selection Committee(s) constituted by the concerned College/Institute as per qualifications laid down by the State Govt./adopted by the Affiliating University concerned as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/ 2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003 by associating at least three outside experts in the concerned course of study, at the level of Professor. In exceptional cases, where Professor in the concerned course of study are not available, senior Associate Professors with more than 5 years experience may be taken as experts. Vide point No.3 of the advisory issued by Council of Architecture (COA) ref. No.CA/5/Academic/2021/Circular dated 15.03.2021

		regarding selection process for faculty of Architecture *"the institution shall send its request to the Council for appointing a Nominee on the Selection Committee/Interview Board at least 15 days in advance of the date of interview".* iii) Further, vide point No.6 of advisory by Council of Architecture (COA) ref. No.CA/5/Academic/2021/Circular dated 15.03.2021, *"the Selection Committee apart from the Nominee of Council of Architecture shall consist of essentially managements or their representative, head of the institution, at least two subject experts and other mandatory members as per affiliating University. The composition of the committee shall be such that the majority members of the interview panel are Architects".*
5.		* However, the college/institution may make appointments through a panel provided by University. In such case, the request for appointment of University/Vice-Chancellor's Nominee(s) and Panel of Subject Experts, must be accompanied by:- i) Photocopy of the advertisements duly attested by the Principal/ Director of the College/Institute. ii) Complete synopsis with Date of Birth, percentage of marks from Matric onwards, category, experience etc. of all the eligible applicants who have applied upto the last date, duly authenticated by the Principal/Director.
6.		* For the provision in point no. 5 above, the date of interview shall be fixed in consultation with the University/Vice-Chancellor's Nominee(s) and Subject Experts. All eligible candidates/applicants, whose applications are received in the College/Institute concerned as well as in the University be informed within prescribed period, at least 10 days before the date of interview by Registered Post as well as E-Mail of the candidate(s).
7.		In case of SFS Colleges/Institutes as well as Govt. Aided Pvt. Colleges running SFS Program(s)/Course(s), the interview may be conducted even in case of single eligible applicant appearing in the interview.
8.		The qualifications and the selection criteria for the appointment of Assistant Professor/Associate Professor/Professor in Humanities/Social Science/Commerce/Sciences shall be as per UGC Norms.
9.		For work related to screening and interview for a given post, the remuneration for each member of the Selection Committee for a single sitting would be Rs. 3000/- only and in case the duration extends beyond five hours, remuneration would be paid @ Rs 5000/- per day.
10.		(i) The Vice-Chancellor's Nominee-I shall submit the proceedings of the Selection Committee to the DCDC, M. D. University, Rohtak immediately after the interview along with CD of videography covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Application forms of the candidates handed over to Vice Chancellor Nominee-I before the interview. b) Consolidated Synopsis-cum-academic merit list of all the candidates appeared before the Committee. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. ii) The Principal/Director shall also submit the following documents

immediately after the interview to the DCDC, M.D. University, Rohtak:-

a) Proceedings of the Selection Committee meeting.
b) Consolidated Synopsis-cum-academic merit list of all the candidates.
c) Score sheet indicating performance of all candidates by each member of Selection Committee.
d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee.
e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee.
f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee.
g) Attendance sheet of the candidates in original.
h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list).
i) Attested readable/visible copy of the advertisements.

iii) In case of selections made by Professional Colleges/Institutes as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003, the proceedings of the Selection Committee must be sent by the Director/Principal of the concerned College/Institute to the DCDC, M.D. University, Rohtak alongwith all relevant documents and CD covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:-

a) Proceedings of the Selection Committee meeting.
b) Consolidated Synopsis-cum-academic merit list of all the candidates.
c) Score sheet indicating performance of all candidates by each member of Selection Committee.
d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee.
e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee.
f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee.
g) Attendance sheet of the candidates in original.
h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list).
i) Attested readable/visible copy of the advertisement.

11.		The panel drawn by the Selection Committee will remain valid for six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor.
12.		The appointment letter should not be issued to the selected candidates, unless the proceedings of the Selection Committee are approved by the Vice-Chancellor.
13.		The appointment letter for the posts other than Peons and Class-IV categories shall be issued only by the President (Governing Body of the College)/ Administrator/ Chairman (Board of Governors of the College/Institute) (as the case may be) and for the post(s) of Peon and Class-IV categories, the appointment letters may be issued by the Principal/ Director of the concerned College/ Institute and joining reports must be arranged/ submitted accordingly.
14.		The Pay Scale as per MDU/AICTE/UGC norms, Nature of the post and Probation Period should be clearly mentioned in the appointment letter.
15.		The case(s) for approval of individual appointment submitted to the A.R./D.R. (Colleges), M.D. University, Rohtak must be accompanied by the following documents: i. Proforma of Teacher's Return/Non-Teaching Staff Return (as the case may be) duly filled in by the concerned Teaching/Non-Teaching staff complete in all respects and countersigned by the Principal/ Director of the concerned College/Institute and in case of appointment of a Principal/Director, the proforma should be duly countersigned by the President, Governing Body/Administrator/ Chairman, Board of Governors. ii. A copy of the appointment letter and joining report of concerned employee duly attested by the Principal/Director of the concerned College/Institute or duly attested by the President, Governing Body/ Administrator/ Chairman, Board of Governors, in case of appointment of Principal/Director. iii. A copy of the approval letter of proceedings of the Selection Committee issued by the University for the concerned post(s) duly attested by the Principal/Director or duly attested by the President, Governing Body/Administrator/Chairman, Board of Governors, in case of appointment of Principal/Director. iv. One set of attested copies of detailed marks cards of all the examinations from Matric onwards passed by the concerned employee duly attested by the Principal/Director of the College/ Institute or duly attested by the President, Governing Body/ Administrator/Chairman, Board of Governors, in case of appointment of Principal/Director. v. Verification report in original is mandatory for each of the supporting certificates included in the Synopsis-cum-Merit List and College Teacher Return/Non-Teaching Staff Return (as the case may be) from the concerned authorities. vi. In case of Teaching & Non-Teaching staff in Govt. Colleges, the visible/readable attested photocopies of the original verification report submitted by the Principal of a Govt./Govt. Aided Colleges(In case the original verification reports have been retained at some other institution) provided where the Principal concerned gives undertaking on letter head that the original verification reports pertaining to Xerox copies have been retained by the College. vii. If the name of the said approved teacher does not figure in the Teacher's Return of the next academic session, the approval shall deemed to be

		withdrawn. viii. The application fee for a teacher for approval of appointment shall be Rs. 5000/-, and shall also be applicable to the cases submitted by Govt. Colleges. ix. 2nd /next time approval of the teacher shall also be charged (i.e. Rs. 5000/-). x. Approval of other University or M.D. University shall not be a basis of eligibility forever. The fees for approval of a non-teaching staff other than Class-IV (Group-D) shall be Rs. 2000/-. Clause (vii) & (ix) as above shall be applicable to non-teaching staff. Amount similar as above amount shall also be chargeable for cases submitted by Govt. Colleges for approval of appointment with a fee of Rs. 2000/-.
16.		In case of verification of documents of any candidate from overseas, the College/Institute shall ensure that all the documents sent by a concerned institute (overseas) are verified through Institutional accredited email clearly indicating the name of the competent authority with complete details and the place of the state/ province with zip code.
17.		The approval of appointment for a said teacher/ non-teaching employee shall be for a particular College/Institute in which he/she has joined, change of College/Institute or cadre shall warrant a fresh approval of appointment through procedure laid down by the University for the purpose, except in case of Govt. College(s).

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. 25 of 1975)
'A+' Grade University Accredited by NAAC

REGD./E.MAIL

No. CB-8/2022/Norms/ 1104-1115
Dated: 08-01-2022

To

The Principals/Directors,
All the Law Colleges/Institutions,
Affiliated to M.D.University, Rohtak

Sub: Norms for making appointments and approval of appointments of various teaching and non-teaching staff in Law Colleges/Institutions affiliated to M.D.University, Rohtak - E.C. Reso. No. 42 dated 31.12.2021

Sir/Madam,

Please find enclosed herewith a copy of norms for appointments and approval of appointments of various teaching and non-teaching staff in Law Colleges/Institutions affiliated to M.D.University, Rohtak duly approved by the Executive Council of M.D.University, Rohtak vide its Reso. No. 42 dated 31.12.2021.

You are, therefore requested to follow these norms strictly with immediate effect, while appointing various teaching and non-teaching staff at your college/institute, otherwise proceedings of selection committee as well as their appointments will not be approved by the University.

Encl: As above

Yours faithfully,

8.1.2022
Superintendent (Colleges)
for DCDC

Norms for selection process for making appointments of Teaching & Non-Teaching staff in S.F.S. Law Colleges/ Institutes affiliated to M.D. University, Rohtak

1.	a)	i. The vacant regular post(s) must be advertised in three Newspapers [one National daily - with at least two editions in different States including Haryana and NCR (Main edition) and two leading Regional dailies - one in English and other in Hindi with wide circulation within the state of Haryana and NCR] by the President (Governing Body of the College)/ Administrator/ Chairman (Board of Governors of the College) (as the case may be) giving 21 days time for submission of Application Forms. ii. Apart from displaying the Advertisement(s) on the Notice-Board of the College/Institute, the same must be circulated among all staff members in the concerned College/Institute. iii. The post(s) for appointment of Teaching & Non-Teaching Staff may be advertised only if there is regular Principal or through duly approved faculty member working as officiating Principal, otherwise advertisements shall be treated as invalid and Vice-Chancellor's Nominee shall not be provided. iv. If a corrigendum is issued by the College/Institute concerned, it must be published in the same newspapers in which the advertisement was earlier published.
	b)	Number of vacant post(s) must be published in the advertisement(s).
	c)	The advertisement(s) for the post(s) must include the website address and E-mail address of the College/Institute for reference of the applicants.
	d)	The last date for submission of applications {21 days from date of publication of the advertisement(s)} must be mentioned in the advertisement(s). Only those candidates shall be called for interview, whose application forms have been received at both the places i.e. in the O/o Dean College Development Council (DCDC), M.D. University, Rohtak and the College/Institute concerned.
	e)	A visible/readable attested hard copy of full page of newspapers in which the advertisement(s) have been published be sent to the DCDC, M.D. University, Rohtak. A softcopy through E-mail should also be sent to the Director, University Computer Centre, M.D. University, Rohtak for publishing on the University website within one week of the publication of advertisement(s) positively, with a copy of the same to DCDC, M.D. University, Rohtak.
2.	a)	i) The advertisement(s) and Application Form must be uploaded on the website of the College/Institute. ii) The Application Form may also be collected from the office of the College/Institute during office hours or may be downloaded from the website of the College/Institute concerned. The cost of application in case of downloaded form shall be paid by means of Demand Draft(D.D) or through RTGS/NEFT in the designated bank account of amount equivalent to the cost of Application Form & shall be in favour of the Principal/Director or President, Governing Body/Chairman, Board of Governors (if the post of Principal/Director is advertised) of the concerned College/ Institution. iii) A column pertaining to Mobile Number and E-mail of the applicant must be included in the Application Form. iv) For each post, two sets of Application Form and supporting documents

		be prepared. A copy of the Application Form complete in all respects alongwith all supporting documents including educational qualifications, recent passport size photograph, properly catalogued/flagged should be submitted in the office of the Principal/Director of the concerned College/Institute and the other copy be sent to the DCDC, M. D. University, Rohtak by Registered Post or by hand. v) In case of any variation detected in the Application Form, the copy submitted to the DCDC, M. D. University, Rohtak will be considered as final. vi) The nomenclature of the Post applied for must be clearly mentioned in the Application Form.
	b)	i) The candidate must fulfil educational qualifications, experience etc. as per norms of UGC/ AICTE/ State Govt./ M.D. University, Rohtak. ii) The eligibility of the candidate will be determined on the last date of submission of Application Form.
3.	a)	In accordance with the E.C. Reso. No. 49 dated 11.03.2017, the validity of application forms will be twelve months, therefore, the College/ Institute shall complete the process for making appointments of teaching and non-teaching staff within twelve months from the last date of submission of application forms, failing which fresh advertisement will be required.
	b)	The minimum & upper age applicable for recruitment shall be as under:- i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years. ii) Maximum age for entry in the service of College/Institute for teaching (Assistant Professor) & Non teaching staff - 50 years as resolved vide E.C. Reso. No. 30 dated 12.10.2012 for Education and Engineering Colleges/Institutes for Teaching post(s). iii) The age of retirement for Principal shall be 65 years. The age of retirement for Associate Professor/Professor shall be 70 years. iv) There shall be no maximum age for the post of Associate Professor/Professor/Principal subject to provision in point No. iii) & above.
4.		In Professional Colleges/Institutes (Engineering, Management, Architecture, Law, etc.), the appointments of teaching staff may be made by the Selection Committee(s) constituted by the concerned College/Institute as per qualifications laid down by the State Govt./adopted by the Affiliating University concerned as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003 by associating at least three outside experts in the concerned course of study, at the level of Professor. In exceptional cases, where Professor in the concerned course of study are not available, senior Associate Professors with more than 5 years experience may be taken as experts.
5.		* The request for appointment of University/Vice-Chancellor's nominee and Panel of Subject Experts must be accompanied by: i) Photocopy of the advertisement(s) duly attested by the Principal/Director of the College/ Institute.

		ii) Complete synopsis with Date of Birth, percentage of marks from Matric onwards, category, experience etc. of all the eligible applicants who have applied upto the last date, duly authenticated by the Principal/Director.
6.		* The date of interview shall be fixed in consultation with the University/Vice-Chancellor's Nominee(s) and Subject Experts. All eligible candidates /applicants, whose applications are received in the College/ Institute concerned as well as in the University be informed within prescribed period, at least 10 days before the date of interview by Registered Post as well as E-Mail of the candidate(s).
7.		In case of SFS Colleges/Institutes as well as Govt. Aided Pvt. Colleges running SFS Program(s)/Course(s), the interview may be conducted even in case of single eligible applicant appearing in the interview.
8.		The qualifications and the selection criteria for the appointment of Assistant Professor/Associate Professor/ Professor/Principal shall be as per UGC norms.
9.		For work related to screening and interview for a given post, the remuneration for each member of the Selection Committee for a single sitting would be Rs. 3000/- only and in case the duration extends beyond five hours, remuneration would be paid @ Rs 5000/- per day.
10.		i) The Vice-Chancellor's Nominee-I shall submit the proceedings of the Selection Committee to the DCDC, M. D. University, Rohtak immediately after the interview along with CD of videography covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Application forms of the candidates handed over to Vice-Chancellor's Nominee-I before the interview. b) Consolidated Synopsis-cum-academic merit list of all the candidates appeared before the Committee. c) Score sheet indicating performance of all candidates by each member of the Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. ii) The Principal shall also submit the following documents immediately after the interview to the DCDC, M.D. University, Rohtak. a) Proceedings of the Selection Committee meeting. b) Consolidated Synopsis-cum-merit list of all the candidates. c) Score sheet indicating performance of all candidates by each member of the Selection Committee. d) Based upon b) & (c), consolidated overall merit list including the interview marks average by the Selection Committee. e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee. f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee. g) Attendance sheet of the candidates in original. h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel

		(selected and waiting list). i) Attested readable/visible copy of the advertisement. iii) In case of selections made by Professional Colleges/Institutes as per Interim State Policy/Guidelines in pursuance to judgment dated 31.10.2002 in TMA PAI Foundation case by Hon'ble Supreme Court and Interim Policy Regulations of AICTE notified vide notification No. F.37-3/Legal (v)/2003 conveyed by Department of Technical Education, Haryana vide letter No. 770-773/Engg. Dated 21.04.2003, the proceeding of the Selection Committee must be sent by the Principal of the concerned College/Institute to the DCDC, M.D. University, Rohtak alongwith all relevant documents and CD covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Proceedings of the Selection Committee meeting. b) Consolidated Synopsis-cum-academic of all the candidates. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. e) Selection Criteria for Teaching staff duly signed by each member of the Selection Committee. f) Selection Criteria for Non-Teaching staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the Selection Committee. g) Attendance sheet of the candidates in original. h) Visible/readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list). i) Attested readable/visible copy of the advertisement.
11.		The panel drawn by the Selection Committee will remain valid for six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor.
12.		The appointment letter should not be issued to the selected candidates, unless the proceedings of the Selection Committee are approved by the Vice-Chancellor.
13.		The appointment letter for the posts other than Peons and Class-IV categories shall be issued only by the President (Governing Body of the College)/ Administrator/ Chairman (Board of Governors of the College/Institute) (as the case may be) and for the post(s) of Peon and Class-IV categories, the appointment letters may be issued by the Principal of the concerned College/ Institute and joining reports must be arranged/ submitted accordingly.
14.		The Pay Scale as per MDU/UGC/BCI norms, Nature of the post and Probation Period should be clearly mentioned in the appointment letter.
15.		The cases for approval of individual appointment submitted to the A.R./D.R. (Colleges), M.D. University, Rohtak must be accompanied by the following documents: i. Proforma of Teacher's Return/Non-Teaching Staff Return (as the case may be) duly filled in by the concerned Teaching/Non-Teaching staff complete in all respects and countersigned by the Principal of the

		concerned College/Institute and in case of appointment of Principal, the proforma should be duly countersigned by the President, Governing Body/ Administrator/ Chairman, Board of Governors. ii. A copy of the appointment letter and joining report of concerned employee duly attested by the Principal of the concerned College/ Institute or duly attested by the President, Governing Body/Administrator/Chairman, Board of Governors in case of appointment of Principal/Director. iii. A copy of the approval letter of proceedings of the Selection Committee issued by the University for the said post(s) duly attested by the Principal or duly attested by the President, Governing Body/Administrator/ Chairman, Board of Governors in case of appointment of Principal/Director. iv. One set of attested copies of detailed marks cards of all the examinations from Matric onwards passed by the concerned employee duly attested by the Principal/ Director of the college/ institute or duly attested by the President, Governing Body/ Administrator/ Chairman, Board of Governors in case of appointment of Principal/Director. v. Verification report in original is mandatory for each of the supporting certificates included in the Synopsis-cum-Merit List and College Teacher Return/ Non-Teaching Staff Return (as the case may be) from the concerned authorities. vi. In case of Teaching & Non-Teaching staff in Govt. Colleges, the visible/readable attested photocopies of the original verification report submitted by the Principal of a Govt./Govt. Aided Colleges(*In case the original verification reports have been retained at some other institution) provided where the Principal concerned gives undertaking on letter head that the original verification reports pertaining to Xerox copies have been retained by the College. vii. The approval for a said teacher shall be for a College in which he/she has joined, change of College or cadre shall warrant a fresh approval except the teachers appointed in Govt. Colleges. viii. If the name of the said approved teacher does not figure in the Teacher's Return of next academic session, the approval shall be deemed to be withdrawn. ix. The application fee for a teacher for approval of appointment shall be Rs. 5000/-, and shall be applicable to the cases submitted by Govt. Colleges. x. 2nd/next time approval of the teacher shall also be charged (i.e. Rs. 5000/-). xi. Approval of other University or M.D. University shall not be a basis of eligibility forever. The fees for approval of a non-teaching staff other than Class-IV (Group-D) shall be Rs. 2000/-. Clause (vii) & (x) as above shall be applicable to non-teaching staff. Amount similar as above shall also be chargeable for cases submitted by Govt. Colleges for approval of appointment with a fee of Rs. 2000/-.
16.		In case of verification of documents of any candidate from overseas, the College/Institute shall ensure that all the documents sent by a concerned institute (overseas) are verified through Institutional accredited email, name of the competent authority with complete details and place of the state/ province with zip code.

17.		The approval of appointment for a said teacher/ non-teaching employee shall be for a particular college/ institute in which he/she has joined, change of college/ institute OR cadre shall warrant a fresh approval of appointment through procedure laid down by the University for the purpose, except in case of Govt. College.

Norms for selection process for making appointments of Teaching and Non-Teaching staff in Govt. Aided and SFS Private Degree Colleges affiliated to M.D. University, Rohtak

1.	a)	i. The vacant regular post(s) must be advertised in three Newspapers [one National daily - having at least two editions in different States including Haryana and NCR (Main edition) and two leading Regional dailies - one in English and other in Hindi with wide circulation within the state of Haryana and NCR] by the President (Governing Body of the College)/ Administrator/ Chairman (Board of Governors of the College) (as the case may be) giving 21 days time for submission of Application Forms. ii. Apart from displaying the Advertisement(s) on the Notice-Board of the College/Institute, the same must be circulated among all staff members in the concerned College/Institute. iii. Post(s) for Teaching and Non-Teaching staff in Govt. Aided Colleges may be advertised only if there is regular Principal or in case of Officiating Principal, the permission of the D.G.H.E. has been obtained, otherwise the advertisements shall be treated as invalid and Vice-Chancellor's Nominee(s) shall not be provided. iv. In case of SFS Colleges/Institutions, post(s) for appointment of Teaching & Non-Teaching Staff may be advertised only if there is regular Principal or through duly approved faculty member working as officiating Principal, otherwise advertisements shall be treated as invalid and Vice-Chancellor's Nominee(s) shall not be provided. v. If a corrigendum is issued by the College/Institute concerned, it must be published in the same newspapers in which the advertisement was earlier published.
	b)	Number of vacant post(s) must be published in the advertisement(s).
	c)	The advertisement(s) for the post(s) must include the website address and E-mail address of the College/Institute for reference of the applicants.
	d)	The last date for submission of applications {21 days from date of publication of the advertisement(s)} must be mentioned in the advertisement(s). Only those candidates shall be called for interview, whose application forms have been received at both the places i.e. in the O/o Dean College Development Council (DCDC), M.D. University, Rohtak and the College/Institute concerned.
	e)	A visible/readable attested hard copy of full page of newspapers in which the advertisement(s) have been published be sent to the DCDC, M.D. University, Rohtak. A softcopy through E-mail should also be sent to the Director, University Computer Centre, M.D. University, Rohtak for publishing on the University website within one week of the publication of advertisement(s) positively, with a copy of the same to DCDC, M.D. University, Rohtak.
2.	a)	i) While advertising the post(s) for Govt. Aided Colleges, the reservation policy as per instructions of the State Govt. must be followed and the category must be specified along with the post advertised. ii) The advertisement(s) and Application Form must be uploaded on the website of the College/Institute. iii) The Application Form may also be collected from the office of the College/Institute during office hours or may be downloaded from the website of the College/Institute concerned. The cost of application in case of downloaded form shall be paid by means of Demand

			Draft(D.D) or through RTGS/NEFT in the designated bank account of amount equivalent to the cost of Application Form & shall be in favour of the Principal/Director or President, Governing Body/Chairman, Board of Governors (if the post of Principal/Director is advertised) of the concerned College/ Institution. iv) A column pertaining to Mobile Number and E-mail of the applicant must be included in the Application Form. For each post, two sets of Application Form and supporting documents be prepared. A copy of the Application Form complete in all respects alongwith all supporting documents including educational qualifications, recent passport size photograph, properly catalogued/flagged should be submitted in the office of the Principal/Director of the concerned College/Institute and the other copy be sent to the DCDC, M. D. University, Rohtak by Registered Post or by hand. v) In case of any variation detected in the Application Form, the copy submitted to the DCDC, M. D. University, Rohtak will be considered as final. vi) The nomenclature of the Post applied for must be clearly mentioned in the Application Form.
	b)	i) ii)	The candidates must fulfil educational qualifications, experience etc. as per norms of UGC / State Govt./ M.D. University, Rohtak. The eligibility of the candidate will be determined on the last date of submission of Application Form.
3.	a)	i)	In accordance with E.C. Reso. No. 17 dated 23.6.2006 for making regular appointment for teaching & non-teaching posts, the selection process i.e. including providing of Vice-Chancellor's Nominee(s)/Panel of Subject Experts/University Nominee, conduct of interview and submission of proceedings of the Selection Committee must be completed within 6 months in Govt. Aided Pvt. Colleges failing which fresh advertisement will be required. ii) In case of Govt. Aided Colleges/Institutes running S.F.S. Program(s)/SFS Colleges, the validity of application forms will be twelve months in accordance with the E.C. Reso. No. 49 dated 11.03.2017, therefore, the College/Institute shall complete the process for making appointments of teaching and non-teaching staff within twelve months from the last date of submission of application forms, failing which fresh advertisement will be required.
	b)		The minimum & upper age applicable for recruitment shall be as under:- i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years. ii) Maximum age for appointment of Assistant Professor in SFS Degree Colleges shall be the same as in case of Govt. Aided Pvt. College as per DGHE guidelines received from time to time. iii) The age of retirement for Associate Professor/Professor in S.F.S. Degree College(s)/Institute(s) shall be 70 years. iv) The age of retirement for Principal in S.F.S. Degree College(s)/ Institute(s) shall be 65 years. v) There shall be no maximum age for entry in S.F.S. College(s)/ Institute(s) for the post of Associate Professor/Professor/ Principal subject to provision in point No. iii & iv above.

		vi) In S.F.S. Degree Colleges, rules regarding age relaxation shall be applicable as applicable in case of Govt. Aided Private Colleges of Haryana State.
4.		The request for appointment of University/ Vice-Chancellor's Nominee(s) and Panel of Subject Experts, the following documents must be accompanied by:- i) Photocopy of the advertisements duly attested by the Principal/Director of the College/Institute. ii) Sanction letter and permission letter to fill up of the Post(s) from the Director General Higher Education, Haryana in case of Govt. Aided Colleges. iii) Complete synopsis with Date of Birth, percentage of marks from Matric onwards, category, experience etc. of all the eligible applicants who have applied upto the last date, duly authenticated by the Principal. iv) In case of Govt. Aided Colleges, no synopsis be sent to the University, if less than three Applications of eligible candidates against any particular post are received as the requirement of minimum three eligible candidates is mandatory for recruitment against a single post. If after the interview, the number of eligible candidates having appeared for interview is found to be less than 03 (three) against a single post, and higher in same proportion for multiple posts, no selection panel shall be prepared and the interview shall stand cancelled. v) Resolution of the Governing Body for making appointments (mandatory for Govt. Aided Colleges).
5.		The date of interview should be fixed in consultation with the University/Vice-Chancellor's Nominee(s) and Subject Experts. All eligible candidates /applicants, whose applications are received in the College/Institute concerned as well as in the University be informed within prescribed period, at least 10 days before the date of interview by Registered Post as well as E-Mail of the candidate(s).
6.		In case of SFS Colleges/Govt. Aided Colleges running SFS Program(s)/Course(s), the condition of minimum three candidates against one particular post of SFS Program/Course is relaxed and interview may be conducted even in case of single eligible candidate appearing in the interview.
7.		The qualifications and the selection criteria for the appointment of Assistant Professor and Principal in SFS Colleges shall be the same as prescribed for recruitment of Assistant Professor and Principal for concerned UGC program and Principal in Govt. Aided Colleges respectively.
8.		For the work related to screening and interview for a given post, the remuneration for each member of the selection committee for a single sitting would be Rs. 3000/- only and in case the duration extends beyond five hours, remuneration would be paid @ Rs 5000/- per day.
9.		i) The Vice-Chancellor's Nominee-I shall submit the proceedings of the Selection Committee to the DCDC, M. D. University, Rohtak immediately after the interview along with CD of videography covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Application forms of the candidates handed over to V.C.'s Nominee-I before the interview. b) Consolidated Synopsis-cum-academic merit list of all the candidates appeared before the committee.

		c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. ii) The Principal/Director shall also submit the following documents immediately after the interview to the D.C.D.C., M.D.University, Rohtak. a) Proceedings of the Selection Committee meeting. b) Consolidated Synopsis-cum-merit list of all the candidates. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. e) **In case of Govt. Aided Colleges, selection criteria for Non-Teaching staff duly signed by each member of the Selection Committee.** f) **In case of SFS Pvt. Colleges, selection criteria for Non-Teaching Staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the committee.** g) Attendance sheet of the candidates in original. h) Visible/Readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list). i) Attested readable/visible copy of the advertisements.
10.		In case of Govt. Aided Pvt. Colleges, the panel drawn by the Selection Committee shall remain valid for a period of six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor, M.D.University, Rohtak and the D.G.H.E., Haryana whichever is later. In case of Govt. Aided Colleges/Institutes running S.F.S. Program(s)/ Course(s),S. F. S. Colleges /Institutes, the panel drawn by the Selection Committee will also remain valid for six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor.
11.		In case of Govt. Aided Pvt. Colleges, appointment letter should not be issued to the selected candidate(s), unless the proceedings of the Selection Committee are approved both by the University & the D.G.H.E., Haryana. In case of Govt. Aided Colleges/Institutes running S.F.S. Program(s)/ Course(s), S.F.S. Colleges/Institutes, appointment letter should not be issued to the selected candidates, unless the proceedings of the Selection Committee are approved by the Vice-Chancellor.
12.		The appointment letter for the posts other than Peons and Class-IV categories shall be issued only by the President (Governing Body of the College)/ Administrator/ (as the case may be) and for the post(s) of Peon and Class-IV categories, the appointment letters may be issued by the Principal of the concerned College/ Institute and joining reports must be arranged/ submitted accordingly.
13.		The Pay Scale, Nature of the post as per MDU/UGC/DGHE norms and

		Probation Period should be clearly mentioned in the appointment letter.
14.		The cases for approval of individual appointment submitted to the A.R.(Colleges), M.D.University, Rohtak must be accompanied by the following documents: i. Proforma of Teacher's Return/Non-Teaching Staff Return (as the case may be) duly filled in by the concerned Teaching/Non-Teaching staff complete in all respects and countersigned by the Principal of the concerned College/Institute and in case of appointment of a Principal, the Proforma should be duly countersigned by the President, Governing Body/ Administrator. ii. A copy of the appointment letter and joining report of concerned employee duly attested by the Principal of the college/ institute or duly attested by the President, Governing Body/ Administrator in case of appointment of Principal. iii. A copy of the approval letter of proceedings of the Selection Committee issued by the University for the said post(s) duly attested by the Principal or duly attested by the President, Governing Body/Administrator in case of appointment of Principal. iv. One set of attested copies of detailed marks cards of all the examinations from Matric onwards passed by the concerned employee duly attested by the Principal of the college/ institute or duly attested by the President, Governing Body/ Administrator (in case of appointment of Principal). v. Verification report in original is mandatory for all the supporting certificates included in the Synopsis-cum-Merit List and College Teacher Return/ Non-Teaching Staff Return (as the case may be) from the concerned authorities. vi. In case of Teaching & Non-Teaching staff in Govt. Colleges, the visible/readable attested photocopies of the original verification report submitted by the Principal of a Govt./Govt. Aided Colleges(In case the original verification reports have been retained at some other institution) provided where the Principal concerned gives undertaking on letter head that the original verification reports pertaining to Xerox copies have been retained by the College. vii. If the name of the said approved teacher does not figure in the teacher's return of the next academic session, the approval shall deemed to be withdrawn. viii. The application fee for a teacher for approval of appointment shall be Rs. 5000/-, and shall also be applicable to the cases submitted by Govt. Colleges. ix. 2nd/next time approval of the teacher shall also be charged (i.e. Rs. 5000/-). x. Approval of any other University or M.D. University shall not be a basis of eligibility forever. The fees for approval of a non-teaching staff other than Class-IV (Group-D) shall be Rs. 2000/-. Clause (vii) & (x) as above shall be applicable to non-teaching staff. Amount similar as above shall also be chargeable for cases submitted by Govt. Colleges for approval of appointment with a fee of Rs. 2000/-.
15.		In case of verification of documents of any candidate from overseas, the College/Institute shall ensure that all the documents sent by a concerned

		institute (overseas) are verified through Institutional accredited email clearly indicating the name of the competent authority with complete details and the place of the state/ province with zip code.
16.		The approval of appointment for a said teacher/ non-teaching employee shall be for a particular college/ institute in which he/she has joined, change of college/ institute OR cadre shall warrant a fresh approval of appointment through procedure laid down by the University for the purpose, except in case of Govt. College.

Norms for selection process for making appointment(s) of teaching and non-teaching staff in Govt. Aided and SFS Private Education Colleges/Institutes affiliated to M.D.University, Rohtak

1.	a)	i.	The vacant regular post(s) must be advertised in three Newspapers [one National daily - having at least two editions in different States including Haryana and NCR (Main edition) and two leading Regional dailies- one in English and other in Hindi with wide circulation within the state of Haryana and NCR] by the President (Governing Body of the College)/Administrator/ Chairman (Board of Governors of the College) (as the case may be) by giving 21 days time for submission of Application Forms.
		ii.	Apart from displaying the Advertisement(s) on the Notice-Board of the College/Institute, the same must be circulated among all staff members in the concerned College/Institute.
		iii.	The Post(s) for appointment in Teaching and Non-Teaching staff in Govt. Aided Colleges may be advertised only if there is regular Principal or in case of officiating Principal, the permission of the D.G.H.E. has been obtained otherwise, the advertisements shall be treated as invalid and Vice-Chancellor's Nominee shall not be provided.
		iv.	In case of SFS Colleges/Institutions, post(s) for appointment of Teaching & Non-Teaching Staff may be advertised only if there is regular Principal or through duly approved faculty member working as officiating Principal, otherwise advertisements shall be treated as invalid and Vice-Chancellor's Nominee shall not be provided.
		v.	If a corrigendum is issued by the College/Institutes, it must be published in the same newspapers in which the advertisement was earlier published.
	b)	Number of vacant post(s) must be published in the advertisement(s).	
	c)	The advertisement(s) for the post(s) must include the website address and E-mail address of the College/Institute for reference of the applicants.	
	d)	The last date for submission of applications {21 days from date of publication of the advertisement(s)} must be mentioned in the advertisement(s). Only those candidates shall be called for interview, whose applications forms have been received at both the places i.e. in the O/o Dean College Development Council, M.D. University, Rohtak and the College/Institute concerned.	
	e)	A visible/readable attested hard copy of full page of newspapers in which the advertisement(s) has/have been published be sent to the DCDC, M.D. University, Rohtak and softcopy through E-mail to the Director, University Computer Centre, M.D. University, Rohtak for publishing on the University website) within one week of the publication of the advertisement(s) positively with a copy of same to the DCDC, M.D.University, Rohtak.	
2.	a)	i)	While advertising the post(s) for Govt. Aided Colleges, the reservation policy as per instructions of the State Govt. must be followed and the category must be specified along with the post advertised.
		ii)	The advertisement(s) and Application Form may also be uploaded on the website of the College/Institute.
		iii)	The Application Form may also be collected from the office of the College/Institute during office hours or may be downloaded from the website of the College/Institute concerned. The cost of application in

		case of downloaded form shall be paid by means of Demand Draft(D.D)/or through RTGS/NEFT in the designated bank account of amount equivalent to the cost of Application Form & shall in favour of the Principal/Director or President, Governing Body (if the post of Principal/Director is advertised) of the concerned College/Institution. iv) A column of pertaining to Mobile Number and E-mail of the applicant(s) must be included in the Application Form. v) For each post, two sets of Application Form and supporting documents be prepared. A copy of the Application Form complete in all respects alongwith all supporting documents including educational qualifications, recent passport size photograph, properly catalogued/ flagged should be submitted in the office of the Principal/Director of the concerned College/Institute and the other copy be sent to the Dean, Colleges Development Council, M.D. University, Rohtak by Registered Post or by hand. vi) In case of any variation detected in the Application Form, the copy submitted to the DCDC, M.D. University, Rohtak will be considered as final. vii) The nomenclature of the Post applied for must be clearly mentioned in the Application Form.
	b)	i) The candidates must fulfil educational qualifications, experience etc. as per norms of UGC/ State Govt./ M.D. University, Rohtak. ii) The eligibility of the candidate will be determined on the last date of submission of Application Form.
3.	a)	i) In accordance with E.C. Reso. No. 17 dated 23.6.2006 for making regular appointment for teaching & non-teaching posts, the selection process i.e. including providing of Vice-Chancellor's Nominee(s)/Panel of Subject Experts/University Nominee, conduct of interview and submission of proceedings of the Selection Committee must be completed within 6 months in Govt. Aided Pvt. Colleges failing which fresh advertisement will be required. ii) In case of Govt. Aided Colleges/Institutes running S.F.S. Program(s)/SFS Colleges, the validity of application forms will be twelve months in accordance with the E.C. Reso. No. 49 dated 11.03.2017, therefore, the College/Institute shall complete the process for making appointments of teaching and non-teaching staff within twelve months from the last date of submission of application forms, failing which fresh advertisement will be required.
	b)	The minimum & upper age applicable for recruitment shall be as under:- i) Minimum age for entry in the service of College/Institute - Not below the age of 18 years. ii) Maximum age for appointment of Assistant Professor in SFS Education Colleges shall be the same as in case of Govt. Aided Pvt. College as per DGHE guidelines received from time to time. iii) The age of retirement for Principal in S.F.S. Education College(s)/ Institute(s) shall be 65. years. The age of retirement for Associate Professor/ Professor in S.F.S. Education College(s)/ Institute(s) shall be 70 years. iv) There shall be no maximum age for entry for the post of Associate Professor/ Professor/ Principal subject to provision in point No. iii) above.

		vi) In S.F.S. Education Colleges, rules regarding age relaxation shall be applicable as applicable in case of Govt. Aided Private Colleges of Haryana State.
4.		The request for appointment of University/ Vice-Chancellor's Nominee(s) and Panel of Subject Experts, must be accompanied by:- i) Photocopy of the advertisement(s) duly attested by the Principal/Director of the College/Institute. ii) Sanction letter and permission letter to fill up of the Post(s) from the Director General Higher Education, Haryana in case of Govt. Aided Colleges. iii) Complete synopsis with Date of Birth, percentage of marks from Matric onwards, category, experience etc. of all the eligible applicants who have applied upto the last date, duly authenticated by the Principal/Director. iv) In case of Govt. Aided Colleges, no synopsis be sent to the University, if less than three Applications of eligible candidates against any particular post are received as the requirement of minimum three eligible candidates is mandatory for recruitment against a single post. If after the interview, the number of eligible candidates having appeared for interview is found to be less than 03 (three) against a single post, and higher in same proportion for multiple posts, no selection panel shall be prepared and the interview shall stand cancelled. v) Resolution of the Governing Body for making appointments (mandatory for Govt. Aided Colleges).
5.		The date of interview should be fixed in consultation with the University/ Vice-Chancellor's Nominee(s) and Subject Experts. All eligible candidates /applicants, whose applications are received in the College/ Institute concerned as well as in the University be informed within prescribed period, at least 10 days before the date of interview by Registered Post as well as E-Mail of the candidate(s).
6.		In case of SFS Colleges/Govt. Aided Colleges running SFS Program(s)/ Course(s), the condition of minimum three candidates against one particular post of SFS Program/Course is relaxed and interview may be conducted even in case of single eligible candidate appearing in the interview.
7.		The qualifications and the selection criteria for the appointment of Assistant Professor and Principal in SFS Colleges shall be the same as prescribed for recruitment of Assistant Professor and Principal for concerned UGC/NCTE Program(s) and Principal in Govt. Aided Colleges respectively.
8.		For the work related to screening and interview for a given post, the remuneration for each member of the Selection Committee for a single sitting would be Rs. 3000/- only and in case the duration extends beyond five hours, remuneration would be paid @ Rs 5000/- per day.
9.		i) The Vice-Chancellor's Nominee-I shall submit the proceedings of the Selection Committee to the DCDC, M. D. University, Rohtak immediately after the interview along with CD of videography covering the presence of the candidate(s) before the Selection Committee in the interview along with the following documents:- a) Application forms of the candidates handed over to V.C.'s Nominee-I before the interview. b) Consolidated Synopsis-cum-academic merit list of all the candidates

		appeared before the committee. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection committee. ii) The Principal/Director shall also submit the following documents immediately after the interview to the DCDC, M.D.University, Rohtak. a) Proceedings of the Selection Committee meeting. b) Consolidated Synopsis-cum-merit list of all the candidates. c) Score sheet indicating performance of all candidates by each member of Selection Committee. d) Based upon b) & c), consolidated overall merit list including the interview marks (average) by the Selection Committee. e) In case of Govt. Aided Colleges, selection criteria for Non-Teaching staff duly signed by each member of the Selection Committee. f) In case of SFS Pvt. Colleges, selection criteria for Non-Teaching Staff i.e. Registrar, Administrative Officer, Sports Officer, Office Assistant-cum-Accountant, Accounts Officer, Hostel Warden, Computer Programmer duly signed by each member of the committee. f) Attendance sheet of the candidates in original. g) Visible/Readable photocopy of academic record, research papers and experience etc. of the recommended candidates in the panel (selected and waiting list). h) Attested readable/visible copy of the advertisements.
		In case of Govt. Aided Pvt. Colleges, the panel drawn by the Selection Committee shall remain valid for a period of six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor, M.D. University, Rohtak and by the D.G.H.E., Haryana whichever is later. In case of Govt. Aided Colleges/ Institutes running S.F.S. Program(s)/ Course(s), SFS Colleges/institutes, the panel drawn by the Selection Committee will also remain valid for six months starting from the date of approval of the proceedings of the Selection Committee by the Vice-Chancellor.
11.		In case of Govt. Aided Pvt. Colleges, appointment letter should not be issued to the selected candidate(s), unless the proceedings of the Selection Committee are approved both by the Vice-Chancellor, M.D.University, Rohtak & the D.G.H.E., Haryana. In case of Govt. Aided Colleges/ Institutes running S.F.S. Program(s)/ Course(s), S.F.S. Colleges/Institutes, appointment letter should not be issued to the selected candidates, unless the proceedings of the Selection Committee are approved by the Vice-Chancellor.
12.		The appointment letter for the posts other than Peons and Class-IV categories shall be issued only by the President (Governing Body of the College)/ Administrator/Chairman (Board of Governors of the College/institute) (as the case may be) and for the post(s) of Peon and Class-IV categories, the appointment letters may be issued by the Principal of the concerned College/ Institute and joining reports must be arranged/ submitted accordingly.
13.		The Pay Scale, Nature of the post as per MDU/State Govt./UGC/NCTE norms

		and Probation Period should be clearly mentioned in the appointment letter.
14.		The cases for approval of individual appointment submitted to the Asstt. Registrar, M.D.University, Rohtak must be accompanied by the following documents: i. Proforma of Teacher's Return/ Non-Teaching Staff Return (as the case may be) duly filled in by the concerned Teaching/ Non-Teaching staff complete in all respects and countersigned by the Principal/Director and in case of appointment of a Principal/Director, the proforma should be duly countersigned by the President, Governing Body/ Chairman, Board of Governors/Administrator. ii. A copy of the appointment letter and joining report of concerned employee duly attested by the Principal of the college/ institute or duly attested by the President, Governing Body/ Chairman, Board of Governors/ Administrator (in case of appointment of Principal. iii. A copy of the approval letter of proceedings of the Selection Committee issued by the University for the said post(s) duly attested by the Principal or duly attested by the President, Governing Body/ Chairman, Board of Governors/Administrator(in case of appointment of Principal). iv. One set of attested copies of detailed marks cards of all the examinations from Matric onwards passed by the concerned employee duly attested by the Principal/Director of the college/ institute or duly attested by the President, Governing Body/ Chairman, Board of Governors/Administrator (in case of appointment of Principal). v. Verification report in original is mandatory for all the supporting certificates included in the Synopsis-cum-Merit List and College Teacher Return/ Non-Teaching Staff Return (as the case may be) from the concerned authorities. vi. In case of Teaching & Non-Teaching staff in Govt. Colleges, the visible/readable attested photocopies of the original verification report submitted by the Principal of a Govt./Govt. Aided Colleges(In case the original verification reports have been retained at some other institution) provided where the Principal concerned gives undertaking on letter head that the original verification reports pertaining to Xerox copies have been retained by the College. vii. If the name of said approved teacher does not figure in the Teacher's Return of the next academic session, the approval shall deemed to be withdrawn. viii. The application fee for a teacher for approval of appointment shall be Rs. 5000/-, and shall also be applicable to the cases submitted by Govt. Colleges. ix. 2nd time/ next time approval of the teacher shall also be charged (Rs. 5000/-). x. Approval of other University or M.D.University shall not the basis of eligibility forever. xi. The fees of approval of a non-teaching staff other than Class-IV (Group-D) shall be Rs. 2000/-. Clause vii & x as above shall be applicable to non-teaching staff. Amount similar as above shall also be chargeable for cases submitted by Govt. Colleges for approval of appointment with a fee of Rs. 2000/-.
15.		In case of verification of documents of any candidate from overseas, the College/Institute shall ensure that all the documents sent by a concerned

		institute (overseas) are verified through Institutional accredited email clearly indicating the name of the competent authority with complete details and the place of the state/province with zip code.
16.		The approval of appointment for a said teacher/ non-teaching employee shall be for a particular college/ institute in which he/she has joined, change of college/ institute OR cadre shall warrant a fresh approval of appointment through procedure laid down by the University for the purpose, except in case of Govt. College/Institute.

