

# MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(Established under Haryana Act No. XXV of 1975)

(A+ Grade University accredited by NAAC)

## PROSPECTUS 2021-22



**FOR ADMISSION TO 3 YEAR, 4 YEAR AND 5 YEAR & 6 YEAR INTEGRATED  
PROGRAMS  
OFFERED BY  
UNIVERSITY TEACHING DEPARTMENTS AND  
MDU-CPAS, GURUGRAM**

NIRF- 2020: 76<sup>th</sup> rank MDU

[www.mdu.ac.in](http://www.mdu.ac.in)

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## VICE-CHANCELLOR'S MESSAGE



Heartiest welcome to all admission aspirants!

Maharshi Dayanand University, established in 1976, is a leading University of the state of Haryana. Accredited with 'A+' grade by NAAC in March 2019, the university has been placed at 76<sup>th</sup> rank amongst Indian Universities in the NIRF survey 2020 conducted by Ministry of Human Resource Development, Govt. of India. Notably, the university is 1<sup>st</sup> among the state universities of Haryana in this NIRF survey.

The University established with the objective of promoting inter-disciplinary higher education and research with special emphasis on studies of environment, ecological and Life Science is making rapid progress in all spheres. It has an excellent track record in academics, research literary and cultural activities, games & sports as well as social outreach.

Maharshi Dayanand University was adjudged the cleanest University amongst the Higher Educational Institutions of the nation in the Government Universities category in SWACHH CAMPUS RANKING 2018 organized by the Ministry of Human Resource Development, Govt. of India. The university was honoured by Green Institutional Mentor Award by the Ministry of Human Resource Development, Govt. of India in 2020.

The University has 40 Post-Graduate Departments (UTDs), 10 faculties and one off-campus centre-MDU Centre for Professional & Allied Studies in Gurugram. Its Directorate of Distance Education is providing quality education to the students with various under-graduate and post-graduate courses. The University has established several Honorary Chairs to conduct research on the lives and contributions of eminent and illustrious Indians in their respective spheres.

Besides excellent standards of teaching and research, well qualified faculty members, effective administrative and responsive set-up, congenial academic environment, pulsating campus life and key national and international linkages, the university enjoys reputation for timely holding of examinations and time-bound declaration of results, and offers ample avenues for holistic development of the personality of students.

Its community-service approach, special emphasis on providing opportunities for students coming from rural background, girl students, and students from marginalized sections of the society, and e-linked delivery centric administrative set-up makes M.D. University, a University with difference.

Having sprawling verdant campus and state-of-art department buildings, the university provides excellent infrastructural facilities and student support services. A Modern Tagore Auditorium, spacious IT-enabled Vivekanand Library, Students' Activity Centre, YajnaShaalaa, Faculty Club, etc. mark the campus. Central Instrumentation Laboratory (CIL) is the new facility on campus. Modern hostel facilities are available for boys and girls students of the university on the campus, including separate hostel for the international students.

The University has an enviable track record in games and sports. It ranks among the leading varsities of the country in games & sports. Hundreds of university students have represented India both at national and international level, including Olympic Games, Commonwealth Games, and Asian Games. University sportspersons have been honoured with Arjuna Award, Bhim Award, Dronacharya Award etc. for their sports achievements.

Owing to its overall excellence, global outlook and deep commitment towards social and community causes, MDU is set to emerge as an academic centre of excellence attracting students from all over the country and the world. The University is also set to implement the National Education Policy (NEP)' 2020 of Govt. of India with a well-defined roadmap-Mission 2025 wherein we aspire to be among 25 by 2025 across all universities of the country.

My best wishes to all the students seeking admission in this premier institute of higher education. May you all achieve your academic goals!

A handwritten signature in black ink, appearing to read 'R. Singh'. Below the signature, the name '(RAJBIR SINGH)' is printed in a bold, black, sans-serif font.

(RAJBIR SINGH)

## OFFICERS OF THE UNIVERSITY

**Hon'ble Chancellor**  
**Sh. Bandaru Dattatreya**  
**Governor, Haryana**

**Vice-Chancellor**

Prof. Rajbir Singh

**Dean, Academic Affairs**

Prof. Nov Rattan Sharma

**Dean, Faculty of Education**

Prof. Nov Rattan Sharma

**Registrar**

Prof. Gulshan Lal Taneja

**Dean, Faculty of Engineering & Technology**

Prof. Vineet Kumar

**Finance Officer**

Sh. Mukesh Bhatt

**Dean, Faculty of Humanities and Arts**

Prof. Harish Kumar

**Controller of Examinations**

Dr. B.S. Sindhu

**Dean, Faculty of Inter-Disciplinary Studies**

Prof. Surendra Kumar

**Proctor**

Prof. S.C. Malik

**Dean, Faculty of Law**

Prof. Raj Kumar

**Dean, College Development Council**

Prof. A.S. Maan

**Dean, Faculty of Life Sciences**

Prof. J.P. Yadav

**Dean, Students' Welfare**

Prof. Raj Kumar

**Dean, Faculty of Management Sciences and Commerce**

Prof. Raj Kumar

**University Librarian**

Dr. Satish Kumar

**Dean, Faculty of Pharmaceutical Sciences**

Prof. Sanju Nanda

**Chief Warden (Boys)**

Prof. Randeep Rana

**Dean, Faculty of Physical Sciences**

Prof. A.S. Maan

**Chief Warden (Girls)**

Prof. Sanju Nanda

**Dean, Faculty of Social Sciences**

Prof. Nov Rattan Sharma

## HEADS/DIRECTORS OF THE UNIVERSITY TEACHING DEPARTMENTS/INSTITUTES/CENTRES

S. No.	Name of the Head/Director	Department/Centre/Institute	Telephone, Mobile No., E-mail ID
<b>Faculty of Education</b>			
1.	Prof. Jitender Kumar	Education	9215617081 hod.edu@mdu.ac.in
2.	Prof. Nov Rattan Sharma	Physical Education	9355612805 hod.physical@mdu.ac.in
<b>Faculty of Engineering &amp; Technology</b>			
3.	Prof. Yudhvir Singh	University Institute of Engineering & Technology	9315517965 <a href="mailto:dir.uiet@mdu.ac.in">dir.uiet@mdu.ac.in</a>
<b>Faculty of Humanities and Arts</b>			
4.	Prof. Loveleen Mohan	Department of English & Foreign Languages	8901570607 hod.english@mdu.ac.in
5.	Prof. Maya Malik	Hindi	9034444165 hod.hindi@mdu.ac.in
6.	Prof. Harish Kumar	Journalism & Mass Communication	9416051022 hod.journalism@mdu.ac.in
7.	Dr. Sunita Saini	Sanskrit, Pali & Prakrit	9416978333 hod.sanskrit@mdu.ac.in
8.	Prof. Vimal	Music	9896587419 hod.music@mdu.ac.in
9.	Prof. Meenakshi Hooda	Visual Arts	9416731199 hod.visualarts@mdu.ac.in
<b>Faculty of Inter-Disciplinary Studies</b>			
10.	Prof. Surendra Kumar	Centre for Yogic Studies	9215379708 <a href="mailto:dir.cys@mdu.ac.in">dir.cys@mdu.ac.in</a>
11.	Prof. J.P. Yadav	Forensic Science	9416474640 hod.forensic.sc@mdu.ac.in
<b>Faculty of Law</b>			
12.	Dr. Kavita Dhull	Law	9729005133 hod.law@mdu.ac.in
<b>Faculty of Life Sciences</b>			
13.	Prof. Rajesh Dabur	Biochemistry	8607351927 hod.biochem@mdu.ac.in
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20.	Prof. Meenakshi Vashisht	Genetics	9813488185 <a href="mailto:hod.genetics@mdu.ac.in">hod.genetics@mdu.ac.in</a>