Annexure-A/71
E.C. Meeting held on
Dated - 20/07/2023

53(37) **Amendment in point No. 3 b (II) of E.C. Reso. No. 42 dated 31.12.2021 and E.C. Reso. No. 29 dated 18.07.2022 regarding relaxation in upper age limit for Assistant Professor in SFS Colleges/Institutes (Degree, Education, Management, Engineering, Architecture, Law etc.).**

The norms for making appointments and approval of appointments of various teaching and non-teaching staff in all Engineering, Management and Architecture Colleges/Institutions affiliated to M.D. University, Rohtak were approved vide E.C. Resolution No.42 dated 31-12-2021. A representation from the President, Association of NCTE Approved Colleges Trust was received for relaxation in upper age at entry level for Assistant Professors in SFS Colleges. In view of this, a committee was constituted to look into the matter and committee submitted its report.

The following was proposed in supersession to the existing norms:

EXISTING	PROPOSED
E.C. Reso. 42. Dated 31.12.2021 3(b)-	
i) Minimum age for entry in the serviceof College/Institute - Not below the age of 18 years.	i) No change
ii) Maximum age for appointment of Assistant Professor in SFS Degree Colleges shall be the same as in case of Govt. Aided Pvt. College as per DGHE guidelines received from time to time.	ii) Maximum age for appointment of Assistant Professor in Govt. Aided Pvt. College as per DGHE guidelines received from time to time. Maximum age for appointment of Assistant Professor in SFS Colleges/Institutes (Degree, Education, Engineering, Management, Architecture, Law etc.) as well as SFS programs in Govt. Aided Private Degree and Education Colleges shall be 50 years.
iii) The age of retirement for Associate Professor/Professor in S.F.S. Degree College(s)/Institute(s) shall be 70 years.	iii) No change
iv) The age of retirement for Principal in S.F.S. Degree College(s)/Institute(s) shall be 65 years.	iv) No change

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v) There shall be no maximum age for entryin S.F.S. College(s)/ Institute(s) for the post of Associate Professor/ Professor/Principal subject to provision in point No. iii & iv below.	v) No change
vi)In S.F.S. Degree Colleges, rules regardingage relaxation shall be applicable as applicable in case of Govt. Aided PrivateColleges of Haryana State.	vi (a) In S.F.S. Colleges/Institutes, rules regarding age relaxation shall be applicable as applicablein case of Gov. Aided PrivateColleges of Haryana State.
XX XXXX	vi(b) In case the candidate has worked in S.F.S. Colleges/Institutes or S.F.S. Programs in Govt. Aided Pvt. Colleges, a relaxation equal to the number of years of service put in by the candidate against S.F.S. post on regular basis as Assistant Professor / Associate Professor/ Professor appointed through duly constituted Selection Committee(s) and his / her appointment is duly approved by the concerned State/Central University.
E.C. Reso. No. 29 dated 18.07.2022 "The relaxation in upper age limit may be granted to all such candidate(s), who have worked on regular basis as Assistant Professor/ Associate Professor/ Professor appointed through duly constituted Selection Committee(s), and his/her appointment is duly approved by the concerned State/Central University. This relaxation would be equal to the number of years of service put in by the candidate against SFS/Govt. Aided post as on last date of application. This provision in relaxation of age shall be applicable	Modified and Incorporated as vi (b) above.

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in case of all SFS (Degree, Education, Engineering, Management, Architecture and Law) Colleges/ Institutions as well as for programs being conducted under SFS in other Govt. Aided Colleges."	

The matter was reported to the Vice-Chancellor and he ordered to place before Academic Council.

The Academic Council vide Reso. No. 76 in its meeting held on 15.07.2023considered the above and passed the following resolution:

RESOLVED TO NOTE AND ACCEPT THE AMENDMENT AS MENTIONED ABOVE AND RECOMMENDED TO THE EXECUTIVE COUNCIL FOR CONSIDERATION AND APPROVAL.

The Executive Council considered the recommendations of the Academic Council and approved the same by passing the following resolution:

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

[ACTION BY DCDC]

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MINUTES OF MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO FRAME THE STANDARD OPERATING PROCEDURE (SOP) TO FACILITATE TIMELY PROMOTION OF TEACHERS FROM GOVT. AIDED PRIVATE COLLEGES UNDER THE CAREER ADVANCEMENT SCHEME (CAS), HELD ON 25.07.2025 IN THE OFFICE OF THE DEAN, COLLEGES DEVELOPMENT COUNCIL

The following members were present:-

1. Prof. Vinita Hooda DCDC	-	Convener
2. Prof. Narasimhan B. Director (IQAC)	-	Member
3. Prof. Yudhvir Singh Director (UIET)	-	Member
4. Prof. Sudhir Department of English	-	Member
5. Dr. Nar Singh Chauhan Department of Bio-Chemistry	-	Member

The Committee deliberated in detail and recommended as under:-

A. GENERAL INSTRUCTIONS/GUIDELINES FOR CAS PROMOTION APPLICATIONS:-

1. Candidates who wish to be considered for promotion under CAS may submit in writing to the College, three months before the due date that he/she fulfils all qualifications under CAS and submit five bound sets to the concerned College and one bound set to the College Branch of this University as an advance copy containing the Performance Based Appraisal System Proforma supported by all credentials (proofs in support of Eligibility, Activity & Academic/Research Score). If an application for promotion under CAS is submitted after the due date, the actual date of submission shall be treatedas the date of eligibility.
2. In order to avoid delay in holding meetings of the Screening-Cum-Evaluation Committee/ Selection Committee, the College will immediately forward the bound sets submitted by the teachers to the College Branch of the University with a covering letter having the number and date on it.
3. In the bound sets, all papers should be readable, page numbered & cross-referenced, indicating the claimed score year-wise and category-wise.
4. Any kind of unpaid leave and period of absence should be explicitly mentioned in the application.
5. Before referring the cases to the Screening-cum-Evaluation Committee/Selection Committee, the applications will first be scrutinized by the screening sub-committee constituted by the Hon'ble Vice-Chancellor.The sub-committee will carefully examine the applications with respect to eligibility conditions, completeness of documents and adherence to prescribed norms, so that only valid and duly verified cases are placed before the Screening-cum-Evaluation Committee/Selection Committee.

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6. For timely disposal of the promotion case, the meetings of the Screening-cum Evaluation Committee/ Selection Committee may be held twice in a year as per the following schedule:-

Sr. No.	Applications received	Preliminary screening of applications by screening sub-committee	Meeting of the Screening-cum-Evaluation Committee/ Selection Committee preferably
1	1st January to 30th June	1st July to 30th September	October/November/December
2	1st July to 31st December	1st January to 31st March of preceding year	April/May/June

7. The meeting/s of the Screening-cum-Evaluation Committee/ Selection Committee will be held subject to the availability of the Director General, Higher Educationnominee and other experts.
8. If a candidate finds that he/she fulfils the eligibility condition at a later date (after the due date) and applies on that date and is successful, his/her promotion will be effective from the date of application, meeting all criteria.
9. The information provided in the application form and tables must be verified by the IQAC of the concerned college or by any other Committee constituted for this purpose at the College level. These details must also be duly entered and authenticated by this committee in the prescribed proforma (Annexure A) of the SOP.
10. The Principal of the concerned College must verify and sign each page of Table 6 (Annual Performance Assessment Report for Promotion under CAS). In addition, wherever applicable, the Principal must also verify and sign each page of Table 7 (Assessment of Academic Research Score) / Table 8 (Assessment Criteria and Methodology for Librarians) / Table 9 {Assessment Criteria and Methodology for Assistant Director/Deputy Director of Physical Education and Sports (for those who are not involved in teaching Physical Education and Sports)}."
11. Copies of ACR are not required to be attached to the application. However, the concerned Principalshould bring the original and completely filled ACRs duly signed & stamped by the concerned authoritybefore the Screening-cum-Evaluation Committee/ Selection Committee on the day of the Committee meeting.
12. An index should be provided at the beginning, listing the page number of the application, Tables and all supporting documentation for ease of referencing.
13. The applicants must ensure that they enclose the photocopies of courses/ training programs mandatorily required for their movement into the next Academic Level for the period of their eligibility.

B. **CHECK LIST FOR THE COLLEGES – THE PRINCIPAL SHOULD ENSURE THE FOLLOWING IN RESPECT OF THE TEACHER APPLICANTS BEFORE FORWARDING HIS/HER CASE:-**

1. Duly filledin application form.
2. Each page of Table6 & Table 7/8/9 (wherever applicable) must be verified by the Principal.
3. Recommendations of the college-level IQAC or any other Committee constituted for the purpose as per the given format (**Annexure-A**).
4. Letter of award for previous Academic Level (stage).

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5. Appointment letter.
6. Joining Report.
7. Ph.D. degree (if applicable)
8. UGC compliance certificate for Ph.D.
9. Undertaking for plagiarism (as per University format) **(Annexure-B).**
10. Undertaking regarding Research Papers and Publications other than Research Papers submitted by the applicant alongwith application form were submitted to the respective Journal(s) well before the date of publication **(Annexure-C).**

C. INSTRUCTION FOR BRANCH

1. Verify the correctness and completeness of the application as per the applicable eligibility and promotion criteria.
2. Prepare a case summary (synopsis) on the basis of the work submitted by the teacher.
3. To place the complete and checked application before the screening-sub-committee.
4. In case of deficiencies, obtain permission from the competent authority to inform the concerned Principal with the request to address the deficiencies within 15 days.
5. Cases found deficient on two occasions by the screening-sub-committee shall be returned to the college concerned and may be resubmitted only after a minimum interval of 06 months.In this case, the actual date of resubmission shall be considered as the date of eligibility.

D. FOR SCREENING-SUB-COMMITTEE

1. Evaluate and verify eligibility and promotion criteria.
2. Give a final recommendation in the case.

(VINITA HOODA) **(NARASIMHAN B)** **(YUDHVIR SINGH)**

(SUDHIR) **(NAR SINGH CHAUHAN)**

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ANNEXURE-(A)

PROFORMA TO BE VERIFIED BY IQAC

(NAME OF THE COLLEGE)

Name of the Teacher	Designation & Subject	D.O.J.	Ph.D. (year and institution)	M.Phil. (year and institution)	NET (year and institution)	E.O.L. (if any) any other unpaid leave with period	Present Pay Scale	Date of previous promotion to stage-II/III/IV (if any)	Level & date for next promotion	Orientation Programme/ Refresher Course details with date
								II- III- IV-	Level- Date-	

The College level IQAC or any other Committee constituted for the purpose has recommended the case of **(Teacher Name)** and **verified the eligibility criteria as under:-**

i) Grading as per Table-6 (Annexure-B)

Session	**Assessment Period**	Year	Year	Year	Year	Year	Year	**Minimum Required**
Annual Performance Assessment Report								Satisfactory/Good Grade in at least three/four/five out of the four/five/six years
Research Score (Annexure- B, Table 07), if applicable		API=.						

ii) Further, **(Teacher Name)** joined as Assistant Professor in (Subject) at (College Name) on (Date). She has completed three/four/five/six years service in Stage-I/II/III/IV on (Date) and is eligible for grant of Stage-II/III/IV/V of AGP of Rs. 7000/8000/9000/10000 w.e.f. (Date). As per State Govt. guidelines.

(Signatory of the of IQAC/Committee)

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ANNEXURE-(B)

Undertaking Regarding Originality of Submitted Research Work

I, _____(Name),_____ (Designation), _____(Department), _____(College Name), hereby undertake that the research papers/publications submitted by me for promotion under the Career Advancement Scheme (CAS) at Maharshi Dayanand University are my original work. I affirm that:-

1. The submitted research work is free from plagiarism and has not been copied, in whole or in part, from any other source.
2. I accept full responsibility for the authenticity of my research work. In case of any dispute or finding of plagiarism, I shall be liable for appropriate academic and legal action as per University Regulations/orders and UGC (Promotion of Academic Integrity & Prevention of Plagiarism in Higher Education Institutions) Regulations, 2018

Signature:

[Faculty Name]
[Designation]
[College Name]
[Date]

Verified by:

Principal's Name & Signature
[College Name & Seal]
[Date]

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ANNEXURE-(C)

UNDERTAKING

I, _____ (Name of the teacher/candidate) working as_____ (Designation) in _____(Subject) at _____(Name of the College) hereby submit that the research papers and publications other than research papers submitted by me along with my application for promotion to stage_____(Academic Level) under CAS were submitted to the respective Journal(s) well before the date of publication.

(Signature)
Name:-
Designation:-
Contact No.:-
Address:-

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Appendix-4/15

RESEARCH AND DEVELOPMENT CELL
MAHARSHI DAYANAND UNIVERSITY, ROHTAK
MINTUES OF THE MEETING

A meeting of the Committee, constituted by the Vice Chancellor, to consider and to improve the quality of publications, was held on 21-03-2025, from 12.00 PM onwards, in the office of the Dean Research and Development. Following members were present:

1. Prof. Harish Dureja -- Dean, R & D
2. Prof. Mehtab Singh -- Assoc. Dean, R & D (Non-Sciences)
3. Dr. K.K. Sharma -- Assoc. Dean, R & D (Sciences)
4. Prof. B. Narasimhan -- Director, IQAC

The Committee perused the file noting, minutes of the meeting of committee held on 18-09-2020, and EC resolution no. 10, of EC meeting held on 04-06-2021.

The Committee deliberated over the issue in details, and recommended the following guidelines to be adopted, to improve the quality of publications:

S. No.	Existing Provision(s)	Proposed Provision(s)
1	For the continuation of Resource Persons on extension lecture (now designated as Assistant Professor on Contract) for the next academic session, they should mandatorily publish minimum one research/review article in Scopus/ Web of Science indexed or UGC CARE listed journals.	For the continuation of Resource Persons on extension lecture (now designated as Assistant Professor on Contract) for the next academic session, they should mandatorily publish minimum two research/review article in Scopus/ Web of Science indexed or notification regarding publications issued by UGC/MDU implemented from time to time. However, the *Assistant Professor on Contract must be the first author or corresponding author in the research / review article, to be considered in this case. Further, any one research / review article can be claimed by ONLY ONE Assistant Professor on Contract. In case of research/review article involving student/research scholar, the first author weightage should be given to student/research scholar and corresponding author weightage be given to Assistant Professor on Contract.* In case of faculties from non-science department the faculty member on contract may also be allowed to continue on the basis of one book publication or two book chapters in two different books published by international publisher, if above conditions are not met.
2	Provision of weightage for publications in Scopus / Web of Science indexed journals and h-index be made in the criteria for recruitment of new faculty members for University Teaching Departments / institutes /Centres. In order to define the quality of databases, it is recommended that Scopus/Web of Science databases may be considered as international databases. Further, the weightage for Scopus based h-index and Google	Provision of weightage for publications in Scopus / Web of Science indexed journals and h-index be made in the criteria for recruitment of new faculty members for University Teaching Departments / institutes /Centres. In order to define the quality of databases, it is recommended that Scopus/Web of Science databases may be considered as international databases. Further, the weightage for Scopus based h-index and Google Scholar/Research Gate based h- index should be given 80 percent and 20 percent respectively, and the highest of the two will be considered for assigning the marks. For subjects where Scopus / WoS listed journals are

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	Scholar/Research Gate based h-index should be given 80 percent and 20 percent respectively and the highest of the two will be considered for assigning the marks.	not available/lesser in number, in that case notification regarding publications issued by MDU from time to time will be applicable.
S. No.	Existing Provision(s)	Proposed Provision(s)
3	For faculty seeking travel grant for attending international conferences outside India, the grant may be made admissible only for the faculty who have published two publications in Scopus/ Web of Science in the year prior to travel date or give her/his consent to publish one publication within one year after his/her return, failing which s/he be may asked to refund the amount.	For faculty seeking travel grant for attending international conferences outside India, the grant may be made admissible only for the faculty who has two publications in Scopus/ Web of Science or one granted patent or consultancy project of minimum 1.5 lakh (completed or ongoing),or ~~ongoing~~ research project of minimum 5.0 lakh (completed or ongoing) in the year prior to travel date OR give her/his under-taking to publish two publications in Scopus/ Web of Science or fetch consultancy project of minimum 1.5 lakh OR research project of minimum 5.0 lakh within two year after his/her return, failing which she/he be may asked to refund the amount. For subjects where Scopus / WoS listed journals are not available/lesser in number, in that case notification regarding publications issued by MDU from time to time will be applicable. In the case of non-science subjects, the faculty member may be allowed on the basis of one book publication or two chapters in two different books published by international publisher in the year prior to travel date OR give her/his consent to publish. However, in exceptional circumstances Vice-Chancellor may relax the above mentioned conditioned based on outstanding work by the faculty member, in case the above conditions are not met.
4	For Sabbatical leave: It is mandatory to publish at least one research/review article in Scopus/Web of Science indexed journals within one year of completion of Sabbatical Leave/Study Leave by the faculty member. An undertaking to this effect to be taken from the faculty member along with his/her leave application.	It is mandatory to publish at least two research/review articles in Scopus/Web of Science indexed journals within one year of completion of Sabbatical Leave/Study Leave by the faculty member. An undertaking to this effect to be taken from the faculty member along with his/her leave application. *The faculty member (on Sabbatical / Study leave) must be the first author or corresponding author in the research / review article, to be considered in this case.* For subjects where Scopus / WoS listed journals are not available/lesser in number, in that case notification issued by MDU regarding publications from time to time will be applicable.
5.	Faculty members, who avail financial assistance from RK Fund for minor research project, should	Faculty members, who avail financial assistance from RK Fund for minor research project, should mandatorily publish minimum one

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	mandatorily publish minimum one research/review article in Scopus/ Web of Science indexed Journals within one year of submission of Project Completion Report, failing which they may be asked to refund the amount. An undertaking to this effect may be taken from the faculty member along with his/her application for grant.	research/review article in Scopus/ Web of Science indexed Journals within one year of submission of Project Completion Report, failing which they may be asked to refund the amount. An undertaking to this effect may be taken from the faculty member along with his/her application for grant. For subjects where Scopus / WoS listed journals are not available/lesser in number, in that case notification issued by MDU regarding publications from time to time will be applicable.

Other Measures to be adopted:

1. Updated Scopus / WoS indexed / notification regarding publications issued by MDU from time to time will be applicable, and may be appended by the concerned faculty member and relevant proof must be appended by the faculty member (availing the benefit for points 1 to 5 as above) along with the publications. This would be cross checked by the office of the Dean, R & D.

2. The R & D Cell and IQAC cell of the University should continue to regularly conduct programs on research methods, databases, scientific writing, and online pedagogical methods for capacity building of researchers and faculty members in coordination with the University Library/UTD's/Institute/Centres.

The meeting ended with a vote of thanks to the Chair.

21/3/25 (Harish Dureja)

21.3.25 (Mehtab Singh)

21/3/25 (K.K. Sharma)

(B. Narasimhan)

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To be read with Item No. 28. Appendix/K

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MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Proceedings of the meeting of the Committee Constituted by the Vice-Chancellor held on 04 Mar 2025 at 12:30 P.M in the office of the Controller of Examinations to decide the amount of Refreshment for daily wagers / staff working during examination process in the Secrecy Branch in the dusty atmosphere.

Members present:

1. Prof. Gulshan Lal Taneja, Controller of Examinations (Convener)
2. Prof. Rahul Rishi, Associate Controller of Examinations Member
3. Sh. Mukesh Bhatt, Finance Officer, M.D.U. Member
4. Smt. Pushpa Juneja, Deputy Registrar, Secrecy Branch Member

The committee observed that keeping in view the dusty atmosphere in the Secrecy Branch dispatch hall due to opening of sealed bundles/packing of answer books bags / loading / unloading of bundles of answer books and other related work, the provision of Gur, Channa and other refreshment i.e. tea, biscuits etc. was made for daily wagers / other regular staff since Feb 2013. An amount of Rs. 100/- per day was approved by the Vice Chancellor in Feb 2013 for the purpose and the expenditure is being met out from the imprest of Secrecy Branch since then.

Since more than 10 years have passed and rates of Gur and Channa have increased more than double the rates of these items in 2013. In view of the above, the Committee recommends that amount for Gur, Channa or other refreshment (Tea Biscuits etc.) to daily wagers / regular employees may be increased from Rs. 100/- to Rs. 200/- to meet the expenses being incurred on these items per day.

(Gulshan Lal Taneja) (Rahul Rishi) (Mukesh Bhatt)

(Pushpa Juneja)

Appendix-C/17

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR PRESCRIBING QUALIFICATIONS AND SELECTION CRITERIA IN RESPECT OF VARIOUS VACANT POSTS OF SCHOOL CADRE OF UNIVERSITY CAMPUS SCHOOL FOR DIRECT RECRUITMENT HELD ON 16.12.2025 AT 2:30 PM IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS, MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

The following members were present:

1. Dean Academic Affairs	Convenor
2. Dean, Faculty of Education	Member
3. Director, University Campus School	Member
4. Registrar	Member Secretary
5. Financial Advisor	Member

The Committee discussed the matter at length regarding the qualifications & Selection Criteria for the post of Lecturer (School Cadre)-Chemistry, Mathematics, Computer Science & Commerce, TGT-Social Studies & Music and Assistant Teacher for Budgeted posts of University Campus School and recommended for finalization and recommended as annexed (Pages-1 to 8).

The Committee also recommended that the criteria already prescribed/approved vide E.C. Reso. No.43 dated 20.7.2023 is also need to be replaced by the new criteria.

(Suresh Chander Malik) **(Jitender Kumar)** **(Sunita Saini)**

(Krishan Kant)
16/12/2025

(N.R. Sharma)

QUALIFICATION FOR THE POST OF LECTURER (SCHOOL CADRE)

CHEMISTRY

Pay Scale : Level-8 (47600-151100)

Qualifications:

(i) Master's Degree in Chemistry or Bio-Chemistry with at least 50% marks from recognized University.
(ii) B.Ed. from recognized University.
(iii) Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET).
(iv) Hindi/Sanskrit as one of the subject in Matriculation or Higher.
(v) Consistent good academic record.
Note: "Good Academic Record means the candidate having 50% marks after taking average of any three examination from 10th/12th/Graduation/Post Graduation as the case may be. However, the candidate must have at least 50% marks in Post-Graduation except PGT Computer Science and in case of PGT Computer Science, the candidate must have atleast 55% marks in Post-Graduation/Graduation as the case may be".

MATHEMATICS

Pay Scale : Level-8 (47600-151100)

Qualifications:

(i) Master's Degree in Mathematics/ Applied Mathematics with Mathematics as one of the subject at Graduation level with at least 50% marks from recognized University.
(ii) B.Ed. from recognized University.
(iii) Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET).
(iv) Hindi/Sanskrit as one of the subject in Matriculation or Higher.
(v) Consistent good academic record.
Note: "Good Academic Record means the candidate having 50% marks after taking average of any three examination from 10th/12th/Graduation/Post Graduation as the case may be. However, the candidate must have at least 50% marks in Post-Graduation except PGT Computer Science and in case of PGT Computer Science, the candidate must have atleast 55% marks in Post-Graduation/Graduation as the case may be".

COMPUTER SCIENCE

Pay Scale : Level-8 (47600-151100)

Qualifications:

(i) M.Sc. Computer Science (Regular two year course) / MCA (Regular three year course) /BE/B.Tech. Computer Science/Computer Engg./IT (Regular course) with 55% aggregate marks from a recognized University.

(ii) Certificate of having qualifed Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET).

(iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher.

(iv) Consistent good academic record.
Note: "Good Academic Record means the candidate having 50% marks after taking average of any three examination from 10th/12th/Graduation/Post Graduation as the case may be. However, the candidate must have at least 50% marks in Post-Graduation except PGT Computer Science and in case of PGT Computer Science, the candidate must have atleast 55% marks in Post-Graduation/Graduation as the case may be".

COMMERCE

Pay Scale : Level-8 (47600-151100)

Qualifications:

(i) M.Com. with accounting/Cost accounting/ Financial accounting as a major subject of study with at least 50% marks from recognized University. **Holders of degree of M.Com. in Applied/ Business Economics shall not be eligible.**

(ii) B.Ed. from recognized University.

(iii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET).

(iv) Hindi/Sanskrit as one of the subject in Matriculation or Higher.

(v) Consistent good academic record.
Note: "Good Academic Record means the candidate having 50% marks after taking average of any three examination from 10th/12th/Graduation/Post Graduation as the case may be. However, the candidate must have at least 50% marks in Post-Graduation except PGT Computer Science and in case of PGT Computer Science, the candidate must have atleast 55% marks in Post-Graduation/Graduation as the case may be"

SELECTION CRITERIA FOR THE POST OF LECTURER(SCHOOL CADRE)

In view of Hon'ble High Court Judgement dated 31.05.2024 in LPA No. 1037/2023, the weightage of socio-economic marks has been done away with and Selection Criteria will be as under-

SELECTION CRITERIA: **Total Marks: 90**

A) **Domain Knowledge Test** — **60 Marks**
B) **Academic Qualifications** — **15 Marks**
C) **Interview** — **15 Marks.**

Note:

- **The merit list shall be prepared based upon the scores in criterion A to C.**

A) **Domain Knowledge Test :** **Max Marks : - 60**
Total Marks:- 100 **Time: 90 Minutes**

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 60.

DOMAIN KNOWLEDGE SYLLABUS

i)	General Knowledge	Max Marks – 10
ii)	English upto 10th Class	Max Marks – 10
iii)	Subject Knowledge	Max Marks – 40

B) Academic Qualifications: **Max. Marks:15**

i)	Matric (10th) 60% to less than 70% 70% to less than 80% 80% and above	 1.00 marks 2.00 marks 3.00 marks	Max. Marks – 03
ii)	10+2 60% to less than 70% 70% to less than 80% 80% and above	 1.00 marks 2.00 marks 3.00 marks	Max. Marks – 03
iii)	Graduation 60% to less than 70% 70% to less than 80% 80% and above	 1.00 marks 2.00 marks 3.00 marks	Max. Marks - 03
iv)	Post Graduation in the concerned subject 51% to less than 60% 60% to less than 70% 70% and above	 1.00 marks 2.00 marks 3.00 marks	Max. Marks – 03
v)	Additional Higher Qualification M.Phil in Concerned Subject Ph.D. in Concerned Subject	 2.00 marks 3.00 marks	Max. Marks - 03

C) Interview **Max. Marks : 15**

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

a) Higher marks in Domain Knowledge Test.
b) Higher marks in Qualifying Examination.
c) Interview marks
d) Senior in age.

NOTE: The above criteria shall also be applicable on the posts (Lecturer (School Cadre)) for which Qualifications and Selection Criteria have already been prescribed and approved vide E.C. Reso. No. 43 dated 20.07.2023.

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QUALIFICATION FOR THE POST OF TGT

MUSIC

Pay Scale : Level-7 (44900 - 142400)

Qualifications:

(i) B.A. from a recognized university with at least 50% marks in Music as elective or Honours subject and as a Music teaching subject in BTC/JBT/D.Ed (Diploma in Education) / Diploma in Elementary Education (D.El. Ed.);

OR

Bachelor's Degree from a recognised University with at least 50% marks in Music as elective or Honours subject and Music as a teaching subject in Bachelor of Education (B.Ed.)/ B.Ed. (Special Education) in accordance with the National Council for Teacher Education (Recognition Norms and Procedure) Regulations issued from time to time in this regard;

OR

Four years Bachelor in Elementary Education (B.El.Ed.) with at least 50% marks in Music subject;

OR

Four years integrated BA.B.Ed. with at least 50% marks in Music subject;

(ii) Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/STET or Central Teacher Eligibility Test (CTET) in Music subject; and

(iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher.

SOCIAL STUDIES

Pay Scale : Level-7 (44900 - 142400)

Qualifications:

(i) Bachelor's degree from a recognized university with at least 50% marks in Social Science as elective or Honours subject and as a Social Science teaching subject in BTC/JBT/D.Ed (Diploma in Education) / Diploma in Elementary Education (D.El. Ed.);

OR

Bachelor's Degree from a recognised University with at least 50% marks in Social Science as elective or Honours subject and Social Science as a teaching subject in Bachelor of Education (B.Ed.)/ B.Ed. (Special Education) in accordance with the National Council for Teacher Education (Recognition Norms and Procedure) Regulations issued from time to time in this regard;

OR

Four years Bachelor in Elementary Education (B.El.Ed.) with at least 50% marks in Social Science subject;

OR

Four years integrated BA.B.Ed. with at least 50% marks in Social Science subject;

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(ii) In Bachelor degree any two subjects out of the following with at least 50% marks in aggregate individually during all three years of course:-

(1) History
(2) Political Science
(3) Economics
(4) Geography
(5) Sociology
(6) Psychology

Note: In the case of Hons. Degree, in any of the above mentioned subjects, the candidate must have studied other two subjects in the first and second year of course.

(iii) Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/STET or Central Teacher Eligibility Test (CTET) in Social Science subject; and

(iv) Hindi/Sanskrit as one of the subject in Matriculation or Higher.

SELECTION CRITERIA FOR THE POST OF TGT

In view of Hon'ble High Court Judgement dated 31.05.2024 in LPA No. 1037/2023, the weightage of socio-economic marks has been done away with and Selection Criteria will be as under-

SELECTION CRITERIA: **Total Marks: 90**

A)	**Domain Knowledge Test**	**75 Marks**
B)	**Academic Qualifications**	**15 Marks**

Note:

- **The merit list shall be prepared based upon the scores in criterion A to B.**

A) **Domain Knowledge Test :** **Max Marks : - 75**
Time: 90 Minutes
Total Marks:- 100
Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out/of 75.

DOMAIN KNOWLEDGE SYLLABUS

i)	General Knowledge	Max Marks – 15
ii)	English upto 10th Class	Max Marks – 15
iii)	Subject Knowledge	Max Marks – 45

B) **Academic Qualifications:** **Max. Marks:15**

i)	Matric (10th) 51% to less than 60% 60% to less than 70% 70% to less than 80% 80% and above	 1.00 marks 2.00 marks 3.00 marks 4.00 marks	Max. Marks – 04
ii)	10+2 51% to less than 60% 60% to less than 70% 70% to less than 80% 80% and above	 1.00 marks 2.00 marks 3.00 marks 4.00 marks	Max. Marks – 04
iii)	Graduation 51% to less than 60% 60% to less than 70% 70% to less than 80% 80% and above	 1.00 marks 2.00 marks 3.00 marks 4.00 marks	Max. Marks - 04
iv)	Additional Higher Qualification Post Graduation in the concerned Subject M.Phil in the concerned Subject Ph.D. in the concerned Subject	 1.00 marks 2.00 marks 3.00 marks	Max. Marks – 03

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

a) Higher marks in Domain Knowledge Test.
b) Higher marks in Qualifying Examination.
c) Senior in age.

NOTE: The above criteria shall also be applicable on the posts (TGT) for which Qualifications and Selection Criteria have already been prescribed and approved vide E.C. Reso. No. 43 dated 20.07.2023.

QUALIFICATION FOR THE POST OF ASSISTANT TEACHER

Pay Scale : Level-6 (35400 - 112400)

Qualifications:

(i) Senior Secondary (or its equivalent) with at least 50% marks and 2 year Diploma in Elementary Education; OR
Senior Secondary (or its equivalent) with at least 45% marks and 2 year Diploma in Elementary Education in accordance with the NCTE (Recognition Norms and Procedure), Regulations 2002; OR
Senior Secondary (or its equivalent) with at least 50% marks and 4-year Bachelor of Elementary Education (B.El.Ed); OR
Senior Secondary (or its equivalent) with at least 50% marks and 2 year Diploma in Elementary Education (Special Education); OR
B.A./B.Sc./B.Com. and 2-year Diploma in Elementary Education (by whatever name known);

(ii) Certificate of having passed Haryana Teacher Eligibility Test (HTET)/STET or Central Teacher Eligibility Test (CTET).

(iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher.

SELECTION CRITERIA FOR THE POST OF ASSISTANT TEACHER

In view of Hon'ble High Court Judgement dated 31.05.2024 in LPA No. 1037/2023, the weightage of socio-economic marks has been done away with and Selection Criteria will be as under-

SELECTION CRITERIA: **Total Marks: 90**

A) Domain Knowledge Test **90 Marks**

Note:

- **The merit list shall be prepared based upon the scores in criterion A.**

A) Domain Knowledge Test : **Max Marks : - 90**
Total Marks:- 100 **Time: 90 Minutes**

Question paper will contain 100 MCQ's, each of one mark. There will be negative marking, ¼ (0.25) marks will be deducted for each wrong answer. Marks obtained will then be converted proportionately out of 90.

DOMAIN KNOWLEDGE SYLLABUS

i)	Child Development and Pedagogy	20 MCQ
ii)	Hindi upto 10th Class	15 MCQ
iii)	English upto 10th Class	15 MCQ
iv)	General Intelligence & Reasoning Ability	20 MCQ
v)	Mathematics	20 MCQ
vi)	Environmental Studies	10 MCQ

Tie-Breaking Criterion

In the event of two or more candidates obtaining same aggregate marks, the tie-breaking criterion for awarding the ranks will be in the following order:

a) Higher marks in Domain Knowledge Test.
b) Higher marks in Qualifying Examination.
c) Senior in age.

Appendix-C/18

Government of Haryana
Finance Department

हरियाणा सरकार
वित्त विभाग

From

The Additional Chief Secretary to Govt. Haryana
Finance Department

To

1. The Chief Secretary to Government Haryana
2. All the Administrative Secretaries to Government Haryana.
3. The Registrar General, Punjab and Haryana High Court Chandigarh.
4. All Head of Departments.
5. All the Commissioners of Divisions, Ambala, Karnal, Faridabad, Gurugram, Hisar and Rohtak.
6. All Deputy Commissioner and Sub Divisional Officers (Civil) in Haryana

No. 11/93/2023-1FR/14060
Dated : 04.07.2025

Subject: Regarding amendment in Haryana Civil Services (Leave) Rules, 2016.

****

Reference on the subject noted above.

Please find enclosed herewith copy of Haryana Government Gazette Notification bearing No. 11/93/2023-1FR/14060 dated 30.06.2025 pertaining to amendment in Haryana Civil Services (Leave) Rules, 2016 for information and necessary action.

Copy of this order is available on the official website of the Finance Department i.e. finhry.gov.in. Copy of said amendment dated 30.06.2025 has also been uploaded by Printing and Stationary Department, Haryana, Panchkula on its website i.e. https://www.egazetteharyana.gov.in.

Sunil Kumar
Superintendent (FR)
for Additional Chief Secretary to Govt. Haryana,
Finance Department
04/07/25

DA : As above.

Endst. No. 11/93/2023-1FR/14060 Dated: 04.07.2025

A copy alongwith copy of Gazette notification bearing No. 11/93/2023-1FR/14060 dated 30.06.2025 is forwarded to the following for information and necessary action:-

1. The Principal Accountant General (A&E), Haryana, Chandigarh.
2. The Principal Accountant General (Audit), Haryana, Chandigarh.
3. The Incharge, Computer Cell (Finance Department) for uploading these instructions on the website of the Finance Department.

Sunil Kumar
Superintendent (FR)
for Additional Chief Secretary to Govt. Haryana,
Finance Department
04/07/25

DA : As above.

Haryana Government Gazette

Published by Authority

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No. 26-2025] CHANDIGARH, TUESDAY, JULY 1, 2025 (ASADHA 10, 1947 SAKA)

PART-I

Notifications, Orders and Declarations by Haryana Government

हरियाणा सरकार

वित्त विभाग

अधिसूचना

दिनांक 30 जून, 2025

संख्या 11/93/2023-1एफआर/14060.- भारत के संविधान के अनुच्छेद 309 के परन्तुक के अधीन प्रदत्त शक्तियों का प्रयोग करते हुए, हरियाणा के राज्यपाल, इसके द्वारा, हरियाणा सिविल सेवा (अवकाश) नियम, 2016, को आगे संशोधित करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात्:-

1. (1) ये नियम हरियाणा सिविल सेवा (अवकाश) संशोधन नियम, 2025, कहे जा सकते हैं।

(2) ये नियम राजपत्र में इनके प्रकाशन की तिथि से लागू होंगे।

2. हरियाणा सिविल सेवा (अवकाश) नियम, 2016 में, नियम 76 में,-

(i) उप-नियम (1) के स्थान पर, निम्नलिखित उप-नियम प्रतिस्थापित किया जाएगा, अर्थात्:-

"(1) सरकारी कर्मचारी जो उस कलैण्डर वर्ष, जिसमें वह भर्ती हुआ है, के दौरान आकस्मिक अवकाश निम्नानुसार अनुज्ञेय होगा:-

क्रम संख्या	यदि सेवा ग्रहण की गई है	पुरुष	महिला
1	2	3	4
1.	30 जून से पूर्व	10	25
2.	30 जून तथा 30 सितम्बर के बीच	5	12
3.	30 सितम्बर के बाद	2	6
4.	30 नवम्बर के बाद	1	3 ।";

(ii) उप–नियम (3) के स्थान पर, निम्नलिखित उप–नियम प्रतिस्थापित किया जाएगा, अर्थात्:–

"(3) सेवा के प्रथम और अन्तिम कलैण्डर वर्ष से भिन्न शेष किसी कलैण्डर वर्ष के दौरान में आकस्मिक अवकाश निम्नानुसार अनुज्ञेय होगा:–

क्रम संख्या	एक कलैण्डर वर्ष के दौरान	पुरुष	महिला
1	2	3	4
1.	10 वर्ष तक की सेवा के दौरान	10 दिन	25 दिन
2.	10 वर्ष से अधिक परन्तु 20 वर्ष से कम की सेवा के दौरान	15 दिन	
3.	20 वर्ष की सेवा के बाद	20 दिन	

टिप्पण:– जिस वर्ष सरकारी कर्मचारी 10 या 20 वर्ष की सेवा पूरी करता है, उस कलैण्डर वर्ष से वह बढ़ी हुई दर से आकस्मिक अवकाश का पात्र होगा।"।

अनुराग रस्तोगी,
अपर मुख्य सचिव, हरियाणा सरकार,
वित्त विभाग।

HARYANA GOVERNMENT
FINANCE DEPARTMENT

Notification

The 30th June, 2025

No. 11/93/2023-1FR/14060.— In exercise of the powers conferred under the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (Leave) Rules, 2016, namely:-

1. (1) These rules may be called the Haryana Civil Services (Leave) Amendment Rules, 2025.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. In the Haryana Civil Services (Leave) Rules, 2016 in rule 76,-

(i) for sub-rule (1), the following sub-rule shall be substituted, namely:-

"(1) Casual leave to a Government employee during the calendar year in which he is recruited shall be admissible as under:-

Sr. No.	If service is joined–	Male	Female
1	2	3	4
1	before 30th June	10	25
2	between 30th June and 30th September	5	12
3	after 30th September	2	6
4	after 30th November	1	3";

(ii) for sub-rule (3), the following sub-rule shall be substituted, namely

"(3) Casual leave during a calendar year other than first and last year of service shall be admissible as under:-

Sr. No.	During a calendar year	Male	Female
1	2	3	4
1	Upto 10 years of service	10 days	25 days
2	After 10 years but less than 20 years' service	15 days	
3	After 20 years' service	20 days	

Note.— The year, during which a Government employee completes 10 or 20 years' service, he shall be entitled to casual rate at the enhanced rate from that calendar year.".

ANURAG RASTOGI,
Additional Chief Secretary to Government Haryana,
Finance Department.

11942—C.S.—H.G.P., Pkl.

Appendix-C/19

From pre-page

It is submitted that the Vice-Chancellor appoved the UGC Fee Refund Policy 2024-25, in anticiapation of approval of the Executive Council. Accordingly, the office circulated the UGC Fee Refund Policy 2024-25 to all UTDs/Institutes/Colleges affiliated with M.D. University, Rohtak vide letter dated 23.10.2024(F/B). But the office failed to place before the Executive Council for ratification due to oversight and inadvertently. In the UGC Fee Refund Policy 2024-25, it has been mentioned that this policy will remain inforce subsequent academic session until the issuance of revised policy by the UGC. The office has also requested the UGC vide letter No. AC-VI/2025/F-97/22981 dated 29.08.2025 to issue Fee Refun Policy 2025-26. Now the office has received letter Memo No. 187149-2025 UNP(4) dated 04.09.2025 regarding Non compliance of UGC Fee Refund Policy by the Universities and to take necessary action in the matter within a week positively and sent ATR to the concerned department under intimation to the Directorate (F/K).

Urgent

AC-2724 05/09/2025

In view of the above, the case may be submitted to the Vice-Chancellor for his kind consideration and to pass the following orders:-

1. To allow this office to circulate to all UTDs/Institutes/ affiliated Colleges that the existing UGC Fee Refund Policy 2024-25 will be applicable for the academic session 2025-26, in terms of Clause 3(e) of the UGC Guidelines dated 12.06.2024 until revised policy is issued by the UGC and to adhere to resolve fee refund cases of the students strictly in accordance with the instructions /guidelines as per UGC Fee Refund Policy 2024-25.
2. An Advisory may be issued to the concerned official(s) to be more careful in future for not placing the item before the Executive Council well in time.
3. To submit the draft item for Executive Council immediately regarding ratification of the approval of the Vice-Chancellor.

(X)

Submitted for kind consideration and approval, please.

9/9/25

Assistant Registrar (Academic)

Registrar

As per orders of the Vice-Chancellor dated 17.10.2024, as at NP-4, the UGC Fee Refund Policy 2024-25 was approved for implementation in anticipation approval of the Executive Council Although, the notification for implementation of the UGC Fee Refund Policy 2024-25 was issued by the office on 23.10.2024 (CP-25), but the office did not put up the draft item for referring the same to the Executive Council for ratification of the orders of the Vice-Chancellor. Almost one year has since lapsed, the office has now submitted the file for referring the same to the Executive Council.

RO-6879 05/9/25

MAHARSHI DAYANAND UNIVERSITY ROHTAK
(A State University established under Haryana Act. No. 25/1975)
NAAC Accredited 'A' Grade

AC-2724
6/10/2025

The office proposal at Sr.No.1 and 3 at NP-9 may be approved and all the concerned officials i.e. Assistant, Superintendent and the then Branch Officer along with the present one may be put on explanation for their dereliction of duty for not putting the draft item in time for approval of the competent authority.

May please approve.

Vice-Chancellor

Urgent

Registrar
11/09/25

Pl speak
K Singh
18/09

Reg/E Spoken Pl.
In view of (2) of 'x' on pre-page & exigency of the matter, '1' of 'x' on pre-page may kindly be approved in anticipation of the approval of the Executive Council for the forthcoming meeting.
Further, '2' of 'x' on pre-page may also be approved.
For approval, Pl.
dtd 04/10/25

VC/2836
12/9/25

Approved
K Singh
4/10

RO-6879
05/09/25 (old dtd)
18/9/25

Reg/E dtd 04/10/25

AR (Acad.)

Urgent

Supdt (Acad)
AC/VI
PTO
6/10/25

आचार्य मनिष र. जोशी
सचिव
Prof. Manish R. Joshi
Secretary

सत्यमेव जयते

आज़ादी का अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.2-71/2022 (CPP-II) (C-114546) 12th June, 2024 / 22 ज्येष्ठ, 1946

Subject: Fee Refund Policy 2024-25

आदरणीय महोदया/महोदय,

The University Grants Commission receives many representations/complaints from students/parents on the non-refund of fees by the Higher Education Institutions (HEIs) on cancellation/withdrawal of admissions.

2. Students should be allowed a full refund of fees within a specified period to enable them to opt for a course of their choice.

3. The Commission has considered the matter in its 580th meeting held on 15 May 2024, and after considering the relevant factors decided, the following fee refund policy for the academic session 2024-25:

a. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2024.
b. It shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
c. These guidelines would also be applicable to organizations, consortiums, committees, associations, etc., constituted for the purpose of conducting counselling or processing admissions and collecting fees on behalf of participating HEIs, and the HEI concerned will be responsible for refund fees.
d. For any admission schedule extending/commencing beyond/after 31 October 2024, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference):

Category	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI
(1)	100%	15 days or more before the formally notified last date of admission
(2)	90%	Less than 15 days before the formally notified last date of admission
(3)	80%	15 days or less after the formally notified last date of admission
(4)	50%	30 days or less, but more than 15 days after formally notified last date of admission
(5)	00%	More than 30 days after formally notified last date of admission

Cont...

बहादुरशाह ज़फ़र मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष (Ph.): 011-23236288/23239337 | सम्पर्क सूत्र (ई-मेल) (E-mail) : secy.ugc@nic.in

e. This policy will remain in force for subsequent academic sessions until the issuance of a revised policy by the UGC.

4. It may also be noted that the UGC has notified the Redressal of Grievances of Students Regulations, 2023, wherein *"delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time"* has been defined as one of the grievances.

5. The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2024-25 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

6. Any HEI violating the provisions of UGC Fee Refund Policy 2024-25 shall be liable for punitive action as notified in Clause 5 of the UGC Notification on Refund of Fees and Non-Retention of Original Certificates issued in October 2018.

सादर,

भवदीय,

(मनिष जोशी)

सेवा में,

सभी विश्वविद्यालयों के कुलपति।

सभी महाविद्यालयों के प्राचार्य।

Appendix-C/20

Proceedings of the meeting of the committee constituted by the Vice-Chancellor for amendments regarding Research Papers in terms of UGC Public Notice dated 11.02.2025 in qualifications & eligibility for direct recruitment and CAS promotion, tables and selection criteria(s) of Chapter 7 of University Calendar Vol. III held on 24.12.2025 in the office of Dean Academic Affairs

Members Present.

1	Prof S C. Malik, Dean Academic Affairs	Convener
2	Prof Harish Dureja, Dean (R&D)	Member
3	Prof. Gulshan Lal Taneja, Director, CDOE	Member
4.	Prof. Pardeep Kumar Director, IMSAR	Member

Prof. Narasimhan B. could not attend the meeting being engaged with the Vice-Chancellor.

The Committee deliberated upon the matter regarding adoption of UGC Public Notice dated 11.02.2025 for direct recruitment and CAS promotion and amendments in the Chapter-7 of Calendar Vol. III. The committee recommended that the existing provision regarding publication of Research Papers may be replaced as under:

Existing	Proposed
For Direct Recruitment: Research Papers in Peer-reviewed / UGC Journals upto 13.06.2019 and UGC CARE Listed Journals w.e.f. 14.06.2019 **For Career Advancement Scheme:** Research Papers in Peer-reviewed / UGC Journals upto 02.07.2023 and UGC CARE Listed Journals w.e.f. 03.07.2023	**For Direct Recruitment:** Research Papers in Peer-reviewed / UGC Journals upto 13.06.2019, UGC CARE Listed Journals from 14.06.2019 to 10.02.2025 and Peer Reviewed Journals w.e.f. 11.02.2025 **For Career Advancement Scheme:** Research Papers in Peer-reviewed / UGC Journals upto 02.07.2023, UGC CARE Listed Journals from 03.07.2023 to 10.02.2025 and Peer Reviewed Journals w.e.f. 11.02.2025

These amendments be replaced at all the relevant places appearing in Chapter-7 of University Calendar Vol. IIII.

24/12/2025
(S. C. Malik)

24/12/2025
(Harish Dureja)

(Gulshan Lal Taneja)

24/12/2025
(Pardeep Kumar)

Appendix-C/21

Proceedings of the meeting of the Committee constituted by the Vice-Chancellor consisting of the following with regard to prescribe a limit for number of duty leave or duties assigned by the University to teachers and also to revisit all kind of leaves and give its recommendations was held on 06.01.2026.

1.	Prof. S.C.Malik Dean Academic Affairs	Convener
2	Prof. Sapna Garg Dean Students Welfare	Member
3.	Prof. Harish Dureja Dean (R&D)	Member
4.	Prof. Vinita Hooda Dean College Development Council	Member
5.	Dr. Krishan Kant Registrar	Member
6.	Prof. Gulshan Lal Taneja Director, CDOE	Special Invitee

Prof. Sapna Garg and Prof. Harish Dureja couldn't attend the meeting being attending another meeting with the worthy Vice-Chancellor.

The committee discussed the matter at length and proposed the following modifications in the clause no. 5 and clause no. 27 of the University Calendar Vol. III "Leave Regulations":

Existing	Proposed
Clause 5 Commencement and termination of leave: (i) Leave begins from the date on which it is actually availed and ends on the day preceding on which duty is resumed. (ii) Sundays or other holidays (except vacations) may be prefixed as well as suffixed to leave. NOTE: Teachers are normally expected to be present on the first and last working days of each term, however, in special circumstances any kind of leave except casual leave may be prefixed or suffixed to vacation/break/recess with the permission of the Vice-Chancellor	**Clause 5** Commencement and termination of leave: (i) No Change. (ii) No Change. NOTE: Teachers are normally expected to be present on the first and last working days of each term, however, in special circumstances any kind of leave may be prefixed or suffixed to vacation/break with the permission of the Vice-Chancellor. If the break is of less than 10 days, then Casual Leave may also be availed subject to the condition that the total period of absence at one time shall not exceed 10 days including vacation/ break period/holidays.

06/01/2026 06.01.26 06/01/26

Clause 27 **Duty Leave:** i) Duty leave may be granted for the following : a) Attending conferences, congresses, symposia and seminars when so deputed by the University; b) Delivering lectures in institutions and Universities at the invitation of such institutions or Universities received by the University, and accepted by the Vice-Chancellor; c) Working in another Indian or foreign University, any other agency, institution or organization, when so deputed by the University; d) Participating in a delegation or working on a committee appointed by the Central Government, State Govt., the UGC and such other Apex statutory academic bodies of the Government; e) Attending such short term courses as the Executive Council may approve as useful for the University; and f) For performing any other duty for the University. ii) Duty Leave may be granted for such period and subject to such terms and conditions as may be determined by the Vice Chancellor if the period in each case does not exceed 30 days and by the Executive Council beyond 30 days. iii) The leave may be granted on full pay. Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.	**Clause 27** **Duty Leave:** (i) Total 15 days Duty leave in a calendar year may be granted for the assignments by MDU excluding examination schedule for the purposes mentioned below at (a) to (f). and Total 15 days Duty Leave in a calendar Year may be granted for assignments from Government/Statutory Organizations other than MDU with the permission of the Vice-Chancellor for the purposed mentioned below at (a) to (f). a) Attending conferences, congresses, symposia and seminars; b) Delivering lectures in institutions and Universities at the invitation of such institutions or Universities received by the University, and accepted by the Vice-Chancellor; c) Working in another Indian or foreign University, any other agency, institution or organization, when so deputed by the University; d) Participating in a delegation or working on a committee appointed for confidential assignment by the Central Government, State Govt., the UGC and such other Apex statutory academic bodies of the Government; e) Attending such short term courses as the Executive Council may approve as useful for the University; and f) Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher is invited to share expertise with academic bodies, Government or NGO ii) The leave may be granted on full pay. Provided that if the teacher receives a fellowship, he/she may be sanctioned duty leave on reduced pay and allowances.

06/01/2026 06.01.26 06/01/26

iv) Duty leave may be combined with earned leave, half pay leave or extraordinary leave. Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher invited to share expertise with academic bodies, Government or NGO.	iii) If no. of duties assigned by the University exceeds 15, the prior permission for the same be sought from the Vice-Chancellor iv) The total no. of duty leaves for the above purposes should not exceed 30 days in a calendar year. In case such number of duty leaves exceeds, approval of Executive Council is required. v) Leaves for Refresher / Orientation / other courses required for promotion shall be exclusive of the 30 days Duty Leaves. vi) While availing such duty leaves at least one day prior to the departure, intimation may be given to the Head of the Department or Higher authority as the case may be.

Further, the committee recommended that for the rest clauses of leave rules, the recommendations to be given by the committee which is already constituted regarding incorporation of the Haryana Civil Service Rules 2016 in the University Calendar Vol. III, may be considered.

06/01/2026 (S.C.Malik)

06.01.26 (Vinita Hooda)

(Krishan Kant)

06/01/26 (Gulshan Lal Taneja)

MDU - IT INTERNSHIP POLICY

Preamble

In order to cultivate a robust environment of hands-on experiential learning and effectively narrow the divide between theoretical academic pursuits and the practical demands of the professional Information Technology industry, Maharshi Dayanand University, Rohtak, hereby institutes and formalizes the University Computer Centre Internship Program (IT-IP). This comprehensive program is conceptualized as a mutually advantageous endeavour that not only strengthens the University's internal technological infrastructure and operational efficiency through the infusion of fresh talent but also empowers participating students with invaluable real-world skills, thereby preparing them for flourishing careers in the dynamic field of Information Technology. By integrating interns into core university operations, the program ensures that academic knowledge is applied in practical settings, fostering innovation, problem-solving abilities, and a deeper understanding of industry standards and thereby enhances employability of learners/graduates.

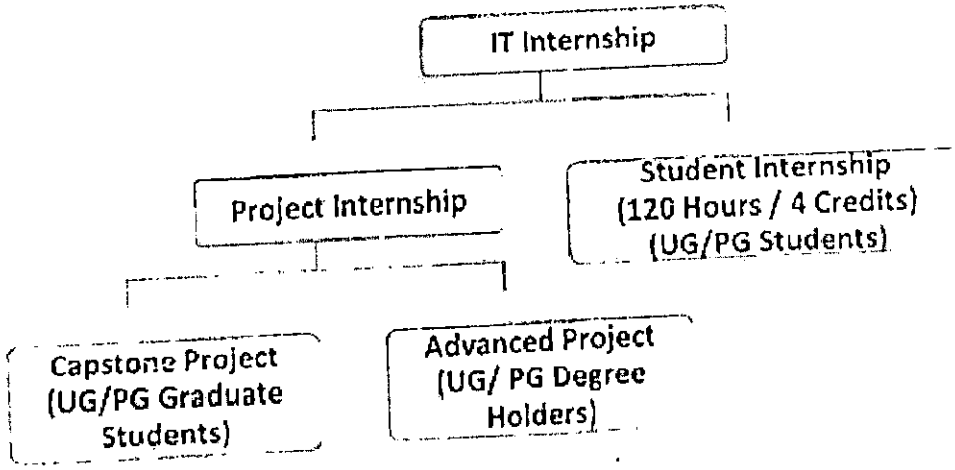
1. Objectives

a. Strengthening and expediting the University's digital infrastructure and e-governance functions through the application of innovative ideas and fresh perspectives from interns.

b. Providing IT skill enhancement opportunities for undergraduate and postgraduate students to bridge academic learning with practical exposure.

c. Promoting the technical skills of qualified students at an early stage of their career to prepare them for industry-ready roles and research contributions.

2. Types of IT Internship Programs



Student Internship

A student internship is a structured professional learning experience that offers appropriate practical skills in a student's field of study. The duration of student internship is 120 hours (4 Credits) as per NEP – 2020 aligned UG/PG Programs.

Capstone Project

Capstone Project is a culminating academic assignment where students apply the knowledge and skills gained during their studies to address a real-world problem or challenge.

Advanced Project

Advanced Project involves hands-on project work focus heavily on mastering cutting-edge tools, methodologies, and technical skills relevant to the industry for completion of projects requiring prior specific skills or educational background.

3. Eligibility Criteria

The Students pursuing or completed following UG/PG Programs are eligible for Internship Program.

Graduate	Post Graduate
B.Tech./BCA/B.Sc.(Computer Science) /B.Sc. (IT)	M.Sc. (Computer Science)/ IT / Data Science / AI & ML/Maths/Statistics/ MCA/ M.Tech. in relevant specializations/ MBA with specialization in Information Technology

Sr. No.	Type of Internship	Eligibility	Remuneration	Max Strength	Selection Criteria
1	Student Internship	Currently pursuing the above-mentioned UG/PG programs (120 hrs (4 Credits) as per NEP-2020)	Unpaid	50	Academic: 30 Interview: 20
2	Project Internship	Final year students of the above-mentioned UG/PG programs for a period of upto 6 months	₹5,000/month	10	Academic:30 Interview:20
		Pass-out students of the above-mentioned UG/PG programs, specifically skilled as per requirement of project	₹20,000/month Co-terminus with project	10	Academic:30 Interview:20

4. Selection Criteria for short listing of candidates for Interview

1. For Student Internship/Project Internship forStudents pursuing UG Programs

10+2 (above 60% weightage of 0.8 for each percentage to the maximum of 30 marks)	30 Marks

II. For Student Internship/Project Internship for Students pursuing PG Programs

UG (above 55%, a weightage of 0.8 for each percentage to the maximum of 30 marks)	30 Marks

III. For Project Internship for students who completed UG Programs

UG (above 55%, a weightage of 0.8 for each percentage to the maximum of 30 marks)	30 Marks

IV. For Project Internship for students who completed PG Programs

PG (above 55%, a weightage of 0.8 for each percentage to the maximum of 30 marks)	30 Marks

5. Selection Committee

The Selection Committee given as under for the purpose of conducting Interview:

Composition:

1.	Dean Academic Affairs	Chairperson
2.	Additional Dean (R & D) Internships	Member
3.	Two Professors nominated by the Vice Chancellor	Members
4.	Director, UCC	Member Secretary

The criterion for Interview is as under:

Domain Knowledge (10) + Performance in interview (10) = 20 Marks

The proceedings of the selection committee will be submitted for consideration and approval of the Vice Chancellor.

6. Work Domains and Certification:

Interns will be assigned to projects based on university priorities and emerging needs in areas including:

- Web & Software Development (ASP.NET, PHP, Java, Python)
- Database Management (SQL Server, PostgreSQL, MySQL)
- Network Administration & Security
- Mobile Application Development (Flutter, Kotlin, Dart)
- AI, Data Analytics & Machine Learning
- Cyber Security Operations
- University e-Governance Systems
- Cloud Services, System Virtualization, and Data Center Management

Upon successful completion, each Intern shall receive an Official Internship Certificate detailing Duration of internship, Work domain and assigned projects and tools utilized.

7. Financial and Administrative Provisions

Funding for paid internships shall be sourced from E-Governance Fund approved by competent authorities to ensure transparency. Stipends shall be credited to interns' bank account. Director (UCC) will be the Nodal Officer for the execution of this policy for all purposes.

8. Project Monitoring Committee

The Project Monitoring Committee (PMC) shall handle the operational execution, intern selection, project allocation, and evaluation processes.

Composition:

1. Director, University Computer Centre – *Chairperson*
2. One Professor nominated by the Vice Chancellor
3. Additional Dean (R&D / Internship)
4. Project Supervisor from UCC (for technical mentoring) - Member Secretary

Project continuation will depend on the recommendation of Project Monitoring Committee.

The IT – Internship Policy will be reviewed from time to time by Internship Coordination Committee laid down in **MDUR INTERNSHIP REGULATIONS 2025.**

9. Operational Support

The University Computer Centre (UCC) may also extend technical and operational assistance through interns to the Digital Learning Centre (DLC) and other such Centres/Departments where such services of IT are required.

10. Confidentiality Agreement:

Every selected intern must execute a legally binding Non-Disclosure Agreement (NDA) to safeguard sensitive institutional data, proprietary source codes, and internal project details, with appropriate legal consequences for breaches.

Minutes of the meeting of the committee constituted by the Vice-Chancellor consisting of the following for making provisions of Internship with University Computer Centre held on 01.10.2025, 27.10.2025 and 16-12-2025 in the office of Director, Centre for Curriculum Design and Development.

Following were present:

1.	Prof. Ajay K. Rajan, Director, CCDD	Convener
2.	Prof. Sapna Garg, Dean Students' Welfare	Member
3.	Prof. Narasimhan B., Director, IQAC	Member
4.	Prof. Santosh Tiwari– Associate Dean (Internship)	Member
5.	Prof. Rahul Rishi, UIET	Member
6.	Sh. Mukesh Bhatt, Finance Officer	Member
7.	Dr. G. P. Saroha, Director, UCC	

The Committee deliberated over making provisions of Internship with University Computer Centre and related issues and finalized the MDU - IT Internship Policy (Annexure – "A") having provisions for Student Internship, Capstone Project and Advanced Project for engagement of UG/PG students/graduates with a objective of enhancing their IT skills and employability as well as strengthening of Universitys' Digital Infrastructure.

16/12/25
(Ajay K. Rajan)

16/12/2025
(Sapna Garg)

16/12/25
(Narasimhan B.)

16/12/25
(Santosh Tiwari)

16.12.25
(Rahul Rishi)

16/12/25
(Mukesh Bhatt)

16/12/25
(G. P. Saroha)

Appendix-C/23

MINUTES OF THE MEETING OF CCDD OFFICIALS HELD ON 20.08.2025 AT 12:00 Noon IN THE OFFICE OF ADVISOR TO VICE-CHANCELLOR

Following members were present:

1.	Prof. Ajay K. Rajan, Director, CCDD	Convener
2.	Prof. Narasimhan B. Additional Director, CCDD	Member
3.	Prof. Sandeep Malik, Deputy Director, CCDD	Member
4.	Dr. Sanjeev Kumar, Deputy Director, CCDD	Member
5.	Prof. Ashish Dahiya, Director, IHTM	Special Invitee
6.	Dr. Rajesh Kumar, Dept. of Public Administration	Special Invitee

The Committee deliberated over the following agenda and made resolutions as under:-

1. **Certificate Course on INCLUSIVE FOOD TRUCK OPERATIONS designed by IHTM for submission to Rehabilitation Council of India.**
   The committee considered the proposal received from Director, IHTM and recommended the following:
   a. The course to be offered in offline/blended mode instead of online mode.
   b. The formative assessment to be followed for evaluation.
   c. The four credit course on Inclusive Food Truck Operations has been designed (one credit theory + one credit workshop + two credit practical) to suit the needs of Deaf and Hard of Hearing Individuals.
   d. There should be a minimum qualification of matric level for admission to the course.

2. **Credit course on Electoral process.**
   The committee recommended that the two credit value added course on electoral process by the Ch. Ranbir Singh Institute of Social & Economic Change (CRSIS&EC) in coordination with Department of Public Administration.

3. **Any other Item.**
   The committee deliberated over the need for development of policies for skill and vocational education and capacity building of teaching & non – teaching staff of the University and recommended the following policies for implementation in the University:
   - Skill and Vocational Education Policy **(Flag – "A")**
   - Training and Capacity Building Policy for Administrative Staff. **(Flag – "B")**
   - Overarching Policy for Capacity Building of Students, Faculty and Staff. **(Flag – "C")**

The meeting ended with the vote of thanks to the Chair.

20/8/25
(Ajay K. Rajan)

20/8/25
(Narasimhan B.)

(Sandeep Malik)

20/8/25
(Sanjeev Kumar)

(Ashish Dahiya)

20/8/25
(Rajesh Kumar)

Maharshi Dayanand University Skill and Vocational Education Policy

This policy outlines Maharshi Dayanand University's commitment to implementing and expanding skill and vocational education programs, aligning with the National Education Policy (NEP) 2020 and addressing the evolving needs of the job market.

I. Vision

- To be a leading institution fostering a skilled workforce and promoting entrepreneurial endeavors through high-quality vocational and skill-based education, responsive to the needs of students, society, and industry.

II. Mission

- To integrate vocational education seamlessly into the mainstream educational framework, eliminating the perceived hierarchy between academic and vocational streams.
- To provide students with practical, industry-relevant skills and hands-on experience through a diverse range of vocational courses and apprenticeships/internships.
- To enhance the employability and entrepreneurial capabilities of students, preparing them for the demands of the 21st-century job market and fostering self-reliance.
- To promote a culture of lifelong learning, enabling individuals to adapt to technological advancements and evolving industry needs.

III. Policy objectives

1. Integration and mainstreaming of vocational education: To integrate vocational education programs into all levels of higher education offered by MDU, eliminating the traditional separation between academic and vocational streams.
2. Curriculum restructuring and relevance: To regularly update and design vocational courses and programs based on industry demands, skills gap analysis, and the latest technological advancements, including areas like Artificial Intelligence, Robotics, and IoT.
3. Emphasis on experiential learning: To prioritize hands-on training, internships, apprenticeships, and real-world projects as integral components of vocational education, ensuring practical skill development and industry readiness.
4. Collaboration with industry and other stakeholders: To foster strong partnerships with industries, businesses, ITIs, Polytechnics, and NGOs for curriculum development, guest lectures, internships, and placement opportunities.
5. Teacher training and development: To ensure the continuous professional development of teachers and trainers in vocational education, equipping them with the latest pedagogical approaches and industry-relevant expertise.
6. Promoting entrepreneurship and innovation: To instill entrepreneurial skills, foster creativity, and encourage innovation among students, enabling them to become job creators rather than just job seekers.

7. Quality assurance and accreditation: To ensure the quality and standardization of vocational education programs by aligning them with the National Skills Qualifications Framework (NSQF) and potentially collaborating with national bodies like the National Committee for the Integration of Vocational Education (NCIVE).
8. Student support and guidance: To provide comprehensive career guidance, counseling, and mentorship to students, helping them make informed career choices aligned with their aptitudes and aspirations.
9. Infrastructure development and technology integration: To develop state-of-the-art infrastructure, including skill labs, and leverage digital platforms, Massive Open Online Courses (MOOCs), and other digital tools to enhance the delivery of vocational education.
10. Inclusivity and equitable access: To ensure equitable access to vocational education for all students, including those from marginalized and disadvantaged groups, promoting social inclusivity and reducing disparities.

IV. Implementation strategies

1. Developing competency-based curricula aligned with NSQF: MDU will work with industry experts and Sector Skill Councils to develop curricula that meet industry needs and adhere to NSQF standards.
2. Mandatory internships and apprenticeships: Integrate compulsory internships and apprenticeships into all degree programs to provide students with practical experience and industry exposure.
3. Establishing skill centers and labs: Establish dedicated skill centers and labs within the university, collaborating with ITIs and polytechnics where appropriate.
4. Faculty development programs: Regular training programs and workshops for teachers and trainers on industry trends, new technologies, and pedagogical innovations.
5. Industry partnerships and MoUs: Forge strong relationships with industries, businesses, and organizations through MoUs for curriculum design, internships, guest lectures, and placement opportunities.
6. Career counseling and placement cell: Strengthen career guidance and placement cell to provide career counseling, conduct aptitude tests, and facilitate job placements for vocational graduates.
7. Promoting entrepreneurial skills: Offer entrepreneurship development programs, workshops, and mentorship initiatives to encourage students to pursue self-employment and innovation.
8. Leveraging digital learning platforms: Utilize online platforms, MOOCs, and other digital tools to offer flexible and accessible vocational education programs.
9. Monitoring and evaluation: Implement robust monitoring and evaluation mechanisms to assess the effectiveness and quality of vocational education programs and ensure continuous improvement.

V. Governance and accountability

- Following Standing Review Committee on Skill and Vocational Education will oversee the implementation and monitoring of the skill and vocational education policy annually and submit its report to the Vice Chancellor for consideration.

1.	Dean Academic Affairs	Chairman
2.	Dean R & D	Member
3.	Additional Dean R & D – Internships and Institutional & Industrial Collaboration	Member
4.	Director, Centre for Incubation, Innovation and Entrepreneurship	Member
5.	Director CLAS	Member
6.	Director CCPC	Member
7.	Director, Deen Dayal Upadhyaya Centre for Skill and Vocational Education	Member Secretary

- Regular reviews and assessments will be conducted to ensure the alignment of vocational programs with NEP 2020 and industry demands.
- Performance indicators, such as student enrollment, placement rates, and employer satisfaction, will be tracked to measure the success of the policy.

This policy aims to create a dynamic and responsive skill and vocational education ecosystem within Maharshi Dayanand University, contributing to the development of a highly skilled and employable workforce for the nation.

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Maharshi Dayanand University

Training and Capacity Building Policy for Administrative Staff

1. Introduction

This policy outlines the commitment of Maharshi Dayanand University (MDU) to the continuous professional development of its administrative staff. Recognizing that a skilled and motivated administrative workforce is crucial for the efficient and effective functioning of the university, MDU established the Administrative Staff College (ASC) in 2017 to spearhead these efforts.

The policy aims to:

- Enhance the knowledge, skills, and competencies of administrative staff in line with evolving institutional needs and best practices in higher education management.
- Promote a culture of continuous learning and professional growth amongst administrative personnel.
- Ensure the smooth and efficient delivery of administrative services to support the academic and research objectives of the university.
- Foster a positive and engaging work environment that encourages employee satisfaction and retention.

2. Policy statement

MDU is committed to providing its administrative staff with equitable opportunities for training and capacity building to meet current and future challenges in higher education administration. This will be achieved through a systematic approach that includes needs assessment, program design, implementation, and evaluation.

3. Scope

This policy applies to all administrative staff members of MDU, regardless of their position or department.

4. Key objectives

The key objectives of this policy include identifying training needs, designing relevant programs covering technical, managerial, and soft skills, as well as professional certifications. The policy also aims to enhance skills in areas such as e-governance, digital literacy, communication, interpersonal skills, leadership, and management development. Additionally, it seeks to leverage technology for effective training delivery, establish evaluation mechanisms, foster knowledge sharing, and provide career advancement opportunities.

5. Implementation strategies

a. Training needs assessment

Annual training needs assessments (TNAs) will be conducted through performance reviews, surveys, and discussions with managers and staff to identify development priorities. A competency-based framework will be used to identify skill gaps.

b. Program design and development

A comprehensive training calendar will be developed with various programs like workshops, seminars, e-learning, and on-the-job training. Customized learning paths will be designed, incorporating case studies and hands-on exercises. Learning Management Systems (LMS) will be used for content delivery.

c. Training delivery

A blend of instructor-led, virtual, and self-paced training methods will be utilized. Peer-to-peer learning and knowledge sharing will be encouraged. Sufficient resources will be ensured for training programs.

d. Evaluation and feedback

Training effectiveness will be measured, potentially using models like Kirkpatrick's Four-level model. Feedback will be collected through surveys and performance reviews to assess knowledge retention and impact on job performance. Data will be used to refine programs, and follow-up assessments will measure long-term impact.

6. Roles and responsibilities

The Administrative Staff College (ASC) is responsible for coordinating the policy. The Human Resources Department collaborates on plans and procedures. Department Heads identify needs and encourage participation. Administrative staff members are expected to participate and provide feedback.

7. Budget and resources

MDU will allocate sufficient resources for policy implementation.

8. Policy review

This policy will be reviewed periodically by the Advisory Committee to ensure its continued relevance.

Structure of Administrative Staff College

1. Governance and Leadership:

A. Advisory Committee:

Constitution:

1.	Vice-Chancellor	Chairman
2.	Dean Academic Affairs	Vice-Chairman
3.	Registrar	Member
4.	Dean, Colleges Development Council	Member
5.	Director, IQAC	Member
6.	Controller of Examinations	Member
7.	Finance Officer	Member
8.	Two outside Experts	Member
9.	D.R. (Establishment Non – Teaching)	Member
10.	Coordinator, Administrative Staff College	Member Secretary

*The term of nominated members will be of two years from the date of issue of notification.

Functions:

1. To recommend the suit able measures for capacity building of Administrative Staff.
2. To review progress of Administrative Staff College
3. To approve the Annual Activity Calendar.

B. Administrative Staff College

1.	Coordinator	Deputy Registrar (to be nominated by the Vice Chancellor)
2.	Deputy Coordinator	Assistant Registrar (to be nominated by the Vice Chancellor)
3.	Clerk/JDEO	-
4.	Peon	-

Functions of Coordinator

1. Organizations of Capacity Building Programs
2. Preparation of Annual Activity Calendar
3. Preparation of Panel of Experts

Maharshi Dayanand University

Overarching Policy for Capacity Building of Students, Faculty and Staff

1. Context and Rationale:

- In alignment with the National Education Policy (NEP) 2020's emphasis on holistic development, multidisciplinary, and lifelong learning, Maharshi Dayanand University (MDU) recognizes the crucial need for a robust capacity-building framework for its students, faculty, and staff.
- Capacity building is essential for fostering innovation, enhancing teaching-learning processes, promoting research, and nurturing entrepreneurial abilities within the university community.
- MDU's strategic plan and existing initiatives like the Faculty Development Centre – Malaviya Mission Training Centre, Administrative Staff College, Centre for Life Skills & Soft Skills, Career Counseling & Placement Cell, and Research & Development Cell underscore the commitment to strengthening the capabilities of all stakeholders.
- This policy aims to empower the MDU community to achieve its mission of excellence in teaching, research, innovation, and service to society.

2. Goals and Objectives:

For Students:

- Enhance Employability Skills: Through workshops, seminars, and training programs focused on communication, critical thinking, problem-solving, and professional ethics.
- Promote Entrepreneurship and Innovation: Nurture innovative ideas into successful ventures through incubation facilities, mentorship, and access to resources.
- Develop Leadership and Social Responsibility: Cultivate leadership qualities, empathy, and social responsibility through various initiatives and programs.
- Improve Digital Literacy: Equip students with essential digital skills and promote responsible use of social media and online learning platforms.

For Faculty:

- Enhance Teaching and Pedagogical Skills: Provide training in innovative teaching methodologies, assessment strategies, and integration of technology in the classroom.
- Strengthen Research Capacity: Encourage faculty to engage in high-impact research, IPR generation, and collaboration with industry and society.
- Foster Professional Development: Offer opportunities for continuous professional growth through workshops, conferences, and advanced training programs.
- Promote Interdisciplinary Collaboration: Encourage faculty to engage in interdisciplinary research and teaching, fostering a culture of knowledge sharing and innovation.

For Staff:

- Improve Administrative and Managerial Skills: Provide training to enhance efficiency, transparency, and accountability in administrative and managerial functions.

- Develop Technical Skills: Equip staff with necessary technical skills for effectively utilizing various tools, software, and systems for streamlined operations.
- Foster Teamwork and Collaboration: Promote effective teamwork, communication, and inter-departmental collaboration for a more cohesive and productive work environment.

3. Capacity Building Interventions:

3.1 Training Programs and Workshops:

- Tailored programs addressing specific skills and needs of students, faculty, and staff.
- Emphasis on hands-on experience, practical application, and interactive learning methodologies.

3.2 Skill Development Programs:

- Focus on soft skills (communication, interpersonal relations), technical skills, digital literacy, and entrepreneurial abilities.

3.3 Research and Development Support:

- Funding opportunities for research projects, participation in national/international conferences, and publication support.
- Mentorship programs to guide researchers and assist in securing external grants and collaborations.

3.4 Career Counseling and Placement Services:

- Comprehensive career guidance, placement assistance, and preparation for job interviews and competitive exams.

3.5 Professional Development Activities:

- Encourage participation in seminars, workshops, and courses for continuous learning and skill upgrading.

3.6 Collaboration and Partnerships:

- Engage with industry, government agencies, and other organizations for knowledge sharing, training, and internship opportunities.

4. Implementation and Monitoring:

- Establish a dedicated committee to oversee the implementation, monitoring, and evaluation of capacity-building initiatives.
- Regular assessment of training programs effectiveness and feedback mechanisms for continuous improvement.
- Align capacity building programs with the objectives of NEP 2020 and other national policies and initiatives.
- Promote a culture of continuous learning and professional development throughout the university.

5. Policy review and updates:

- Periodically review and update the capacity building policy to ensure relevance and effectiveness in light of evolving educational landscape and emerging needs.

The policy to be reviewed time to time through the annual meeting of following advisory committee:

1.	Vice-Chancellor	Chairman
2.	Dean Academic Affairs	Vice-Chairman
3.	Registrar	Member
4.	Three outside Experts nominated by the Vice Chancellor*	Member
5.	Two Professors nominated by the Vice Chancellor*	Member
6.	Dean Student Welfares'	Member
7.	Dean, Research & Development	Member
8.	Director, IQAC	Member
9.	Controller of Examinations	Member
10.	Finance Officer	Member
11.	D.R. (Establishment Teaching)	Member
12.	D.R. (Establishment Non – Teaching)	Member
13.	Coordinator, Administrative Staff College	Member
14.	Director, Faculty Development Centre	Member Secretary

Appendix-C/24

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO REVIEW AND REVISE THE EXISTING RATES OF CAMPUS COMMUNITY CLUB HELD ON 28.01.2026 AT 12.30 P.M. IN FACULTY HOUSE, MDU ROHTAK

The meeting of the committee constituted by the Vice-Chancellor to review and revise the existing rates of Campus Community Club was held on 28.01.2026 at 12.30 p.m. in Faculty House, MDU Rohtak. Following were present in the meeting:

1.	Prof. Rajeev Kumar, Dept. of Mathematics	Chairman
2.	Prof. Pardeep Ahlawat Director, IMSAR	Member
3.	Prof. Sandeep Malik, Director, IHTM	Member
4.	Prof. Sanjeev Kumar, Incharge Faculty House	Member
5.	Sh. Mukesh Bhatt, Finance Officer	Member

The Committee deliberated upon the matter referred by the Hon'ble Vice-Chancellor on 21.01.2026 arising out of the representation submitted by the President, MDUNTEA, vide letter No. NTEA/2025-26/12 dated 11.11.2025. On perusal of the records and detailed discussion, the committee had the following observations:

1. The President, MDUNTEA vide letter no. NTEA/2025-26/12 dated 11.11.2025 requested to reconsider the existing rates of Campus Community Club that were revised by the university vide EC Resolution No.25 dated 16.08.2024.
2. The rates of bookings of Campus Community Club were revised in 2024, initially vide EC Resolution No.17 dated 09.03.2024 and thereafter, vide EC resolution No. 25 dated 16.08.2024 which were effective from 01.04.2025.
3. A comparative analysis of the rates applicable during the years 2008, 2014, and 2024 (refer Annexure-I.) revealed that the revisions effected in 2024 resulted in a substantial and steep increase in the overall booking charges across all categories.
4. A significant decline in the number of bookings for the Campus Community Club after revision of the rates in 2014 has been noticed resulting in to loss of revenue from the Campus Community Club.
5. The revised rates have had a significant adverse impact on affordability, particularly for University employees belonging to the non-teaching category, which has consequently resulted in reduced utilisation of the facility.

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6. Comparable and, in certain respects, better facilities are being offered at the Faculty Club of the University, at relatively lower rates, resulting in a discernible shift of University employees towards the Faculty Club.
7. The existing rate structure is likely to adversely affect the optimal utilisation of the University Community Centre, thereby defeating the very objective of the facility, which is primarily intended to serve the University community.
8. The concerns raised by MDUNTEA are found to be genuine and on merit consideration in the larger interest of staff welfare and effective utilisation of University infrastructure.

Keeping in view of the above observations including prevailing facilities, services offered, and the observed utilisation pattern, the committee recommended the following:

1. The existing rates of the Campus Community Club of the university may be rationalised to ensure optimum utilisation of the facility and therefore, following revision in the rates are proposed:

Sr. No.	Category		Existing Rates	Proposed Rates
1.	Serving or Retired Employees of the University above the rank of Deputy Superintendent. (For marriage of self or ward)	Rent	12,000.00	10,000.00
		Maintenance Charges	10,000.00	5,000.00
		Electricity Charges	6,000.00	3,000.00
		Cleaning Charges	2,000.00	1,000.00
		Total	**30,000.00**	**19,000.00**
2.	Serving or Retired Employees of the University upto the rank of Deputy Superintendent. (For marriage of self or ward)	Rent	2,000.00	2,000.00
		Maintenance Charges	10,000.00	5,000.00
		Electricity Charges	6,000.00	3,000.00
		Cleaning Charges	2,000.00	1,000.00
		Total	**20,000.00**	**11,000.00**
3.	Outsiders	Rent	90,000.00	70,000.00
		Maintenance Charges	10,000.00	5,000.00
		Electricity Charges	10,000.00	5,000.00
		Cleaning Charges	5,000.00	2,000.00
		Total	**1,15000.00**	**82,000.00**
4.	For Tea Party, Lunch, Dinner etc. of shorter duration not more than three hours, for serving/ retired employees of the University	Rent	NA	NA
		Maintenance Charges	10,000.00	5,000.00
		Electricity Charges	NA	NA
		Cleaning Charges	NA	NA
		Total	**10,000.00**	**5,000.00**
5.	For Farewell / Condolence Meetings/ Havan, for serving / retired employees of the University	Rent	NA	NA
		Maintenance Charges	5,000.00	2,500.00
		Electricity Charges	NA	NA
		Cleaning Charges	NA	NA
		Total	**5,000.00**	**2,500.00**

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2. The GST will be charged extra on the proposed rent only as applicable from time to time.
3. The existing provision of a 10% annual increase on rent and other charges effective from 1st April of each financial year taking the preceding financial year as the base year and rounding off to the next multiple of ₹100 be continued that is in conformity with the provisions already applicable under the Faculty House Rules, 2024, contained in Chapter-53 of the University Calendar, Volume-III.
4. The proposed revised rates as shown ~~below~~ above shall remain operative until such time as enhanced facilities and services of a considerable level are provided at the Campus Community Club. Thereafter, the rates may be restored or further revised, as deemed

The meetings ended with a vote of thanks to the Chair.

28/01/26

(RAJEEV KUMAR)

28/01/2026

(PARDEEP AHLAWAT)

28/01/26

(SANDEEP MALIK)

28/1/26

(SANJEEV KUMAR)

28/1/26

(MUKESH BHATT)

ANNEXURE-I

Sr. No.	Category		Booking Charges			
			Year 2008	**Year 2014**	**Year 2024 (w.e.f.09.03.24)**	**Year 2024 (w.e.f.16.08.24)**
1.	Serving or Retired Employees of the University above the rank of Deputy Superintendent. (For marriage of self or ward)	Rent	6,500.00	6,500.00	20,000.00	12,000.00
		Maintenance Charges	NA	NA	10,000.00	10,000.00
		Electricity Charges	2,000.00	2,000.00	6,000.00	6,000.00
		Cleaning Charges	500.00	500.00	2,000.00	2,000.00
		Total	**9,000.00**	**9,000.00**	**38,000.00**	**30,000.00**
2.	Serving or Retired Employees of the University upto the rank of Deputy Superintendent. (For marriage of self or ward)	Rent	3,000.00	3000.00	10,000.00	2,000.00
		Maintenance Charges	NA	NA	10,000.00	10,000.00
		Electricity Charges	1,500.00	1500.00	6,000.00	6,000.00
		Cleaning Charges	500.00	500.00	2,000.00	2,000.00
		Total	**5,000.00**	**5,000.00**	**28,000.00**	**20,000.00**
3.	Outsiders	Rent	36,000.00	**Deleted**	90,000.00	90,000.00
		Maintenance Charges	NA		10,000.00	10,000.00
		Electricity Charges	3,000.00		10,000.00	10,000.00
		Cleaning Charges	1,000.00		5,000.00	5,000.00
		Total	**40,000.00**		**1,15,000.00**	**1,15000.00**
4.	For Tea Party, Lunch, Dinner etc. of shorter duration not more than three hours, for serving/ retired employees of the University	Rent	500.00	500.00	NA	NA
		Maintenance Charges	NA	NA	10,000.00	10,000.00
		Electricity Charges	NA	NA	NA	NA
		Cleaning Charges	500.00	500.00	NA	NA
		Total	**1,000.00**	**1,000.00**	**10,000.00**	**10,000.00**
5.	For Farewell / Condolence Meetings/ Havan, for serving / retired employees of the University	Rent	**Free of charge**	**Free of charge**	NA	NA
		Maintenance Charges			5,000.00	5,000.00
		Electricity Charges			NA	NA
		Cleaning Charges			NA	NA
		Total			**5,000.00**	**5,000.00**

(GST extra on rent as applicable)

Appendix-C/25

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR FRAMING "APPRECIATION AWARD POLICY" FOR NON-TEACHING EMPLOYEES OF M.D.UNIVERSITY, ROHTAK ON THE PATTERN OF KURUKSHETRA UNIVERSITY, KURUKSHETRA HELD ON 02.02.2026 IN THE OFFICE OF THE DEAN, ACADEMIC AFFAIRS, M.D.UNIVERSITY, ROHTAK

The following were present:

1.	Dean Academic Affairs, M.D.U, Rohtak	-	Convener
2.	Prof. Rajeev Kumar, Deptt. of Mathematics	-	Member
3.	Prof. Pardeep Ahlawat, IMSAR	-	Member
4.	Prof. Vinita Hooda, DCDC	-	Member
5.	Finance Officer	-	Member

The Committee discussed the matter at length by considering the "Appreciation Award Policy" for Non-Teaching Employees made by Kurushetra University, Kurukshetra as well as demand submitted by the Non-Teaching Employees Association (NTEA), M.D.University, Rohtak for framing "Appreciation Award Policy" for Non-Teaching Employees of M.D.University, Rohtak on the pattern of Kurukshetra University, Kurukshetra.

Taking into consideration all the aspects and after having detailed deliberation, the Committee framed the following guidelines for rewarding Appreciation to the Non-Teaching Employees of the Maharshi Dayanand University, Rohtak to cultivate a spirit of work culture to help in improving the Administrative performance and to motivate Non-Teaching Employees for performing their duties with full dedication & zeal:-

GUIDELINES FOR REWARDING "APPRECIATION AWARD" TO THE NON-TEACHING EMPLOYEES OF THE M.D.UNIVERSITY, ROHTAK

A. TITLE

- "Appreciation Award Policy" for Non-Teaching Employees of the M.D.University, Rohtak

B. PURPOSE

- The purpose of this policy is to recognize, motivate and appreciate the contributions of Non-Teaching Employees whose performance support the effective functioning and development of the University.

C. SCOPE

- This policy applies to all regular Non-Teaching Employees of the University.

02/2/2026

D. OBJECTIVES

- To support and promote the spirit of work culture
- To recognize and honour the Non-Teaching Employees productivity and performance
- To encourage employees for excel in growth and development of the University
- To foster a culture of appreciation, morale and institutional loyalty

E. PROCEDURE

- Applications from Non-Teaching Employees of the University (Group A, B, C & D) for awards, shall be invited by the Establishment Branch (N.T) every year.
- All the employees competing for the said awards shall have to apply in the prescribed format within the stipulated period. Application received after stipulated time will not be entertained.
- Applications shall be invited from Group A, B, C and D employees for the number of awards mentioned in the table given below for each category:-

Sr. No.	Non-Teaching Staff	Number of Awards
1.	Deputy Registrar/Assistant Registrar and its Equivalent Officer	1
2.	Superintendent/ Programmer and its equivalent	2
3.	Assistant/Tech. Assistant and its equivalent	5
4.	Clerk-cum-JDEO/Clerk/Steno and its equivalent	5
5.	Class-IV and its equivalent	5

Lifetime Achievements Award
"Lifetime Achievements Award" to be conferred by the Hon'ble Vice-Chancellor to any employee having age more than 55 years to acknowledge his/her remarkable contribution attributed for the growth and development of the University with best administrative acumen, as he deems fit. The Vice-Chancellor will decide the case on merit on the proposal of the Registrar.

The particulars of the applicants eligible for grant of M.D.U Appreciation Award/Lifetime Achievement Award shall be verified by the Establishment Branch.

A. Eligibility Criteria for M.D.U Appreciation Award

i. All regular Non-Teaching Employees who have served the University for 5 years and have received overall appraisal not less than 'Very Good' during last five years or more are eligible to apply for this Award.

ii. Have a satisfactory service record with no major disciplinary action in the preceding years.

iii. Any employee with pending enquiry or disciplinary proceedings shall not be eligible to apply.

iv. Contractual/HKRNL Employees OR Employees on deputation are not eligible.

v. Any employee getting such an award will not be eligible to apply in next 5 years.

02/4/2024

vi. Not more than 10% applications will be submitted by the Branch Officer in a year. The fraction, if any will be rounded off and the fraction of .5 or more shall be converted to the next number.

B. Award

- The Award shall be known as "MDU Appreciation"
- The Award shall be awarded on yearly basis taking into consideration the credential of last five years.
- Form of Awards:
  - Stole containing University insignia
  - Cash Awards (A sum of Rs. 5100/- each – except for Lifetime Achievements Award)
  - Cash Award for Lifetime Achievements (A sum of Rs. 11000/-)
  - Appreciation Certificate (under the signature of the Registrar)
- This scheme may be reviewed/updated after every two years, if needed.

C. Assessment and Selection Committee

Selection of the "**M.D.U Appreciation**" Award will be made by the Committee comprising of the following with the approval of the Hon'ble Vice-Chancellor:

i. Registrar
ii. One Professor nominated by the Vice-Chancellor
iii. Director, IQAC
iv. Controller of Examinations
v. Finance Officer

D. Assessment Criteria/ Parameter

The Assessment of the applicant shall be carried out by the Assessment and Selection Committee keeping in mind the following parameters:

i. Punctuality and Regularity
ii. Trustworthiness and Integrity
iii. Performing assigned duties with exceptional efficiency, accuracy and quality with minimal supervision
iv. Providing services to other section(s) within the branches/offices and other branches/offices that are beyond assigned responsibilities
v. Performing extra duties beyond those normally assigned work in the Branches like specific contribution towards automation of the process of the University, Financial management, Academic management, and generation of resources.
vi. Relationship with colleagues, stakeholders, visitors and seniors.
vii. Actions taken for saving the department/office time/money to work improvement/strengthening/streamlining the University's work
viii. ACRs of Last Five years shall be taken into account.
ix. Leave availed (all kinds) during the Assessment period except Causal Leave & Medical Leave.
x. Any award achieved by the applicant during last five years.
xi. Brief Report/Write-up on the work done by the applicant on the basis of the above points submitted by the Establishment Branch (N.T)
xii. Impact/Outcome/Contribution of the Work Done by the applicant

02/2/2024

The Committee before giving its recommendations for the award will interact with the applicant along with the Branch Officer under whom he/ she has worked for more than one year.

E. Other Terms & Conditions

- The number of award can be increased or decreased after the scrutiny of applications with the approval of the Vice-Chancllor.
- The decision of the Vice-Chancellor shall be final and binding.

F. Application Form

- The Application Form for 'MDU Appreciation Award' for Non-Teaching Employees is annexed.