S. No.	Name of the Head/Director	Department/Institute	Telephone, Mobile No., E-mail ID
21.	Prof. J.P. Yadav	Microbiology	9416474640 hod.microbiology@mdu.ac.in
22.	Prof. Vineeta Shukla	Zoology	9992924820 hod.zoology@mdu.ac.in
<b>Faculty of Management Sciences and Commerce</b>			
23.	Prof. Raj Pal Singh	Commerce	9416247250 hod.commerce@mdu.ac.in
24.	Dr. Sandeep Malik	Institute of Hotel & Tourism Management (IHTM)	9416350585 dir.ihtm@mdu.ac.in
25.	Prof. Raj Kumar	Institute of Management Studies And Research (IMSAR)	9416210236 dir.imsar@mdu.ac.in
<b>Faculty of Pharmaceutical Sciences</b>			
26.	Prof. Sanju Nanda	Pharmaceutical Sciences	9416265876 <a href="mailto:hod.pharma@mdu.ac.in">hod.pharma@mdu.ac.in</a>
<b>Faculty of Physical Sciences</b>			
27.	Prof. Sapna Garg	Chemistry	9896091443 <a href="mailto:hod.chem@mdu.ac.in">hod.chem@mdu.ac.in</a>
28.	Prof. Nasib Singh Gill	Computer Sciences & Applications	9050805136 hod.computerscience@mdu.ac.in
29.	Prof. Rajeev Kumar	Mathematics	9896009959 <a href="mailto:hod.maths@mdu.ac.in">hod.maths@mdu.ac.in</a>
30.	Prof. Rajesh Parmar	Physics	9416516507 <a href="mailto:hod.physics@mdu.ac.in">hod.physics@mdu.ac.in</a>
31.	Prof. S.C. Malik	Statistics	9813104668 hod.statistics@mdu.ac.in
<b>Faculty of Social Sciences</b>			
32.	Prof. Shalini Singh	Defence & Strategic Studies	9728253541 hod.defence.studies@mdu.ac.in
33.	Prof. Santosh Nandal	Economics	9813379774 hod.economics@mdu.ac.in
34.	Prof. K.V. Chamar	Geography	9466054519 hod.geography@mdu.ac.in
35.	Prof. Jaiveer Dhankhar	History and Archaeology	9416337944 <a href="mailto:hod.history@mdu.ac.in">hod.history@mdu.ac.in</a>
36.	Prof. Nirmal Kumar Swain	Library & Information Science	9416516771 <a href="mailto:hod.libsc@mdu.ac.in">hod.libsc@mdu.ac.in</a>
37.	Prof. Ranbir Singh	Political Science	9466725252 hod.pol.science@mdu.ac.in
38.	Prof. Sonia Malik	Psychology	9416241293 hod.psychology@mdu.ac.in
39.	Prof. Sewa Singh Dahiya	Public Administration	9466527002 hod.public.admin@mdu.ac.in
40.	Prof. Desraj	Sociology	9416357414 <a href="mailto:hod.sociology@mdu.ac.in">hod.sociology@mdu.ac.in</a>
<b>MDU-CPAS, GURUGRAM</b>			
41.	Prof. Santosh Nandal	MDU-CPAS, GURUGRAM	9813379774 <a href="mailto:dir.cpas@mdurohtak.ac.in">dir.cpas@mdurohtak.ac.in</a>

## SECTION-I

### KEY DATES FOR ADMISSION PROCESS

**Schedule for admission to 3 YEAR, 4 YEAR AND 5 YEAR & 6 YEAR INTEGRATED PROGRAMS being run in the University Teaching Departments/Institutes/Centres and MDU-CPAS, Gurugram**

(a) Opening of portal for Online Registration and submission of Application	20.08.2021
(b) Last Date for submission of Application	31.08.2021
(c) Online Documents Verification	21.08.2021 to 02.09.2021
(d) Display of Discrepancy List on the University Website	03.09.2021
(e) Removal of Discrepancies (The candidate may submit the hard copy of the required documents, if any for removal of discrepancies OR send the same on the official e-mail of the concerned Heads/Directors as given in the Prospectus)	04.09.2021 to 05.09.2021
(f) Display of Overall Provisional Merit List	07.09.2021
(g) Redressal of grivences/objections on provisional merit list if any (reported upto 5.00 PM)	08.09.2021
(h) Display of updated overall Merit List and 1 <sup>st</sup> Merit List and fee submission (valid upto 11.09.2021)	09.09.2021
(i) Commencement of the classes w.e.f.	13.09.2021
(j) Display of 2 <sup>nd</sup> Merit List and Fee submission (valid upto 14.09.2021).	13.09.2021
(k) Display of 3 <sup>rd</sup> Merit List & Fee submission	16.09.2021
(l) Display of Vacant Seats if any for Physical counselling	18.09.2021
(m) Physical Counselling of vacant seats, if any and fee submission	20.09.2021
(n) Final Cut Off Date for Admission	30.09.2021

**Note:**

- Candidates are required to fill seprate online application form for admissions to various programs offered by MDU-CPAS Gurugram.
- Candidates are required to fill separate online form for admission under Supernumerary seats.
- No change will be allowed in the following fields after submission of application form:
 

i) Candidate's Name	ii) Father's Name	iii) Mother's Name
iv) Date of Birth	v) Reservation Category	vi) Program
vii) Supernumerary seat/Quota.		
- No document will be accepted after closing date for removal of discrepancies i.e. 05.09.2021.
- Fees has to be submitted online through Debit Card/Net Banking only.
- The candidate must submit fee receipt to the concerned Head of the department through email or in person.
- Classes will be held online/offline as per the instructions received from the State Government due to on-going COVID-19 pandemic from time to time.

There will be a separate Prospectus/Handbook for admission to the following Programs including Supernumerary seats:

- i) PG Programs of the UTDs and MDU-CPAS, Gurugram
- ii) Foreign Students.
- iii) Advanced Diploma/Diploma/Certificate Programs
- iv) Ph.D.

As per decision taken by the State Government conveyed by the Technical Education Department Memo No. 1040-60 dated 08.07.2021, the admission to B.Pharm.& B. Pharm. (LEET) Programs run by the Department of Pharmaceutical Sciences and various B.Tech. Programs run by the University Institute of Engineering & Technology, MDU, Rohtak shall be made by Haryana State Technical Education Society, Panchkula.

Detailed information can be seen on Haryana State Technical Education Society, Panchkula, website: [www.techeduhry.nic.in](http://www.techeduhry.nic.in).

**Note: The candidates must note the following points while seeking admission to programs offered in the University Teaching Departments/Institutes/Centres and MDU-CPAS, Gurugram:**

1. All relevant documents i.e., marksheet of qualifying examination, proof of age and documents in support of weightage claimed should be uploaded by the candidate along with application form. In absence of marksheet of the qualifying examination, the application of the candidate shall not be considered while preparing the merit list.
2. Incomplete/incorrect application form shall be rejected, summarily.
3. Provisional admission letter shall be available on the candidate's login.
4. The candidates must also upload the conversion formula for conversion of CGPA to percentage, wherever applicable. The candidates are required to fill up the percentage of marks secured in each examination using the formula as before, wherever applicable.
5. Candidates shall submit both the sides of the DMCs on the University Portal while submitting the application for admission.
6. The candidate must upload a scanned copy of each original document along with the application form while applying for admission to different programs.

**Note:** The candidate must upload all required scanned images/scanned copies only in **.jpeg** format. The scanned copy should be of **original document**.



**List of Original Documents to be uploaded (JPEG format only) with the application form:**

1. MatriculationCertificate (as proof of age)
2. Senior Secondary Examination Certificate
3. Detailed MarksCard (DMC) of the qualifying examination (12<sup>th</sup>)
4. CharacterCertificate from the institute last attended
5. Certificate of Reserved Category and other related certificates, if applicable, as mentioned in theProspectus
6. Latest income certificate issued by the competent authority of the Haryana Govt. on or after 01.04.2021, wherever applicable.
7. Certificate claiming weightages, if applicable.
8. Haryana resident certificate, if applicable.
9. Documentary proof in support of respective Supernumerary category, if applicable.
10. Undertaking regarding Gap Year, if applicable, as per format in Appendix-U

The provisionally admitted candidate will be required to submit the above mentioned original documents alongwith two sets of self attested photocopies, antiragging affidavit (candidate & parents) on or before 30.09.2021 in the Departments/Institutes/Centres/MDU-CPAS for further processing by the University, failing which the admission shall stand cancelled automatically.