G. Award Ceremony

Awards shall be presented during:

- Independence Day/Republic Day/University Foundation Day/ Annual Function Day.
- Any other occasion as approved by the Competent Authority.

H. General Conditions

- Receipt of an Appreciation Award shall not confer any claim for promotion or seniority.
- This policy shall come into force with effect from the date of approval by the Competent Authority.
- Any matter not covered under this policy shall be decided by the Vice-Chancellor.

02/2/2016
(Suresh Chander Malik)

(Rajeev Kumar) 02/02/16

(Pardeep Ahlawat) 02/02/16

02.02.16
(Vinita Hooda)

(Mukesh Bhatt) 2/2/16.

Annexure

Application for

'MDU Appreciation Award'

(for Non-Teaching Employees)

Assessment Year: _____

1. Name of the Employee : _____
2. Present Designation & Basic Pay Category: Group whether A, B, C or D : _____
3. Description: Nature of duties performed : _____
4. Branch/ Department : _____
5. Qualification : _____
6. Date of Joining : _____
7. Date of Confirmation : _____
8. Leave availed (all kinds) : _____
9. Disciplinary Cases pending, if any (Last Five Years) _____
10. Appreciation/Awards received, if any : _____
12. Significant contribution : _____
13. Justification for applying for Award : _____
14. Any other information, in support of claim : _____

Signature of Employee

Date: .....

Note: *Applicant can attach additional sheet and document, if any.*

Specific recommendation of concerned Branch Officer(s) as per assessment criteria:

_____

_____

Signature with Stamp
of the Branch Officer

Assessment Criteria/ Parameter

The Assessment of the applicant shall be carried out by the Assessment and Selection Committee keeping in mind the following parameters:

i. Punctuality and Regularity

ii. Trustworthiness and Integrity

iii. Performing assigned duties with exceptional efficiency, accuracy and quality with minimal supervision

iv. Providing services to other section(s) within the branches/offices and other branches/offices that are beyond assigned responsibilities

v. Performing extra duties beyond those normally assigned work in the Branches like specific contribution towards automation of the process of the University, Financial management, Academic management, and generation of resources.

vi. Relationship with colleagues, stakeholders, visitors and seniors.

vii. Actions taken for saving the department/office time/money to work improvement/strengthening/streamlining the University's work

viii. ACRs of Last Five years shall be taken into account.

ix. Leave availed (all kinds) during the Assessment period except Causal Leave & Medical Leave.

x. Any award achieved by the applicant during last five years.

xi. Brief Report/Write-up on the work done by the applicant on the basis of the above points submitted by the Establishment Branch (N.T)

xii. Impact/Outcome/Contribution of the Work Done by the applicant

02/11/2024

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Appendix-C/26

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

MINUTES OF THE MEETING OF THE FEE STURCTURE COMMITTEE HELD ON 08.05.2025 AT 01:00 P.M. IN THE OFFICE OF DEAN ACADEMIC AFFAIRS, M.D. UNIVERSITY, ROHTAK TO CONSIDER THE FEE STRUCTURE OF VARIOUS UG AND PG PROGRAMS OF THE UNIVERSITY.

The following were present: -

1.	Prof. A. S. Maan, Dean Academic Affairs	Convenor
2.	Prof. Gulshan Lal Taneja, Registrar & COE	Member
3.	Prof. Randeep Rana, Dean Students Welfare	Member
4.	Sh. Mukesh Bhatt, Finance Officer	Special Invitee
5.	Prof. B. Narasimhan, Director (IQAC)	Special Invitee
6.	Prof. Yudhvir Singh, Director, UIET	

1- The Committee considered and recommended the Fee Structure of 4-Year UG (UG Hons/UG Hons with Research) and 5-Year Integrated Programs as per NEP-2020 by increasing 10% in the existing fee, in terms of Executive Council's Resolution No.59 dated 29.09.2022, for the University Teaching Departments/Institutes/Centres and MDU-CPAS, Gurugram for the session 2025-26 as per **Annexure-I.**

2- The Committee considered and recommended the Fee Structure of 2-Year PG, LL.B. (Hons) 3-Year and B.P.Ed. Programs as per NEP-2020 by increasing 10% in the existing fee (except M.Sc. Maths under SFS) in terms of Executive Council's Resolution No.59 dated 29.09.2020 for the University Teaching Departments/Institutes/Centres and MDU-CPAS, Gurugram for the session 2025-26 as per **Annexure-II.**

3- The Committee considered and recommended the Fee Structure of Internationa students for the session 2025-26 as per **Annexure-III.**

4- The Committee considered the proposal of the Director, UIET and recommended th fee in respect of the following programs as under:

i) Fee of B.Tech./M.Tech/BCA for working Professional, Foreign Nations, Gulf Quota and OCI students may be charged equal to regular B.Tech./M.T.ech./BCA Program w.e.f. the Academic session 2025-26.

Contd....P/

8/5/25 08/05/25 8/5/25 8/5/25

ii) Due to the high fee being charged for M.Tech Programs in UIET, MDU Rohtak as compared to many other Institutions in Haryana, the strength of the students is being affected adversely i.e. students prefer to take admissions to those Institutions/Universities which charge lesser fee. Therefore, the Tuition Fee of Rs.66000/- and Development Fee of Rs.13400/- plus other normal charges per annum of M.Tech Programs, may be charged w.e.f. 2025-26 as recommended by the Departmental Committee of UIET in its meeting held on 19.03.2025.

5- The Committee considered and recommended that the Alumni Fee @ Rs.500/- per student per annum may be charged from all the students admitted in UTDs/Institutes/Centres and MDU-CPAS, Gurugram w.e.f. the session 2025-26 as per Constitution and Byelaws of the Maharshi Dayanand University Alumni Association.

6. The Committee considered and recommended the prescription of fee Rs.20,042/- per student per annum for the newly introduced B.Sc. (Maths) Hons Program under SFS to be introduced w.e.f. the session 2025-26.

(A. S. Maan)

(Gulshan Lal Taneja) 08/05/25

(Randeep Rana) 8/5/25

(Mukesh Bhatt)

(B. Narasimhan) 8/5/25

(Yudhvir Singh) 08/5/25

Annexure-I

SECTION –3

FEE STRUCTURE

Annual fee structure for Indian students seeking admission to various regular Programs offered in the University Teaching Departments including MDU-CPAS, Gurugram for the session 2025-26 is as under:

Sr. No.	4 Years UG Prgramme	Admission Fee	Tution Fee	Amalgamated Fund	Development Fund	Security Fee	Carriculum Charges	GIS	Other Charges	Exam Fee (Semester Wise)	Fee for the session 2025-26	To be paid at the time of Admission
1	Bachelor of Arts (English)	50	490	240	6660	500	100	48	2074	730	10892	10892
2	Bachelor of Arts (Economics)	50	490	240	6660	500	100	48	2074	730	10892	10892
3	Bachelor of Arts (Public Administration)	50	490	240	6660	500	100	48	2074	730	10892	10892
4	Bachelor of Arts (Sanskrit)	50	490	240	6660	500	100	48	2074	730	10892	10892
5	Bachelor of Arts (History)	50	490	240	6660	500	100	48	2074	730	10892	10892
6	Bachelor of Science (Genetics)	50	580	240	6660	500	100	48	2074	730	10982	10982
7	Bachelor of Science (Maths)	50	580	240	6660	500	100	48	2074	730	10982	10982
8	Bachelor of Science (Statistics)	50	580	240	6660	500	100	48	2074	730	10982	10982
9	Bachelor of Commerce	50	580	240	6660	500	100	48	2074	730	10982	10982
10	Bachelor of Fine Arts (Painting)***	50	11860	240	5330	1000	100	48	8464	730	27822	19227
11	Bachelor of Business Administration (BBA)***	50	650	240	47580	500	100	48	3724	1820	54712	30597
12	B.A. B.Ed***	50	53240	240	3030	500	100	48	3374	850	61432	33297
13	B.Com. B.Ed***	50	53240	240	3030	500	100	48	3374	850	61432	33297

Sr. No.	5 Years UG Prgramme	Admission Fee	Tution Fee	Amalgamated Fund	Development Fund	Security Fee	Carriculum Charges	GIS	Other Charges	Exam Fee (Semester Wise)	Fee for the session 2025-26	To be paid at the time of Admission
1	5-Year LL.B.	50	490	240	1340	500	100	48	3377	850	6995	6995

Annual Fee Structure for Indian Students seeking admission to various regular programmes under Self Financing Scheme offered in the University Teaching Departments for the session 2025-26

Sr. No.	4 Years UG Prgramme	Admission Fee	Tution Fee	Amalgamated Fund	Development Fund	Security Fee	Carriculum Charges	GIS	Other Charges	Exam Fee (Semester Wise)	Fee for the session 2025-26	To be paid at the time of Admission
1	Bachelor of Science (Mathematics)***	50	9550	240	5330	500	100	48	3374	850	20042	12602
2	Bachelor in Public Health***	50	11860	240	5330	1000	100	48	8464	730	27822	19227
3	Bachelor of Computer Application (BCA)***	50	39930	240	10650	500	100	48	3724	850	56092	30802
4	Bachelor of Tourism & Travel Management 4 year (BTTM)***	50	42600	240	10650	500	100	48	3374	850	58412	31787
5	Bachelor of Hotel Management & Catering Technology 4 Year (BHMCT)***	50	42600	240	10650	500	100	48	3374	850	58412	31787

Sr. No.	5 Years UG Prgramme	Admission Fee	Tution Fee	Amalgamated Fund	Development Fund	Security Fee	Carriculum Charges	GIS	Other Charges	Exam Fee (Semester Wise)	Fee for the session 2025-26	To be paid at the time of Admission
1	Master of Hotel Management and Catering Technology (MHMCT) - 5 Year***	50	42600	240	10650	500	100	48	3374	1820	59382	32757

Annual Fee Structure for Indian Students seeking admission to various regular programmes offered in the MDU-CPAS, Gurugram for the session 2025-26

1	Bachelor of Business Administration (BBA) MDU CPAS - 4 Year***	50	45260	240	17310	500	100	48	5754	1820	71082	39797
2	5 Year LLB MDU CPAS***	50	21300	240	27960	1000	100	48	9765	850	61313	36683

Note:

1. The Executive Council vide Resolution no. 8 in its meeting held on 4.9.2019 as approved that all the students of UTDs will be provided a Group Insurance of Rs. 1,00,000 to each enrolled student from the session 2020-21. The total premium payable will be Rs. 96 (Rs. 48 student share & Rs. 48 University share).
2. In case of SC students who are exempted from fee, they will pay their shares alongwith library security and insurance charges (Rs.48/-) at the time of admission.
3. For the Programs marked with (***), the balance out of the total fee and exam. Fee is required to be paid at the beginning of the 2nd Semester i.e. in the month of Jan. 2026.

A. Annual fee structure for Indian students seeking admission to various regular Programs offered in the University Teaching Departments is as under to be paid at the time of admission:

Annexure - II

Name of Program	Admission Fee (p.a.)	Tuition Fee (p.a.)	A. Fund	Dev. Fee	Security (refund able)	Curriculum charges	GIS	Other charges (p.a.)	Exam Fee Semester wise	Total Fee (In Rs.)
LL.B. (Hons.) 3-year	50	490	240	2010	500	100	48	3377	850	7665
LL.M.	50	580	240	6660	500	100	48	3377	1820	13375
M.A. Defence & Strategic Studies, M.A. Economics, M.A. Education, M.A. English, M.A. Hindi, M.A. History, M.A. Fine Arts, M.A. Music, M.A. Political Science, M.A. Public Admn, M.A. Sanskrit M.A. Hindu Studies	50	490	240	-	500	100	48	2074	730	4232
M.A. Geography, M.A. Journalism & Mass Communication	50	490	240	-	500	100	48	2374	730	4532
M.A. Sociology	50	490	240	-	500	100	48	3074	730	5232
M.A. Psychology	50	6600	240	15570	500	100	48	3074	730	26912
M.A. Guidance and Counselling	50	490	240	13310	500	100	48	3374	730	18842
M. Lib. & Information Sc.	50	650	240	42600	500	100	48	5874	1820	51882
MBA, MBA (Business Psychology)	50	490	240	6660	500	100	48	3374	1820	13282
M. Ed.	50	650	240	2670	500	100	48	2137	730	7125
M.Sc. Chemistry, M.Sc. Physics	50	580	240	2670	500	100	48	2074	730	6992
M.Sc. (Mathematics)	50	580	240	-	500	100	48	2074	730	4322
M.Com	50	580	240	2670	500	100	48	2074	730	6992
M.Sc. Statistics	50	42600	240	21300	500	100	48	3724	1820	70382
M.Tech (Computer Science)	50	650	240	26620	500	100	48	6709	1820	36737
MCA	50	490	240	1740	500	100	48	3374	1820	8362
M.P.Ed.	50	650	240	10650	500	100	48	2137	730	15105
M.Sc.(Agricultural Biotechnology), M.Sc. Biochemistry, M.Sc. Bioinformatics, M.Sc. Biotechnology, M.Sc. Botany, M.Sc. Environmental Science, M.Sc. Environmental Biotechnology, M.Sc. Microbial Bio- technology, M.Sc. Food Technology, M.Sc. Forensic Sc., M.Sc. Genetics, M.Sc. Medical Bio-Technology, M.Sc. Microbiology, M.Sc. Zoology B. Pharm.	50	650	240	19970	500	100	48	8732	1820	32110
M.Pharm. (Industrial Pharmacy, Pharmaceutics, Pharmaceutical Chemistry, Pharmacognosy, Pharmacology)	50	650	240	29960	500	100	48	8732	1820	42100

...fee structure for Indian students seeking admission to various regular programs under Self- Financing Scheme

Name of the Program	Annual Fee						Semester Fee			To be paid at the time of Admission
	Admn. Fee	A. Fund	Security (refundable)	Curriculum charges	GIS	Other charges	Tuition Fee	Dev. Fund	Exam Fee.	
M.A. Yoga Science	50	240	500	100	48	2074	12350	3090	730	19182
Master of Hotel Management & Catering Technology, Master of Tourism & Travel Management	50	240	500	100	48	3374	26620	6660	1820	39412
MBA	50	240	500	100	48	5874	23960	5990	1820	38582
B. Tech. in M.E., E&C, CSE, CSE (AI and ML) Biotechnology, Civil Engg. and Electrical Engg.	50	240	500	100	48	3724	36610	7320	1820	50412
M. Tech. in CSE(AI and ML), ECE, CSE, MAE, ME, Biotechnology, Power Systems, Structural Engineering	50	240	500	100	48	3724	33000	6700	1820	46182
M.Sc. (Computer Science)	50	240	500	100	48	2074	18640	7080	730	29462
M. Sc. in Computer Science – (Data Science & Machine Learning)	50	240	500	100	48	2074	18640	7080	730	29462
M.Sc. (Mathematics)	50	240	500	100	48	7074	15105	4690	730	28537
LL.M.	50	240	500	100	48	3377	27960	8660	1820	42755
B.P.Ed.	50	240	500	100	48	3374	13310	3330	850	21802

C. Annual fee structure for Indian students seeking admission to various regular Programs offered in the MDU-CPAS, GURUGRAM is to be paid at

Name of Programs	Annual Fee						Semester Fee			To be paid at the time of admission
	Admission Fee	Amalgamated Fund	Security (refundable)	Curriculum charges	GIS	Other charges	Tuition Fee	Development Fund	Exam Fee.	
MBA	50	240	500	100	48	5754	22630	8660	1820	39802
MBA (Executive) Evening	50	240	500	100	48	5654	22630	8660	1820	39702
LL.B. (Hons.) 3-year	50	240	500	100	48	9765	13310	13980	850	38843
LL.M. (Shift-I)	50	240	500	100	48	3257	27960	8660	1820	42635
LL.M. (Shift-II)	50	240	500	100	48	3257	27960	8660	1820	42635

FEE STRUCTURE FOR UNDER GRADUATE PROGRAMS

Annual fee structure in INR for International students seeking admission to various regular programs offered in the University Teaching Departments is as under:

4 Year UG programs	Admission Fee (₹)	Tuition Fee(₹)	A. Fund (₹)	Development Fund (₹)	Curriculum Charges(₹)	GIS (₹)	Other charges (₹)	Annual Exam Fee (₹)	Total Fee (₹)
• B.A. (English) • B.A. (Economics) • B.A. (Public Administration) • B.A. (History)	100	8800	240	20540	1000	48	2074	1460	34262
• B.Sc.(Genetics) • B.Sc.(Maths) • B.Sc.(Statistics) • B.Com. • Bachelors of Fine Arts	100	8800	240	20540	1000	48	2074	1460	34262
• BTTM • BPHS	100	16500	240	40930	1000	48	5484	3630	67932

Note:

1. Each student shall deposit ₹500/-(refundable security) at the time of admission to 1st Semester.
2. As per orders of the Vice-Chancellor conveyed by the R&S Branch vide Letter No. R&S/R-2/2024/500 dated 19.01.2024, amount pertaining to the Insurance i.e. Rs. 48 per student shall be non-refundable at anytime, irrespective of whether he/she continues be on the roll of the University or withdraws his/her admission.
3. Onetime ₹5000/-will charged as admission processing fee.
4. 50% concession/waiver in tuition fee shall be given to those international students who have secured 90% or more marks or grade equivalent there to in qualifying examination.
5. 25% concession/waiver in tuition fee shall be given to those international students who have secured 75% or more marks or grade equivalent there to in qualifying examination.

The admitted student of each Program shall be required to deposit 50% of the total fee of the Program at the time of admission and remaining 50% up to 31st January. The delay in payment of the fee shall be dealt as per MD University rules.

FEE STRUCTURE (Hostel and Food)

Annual fee structure for International students seeking admission to International hostel, MDU, Rohtak is as under:

Hostel Fee*₹		Food Charges*₹
AC	Non AC	As per actual Diet
60000	30000	

*Hostel Fee and Food Charges will be applicable for the beneficiaries only.

MAHARSHI DAYANAND UNIVERSITY ROHTAK
(A State University established under Haryana Act. No. 25/1975)
NAAC Accredited 'A' Grade

Department of Alumni Relations

Sub: Amendment/Updating of Chapter-64 [MAHARSHI DAYANAND UNIVERSITY ALUMNI ASSOCIATION CONSTITUTION] of University Calander Volume-3.

It is submitted that the name "Maharshi Dayanand University Alumni Association" has been duly registered (Flag 'A'). In furtherance of the same, the Hon'ble Vice-Chancellor constituted a Committee comprising serving Faculty and Staff members, all of whom are alumni of the University, to act as the Ad-hoc Alumni Association (Flag 'B'). The Committee was entrusted with the responsibility of drafting the Constitution and completing all procedural formalities for the registration of the Maharshi Dayanand University Alumni Association (MDUAA).

Meetings of the Ad-hoc Alumni Association were convened on 06.02.2024 and 10.04.2024, during which the drafting of the Constitution was undertaken. A total of 15 members were approved as members of the Ad-hoc Alumni Association. These members are to be designated as the Founder Members of the MDUAA for the purposes of constitution and registration (Flag 'C').

The draft Constitution of the Maharshi Dayanand University Alumni Association (Annexure-I) was duly approved by the Hon'ble Vice-Chancellor (Flag 'D'). Finally, the Maharshi Dayanand University Alumni Association (MDUAA, Regn. No-01684)- Flag 'E' has been officially registered under Haryana Society Act through the Department of Alumni Relations, in accordance with State Government rules. The First meeting of the MDUAA was held on 15.10.2024 in the Vice-Chancellor's Committee Room, Maharshi Dayanand University, Rohtak and the minutes of the meeting duly signed by all the members may be perused at Flag 'F' wherein the Life Membership Form (Flag 'G') and form of Receipt of Membership fee were approved by the Vice-Chancellor.

'X'

In view of the above, as the incorporation of the aforesaid Constitution under Chapter-64 of the University Calendar Volume-III is to be made in place of existing Constitution (Annexure-II) and the provision for membership is to be incorporated in the forthcoming prospectus(es) for various Programe very shortly, it is proposed that the approval 'X' above may be treated as approval of the Vice-Chancellor in anticipation approval of Executive Council as there is no meeting scheduled in near future & the same be got noted in the next meeting of the Executive Council.

Submitted for further consideration please..

Sumeet
DIRECTOR 12/5/25

Secretary MDUAA/DSW 'A' above may be submitted to the Vice-Chancellor for approval, please. Ram 12/5/25

'Y'

DAA May like to approve 'Y' above pl. 12/5/25

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University under Haryana Act No. XXV of 1975)
NAAC Accredited 'A+' Grade
Email- academic.br@mdurohtak.ac.in
Academic Branch

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 25.08.2025 IN THE O/O THE DEAN, ACADEMIC AFFAIRS, MAHARSHI DAYANAND UNIVERSITY, ROHTAK TO START PH.D. PROGRAMME IN THE CENTRE FOR YOGIC STUDIES, M. D. UNIVERSITY, ROHTAK.

The following were present:

1. Prof. S. C. Malik, Dean Academic Affairs - Convenor
2. Prof. Rajeev Kumar, Dean, Faculty of Inter-Disciplinary Studies - Member
3. Prof. Harish Dureja, Dean (Research & Development) - Member
4. Prof. Sunita Saini, Director, Centre for Yogic Studies - Member
5. Prof. Surender Kumar, Director, Centre for Maharshi Dayanand and Vedic Studies - Member

The committee considered the recommendations of Adhoc-PGBOS dated 16.07.2025 of the Centre for Yogic Studies regarding starting of Ph.D. programme in the Centre for Yogic Studies and permission to offer two additional seats for Ph.D. in Yogic Studies under the supervision of Prof. Sunita Saini.

The Committee discussed the matter at length and to promote the Inter-Disciplinary Research in the University and for the development of holistic education in the light of the NEP 2020, the following is resolved:

1. The Centre for Yogic Studies may be allowed to start the Ph.D. Programme in Centre for Yogic Studies w.e.f. the session 2025-26.

2. The studies in Yogic Discipline are Inter-Disciplinary in nature and the Centre for Yogic Studies falls under the Faculty of Inter-Disciplinary Studies. Moreover, Dr. Sunita Saini, Professor in Sanskrit has specialization in Indian Philosophy including Yoga Philosophy. Keeping these in view, Dr. Sunita Saini may be allowed to supervise two Ph.D. Scholars in Yogic Studies in the Centre for Yogic Studies w.e.f. the session 2025-26 to promote the Inter-Disciplinary research in the University.

25/8/2025

(S.C. Malik) (Rajeev Kumar) (Harish Dureja)

25/8/25 25/8/25

(Sunita Saini) (Surender Kumar)

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR REVISITING THE PH.D. ORDINANCE, HELD ON 29.08.2025 IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS, M.D.UNIVERSITY, ROHTAK. Appendix-C/28

The following were present:

1. Prof. S.C. Malik, Dean Academic Affairs - Convener
2. Prof. Narasimhan B., Director (IQAC)
3. Prof. Harish Dureja, Dean (R&D)

The Committee revisited the Ph.D. Ordinance in light of the suggestions received from the UTDs/Institutes/Centres and other stakeholders and the UGC guidelines for publications of research papers. After deliberating at length, the Committee revised the Ph.D. Ordinance to be applicable w.e.f. 2025-26 session (Cycle 1 and Cycle 2) **(Annexure 'X').**

29/8/2025
(S.C. Malik)

29/8/25
(Narasimhan B.)

(Harish Dureja)

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MDU ORDINANCE FOR DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.)
w.e.f. 2025-26 Session

1. SHORT TITLE, APPLICATION, COMMENCEMENT

1.1 These Regulations shall be called Minimum Standards and Procedure for Award of Ph.D. Degrees Regulations, 2025 of the Maharshi Dayanand University, Rohtak based on University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022 and the amendments in the UGC Regulations made from time to time.

1.2 The ordinance shall be applicable w.e.f. Academic Session 2025-26. The award of degrees to candidates already registered and pursuing Ph.D. shall be governed by the preceding ordinances, as applicable.

1.3 The degree of Doctor of Philosophy (Ph.D.) may be awarded in any Faculty of the university.

1.4 Subject to the general guidance of the Academic Council, research leading to the Degree of Doctor of Philosophy shall be regulated by the concerned Post Graduate Boards of Studies/ Board of Studies.

2. DEFINITIONS

a. "Adjunct Faculty" means a part-time or contingent instructor, but not full-time faculty member hired to teach by a Higher Educational Institution;

b. College" means an institution engaged in higher education and/or research, either established by a University as its constituent unit or is affiliated with it;

c. "Cumulative Grade Point Average (CGPA)" means a measure of the overall cumulative performance of a student over all semesters. It is expressed up to two decimal places

d. "Course Work" means courses of study prescribed by the School/Department/ Centre/Institute to be undertaken by a student admitted to the Ph.D Program ;

e. "Grade Point" means a numerical weight allotted to each letter grade on a 10-point scale;

f. "Foreign Educational Institution" means–(i) an institution duly established or incorporated in its home country and offering educational programs at the undergraduate, postgraduate and higher levels in its home country and (ii) which offers program(s) of study leading to the award of a degree through conventional face-to-face mode, but excluding distance, online, ODL mode;

g. "Guide/Research Supervisor" means an academician/researcher recognized by Higher Educational Institution to supervise the Ph.D. scholar for his/her research;

h. "External examiner" means an academician/researcher with published research work who is not part of the Higher Educational Institution where the Ph.D. scholar has registered for the Ph.D. program;

i. "Interdisciplinary Research" means research conducted by a Ph.D. scholar in two or more academic disciplines;

j. "Online Mode" shall have the same meaning as defined under the UGC (Open and Distance Learning Programs and Online Programs) Regulations 2020;

k. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own;

l. "Research Proposal" means a brief write-up giving an outline of the proposed research work which the Ph.D. scholar shall submit along with the application for registration for Ph.D. program;

m. "Professional" means a person who works in a job that needs a high level of education and/or training involving significant intellectual component and training ability to provide important service to the society through their decisions"

3. ELIGIBILITY CRITERIA FOR ADMISSION TO THE PH.D. PROGRAM

The following are eligible to seek admission to the Ph.D. program

1. Candidates who have completed:

   A 1-year/2-semester master's degree program in the concerned/allied subject after a 4-year/8-semester bachelor's degree program or a 2-year/4-semester master's degree program in the concerned/allied subject after a 3-year bachelor's degree program **or** qualifications declared equivalent to the master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed **or** equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of the educational institution.

   Provided that a candidate seeking admission after a 4-year/8-semester bachelor's degree program should have a minimum of 75% marks in aggregate or its equivalent grade on a point scale wherever the grading system is followed.

1.1 A relaxation of 5% i.e. from 55% to 50% or its equivalent grade may be allowed for those belonging to SC/BC (non-creamy layer)/Differently-Abled and Economically Weaker Section (EWS) candidates of the Haryana State only.

2. Candidates who have completed the M.Phil. program with at least 55% marks in aggregate or its equivalent grade in a point scale wherever grading system is followed or equivalent qualification from a foreign educational institution accredited by an assessment and accreditation agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions, shall be eligible for admission to the Ph.D. program.

2.1 A relaxation of 5% i.e. from 55% to 50% or its equivalent grade may be allowed for those belonging to SC/BC (non-creamy layer)/Differently-Abled and Economically Weaker Section (EWS) candidates of the Haryana State only.

4. PROCEDURE FOR ADMISSION

i. The candidate shall apply in a prescribed application format (**Annexure A**) in a manner stipulated by the University from time to time for admission to Ph.D. program.
ii. Separate application form(s) shall be filled up for each subject.
iii. The University shall notify the number of seats to be offered by each School/Department/Centre/Institute for admission to Ph.D. program in accordance with the State reservation policy on bi-annual basis in two cycles as per schedule notified from time to time.

iv. Admission to Ph.D. program shall be made in the following manner:

A. Admission of the students who qualify for fellowship/scholarship in UGC-NET/UGC-CSIR NET/GATE/CEED and similar National Level tests based on an interview.

B. Through Entrance Test in subjects where NET examination is not conducted by the UGC.

A. Admission of NET qualified candidates

a. The Ph.D. seats will be first offered to the candidates in the following order of preference.

i. Category-1 NET qualified candidates (Eligible for Award of JRF, Assistant Professor and Ph.D. admissions) based on their performance in the interview.

ii. Category-2 NET qualified candidates (Eligible for Assistant Professor and Ph.D. admissions)

iii. Category-3 NET qualified candidates (Eligible for Ph.D. admissions based on the maximum of the minimum cut offs prescribed by the UGC/M.D. University, Rohtak.

Note:

1. **The admission of the NET qualified candidates will be considered in the category (NET Category I/II/III) in which they were issued certificate by UGC.**
2. The applicants of reserved category may be considered against the seat of Unreserved category in order of merit, if their NET score is equivalent or higher than the cut off score prescribed by the UGC for Unreserved category in that particular UGC-NET Cycle.
3. The Category-1 NET qualified candidates shall be admitted into the Ph.D. Programme based on the interview.
4. For students who qualify in Categories 2 and 3, 70% weightage will be given for test scores and 30% weightage for the interview for admission to Ph.D. programmes. The Ph.D. admission will be based on the combined merit of NET marks and the marks obtained in the interview/viva voce.

b. INTERVIEW

The candidates will be given admission to Ph.D. program based on their performance in the interview by the interview board. At the time of interview, the candidates will be adjudged based on their domain knowledge, research aptitude and research accomplishment before a duly constituted Committee.

The interview shall also consider the following aspects:

a. the candidate possesses the competence for the proposed research:
b. the research work can be suitably undertaken at the University
c. the proposed area of research can contribute to new/additional knowledge.

The constitution of interview board is as follows:

i. HOD/Director – Convener
ii. One outside expert not below the rank of Professor nominated by the Vice-Chancellor.
iii. Dean (R & D) / Nominee
iv. One Professor, One Associate Professor and one Assistant Professor by seniority and rotation. All members must satisfy eligibility conditions to be Ph.D. supervisor. If a Department/Centre/Institute does not have Professor/Associate Professor, the Admission Committee shall include one or two additional Assistant Professors as the case may be.

v. One faculty member each belonging to SC/BC/Woman Category shall be co-opted as a Special Invitee in the Interview Committee, in case if they are not represented in (i) to (iv) above. In case, where there is no faculty member from SC/BC/Woman Category in the department, then one faculty member belonging to SC/BC/Woman Category from other department preferably from the same faculty will be co-opted as a Special Invitee.

Note:

(a) In case a Department /Centre/Institute does not have requisite number of Professor/Associate Professor/Assistant Professor, the Admission Committee shall comprise minimum of five faculty members, which shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department/Director from amongst the teachers of the concerned/relevant Faculty.

(b) The members mentioned in the interview board at (iii) & (v) will act as observers only. They will not be authorized to award marks for the interview purpose.

The interview shall be of 30 Marks (15 marks for domain knowledge, 10 marks for research aptitude and 5 marks for research accomplishment).

B. FOR ADMISSION THROUGH ENTRANCE TEST IN SUBJECTS WHERE NET EXAMINATION IS NOT CONDUCTED BY THE UGC

a. In subjects (Pharmaceutical Sciences, Food Technology, IHTM and Engineering etc.) where NET examination is not conducted by the UGC, an entrance test will be conducted. The syllabus of the Entrance Test will be decided by the concerned University Teaching Department through the Departmental Committee.

b. Entrance Test will be of 100 marks of 100 questions and a candidate must secure 50% marks to qualify the same. In case of SC/ST / Differently-abled candidates of Haryana State, a relaxation of 5% of 50 i.e. 2.5% will be allowed. There shall be a deduction of 0.25 marks for each wrong answer.

c. Entrance test syllabus shall consist of 50% of Research Methodology and 50% shall be of subject specific.

d. For the selection of candidates based on the entrance test a weightage of 70 % for the entrance test and 30 % for the performance in the interview/viva- voce shall be given.

Note: If two or more candidates secure identical marks in the merit, the candidate senior in age will be given preference.

5. ADMISSION COMMITTEE: -

Admission Committee will be the same as the Interview Board except Dean (R & D)/Nominee and outside expert.

6. ALLOCATION OF RESEARCH SUPERVISOR:

Eligibility criteria to be a Research Supervisor, Co-Supervisor, Number of Ph.D. scholars permissible per supervisor, etc.

1) Permanent faculty members working as Director/Principal/Professor/Associate Professor of the Higher Educational Institution with a Ph.D., and at least five research publications in peer-reviewed or refereed journals and permanent faculty members working as Assistant Professors in Higher Educational Institutions with a Ph.D., and at least three research publications in peer-reviewed or refereed journals may be recognized as a Research Supervisor in the university where the faculty member is employed or in its affiliated Post-graduate Colleges/institutes. Such recognized

research supervisors cannot supervise research scholars in other institutions, where they can only act as co-supervisors.

- Ph.D. awarded by a university under the supervision of a faculty member who is not an employee of the university or its affiliated Post-Graduate Colleges/institutes would be in violation of these Regulations.
- For Ph.D. scholars working in Central government/ State government research institutions whose degrees are given by Higher Educational Institutions, the scientists in such research institutions who are equivalent to Professor/Associate Professor/Assistant Professor can be recognized as supervisors if they fulfil the above requirements.
- Provided that in areas/disciplines where there is no, or only a limited number of peer-reviewed or refereed journals, the Higher Educational Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
- Co-Supervisors from within the same department or other departments of the same institution or other institutions may be permitted with the approval of the vice chancellor.
- Adjunct Faculty of the University shall not act as Research Supervisors and can only act as co-supervisors with the permission of the Vice-Chancellor.

2) In case of interdisciplinary/multidisciplinary research work, if required, a Co-Supervisor from outside the Department/Centre/College/University may be appointed.
3) **An eligible Professor/Associate Professor/Assistant Professor can guide up to eight (8) / six (6) / four (4) Ph.D. scholars, respectively, at any given time.** However, each supervisor can guide up to two research scholars on a supernumerary basis over and above the permitted number of Ph.D. scholars.
4) In case of relocation of a female Ph.D. scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the Higher Educational Institution to which the scholar intends to relocate, provided all the other conditions in these Regulations are followed, and the research work does not pertain to a project sanctioned to the parent Institution/Supervisor by any funding agency. Such scholar shall, however, give due credit to the parent institution and the supervisor for the part of research already undertaken. The candidate should apply in a prescribed format **(Annexure F)** along with fee prescribed by the university from time to time.
5) Faculty members with less than three years of service before superannuation shall not be allowed to take new research scholars under their supervision. However, such faculty members can continue to supervise Ph.D. scholars who are already registered until superannuation and as a co-supervisor after superannuation, but not after attaining the age of 70 years.
6) **Faculty members of the M.D. University, Rohtak and affiliated colleges willing to become co-supervisor for Ph.D. Program outside the university shall have to obtain NOC from M.D. University, Rohtak and all such seats shall be counted against the prescribed limit for supervising Ph.D. candidates. A disclosure regarding such seats shall be mandatory for each faculty member (supervisor/co-supervisor) at the time of offering vacant seats.**
7) Before allotting Supervisors/Co-Supervisors from PG Colleges/Institutes, the concerned Head of the Department/Director must get a certificate from the Director/Principal of the College concerned with an undertaking that the College has requisite research facilities and the same will be provided to the research scholars.
   (i) In case of Science and Technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar alongwith

computer facilities and essential software, and uninterrupted power and water supply;

(ii) Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials;

(iii) Colleges may also access the required facilities of the neighbouring institutions/Colleges; or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

(iv) In case, any complaint or grievances received by the University regarding point no. (i) and (ii) above, a three-member committee consisting the following may verify the facilities available in the college/Institute and submit its report to the Dean (R&D) who shall forward the same with his/her recommendations for consideration by the Vice Chancellor.

i. Dean of the concerned faculty – Convener
ii. HOD/Director of the concerned Department
iii. One Faculty member nominated by the Vice Chancellor not below the rank of Associate professor

NOTE:

i) At any point, the total number of Ph.D. scholars under a faculty member, either as a supervisor or a co-supervisor, shall not exceed the number prescribed in Clause 6(3). Further, to encourage research ecosystem in the University, Faculty members should mandatorily offer 100% of the seats prescribed under Clause 6(3) of the Ph.D. ordinance at a given point of time.

ii) In case of affiliated Colleges/Institutes, only the regular/approved Faculty members in the UGC pay scale (7th CPC) and subject to the fulfilment of other conditions required as per UGC/University guidelines shall be eligible to become the supervisor/co-supervisor of a Ph.D. Scholar. The eligibility of the supervisor/co-supervisor shall be certified by the concerned Director/Principal of the College and shall be further ascertained by the Departmental Committee of the concerned University Teaching Department/ Institute/Centre. However, the permissible number of Ph.D. Scholars under a faculty member of the affiliated institute shall be decided by the University depending upon the research facilities available at the Institute.

iii) The Co-Supervisor may be allocated to a research scholar at any time during his/her Ph.D. before the submission of Ph.D. thesis by the scholar.

iv) Regarding the publications, research Papers in Peer reviewed/ UGC Journals upto 13.06.2019 and UGC CARE Listed Journals from 14.06.2019 to 10.02.2025 or as decided by the University from time to time in line with UGC Guidelines are permissible while deciding the eligibility of the supervisor/co-supervisor.

7. RESIDENCY PERIOD

The minimum residency period for Full-Time research scholars in the University shall be two years from the date of registration. The attendance of the full time Ph.D. Scholar has to be certified by the concerned supervisor and his/her absence without sanctioned leave shall be reported to the HOD/Director and RAC by the Supervisor.

8. COURSE WORK

i. The credit requirement for Ph.D. course work shall be of 12 credits (1 credit equals to 25 marks) in all comprising 2 courses of 4 credits each and two courses of 2 credits each. It shall be mandatory to offer one course on Research Methodology of four credits and another on Research and Publication Ethics of two credits. **The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. program. The HOD/Director will ensure that the teaching learning course hours of the course work should be as per credit hours (minimum 12 credits).**

ii. All Ph.D. scholars, irrespective of discipline, shall be required to train in teaching /education /pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. **Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluation etc.**

iii. A Ph.D. scholar must obtain a minimum of 55% marks or its equivalent grade in the UGC 10-point scale in the course work to be eligible to continue in the program and submit his or her thesis.

iv. The formative assessment as under will be applicable for the assessment:

For four credits theory

	Marks distribution
Written test (2 X 15)	30
MCQs/ Quizzes/ Group Discussion (2 X 10)	20
Case study / Mini project (1 X 25)	25
Seminar / Presentation (2 X 10)	20
Attendance	05
Total	**100**

For two credits theory

	Marks distribution
Written test (2 X 5)	10
Peer discussion / Debate / Extempore speech (2X 10)	20
Role play	05
Essay / Article / Report writing	10
Attendance	05
Total	**50**

The concerned teacher/Head of the Department shall maintain the record for at least six months after the declaration of results.

v. **The candidates awarded/passed**

a. M. Phil degree through regular mode from UGC approved university as per UGC norms shall be exempted from the Ph. D course work.

b. Pre Ph.D. course / Ph.D. course work from MDU

vi. Every candidate shall be examined in the courses(s) as per criteria laid down in the scheme of examination approved by the Academic Council from time to time except the candidates who are exempted from the Ph.D. course work.

vii. The amount of the examination fee to be paid shall be governed by the rules as applicable from time to time.

viii. The candidate will be allowed to appear in course work examination, if he/she meets the following requirements:

(i) Bears a good moral character.

(ii) Has been on the rolls of Department/Institute during the concerned semester.

(iii) Has attendance of minimum 65%

Note: Relaxation in shortage of lectures up to 20% will be allowed by the Head/Director of the Department/Institute/Centre on the following grounds:

- Self-illness;
- Illness/death of parents, brother, sister or any other close family member;
- Any other reason beyond the control of the student to the satisfaction of the Head/Director of the Department/Institute/Centre.

ix. A candidate who fails to pass or having been eligible fails to appear in the examination will be allowed to clear the reappear paper(s) in consecutive two chances in December/May on such dates notified by the University (or as decided by the University from time to time). In reappear cases, the student will be exempted to appear in such papers in which he/she has obtained 55 per cent marks.

x. The internal assessment awards of a candidate who fails in examination shall be carried forward to the next examination.

xi. If a candidate fails to pass Ph.D. course work examination within the time stipulated in **Clause 8(ix)** above, his/her admission to Ph.D. program shall be cancelled.

xii. The Controller of Examinations shall publish a list of candidates who have passed the Ph.D. course work examination.

9. PROCEDURE FOR REGISTRATION

(i) The following categories of candidates from among those admitted to Ph.D. program are eligible to apply for registration to Ph.D. in the prescribed format (**Annexure C**):

(a) who are exempted from Ph.D. course work in terms of **Clause 8 (v)**

(b) who have passed Ph.D. coursework in terms of **Clause 8 (iii)**

(ii) **The Departmental Committee and its Functions**

The Departmental Committee with regard to Ph.D. program will consist of all Professors, Associate Professors and Assistant Professors of the Department provided they are otherwise eligible for appointment as Ph.D. Supervisors. The supervisor(s) from affiliated College/Institutes who offered their seats for Ph.D. be invited to the Departmental Committee meeting as a special invitee.

The Departmental Committee shall have the following functions:

(i) To allocate Supervisor to a student **within a month** after admission of candidate to Ph.D. Program keeping into the consideration of research area of the student and the supervisor.

(ii) To constitute the Research Advisory Committee (RAC) for each candidate on the recommendation of the Research supervisor within 15 days after the declaration of result of Ph.D. course work.

(iii) **Research Advisory Committee and its Functions**

A Research Advisory Committee (RAC) shall consist of the following:

i) Concerned Supervisor (Convener).

ii) Co-Supervisor (if any)

ii) One Professor (Member). In case of non-availability, a Professor from related/allied discipline may be co-opted.

iii) One Professor/Associate Professor/Assistant Professor from the faculty members of the concerned or related Department, preferably in the related research area (Member) nominated by Dean (R&D) in consultation with the concerned supervisor.

(iv) The Research Advisory Committee shall have the following functions:

a) To review the research proposal submitted by the candidate in prescribed format (**Annexure B**) and suggest the topic of research

To appoint a Co-supervisor in terms of **Clause** 9 (ix), if need be. It shall be ratified by DRC. Co-Supervisor can also be allowed in domains of interdisciplinary and intra-disciplinary nature from the UTDs or from other institutions.

c) To guide the research scholar to develop the study design and methodology of research.

d) To periodically review the progress of the research work of the research scholar.

e) Every six months, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations in the prescribed format (**Annexure D**) along with a copy of Ph.D. scholar's progress report to the HOD/Director concerned for further processing. A copy of such recommendations shall also be provided to the Ph.D. scholar.

f) In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. program.

(v) Application(s) on the prescribed form (**Annexure C**) for registration to Ph.D. program along with synopsis/research proposal duly approved and signed by the Supervisor received upto 31stOctober/31st March (or as decided by the University from time to time) shall be considered by the Department twice a year.

The candidature for the Ph.D. Registration would be valid for one year (within two cycles of Registration) from the date of his/her eligibility for the registration.

(vi) The registration to Ph.D. Program for Applied Science (Physics, Chemistry, mathematics), Humanities (English) and Management subjects in UIET, shall be handled by the concerned University Teaching Department and the Degree shall be awarded by the concerned Faculty.

(vii)(a) A copy of the synopsis/research proposal of each applicant shall be sent to all the members of the RAC by its Convener, under intimation to the Head of the Department/Director, at least seven days before the meeting. The candidates will be invited to defend their synopsis/research proposal before the RAC.

(b) The RAC may:

Recommend the research proposal in its original form to the Departmental Research Committee (DRC) for its consideration.

OR

Recommend the research proposal with amendments to the Departmental Research Committee (DRC) for its consideration.

(viii) (A) Head of the Department/Director of the Institute shall place the application(s) along with the recommendations of the RAC before the Departmental Research Committee (DRC). The candidate(s) will also be invited to defend their synopsis/research proposal(s) before the DRC which shall consist of the following:

(a) Head of the Department concerned/Director of the Institute/Centre - Chairperson

(b) All Professors and Associate Professors of the concerned Department/ Institute

(c) One Assistant Professor (eligible to be appointed as Ph.D. Supervisor) from the Department/ Institute nominated by the HOD/ Director by rotation for a period of two years.

(d) Two outside experts nominated by the Vice-Chancellor for a period of two years out of the panel of six experts recommended by the Departmental Committee.

(e) Dean of the Faculty.

(f) Dean (R&D) / Associate Dean (R&D) / Concerned Research Coordinators or nominee of Dean (R&D)

(g) Supervisor of a candidate if he/she is not a member of DRC (Special Invitee)

(B) 2/5th of the members of DRC shall form the quorum. The proceedings of the meeting of the Departmental Research Committee will be valid if at least one out of two outside experts and one member out of (e) or (f) mentioned as above attends the meeting.

(ix) The Departmental Research Committee may:

Recommend the research proposal recommended by RAC in its original form to the Post Graduate Board of Studies (PGBOS)/ Board of Studies (BOS) for its consideration.

OR

Recommend the research proposal recommended by RAC with amendments to PGBOS/ BOS for its consideration.

OR

Reject the proposal and send it back to RAC with reasons to be recorded. In this case, the RAC may recommend the fresh proposal by the candidate for consideration by the DRC.

(x) The recommendations of the DRC for Ph.D. registration shall be placed before the PGBOS/BOS for its consideration and recommendation. The recommendations of PGBOS/BOS shall be placed before the Academic Council for its consideration and approval.

(xi) After the approval of Ph.D. registration, the candidate shall be duly informed about the same and he/she shall pay the registration fee etc. within a month of the date he/she is directed to deposit fee failing which his/her registration stands cancelled. However, the Vice-Chancellor may extend this period in special circumstances with late fees as prescribed by the University from time to time.

(xii) Normally, the date of registration of the research scholar shall be the date on which the PGBOS/BOS recommends the registration of the candidate unless otherwise approved by the Academic Council.

(xiii) The list of Ph.D. registered students will be uploaded on the University website by the Registration and Scholarship (R&S) branch of the University within one month after approval of registration by the academic council. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment and date of registration.

Note: The whole process of holding the meetings of the Research Advisory Committee, Departmental Research Committee and the PGBOS/BOS shall normally be completed within 3 months from the last date of receipt of application for Ph.D. registration in each cycle. In case the department is not able to meet the deadline the

HOD would seek extension with valid reasons for not completing the registration process within the stipulated time from the Vice Chancellor.HOD shall be responsible to meet out the each timeline and deadline.

10. DURATION OF THE PROGRAM

i. Ph.D. Program shall be for a minimum duration of three years, including coursework, and a maximum duration of six (6) years from the date of admission to the Ph.D. program.

ii. The registration to Ph.D. stands cancelled upon expiry of six years from the date of admission to Ph.D. program. However, a maximum of an additional two (2) years can be given through a process of re-registration on receipt of application **(as per the format prescribed in Annexure E)** along with the prescribed fee as decided by the University from time to time; provided, however, that the total period for completion of a Ph.D. program should not exceed eight (8) years from the date of admission in the Ph.D. program. It will be the prerogative of the Vice-Chancellor that he/she may refer the matter to a committee comprising the following for consideration of the request of the candidate for granting permission for additional two years:

- Dean Academic Affairs
- Dean (R&D) / Associate Dean (R&D)
- Dean of the Faculty concerned
- HOD/Director Concerned
- Supervisor of the candidate

The Committee shall give its recommendations for extension of period in submission of his/her Ph.D. thesis for not more than one year with an annual fee along with late fee prescribed by the University from time to time specifying that no extension will be allowed beyond that period. The recommendations of the Committee shall be referred to the Academic Council for its approval. If the candidate still fails to submit the thesis within this permissible time, his/her registration to Ph.D. stands cancelled.

iii. Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. program in such cases should not exceed ten (10) years from the date of admission in the Ph.D. program.

iv. Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. program on receipt of application for the same by the candidate in the prescribed proforma **(Annexure F).**

v. In exceptional cases, a research scholar may be allowed to de-register from the Ph.D. program after successful completion of minimum duration of two years (after minimum residency period) through a process of de-registration on receipt of application **(as per the format prescribed in Annexure G)** on the recommendation of the RAC and the approval of the BOS/PGBOS and Academic Council. The research scholar shall reregister within a period of two years by submitting the application in the prescribed format **(Annexure E)**. The Ph.D. thesis should be submitted within such a period that the period of initial registration, de-registration and re-registration does not exceed the total duration of the Ph.D. program mentioned under **Clause 10(i).**

11. TOPIC MODIFICATION

A candidate may, normally not later than two years after his/her registration, modify/change the topic of his/her subject on the recommendations of the P.G. Board of Studies/Board of Studies and approval of the Academic Council.

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12. CHANGE OF SUPERVISOR

The change of supervisor may be allowed in the following cases:

i) The supervisor has expired or has left the services of the University or the supervisor proceeds on leave/deputation of more than one year and the research scholar makes a request in writing to change the supervisor.

OR

ii) By mutual consent of both the supervisor and the Research Scholar.

OR

iii) In case of extreme hardship where it becomes almost impossible for a candidate/supervisor to continue research work, then the request for change of supervisor be submitted to HOD/Director who shall put the matter before the Departmental Committee as well as the concerned PGBOS/BOS. However, the change in such cases will be allowed after the approval of the Academic Council

iv) The candidate be allowed to submit the thesis after 1 year of change in Supervisor.

The candidate should apply for the change of supervisor in the prescribed format (**Annexure I**).

13. MEDIUM

The medium of instructions and examination shall be Hindi/English/Sanskrit or as prescribed by the concerned PGBOS/BOS.

14. REQUIREMENTS DURING REGISTRATION PERIOD

a) Every research scholar will be required to show continuous progress during the period of his/her registration which will be monitored by the Research Advisory Committee.

b) The research scholar shall submit a half yearly progress report online/offline on the prescribed Proforma (**Annexure H**) for the period from 1st January to 30th June on or before 31st of July and for the period from 1st July to 31st December on or before 31st of January alongwith required annual fee.

c) The Research Supervisor shall place the report before the Research Advisory Committee in its meeting to be held preferably in the month of August/February. The research scholar shall also be invited to make a presentation before RAC regarding the progress of his/her work for evaluation and further guidance. The six monthly progress report, duly signed by the RAC, shall be submitted to the HOD/Director with a copy to the research scholar. The progress reports of the Research Scholar shall be placed before DRC on or before 31st March of each year by the HOD/Director who shall forward the same to the R&S Branch after the approval of DRC.

d) In case the progress report/presentation of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures and will communicate the same to the student concerned. After giving proper opportunity to the scholar if the student fails to implement suggestive/corrective measures within next six months, the RAC will send the recommendations to the P.G. Board of Studies/Board of Studies for cancellation of the registration. The recommendations of the PGBOS/BOS regarding the cancellation of Ph.D. registration will be forwarded to R & S branch through the concerned Dean of the Faculty for consideration of the Vice-Chancellor. The action of the Vice-Chancellor in such cases will be placed before the Academic Council for information.

e) Ph.D. student shall publish a minimum two research papers, one of which may be a review paper (at least one should be published and other may be in press/accepted) out of his/her research work. These papers should be in Scopus/Web of Science indexed/UGC CARE listed journals (upto 10.02.2025) / peer-reviewed journals. The research scholar shall preferably be first author and supervisor/co-supervisor/research guide may be the corresponding author in atleast two research papers. In addition, a research scholar will make two paper presentations in conferences/seminars before the submission of the thesis. The proof of publications and paper presentation must be appended with the thesis.

f) Ph.D. scholars shall be required to attend at least one workshop of one-week duration (30 hours) on research methodology/academic writing/ data or statistical analysis and research related issues within two years from the date of the admission to Ph.D. program. Participation certificate will have to be submitted with the thesis as proof of having attended it.

g) Prior to the submission of the thesis, the scholar should request the HOD/Director through his supervisor for pre-submission seminar with the permission for the same granted by RAC in the prescribed proforma (**Annexure J**). The HOD/Director shall arrange well within 30 days of the request of the scholar the pre-submission seminar before the Departmental Committee which shall also be open to faculty members and research scholars of the concerned Department/Centre/Institute. The feedback and comments obtained from them may be suitably incorporated into the thesis by the research scholar under the guidance of his/her Supervisor.

h) No research scholar shall join any other Program of study or appear in any other examination conducted by any University leading to the award of Degree during the period of his/her Ph.D. Program, otherwise his/her registration for Ph.D. will be cancelled by the Vice-Chancellor on the recommendations of the P.G. Board of Studies/Board of Studies. The action of the Vice-Chancellor in such cases will be placed before the Academic Council for information.

i) A research Scholar on the recommendation of supervisor duly forwarded by the HOD and approval of Dean R&D can join online/evening/weekend course in a Foreign Language or any knowledge/skill enhancement/ Value-added Certificate courses along with Ph.D. program.

Note: It is the responsibility of the Head/Director:

a) **To resolve the grievances/issues related to the Ph.D. scholars in a time-bound manner.**

b) **To ensure the proper implementation of various provisions of Ph.D. Ordinance in letter and spirit**

15. CANCELLATION OF REGISTRATION

The Vice-Chancellor, on the recommendations of the P.G. Board of Studies/Board of Studies, may cancel the registration of a research scholar whose research work has been reported to be unsatisfactory or found in violation of the provisions of Ph.D. ordinance by the Post Graduate Board of Studies/Board of Studies. The non-submission of two successive Ph.D. half yearly progress report be also treated as unsatisfactory progress and may lead to cancellation of the registration.

16. APPOINTMENT OF EXAMINERS

i. After giving a pre-submission seminar, the research scholar may make a request for the appointment of examiners along with an abstract of the thesis duly certified by the Supervisor that his/her research work is complete and ready for submission. The P.G

Board of Studies/Board of Studies shall recommend a panel of eight external examiners in the prescribed format (**Annexure K**) who shall not be below the rank of Professor to evaluate the thesis. The chairperson of PGBOS/BOS will certify that no external examiner in the panel is below the rank of Professor. Ph.D. pre-submission seminar can be held during vacations/ summer, winter breaks on all days except gazetted holidays and Sundays. Wherever possible, one of the external examiners should be chosen from outside state/India. The viva-voce board shall consist of the Research Supervisor and at least one of the two external examiners and may be conducted online after the approval of the Vice Chancellor. The viva-voce shall be open to the members of the Research Advisory Committee / faculty members / research scholars.

ii. However, the Board of Studies while recommending the panel of examiners may ensure that the proposed examiners are from the area of specialization of the Ph.D. thesis. The Board of Studies may ensure that atleast 50% of the examiners in the panel are from places outside the state.

iii. Efforts should be made to recommend examiners of national and international repute belonging to the leading Institutes/ Universities in the country. It shall be up to the P.G Board of Studies/Boards of Studies concerned to recommend the examiners from outside the Country.

iv. Panel of the examiners recommended by the PGBOS/BOS will be valid for six months. However, the Chairperson/HOD may, for satisfactory reasons, extend the period of the panel by a maximum of another six months.

17. GUIDELINES FOR SUBMISSION OF THESIS

- The candidate shall submit his/her thesis within six months of pre-submission seminar alongwith the duly filled proforma (**Annexure L**). The thesis shall be an original piece of research work characterized either by discovery of new facts or enunciation of a new theory or by fresh interpretation of known facts or theories. In either case, it should evince the candidate's capacity for critical acumen and judgment.
- The research scholar shall submit three printed/typed copies of the thesis in spiral binding, along with two soft copies of thesis in pdf file on separate CDs as well as three copies of summary of the thesis in paperback form for evaluation. A candidate shall also submit six copies of the summary of the thesis. Three copies of thesis in hard binding be submitted within a week after the viva-voce examination after incorporation of corrections or suggestions, if any made by the examiners in the report/viva-voce examination.
- The typing/printing of the thesis should be done on both sides of the paper (instead of single side printing) on A-4 size paper in font size '12' in 'Times New Roman' format.
- The thesis should be typed in 1½ space. But the bibliography/references should be typed in single space.
- The title page of the Ph.D. thesis would be in Maroon Colour with Golden Printing on it.
- The title/cover page will be as per the Standard Ph.D. thesis template **(Annexure S)** of the University.
- The thesis will include declaration and copyright certificate from the candidate countersigned by the Supervisor and Head of the Department in the following format:

DECLARATION

This is to certify that the material embodied in the present work entitled "_____" is based on my original research work. It has not been submitted in part or full for any other diploma or degree of any University. My indebtedness to other works has been duly acknowledged at the relevant places.

(Signature of the Candidate with date)

Countersigned by

Supervisor with date

Head of the Department with date

IPR CERTIFICATE

The Intellectual Property Rights of the work presented in this thesis rests with the researchers (Name of Candidate and Supervisor) and Maharshi Dayanand University. No part of this thesis can be reproduced in any form without the written permission of the copyright holders. The thesis does not contain, without explicit acknowledgement, any work, published or un-published of any other person.

(Signature of the Candidate with date)

Countersigned by

Supervisor with date

Head of the Department with date

Note: The Research scholar along with his/her supervisor may reproduce the material extracted verbatim from the thesis for publication or author's personal use provided that the source and the university's copyright notice are indicated.

18. PLAGIARISM CHECK

The following guidelines must be adhered to for submitting the Plagiarism report (**Annexure M**) at the time of submission of Ph.D. thesis:

i. The Ph.D. thesis must undergo a Plagiarism check by Turnitin/ iThenticate or any other software recommended by the UGC from time to time.

ii. The similarity checks for plagiarism shall exclude the following:
   a. Quotes;
   b. All references, bibliography, table of content, preface and acknowledgements;
   c. All generic terms, laws, standard symbols and standard equations, mathematical formula;
   d. Exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words;
   e. Small similarity less than 1% (to account for generic terms, name of supervisor, institution, department etc.).

iii. The admissible level of similarity is 10%.

iv. Regarding self-Plagiarism or cases where published work of the student is shown as similarity in the check, a certificate (Plagiarism Self Exclusion Certificate) has to be issued by the Supervisor specifying and attaching the articles that have been published by the student from thesis work. Only these articles should be excluded

from the check. No other article of the Supervisor or the student should be excluded from the check.

v. The University Library will issue the Plagiarism Verification Certificate duly countersigned by the Supervisor that the similarity index is acceptable as per UGC guidelines as applicable from time to time and adopted by the University. This certificate is mandatory for submission of a thesis and has to be included in the thesis.

19. FEE FOR Ph.D. PROGRAM

The fee for Ph.D. Program shall be applicable as prescribed by the University from time to time.

20. CHECKLIST OF DOCUMENTS

Checklist of documents to be included in the Ph.D. thesis, namely:

- Declaration and IPR certificate, as specified in **Clause 17 (vii)**
- Research publications, as specified in **Clause 14 (v)**
- Research paper presentation certificate in an International/National Conference/ Seminar, as specified in **Clause 15 (v)**
- Workshop Participation Certificate, as specified in **Clause 14 (vi)**
- Plagiarism Verification Certificate, as specified in **Clause 18 (v)** etc.
- Plagiarism Self Exclusion Certificate, as specified in **Clause 18 (iv)**, if need be.
- Declaration regarding compliance of all provisions of Ph.D. ordinance (**Annexure N**).

21. EVALUATION OF THESIS

i. The thesis shall be evaluated by two external examiners appointed by the Vice-Chancellor out of the panel of external examiners already recommended by PG BOS/BOS. At least one external examiner shall be from outside the State or Country. The examiners shall be requested to send their reports within one month.

ii. Each examiner shall give detailed report on the thesis in the prescribed proforma (**Annexure O**) and make a clear-cut recommendation whether:
The thesis be accepted.

OR

The research scholar be asked to resubmit the thesis with improvements/revisions.

OR

The thesis be rejected

In case the examiner(s) recommend the revisions/improvements of the thesis then he/she may make suggestions for such improvements/revisions as deemed fit. The research scholar shall be required to submit the revised thesis within one year of communication to him/her. After revision, the thesis shall be sent to the same examiner(s) for evaluation, unless he/she expresses his/her inability.

iii. If one external examiner recommends award of Ph.D. degree and the other recommends rejection, then the thesis shall be sent to the third external examiner for taking a final decision. In any case, there should be two positive recommendations from the external examiners for the award of Ph.D. degree.

iv. The examiners must categorically state whether the thesis is suitable/fit for publication in its original form or in a modified form as spelt out by them.

v. The examiners shall send a set of questions along with the report that they would like the research scholar to answer in the viva-voce examination.

vi. A research scholar whose thesis is rejected shall not be registered again for Ph.D. with the same topic.

22. VIVA-VOCE EXAMINATION AND AWARD OF DEGREE

1. The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the external examiners who evaluated the thesis, to be nominated by the Vice-Chancellor, within a period of one month of the receipt of reports of evaluation of the thesis. In the event of non-availability of Supervisor with cogent reasons, in conducting viva–voce, the concerned Head of the Department shall act as supervisor. Board of examiners shall submit the recommendation of Viva-Voce examination in the prescribed format (**Annexure P**).

   In case, both the external examiners who evaluated the thesis are unable to conduct the viva-voce, the Vice-Chancellor shall appoint another external examiner out of the panel to conduct the viva-voce. The viva-voce shall, unless ordered otherwise by the Vice-Chancellor, be held at Rohtak in the Department concerned. The date, time and the subject of the thesis shall be notified by the Head of the Department among the teachers and the research scholars of the concerned Faculty, who may be permitted to be present at the time of the viva-voce, but they shall have no right to put any question to the examinee. In special circumstances with the permission of the Vice-Chancellor, the viva-voce examination can be conducted through online mode, if the scholar and/or the external examiner are unable to attend the viva-voce in physical mode.
2. The COE shall place the reports of the examiners on the thesis as well as on the viva-voce along with RDC proforma (**Annexure Q**) within one month of the viva-voce for consideration for award of Ph.D. before Research Degree Committee (RDC) consisting of the Vice-Chancellor (Chairman), Dean Academic Affairs, Dean (R&D) / Associate Dean (R&D), Dean of the Faculty, Head/Director of concerned UTD/Centre/Institute and the Controller of Examinations who shall act as member secretary of RDC. In the absence of the Vice-Chancellor, the Dean Academic Affairs shall Chair the meeting. Either the Vice-Chancellor or the Dean Academic Affairs should be there to form the quorum. At least Four out of Seven members will form the quorum of the meeting. If the RDC desires, the Supervisor and the Research Scholar may be asked to appear before the Committee to defend the research work. The Controller of Examinations shall issue the notification of the award of Ph.D. Degree only after the recommendation for award of Ph.D. degree by the RDC.
3. If the Dean of the Faculty or Head of the Department somehow is not able to participate in the meeting, the Vice-Chancellor will co-opt any other senior member of the Faculty, in their place.

i. Following the successful completion of the evaluation process and announcements of the award of Ph.D., the University Librarian shall submit a soft copy (pdf file) of Ph.D. thesis to UGC within a period of thirty days for hosting the same on INFLIBNET which shall be accessible to all Institutions/ Universities.

ii. Along with the Degree, the University shall issue a certificate certifying that the degree has been awarded in accordance with the provisions of the Ph.D. regulations of the UGC.

23. PUBLICATION OF THESIS

The permission for publication of the thesis, if applied for by the concerned research scholar may be given by the Vice-Chancellor if the examiners have recommended that the thesis is suitable/fit for publication. If there is difference of opinion between the examiners regarding

the publication of the thesis, the case shall be referred to the committee consisting of the following for consideration and recommendations:

(a)	Dean of the Faculty	-	Chairperson
(b)	Head of the concerned department	-	Member
(c)	Supervisor of the Research Scholar	-	Member

In case the Dean of Faculty/Head of the Department is the Supervisor, the Vice-Chancellor would nominate some other expert on the committee. The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval.

24. Ph.D. THROUGH PART-TIME MODE

Part time Ph.D. program is a research degree program for full time working professionals with minimum of 2 years' experience after their post-graduation with research temperament and keen to pursue their study for doctoral degree. The mode of admission of part time candidate shall be in the following manner

a. The working professionals who have qualified UGC-NET may also take admission by the procedure mentioned at **Clause 4(A)**
b. Through entrance test in subjects where UGC NET is not conducted as mentioned at **Clause 4(B)**

The following conditions apply with regard to Part time Ph.D. seats:

a) The candidate for a part-time Ph.D. program should submit a "No Objection Certificate" (**as prescribed in Annexure R**) from the appropriate authority in the organization where the candidate is employed, clearly stating that:
   i. The candidate is permitted to pursue research studies on a part-time basis.
   ii. His/her official duties permit him/her to devote sufficient time for research work.
   iii. If required, he/she will be relieved from the duty to complete the course work.

b) There is no residency period for Part-Time Ph.D. scholars, but they need to attend Ph.D. course work classes as per the requirement of course determined by the concerned UTD. They shall maintain an attendance of atleast 15 days per semester after registration which may include weekend days. The attendance of the Part-time scholar has to be maintained and certified by the concerned Supervisor.

c) Candidates admitted under Part-time Ph.D. program may pursue the course work in regular mode or through **UGC recognized online courses as part of the credit requirements for the Ph.D. program** as prescribed by the concerned PGBOS/BOS. **The HOD/Director will ensure that the teaching learning course hours of the course work should be as per credit hours (minimum 12 credits) as per Clause 8(i) of the Ph.D. Ordinance.**

Duration:

Ph.D. Program shall be for a minimum duration of 3 (Three) years for part time scholars including coursework and a maximum of 6 (Six) years and exemption as per Clause 10 of Ph.D. Ordinance.

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25. ORDINANCE FOR SUPERNUMERARY SEATS FOR ADMISSION OF FOREIGN STUDENTS

Two supernumerary Ph.D. seats shall be offered by each faculty member in each Department/Centre/Institute to foreign students. The foreign students should apply for Ph.D. Program under Supernumerary Category in the prescribed form **(Annexure A1)** The merit for foreign students will be prepared on the basis of marks obtained by the candidate in relevant Post Graduate Program. The foreign students shall be required to complete the Ph.D. Program in regular mode.

Note: Candidate who holds a passport/citizenship of a country other than India or who has an OCI (Overseas Citizen of India)/PIO (Person of Indian Origin) Card will be considered as Foreign National.

Note:

1. Number of seats under supernumerary category offered by a faculty shall not exceed more than two over and above the seats sanctioned under **Clause 6(3)** of the ordinance at a given point of time.
2. The all-other provisions of supernumerary and part-time Ph.D. programs shall be at par with the Ordinance of full time Ph.D. Program.

26. FEE STRUCTURE

The details of fee for various processes under Ph.D. Program shall be as per the detail provided in the prospectus for Ph.D. admission. The fee structure is subject to change from time to time by the university.

27. POWER TO REMOVE DIFFICULTIES:

If any difficulty arises in giving effect to the provisions of this Ordinance, the Vice Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however subject to ratification of such order by the Statutory bodies of the University.

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ANNEXURE A

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR ADMISSION TO Ph.D. PROGRAM

(Full Time / Part Time)

1	Name of candidate	
2	Father's Name	
3	Permanent Address	
4	Mobile No.	
5.	Email id	
6.	Date of Birth (as given in Matriculation Certificate)	
7	Nationality	
8	Parivar Pehchan Patra (PPP) ID if available	
9	Category of student (tick the appropriate column – Reservation of other than AIC is applicable only to the candidates of Haryana)	AIC AIC - EWS HOGC HOGC - EWS BC-A BC-B SC DSC DA/PwD/PH/ESM/DFF
10	Registration No.(In case of ex-student of MDU)	
11	Name of the Department in which Ph.D. admission is sought	
12	Category under which Ph.D. admission (Tick the appropriate one) is sought	a UGC-NET Category-I b UGC-NET Category-II c UGC-NET Category-III d Supernumerary (Foreign students) e Entrance test, if applicable f Mode of Ph.D. — **Full time** / **Part time**

13. Details of previous examination passed (Please enclosed copy of Marks card)

Examination passed	Year	Name of University/Board	Marks obtained	Maximum Marks	Percentage
10th					
12th					

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Graduation					
Post-Graduation					
UGC-NET (Category-I/II/III)					

14. Details of Research Publications:

Title of paper	Details of authors	Year of Publication, Volume No. and Page No.	Journal impact factor, if any (only Thomson Reuters)	Indexing (Scopus/ Web of Science/ UGC CARE List)

15. Details of Employment, if applicable (Enclose NOC from employer as prescribed in Annexure R)

Name of Employer :
Designation :
Working in the organization since ----------

16. Details of Migration Certificate, if applicable:

Name of the University :
Program Completed :

DECLARATION BY THE CANDIDATE

1. I declare that I have read the rules, the relevant PhD Ordinance and undertake to abide by them.
2. I declare that I am not approaching any other University nor I have simultaneously registered for any other certificate, diploma or degree at any other University nor I am appearing at any examination of this University or any other University.
3. I hereby declare that the entries furnished in the form and enclosures are true to the best of my knowledge and belief. In case any entry in this form is found to be false, I will have no objection if the University disqualifies me from the program and/or debars me from seeking admission in any program of the University even at a later stage.
4. I hereby declare that I shall abide by the rules and regulations of the University issued from time to time

(Signature of candidate)

Check List of enclosures:

Details	Please specify Yes/No, If yes upload the corresponding document
10th Mark Card	
12th Mark Card	
Graduation Mark Card	
Post Graduation Marks Card	
Proof of qualifying UGC-NET (Category-I/II/III)	
Proof of publications	
Proof of Reserve Category, if applicable	
NOC from employer, if applicable	
Migration Certificate, if applicable	

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ANNEXURE A1

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
APPLICATION FOR ADMISSION TO Ph.D. PROGRAM UNDER SUPERNUMERARY CATEGORY FOR FOREIGN STUDENTS

1	Name of Candidate	
2	Father's Name	
3	Permanent Address	
4	Mobile No.	
5.	Email id	
6.	Date of Birth (as given in Matriculation Certificate)	
7	Nationality	
8	Passport No.	
9	Registration No.(In case of ex-student of MDU)	
10	Copy of Research Proposal	Enclose the research proposal as per prescribed in **Annexure 'B'**
11	Name of the Department in which Ph.D. admission is sought	

12. Details of previous examination passed (Please enclosed copy of Marks card)

Examination passed	Year	Name of University/Board	Marks obtained	Maximum Marks	Percentage
Graduation					
Post-Graduation					

13. Details of Research Publications:

Title of paper	Details of authors	Year of Publication, Volume No. and Page No.	Journal impact factor, if any (only Thomson Reuters)	Indexing (Scopus/ Web of Science/ UGC CARE List)

14. Details of Equivalency Certificate, if applicable:

DECLARATION BY THE CANDIDATE

1. I declare that I have read the rules, the relevant PhD Ordinance and undertake to abide by them.
2. I declare that I am not approaching any other University nor I have simultaneously registered for any other certificate, diploma or degree at any other University nor I am appearing at any examination of this University or any other University.
3. I hereby declare that the entries furnished in the form and enclosures are true to the best of my knowledge and belief. In case any entry in this form is found to be false, I will have no objection if the University disqualifies me from the program and/or debars me from seeking admission in any program of the University even at a later stage.
4. I hereby declare that I shall abide by the rules and regulations of the University issued from time to time

(Signature of candidate)

Check List of enclosures:

Details	**Please specify Yes/No, If yes upload the corresponding document**
Graduation Mark Card	
Post Graduation Marks Card	
Proof of publications	
Equivalency Certificate, if applicable	
Copy of Passport	

Annexure B

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

FORMAT FOR SUBMISSION OF RESEARCH PROPOSAL/SYNOPSIS FOR REGISTRATION TO PH.D. PROGRAM

1. Title Page (one page):

Name of Student	
Name of the Supervisor	
Name of the Co-Supervisor, if any	
Name of the Department/ Centre/ Institute where the candidate seeks admission	
Name of the Faculty	
Title of the Research Proposal	

2. Introduction

3. Review of the Similar Work (national and international)
(Critical review of the related work issue wise; not a chronological abstraction. Should organize the literature reviewed in a matrix form for example, with issues as columns and references as rows; or otherwise. Should highlight the updates at every progress review)

4. Identification of Research Gap and Problem
(Should be linked with the Literature Review with emphasis on importance of the proposed work) (Aims, Objectives, Hypothesis, Research Problem etc. of the proposed Research in about 300 words)

5. Methodology of the Research Work

6. References

(Name & Signature of the Candidate)

(Name & Signature of the Co-Supervisor, if any)

(Name & Signature of the Supervisor)

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Annexure C

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR REGISTRATION TO Ph.D. PROGRAM

Passport size photo

1	Name of candidate				
2	Father's Name				
3	Permanent Address				
4	Mobile No.				
5	Email id				
6	Name of the Department/Centre/Institute				
7	Name of the Faculty				
8	Registration No. (In case of ex-student of MDU)				
9	Proof of completion of Ph.D. course work	Enclose copy of Ph.D. course work marks card			
9	Topic of Proposed Research Work **(Enclose the copy of Synopsis as per Annexure B)**				
10	Category under which Ph.D. admission has been taken (Tick the appropriate one)	a	UGC-NET - Category - 1		
		b	UGC-NET Category -2		
		c	UGC-NET Category -3		
		d	Supernumerary (Foreign students)		
		e	Entrance test	**Full time**	**Part time**
11	Details of Fee Paid	Rs. ..... vide receipt no. ..... (Enclose original fee receipt/Online receipt if fee paid vide online)			
12	Name of the supervisor along with Designation and Affiliation				
13	Name of the co-supervisor, if any along with Designation and Affiliation				

14. Details of the academic/research qualification/experience of the proposed supervisor/Co-supervisor (details of experience at U.G. and P.G. level to be given separately, Enclose a copy of brief biodata of supervisor and Co-supervisor if any).

	Designation	Name of institution	Experience at PG Level	
Academic qualification				
Teaching experience PG Level				
Teaching experience UG Level				
Post-Doctoral Research Experience				

DECLARATION BY THE CANDIDATE

1. I declare that I have read the rules, the relevant PhD Ordinance and undertake to abide by them.
2. I declare that I am not approaching any other University nor I have simultaneously registered for any other certificate, diploma or degree at any other University nor I am appearing at any examination of this University or any other University.
3. I hereby declare that the entries furnished in the form and enclosures are true to the best of my knowledge and belief. In case any entry in this form is found to be false, I will have no objection if the University disqualifies me from the program and/or debars me from seeking admission in any program of the University even at a later stage.
4. I hereby declare that I shall abide by the rules and regulations of the University issued from time to time

(Signature of candidate)

CERTIFICATE OF CONSENT BY SUPERVISOR

I hereby give my consent to act as Supervisor for Mr./Ms.....

Date:

(Signature of the Supervisor)

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CERTIFICATE OF CONSENT BY CO-SUPERVISOR (If Any)

I hereby give my consent to act as Co-Supervisor for Mr./Ms.....

Date: **(Signature of the Co-Supervisor)**

CERTIFICATE OF ELIGIBILITY OF SUPERVISOR/CO-SUPERVISOR

Certified that

1. Prof./Dr. ..... (Supervisor)
2. Prof./Dr. ..... (Co-Supervisor, if any)

fulfills the eligibility conditions required for a Supervisor/Co-Supervisor as laid down under concerned **Clause** of the Ph.D. Ordinance.

Date: **(Signature of the HOD/Director)**

RECOMMENDATIONS OF THE RESEARCH ADVISORY COMMITTEE

i.	Recommended without any modifications	
ii.	Recommended with conditions, please specify briefly	
iii.	Not Recommended, brief reasons are to be given	

Note: Please enclose the copy of Research Advisory Committee Minutes

(Signature of Convener of RAC)

RECOMMENDATIONS OF THE DEPARTMENTAL RESEARCH COMMITTEE

i.	Recommended without any modifications	
ii.	Recommended with conditions, please specify briefly	
iii.	Not Recommended, brief reasons are to be given	

Note: Please enclose the copy of Departmental Research Committee Minutes

Date:

(Signature of the Chairman of DRC)

RECOMMENDATIONS OF THE BOARD OF STUDIES / PG BOARD OF STUDIES

i.	Recommended without any modifications	
ii.	Recommended with conditions, please specify briefly	
iii.	Not Recommended, brief reasons are to be given	

Note: Please enclose the copy of Board of Studies/PG Board of Studies Minutes

Date:

(Signature of the Chairman of BOS/PGBOS)

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Annexure D

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
PROFORMA FOR SUBMISSION OF HALF YEARLY PROGRESS REPORT OF REGISTERED RESEARCH SCHOLARS

FOR THE PERIOD OF
1st Jan to 30th June ..... OR 1st July to 31st December .....
(Strikeout whichever is not applicable)

PART- I

1	Name of Department/Centre/institute			
2	Name of Research Scholar			
3	Address of Scholar			
4	Registration No.			
5	Date of Ph.D. Registration			
6	Topic of research as approved by the BOS/Academic Council			
7	Change in initial topic, if any. If yes, new topic and date of change			
8	Nature of Fellowship, if any:			
9	Details of leave availed during the period under report, if any.			
10	Date of annual presentation (s)			
11	Details of Fee Paid (Enclose the copy of receipts)	**Details of Fee**	**Amount (Rs.)**	**Fee receipt dated**
		First Registration		
		1st Year Annual Fee		
		2st Year Annual Fee		
		3st Year Annual Fee		
		4th Year Annual Fee		
		Extension Fee paid if any		
12	Date of last RAC meeting			
13	Research work done during the period under Report **(Attach the details as Annexure)**			
14	Details of publications during the period of report (Enclose copy of Publication)			
15	Details of presentations during the period of report (Enclose proof of presentation)			

Note: The progress report should be submitted in triplicate. First copy to be retained by the Department, second copy to be forwarded to R&S branch by the department & third copy to be retained by the candidate.

(Signature of candidate)

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PART-II
SPECIFIC RECOMMENDATIONS OF RAC

Comments of RAC

Recommendation: Satisfactory or Not Satisfactory
If not Satisfactory, specify reasons

Suggestive corrective measures

Signatures of RAC Member(s)
1.
2.

Date:.....

Signature of Supervisor(s)

PART-III

Specific recommendations of DRC

Date .....

Signature of DRC Chairman

(The minutes of DRC be attached)

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ANNEXURE E

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR RE-REGISTRATION TO Ph.D. PROGRAM

1	Name of Department/Centre/institute				
2	Name of Research Scholar				
3	Father's Name				
4	Permanent Address				
5	Registration No.				
6	Date of registration				
7	Date of Deregistration				
8	Justification for Reregistration	Automatic cancellation of Ph.D. registration upon expiry of 4 years from the date of admission to Ph.D. program	Specific Reason (Specify)		
9	Details of Fee Paid	Rs. ..... vide receipt no. ..... (Enclose original fee receipt/Online receipt if fee paid vide online)			
10	Nature of extension sought	**Beyond 4 years**	**Beyond 5 years**	**Beyond 6 Years**	**Beyond 7 years**
	Enclose a copy of all extension letters beyond 4 years, if applicable	**YES / NO**	**YES / NO**	**YES / NO**	**YES / NO**
11	Date up to which extension is sought				
12	Number of publications in Scopus/Web of Science/ UGC Care listed journals from the Ph.D. research work (Attach Proof)				

Justification of Research Scholar verified by the Supervisor

13	**Proposed Research Objectives**	**Status of completion**	**Research Scholar's Justification for Non completion of the objective**	**Verification remarks by the Supervisor**
	a) Objectives of the work			
	i) Objective 1			
	ii) Objective 2			
	iii) Objective 3			
	iv) Objective 4			
	Add columns as per requirement to showcase all objectives			

14. Details of Ph.D. Progress:

Details of Ph.D. Progress Report submission	Scheduled date of progress report submission	Actual Date of submission of progress report	Recommendation of RAC (Satisfactory/ Unsatisfactory)	Justification of Research Scholar for delay in submission of progress report	Verification remarks by the Supervisor
First Progress Report (0-6 months)					
Second Progress Report (7-12 months)					
Third Progress Report (13-18 months)					
Fourth Progress Report (19-24 months)					
Fifth Progress Report (25-30 months)					
Sixth Progress Report (31-36 months)					
Seventh Progress Report (37-42 months)					
Eighth Progress Report (43-48 months)					
Ninth Progress Report (49-54 months) **if applicable**					
Tenth Progress Report (55-60 months) **if applicable**					
Eleventh Progress Report (61-66 months) **if applicable**					
Twelfth Progress Report (67-72 months) **if applicable**					
Thirteenth Progress Report (73-78 months) if applicable					
Fourteenth Progress Report (79-84 months) if applicable					

		Justification of the Research Scholar	Verification Remarks by the Supervisor
15	Justification of non-completion of work in the first extension period, if applying for second extension		
16	Circumstances which hampered the progress		
17	Justification of the Research Scholar for grant of extension of period for submission of his/her thesis		

(Name and Signature of Supervisor) (Name and Signature of Candidate)

Remarks of Supervisor		
1	Has the candidate made sincere efforts to complete the work in time?	
2	Will the thesis be completed within the extension period asked for?	

Signature of Supervisor

Remarks/Recommendations of HOD/Director

Signature of HOD

Remarks/Recommendations of Dean of Concerned Faculty

Signature of Dean

Annexure F

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR MATERNITY LEAVE

Name of Department/Centre/institute		
Name of the Faculty		
Date of Ph.D. Registration		
Title of Ph.D. research work		
Name of the Supervisor		
Name of the co-supervisor if any		
Correspondence Address:		
Email and Mobile Number		
Period of maternity leave requested (Enclose Supporting Document) (Maximum of 240 days allowed as per rules)	**From**	**To**

DECLARATION

I intend to return to my studies on ..... and undertake to complete and submit my thesis. I understand that the period of maternity leave will be added to the expected submission date of my thesis.

Date:

Signature of candidate

SUPERVISOR USE ONLY

Recommended/Not Recommended (If not recommended, Please specify the reason thereof)	
Supervisor's Name:	
Date	**Signature of Supervisor**

(Signature of HOD/Director)

Signature of D.R/ A.R. (Registration & Scholarship)

Approved / Not Approved

(Signature of Registrar)

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ANNEXURE G

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR DEREGISTRATION TO PH.D. PROGRAM UNDER CLAUSE 10 (5) OF Ph.D. ORDINANCE

1	Name of Department/Centre/institute	
2	Name of Research Scholar	
3	Name and address of Supervisor and Cosupervisor (if any)	
4	Father's Name	
5	Permanent Address	
6	Registration No.	
7	Date of registration	
8	Justification for Deregistration	
9	Details of Fee Paid	Rs. ..... vide receipt no. ..... (Enclose original fee receipt/Online receipt if fee paid vide online)
10	Report on Progress made before Deregistration (enclose as Annexure)	

(Name and Signature of Candidate)

Remarks/Recommendations of RAC (Enclose of copy of RAC minutes)

Signature of Convener of RAC (Supervisor)

Recommendations of PGBOS/BOS (Enclose copy of PGBOS/BOS minutes)

Signature of Chairman, PGBOS/BOS

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Annexure H

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR CHANGE OF Ph. D. WORK PLACE

1	Name of Research Scholar	
2	Date of registration in Ph.D. program	
3	Title of Thesis	
4	Name, Designation and Affiliation of Existing Supervisor(s)	
5	Details of Progress of Ph. D Work of candidate (as on date) (Status of Ph.D. course work, research progress and publication details) **To be duly certified by the Supervisor and HOD/Director of the candidate where he/she is currently registered**	
6	Justification for the change **(To be duly certified by the Supervisor and HOD/Director of the candidate where he/she is currently registered)**	
6	Details of proposed Ph.D. Thesis Supervisor / Co-Supervisor(s) at MDU **(Enclose the copy of Consent)**	
7	Details of Fee Paid	Rs. ..... vide receipt no. ..... (Enclose original fee receipt/Online receipt if fee paid vide online)

(Signature of the candidate)

Recommendation of RAC (Enclose copy of RAC minutes) Recommended / Not Recommended **Signature of Convenor of RAC**
Recommendation of DRC (Enclose copy of DRC minutes) Recommended / Not Recommended **Signature of Chairman, DRC**
Recommendation of PGBOS/BOS (Enclose copy of PGBOS/BOS minutes) Recommended / Not Recommended **Signature of Chairman, PGBOS/BOS**

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Annexure I

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR CHANGE/SUBSTITUTION/ADDITION OF Ph. D. THESIS SUPERVISOR(S)

1	Name of Research Scholar	
2	Name, Designation and Address of Existing Supervisor(s)	
3	Name, Designation and Address of Existing Co-Supervisor(s) if any	
4	Date of registration in Ph.D. program	
5	Details of Existing Supervisor / Co-Supervisor to be Changed/Substituted	
6	Details of proposed Supervisor / Co-Supervisor to be added	
7	Justification for the change / Substitution / addition of Supervisor / Co-supervisor	
8	Details of Fee Paid	Rs. ..... vide receipt no. ..... (Enclose original fee receipt/Online receipt if fee paid vide online)

Signature of Student

(Name and Signature of outgoing Supervisor/Co-supervisor)	**(Name and Signature of incoming supervisor/Co-supervisor)**

Recommendation of RAC (Enclose copy of RAC minutes)
Recommended / Not Recommended
Signature of Convenor of RAC
Recommendation of DRC (Enclose copy of DRC minutes)
Recommended / Not Recommended
Signature of Chairman, DRC
Recommendation of PGBOS/BOS (Enclose copy of PGBOS/BOS minutes)
Recommended / Not Recommended
Signature of Chairman, PGBOS/BOS

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Annexure J

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

PERMISSION OF RESEARCH ADVISORY COMMITTEE TO SUBMIT THE Ph.D. RESEARCH SUMMARY

1	Name of Department/Centre/institute	
2	Name of Research Scholar	
3	Registration No.	
4	Date of registration	
5	Topic of the Research	
6	Name of the Supervisor	
7	Name of the Co-Supervisor, if any	

REVIEW & RECOMMENDATIONS

1	Research progress	Satisfactory / Not Satisfactory
2	Status of compliance of research paper publications	Complied / Not Complied (If complied enclose copy of Research Publications)
3	Status of compliance of conference presentations	Complied / Not Complied (If complied enclose copy of certificates of conference presentations)
4	Status of compliance of one-week mandatory research methodology workshop	Complied / Not Complied (If complied enclose copy of certificate)
3	Permission granted for submission of research summary and preparation of thesis	Yes / No
4	Permission granted for submission of research summary with conditions (please specify the conditions)	
5	Other remarks, if required	

(Signature of Convener of RAC)

(RAC Member 1)

(RAC Member 2)

(RAC Member 3, if any)

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Annexure K

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

PANEL OF EXAMINERS FOR EVALUATION OF Ph.D. THESIS

1	Name of Department/Centre/institute	
2	Name of Research Scholar	
3	Registration No.	
4	Date of registration	
5	Topic of the Research	
6	Name of the Supervisor	
7	Name of the Co-Supervisor, if any	

S.No.	Name and address of the examiner not below the rank of Professor	Contact No. (Mobile Number)	Email id
Details of External Examiners within state			
1			
2			
3			
4			
Details of External Examiners outside state/ India			
5			
6			
7			
8			

Signature of Members of BOS/PGBOS

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Annexure L

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

APPLICATION FOR SUBMISSION OF Ph.D. THESIS (No Column Be Left Blank)

1	Name of Research Scholar	
2	Father's Name	
3	Contact Details along with Mobile No. & Email ID	
4	Name of Department/Centre/institute	
5	Name of the faculty	
6	Registration No.	
7	Date of registration	
8	Topic of the Ph.D. Thesis	
9	Name of the Supervisor	
10	Name of the Co-Supervisor, if any	
11	Date of pre-submission seminar	
12	Details of Fee Paid	Rs. ..... vide receipt no. ..... (Enclose original fee receipt/Online receipt if fee paid vide online)

13. No Dues Certificate / No Objection Certificate

S. No.		Signature of the concerned HOD / Director / Branch Officer with seal
1	Department/Centre/institute	
2	Library	
3	Accounts Branch	
4	Registration & Scholarship Branch	

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DECLARATION BY THE CANDIDATE

Certified that nothing is due from me and I am submitted herewith 03 copies of by Ph.D. thesis in the Department / Centre / Institute of ..... on .....

(Signature of the Research Scholar)

Endst. No. ..... Dated: .....

1. Three Copies (two soft bound and one hard bound) of the thesis of Mr./Ms. ..... are being sent to Secrecy Branch of M.D. University, Rohtak.
2. The panel of examiners duly approved by the BOS/PGBOS has been sent on ..... or will be sent later on.
3. Research paper(s) ..... attached duly verified by the Supervisor.

(Signature of HOD/Director)

Annexure M

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

PLAGIARISM VERIFICATION REPORT

1	Name of Research Scholar	
2	Date of Registration	
2	Name of Supervisor	
3	Name of Co-supervisor if any	
4	Title of Thesis	
5	Name of Department/Centre/institute	
6	Name of the faculty	

This is to report that the above thesis was scanned for similarity detection. Process and outcome are given below:

Name of the software Used		Total Word Count	
Similarity Index		Date of Verification	

The complete report is submitted for review by the Supervisor / HOD.

Checked by

(Name & Signature of University Librarian/Rep)

The complete report of the above thesis has been reviewed by the undersigned.

A. The Similarity Index is below accepted norms: Yes / No

B. The similarity index is above accepted norms: Yes / No

If yes, because of the following reasons:

1. .....
2. .....
3. .....
4. .....
5. .....

The thesis may be considered for the award of degree.

Signature of Supervisor **Signature of Student**

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Annexure N

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DECLARATION FOR SUBMISSION OF THESIS

Name of Student	
Name of the Department / Centre / Institute / Affiliated College	
Name of the Faculty	
Date of Registration to Ph.D. program	
Date of Re-registration to Ph.D. program, if any	
Name of the Supervisor with Designation and Address	
Name of the Co-Supervisor with Designation and Address	
Title of the Thesis	

I/We certify that

(i) Thesis work embodies the original work of the candidate and has not been earlier submitted for Diploma/any Degree or

(ii) that research scholar has put in minimum the residency period at the designated place of work with at least one of the supervisor as prescribed in the relevant ordinance (Fulltime / Part time / Supernumerary)

(iii) Due compliance to all the provisions of Ph.D. ordinance has been met.