**Note:**

1. **Candidates are required to fill up separate online application form for admission under Supernumerary Seats for MDU UTDs and MDU-CPAS, Gurugram.**
2. **Documents uploaded on the Admission Portal ([admission.mdu.ac.in](http://admission.mdu.ac.in)) should be clearly legible.**

## SECTION - II

### PROGRAMS OFFERED, DURATION, INTAKE AND ELIGIBILITY

#### Mode of Admission: Academic Merit

Sr. No.	Name of the Program	Minimum Duration (Years)	Intake	Eligibility
<b>1. FACULTY OF ENGINEERING AND TECHNOLOGY</b>				
<b>i. University Institute of Engineering and Technology</b>				
a	Bachelor of Computer Application (BCA)	3	60	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University Rohtak as equivalent thereto. <b>OR</b> Three years Diploma Course conducted by the State Board of Technical Education or any other examination recognized by the State Board of Technical Education as equivalent thereto.
<b>2. FACULTY OF HUMANITIES &amp; ARTS</b>				
<b>Department of English &amp; Foreign Languages</b>				
a.	M.A. (English) Hons. 5-Year integrated	5	40	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
<b>Department of Visual Arts</b>				
a.	Master of Fine Arts (Painting) 6-year Integrated	6	15	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University Rohtak as equivalent thereto.
<b>3. FACULTY OF LAW</b>				
<b>Department of Law</b>				
a.	LLB (Hons.) 5-year Integrated	5	120	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University Rohtak as equivalent thereto.
<b>4. FACULTY OF MANAGEMENT SCIENCES AND COMMERCE</b>				
<b>i. Department of Commerce</b>				
a.	M.Com. (Hons.) 5-year Integrated	5	60	Senior Secondary Examination (10+2) with atleast 45% Marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education, Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
<b>ii. Institute of Hotel &amp; Tourism Management</b>				
a.	5 Year Master of Hotel Management and Catering Technology (MHMCT)	5	60	Senior secondary Examination (10+2) with at least 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.

Sr. No.	Name of the Program	Minimum Duration (Years)	Intake	Eligibility
b.	Bachelor of Hotel Management & Catering Technology 4 Year (BHMCT)	4	60	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
c.	Bachelor of Tourism & Travel Management 4 year (BTTM)	4	60	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
<b>iii. Institute of Management Studies &amp; Research</b>				
a.	MBA 5-year Integrated	5	130	Senior Secondary Examination (10+2) with atleast 50% marks in aggregate (47.5% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
<b>5. FACULTY OF PHYSICAL SCIENCES</b>				
<b>i. Department of Mathematics</b>				
a.	5-year Integrated M.Sc. (Hons.) (Maths)	5	60	Senior Secondary Examination (10+2) with Maths as one of the subjects with atleast 50% marks (47.50% for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
<b>6. FACULTY OF SOCIAL SCIENCES</b>				
<b>i. Department of Economics</b>				
a.	M.A. (Economics) (Hons.) 5- year Integrated	5	40	Senior Secondary Examination (10+2) with at least 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education, Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
<b>ii. Department of Public Administration</b>				
a.	M.A. (Hons.) Public Administration 5-Year Integrated	5	50	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University Rohtak as equivalent thereto.
<b>MDU-CPAS, GURUGRAM</b>				
1	MBA 5-Year Integrated	5	60	Senior Secondary Examination (10+2) with at least 50% marks (47.50% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) in aggregate from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
2	LLB (Hons.) 5-Year Integrated	5	240	Senior Secondary Examination (10+2) with atleast 45% marks (42.75% marks for SC/ST/ Blind/ Visually and Differently Abled candidates of Haryana only) from Board of School Education Haryana, Bhiwani or any other Examination recognized by M. D. University Rohtak as equivalent thereto.

## SECTION – III

### PROGRAM-WISE SEAT MATRIX (Based on Reservation Policy of the State Government)

Sr. No.	Name of Program	Break up of seats as per State Govt. Reservation Policy									No. of sanctioned seats
		AIC		HOGC	SC #		BC (A)	BC (B)	DA/ PwD/ PH/ESM/ DFF	EWS**	
		AIO	EWS*		SC	Deprived SC					
UTD/INSTITUTE, MDU, ROHTAK											
1	M.Com. (Hons.) 5-year Integrated	8	1	23	5	5	8	6	2	2	60
2	M.A. (English) (Hons.) 5- Year integrated	5	1	15	4	3	5	4	1	2	40
3	LLB (Hons.) 5-year Integrated	16	2	46	11	10	16	11	3	5	120
4	MBA 5-year Integrated	18	2	50	11	11	18	12	3	5	130
5	5 Year Master of Hotel Management & Catering Technology (MHMCT)	8	1	22	5	5	8	6	2	3	60
6	Bachelor of Hotel Management & Catering Technology (BHM & CT) 4 year	8	1	22	5	5	8	6	2	3	60
7	Bachelor of Tourism & Travel Management (BTTM) 4 year	8	1	22	5	5	8	6	2	3	60
8	M.Sc. (Maths) (Hons.) 5-year Integrated	8	1	22	5	5	9	5	2	3	60
9	M.A. Economics (Hons.) 5- year Integrated	5	1	16	3	4	6	3	1	1	40
10	M.A. (Public Administration) (Hons.) 5-year Integrated	7	1	19	4	4	7	5	1	2	50
11	Master of Fine Arts (Painting) 6-year Integrated	2	-	5	2	1	1	2	1	1	15
12.	Bachelor of Computer Application BCA	8	1	23	5	5	8	6	2	2	60
MDU-CPAS, GURUGRAM											
12	MBA 5 Year (Integrated)	8	1	25	5	5	8	6	2	-	60
13	LL.B (Hons.) 5 year Integrated	32	4	102	21	20	33	22	6	-	240

#Wherever there is a fraction of seats, the fraction of 0.5 seat of Deprived SC category has been added to SC category for the purpose of rounding off the number of seats. The 0.5 fraction of SC category shall be recovered in the next academic year, i.e., 2022-23 and will be added to Deprived SC Category. Roster Register shall be maintained for this purpose at the departmental level in all the categories.

\* EWS seats under All India Category will be as per Central Govt. Criteria (Proforma is available at Appendix-R)

\*\*EWS seats under Haryana will be as per Haryana Govt. Criteria (Proforma is available at Appendix-R1)

## SECTION - IV

### INSTRUCTIONS FOR CANDIDATES

#### PART – A

#### HOW TO APPLY FOR ADMISSION TO VARIOUS PROGRAMS

1. Candidates are advised to read the Prospectus carefully before filling the online Application Form.
2. Processing charges for the application form for admission are Rs.1000/- for General Category candidates and Rs. 250/- for SC/DSC/BC/Differently Abled candidates (Haryana only). The SC/DSC/ST/BC/OBC candidates belonging to the States other than Haryana will be treated as General Category candidates.
3. A Candidate may apply for admission to as many programs as he/she wants. Separate application form for admission to each additional program shall be required to be filled after paying Rs. 200/- (Rs. 50/- for SC/DSC/BC/Differently Abled candidates for Haryana only) per additional program.
4. The candidates must also upload the conversion formula for conversion of CGPA to percentage wherever applicable. The candidates are required to fill up the percentage of marks secured in each examination using the said formula.
5. The scanned copy of certificates/testimonials of all the examinations passed by the candidate from Matriculation onwards/other documents including certificates for claiming reservation, Weightage, if any, and latest Character Certificate should be uploaded (in .jpeg format) while filling online application form.
6. The weightages are not applicable to programs approved by PCI (Pharmacy Council of India)/ AICTE (All India Council for Technical Education)/ BCI (Bar Council of India).
7. The candidates claiming the benefit of reservation shall submit a certificate to this effect from the competent authority. Refer to **Appendices “C to T”** for instructions and formats of various certificates.
8. The candidates are advised to download the submitted form and take a printout of admission application form and uploaded documents to rule out any discrepancy. He/She may request any amendments through email to [reg.admission@mdu.ac.in](mailto:reg.admission@mdu.ac.in) on or before the last date of submission of application. However, no change will be allowed in the following fields:  
i) Candidate's Name      ii) Father's Name      iii) Mother's Name  
iv) Date of Birth      v) Reservation Category      vi) Program  
vii) Supernumerary seat/Quota.
9. **The candidates are required to fill up separate online application form for admission under Supernumerary Seats for UTDs and MDU-CPAS, Gurugram.**