(Signature of student)

Names and Signature of Thesis Supervisor / Co-supervisor if any

.....

.....

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Annexure O

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
EXAMINER'S REPORT ON Ph.D. THESIS

1. **Name of the candidate** :

2. **Regn No.** :

3. **Title of Thesis** :

The examiner is requested to send his/her report / recommendations under the following heads:

1. **General and critical appreciation of the thesis:**

2. **Positive aspects of the thesis indicating the good points:**

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3. **Negative aspects if any:**

4. **Specific recommendations regarding publication of the thesis:**

The evaluator will state categorically whether in his or her opinion: a) Thesis is fit for publication OR b) It should be referred back to the candidate for making modification before its publication (Please specify the reason on a separate sheet)	

5. **Recommendations:**

I. a)	Whether the thesis is a piece of research work characterized either by discover of new facts OR Enunciation of a new theory OR By fresh interpretation of known facts of theories	
b)	Whether the thesis evinces candidate's capacity for critical analysis/examination and judgment so far as its literary presentation is concerned	

II	The evaluator will state categorically whether in his or her opinion: a) Thesis should be accepted for the award of Ph.D. degree OR b) It should be referred back to the candidate for presenting it again in revised form OR c) It should be rejected	

6. Questions for Viva (at least six questions may be given)

(Signature of the examiner)

(Name, Designation, Address along with Mobile No. of the examiner)

Note: If necessary, blank sheets may be added to complete the report under any particular head(s) above

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Annexure P

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

REPORT OF VIVA-VOCE EXAMINATION OF Ph.D. THESIS

1	Name of Department/Centre/institute	
2	Name of the Faculty	
3	Name of Research Scholar	
4	Registration No.	
5	Date of registration	
6	Thesis Title	
7	Date of Ph.D. Viva-Voce Examination	

COMPOSITION OF VIVA-VOCE BOARD

1	Name of the Supervisor with his/her affiliation	
2	Name of the External Examiner with his/her affiliation	

REPORT OF THE VIVA-VOCE BOARD

The viva-voce examination is satisfactory and the candidate is recommended for the award of Ph.D. Degree	
The viva-voce examination is not satisfactory (Please specify the reasons).	

(Signature of Supervisor) **(Signature of External Examiner)**

(Countersigned by HOD/Director)

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ANNEXURE Q

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

PROFORMA FOR RESEARCH DEGREE COMMITTEE (RDC) MEETING

Name of the Faculty	
Name of the Department/Centre/Institute	
Title of Thesis	

Ph.D. Scholar Report Card

1	Name of Research Scholar	
2	Address	
3	Telephone No. and E. Mail	
4	Mother's Name	
5	Father's Name	
6	Name and Designation of Supervisor Address	
7	Name and Designation of Co-Supervisor, If any Address	
8	Mode of Admission	
9	Date of registration (Enclose copy of Registration Letter)	

10 Details of Half Yearly Progress Reports

S. No.	Period	Date on which sent to Registration Branch	Progress Status (Satisfactory/ Unsatisfactory)

11. Details of Annual Seminar

Sr. No.	Date on which annual seminar was presented

12. Key Dates

Date of Regn.	Date of Deregistration if any	Date of Reregistration if any	Date of pre submission seminar	Thesis submitted on	Viva Voce Exam held on

13. Research paper published out of thesis:

Sr. No.	Title of paper	Name of Journal/Volume/issue/Year/Page No(s)	ISSN Number	Impact Factor /Indexing if any
1.				
2.				
3.				

14. Conference Presentations out of thesis:

Sr. No.	Title of paper	Name of Conference	Date of conference
1.			
2.			
3.			

15. Examiners Report

Examiners	Thesis sent	Reports Received on	Recommendations of examiner
First			
Second			

16. Main contributions made by the Research Scholar (less than 200 words)

17. Reports of Examiners (each less than 150 words)

Examiner 1:

Examiner 2:

18. Recommendations of External Examiners who conducted the viva voce

19. Correction. If any indicated in the reports:

20. Corrections carried out if any:

Supervisor

Countersigned by HOD

Recommendation of RDC Committee

Recommended / Not Recommended for the award of Ph.D. Degree		
(HOD/Director)	(COE)	(Dean of the Faculty)
Dean (R&D) / Associate Dean (R&D)	(Dean Academic Affairs)	(Vice-Chancellor)

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Annexure R

NO-OBJECTION CERTIFICATE FOR PART-TIME Ph.D. CANDIDATES

(This should be typed on the letter head of the employee's organization)

Reference No.: .....

Date: .....

To
HOD/Director

Maharshi Dayanand University,
Rohtak – 124001

Sub.: No-Objection Certificate for pursuing Part-Time Ph.D. program at MDU, Rohtak

Sir,

We have no objection if Mr./Ms---------- an employee of our organisation/ institute, is admitted to the Ph.D. Program in the ---------- ---------- Department/Centre/Institute for Ph.D. program at MDU, Rohtak as a part-time student. It is certified that he/ she has completed ---------- years of service in our organization/ institute as a regular employee.

It is also certified that Mr./Ms. ----------

i. Permitted to pursue his/her studies on a part-time basis.
ii. His/her official duties permit him/her to devote sufficient time for research.
iii. If required, he/she will be relieved from the duty to complete the course work.

Signature & Seal of Head of the Organization/ Institute

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ANNEXURE S

(Title of Thesis)

A Thesis

Submitted in fulfilment of the requirements for the award of Degree of

DOCTOR OF PHILOSOPHY
(Name of Discipline)
(Name of the Faculty)

by

(Name of candidate)
(Reg. No. : .....)

YEAR OF SUBMISSION: .....

(Name of the Co-Supervisor, if any)

(Name of the Supervisor)

(Name of the Department/Centre/Institute),
MAHARSHI DAYANAND UNIVERSITY,
ROHTAK-124001 (HARYANA)

Appendix-C/29

ORDINANCE OF CURRICULUM AND CREDIT FRAMEWORK FOR B.TECH PROGRAMMES UNDER NEP 2020

WITH EFFECT FROM
THE
SESSION 2025-26

MAHARSHI DAYANAND UNIVERSITY
ROHTAK (HARYANA)

Undergraduate Programmes of study leading to the award of respective Certificates/Diplomas/Degrees shall be offered and conducted by the respective Departments/ Centres/Institutes established by the University. This Ordinance pertains to Bachelor's in Engineering/ Bachelor's in Technology programmes with provision of Academic Bank of Credits and 'Multiple Entry and Exit' options at various stages w.e.f. the Academic Session: 2025-26 and thereafter.

A key focus of the programme is to develop competencies that enable students to tackle real-world challenges. It emphasizes a hands-on approach through practical training, internships, and project-based learning. By equipping students with critical thinking, problem-solving skills, and an entrepreneurial mindset, the curricula under the B.E./B.Techprogrammes prepare them to contribute meaningfully to the nation's development.

NEP 2020 advocates that a holistic and multidisciplinary education would aim to develop all capacities of human beings -intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. Such a holistic approach is required at the undergraduate level. The holistic four-year undergraduate education with multiple entry and exit provisions will help in matching the undergraduate education to international standards and will facilitate student mobility for higher studies, research and employability across the globe. The Curriculum and Credit Framework for B.Tech.programmes is developed with the following features

i. Opportunity for learners to choose the courses of their interest in all disciplines
ii. Provision of multiple entry and exit options with a UG Certificate or UG Diploma or B.E/B.Tech Vocational or B.E/B.Tech or B.E/B.Tech - Minor/ Honor's Degree depending on the number of credits earned
iii. Flexibility for students to move among the institutions through the implementation of Academic Bank of Credits (ABC)
iv. Flexibility to switch to alternative modes of learning (Offline, ODL, Online, and Hybrid modes) as per the guidelines of AICTE
v. Versatile curricular framework for holistic development of Engineering graduates.

1. **Definition of Keywords:**

a) **Definition of Credit:**

1 Hr. Lecture (L) per week	1 credit
1 Hr. Tutorial (T) per week	1 credit
1 Hr. Practical (P) per week	0.5 credits
2 Hours Practical (Lab) per week	1 credit

b) **Structure of the Undergraduate Engineering program:**

Sr No	Category
1	Humanities and Social Sciences including Management courses
2	Basic Science Courses
3	Engineering Science courses
4	Program Core Courses (Branch specific)
5	Professional Elective courses relevant to chosen specialization/branch
6	Open Elective Courses (from Humanities, Technical Emerging or other Subjects)
7	Project work, Seminar and Internship in Industry or elsewhere
8	Mandatory Courses [Environmental Sciences, Induction Program, Indian Constitution, Essence of Indian Knowledge Tradition] etc. (non-credit)

c) **Course code and definition:**

Course code	Definitions
L	Lecture
T	Tutorial
P	Practical
HSMC	Humanities & Social Science Courses
BSC	Basic Science Courses
ESC	Engineering Science Courses
PCC	Program Core Courses
PEC	Program Elective Courses
OEC	Open Elective Courses
MC	Mandatory Courses
PROJ/SEM	Employment Enhancement Courses (Project/Summer Internship/Seminar)

d) **Course-level coding scheme**

A three-digit number (odd numbers are for the odd semester courses and even numbers are for even semester courses) is used as a suffix with the Course Code for identifying the level of the course. Digit at the hundred's place signifies the year in which the course is offered.

e.g. 101, 102 ... etc. for the first year.

201, 202 .... Etc. for second year.

301, 302 ... for the third year.

401, 402 ... for the fourth year.

The code may start with the implementation year.

e) **Course Level/Duration/System:**

The following option will be made available to the students joining the chosen Engineering Program with multiple entry and exit:

A. One year: Undergraduate Certificate in the chosen branch of Engineering

B. Two years: Undergraduate Diploma in the chosen branch of Engineering

C. Three years: Bachelor of Vocational in chosen branch of Engineering (B.Voc.)

D. Four years: Bachelor of Engineering / Bachelor of Technology (B.E/B.Tech) in chosen branch of Engineering.

The Total number of credits for four-year B.Tech programs shall be 163. To get a minor/honours degree, a student needs to earn an extra 18-20 credits. For exit at different levels, a student needs to earn an extra 6-8 credits.

For example:

Level	Semester	Exit Option	Credits	Additional credits for exit students	List of Exit Courses
4.5	Sem 1&2	U.G Certificate	42	6-8	Chosen from the List Provided by the concerned branch.
5.0	Sem 3&4	U.G Diploma	42	6-8	-Do-
5.5	Sem 5&6	B.E/B.Tech Vocational	44	6-8	-Do-
6.0	Sem 7&8	B.E/B.Tech	40	----	
		B.E/B.Tech with - Minor/ Honor's	18	----	

f) Structure of Awards

No. of Credits	Internal Awards	External Awards / Theory
1	5	20
2	15	35
3	25	50
4	30	70

g) Concept of Minor Degree

All branches of Engineering and Technology shall offer Elective Subjects in the Emerging/ Multidisciplinary/ Region Specific Areas as specified in the Approval Process Handbook (APH) of AICTE.

A. Undergraduate Degree Subjects in Emerging / Multidisciplinary/ Region Specific Areas shall be allowed as specialization from the same department. The minimum additional Credits for such areas shall be in the range of 18-20 (including credit transferred from the SWAYAM platform) and the same shall be mentioned in the degree certificate, as specialization in that particular area. For example, doing extra credits for Cyber Security in Computer Science and Engineering shall earn B.E./B.Tech. (Hons.) Computer Science and Engineering with specialization in Cyber Security.

B. Minor specialization may be allowed in any Undergraduate Degree Courses where a student of another Department shall take the minimum additional Credits in the range of 18-20 and get a degree with a minor from another Department.

h) Semester/Academic Year

A semester comprises 90 working days, and an academic year is divided into two semesters.

i) Academic Bank of Credit (ABC)

An academic service mechanism to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching-learning. ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students. ABC

will ensure the opening, closure and validation of Academic Bank Accounts, credit verification, credit accumulation, credit transfer, and redemption for students.

j) Academic Bank Account

An individual account with the Academic Bank of Credits opened and operated by a student, to which all academic credits earned by the Student from course(s) of study are deposited, recognized, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree/diploma/certificates etc. by an awarding institution.

k) Credit Point

It is the product of the grade point and the number of credits for a course.

l) Grade Point

It is a numerical weight allotted to each letter grade on a 10-point scale.

m) Letter Grade

It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.

n) Semester Grade Point Average (SGPA)

It is a measure of performance of the work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

o) Cumulative Grade Point Average (CGPA)

It is a measure of the overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

2. Eligibility andExaminations

2.1. Eligibility

2.1.1. Admissions in first year:

A person who has passed 10+2 examination from the Board of School Education, Bhiwani or equivalent or any other examination recognized by M. D. University, Rohtak, as equivalent thereto, shall be eligible for admission in B.E./B.Tech. 1st year. Other

conditions, such as rank in national level entrance examination, percentage of marks in the qualifying examinations, subject(s) combination, etc., shall be notified by AICTE/HSTES, Panchkula, applicable at the time of admission.

2.1.2. Lateral Entry Admissions:

Lateral Entry in the Third Semester shall be open to candidates who have passed Diploma in Engineering / B.Sc. as approved by the State Board of Technical Education, Haryana or equivalent and eligibility laid down by AICTE/HSTES, Panchkula, applicable at the time of admission.

2.1.3. Admission to second degree program after completion of 1st B.E/B.Tech degree:

Admissions to an additional degree in B.Tech./B.E. in the 3rd semester shall be open to candidates who have passed 4-year B.Tech./B.E. Programme (AICTE approved) in any discipline with at least 50% marks in aggregate.

2.1.4. Admission to Working Professional Courses (in 2nd year):

Admission in B.Tech. programme For working professionals shall be open to the candidates with at least 2 years of work experience who have passed Diploma in Engineering of a minimum duration of 3 years from State Board of Technical Education, Haryana or equivalent / B.Sc.or any other examination recognized as equivalent thereto by the M.D.U. Rohtak with 50% marks in aggregate (45% in case of SC/ST of Haryana) or the rules laid down by AICTE/HSTES Panchkula applicable at the time of admission. Other conditions like Distance/ Turnover of Company For Working Professionals will be applicable as per AICTE norms.

2.1.5 Branch sliding:

A candidate shall be given an opportunity to slide his/her branch in the 2nd year on the basis of the merit of the 1st semester result, depending on the availability of vacant positions in the respective branch of engineering as per the rules laid by the University from time to time.

Note: Candidates placed under compartment/re-appear in the qualifying examination shall not be eligible for admission.

2.2. Examinations:

The duration of the B.TechProgrammes shall be four academic years, divided into eight semesters. The examination for the first, third, fifth, seventh and eighth semesters shall ordinarily be held in the month of December/January and for the second, fourth, sixth, eighth and seventh semesters, in the month of May/June on such dates as may be notified by the Controller of Examinations.

2.2.1. A supplementary examination for 1st, 2nd, 3rd, 4th, 5th and 6th semesters shall be held along with their regular 1st, 2nd, 3rd, 4th, 5th and 6th semesters examinations. However, the supplementary examination for 7th and 8th semesters shall be held simultaneously.

2.2.2 The examination schedule containing the dates of receipt of examination forms with and without late fee shall be notified by the Controller of Examinations from time to time.

2.3 Every candidate shall be examined in the subject(s) as laid down in the syllabus and scheme of examination prescribed by the Academic Council from time to time. The fail/re-appear candidates will also appear in the exam, as per the syllabus applicable to regular students of that semester.

2.4 Internal assessment shall be awarded as per the provisions in the Scheme of examination of the course concerned.

The criteria for awarding internal assessment shall be as under:

a. Internal/sessional examinations: 60%
b. Class Attendance: 20%

%age of Attendance	% of marks of attendance
Below 75	0
75 to < 80	25 to 50
80 to <85	50 to 75
85 to <90	75 to 100
90 and above	100

c. Class performance (Assignments, questionnaires, seminar, etc): 20%

The Head of the Department/Principal shall forward the internal assessment marks awarded by the teacher concernedon the basis of class test, written assignment and attendance in the classes etc. to the Controller of Examinations as per the following schedule:

i) The internal Assessment/sessionals marks shall be supplied by the Heads of the Departments/Principals of the Colleges/Heads of the Institutions invariably within 20 days after commencement of the examination or as per schedule notified by COE, M D University, Rohtak.

ii) Thereafter, a late fee per candidate per subject notified by COE, M D University, Rohtak shall be charged from the Department/College/Institute concerned.

iii) No Internal Assessment/Sessionals marks shall be entertained if the same are received in the University after 30 days of the declaration of results. However, the Vice-Chancellor may condone the delay with late fee after taking into consideration the merit of each case.

2.5 The Head of the Department/Principal will preserve the records on the basis of which the internal assessment awards have been prepared for inspection, if needed by the University, up to three months from the date of declaration of the semester exam results.

2.6 The candidate will be allowed to appear in the examination if he/she meets the following requirements: -

a. Bears a good character

b. Has been on the rolls of the Department/College/Institution during the semester.

c. Has attended not less than 75% of lectures delivered in theory as well as practical. Relaxation in the shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/Institute on the following grounds:

i) Self-illness;

ii) Illness/death of parents, brother, sister, or any of the close family members;

iii) Any other reason beyond the control of the student, to the satisfaction of the Head of the Institution/Department.

2.7 Unless specifically provided in the syllabus, the medium of instruction and examination shall be English.

2.8 The minimum percentage of marks to pass the examination in each semester shall be:

2.8.2 40% in each theory paper

2.8.3 40% in each practical examination or viva-voce/Project/Training Report/Dissertation, wherever prescribed.

2.8.4 40% in the aggregate of each theory paper and internal assessment (and practical, where practical is a component of the theory paper).

2.9 The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time.

2.10 (i) A candidate who fails to pass or, having been eligible, fails to appear in any semester examination, will be allowed to clear the re-appear paper(s) and also for improvement of result after passing a semester examination within a period of seven years. While reappearing to pass a semester examination, the candidate will be

exempted from reappearing in the papers/practicals in which he/she has secured 40% pass marks.

Note:

i) A candidate who has paid dues for the Higher Semester/Class but subsequently becomes ineligible for promotion shall not be required to pay the dues again on admission after meeting the above conditions.

2.11 The internal assessment awards as well as viva-voce awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

2.12 Soon after the termination of the examination, the Controller of Examinations shall declare the result as early as possible. In cases where a candidate who was permitted to take the examination for a higher semester, but has not cleared the lower semester examination, his result for the higher semester examination will be declared provisionally.

2.13 The grace marks will be allowed as per University rules.

2.14 The list of successful candidate after the eight semester examination shall be arranged as under in three divisions on the basis of aggregate marks obtained in 1st, 2nd, 3rd, 4th, 5th,6th, 7th and 8th semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her Degree:-

a) Those who obtain '75% or more and pass the degree without any re-appear : Distinction

b) Those who obtain 60% or more marks : First Division

c) Those who obtain 50% or more marks but less than 60% marks : Second Division

d) Those who obtain less than 50% marks : Third Division

Note:

(i) A candidate who is permitted to migrate from any other University, the marks obtained by him in this University only will be taken into account. These marks, however, should be increased proportionately so as to raise them to the level of the maximum marks of M.D.University, Rohtak.

(ii) The candidate will be eligible for admission to higher studies, i.e. M.Tech, etc., after passing B.E/B.Tech. This degree will be considered equivalent to B.E./B.Tech. as the case may be.

2.15 After passing each semester's examination, a candidate will be allowed to appear for improvement of result in one or more theory papers only once within the period prescribed by COE, MDU, Rohtak. Only improved marks (higher score) will be taken into account. The candidate will have to appear according to the current syllabus.

3 Learning assessment

A variety of assessment methods that are appropriate to a given discipline/subject area and a programme of study will be used to assess progress towards the course/programme learning outcomes. Evaluation will be based on continuous assessment, in which sessional and terminal examinations will contribute to the final grade. Sessionals will consist of class tests, mid-semester examination(s), homework assignments, class presentations etc., as determined by the BOS.

The proportion of external and internal assessment in any course shall be preferably 70%:30%.

3.1 Letter Grades and Grade Points: The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study. The HEIs may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.

Marks (%)	Letter Grade	Grade Point
> 90	O(outstanding)	10
> 75 to 90	A+(Excellent)	9

> 65 to 75	A(Very good)	8
> 55 to 65	B+(Good)	7
> 50 to 55	B(Above average)	6
> 40 to 50	C(Average)	5
40	P (Pass)	4
Less than 40	F(Fail)	0
	Ab(Absent)	0

3.1.1 Computation of SGPA and CGPA

The UGC recommends the following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

The SGPA is the ratio of the sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses taken by a student, i.e.

$$SGPA\ (Si) = \Sigma(Ci \times Gi) / \Sigma Ci$$

Where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course.

Example for Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (CreditxGrade)
I	Course 1	3	A	8	3X8= 24
I	Course 2	4	B+	7	4X7= 28
I	Course 3	3	B	6	3X6= 18
I	Course 4	3	O	10	3X 10 =30
I	Course 5	3	C	5	3X5= 15
I	Course 6	4	B	6	4X6= 24
		20			139
	SGPA				139/20=6.95

The Cumulative Grade Point Average (CGPA) is also calculated in the same manner,taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \Sigma(Ci \times Si) / \Sigma Ci$$

where Si is the SGPA of the ith semester and Ci is the total number of credits in that semester.

Example for Computation of CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6	Semester 7	Semester 8
Credit:21	Credit:22	Credit:25	Credit:26	Credit:26	Credit25	Credit18	Credit18
SGPA:6.9	SGPA:7.8	SGPA:5.6	SGPA:6.0	SGPA:6.3	SGPA8.0	SGPA8.0	SGPA8.0
CGPA=6.99 (21 x6.9+22x7.8+25x5.6+26 x6.0+26x6.3+25 x8.0+18x8.0)/181							

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Conversion of CGPA into Percentage: The CGPA to percentage conversion is as simple as multiplying the candidate's CGPA by 9.5.

$$\% \text{ of Marks} = CGPA \times 9.5$$

4. **Miscellaneous**

   a. The University shall provide the facility of Academic Bank of Credits in consonance with UGC (Establishment and Operationalization of Academic Bank of Credits (ABC) Scheme in Higher Education) Regulations, 2021, as amended from time to time.

   b. For any programme approved by the Academic Council, if a regulation is issued by the Academic Council, which is at variance with the provisions of this Ordinance; then the Ordinance shall prevail.

   c. In addition to the provisions contained in this Ordinance, the Academic programmes shall also comply with essential requirements as prescribed by the AICTE and HSTES, Panchkula.

   d. Relevant provisions regarding multiple entry-multiple exit options, academic bank of credits, etc., shall be applicable In accordance with the AICTE/HSTES/University Ordinance(s)/relevant UGC Regulations, as amended from time to time.

   e. The student who leaves the program after completion of an odd semester/may be allowed to readmit in the next academic session in the corresponding even semester.

Supernumerary seat(s) will be created for readmitting such students in the corresponding semester. For example, if a student exits the course after successful completion of the 3rd semester in one academic session, they will be allowed to take admission in the 4th semester in the next academic session.

5. **Mobility Options and Credit Transfer through Academic Bank of Credits (ABC):**

a. Academic Bank of Credits, a national-level facility to promote flexibility of curriculum framework and interdisciplinary or multidisciplinary academic mobility of students across Higher Education Institutions in the country, facilitates students to choose their own learning path to attain a Certificate or Diploma or Degree or Post-Graduate diploma or academic qualification, working on the principle of multiple entry-multiple exit as well as any-time, any-where, and any-level learning.

b. Each student shall have to register on Academic Bank of Credits (ABC) portal for creation of the unique ABC ID to avail multiple entry and multiple exit options and mobility across various disciplines and Higher Education Institutes.

c. Credits earned and deposited with Academic Bank of Credits (ABC) shall be valid for the purpose of redemption to a Certificate/Diploma/Degree, for a varying duration as specified by the credit awarding and credit accepting Higher Education Institution, subject to a maximum duration of seven years;

d. Provided that once any credit is redeemed for the award of a degree, diploma or certificate, such credit shall be irrevocably debited from the student's Academic Bank Account, and the credits earned by a student cannot be reused for the award of any other formal academic qualifications.

e. Students may customize or design their own degrees utilizing courses offered by one or more Higher Education Institutes registered with Academic Bank of Credits;

f. Provided that, the student shall be required to earn at least fifty percent of the credits from the Higher Education Institute awarding the degree, diploma or certificate;

g. Provided further that, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the degree, diploma or

certificate as specified by the university in which the student is enrolled.

h. A student shall be eligible for the award of degree, diploma or certificate, whichever applicable, only after fulfilment of the credit requirements, assessment processes, duration and other relevant provisions as laid down by the university.

i. A student can take the courses of any other university, subject to the equivalence of the core/elective courses and availability of seats, adopting the due administrative process and formal consent of the University/Universities through the Equivalence Committee(s).

j. The flexibility and mobility option doesn't entitle a student to be exempted or relaxed from any of the requisites (sessional tests, attendance, assignments, end-semester examinations, programme duration, etc.) for the completion of the programme.

k. The mobility option should not be interpreted as inter-university migration unless approved by both Universities.

l. The students shall be permitted to opt inter-disciplinary/multidisciplinary courses of their choice, learn at their pace, undergo additional courses, earn more than the required credits, and adopt an interdisciplinary/ multidisciplinary approach to learning.

m. The mobility across the disciplines is also subject to availability of seats, faculty, infrastructure, etc (as fixed by the University/Department from time to time).

n. Mobility of Credits earned by the students from GIAN (Global Initiative of Academic Networks) courses/ MOOCs (Massive Open Online Courses)/ SWAYAM (Study Webs of Active –Learning for Young Aspiring Minds)/ NPTEL/ Swachh Bharat Internship Programme/ etc. shall be credited in accordance with the provisions made under the respective schemes, as amended from time to time; subject to compatibility of course content & assessment process with the prior approval of the respective Board of Studies.

o. The student shall be given the equivalent credit weightage for the credits earned vide online learning credit courses through SWAYAM / NPTEL platform or any other platform specified by AICTE/UGC and as approved by the respective Board of Studies.

Note: The University may allow up to 40% of the total courses being offered in a particular program in a Semester through the online learning courses offered through SWAYAM/NPTEL platform or any other platform specified by AICTE/UGC, subject to the following conditions: (a)

The course contents are alike, to be decided by the concerned Board of Studies; (b) The courses are not offered in the University/College; (c) There is non-availability of suitable teaching staff to run the course in the University/College. The University shall give the equivalent credit weightage to the student for the credits earned via online learning credit courses through the SWAYAM/NPTEL platform or any other platform specified by AICTE/UGC, in the credit plan of the programme.

6. **Power to remove Difficulties:**

If any difficulty arises in giving effect to the provisions of this Ordinance, the Vice Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however subject to ratification of such order by the Statutory bodies of the University.

Appendix – C/29A

Eligibility for Admission in M.Tech (Composite Science & Engineering)

- Textile Technology
- Textile Chemistry
- Metallurgical Engineering
- Polymer Engineering
- Material Science & Engineering
- Aerospace Engineering
- Aeronautical Engineering
- Automobile Engineering
- Plastic Technology
- Rubber Technology
- Nano Technology
- Manufacturing Engineering

With atleast 50% marks (45% for SC candidates of Haryana) in aggregate along with a valid GATE score in above streams.

Second preference in the order :

(a) B.E./B.Tech or equivalent degree in

- Civil Engineering
- Industrial Engineering
- Chemical Engineering
- Fashion & Apparel Engineering
- Electrical Engineering
- Electrical & Electronics Engineering
- Robotics Engineering
- Electrical Vehicle Engineering
- Robotic & Automation Engineering
- Electrical & Computers Engineering
- Any other relevant branch

With at least 50% marks in aggregate :

(b) M.Sc in Material Science, Physics, Chemistry, Polymer Science, Nano Technology and Computer Science with atleast 50% marks in aggregate along with a valid GATE score in relevant disciplines

If GATE qualified candidates are not available, the remaining seats will be filled up by candidates having the qualification as prescribed above without GATE score.

Director
The Technological Institute of Textile & Sciences
BHIWANI

MAHARSHI DAYANAND UNIVERSITY, ROHTAK Appendix-C/30

MINUTES OF THE MEETING OF THE FACULTY OF INTERDISCIPLINARY STUDIES HELD ON 01.09.2025 AT 9:30 AM IN THE COMMITTEE ROOM ADJACENT TO THE REGISTRAR OFFICE, M.D. UNIVERSITY, ROHTAK.

Members Present:

1.	Prof. Rajeev Kumar, Dean, Faculty of Interdisciplinary Studies, M. D. University, Rohtak	Chairman
2	Prof. Surendra Kumar, Director Centre for Maharshi Dayanand & Vedic Studies, M.D. University, Rohtak	
3	Prof. Sunita Saini, Director, Centre for Yogic Studies M. D. University, Rohtak	
4.	Prof. Harish Dureja, Director, Centre for IPR Studies, M.D. University, Rohtak	Online Mode.
5.	Prof. Sonia Director, Centre for Innovation, Incubation & Entrepreneurship M.D. University, Rohtak	
6.	Dr. Neel Kamal, Head, Dept. of Forensic Science, M. D. University, Rohtak	
7.	Prof. Anjali Malik, Director, Centre for Women's Studies, M.D. University, Rohtak	
8.	Dr. Pratima Devi Ranga, Director, Centre for Disability Studies, M.D. University, Rohtak	
9.	Dr. Sapna Sharma, Associate Professor, Department of Forensic Science, M.D.University, Rohtak	
10.	Prof. Ishwar Bhardwaj, Department of Yoga, Deva Sanskriti University, Haridwar	Online mode
11.	Prof. Anju Dhiman, Director, University Outreach Programme	Special Invitee

At the outset, the Dean welcomed all the members and outside experts who attended the meeting in physical mode as well as online mode to the meeting of faculty of Interdisciplinary Studies.

Thereafter, the agenda was taken up for the discussion.

1. Confirmed the minutes of the previous meeting of the Faculty of Interdisciplinary Studies held on 13.05.2025 (Annexure-1, Page 1 to 2, already circulated).

   RESOLVED THAT THE MINUTES OF PREVIOUS MEETING OF THE FACULTY OF INTERDISCIPLINARY STUDIES HELD ON 13.05.2025 BE CONFIRMED.

2. Noted the follow up action of the previous meeting of the Faculty of Interdisciplinary Studies held on 13.05.2025 (Annexure-II, Page-3, already circulated).

   THE FACULTY NOTED THE FOLLOW UP ACTION.

01/9/25

3. Consideration of the following recommendations of the Adhoc Board of Studies in University Outreach Programme (UOP) made vide Reso. No. (b) in its meeting held on 07.07.2025 (Annexure-III, Pages 4 to 14, already circulated):

A four (04) credit course on 'Community Engagement & Service' (syllabus annexed at 'Y'): The student may opt 'Community Engagement & Service' course as an **alternative to Internship** in UG/ PG program. The modalities for the same are as under:

(I) The 'Community Engagement and Service' course will be offered as per the proposed syllabi and the students will be assessed through formative assessment, with marks distribution as follows:
   a. Portfolio (including class assignments and field visit reports) – 30% of total marks
   b. Individual/Group Field Project – 40% of total marks
   c. Presentation of Field Project – 30% of total marks

(II) The submitted work/assignments/projects under the 4-credit 'Community Engagement & Service' course will be individually evaluated by the Faculty Advisor/Supervisor and an External Mentor (subject expert). The average score of the supervisor and mentor will be considered as the final score, post-presentation (online/offline mode) of the student's work.

(III) The final awards will be submitted to the Controller of Examinations by the concerned supervisor through HOD/Director/Principal. The earned credits will be deposited in the Academic Bank of Credits (ABC) for the purpose of redemption in lieu of Internship.

RESOLVED THAT THE SYLLABUS OF THE ABOVE FOUR (04) CREDIT COURSE ON 'COMMUNITY ENGAGEMENT & SERVICE' BE APPROVED AND THE SCHEME OF EXAMINATIONS OF THIS COURSE BE RECOMMENDED TO THE ACADEMIC COUNCIL.

4. Consideration of the following recommendations of the Adhoc Board of Studies in University Outreach Programme (UOP) made vide Reso. No. (a) in its meeting held on 07.07.2025 (Annexure-III, Pages 4 to 14, already circulated):

A non-credit course on "Fostering Social Responsibility through Community Engagement": This course will be offered through University Outreach Program App and the students who complete 180 hrs. be awarded a certificate. This course is mandatory to register for all UG/ PG students. The students enrolled for the course on "Fostering Social Responsibility through Community Engagement" with the approval of concerned Head of Department/ Director shall register themselves in the University Outreach App during their first semester and must complete 180 hrs. of community engagement activities over the duration of their program. Upon completion of 180 hrs., they will be awarded auto-generated certificates through the University Outreach App. Further, the completion of course will be incorporated in the Detailed Marks Card (DMC) of the student.

RESOLVED THAT THE FACULTY PROPOSED AS ABOVE BE APPROVED AND RECOMMENDED TO THE ACADEMIC COUNCIL.

The meeting ended with the vote of thanks to the Chair.

01/09/2025

Dean, Faculty of Interdisciplinary Studies

01/09/25

REGISTRAR

1/9/25

Annexure "A"

Name of the Centre : University Outreach Programme
Name of the Course : Community Engagement & Service
Semester ~~I~~ I

Course Code		Course Credits - 04 (01 credit for Theory, 01 credit for Field Work and 02 credits for Field Project)*	Max. Marks - 100

Learning Objectives:

1) To develop an appreciation of local culture, lifestyle and wisdom amongst students.
2) To learn about the status of various community development programmes.
3) To understand the causes of distress and poverty faced by vulnerable households and explore solutions for the same.
4) To apply classroom knowledge of courses to field realities and thereby improve the quality of learning.

Learning Outcomes:

1) Gain an understanding of local community life, culture and ethos and social realities
2) Develop a sense of empathy and bonds of mutuality with the local community
3) Appreciate significant contributions of local communities to Indian society and economy
4) Learn to value the local knowledge and wisdom of the community
5) Identify opportunities for contributing to community's socio-economic improvements

Module – I (08 Hrs. – 3 Class Discussion + 4 Field Visits + 1 Presentation)

Appreciation of Rural Society :- Local Community Lifestyle, Local Society, Caste and Gender Relations, Local Values with Respect to Community, Nature and Resources, Elaboration of "Soul of India Lies in Villages' (Gandhi), Rural Infrastructure.

Module – II (08 Hrs. – 3 Class Discussion + 4 Field Visits + 1 Presentation)

Understanding Rural and Local Economy and Livelihood :- Community, Farming, Land Ownership, Water Management, Animal Husbandry, Non-Farm Livelihoods and Artisans, Local Entrepreneurs, Local Markets, Migrant Labour.

Module – III (08 Hrs. – 3 Class Discussion + 4 Field Visits + 1 Presentation)

Local Institutions :- Traditional Local and Community Organisations, Self-Help Groups, Panchayati Raj Institutions (Gram Sabha, Gram Panchayat, Standing Committees), Nagarpalikas and Municipalities, Local Civil Society, Local Administration.

Module – IV (08 Hrs. – 3 Class Discussion + 4 Field Visits + 1 Presentation)

Local and National Development Programmes :- History of Local Development and Current National Programmes in India: Sarva Shiksha Abhiyan, Beti Bachao, Beti Padhao, Ayushman Bharat, Swachh Bharat, PM AwaasYojana, Skill India, Gram Panchayat Decentralised Planning, National Rural Livelihood Mission (NRLM), Mahatma Gandhi National Rural Employment Guarantee Act 2005 (MGNREGA), SHRAM, Jal Jeevan Mission, Scheme of Fund for Regeneration of Traditional Industries (SFURTI), Atma Nirbhar Bharat, etc.

Reference:

'Guidelines for Fostering Social Responsibility & Community Engagement in Higher Education Institutions in India 2.0' duly issued by the University Grants Commission.

* On any topic appropriate to their local/regional community context.

Appendix-C/21

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(Established under Haryana Act No. XXV of 1975)

'A+' Grade University accredited by NAAC

No. ACS-I/F-37/2025/..12856-882
Dated: 24/06/25...

To

Sr. No.	Name & Address	Designation
1.	Prof. S.C. Malik, Head& Dean, Faculty of Physical Sciences, Department of Statistics, M.D. University, Rohtak	Chairperson
2.	Prof. Rajesh Punia, Head, Dept. of Physics, M.D. University, Rohtak	Member, Ex-Officio
3.	Prof. Devender Singh, Head, Dept. of Chemistry, M.D. University, Rohtak	Member, Ex-Officio
4.	Prof. Sumeet Gill, Head, Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
5.	Dr. Preeti Rani, Head Dept. of Computer Science & Applications, M.D. University, Rohtak	Member, Ex-Officio
6.	Prof. A.S.Maan, Dept. of Physics, M.D. University, Rohtak	Member, Ex-Officio
7.	Prof. Jitender Singh Sikka, Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
8.	Prof. Rajeev Kumar, Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
9.	Prof. Nasib Singh Gill, Department of Computer Science & Applications, M.D.University, Rohtak	Member, Ex-Officio
10.	Prof. Rajesh Parmar, Dept. of Physics, M.D. University, Rohtak	Member, Ex-Officio
11.	Prof. Sandeep, Department of Computer Science & Applications, M.D.University, Rohtak	Member, Ex-Officio
12.	Prof. Archana Malik, Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
13.	Prof. Sapna Grag, Department of Chemsitry, M.D.University, Rohtak	Member, Ex-Officio
14.	Prof. Seema Mehra, Dept. of Mathematics, M.D.University, Rohtak	Member, Ex-Officio
15.	Prof. Savita, Associate Professor, Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
16.	Dr. Naveen Kumar, Associate Prof. Dept. of Chemistry, M.D. University, Rohtak	Member
17.	Dr. Garima Dhingra, Associate Prof. Dept. of Physics, M.D. University, Rohtak	Member
18.	Dr. Gopal Singh, Associate Prof. Department of Computer Science & Applications, M.D.University, Rohtak	Member
19.	Dr. Anju Panwar, Associate Professor Dept. of Mathematics, M.D.University, Rohtak	Member
20.	Dr. Rajni Bala, Assistant Professor Dept. of Physics, M.D.University, Rohtak	Member
21.	Dr. Sukhvinder Singh Deora, Assistant Prof. Department of Computer Science & Applications, M.D.University, Rohtak	Member
22.	Prof. P.C. Jha, Department of Operational Research, University of Delhi, Delhi	Outside Expert
23.	Prof. H.K. Malik, IIT, Delhi	Outside Expert

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24.	Prof. Harish Kumar, School of Basic Sciences, Department of Chemistry, Central University of Haryana, Jant Pali, Mahendergarh	Outside Expert
25.	Prof. Anita Singhrova, Department of Computer Science & Engineering, DCRUST, Murthal	Outside Expert
26.	Prof. C.K. Jaggi, Department of Operational Research, University of Delhi, Delhi	Outside Expert
27.	Dr. Krishan Kant, Registrar M.D. University, Rohtak	Secretary

Sub:- Minutes of meeting of the Faculty of Physical Sciences held on 04.06.2025 at 02:30 P.M. in the Conference Room, Swaraj Sadan, M.D. University, Rohtak.

Sir/Madam,

I am directed to enclose herewith a copy of the Minutes of meeting of the Faculty of Physical Sciences held on 04.06.2025 at 02:30 P.M. in the Conference Room, Swaraj Sadan, M.D. University, Rohtak. The objection(s), if any, with regard to recording of the Minutes may kindly be sent to the Registrar (Member Secretary) within 10 days of circulation of these minutes.

Yours faithfully,

24/6/25
Assistant Registrar (Academic)
for Registrar

Encl: As above

Endst. No. ACS-I/F-37/2025/ 12883-87 Dated: 24/06/25

Copy of the above is forwarded to the following for information and necessary action:-

1. Controller of Examinations, M.D. University, Rohtak.
2. Assistant Registrar (Secrecy, Conduct, R&S), M.D. University, Rohtak.
3. Director, UCC, M.D. University, Rohtak for uploading the Minutes of meeting on the University website.

24/6/25
Assistant Registrar (Academic)
for Registrar

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(Established under Haryana Act No. XXV of 1975)
'A+' Grade University accredited by NAAC

MINUTES OF THE MEETING OF THE FACULTY OF PHYSICAL SCIENCES HELD ON 04.06.2025 AT 02.30 PM IN THE COMMITTEE ROOM OF SWARAJ SADAN, M. D. UNIVERSITY, ROHTAK.

The following members were present:-

Sr. No.	Name & Address	Designation
1.	Prof. S.C. Malik, Head& Dean, Faculty of Physical Sciences, Department of Statistics, M.D. University, Rohtak	Chairperson
2.	Prof. Rajesh Punia, Head, Dept. of Physics, M.D. University, Rohtak	Member, Ex-Officio
3.	Prof. Devender Singh, Head, Dept. of Chemistry, M.D. University, Rohtak	Member, Ex-Officio
4.	Prof. Sumeet Gill, Head, Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
5.	Prof. Preeti Rani, Head Dept. of Computer Science & Applications, M.D. University, Rohtak	Member, Ex-Officio
6.	Prof. Jitender Singh Sikka,Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
7.	Prof. Rajeev Kumar,Dept. of Mathematics, M.D. University, Rohtak	Member, Ex-Officio
8.	Prof. Rajesh Parmar,Dept. of Physics, M.D. University, Rohtak	Member, Ex-Officio
9.	Prof. SapnaGrag, Dept. of Chemistry,M.D.University, Rohtak	Member, Ex-Officio
10.	Dr. Gopal Singh, Associate Professor, Dept. of Computer Science & Applications, M.D.University, Rohtak	Member
11.	Dr. Anju Panwar, Associate Professor, Dept. of Mathematics, M.D.University, Rohtak	Member
12.	Dr. Sukhvinder Singh Deora, Assistant Professor, Dept. of Computer Science & Applications, M.D.University, Rohtak	Member
13.	Prof. P.C. Jha, Dept. of Operational Research, University of Delhi, Delhi	Outside Expert
14.	Prof. H.K. Malik,IIT, Delhi	Outside Expert
15.	Prof. Anita Singhrova, Dept. of Computer Science & Engineering, DCRUST, Murthal	Outside Expert
16.	Sh. Tejpal, Asstt. Registrar Academic Branch, M.D. University, Rohtak	As Registrar Nominee

At the outset, the Dean, Faculty of Physical Sciences welcomed to all the members who attended the meeting and after that the Agenda Items were taken.

1. Confirmed the Minutes of the previous meeting of the Faculty of Physical Sciencesheld on 06.12.2024 **Annexure-I, Pages 1-3(Already circulated).**

2. Noted the follow up action of the previous meeting of the Faculty of Physical Sciencesheld on 06.12.2024, **Annexure-II, Pages-4(Already circulated).**

3. Considered the recommendations of the PG Board of Studies in Statistics made vide Reso. No. 2 in its meeting held on 05.12.2024 that nameof the Department of Statistics may be changed as **"Department of Statistics & Data Science" as per Annexure-III Page 5 (already circulated)**

RESOLVED THAT THE NAME OF THE DEPARTMENT OF STATISTICS BE CHANGED TO "DEPARTMENT OF STATISTICS & DATA SCIENCE", BE APPROVED AND BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION.

4. Considered the recommendations of the UGBOS in Physics in its meeting held on 26.03.2025that the Scheme of Examinations & Syllabi of the following under NEP-2020 may be prescribed as per **Annexure- IV, Pages6-212(Already Circulated)**
   i. Bachelor of Science (Physics) (2nd ,3rd and 4th Years)
   ii. Bachelor of Science (Physical Sciences) Physics as one of the subject (2nd ,3rd and 4th Years)
   iii. Revised Scheme of Examination & Syllabi of Bachelor of Science (Physical Sciences) Electronics as one of the subject (2nd and 3rd Year)

RESOLVED THAT THE SYLLABI OF B.SC. (PHYSICS) & B.SC. (PHYSICAL SCIENCES) (2ND, 3RD, & 4TH YEAR) OF 4-YEAR UG PROGRAM UNDER NEP-2020 BE APPROVED.

ALSO RESOLVED THAT THE REVISED SYLLABI OF B.SC. (PHYSICAL SCIENCES) ELECTRONICS AS ONE OF THE SUBJECT (2ND& 3RD YEAR) OF 4-YEAR UG PROGRAM UNDER NEP-2020 BE APPROVED AND THE REVISED SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERAITON.

FURHTER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

5. Considered the recommendations of the UG Board of Studies in Statistics made vide Reso. No. 1 in its meeting held on 12.04.2025 that revised Scheme of Examinations & Syllabi of Minor Vocational Courses (4th to 8th sem.) of 4Year UG Program (Single Major/ Multidisciplinary / Physical Sciences) in Statistics under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-V, Pages 213-279 (Already circulated)**

RESOLVED THAT THE REVISED SYLLABUS OF MINOR VOCATIONAL COURSES (4TH TO 8TH SEMESTERS) OF 4-YEAR UG PROGRAM (SINGLE MAJOR/ MULTIDISCIPLINARY / PHYSICAL SCIENCES) IN STATISTICS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED AND THE REVISED SCHEME OF EXAMINATIONS BE RECOMMONED TO THE ACADEMIC COUNCIL FOR CONSIDERATION.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

6. Considered the recommendations of UG Board of Studies in Statistics made vide Reso. No. 2 in its meeting held on 12.04.2025 that the revised Scheme of Examinations (5th to 8th Sem.) of Discipline Specific Courses (DSC) of 4 Year UG Program (Single Major) in Statistics under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-VI, Pages 280-325(Already Circulated)**

Sr. No.	Name of the Paper & Semester
1.	Design of Experiments (5th Semester) **Interchanged By** Statistical Quality Control (7th Semester)
2.	Econometrics (6th Semester) **Interchanged By** DBMS & SQL (8th Semester)
3.	Optimization Techniques-I (6th Semester) **Interchanged By** Population Studies (7th Semester)

RESOLVED THAT THE REVISED SCHEME OF DISCIPLINE SPECIFIC COURSES (DSC) (5TH TO 8TH SEMESTER) OF 4-YEAR UG PROGRAM (SINGLE MAJOR) IN STATISTICS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

7. Considered the recommendations of PG Board of Studies in Statistics made vide Reso. No. 1 in its meeting held on 12.04.2025 that the Scheme of Examinations & Syllabus of One Year PG Program in Statistics under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-VII, Pages 326-353 (Already circulated) resolved**

RESOLVED THAT SYLLABUS OF ONE YEAR PG PROGRAM IN STATISTICS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED AND THE SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERAITON.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

8. Considered the recommendations of the UG Board of Studies in Geology made vide Reso. No. 1 in its meeting held on 21.04.2025 that Syllabi (Only 2nd Year) of 4 Year UG Program in Geology (Single Major) under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-VIII, Pages 354-378 (Already Circulated)**

RESOLVED THAT SYLLABUS OF 2ND YEAR (3RD& 4TH SEMESTERS) OF 4-YEAR UG PROGRAM IN GEOLOGY (SINGLE MAJOR) UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

9. Considered the recommendations of the UG Board of Studies in Geology made vide Reso. No. 2 in its meeting held on 21.04.2025 that the Syllabi (Only 2nd Year) of 4 Year UG Program in Geology (Physical Sciences) under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-IX, Pages 379-413(Already Circulated)**

RESOLVED THAT SYLLABUS OF 2ND YEAR (3RD& 4TH SEMESTERS) OF 4-YEAR UG PROGRAM IN GEOLOGY (PHYSICAL SCINECES) UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC

10. Considered the recommendations of the UG Board of Studies in Home Science made vide Reso. No. 1 in its meeting held on 24.04.2025 that the Syllabi (Only 2nd Year) of 4 Year UG Program in Home Science (Single Major) under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-X, Pages 414-452 (Already Circulated)**

RESOLVED THAT SYLLABUS OF 2ND YEAR (3RD& 4TH SEMESTERS) OF 4-YEAR UG PROGRAM IN HOME SCIENCE (SINGLE MAJOR) UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

11. Considered the recommendations of the UG Board of Studies in Home Science made vide Reso. No. 2 in its meeting held on 24.04.2025 that the Syllabi (Only 2nd Year) of 4 Year UG Program in Home Science (Multidisciplinary) under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-XI, Pages 453-465**

RESOLVED THAT SYLLABUS OF 2ND YEAR (3RD& 4TH SEMESTERS) OF 4-YEAR UG PROGRAM IN HOME SCIENCE (MULTIDISCIPLINARY) UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

12. Considered the recommendations of the UG Board of Studies in Home Science made vide Reso. No. 3 in its meeting held on 24.04.2025 that revised Scheme of Examinations in the following papers and Syllabi of Discipline Specific Course (DSC) for Single Major Program in Home Science may be prescribed as per **Annexure-XII, Pages 466-492(Already Circulated)**

Sr. No.	Semester	Existing Nomenclature of the Paper	Amended Nomenclature of the Paper
1.	3rd Sem.	Extension Education and Communication (25HSCS403DS02)	Extension Education and Rural Development (25HSCS403DS02)
2.	5th Sem.	Early Childhood Education and Special Need Children (26HSCS405DS04)	Community Development (26HSCS405DS04)

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS OF (3RD& 5TH SEMESTER) DISCIPLINE SPECIFIC COURSES (DSC) FOR SINGLE MAJOR PROGRAM IN HOME SCIENCE UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

13. Considered the recommendations of the UG Board of Studies in Mathematics made vide Reso. No. 1 in its meeting held on 25.04.2025 that proposal to introduce the B.Sc. (Mathematics) 4 Year Program under Self Financing Scheme (SFS) with an intake of 60 seats w.e.f. the session 2025-26. Further, also resolved the following recommendation may be prescribed as per **Annexure-XIII, Pages 493-494 (Already Circulated)**

i. The Scheme, Syllabi and Ordinance of the proposed program will be same as for the B.Sc. (Mathematics) program (Budgeted) already running in the Department.

ii. The admission process including entrance examination for the program B.Sc. (Mathematics) under Self Financing Scheme (SFS) w.e.f. 2025-26 will be same as that for the existing B.Sc. Mathematics 4 year Program running in the Department.

iii. The fees per student for the proposed B.Sc. Mathematics 4 Year program under Self Financing Scheme will be Rs. 20,000/- per year.

RESOLVED THAT PROPOSAL TO INTRODUCE B.SC. (MATHEMATICS) 4-YEAR UG PROGRAM UNDER SELF FINANCING SCHEME (SFS) WITH AN INTAKE OF 60 SEATS W.E.F. THE SESSION 2025-26 WITH THE RECOMMENDATION MENTIONED AT SR. NO. (i) BE APPROVED AND BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION.

FURTHER, ALSO RESOLVED THAT THE RECOMMENDATIONS MENTIONED AT SR. NOS. (ii & iii) DO NOT COVER UNDER THE PREVIEW OF FACULTY OF PHYSICAL SCIENCES.

14. Considered the recommendation of the UG Board of Studies in Mathematics made vide Reso. No. 2 in its meeting held on 25.04.2025 that the syllabi of the following programs in the subject Mathematics w.e.f. the session 2025-26 may be prescribed as per **Annexure-XIV, Pages 495-618** (Already Circulated)

    i. Syllabi of B.A. (Multidisciplinary)/B.Sc. (Physical Sciences) with Hons. in Mathematics/Hons. With Research in Mathematics (3rd to 8th Semester).

    ii. Syllabi of B.Sc. (Mathematics) Hons./Hons. With Research as Single Major (3rd to 8th Sem.)

RESOLVED THAT THE SYLLABI OF THE ABOVE MENTIONED 4-YEAR UG PROGRAMS IN MATHEMATICS (3RD TO 8TH SEMESTER) UNDER NEP-2020 W.E.F. THE SESSION 2025-26, BE APPROVED WITH MINOR CHANGES SUGGESTED BY THE MEMBERS OF HOUSE. FURTHER, THE HOUSE AUTHORIZED THE DEAN, FACULTY OF PHYSICAL SCIENCES TO VERIFY THE SAME AND TO ENSURE THAT THE NECESSARY CORRECTIONS HAVE BEEN INCORPORATED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC

15. Considered the recommendation of the Chairman of UG Board of Studies in Statistics that the revised Scheme of Examinations of 4 Year UG Programs (Single Major/Physical Sciences) in Statistics under NEP-2020 may be prescribed as per **Annexure-XV, Pages 619-635 (Already Circulated)** (The UGBOS vide Reso. No. 1 in its meeting held on 08.06.2024, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF 4 YEAR UG PROGRAMS (SINGLE MAJOR/PHYSICAL SCIENCES) IN STATISTICS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

16. Considered the recommendations of Chairman of UG Board of Studies in Statistics that the revised Scheme of Examinations of following 4 Year UG Program in Statistics under NEP-2020 w.e.f. the session 2024-25 may be prescribed as per **Annexure-XVI, Pages 636-652 (Already circulated)** (The UGBOS vide Reso. No. 2 in its meeting held on 08.06.2024, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

    iii. Revised Scheme of Examinations of B.A. (Multidisciplinary) with Hons. in Statistics/ Hons. with Research in Statistics

    iv. Revised Scheme of Examinations of Minor and Multidisciplinary Courses offered by the Dept. of Statistics for UG Programs

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF ABOVE MENTIONED UG PROGRAMS IN STATISTICS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

17. Considered the recommendations of Chairman of PG Board of Studies in Statistics that the revised scheme of examinations of M.Sc. Statistics 2 Year PG Program under NEP-2020 w.e.f. the session 2024-25 may be prescribed as per **Annexure-XVII, Pages 653-662 (Already circulated)** (The PGBOS vide Reso. No. 2 in its meeting held on 08.06.2024, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF 2-YEAR PG PROGRAM IN STATISTICS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

18. Considered the recommendations of Chairman of UG Board of Studies in Geology that the revised Scheme of Examinations of following 4 Year UG Program In Geology (Single Major) under NEP-2020 w.e.f. the session 2024-25 may be prescribed as per **Annexure-XVIII, Pages 663-674 (Already Circulated)** (The UGBOS vide Reso. No. 1 in its meeting held on 15.10.2024, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

i. Revised Scheme of Examinations of B.Sc. (Geology) with Hons. in Geology/ Hons. with Research in Geology Discipline Specific Courses
ii. Revised Scheme of Examinations of Minor and Multidisciplinary for UG Programs (Single Major/Physical Sciences) Courses offered by the Dept. of Geology
iii. Revised Skill Enhancement Courses for UG Programs (Single Major/Physical Sciences)

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF ABOVE MENTIONED UG PROGRAMS IN GEOLOGY UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

19. Considered the recommendations of Chairman of UG Board of Studies in Geology that the revised Scheme of Examinations of 4 Year UG Program in Geology (Physical Sciences)under NEP-2020 w.e.f. the session 2024-25 may be prescribed as per **Annexure-XIX, Pages 675-678 (Already circulated)** (The UGBOS vide Reso. No. 2 in its meeting held on 15.10.2024, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF 4-YEAR UG PROGRAM IN GEOLOGY (PHYSICAL SCIENCES) UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

20. Considered the recommendations of Chairman of UG Board of Studies in Home Science that the revised Scheme of Examinations of following 4 Year UG Program in Home Science (Single Major) under NEP-2020 w.e.f. the session 2024-25 may be prescribed as per **Annexure-XX, Pages 679-702 (Already circulated)** (The UGBOS vide Reso. No. 1 in its meeting held on 12.06.2024, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

i. Revised Scheme of Examinations of B.Sc. (Home Science) Hons./Hons. with Research as Single Major Discipline Specific Courses
ii. Revised Scheme of Examinations of B.A. (Multidisciplinary) with Hons. in Home Science/Hons. with Research in Home Science Discipline Specific Courses
iii. Revised Scheme of Examinations of Minor and Multidisciplinary for UG Programs (Single Major/Multidisciplinary Programs) Courses in Home Science
iv. Revised Skill Enhancement Courses for UG Programs (Single Major/Multidisciplinary Programs) in Home Science

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF ABOVE MENTIONED UG PROGRAMS IN HOME SCIENCE UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

21. Considered the recommendations of PG Board of Studies in Chemistry made vide Reso. No. 1 in its meeting held on 19.05.2025 that the revised Scheme of Examinations of M.Sc. Chemistry 1st to 4th Semesters (Internal & External Marks for Practicals have been combined) under NEP-2020 already implemented w.e.f. the session 2024-25 may be prescribed as per **Annexure-XXI, Pages 703-727 (Already circulated)**

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF M.SC. CHEMISTRY 2-YEAR PROGRAM (1ST TO 4TH SEMESTER) UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

22. Considered the recommendations of UG Board of Studies in Chemistry made vide Reso. No. 1 in its meeting held on 19.05.2025 that the revised Scheme of Examinations of B.Sc. (Life Sciences/Physical Sciences) & B.Sc. Chemistry as Single Major (Internal & External Marks for Practicals have been combined) under NEP-2020 already implemented w.e.f. the session 2024-25 may be prescribed as per **Annexure-XXII, Pages 728-759 (Already circulated)**

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF B.SC. (LIFE SCIENCES/PHYSICAL SCIENCES) & B.SC. CHEMISTRY AS SINGLE MAJOR OF 4-YEAR UG PROGRAMS IN CHEMISTRY UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

23. Considered the recommendations of UG Board of Studies in Computer Science & Applications made vide Reso. No. 2 in its meeting held on 19.05.2025 that the Scheme of Examinations & Syllabi of 4-Year BCA Program upto 4th Semester as per Curriculum and Credit Framework NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure- XXIII, Pages 760-818 (Already circulated)**

RESOLVED THAT THE SYLLABI OF THE 4-YEAR BCA PROGRAM (1ST TO 4TH SEMESTER) AS PER CURRICULUM AND CREDIT FRAMEWORK PROVIDED BY THE AICTE UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED AND THE SCHEME OF EXAMINATIONS OF 1ST TO 8TH SEMESTER WITH MODIFICATION IN 5TH TO 8TH SEMESTER BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION IN SUBJECT TO THE INCORPORATION OF THE COMPLETE SCHEME OF EXAMINATIONS SUGGESTED BY THE MEMBERS OF HOUSE. FURTHER, THE HOUSE AUTHORIZED THE DEAN, FACULTY OF PHYSICAL SCIENCES TO VERIFY THE SCHEME OF EXAMINATIONS AND SYLLABI TO ENSURE THAT THE NECESSARY SUGGESTIONS HAVE BEEN DULY INCORPORATED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR, IQAC.

24. Considered the recommendation of UG Board of Studies in Computer Science & Applications made vide Reso. No. 3 in its meeting held on 19.05.2025 that the Scheme of Examinations & Syllabi of 4-Year BCA Program upto 4th Semester the following specializations, as per Curriculum and Credit Framework provided by the AICTE under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure- XXIV, Pages 819-829 (Already circulated)**

i. 4-Year BCA Program with specialization in AI & Machine Learning
ii. 4-Year BCA Program with specialization in Data Science

RESOLVED THAT THE SYLLABI OF 4-YEAR BCA PROGRAMS WITH ABOVE-MENTIONEDSPECIALIZATIONS (1ST TO 4TH SEMESTER) AS PER CURRICULUM AND CREDIT FRAMEWORK PROVIDED BY THE AICTE UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE APPROVED AND THE SCHEME OF EXAMINATIONS OF (1ST TO 8TH SEMESTERS) WITH MODIFICATION IN 5TH TO 8TH SEMESTERS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION IN SUBJECT TO THE INCORPORATION OF THE COMPLETE SCHEME OF EXAMINATIONS SUGGESTED BY THE MEMBERS OF HOUSE.FURTHER, THE HOUSE AUTHORIZED THE DEAN, FACULTY OF PHYSICAL SCIENCES TO VERIFY THE SCHEME OF EXAMINATIONS AND SYLLABI TO ENSURE THAT THE NECESSARY SUGGESTIONSHAVE BEEN DULY INCORPORATED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR, IQAC

25. Consider the recommendation of UG Board of Studies in Computer Science & Applications made vide Reso. No. 4 in its meeting held on 19.05.2025 that the revised Scheme of Examinations of all the ongoing UG Program (for combining Internal & External Marks of Practicals) under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-XXV, Pages 830-937 (Already circulated)**

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF UG PROGRAMS OFFERED BY THE DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

26. Consider the recommendations of Chairman of UG Board of Studies in Physics that the following revised Scheme of Examinations of UG Physics (for combining the 'Internal' and 'External' awards of Practicals) under NEP-2020w.e.f. the session 2025-26 may be prescribed as per **Annexure- XXVI, Pages 938-991 (Already circulated)** (The UGBOS vide Reso. No. 1 in its meeting held on 26.03.2025, the Chairman is empowered to make any necessary changes or amendments to the syllabus and examinations scheme, ensuring alignment with the principles of NEP-2020).

i) Revised SOE of Bachelor of Science (Physics) (2nd, 3rd, and 4th Year).
ii) Revised SOE of Bachelor of Science (Physical Sciences) Physics as one of the subject (2nd, 3rd and 4th Year).
iii) Revised SOE of Bachelor of Science (Physical Sciences) Electronics as one of the subject (2nd and 3rd Year).
iv) Revised SOE of M.Sc. Physics 2-Year Program (1st to 4th Semester).

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF ABOVE MENTIONED 4-YEAR UG PROGRAMS AND M.SC. PHYSICS 2-YEAR PROGRAM UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

27. Considered the recommendations of PG Board of Studies in Mathematics made vide Reso. No. 1 in its meeting held on 26.05.2025 that the revised Scheme of Examinations and Syllabi of M.Sc. Mathematics (1st to 4th Sem.) w.e.f. 2025-26 may be prescribed as per **Annexure- XXVII, Pages 992-1059 (Already circulated)**

RESOLVED THAT THE REVISED SYLLABUS OF M.SC. MATHEMATICS UNDER NEP -2020 W.E.F. THE SESSION 2025-26 BE APPROVED IN SUBJECT TO THE INCORPORATION OF THE CORRECTIONS SUGGESTED BY THE MEMBERS OF HOUSE. FURTHER, THE HOUSE AUTHORIZED THE DEAN, FACULTY OF PHYSICAL SCIENCES TO VERIFY THE SYLLABI TO ENSURE THAT THE NECESSARY CORRECTIONS HAVE BEEN DULY INCORPORATED AND REVISED SCHEME OF EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

28. Considered the recommendations of PG Board of Studies in Mathematics made vide Reso. No. 2 in its meeting held on 26.05.2025 that the Syllabi of 5-Year Integrated Mathematics Program (3rd to 5th year) w.e.f. 2025-26 may be prescribed as per **Annexure- XXVIII, Pages-1060-1126 (Already circulated)**

RESOLVED THAT THE SYLLABI OF 5-YEAR INTEGRATED MATHEMATICS PROGRAM (3RD TO 5TH YEAR) UNDER NEP-2020 W.E.F. THE SESSION 2025-26, BE APPROVED IN SUBJECT TO THE INCORPORATION OF THE CORRECTIONS SUGGESTED BY THE MEMBERS OF HOUSE.FURTHER, THE HOUSE AUTHORIZED THE DEAN, FACULTY OF PHYSICAL SCIENCES TO VERIFY THE SYLLABI TO ENSURE THAT THE NECESSARY CORRECTIONS HAVE BEEN DULY INCORPORATED.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR IQAC.

29. Considered the recommendations of PG Board of Studies in Mathematics made vide Reso. No. 2 in its meeting held on 26.05.2025 that the following revised Scheme of Examinations of all semesters (for combining the 'Internal' and 'External' Marks for Practicals) under NEP-2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-XXIX, Pages 1127-1169 (Already circulated)**

i. Revises SOE of M.Sc. Mathematics.
ii. Revised SOE of 5-Year Integrated M.Sc. Mathematics Program

RESOLVED THAT THE REVISED SCHEME OF EXAMINATIONS (FOR COMBINING THE INTERNAL + EXTERNAL MARKS OF PRACTICALS) OF THE ABOVE MENTIONED PG PROGRAMS OFFERED BY THE DEPARTMENT OF MATHEMATICS OF ALL SEMESTERS UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE NOTED.

Any others item:-

30. **FURTHER, THE HOUSE HAS ALSO RESOLVED THE FOLLOWING:**

I. **THAT THE MINOR CORRECTIONS IN SCHEME OF EXAMINATIONS OF UG/PG PROGRAMS, THE HEAD OF CONCERNED DEPARTMENT BE AUTHORIZED TO TAKE NECESSARY ACTION AS SUGGESTED BY THE MEMBERS OF THE FACULTY.**

II. **THAT THE PRACTICALS OF PG COURSES SHOULD BE EVALUATED BY THE EXTERNAL EXAMINERS. TWO SEPARATE PANELS FOR UTD AND AFFILIATED COLLEGES MAY BE PREPARED BY THE DEPARTMENTAL COMMITTEEDULY APPROVED CONCERNED BOARD OF STUDIES.**

19/6/25

REGISTRAR

DEAN, FACULTY OF PHYSICAL SCIENCES

MINUTES OF THE MEETING OF BOARD OF UNDER-GRADUATE STUDIES IN MATHEMATICS HELD ON 25/04/2025 (FRIDAY) AT 12.00 NOON IN THE COMMITTEE ROOM, DEPARTMENT OF MATHEMATICS, M.D. UNIVERSITY, ROHTAK

A meeting of the Board of Under-Graduate Studies in Mathematics was held on 25/04/2025 (Friday) at 12:00 Noon in the office of the Head, Department of Mathematics, M.D. University, Rohtak to discuss the agenda circulated earlier:

MEMBERS PRESENT

1.	Prof. Sumeet Gill	Chairman
2.	Prof. J.S. Sikka	Member
3.	Prof. Gulshan Taneja	Member
4.	Prof. Rajeev Kumar	Member
5.	Prof. Archana Malik	Member
6.	Prof. Seema Mehra	Member
7.	Dr Anju Panwar	Member
8.	Dr Yogesh Goyal, Associate Professor Aggarwal College, Ballabgarh.	Member
9.	Dr Amit Sehgal, Associate Professor Pt. NRS Govt. College, Rohtak	Member

1. **Proposal to introduce B.Sc. (Mathematics) 4-Year Programme under Self Financing Scheme w.e.f. 2025-26**

The proposal to introduce B.Sc. Mathematics 4-Year Programme under Self Financing Scheme w.e.f. 2025-26, approved by the Departmental Committee vide Reso. No. 1 in its meeting dated 25/04/2025, was placed before the UG Board of Studies (copy enclosed).

After detailed deliberations, the Board recommended that the proposal to introduce the B.Sc. (Mathematics) 4-Year Programme under Self Financing Scheme w.e.f. 2025-26 with an intake of 60 seats be placed before the Faculty of Physical Sciences for consideration. It further resolved that:

i) The Scheme, Syllabi and Ordinance of the proposed programme will be same as for the B.Sc. (Mathematics) 4-Year Programme programme (Budgeted) already running in the Department.

ii). The admission process including entrance examination for the programme B.Sc. (Mathematics) 4-Year Programme under Self Financing Scheme (SFS) w.e.f. 2025-26 will be same as that for the existing B.Sc. Mathematics 4-Year Programme running in the Department.

iii). The fees per student for the proposed B.Sc. Mathematics 4-Year programme under Self Financing Scheme will be Rs. 20,000/- per year.

Sumeet Chair — Amit Sehgal — Seema

2. **The Scheme and Syllabi of all UG Programmes.**

Considered the Schemes and Syllabi of the following programmes in the subject of Mathematics w.e.f. the session 2025-26:

i). 4-Year UG Degree (Honours) (Multidisciplinary with Hons. in One Major Discipline) (Semester 2 to 8)

ii). 4-Year UG Degree (Honours) (Single Major) (Semester 2 to 8)

Resolved that the above-mentioned Schemes and Syllabi be approved.

Sumeet
(SUMEET GILL)

(J.S. SIKKA)

(GULSHAN TANEJA)

(RAJEEV KUMAR)

(ARCHANA MALIK)

Seema
(SEEMA MEHRA)

25/04/2025
(ANJU PANWAR)

(YOGESH GOYAL)

Amit Sehgal
(AMIT SEHGAL)

Sumeet
CHAIRMAN
(Undergraduate Board of Studies)

Appendix C/32

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Copy of extract of Reso. No. 47 of Executive Council's meeting held on 27/2/2021.

47. Amendment to Clause-4 of the Ordinance "Award of University Research Scholarship" and rules regarding grant in extension in Ph.D. programme and adoption of proforma for Ph.D. compliance certificate

Considered the recommendations of the Committee in approving the amendment in Clause-4 of the Ordinance for the Award of University Research Scholarship and rules regarding grant in extension in Ph.D. programme beyond permissible limit and adoption of proforma for Ph.D. compliance certificate (Annexure A/61 pages 332-341, already circulated); and the following recommendations of the Academic Council made vide Reso. No.28 of its meeting held on 23.02.2021:

RESOLVED THAT THE RECOMMENDATIONS OF THE COMMITTEE AS ABOVE BE RECOMMENDED TO THE EXECUTIVE COUNCIL WITH THE MINOR CORRECTION THAT THE WORD 'COMPILED WITH' MENTIONED IN ANNEXURE PAGE 221 BE REPLACED IN PROFORMA AS 'COMPLIED WITH'.

RESOLVED FURTHER THAT ONE EXTERNAL EXPERT BE ALSO INCLUDED IN THE COMMITTEE FOR GRANTING EXTENSION OF URS BEYOND THREE YEARS.

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

[ACTION BY A.R. (R&S)]

Endst. No. R-15/R&S/21/ 3878-3936 Dated :- 31-3-21

Copy of the item & Resolution No. 47 of the Executive council's meeting dated 27.02.2021 above alongwith is forwarded to the following for information and necessary action:-

1. All the Deans of the Faculties, M.D. University, Rohtak.
2. All the Heads/Directors of the University Teaching Departments/Institutes, M.D. University, Rohtak.
3. The Director, U.C.C., M.D. University, Rohtak with the request to arrange to upload this resolution on the University website.
4. The Deputy Registrar, Academic Branch, M.D. University, Rohtak.
5. The Assistant Registrar, Secrecy Branch, M.D. University, Rohtak.
6. O.S.D./P.A to Vice-Chancellor/Dean Academic Affairs/Registrar/Controller of Examination, M.D. University, Rohtak.

Dy. Superintendent (R&S)
For Assistant registrar

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Minutes of the meeting of committee constituted by the Vice-Chancellor to revisit the URS Ordinance and rules regarding grant in extension in Ph.D Programs beyond permissible limit held on 16/12/2020 at 11:00 AM in the Committee Room adjacent to the Registrar's Office.

The following were present:

1.	Prof. A.K. Rajan, Dean Academic Affairs	Convener
2.	Prof. A.S. Maan, Dean, Faculty of Physical Sciences	Member
3.	Prof. J.P. Yadav, Dean, Faculty of Life Sciences	Member
4.	Prof. Raj Kumar, Dean, Faculty of Management Sciences	Member
5.	Prof. Munish Garg, Dean, Faculty of Pharmaceutical Sciences	Member
6.	Prof. Sushma Singh, Dean, Faculty of Performing and Visual Arts	Member
7.	Prof. Harish Kumar, Dean, Faculty of Humanities	Member
8.	Prof. Narasimhan B., Director IQAC	Member
9.	Prof. Anil Chhillar, Director Research	

In continuation of meeting dated 03/11/2020, the Committee re-considered the URS ordinance and Ph.D. Ordinance and made following recommendations:

1. The Committee approved the following performas (Annexure – B) for implementation after making minor modifications in the performas prepared by the sub-committee.
   a. Performa for the grant of extension in submission of Ph.D. Thesis
   b. Performa for the grant of extension of University Research Scholarship (URS)

2. The Committee suggested the following amendment in Clause – 4 of the ordinance of URS w.e.f. 2020-21.

Existing	Proposed
4. The URS shall be for a period of three years which can be extended by another year by the Vice-Chancellor on the recommendations of the Committee consisting of (i) the Dean of the Faculty concerned; (ii) the Head of the Department: (iii) the Supervisor of the candidate on the basis of assessment of the seminar presented by the candidate in the Department which will be open to all the teachers and students and the progress report of the research work done by the candidate during the last three years.	4. The URS shall be for a period of three years which can be extended by another year by the Vice-Chancellor on the recommendations of the Committee consisting of (i) the Dean of the Faculty concerned; (ii) the Head of the Department: (iii) the Supervisor of the candidate & (iv) one External Expert on the basis of assessment of the seminar presented by the candidate in the Department which will be open to all the teachers and students and the progress report of the research work done by the candidate during the last three years. **The candidate must publish at least** one research article in Scopus/Web of Science / UGC Care listed Journals from his/ her Ph.D. research work and attach the proof of research article alongwith his/her application for seeking extension of URS beyond three years.

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3. The Committee considered the following performa (Annexure – A) prepared by the sub-committee regarding Ph.D. Compliance certificate and approved the same for implementation.
   a. Performa for Request for NET Exemption/UGC Ph.D. Regulation Compliance Certificate for Ph.D. Degree Holders.
   b. Certificate for compliance of Ph.D. Degree with UGC Regulation 2009/2016
   c. Certificate for NET exemption for the candidate who has registered for Ph.D. Program prior to UGC Regulation 11th July 2009.

4. The committee also recommended that the Ph.D. ordinance which is in force on the date of registration of the candidate shall be applicable to him/her and not on the date of his/ her admission to the Ph.D. program. This is applicable only in case of candidates permitted to be get registered as special case by the competent authorities in exceptional circumstances beyond one year of completion of his/ her Ph.D. Course work.

The meeting ended with a vote of thanks to the Chair.

(A.K. Rajan)

(A.S. Maan)

(J.P. Yadav)

(Raj Kumar)

(Mukish Garg)

(Sushma Singh)

(Harish Kumar)

(Narasimhan B.)

(Anil Chhillar)

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Certificate for NET exemption for the candidate who has registered for Ph.D. Program prior to UGC Regulation 11th July 2009.

It is certified that Dr. _____, D/o/S/o _____ having Registration No._____ was a Ph.D. student in the Department/ Centre /Institute of_____, under Faculty of _____, Maharshi Dayanand University, Rohtak has been awarded Ph.D. degree on _____ for his/her Ph.D. thesis entitled "_____" and has complied with UGC Regulations prior to 11th July, 2009 and his/her Ph.D. degree is governed by the provisions of the then existing Ordinances / Bye-laws / Regulations and fulfilled the following conditions:

a) The Ph.D. degree of the candidate has been awarded in regular mode only;

b) The Ph.D. thesis has been awarded by at least two external examiners;

c) An open Ph.D. viva voce of the candidate has been conducted;

d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;

e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

Controller of Examinations

Dean Academic Affairs

Scanned with CamScanner

Certificate for compliance of Ph.D. Degree with UGC Regulation 2009/2016

It is certified that Dr. _____, D/o/S/o _____ having Registration No._____ was a Ph.D. student In the Department/ Centre/ Institute of_____, under Faculty of _____, Maharshi Dayanand University, Rohtak has been awarded Ph.D. degree on _____ for his/her Ph.D. thesis entitled "_____" and has compiled with UGC Regulations 2009/2016 as per the following criteria:

1. Candidate has completed Course work.
2. Ph.D. degree of the candidate has been awarded in regular mode only.
3. Evaluation of Ph.D. thesis has been done by two external examiners.
4. Open Ph.D. viva-voce of the candidate has been conducted.
5. Candidate has published_____ research papers from his/ her Ph.D. work in a refereed journal(s).
6. Candidate has made_____ presentations in Conferences/ Seminars based on his/her Ph.D. work.

Controller of Examinations

Dean Academic Affairs

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Performa for Request for NET Exemption/UGC Ph.D. Regulation Compliance Certificate for Ph.D. Degree Holders

Photograph of candidate

1	Name of Student	
2	Father's Name	
3	Permanent Address	
4	Contact Details (mobile No. and Email Address)	
5	Title of Ph.D. Thesis	
6	Name of Faculty in which Ph.D. thesis was awarded (Attach the copy of Ph.D. degree /Provisional Certificate/Ph.D. Notification of University)	
7.	Name of the Department/Centre/ Institute where the candidate was registered for Ph.D.	
8.	Registration No. and Date of Registration of Ph.D. (Enclose a copy of Registration Letter)	
9.	Date of Award of Ph.D.	
10.	Details of Research Publications in refereed journals based on his/her Ph.D. work (enclose the copy of publication duly verified by the supervisor).	
11	Details of conference/ seminars/ presentations based on his/her Ph.D. work (enclose the copy of certificates duly verified by the supervisor).	
12	University Fee Receipt No. and Date (if any)	

(Name and Signature of Candidate)

(Name and Signature of Supervisor)

(Name and Signature of HOD/Director)

Remarks of Branch Officer

Date of Registration of Ph.D.	Regulation of UGC applicable at MDU at the time of Registration of Candidate to Ph.D. Degree (Tick the corresponding column)			
	Before 2009	2009	2010	Any other remarks

(Name and Signature of Branch Officer)

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Certificate for compliance of Ph.D. Degree with UGC Regulation 2009/2016

It is certified that **Dr.** _____ D/o, S/o **Sh.** _____ having Registration No. _____, was a Ph.D. student in the Department of _____, under Faculty of _____, Maharshi Dayanand University, Rohtak has been awarded Ph.D. degree on _____ for her/his Ph.D. thesis entitled "_____ _____" and has complied with UGC Regulations 2009/2016 as per the following criteria:

1. Candidate has completed Course work/ M.Phil.
2. Ph.D. degree of the candidate has been awarded in regular mode only.
3. Evaluation of Ph.D. thesis has been done by two external examiners.
4. Open Ph.D. viva-voce of the candidate has been conducted.
5. Candidate has published _____ research papers from his/ her Ph.D. work in a refereed journal(s).
6. Candidate has made _____ presentations in Conferences/ Seminars, based on his/her Ph.D. work.

Controller of Examinations **Dean Academic Affairs**

C-598 26 289
27/1/14

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Copy of extract of Reso. No. 7 of the meeting of the Academic Council held on 15-1-2014

A/Book

7. Introduction of new Answer-Books with OMR title page

Considered that the Executive Council has vide Resolution No. 33 of its meeting held on 11.11.2013 resolved that:

i) New Answer-Books with OMR title page having three bar coded detachable portions {**38 pages** (18 sheets + 01 OMR sheet) and **42 pages** (20 sheets + 01 OMR sheet)} be introduced in place of the existing 36 and 40 pages Answer-Books respectively (which are inclusive of title-cum-instructional pages);

ii) New Answer-Books may be used in the B.E./B.Tech./ B.Arch./B.Planning courses' examinations in the first instance and till then continue to use the existing Answer-Books. The new Answer-Books shall be used in the other/remaining courses' examinations in phases; and

iii) The Controller of Examinations be allowed to effect the purchase of the Answer-Books being secrecy material, through the Central Purchase Committee as provided under Chapter-12 of the University Calendar Volume-IV with its same constitution, barring that the Officer controlling Conduct Branch shall act as Member-Secretary on the Committee.

RESOLVED THAT THE DECISION OF THE EXECUTIVE COUNCIL AS ABOVE BE NOTED.

[ACTION BY COE]

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Endst. No.CPA/COE/2014/ 138 Dated: 27-1-14

A copy of the above Resolution of the Academic Council is forwarded to the O.S.D. (Conduct), M.D. University, Rohtak for information and necessary action.

27/1

27/1/2014

C.P.A. to C.O.E.
for Controller of Exams.

AC-IX 27.1.14

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Appendix-C/34

MINUTES

PROCEEDINGS OF THE COMMITTEE, CONSTITUTED BY THE VICE-CHANCELLOR, TO CONSIDER THE SUGGESTIONS RECEIVED FROM THE AFFILIATED EDUCATION/DEGREE COLLEGES REGARDING MECHANISM OF REVISION/CORRECTION/RECTIFICATION IN THE INTERNAL ASSESSMENT AWARDS/(THEORY AND PRACTICAL AWARDS) AFTER THE CLOSING DATE AS WELL AS THE PRESCRIBED FEE FOR THE PURPOSE.

Various meetings of the Committee were held on 12.04.2024, 14.10.2024, 23.01.2025, 27.05.2025 in the office of Dean Academic Affairs and finally on 24.09.2025 in the office of Head, Department of Physics.

The Committee considered the suggestions received from the affiliated Education/Degree Colleges regarding mechanism of revision/correction/rectification in the Internal Assessment Awards/Practical Awards after the closing date as well as the prescribed fee for the purpose(**Annexure I to VI**) and after detailed deliberations upon the issue of the present existing Rules of Internal Assessment and Internal Awards (Practical Examination), the Committee recommends the following for consideration and approval of the Academic Council and Executive Council with the amendments in the present Rules for submission of Internal Awards (Practical) and Internal Assessment Awards:

1. It should be mandatory for each affiliated College/Institution or Teaching Department to display the Internal Assessment Awards of theory/Practical subjects/courses on the Institution's Website atleast one week before the submission of awards on the University Portal. students must be well-informed in this regard and they should be asked to submit any grievances related to Sessional Awards/Practical Awards to the Head/Principal of the Institution/Department. It should be the obligatory on the part of the Head/Principal to address and resolve such issues before the final submission of awards on the University Portal. In case an Institution do not follow above procedure/instruction, then the concerned Principal/Head of Institution shall be responsible for lapse and necessary action as per rule may be initiated.

2. Each Institution/Department should appoint different programme Co-ordinators year wise for each Programme. Provision to be made on the University Portal to assign

..2/P..

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login credentials to each Programme Co-ordinator year wise via the Login Portal of the Head of the Institution/Department. It shall be the duty of the Programme Co-ordinators to submit and lock the Internal Assessment/Practical Awards on the University portal duly approved by the Head of the Institution/Department.

3. In cases where an Institution/Department is unable to submit the awards within the time prescribed by the University, the Institution/Department must submit the Hard Copy of such awards, duly signed by the Programme Co-ordinator and the Head of the Institution/Department to the Examination Wing of the University. This must be accompanied by a Late Fee of Rs. 50/- per day per student per subject and should be submitted not later than seven days after the last date. Beyond this, the University may accept the awards but before the declaration of the result with a Special Fine of Rs.10,000/- alongwith per day per subject per student fine imposed on the Institution/Department, subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of the concerned Department/College/Institute may be initiated. The amount of such late fees shall be borne by the Institution/Department. University officials shall update such awards on the University Portal within two working days after submission by Institution/Department. The same procedure regarding updation on University Portal be followed for corrections to already submitted awards. In case awards are not updated on the Portal, concerned official shall be held responsible and action be taken as per rules.

4. The Controller of Examinations of the University shall constitute Committee(s) to visit Institutions/Colleges physically to verify the genuineness of Internal Assessment/Practical Awards for each Semester on a random basis. Members of such Committees may be paid Travel Allowances by concerned Institute/College as per rules. Institutions/Departments shall be required to maintain the record of Internal Assessment/Practical Awards, along with the Answer Scripts of Sessional Tests, for atleast one year from the last date of teaching for each semester. If necessary, Committee may call the record in the University. If any irregularity is found, the University may initiate action against the Institution.

5. Internal Assessment/Practical Awards shall be awarded to students in accordance with the University's Policy. Any deviation in this regard shall be taken very seriously by the University and punitive action may be initiated against erring officials/teachers.

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The amendment in the existing rules is as under:

	EXISTING RULES	PROPOSED RULES
Sr.No.	INTERNAL AWARDS (PRACTICAL EXAMINATION), WHEREVER APPLICABLE	
	a). The Internal awards (practical) should be supplied by the Head/Principal/Director of the Department/Colleges/Institute according to the schedule of practical examinations.	....No Change ------
		i) It should be mandatory for each affiliated College/Institution or Teaching Department to display the Internal Assessment Awards of Practical subjects on the Institution's Website atleast one week before the submission of awards on the University Portal. Students must be well-informed in this regard and they should be asked to submit any grievances related to Sessional Awards/Practicai Awards to the Head/Principal of the Institution/Department. It should be the obligatory on the part of the Head/Principal to address and resolve such issues before the final submission of awards on the University Portal. In case an Institution do not follow above

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		procedure/instruction, then the concerned Principal/Head of Institution shall be responsible for lapse and necessary action as per rule may be initiated. ii) Each Institution/Department should appoint different programme Co-ordinators year wise for each Programme. Provision to be made on the University Portal to assign login credentials to each Programme Co-ordinator via the Login Portal of the Head of the Institution/Department. It shall be the duty of the Programme Co-ordinators to submit and lock the Internal Assessment/Practical Awards on the University portal duly approved by the Head of the Institution/Department.
	b). Thereafter late fee of Rs. 25/- per student per subject shall be charged from the Department/College/Institute concerned within 30 days after the practical examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute.	b) In cases where an Institution/Department is unable to submit the awards within the time prescribed by the University, the Institution/Department must submit the Hard Copy of such awards, duly signed by the programme Co-ordinator and the Head of the Institution/Department to the Examination Wing of the University. This must be accompanied by a Late Fee of Rs. 50/- per day per student per subject and should be submitted not later than seven days after the last date. Beyond this, the University may accept the awards but before the declaration of the result with a Special Fine of Rs.10,000/- alongwith per day per subject per student fine imposed on the Institution/Department, subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of concerned

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		Department/College/Institute may also be initiated. The amount of such late fees shall be borne by the Institution/Department, University officials shall update such awards on the University Portal within two working days after submission by Institution/Department. The same procedure regarding updation on University Portal be followed for corrections to already submitted awards. In case awards are not updated on the Portal, concerned official shall be held responsible and action be taken as per rule. i) The Controller of Examinations of the University shall constitute Committee(s) to visit Institutions/Colleges physically to verify the genuineness of Practical Awards for each Semester on a random basis. Members of such Committees may be paid Travel Allowances by concerned Institute/College as per rules. Institutions/Departments shall be required to maintain the record of Practical Awards, along with the Answer Scripts of Practical Tests, for atleast one year from the last date of teaching for each semester. If necessary, Committee may call the record in the University. If any irregularity is found, the University may initiate action against the Institution. ii) Internal Awards for Practicals wherever applicable shall be awarded to students in accordance with the University's Policy. Any deviation in this regard shall be taken very seriously by the University and punitive action may be initiated against erring officials/teachers.

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	c). No external awards shall be entertained by the University if the same are received in the University after 30 days of schedule of practical examination and after declaration of results. However, the Controller of Examinations may condone the delay on merit of each case to accept such awards, with late fee of Rs. 100/- per student per subject from the concerned department/College/Institute before next examination. This penalty/late fee shall not be charged from the student. the Department/College Institute.	....Deleted-----
	<u>Internal Assessment Marks</u>: **(Theory Subjects)** a)The Internal Assessment/Sessional marks should be supplied by the Head/Principal/Director of the Department /College/Institute within 30 days of the commencement of the examinations.	.....No Change... i) It should be mandatory for each affiliated College/Institution or Teaching Department to display the Internal Assessment/Sessional Awards for theory courses on the Institution's Website atleast one week before the submission of awards on the University Portal. Students must be well-informed in this regard and they should be asked to submit any grievances related to such Awards to the Head of the Institution/Department. It should be the obligatory on the part of the Head to address and resolve any issue before the final submission of awards on the University Portal. In case an Institution

24/9/25 24/9/25

			do not follow above procedure/instruction, then the concerned Principal/Head of Institution shall be responsible for lapse and necessary action as per rule may be initiated. ii) Each Institution/Department should appoint different programme Co-ordinators year wise for each Programme. Provision to be made on the University Portal to assign login credentials to each Programme Co-ordinator year wise via the Login Portal of the Head of the Institution/Department. It shall be the duty of the Programme Co-ordinators to submit and lock the Internal Assessment/Practical Awards on the University portal duly approved by the Head of the Institution/Department.
		b) Thereafter, a penalty/late fee of Rs. 100/- per student per subject shall be levied upon the concerned Department/College/Institute upto 10 days from the expiry of period of 30 days of the commencement of the examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute.	b) In cases where an Institution/Department is unable to submit the awards within the time prescribed by the University, the Institution/Department must submit the Hard Copy of such awards, duly signed by the programme Co-ordinator and the Head of the Institution/Department to the Examination Wing of the University. This must be accompanied by a Late Fee of Rs. 50/- per day per student per subject and should be submitted not later than seven days after the last date. Beyond this, the University may accept the awards but before the declaration of the result with a Special Fine of Rs.10,000/- along with per day per subject per student fine imposed on the Institution/Department, subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of concerned Department/College/Institute may also

		be initiated. The amount of such late fees shall be borne by the Institution/Department. University officials shall update such awards on the University Portal within two working days after submission by Institution/Department. The same procedure regarding updation on University portal be followed for corrections to already submitted awards. In case awards are not updated on the Portal, concerned official shall be held responsible and action be taken as per rule. i)The Controller of Examinations of the University shall constitute Committee(s) to visit Institutions/Colleges physically to verify the genuineness of Internal Assessment Awards for each Semester on a random basis. Members of such Committees may be paid Travel Allowances by concerned Institute/College as per rules. Institutions/Departments shall be required to maintain the record of Internal Assessment Awards, along with the Answer Scripts of Sessional Tests, for atleast one year from the last date of teaching for each semester. If necessary, Committee may call the record in the University. If any irregularity is found, the University may initiate action against the Institution. ii) Internal Assessment Awards shall be awarded to students in accordance with the University's Policy. Any deviation in this regard shall be taken very seriously by the University and punitive action may be initiated against erring officials/teachers.

	c) If still, internal assessment/sessional marks are not supplied by the Department/College/Institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case.	c) If still, internal assessment/sessional marks are not supplied by the Department/College/Institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case However, in such cases also, the late fee of Rs. 50/- per day per student be charged upto the date of declaration of result along with Special Fine of Rs. 10,000/- on the Institution/Department/College subject to the approval of the Vice-Chancellor. Further, disciplinary action against the Controlling Officer of concerned Department/College/Institute may be initiated.