## PART – B

### INSTRUCTIONS/GUIDELINES FOR FILLING ONLINE APPLICATION FORM FOR ADMISSION

1. Read the **Prospectus & General Instructions carefully** and then start the process of **“New Registration”**.
2. Please read the user manual available on the website/portal before filling the application form (available on <http://admission.mdu.ac.in>)
3. Pre-requisites for applying online:
  - i. Prospectus 2021-22 (<http://mdu.ac.in> -> Admissions -> Prospectus)
  - ii. E-mail id of the candidate (e.g. xyz@gmail.com)
  - iii. Scanned copy of **Photograph, Signature** ensuring that all required scanned images should be in **.jpeg** format with below specification:
    - a) File Size of the photo image must be between 50KB and 200 KB
    - b) File Size of the signature image must be between 10KB and 100 KB
    - c) File Size of Left Thumb Impression must be between 20KB and 200 KB
  - iv. **Mobile Number and e-mail id of the candidate.**
  - v. **Pin Code** with the details of Permanent & Correspondence Address.
  - vi. Scanned Copy of any one Identity Proof (Voter ID/Aadhar Card/PAN Card/Driving License), Educational Qualifications & Weightage related details/documents (like Matriculation, Senior Secondary Examination, and Qualifying Examination etc.)

The candidate must upload all required scanned images/scanned copies only in **.jpeg** format (size between 50 KB and 200KB). The scanned copy should be of **original document** and not of the *Photocopy and must be readable*. After uploading of documents candidate must click on view button and ensure that correct document are uploaded as required in the prospectus.

#### NOTE:

- Once the payment for a program is confirmed, **no changes in Program, Reservation Category, Applicant Name, Father Name, Date of Birth, Mobile number, e-mail id, Photo and Signature etc. will be allowed**. Therefore, before payment and clicking on the “NEXT/SAVE” button, the details should be checked and confirmed by the candidate.
  - The candidate must select carefully the program applied for which he/she is eligible. **No change of Program shall be allowed after fee payment.**
4. **Online Admission Application Process:**
    - i. A Candidate must apply online through the website [www.mdu.ac.in](http://www.mdu.ac.in)->**Admission->Online Application form**.
    - ii. Candidate must create login account for the registration process.

- iii. **Username & Password** assigned should be kept confidential and safe.
- iv. In the Admission Registration Form, details such as address, mobile no., landline no., and e-mail address etc. must be entered carefully. All fields marked with asterik(\*)marked are mandatory. The University will use information given by the applicant to contact the applicant for any further communication. If **Mobile no. or e-mail address is incorrect** or belongs to someone else, the candidate may not be able to receive any communication from the University. The University in no way shall be responsible for any lapse occurring on account of incorrect information provided by the candidate.
- v. A message containing login credentials of the candidate shall be sent on candidate's mobile or e-mail address confirming creation of login account.
- vi. The candidate should select the appropriate program from the drop down menu of **"Program Groups"**. Subsequently within the **"Program Groups"** the candidate will select the **required Program** from the drop down menu of **"Program"**.
- vii. A Candidate must select relevant Weightage (if applicable) as per eligibility & upload the related document for verification.
- viii. The candidate can apply for additional Programs through the **"Add Program"** button from the applying page.
- ix. Before making payment, candidate must check & confirm all the details filled in. The candidate is required to select the Program of his/her choice and pay fee by clicking on **"Make Payment"** for the opted Program. The Candidate should ensure that the payment has been made timely and the fee payment status is 'Paid' in the application form. Application forms without fee shall not be entertained and would be summarily rejected.
- x. After fee confirmation, Login to account and click on **"Download Application Form"** option on the **"Home"** page to take a print of application form and retain it for record. If Fee is not confirmed within 2 days, please contact the University at [feeissue@mdu.ac.in](mailto:feeissue@mdu.ac.in) with proof of payment.
- xi. Information about fee confirmation, application form etc. will be available on the candidate's login page itself.

**Helpdesk Contact Details(From 9:30 am to 5:00 pm on all working days)**

**For general information about admission/Prospectus:**

Ph. No. 01262-274354 or via E-mail: [academic.br@mdu.ac.in](mailto:academic.br@mdu.ac.in)  
(Academic Branch, University Secretariat)

**Online Admission Technical Issues:**

Ph. No. 01262-293232 E-mail: [reg.admission@mdu.ac.in](mailto:reg.admission@mdu.ac.in)  
(Helpdesk, Ground Floor, DDE Building)



## FREQUENTLY ASKED QUESTIONS

**1. What are various Programs offered by MDU?**

Ans: The complete list of programs offered by MDU is given in the prospectus.

**2. Are the Programs offered by MDU recognized?**

Ans: Yes, MDU is a State University established under Haryana Act No.XXV of 1975 ('A+' Grade University Accredited by NAAC)

**3. What are the minimum requirements for applying to a particular Program in MDU?**

Ans: Eligibility conditions differ from program to program. For detailed information, please see prospectus.

**4. Can I apply for admission to a program in MDU before the declaration of result of the qualifying exam?**

Ans: No, as the admissions are being offered on the basis of academic merit, final result of qualifying exam is mandatory.

**5. What is the total approximate expenditure for a selected Program?**

Ans: For details of program fee, please check the prospectus.

**6. Do I need to come down to MDU campus/admission office to receive/submit the application form and counseling?**

Ans: No, there is no need for you to come down to MDU Campus/Admission Office to receive/submit the application form and attending counseling as the mode of submission of application form and counseling is an online process.

**7. Where can I get the prospectus and application forms?**

Ans: Soft copy of Prospectus is available on MDU website-  
<http://mdu.ac.in/->Admissions->Prospectus>  
[http://mdu.ac.in/->Admissions-> Online Admissions 2021-22.](http://mdu.ac.in/->Admissions->Online Admissions 2021-22)

**8. Can I apply for more than one program?**

Ans: Yes, you can apply for as many program by paying add-on fee for each program applied for.

**9. Do I need to pay the admission/tuition fee at the time of counseling/admission?**

Ans: Yes, the fee is to be paid online as per the given schedule.

**10. Is there any facility for payment of fees in installments?**

Ans: There is no provision for payment of fee in installments/parts. Check the prospectus for fee details.

**11. Is there a capitation fee?**

Ans: No, the candidates need to pay only the fees mentioned in the prospectus.

**12. Is there any agent/franchise that can help me in getting admission to MDU?**

Ans: No, we do not have any agents/ franchise for admissions. You can ask questions from the helpdesk - Admission/Online Admission Enquiry No. 01262-293232 (*From 9:00 am to 5:00 pm on all working days*)

**13. Is there any Grievance Redressal Mechanism for students?**

Ans: Yes, there are Committees to address the Grievances of students at the Department level as well as Central level of the University.



## SECTION V

### CRITERIA FOR PREPARING MERITLIST

#### Important Note:

1. While preparing the merit list, marks in fractions will not be rounded off.
2. The weightages are not applicable to programs approved by BCI (Bar Council of India)/PCI (Pharmacy Council of India) / AICTE (All India Council for Technical Education).
3. For each weightage, 5 percent marks shall be given which shall be added to the applicants' total percentage and thus, a merit list will be prepared.
4. The applicant must have all the valid proofs and certificates to support their claims.
5. The merit list shall be prepared on the basis of the Academic Merit (percentage of marks in qualifying examination) and following Weightage(s) subject to maximum of 10 marks (if any). The Weightages will be admissible only if the supporting document(s) are as per the prescribed format given in the prospectus and has/have been issued on or before the last date for submission of online application form.