Amendment in the Clause-32 of the General Rules for Examinations may be made accordingly.

(A.S.MAAN) (NASIB SINGH GILL) (RAHUL RISHI)

(PRADEEP AHLAWAT) (RANDEEP RANA) (M.S.DHANKHAR)

CD 8284
20/11/19

7299

1.

Date: 20th November, 2019

Cat 8812
21-11-19

RV 8889
25-11-19

To

The Hon'able Vice- Chancellor
M.D. University
Rohtak

Subject: Seeking your kind attention towards tampering of practical/internal assessment awards in B. Sc. /M.Sc. courses of A.I. Jat H.M. College, Rohtak.

Respected Sir,

It is in reference to my previous application dated 12/07/2019 on the subject cited above. I once again want to draw your kind attention towards a big fraud of tampering in practical/internal assessment marks going on at some stage after submission of marks by the examiner and before the marks appeared in the final DMC.

Please find enclosed herewith this list of roll numbers of M. Sc. 1st and 3rd semester of December 2018 and the relevant record supporting my point of view.

Hoping for your urgent intervention in this matter for maintaining the sanctity of examinations.

Thanking You

With regards

Dr. Mahipal Singh Gill

Associate Professor,
Department of Physics,
A.I.Jat H.M. College Rohtak
Mob.:9416193949

Copy to Registrar

20/11/19

Urgent

Cote. All examiners and obtain

F.P.P.

Reference orders of the COE at the bottom of the prepage.

Principal of the College (A.I.T. College, Rohtak) has already given his/her comments on the letter placed below at Flag 'A'.

COE may kindly be requested to see the letter for information and further orders, Please.

A Magga 4/12/19

Supdt (R-IV) 4-12-19

A.R. (R-IV)

R IV 8889 4-12-19

4/12/19

As discussed

C.O.E. 5-12-19

Draft letter is added below at Flag 'A' for consideration and approval of the COE, Please.

A Magga 6/12/19

Supdt (R-IV) 6-12-19

A.R. (R-IV) [illegible]

C.O.E. 06.12.19

C.O.E. may be requested to see the amended / fair [illegible] is issued.

A Magga 9/12/19

Appendix-C/35

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 19.08.2025 AT 12.00 PM IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS, M.D. UNIVERSITY, ROHTAK TO REVISIT THE CLAUSE 4(iii) OF THE ORDINANCE FOR OPEN AND DISTANCE LEARNING & ONLINE POST-GRADUATE PROGRAMS. & UG

The following members were present in the meeting:-

1. Prof. S.C. Malik, Dean Academic Affairs — Convener
2. Prof. Gulshan Taneja, Director, CDOE — Member
3. Prof. Rahul Rishi, Controller of Examinations — Member

The Committee, while revisiting Clause 4(iii) of the ordinance for ODL & OL PG programs, observed/recommended the following:

Observations

1. The existing Clause 4(iii) of the said ordinance provides as under:
"If any awards/marks of assignment are not supplied by the SSSCs/LSCs within the stipulated period then the result of candidates(s) shall be declared by proportionating the marks of concerned Theory Paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case."

2. The then COE observed as follows:
If a student does not submit the assignment or the awards of assignment are not supplied by SSSCs/LSCs, then as per provision of rule 4(iii) stated as above, the students gets proportionate marks on the basis of theory paper. However, if a student submits the assignment he/she may obtain more or less marks than that he/she would have obtained had he/she not submitted the assignment. If he/she obtains less marks upon submitting the assignment, he/she may be put to disadvantage as compared to that student who may get more marks on proportionate basis even on non-submission of the assignments.

Recommendations

After detailed deliberations, the committee recommends the following:

1. **Submission of assignment for subject(s), wherever applicable, is mandatory by the students. The students will have to submit the same to the concerned assigned teacher through email with a copy to the dedicated e-mail to be created by the CDOE for this purpose, in order to have a record of submission of assignment by the students.**
2. **The Assignment should be submitted by the students and the awards should be supplied by the concerned SSSC/LSC according to the schedule.**
3. **Thereafter, late fee of Rs. 25/- per subject per day shall be charged from the concerned student or from the SSSC/LSC within 30 days after the last date of submission of Assignment or the submission of awards by the concerned teacher as the case may be.**
4. **Assignment Awards shall not be entertained if the same are received in the University after 30 days i.e. after the closing date of Assignment and after declaration of results. However, the Controller of Exarainations may condone the delay on merit of each case to accept such awards with late fee, of Rs. 100/- per subject per day from the concerned student or from the concerned teacher whosoever is at fault, but prior to the next semester examination.**

5. If still the assignment is not submitted by any student, he/she will be awarded zero marks against the assignment of subject; and if the awards are not submitted by the concerned teacher within the specified time after submission of assignment by the student, disciplinary action may be initiated against him/her.
6. The concerned teachers must submit the awards within 10 days after the submission of assignment by the student in the cases where late fee is applicable.

19/8/2025

(S. C. Malik)

(Gulshan Taneja)

(Rahul Rishi)

Annexure A/1.19

ORDINANCE
OPEN AND DISTANCE LEARNING
UNDERGRADUATE PROGRAMMES

A) This ordinance will be effective for the academic session 2020-21 onwards. This Ordinance and Regulations for distance education will govern the undergraduate programmes/courses offered by Directorate of Distance Education, M.D. University, Rohtak. The following programmes will be offered subject to the approval of DEB (UGC):

Sr. No.	Name of the Programme	Minimum Duration	Maximum Duration	Mode
1.	Bachelor of Arts (B.A)	3 years/ 6 Semesters	6 years	Semester
2.	Bachelor of Commerce (B.Com.)	3 years/ 6 Semesters	6 years	Semester

B) Admission:
The admission to the programmes shall be made twice in a year, academic session beginning July and January.

C) Eligibility for admission to Bachelor of Arts/ Bachelor of Commerce: A person who has passed the Senior Secondary Examination (10+2) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility conditions e.g. percentage of marks in the qualifying examination subject(s) combination etc. shall be notified in the prospectus as approved by the Academic Council from time to time.

D) Examination and Minimum Pass Marks:-

1. Every candidate shall be examined in the subject(s) as laid down in the syllabus and scheme of examination prescribed by the Academic Council from time to time. The fail/reappear candidate will also appear in the examination as per latest syllabus applicable to the students of distance mode of that semester.
2. The semester examination will be held on such dates as may be notified by the Controller of Examinations. The tentative months for examination are as under:

Academic Session beginning	Semester	Tentative month of Examination
July	1st ,3rd ,5th	December/January
	2nd ,4th ,6th	May/June of next year.
January	1st ,3rd ,5th	May/ June
	2nd ,4th ,6th	December/ January

3. The medium of instructions, paper setting by the examiner and their answers by the candidates will be as under:

Name of the Programme	Medium of Instructions and Question Paper Setting	Medium of Answers by the Candidate
i) B.A./ B.Com	Hindi and/or English	Hindi/English

4.

i) 20% marks as specified in the scheme of examination shall be assigned for assignments. The Directorate of Distance Education shall be giving one assignment to the students for each paper covering entire syllabus and the students have to submit the completed assignments at respective Students Support Services Camps (SSSCs)/Learning Support Centres (LSCs) as per prescribed schedule.

ii) The evaluation of assignment may be got done from the persons who are eligible for appointment as Assistant Professor as per UGC/University norms through Students Support Service Camps (SSSCs)/Learning Support Centres (LSCs).

iii) If any awards/marks of assignment are not supplied by the SSSCs/LSCs within the stipulated period then the result of the candidate(s) shall be declared by proportionating the marks of concerned Theory papers in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case.

iv) The awards of assignments of a candidate who fails in any semester/paper(s) shall be carry forwarded to the next examination(s).

5. The candidate will be allowed to appear in the examination only if he/she has attended not less than 75% of Students Support Services Camps (SSSCs)/Programme Specific Personal Contact Programme of all the subject(s)/paper(s) opted by him/her.

6. The minimum percentage of marks to pass the examination in each semester will be

i. 40% in each theory paper.

ii. 40% in each Practical Examination or Viva-Voce/Project/Training Report/Dissertation where ever prescribed.

iii. 40% in the aggregate of each theory paper and Assignment (and Practical where Practical is a component of a theory paper)

7. The assignment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

8. Soon after the termination of the examination, the Controller of Examinations shall declare the result as early as possible. The list of successful candidates after the sixth semester examination shall be arranged as under in three divisions on

the basis of the aggregate marks obtained in the 1st, 2nd, 3rd, 4th, 5th and 6th semester examinations taken together and the division obtained by the candidate will be stated in his/her degree.

a) Those who obtain 60% or more marks - First Division
b) Those who obtain 50% or more marks but less than 60% marks - Second Division.
c) Those who obtain less than 50% marks --Third Division

If a candidate secures 75% or more marks in a programme in first attempt, he/she will be awarded 1st class Degree with Distinction.

9. A candidate who fails to pass or having been eligible, fails to appear in any semester examination will be allowed to clear the re-appear(s) and also for improvement of result after passing a semester examination within maximum duration of the programme as indicated in Clause A. While reappearing in to pass a semester examination, the candidate will be exempted from reappearing in the paper(s)/ practical (s) in which he/she has secured 40% pass marks.

10. After passing each semester examination a candidate will be allowed to appear for improvement of result in one or more theory papers only once within maximum duration of the programme prescribed in Clause A. Only improved marks (higher score) will be taken into account. The candidate will have to appear according to the current syllabus.

11. A candidate who has passed Bachelor of Art (Three Year Degree) of this University may appear in additional subject(s) prescribed for the programme, offered by the DDE, in the subsequent examination except in the subject(s) with which he/she has already passed the programme.

12. A candidate who has passed Bachelor of Commerce may appear in additional subject(s) of B.A. Pass Programme in the subsequent examination.

13. The provision relating to grace marks, improvement and re-evaluation will be applicable on distance mode students as prescribed for the regular mode students.

14. The training report/ project report etc. where ever prescribed in the syllabus/ scheme of examinations and required to be submitted to the University must reach in the office of Controller of Examinations within 20 days after the commencement of the theory examination.

E) Promotion to Higher Semester: The candidate shall be treated as promoted to the next semester/class automatically subject to fulfilment of condition as laid down in clause D (5).

F) Miscellaneous Provisions

1. The students who are pursuing any of the programmes in M.D. University, Rohtak as a regular student and unable to continue as such on account of employment or any justified reason shall be allowed admission in same programme in 2nd, 3rd, 4th, 5th and 6th semesters of B.A./B.Com. being run by the DDE.

2. Notwithstanding the integrated nature of the programme which is spread over more than one academic year, the ordinance in force at the time a student joins the programme shall hold good only for the examination held during the academic year and nothing in this ordinance shall be deemed to debar the University from amending the ordinance and amended ordinance, if any, shall apply to all students whether old or new.

3. The provision made for the students of the regular mode programmes will be applicable to distance mode programmes in case any of the provisions is/are not covered or provisions of DDE are in conflict with in the above ordinance.

Annexure A/ 120

ORDINANCE

OPEN AND DISTANCE LEARNING & ONLINE POST-GRADUATE PROGRAMMES

Choice Based Credit System

A) This ordinance will be effective from academic session 2021-22. This Ordinance and Regulations will govern the Open and Distance Learning mode and Online mode post-graduate programmes/courses offered by Directorate of Distance Education, M.D. University, Rohtak. The following programmes will be offered:

OPEN AND DISTANCE LEARNING PROGRAMMES:

Sr.No.	Name of the Programme	Minimum Duration	Maximum Duration	Mode
1.	Master of Arts (Hindi)	2 years/4 Semesters	4 years	Semester
2.	Master of Arts (Sanskrit)	2 years/4 Semesters	4 years	Semester
3.	Master of Arts (English)	2 years/4 Semesters	4 years	Semester
4.	Master of Arts (Political Science)	2 years/4 Semesters	4 years	Semester
5.	Master of Arts (Public Administration)	2 years/4 Semesters	4 years	Semester
6.	Master of Arts (Economics)	2 years/4 Semesters	4 years	Semester
7.	Master of Commerce	2 years/4 Semesters	4 years	Semester
8.	Master of Science (Mathematics)	2 years/4 Semesters	4 years	Semester

ONLINE PROGRAMMES:

Sr.No.	Name of the Programme	Minimum Duration	Maximum Duration	Mode
1.	Master of Science (Mathematics)	2 years/4 Semesters	4 years	Semester
2.	Master of Commerce	2 years/4 Semesters	4 years	Semester

B) Admission:

The admission to the programmes shall be made twice in a year, academic session beginning July and January.

C) Eligibility:

A person who has passed the Bachelor's Degree examination from this University or any other examination recognized by M.D. University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility conditions e.g. percentage of

marks in the qualifying examinations, entrance test, etc. shall be notified in the Prospectus.

Candidates placed under compartment in the qualifying examination shall not be eligible for admission.

D) Examination and Minimum Pass Marks:-

1. Every candidate shall be examined in the subject(s) as laid down in the syllabus and scheme of examination prescribed by the Academic Council from time to time. The fail/reappear candidate will also appear in the examination as per latest syllabus applicable to the students of Open and Distance Learning mode/Online mode Programmes of that semester.
2. The semester examination will be held on such dates as may be notified by the Controller of Examinations. The tentative months for examination are as under:

Academic Session beginning	Semester	Tentative month of Examination
July	1st ,3rd	December/January
	2nd ,4th	May/June of next year.
January	1st ,3rd	May/ June
	2nd ,4th	December/ January

3. The medium of instructions, paper setting by the examiner and their answers by the candidates will be as under:

Name of the Programme	Medium of Instructions	Question Paper Setting	Medium of Answers by the Candidate
i. Master of Arts (Hindi)	Hindi	Hindi	Hindi
ii. Master of Arts (Sanskrit)	Hindi/Sanskrit/ English	Hindi	Hindi
iii. Master of Arts (English)	English	English	English
iv. Master of Arts (Political Science)	Hindi/English	Hindi/English	Hindi/English
v. Master of Arts (Public Administration)	Hindi/English	Hindi/English	Hindi/English
vi. Master of Arts (Economics)	Hindi/English	Hindi/English	Hindi/English
vii. Master of Commerce	Hindi/English	Hindi/English	Hindi/English
viii. Master of Science (Mathematics)	English	English	English

ONLINE PROGRAMMES

Name of the Programme	Medium of Instructions	Question Paper Setting	Medium of Answers by the Candidate
i. Master of Science (Mathematics)	English	English	English
ii. Master of Commerce	Hindi/English	Hindi/English	Hindi/English

4.

(i) 20% marks as specified in the Scheme of Examination shall be assigned for assignments. The Directorate of Distance Education shall be giving one assignment to the students for each paper covering entire syllabus and the students have to submit the completed assignments at respective Students Support Services Camps (SSSCs)/Learning Support Centres (LSCs) as per prescribed schedule.

(ii) The evaluation of assignment may be got done from the persons who are eligible for appointment as Assistant Professor as per UGC/University norms through Students Support Service Camps (SSSCs)/Learning Support Centres (LSCs).

(iii) If any awards/marks of assignment are not supplied by the SSSCs/LSCs within the stipulated period then the result of candidate(s) shall be declared by proportionating the marks of concerned Theory Paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case.

(iv) The awards of assignments of a candidate who fails in any semester/paper(s) shall be carry forwarded to the next examination(s).

5. The candidate will be allowed to appear in the examination only if he/she has attended not less than 75% of Students Support Services Camps (SSSCs)/Programme Specific Personal Contact Programme of all the subject(s)/paper(s) opted by him/her.

E) Promotion to Higher Semester: The candidate shall be treated as promoted to the next semester/class automatically subject to fulfilment of condition as laid down in clause D (5).

F) Miscellaneous Provisions

1. The students who are pursuing any of the programmes in M.D. University, Rohtak as a regular student and unable to continue as such on account of employment or any justified reason shall be allowed admission in same programme in 2nd, 3rd and 4th semester of post-graduate programme being run by the DDE.

2. Notwithstanding the integrated nature of the programme which is spread over more than one academic year, the ordinance in force at the time a student joins the programme shall hold good only for the examination held during the academic year and nothing in this ordinance shall be deemed to debar the University from amending the ordinance and amended ordinance, if any, shall apply to all students whether old or new.

3. The provision made for the students of the regular mode programmes will be applicable to Open and Distance Learning mode/Online mode programmes in case any of the provisions is/are not covered or provisions of DDE are in conflict with in the above ordinance.

4. The intake capacity for a programme under science discipline to be offered by the Directorate of Distance Education shall be three times of the approved intake in conventional mode.

Appendix-C/36.

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(Established under Haryana Act No. XXV of 1975)
'A+' Grade University accredited by NAAC

MINUTES OF THE EMERGENT MEETING OF THE FACULTY OF MANAGEMENT SCIENCES & COMMERCE HELD ON 02.02.2026 AT 02.30 PM IN THE CONFERENCE HALL, IMSAR, M. D. UNIVERSITY, ROHTAK.

The following members were present:-

Sr. No.	Name & Address	Designation
1.	Prof. Raj Pal Singh, HoD, Commerce & Dean, Faculty of Management Sciences & Commerce M.D. University, Rohtak	Chairman, Ex-officio
2.	Prof. Pardeep Kumar, Director, IMSAR, M.D. University, Rohtak	Member, Ex-officio
3.	Prof. Sandeep Malik, Director, IHTM, M.D. University, Rohtak	Member, Ex-officio
4.	Prof. Rishi Chaudhary, IMSAR, M.D. University, Rohtak	Member, Ex-officio
5.	Prof. Ashish Dahiya, IHTM, M.D. University, Rohtak	Member, Ex-officio
6.	Prof. Divya Malhan, IMSAR, M.D. University, Rohtak	Member, Ex-officio
7.	Dr. Naresh Kumar, Associate Professor, IMSAR, M.D. University, Rohtak	Member
8.	Dr. Sangita Rani, Assistant Professor, Dept. of Commerce, M.D. University, Rohtak	Member
9.	Dr. Jyoti, Assistant Professor IHTM, M. D. University, Rohtak	Member
10.	Prof. Paramita Suklabaidya, Director School of Tourism & Hospitality Services Sectrol Management, Vivekanand Bhawan, IGNOU, Maidan Garhi, New Delhi	Outside Expert (Attended through online mode)
11.	Prof. Mohinder Chand, Dept. of Hotel & Tourism Management, Kurukshetra University, Kurukshetra	Outside Expert (Attended through online mode)
12.	Prof. Aashish Mathur, Department of Management Studies, Central University of Haryana, Mahendergarh	Outside Expert (Attended through online mode)
13.	Prof. Laxmi Malodia, University Business School, Punjab University Chandigarh	Outside Expert (Attended through online mode)
14.	Prof. Madan Lal, Department of Commerce, Delhi School of Economics, Delhi University, Delhi	Outside Expert (Attended through online mode)
15.	Sh. Tejpal, (Assistant Registrar, Academic Branch) M.D. University, Rohtak	Registrar's Nominee

At the outset, the Dean, Faculty of Management Sciences & Commerce welcomed all the members who attended the meeting and after that the following Agenda Items were taken:-

1. Confirmed the Minutes of the previous meeting of the Faculty of Management Sciences & Commerce held on 19.05.2025 **Annexure-I, Pages 1-5 (Already circulated).**
2. Noted the follow up action of the previous meeting of the Faculty of Management Sciences & Commerce held on 19.05.2025 , **Annexure-II, Pages-6-7 (Already circulated).**
3. Ratification of the recommendations of the UG Board of Studies in Management Studies made vide Reso. No. 1 in its meeting held on 08.08.2025 in anticipation of the approval of the Faculty Academic Council that the Scheme of Examinations & Syllabus of BBA 4-Year Program as per Model Curriculum prescribed by the AICTE in toto incorporate of Formative Assessment under NEP -2020 w.e.f. the session 2025-26 may be prescribed as per **Annexure-III Page 8-45 (Already Circulated).**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABUS OF BBA 4-YEAR UG PROGRAM UNDER NEP-2020 AS PER MODEL CURRICULUM PRESCRIBED BY AICTE IN TOTO AND AS PER FORMATIVE ASSESSMENT SUGGESTED BY THE UNIVERSITY FROM TIME TO TIME W.E.F. THE SESSION 2025-26 BE RATIFIED AND THE REVISED SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

4. Ratification of the recommendations of the UG Board of Studies in IHTM made vide Reso. No. 2 in its meeting held on 30.10.2025 in anticipation of the approval of the Faculty/ Academic Council that the Scheme of Examinations & Syllabus of BBA (Hospitality & Services Management)-AEDP Mode and BBA (Tourism, Travel & Events Management-AEDP Mode 4-Year Program first two year (1st to 4th semester) under NEP -2020 w.e.f. 2025-26 may be prescribed as per **Annexure-IV Page 46-122 (Already Circulated).**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING SYLLABI OF BBA (HOSPITALITY & SERVICES MANAGEMENT)-AEDP MODE AND BBA (TOURISM, TRAVEL & EVENTS MANAGEMENT)-AEDP MODE (1ST TO 4TH SEMESTER) OF 4-YEAR UG PROGRAM INCORPORATING THE PROVISIONS OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND SCHEME OF THE EXAMINATIONS OF FIRST TWO YEAR (1ST TO 4TH SEMESTER) BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

5. Ratification the recommendations of the PG Board of Studies in IHTM made vide Reso. No. 3 in its meeting held on 24.07.2025 in anticipation of the approval of the Faculty/ Academic Council that the Revised Scheme of Examinations & Syllabus of MTTM incorporate of Formative Assessment under NEP -2020 w.e.f. 2025-26 may be prescribed as per **Annexure-V, Page 123-180**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABUS OF MTTM 2-YEAR PROGRAM INCORPORATING THE PROVISIONS OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND SCHEME OF THE EXAMINATIONS OF BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

6. Ratification of the recommendations of the UG Board of Studies in IHTM made vide Reso. No. 2 in its meeting held on 21.07.2025 in anticipation of the approval of the Faculty/ Academic Council that the Revised Scheme of Examinations & Syllabus of BTTM incorporate of Formative Assessment under NEP -2020 w.e.f. 2025-26 may be prescribed as per Annexure-VI, **Page 181-271 (Already Circulated).**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABI OF BACHELOR OF TRAVEL & TOURISM MANAGEMENT (BTTM) 4-YEAR UG PROGRAM INCORPORATING THE PROVISIONS OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND THE REVISED SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

7. Considered the recommendations of PG Board of Studies in Management Studies made vide Reso. No. 1 in its meeting held on 12.01.2026 that the Scheme of Examinations & Syllabus of MBA (Executive) under NEP-2020 w.e.f. the session 2026-27 may be prescribed as per Annexure-VII Page 272-336 **(Already Circulated)**

RESOLVED THAT THE SYLLABUS OF MBA (EXECUTIVE) AS PER PROVISION OF FORMATIVE ASSESSMENT UNDER NEP-2020 TO BE IMPLEMENTED FROM THE SESSION 2026-27 BE APPROVED AND THE SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

FURTHER, RESOLVED THAT THE COURSE CODE MAY BE GOT VETTED FROM THE DIRECTOR, IQAC.

8. Ratification of the recommendations of the PG Board of Studies in Management Studies made vide Reso. No. 2 in its meeting held on 12.01.2026 in anticipation of the approval of the Faculty/ Academic Council that the Revised Scheme of Examinations & Syllabus of MBA and MBA Business Psychology incorporate of Formative Assessment under NEP -2020 w.e.f. 2025-26 may be prescribed as per **Annexure-VIII, Page 337-455 (Already Circulated).**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABI OF MBA AND MBA (BUSINESS PSYCHOLOGY) 2-YEAR PG PROGRAM INCORPORATING THE PROVISIONS OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND THE REVISED SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

9. Ratification of the recommendations of the UG Board of Studies in Commerce made vide Reso. No. 1 in its meeting held on 16.07.2025 in anticipation of the approval of the Faculty/ Academic Council that the Revised Scheme of Examinations & Syllabus of B.Com. 4-Year Program incorporate of Formative Assessment under NEP -2020 w.e.f. 2025-26 may be prescribed as per **Annexure-IX, Page 456-508 (Already Circulated)**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABUS OF BACHELOR OF COMMERCE 4-YEAR UG PROGRAM INCORPORATING THE PROVISIONS OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND THE REVISED SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

10. Ratification of the recommendations of the PG Board of Studies in Commerce made vide Reso. No. 1 in its meeting held on 27.11.2025 in anticipation of the approval of the Faculty/ Academic Council that the Revised Scheme of Examinations & Syllabus of M.Com. 2-Year and M.Com. 5-Year Program incorporate of Formative Assessment under NEP -2020 w.e.f. 2025-26 may be prescribed as per **Annexure-X, Page 509-587 (Already Circulated).**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABUS OF M.COM 2-YEAR/5YEAR PROGRAMS INCORPORATING THE PROVISIONS OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND THE REVISED SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

11. **Any other items:-**

i. The House considered the request of Director, IMSAR regarding include the revised Scheme of Examinations and Syllabus of MBA (AI&DS) 2-Year Program to incorporate of Formative Assessment under NEP-2020 w.e.f. the session 2025-26 as recommended by the PG Board of Studies in Management Studies made vide Reso. No. 2 in its meeting held on 12.01.2026, as the same could not be incorporated in the Minutes of meeting of PG Board of Studies inadvertently may be prescribed as per **Annexure (P/1 Pages 1-25)**

RESOLVED THAT THE ACTION TAKEN BY THE VICE-CHANCELLOR REGARDING REVISED SYLLABUS OF MBA (AI&DS) 2-YEAR PG PROGRAM TO INCORPORATE THE PROVISION OF FORMATIVE ASSESSMENT UNDER NEP-2020 W.E.F. THE SESSION 2025-26 BE RATIFIED AND THE REVISED SCHEME OF THE EXAMINATIONS BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR APPROVAL.

ii. The House considered the request of the Director, IMSAR regarding the recommendation of PG Board of Studies made vide Reso. No. 4 in its meeting held on 08.08.2025 regarding prescription of minimum strength 10 to 20 students for offering specializations in MBA Programs 2-Year/5-Year of 3rd Semester w.e.f. the session 2025-26 as per **Annexure (P/2 Pages-26-32)**

RESOLVED THAT ABOVE RECOMMENDATIONS OF THE PG BOARD OF STUDIES IN MANAGEMENT STUDIES BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.
FURTHER, RESOLVED THAT THE SUMMER INTERNSHIP REPORT (SIR) PREPARED AFTER SI COMPLETION SHALL BE ASSESSED IN THE THIRD SEMESTER AS AN OPTIONAL COURSE INSTEAD OF COMPOLSORY IN MBA, MBA (BUSINESS PSYCHOLOGY) AND MBA (AI&DS) 2-YEAR PROGRAMS OF 2ND SEMESTERS INCORPORATING OF FORMATIVE ASSESSEMENT UNDER-NEP-2020 W.E.F THE SESSION 2025-26 BE APPROVED AND BE RECOMMENDED TO THE ACADEMIC COUNCIL FOR CONSIDERATION AND APPROVAL.

REGISTRAR
02/02/26

DEAN, FACULTY OF MANAGEMENT
SCIENCES & COMMERECE

Appendix-C/37

PROCEEDINGS OF THE MEETING OF THE COMMITTEE DULY CONSTITUTED BY THE VICE-CHANCELLOR REGARDING ESTABLISHMENT OF ACHARYA CHANAKYA CHAIR HELD ON 16.04.2025 IN THE O/O DEAN ACADEMIC AFFAIRS:

The following were present:

1. Prof. A.S. Maan, Dean Academic Affairs — Convener
2. Dr. Krishan Kant, Registrar
3. Prof. Sewa Singh Dahiya, Dean, Social Science
4. Prof. Randeep Rana, Dean, Humanities
5. Prof. Narasimhan B., Director, IQAC

The committee considered the letter Memo No. 18/13-2023 UNP(4) dated 11.04.2025 issued by Director, Higher Education, Haryana, Panchkula. After detailed deliberation, the committee proposed the duration & breakup of total expenditure for establishment of Acharya Chanakya Chair which is as under:-

A. **Funds to be provided by the State Govt. as per SOP conveyed via letter Memo No. 957917: DHE-190016/10/2023-UNP(4) dated 31.01.2023 for five years:-**

(i)	Salary of Chair Professor	:	Consolidated Rs.1,00,000 per month for five years
(ii)	Books & Journals	:	Rs.1,50,000/- for five years
(iii)	Travel	:	Rs.1,00,000/- per annum for five years
(iv)	Secretarial Assistance	:	Rs.1,50,000/- per annum for five years

B. **Expenditure to be born by the University per year as per University letter bearing No. AC-I/Chair/25/7311 dated 07.03.2025 which is re-produced as follows:-**

Standard Object of Expenditure	Budget Estimate (per annum)
Office expenses: Contingencies including Telephone/Stationary	Rs.60,000/-
Honorarium	Rs.20,000/-
Remuneration to University Staff for additional work	Rs.12,000/-
Extension Lecture/In-House Seminar etc.	Rs.1,00,000/-

(A.S. MAAN) 16/4/25 (KRISHAN KANT) (SEWA SINGH DAHIYA)

(RANDEEP RANA) 16/4/25 (NARASIMHAN B.) 16.4.25

Annexure-A/15

MAHARSHI DAYANAND UNIVERSITY ROHTAK

(Established under Haryana Act No. XXV of 1975)

'A+' Grade University accredited by NAAC

No.AC-I/Chair/25/4070
Dated: 31.01.2025

To

The Additional Chief Secretary to Govt. of Haryana,
Higher Education Department,
Chandigarh

Sub: Information regarding the academic Chairs in the name of "Acharya Chankya Ji" in the University.

Sir,

Kindly refer to your office letter Memo No. 18/13-2023 UNP (4) dated 30.01.2025 on the subject cited above.

In this regard, I am directed to inform you that in view of the announcement of the Hon'ble Chief Minister Haryana, a Committee was constituted by the Vice-Chancellor under the Chairmanship of Dean Academic Affairs. The recommendations of the committee with regard to establishment of Acharya Chanakya Chair under the Faculty of Interdisciplinary Studies like other Chairs of the University approved by the Vice-Chancellor are enclosed for your kind perusal. However, the same will be considered by the Executive Council of the University in its next meeting.

This is for your kind information.

Encl: As above

Yours faithfully,

31/1/25
Deputy Registrar (Academic)
For Registrar 31/1/2025
O/C

MAHARSHI DAYANAND UNIVERSITY ROHTAK
(Established under Haryana Act No. XXV of 1975)
'A+' Grade University accredited by NAAC

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 08.01.2025.

A meeting of the Committee constituted by the Vice-Chancellor was held on 08.01.2025 in the office of the Dean, Academic Affairs M.D. University, Rohtak to re-visit the recommendations of the Committee dated 09.11.2023 with regard to establishment of Acharaya Chanakya Chair.

The following were present:-

1. Prof. A.S. Maan, Dean Academic Affairs — Convener
2. Prof. Gulshan Lal Taneja, Registrar
3. Prof. Sewa Singh Dahiya, Dean, Faculty of Social Sciences
4. Prof. Randeep Rana, Dean, Faculty of Humanities and Arts
5. Prof. B. Narasimhan Director, IQAC
6. Prof. Sandeep Malik, Director, CRSIS&EC

The Committee deliberated on the issue and recommends that Acharya Chankya Chair may be established under the Faculty of Interdisciplinary Studies like other Chairs of the University. Revised Standard Operating Procedure (SOP) for Acharya Chankya Chair may be submitted to the authorities for consideration.

(A.S.MAAN) (GULSHAN LAL TANEJA) (SEWA SINGH DAHIYA)

(RANDEEP RANA) (B. NARASIMHAN) (SANDEEP MALIK)

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Copy of extract of Reso. No. 9 of Executive Council's Meeting held on 28.03.2025.

Considered the recommendations of the Committee constituted by the Vice-Chancellor that Acharaya Chanakya Chair be established in the University keeping in view of the announcement of the Hon'ble Chief Minister Haryana on 11.12.2022 (Annexure A/5 pages 260-264, already circulated).

In view of the announcement of the Hon'ble Chief Minister Haryana on 11.12.2022, a meeting of the Committee Constituted by the Vice-Chancellor under the Chairmanship of Dean Academic Affairs was held on 08.01.2025 to recommend the details/requirements for the creation of Acharaya Chanakya Chair. The Committee considered the matter in detail and recommended for the creation of Acharaya Chanakya Chair under the faculty of Interdisciplinary Studies like other Chairs of the University along with budgetary provision for the same.

The matter has been considered by the Vice-Chancellor, who has ordered to place the same before the Executive Council for its consideration.

The Executive Council considered the above; and

RESOLVED THAT RECOMMENDATIONS OF THE COMMITTEE WITH REGARD TO ESTABLISHMENT OF ACHARAYA CHANAKYA CHAIR IN THE UNIVERSITY BE APPROVED.

RESOLVED FURTHER THAT BUDGET PROVISION BE ALSO MADE FOR THE ACHARAYA CHANAKYA CHAIR.

[ACTION BY A.R. (ACAD.)]

ACADEMIC BRANCH

Endst.No.AC-1/EC/2025/ 9499-9568 Dated: 11/04/2025

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

1- All the Deans of Faculties, M.D. University, Rohtak
2- All the HODs/Directors (UTDs/Centres/Institutes), M.D. University, Rohtak
3- Controller of Examinations, M.D. University, Rohtak
4- Director, MDU-CPAS, Sector-40, Gurugram
5- Finance Officer, M.D. University, Rohtak
6- Director, University Computer Centre, M.D. University, Rohtak for uploading the same on the University Website.
7- All the Branch Officers, M.D. University, Rohtak
8- OSD/PA to Vice-Chancellor/Dean Academic Affairs/Registrar (for kind information of the Vice-Chancellor/Dean Academic Affairs/Registrar) M.D. University, Rohtak.

11/4/25

Asstt. Registrar (Academic)

Annexure-A/16

MAHARSHI DAYANAND UNIVERSITY ROHTAK
(Established under Haryana Act No. XXV of 1975)
'A+' Grade University accredited by NAAC

No.AC-I/Chair/25/7311
Dated: 7/3/2025

To

The Director
Higher Education Haryana,
Shiksha Sadan, Ground & 1st Floor, Sec - 5, Panchkula
Panchkula – 134105

Sub: SOPs regarding establishment of Acharya Chankya Chair.

Sir,

Kindly refer to your office letter Memo No. 18/13-2023 UNP (4) dated 18.02.2025 and subsequent Reminder dated 20.02.2025 on the subject cited above.

In this regard, I am directed to inform you that in view of the announcement of the Hon'ble Chief Minister Haryana, a Committee was constituted by the Vice-Chancellor under the Chairmanship of Dean Academic Affairs. The recommendations of the Committee with regard to establishment of Acharya Chanakya Chair under the Faculty of Interdisciplinary Studies like other Chairs of the University have been approved by the Vice-Chancellor. However, the same will be considered by the Executive Council of the University in its next meeting.

As per SOP recommended by the Committee, the breakup of proposed expenditure is as under:-

Standard object of Expenditure	Budget estimate (Rs.)
Office expenses : Contingencies including Telephone/Stationery	Rs.60,000/-
Honorarium	Rs.20,000/-
Remuneration to University Staff for additional work	Rs.12000/-
Extension Lecture/In-House Seminar etc.	Rs.1,00,000/-

However, the salary of Chair Professor, Regular Staff, expenses on Books and Journals and Travel may be met out of the financial assistantce to be provided by the State Government.

Monitoring of the Chair:

Contd....P-2-

1. The Annual Report of the Chair be prepared by the Chair Professor on or before 31 August of every year and same be submitted to the University. A presentation of the same shall be presented before the Committee constituted by the Vice-Chancellor for the purpose.
2. After five years, the University will submit a final report on the activities and the outcomes of the Chair for reviewing of the existence of the Chair for its continuance, if required.
3. The Chair Professor shall mandatorily organize at least one Conference per semester in the research area related to the Chair.

This is for your kind information.

Yours faithfully,

7/3/25

Asstt. Registrar (Academic)

d/c For Registrar

07/3/25

7/3/2025

AC-1009
11/4/2025 Urgent

unpdghchry@gmail.com

Reminder-4

From

Director Higher Education
Haryana, Panchkula

Registrar (OT)

To

The Registrar,
Maharshi Dayanand University, Rohtak

Memo No: 18/13-2023 UNP (4)
Dated, Panchkula, the 11.04.2025

Sub:- SOPs regarding establishment of Acharya Chanakya Chair.

****

Kindly refer to this office memo no. even dated 30.01.2025 & subsequent reminder dated 18.02.2025, 20.02.2025, 03.03.2025 & 08.03.2025 and your letter no. AC-1/Chair/25/7311 dated 07.03.2025 on the subject cited above.

It is intimated vide above referred letters you were requested to share the proposed duration & breakup of total expenditure of the subject cited Chair. But the proposal submitted by the University vide letter no. AC-1/Chair/25/7311 dated 07.03.2025 is not clear.

It is therefore you are again requested to share the proposed duration & breakup of total expenditure (monthly/yearly) and clarify the expenditure of the salary of Chair professor, regular staff, expenses on books and journals and travel latest by tomorrow positively.

It is also intimated that the total expenditure of the Chair should not exceed Rs. 20-25 Lacs for the entire duration.

Kindly treat it as most urgent.

CD-1700
11-04-25

Superintendent-UNP
for Director Higher Education
Haryana, Panchkula

MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

E-MAIL
REGISTERED

No. AC-I/Chairs/2025/ 9689
Dated: 16.04.2025

To

The Director Higher Education,

Haryana, Panchkula

Sub.: SOPs regarding establishment of Acharya CHanakya Chair

Sir,

This is with reference to your office Memo No. 18/13-2023 UNP(4) dated 11.04.2025 on the above cited subject, the required information in respect of duration & breakup of expenditure is as under:-

A. **Funds to be provided by the State Govt. as per SOP conveyed via letter Memo No. 957917: DHE-190016/10/2023-UNP(4) dated 31.01.2023 for five years:-**

(i)	Salary of Chair Professor	:	Consolidated Rs.1,00,000 per month for five years
(ii)	Books & Journals	:	Rs.1,50,000/- for five years
(iii)	Travel	:	Rs.1,00,000/- per annum for five years
(iv)	Secretarial Assistance	:	Rs.1,50,000/- per annum for five years

B. **Expenditure to be born by the University per year as per University letter bearing No. AC-I/Chair/25/7311 dated 07.03.2025 which is re-produced as follows:-**

Standard Object of Expenditure	Budget Estimate (per annum)
Office expenses: Contingencies including Telephone/Stationary	Rs.60,000/-
Honorarium	Rs.20,000/-
Remuneration to University Staff for additional work	Rs.12,000/-
Extension Lecture/In-House Seminar etc.	Rs.1,00,000/-

Yours faithfully,

16/4/25

Assistant Registrar (Academic)
for Registrar

16/4/2025

PT. DEEN DAYAL UPADHYAYA CENTRE FOR SKILL AND VOCATIONAL EDUCATION

1. Introduction

The **National Education Policy (NEP) 2020** emphasizes the transformation of India's higher education system by making it more **holistic, multidisciplinary, flexible,** and aligned with **21st-century skills.** One of the core priorities is **mainstreaming vocational education** and skill **development** into higher education through institutional mechanisms aiming to:

- Integrate **vocational education with general education,** with at least one vocational course in higher education.
- Ensure that **50% of learners** in higher education institutions (HEIs) receive exposure to vocational education by 2025.
- Promote **multidisciplinary institutions** that host **skill development centers,** in collaboration with **Sector Skill Councils (SSCs), NSDC, and Industries.**

In tune with the focus of NEP-2020 on vocational education, the Maharshi Dayanand University envisages to establish **Pt.** Deen Dayal Upadhyaya Centre for Skill and Vocational Education (DDUCSVE) to bridge the gap between academic knowledge and employability by offering **credit-based, modular, and industry-relevant programs** and to promote **entrepreneurship and hands on training** through industry linkages.

2. Objectives of the Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education

The establishment of **Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education** in University is a cornerstone in realizing the **NEP 2020 vision of a flexible, learner-centric, and employment-oriented** higher education system. It offers a transformative space for integrating **academic knowledge with practical skills, enhancing** not only **employability** but also **economic productivity and social mobility,** especially for first-generation learners and marginalized groups.

- Offer **skill-based Certificate, Diploma, and Degree programs** aligned with NSQF (National Skills Qualifications Framework).
- Promote **entrepreneurship, apprenticeship, and on-the-job training** through industry linkages.
- Facilitate **Recognition of Prior Learning (RPL)** and upskilling of the workforce.
- Provide a platform for **life-long learning,** adult education, and **community-based training.**
- Integrate **soft skills,** digital literacy, and employability skills into the curriculum.

3. Key Functions of the Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education

Function	Description
Curriculum Design	Develop modular, NSQF-aligned curricula in consultation with industry and SSCs.
Training and Delivery	Deliver programs through blended modes, including experiential learning, internships, and lab-based activities.
Industry Collaboration	Engage industry partners for curriculum co-creation, guest lectures, internships, and placements.
Capacity Building	Train faculty through FDPs and create a pool of certified trainers and assessors.
Assessment and Certification	Conduct formative and summative assessments, preferably in alignment with SSCs/NSDC certification norms.
Research and Innovation	Promote applied research in vocational pedagogy; skill needs analysis, and skill-technology integration.

4. Program Offerings

The DDUCSVE can offer a **ladder of qualifications** as per NSQF levels:

NCrF Level	Program Type	Duration	Entry Qualification
4-5	Certificate Courses	6 months	Class 12 or equivalent
5-6	Diplomas	1–2 years	Class 12 or Certificate
6-7	UG Degree	3-4 years	Class 12 or Diploma
7-8	PG Diploma/Master's Degree	1–2 years	UG degree or equivalent

5. Funding and Resource Mobilization

- Centrally-sponsored schemes for skill and vocational education.
- Grants from **State Skill Development Missions (SSDMs).**
- Partnerships with **NSDC, MSDE, CSR funds,** and **industry sponsorship.**
- Revenue through **self-financed short-term training programs.**

6. Infrastructure Requirements

- Dedicated classrooms with AV equipment.
- ICT-enabled **e-learning platforms.**
- Sector-specific **skill labs** (e.g., electronics, media, health, agriculture etc).
- Incubation and entrepreneurship support facilities.

7. Monitoring and Evaluation

The monitoring and evaluation by the monitoring and evaluation committee constituted by the Advisory Committee based on regular review through **Key Performance Indicators (KPIs)** like:

- Number of students trained and certified.
- Placement and entrepreneurship outcomes.
- Industry collaborations and MoUs signed.

- Number of programs offered and updated.

8. Structure and Governance of Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education

A. Advisory Committee:

Constitution:

1.	Vice-Chancellor	Chairman
2.	Dean Academic Affairs	Vice-Chairman
3.	Two Deans of Faculties (1 each from Science and Non-Science) nominated by the Vice Chancellor*	Member
4.	Dean R & D	Member
5.	Additional Dean R & D – Internships and Apprenticeships	Member
6.	Director, Centre for Incubation, Innovation and Entrepreneurship	Member
7.	Director, IQAC	Member
8.	Director CLAS	Member
9.	Director, Youth Skill Development	Member
10.	Director CCPC	Member
11.	Three outside Experts from Skill sectors (IT, Agriculture, Retail, Healthcare etc. i.e. one expert from each sector) nominated by the Vice Chancellor*	Member
12.	Two Professors nominated by the Vice Chancellor*	Member
13.	Director, Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education	Member Secretary

*The term of nominated members will be of two years from the date of issue of notification.

Functions:

1. To recommend the suitable measures for promotion of skill & vocational education.
2. To approve the proposal of new programs for introduction in the UTDs/Centres/Institutes.
3. To review progress of the Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education annually through monitoring and evaluation committee constituted by it.

B. Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education

1.	Director	Professor nominated by the Vice-Chancellor
2.	Associate Director(s)/Deputy Director(s)	Professor/Associate Professor nominated by the Vice-Chancellor as per requirement
3	Assistant Director(s)	Assistant Professor nominated by the Vice-Chancellor as per requirement
4.	Program Coordinators* (each skill sector)	To be appointed as per requirement
5.	Professor of Practice/Adjunct Faculty/Visiting/Floating Faculty **Advisors/Consultants**	**To be appointed as per requirement**
6.	Clerk/JDEO	-
7.	Peon	-

*May also apply for **projects**/research funding to various funding agencies related to Pt. Deen Dayal Upadhyaya Centre for Skill and Vocational Education.