Recipients of National Talent Award from the NCERT	5 marks
Matric/10+2 examination has been passed from a Rural Area of Haryana	5 marks
N.C.C. Cadets who possess the 'B' Certificate OR Holders of Bharat Scouts & Guides Certificate awarded by the President of India (for admission to undergraduate course only) OR Sports Certificate	5 marks

#### GUIDELINES FOR SPORTS WEIGHTAGE

Sports Certificate for weightage will only be considered, if the candidate produces the State/National position holder certificate from the respective State Government/Sports Department. In case, any state does not issue the Graduation Certificate, the following criteria will be adopted:

- a. In case of International/National participation or State Position Holder, a certificate of authenticity will be required from the concerned National Federation/State Association.
- b. The game/event must be in the scheduled list of the Association of Indian University Sports Calendar.
- c. The tournament must be organised by a recognised Federation/Association duly affiliated with State Olympic Association/ Indian Olympic Association and Ministry of Youth Affairs & Sports.

**Note: No weightage will be given for participating/winning positions in the sports and games organized by Nehru Yuva Kendra/ CBSE National, Vidya Bharti Nationals/ Rural Tournaments/ Panchayat Tournaments/ Navodaya Nationals and participation in non-recognised tournaments/sports festivals.**

## SECTION VI

### SUPERNUMERARY SEATS AND SEAT MATRIX

Separate application form as per schedule notified by the University and mentioned in the prospectus will have to be filled for admission under Supernumerary Seats. **There is no provision for Supernumerary Seats in Programs approved by regulatory bodies (BCI/PCI/AICTE/NCTE).** In addition to the sanctioned seats, supernumerary seats for the following categories will be as under:

#### **For Kashmiri Migrants & Kashmiri Pandit/Kashmiri Hindu Families (Non-migrant living in Kashmir valley):**

In light of the directions, received from Department of Higher Education, MHRD, vide letter No. 3-4/2017-NER dated 15.10.2019, it has been decided to allow the following concessions to the wards of Kashmiri Migrants as well as Kashmiri Pandit/Kashmiri Hindu Families (Non-migrant living in Kashmir valley) for admission to various programs offered in the University Teaching Departments

- Relaxation in cut-off percentage upto 10%, subject to minimum eligibility requirement.
- Increase in intake upto 5% program wise.
- Waving off domicile requirement of Kashmiri migrants only Kashmiri Pandit/Kashmiri Hindu Families (Non-migrant living in Kashmir valley need domicile requirement).

#### **For Sports**

One seat in each program where the strength is 30 or above but less than 60 and 2 seats where the strength is 60 and above have been earmarked for outstanding sportspersons over and above the sanctioned intake, subject to the fulfillment of other conditions, the admissions against seats will be made according to the following criteria in order of preference:-

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

The candidate better in sports will be admitted as per merit decided by the Admission Committee of the concerned Department/College. In case of any dispute in this regard, the decision of the committee comprising the following shall be final:-

- a) Dean of the concerned Faculty.
- b) Director(Sports) / Deputy Director (Sports)
- c) Head, Department of Physical Education

- d) Concerned Head of the Department

Note: To complete the quorum, presence of atleast one person from b) & c) given above is mandatory in the meeting.

### **Foreign Students**

There is provision of having 15% additional supernumerary seats for foreign candidates, out of which 1/3<sup>rd</sup> seats have been earmarked for the children of Indian workers in the Gulf countries and Southeast Asia. These seats will not be filled, if such foreign candidates are not available. There will be separate Prospectus for Foreign Students.

### **Non-Resident Indian**

Ten per cent seats over and above the existing sanctioned intake are meant for actual NRI candidates and their children or wards in all programs. The following category of students are considered to be Non-Resident Indian for taking admission in MDU, Rohtak:

1. Actual NRI
2. At least one of the parents of such students should be an NRI and shall ordinarily be residing abroad as an NRI.
3. NRI sponsoring a student for admission should be a first degree relation of the student and should be ordinarily residing abroad as an NRI. First degree relation would include real brother and sister over and above the mother-father.
4. If the student has no partents or near relatives, or taken as a ward by some other nearest relative such students also may be considered for admission provided the guardian has bonafide treated the student as a ward and such guardian shall file an affidavit indicating the interest shown in the affiars of the students and also his relationship with the student and such person also should be an NRI, and ordinarily residing abroad.

Following will be covered under this category:

- i. Real brother and sister of father i.e. real uncle and real aunt.
- ii. Real brother and sister of mother i.e. real maternal uncle and maternal aunt.
- iii. Father and mother of father i.e. grand father and grand mother.
- iv. Father and mother of mother i.e. maternal grand father and maternal grand mother.

Admission against seats reserved for NRI candidates will be made in the above manner in order of priority. The following documents will be required for admission against these seats:

- i) Original Certificate/Mark Sheet of qualifying examination.
- ii) Attested copies of Passport and Visa of the applicant/parent.
- iii) Foreign Bank Account No. or NRI Account No. of the applicant/parent.
- iv) Declaration regarding Non-Resident Indian status of the applicant/parent. (Appendix-N).

Once a candidate is admitted to a program as an NRI candidate, he/she will remain in this category for the full duration of the program. The decision of the University regarding status of foreign/NRI candidate will be final.

### **Single Girl Child**

One supernumerary seat for single girl child has been earmarked over and above the sanctioned seats for admission to various Programs being run in the University Teaching Departments/Institutes and MDU-CPAS, Gurugram.

### **MDUEmployee ward**

One supernumerary seat for wards of M.D. University, Rohtak employees has been earmarked over and above the sanctioned seats for admission to various Programs being run in the University Teaching

Departments/Institutes and MDUCPAS, Gurugram.

**Centre and State Govt. Nominated/Sponsored Personnel**

One supernumerary seat for Centre and State Govt. nominated/sponsored personnel has been earmarked over and above the sanctioned seats for admission to various programs being run in the University Teaching Departments/Institutes and MDU-CPAS, Gurugram.

**Ward/Spouse of Kargil Martyrs**

One supernumerary seat for wards/spouse of Kargil Martyr has been earmarked over and above the sanctioned seats for admission to various programs being run in the University Teaching Departments/Institutes and MDU-CPAS, Gurugram

**University Campus School Pass Out Students**

In the light of NEP-2020 and Haryana Govt. initiative for integrated education from KG to PG, one supernumerary seat for students who have passed 10+2 examination from University Campus School, Rohtak has been earmarked over and above the sanctioned seats for admission to various programs being run in the University Teaching Departments/Institutes and MDU-CPAS, Gurugram.

Note: **Students have to fill the separate form for admission under Supernumerary seats. Such seats will in no case, be converted into any other kind of seats.**

## PROGRAM-WISE SEAT MATRIX FOR SUPERNUMERARY SEATS

Name of Program	Sports	NRI	Single Girl Child	MDU Employees Wards	Centre/ State Govt. sponsored personnel	Kashmiri Migrants & Kashmiri Pandit/ Kashmiri Hindu Families (Non-migrant living in Kashmir valley)	Ward/ Spouse of Kargil Martrys	University Campus School 10+2 Passed students
M.Com. (Hons.) 5-year Integrated	2	6	1	1	1	3	1	1
M.A. (English) (Hons.) 5- Year integrated	1	4	1	1	1	2	1	1
Bachelor of Tourism & Travel Management (BTTM) 4 year	2	6	1	1	1	3	1	1
MBA 5-year Integrated	2	13	1	1	1	7	1	1
M.Sc. (Maths) (Hons.) 5- year Integrated	2	6	1	1	1	3	1	1
M.A. Economics (Hons.) 5- year Integrated	2	4	1	1	1	2	1	1
M.A. Public Administration (Hons.) 5-year Integrated	1	5	1	1	1	3	1	1
Master of Fine Arts (Painting) 6-year Integrated	-	1	1	1	1	1	1	1
Bachelor of Computer Application (BCA)	2	6	1	1	1	3	1	1

**Note: Candidates are required to fill the separate form for admission under Supernumerary seats.**

## SECTION - 1

### KNOW YOUR UNIVERSITY

#### Introduction

Maharshi Dayanand University, Rohtak is a State University established under Haryana Act No. 25 of 1975 with the objective to promote inter-disciplinary higher education and research with special emphasis on studies of environmental, ecology and life sciences. The University offers 159 Programs through 10 faculties comprising 40 University Teaching Departments/Centers/Institutes and a satellite campus at MDU-CPAS, Gurugram. Blooming flowers in the Rose Garden, well-paved sidewalks, carefully pruned plants along both sides of the campus roads, abundant greenery, and the resulting eco-friendly ambience give a majestic look to our clean, green and eco-friendly campus.

The University has been:

- Awarded Grade A<sup>+</sup> by NAAC with CGPA of 3.44 valid upto March, 2024.
- Ranked 76<sup>th</sup> among top 100 Indian Universities and 1<sup>st</sup> among State Universities of Haryana in NIRF 2020 by MHRD, Government of India.
- Granted Green Institutional Mentor Award by MHRD in 2020.

The University is fast marching ahead with determined efforts to achieve academic excellence of reckoning. Qualified, experienced and hardworking faculty, congenial academic and administrative environment, transparent, dynamic, responsive, and responsible administrative set-up, strategic academic and research linkages at national and international level, Wi-Fi Campus, state-of-the-art library services, a time-tested tradition of timely holding examinations and time bound result declaration, pulsating campus life, ample career growth opportunities for students, and harmonious relationship among all stakeholders are its essential hallmarks. It is truly growing to be a Centre of Academic Excellence, cherishing a will to deliver quality education, with decisive focus on upliftment of women and rural students, and a sense of commitment to contribute its mite to social, community, and national cause.

The congenial academic environment in the University efficiently inculcates graduate attributes among its students. Quality initiatives of the University have attracted quality students in various programs which in turn has significantly improved student demand ratio, pass percentage of students and a minimal dropout rate.

MDU Centre for Professional and Allied Studies (MDU-CPAS), Gurugram is a satellite Campus of Maharshi Dayanand University, Rohtak. The Centre has emerged as a fast growing hub of wide range of programs in the professional, and job-oriented streams. For further details, please refer to the separate prospectus of MDU-CPAS.

The Directorate of Distance Education (DDE), originally established as a correspondence cell in 1988, contributes significantly towards achieving the national objective of providing quality education to one and all by fulfilling its motto to reach the unreached by offering useful distance education programs to learners belonging to different parts of the State/Country. Various programs offered by the Directorate range from conventional to professional as per demographic needs and employment opportunities available in the country.

## Infrastructure and Learning Resources

The University has enormous physical facilities to support the teaching- learning activities. The campus spread over 622 acres with a built up area of 3,75,000 sq. meters, with 18 teaching blocks and other independent buildings accommodates 38 University Teaching Departments. The 279 classrooms including 245 with LAN and Wi-Fi facilities, 177 departmental laboratories, Central Animal House and Aryabhata Central Instrumentation Laboratory. The University has created excellent infrastructure for sports activities of students which includes a fully air-conditioned Multipurpose Gymnasium, Cricket Stadium and Swimming Pool, synthetic athletics track, lawn tennis courts, boxing hall, wrestling hall, kabaddi hall, squash hall, separate sports hostel, and a sprawling sports complex having playfields.

The University library, named after the revered social reformer Swami Vivekananda, offers highly conducive and enabling academic environment. Strategically located, the Vivekananda library with excellent state-of-the-art computer facilities and latest infrastructure is housed in a magnificent 3 storied building with 84000 sq. ft. carpet area and a seating capacity of 963 users, a separate air-conditioned reading hall with 80 seats for the researchers with another 14000 sq. ft. carpet area and 315 reading seats in its five off-shoots. The library has a rich collection of 3,85,906 books, 57,360 bound volumes of journals, 17,090 theses and dissertations, and 352 Indian journals, 71 foreign journals, 31 magazines and 16 newspapers are regularly subscribed in the library. The digital collection of 57,024 e-Books published by renowned publishers of international repute; 8000+ e-journals including Science Direct e-journals, Emerald e-journals and IndianJournals.com, and e-Shodh Sindhu subscribed e-journals; 3400+ theses in digital form are available online for library users. International databases like Scopus, Web of Science, Indian Citation Index, Sage Research Methods, four CMIE Online Databases (Prowess, Industry Outlook, Economic Outlook and States of India), MLA International Bibliography, Manupatra, AIR Combo, DELNET (Pharma Collection) are some of the emphasized available e-resources.

The University has best in class ICT infrastructure for education, research and e-Governance. The University Computer Centre houses a data centre having 16 Blade Servers (Dual CPU – 16 to 24 core, with upto 256 GB RAM on each server) hosting more than 50 Virtual servers with more than 600 TB of SAN/unified storage. The SAP Student Life Cycle Management System has 25 TB of SAN storage with servers running on Windows Server datacenter edition in high availability mode. A Unified Threat Management Solution has been implemented to secure the network from hackers, for filtering unnecessary traffic, streamlining traffic by specifying priorities, and blocking unwanted sites on the 1G Internet connectivity provided by NKN using Forti Gate 1500D, supported by Forti Analyser 1000D. The Internal LAN having backbone speed of 10G is governed by the best in class (for a university) core switch. Cisco unified communication infrastructure has been implemented in the university. Online meeting facilities are being extensively used for online classes.

The need for digital initiatives has become imperative especially in context of the challenges thrown up in present time due to covid-19 pandemic. The University has a full-fledged **Digital Learning Centre** which reviews and monitors the use of digital learning resources and suggests ways and initiatives to improve proper utilization of these resources for effective teaching and learning. The university has created its own Learning Management



System (LMS) that facilitates university students with free and open access to all LMS resources (Presentations/Documents/PDF files/Videos, etc.) developed and uploaded by the faculty members of the University.

### **Teaching-learning and Evaluation**

Maharshi Dayanand University, a fast growing hub of wide range of programs in the traditional, professional and job-oriented streams, consistently endeavors to improve and strengthen the system and procedures related to Teaching-learning and Evaluation. The University has application oriented programs through internship, projects, field work etc. The academic programs are designed and developed to fulfill the vision and mission of the University and at the same time taking into account the feedback obtained from various stakeholders (Students, Parents, Alumni, Teachers and Employer) as well adhering to Regulatory requirements (as per guidelines of regulatory bodies like AICTE, PCI, BCI and NCTE wherever applicable).

Effective curriculum delivery is attained through well planned and documented process. Academic Council, Board of Studies and other academic committees work in coordination to strengthen curricular, co-and extracurricular activities. Activities are planned in advance to accomplish vision and mission of the University. University offers as many as 159 academic programs through the departments. **Choice Based Credit System (CBCS)** in academic programs of the University offer greater academic flexibility to enhance employability skills of the students by integrating discipline specific, interdisciplinary/multidisciplinary electives in curricula to meet students' interests and aspirations. Courses relevant to Gender Sensitivity, Professional Ethics, Human Values and Community Outreach are also integrated in relevant programs. Environmental issues and its sustainability is an integral part of most of the UG/PG programs. Value-added certificate programs inculcate research aptitude, soft skills, personality development, transferable and life skills to keep students conversant with current global scenario, while value-addition courses like communication skills, foreign languages and training in music facilitate holistic development of students. Timely conduct of examinations and declaration of results in accordance with the pre-determined schedule is an important part of evaluation process.

### **Research and Innovation**

The University has state of the art academic and research facilities and financial support system to promote advanced research. During last five years, 62 research projects/Schemes/programs worth Rs. 23.09 Crore were funded by government and non-government agencies. Twelve University Teaching Departments have received financial grant under the UGC-SAP, CAS, DST-FIST, DBT, ICSSR etc in the last five year. The University faculty constantly publish ongoing research papers in quality journals, (CARE list) duly notified on UGC website. The University has H-index 70 (SCOPUS including self-citation). 2009 papers have been published in last five years in Scopus indexed journals. A total number of 657 scholars under JRFs, SRFs and Post Doctoral Fellows etc. have been enrolled in the University in last five years.

With a view to promote research, the University provides approximately 152 **University**



**Research Scholarships** to 38 departments every year. In addition, fifteen more University Research Scholarships are exclusively meant for SC category students. The University has well defined “**Research Promotion Policy**” to promote research culture among the faculty and research scholars. The University has “**Code of Ethics for Academic Integrity and Plagiarism**” to promote quality research and to check malpractices and Plagiarism.

The University has National and International level strategic tie-ups with academic and research organizations for joint academic and research programs and 26 MoUs have already been signed. Recently University has also signed MoU with National Skill Development Corporation (NSDC) to provide skill development avenues to the University students and with Global Village Foundation (GVF) for collaborative work in higher education, policy planning and social issues.

Central Animal House facilitates the research on small animals (Mice, Rat, Rabbit etc) as per the guidelines of Institutional Animal Ethics Committee (IAEC) in air conditioned and calm environment. The University also has Institutional Human Ethics Committee (IHEC) to meet standards of research where human participations is involved. To facilitate the research environment of Science Departments, the University has set up Aryabhata Central Instrumentation Laboratory with a large number of sophisticated scientific and analytical instruments.

### **Research Institutes/Centres and Chairs**

Ch. Ranbir Singh Institute of Social and Economic Change promotes and conducts interdisciplinary research to achieve sustainable development goals; organizes and hold seminars and symposia, conferences, workshops, and extension lectures in areas of larger social, cultural and economic concerns; carry out documentation of research studies in order to disseminate knowledge; and engages in capacity building of research scholars and young faculty.

Faculty Development Centre (FDC) of the University developed under Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNTT) contributes significantly towards the accomplishment of the University Vision and Mission.

Women’s Studies Centre seeks to strengthen individual and institutional efforts to enable women’s empowerment in the society by engaging in micro-level field studies and generation of awareness programs. For this, it actively collaborates with academia, government establishments and civil society to have broader perspective on wider issues concerning women in contemporary India in general and Haryana in particular. Women’s Studies Centre also strives to disseminate knowledge among different strata of society by promoting dialogue between academia and activists, social work and policy making.

The Centre for Haryana Studies, focuses on cultural, social, economic and political aspects of Haryana State. It seeks to strengthen the governance through action research, capacity building and to work in close cooperation with the State Government. By taking up relevant research agenda it provides all important inputs to the policy makers at different levels of the government.

Pt. Deen Dayal Upadhyaya Centre of Excellence for Rural Development works towards

issues to raise the quality of life of people.

The University has established 10 Chairs commemorating the names of thinkers and eminent personalities with the aim to promote and conduct quality research on the life, work and philosophy of social thinkers, reformers, and educationists, in whose names research chairs have been instituted.

### **Student Support Services**

The University has a very **conducive, student centric, ragging free and supportive** environment where students of diverse sections of the society come to pursue higher education. The University has a well established financial and non financial student support system and financially supported approximately 10000 students in last five year under various government and non government fellowships schemes. Additionally, the University has offered various capability enhancement schemes for personal, interpersonal and professional development of the students and for better job opportunities. These efforts have provided job opportunities in various sectors to more than 4000 students. As an initiative towards safety-security of girl students, the University has a proactive cell for Prevention of Violence and Sexual Harassment against Women, 24x7 CCTV surveillance check and security checks.

The **Directorate of Sports** of the University has the distinction of producing a large number of sportspersons of national and international repute including several Arjuna and Bheem Awardees who brought laurels not only to the University and the State, but to the Nation as well. For harnessing the potential of the youth and promoting sports, it also holds coaching camps for selected student players and sends teams for inter-University and world University games/tournaments.

The M.D. University is proud of its rich Sports culture and has created a world class Sports infrastructure and engaged competent trainers/coaches in a range of discipline to nurture and hone the talents of the students resulting the University grooming 212 National and International Sports persons who have participated in Olympics, Asian Games, Commonwealth Games as part of Indian team and achieved tremendous positions and our University stands first for ranking in the Country. Further, the MDU Sports Persons has achieved remarkable positions in Sports for the last five years. The position holders are honoured with handsome cash prizes every year by end of the session.

The **Department of Students' Welfare** housed in Students' Activity Centre with a book shop, cyber café, canteen, common rooms for boys & girls, mini gym, indoor games facilities. The department also offers merit scholarship to the previous year toppers of the class, overall topper of the program and Need-cum-Merit scholarship to the undergraduate and post graduate students. The DSW office also offers financial support to the students through various schemes such as '*Sahyog Scheme*', '*Earn While Learn*' and '*Smarth Scheme*' for Divyang, Group Insurance for each enrolled students of UTD by charging nominal amount. For internal transport, the department also operates eco-friendly battery operated vehicles. The department also organizes various co-curricular activities related to fine arts, literary & cultural activities, theatre and adventure sports, trekking, youth leadership and training, rock climbing, snow skiing, value based spiritual and personality development camps etc.

The **Youth Centre for Skill Development** organizes special batches for enhancing communication and soft skills and also providing guidance for SSB interview for selection in the Armed Forces. Since its establishment, the centre has facilitated placement of 275 students in Officer Rank in the Armed Forces. The Centre is also running Samarth scheme, from interest earned on special corpus, for physically challenged students. '*Earn While Learn*' scheme is also there for the benefit of the students.

The **SC/ST Cell** has been established by the University to ensure the effective implementation of the Reservation Policy in admission and allotment of Hostels etc. and to address the grievances of the members of SC/ST communities, Functioning under the overall supervision of the Liaison Officer, the cell works for the welfare of SC/ST candidates. The Cell endeavors to ensure the benefit of Central Government/ State Government policies reaches the SC/ST students.

### Scholarships

The University provides financial assistance to the meritorious and needy students in the form of:

- a) **Scholarships** like University Merit Scholarship, University Research Scholarship, Haryana State Merit Scholarship, LPS Scholarship & LPS Bossard Scholarship, Lion Joseph McLoughlin Scholarship, Sh. Bimal Prashad Jain Memorial Scholarship, Dr. Rajesh Malhotra Memorial Scholarship and Medals, Dr. Sarojini Devi Memorial Scholarship, Dr. P.P. Singh Memorial Scholarship, Ch. Badlu Ram Scholarship, Sh. K.C. Shastri Charitable Trust Scholarship, Mr. Devesh Mehra Memorial Scholarship, Sh. Prem Avtar Sharma Memorial Scholarship, Sh. R.K. Deswal Memorial Scholarship, National Scholarship Portal, Devvrat Sharma Memorial Scholarship, Late Sh. Kameshwar Prasad Memorial Award, Sh. Manoharlal Gogna Award.
- b) **Medals** like Sh. Lachmandas Garg Gold Medals, Sita Ram Jindal Foundation Gold Medal and Acharya Ram Dev Prize.
- c) **Stipends** like Post Matric Scholarship/ Stipends for the students of SC/BC categories, Stipends awarded by the District Soldiers, Sailors and Airmen's Boards Prizes, Post Graduate Stipends and General Stipends.

The University has a full-fledged **Centre for International Academic Affairs** which acts as a Nodal Agency and assists the foreign student community for admission to various programs, visa requirements and their overall welfare through a unique 'single window system'. M.D. University, Rohtak is also recognized as an authorized partner Institute of "Study in India" (Institute ID : SII-I-0252) – Initiative by Ministry of HRD, Government of India for the admission cycle 2020-21. There is a provision of 15% supernumerary seats for foreign students in each University Teaching Department subject to the fulfillment of eligibility conditions as per University rules. Separate prospectus for foreign students is published every year for admission to various programs.

The **Career Counseling and Placement Cell** of the University organizes seminars and guidance program workshops for students about the emerging professional trends and events, job profiles, leadership roles, entrepreneurship, market needs and risks. Training is also imparted through workshops related to communication skills, personality development, resume

writing, confidence building, preparing for interview etc. Eminent industrialists, HR personnel and eminent persons of different fields are invited for delivering lectures and helping the students regarding latest market requirements and trends in the job market. Efforts are also made to help the students develop healthy outlook and positive attitude.

The University has established a **Guidance and Counseling Cell**. A Centre for Positive Health provides Guidance and Counseling, Morale Boosting and Promotional Services. The Cell also provides Educational and Vocational guidance, in addition to catering to the psychological needs of the students, the Centre provides personal and career counseling.

The conducive academic environment, excellent support of **University Centre for Competitive Examination** has enabled a large number of students to qualify various national level examinations, as well as to pursue higher studies.

The Anti-Ragging Committee, Grievances Redressal Cell and Anti Sexual Harassment Cell of the University ensure that the grievances and complaints regarding sexual harassment etc. are properly addressed. The University Health Centre and the University Health Centre caters the daily needs and medical care of students respectively.

The University provides **Residential accommodation** on the campus to over 5000 students in 20 hostels (Ten each for girls and boys). Maintenance of salubrious and caring environment in the hostel complexes and provision of hygienic food at reasonable charges always remains the endeavour of the University authorities. Each hostel has facilities for indoor games, recreation mess and common room. All hostels have been provided with Wi-Fi internet connectivity.

### **Governance**

Competent leadership at different levels of the University with a well-defined system support and organizational structure enhances the academic and administrative effectiveness by ensuring that the action plans are specifically aligned to the vision and mission of the University. The University follows decentralized and participative management approach in all kinds of academic and administrative activities. Every activity of the University is governed by the Act, Statutes and Ordinances. Recruitments/promotions are made as per the established and transparent process. The grievances are attended promptly. E-governance has been implemented in almost all areas of operation. The University's bodies/cells/ committees function effectively.

**Internal Quality Assurance Cell (IQAC)**, Internal Quality Assurance Cell (IQAC), established as per guidelines of NAAC, acts as a beacon of quality assurance and maintenance of academic standards with respect to various important functional requirements. The IQAC acts as anodal agency for ushering in the era of total quality management by working out intervention strategies to enhance overall quality in the institution. Various quality initiatives like Academic and Administrative Audit of UTDs, collection and analysis of stakeholder's feedback report etc. are routinely incorporated as healthy decision making inputs for enhancing academic quality by the IQAC. IQAC is utilized to generate good academic ideas and practices. It seeks to work for planning, implementing, and measuring the outcome of academic, research and administrative performance of the institution.

## **Moral Values and Societal Contribution**

Maharshi Dayanand University named after iconic social reformer Maharshi Dayanand, functions to promote humanitarian, moral, nationalistic, gender-equity, socially-inclusive alongwith scientific and modern temperament related values. The University actively organizes numerous extensions cum outreach programs in collaboration with industry, community and Non-Government Organizations. The University fervently celebrates all important days of national importance and birth/death anniversaries of great Indian personalities. Various activities/events are organized to promote universal values, national values, human values, communal and social cohesion, and national integration.

Fulfilling its commitment towards the society, the University has launched several **Outreach initiatives** and programs in order to inculcate awareness about important social issues. To connect the Higher Educational Institutes to village residents for awareness generation towards various social issues, government schemes, self-reliance & self-development and to train and enable local people to assume community responsibilities etc, Maharshi Dayanand University Rohtak has adopted five villages of Rohtak District namely Ballab, Baniyani, Bhali Anandpur, Maroudi Jattan and Maroudi Rangran. These villages are also adopted under Unnat Bharat Abhiyan Program of Government of India. Various activities including environment awareness, health camps and skill development and entrepreneurship etc. were held in 2019-2020 under the aegis of Unnat Bharat Abhiyan Program.

The University has successfully established an **Environmental Sustainability Management Cell** to take care of waste management issues. The cell organizes various competitive activities as well by promoting awareness and ensuring participation of young people particularly students. In order to generate awareness about waste management, the cell organizes various activities in the form of seminars, conferences, poster presentations, etc. highlighting the issues of environmental pollutants and their remedies, environmental sustainability, climate changes, green renewal energy systems, etc.

The **University Youth Red Cross** provides an opportunity to the students to devote part of their time to the service of humanity. It trains the volunteers by organizing First Aid and Home Nursing training, workshops relating to disaster management, rescue operations and how to save themselves and others in calamities (natural or man-made). Volunteers are trained through health and hygiene workshop, how to keep themselves healthy and also expect them to convey this to the masses. It also motivates them for blood and organ donation. YRCof MDU is continuously securing First position amongst the State Universities of Haryana for rendering yeoman services to the humanity exemplifying the motto of the Red Cross "With humanity, towards peace".

## SECTION - 2

### ADMISSION PROCEDURE

The following procedure shall be followed for selection of the candidates for admission to various programs:

1. Mere possession of the prescribed academic qualifications does not entitle a candidate for admission to the program. Candidates would be required to fulfill all the conditions as spelt out in the Prospectus.
2. Merit list of all the eligible candidates shall be prepared as per criteria given in the Prospectus and shall be displayed on the University website on the dates given in the Prospectus.
3. If two or more candidates secure identical marks in the merit, the candidate senior in age will be given preference.
4. Counseling for admission to the programs will be held through online mode as per Counseling Schedule given in the Prospectus. No separate communication shall be sent in this regard.
5. The scanned copies of certificates/testimonials of all the examinations passed by the candidate from 10<sup>th</sup> standard onwards/other documents including documents for claiming weightage and latest Character Certificate should be uploaded on the admission portal while filling online application form. The Admission Committee will check the eligibility of the candidate. This Committee shall have the power to reject any certificate not considered valid. In case, the candidate is not found eligible, his/her candidature will be cancelled.
6. All eligible candidates shall be required to pay the fee online through Debit Card/ Net banking on the dates mentioned in the prospectus failing which his/her candidature shall be cancelled.
7. Counseling will be closed as soon as all the seats in each category are filled.
8. Seats, remaining vacant after every round of counseling, shall be displayed on the website of University.
9. Those candidates, who do not get admission in first round of counseling, shall be eligible for admission in subsequent rounds, if seats are available.
10. Seats, remaining vacant in first round of counseling, will be filled up in the subsequent rounds of counseling.
11. Admission on the supernumerary seats will be made only on the basis of marks obtained in the qualifying examination. These seats will not be filled if the candidates in these categories are not available.
12. Head/Director of the Department/Institute/Centre will be the Chairperson of the Admission Committee. Other members of the Admission Committee will be recommended by the Departmental Committee as per rotation and by including all faculty cadre positions available in the Department. However, the Chairperson of the Admission Committee may constitute the sub-committee(s) as per need on the recommendations of the departmental committee.  
  
One faculty member belonging to SC Category shall be included by all the Departments in the Admission Committee. In case, where there is no faculty member from SC Category in a department, the faculty member belonging to SC Category from other department preferably from the same faculty will be co-opted as member of the Admission Committee.
13. The decision of the Admission Committee in all matters relating to the admissions shall be final.



### IMPORTANT NOTES

1. Reduction/relaxation of 5% marks in the eligibility conditions in all the programs shall be granted to the Scheduled Caste candidates. This percentage shall be calculated as per the example given below:-

Out of 100 marks needs to less =  $5/100 \times 100 = 5$

Out of 50 marks needs to less =  $5/100 \times 50 = 2.50$

Hence, minimum marks where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a SC category candidate will be  $50 - 2.50 = 47.50$ .

2. Those who have done graduation or post-graduation shall not be eligible for admission to 3 Year, 4 Year and 5 Year & 6 Year Integrated Programs
3. To ensure the safety of students due to situation arising out of the Covid-19 pandemic, the admission to the hostels shall not be made till the improvement in situation and subject to the orders from the State Government.
4. No applicant shall be permitted to pursue two regular degree programs simultaneously.
5. For calculation of Final merit, upto 2 decimal places shall be considered. Rounding off the decimal places shall not be permissible.
6. Candidates with re-appear(s) in the qualifying examination are not eligible for admission.

## SECTION –3

### FEE STRUCTURE

**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:**

Name of Program	Admission Fee (p.a.)	Tuition Fee (p.a.)	A. Fund	Dev. Fee	Security (refundable)	Curriculum charges	*GIS	Other charges (p.a.)	Exam Fee for 1 <sup>st</sup> Sem.	Total Fee. (in Rs.)	
LL.B. (Hons.) 5- year	50/-	360/-	240/-	1000/-	500/-	50/-	48/-	1877/-	400/-	4525/-	
M.A. Economics (Hons.) 5-year, Integrated.	50/-	360/-	240/-	5000/-	500/-	50/-	48/-	1084/-	400/-	7732/-	
M.A. English (Hons.) 5- year Integrated.	50/-	360/-	240/-	5000/-	500/-	50/-	48/-	1084/-	400/-	7732/-	
MBA 5-year	50/-	480/-	240/-	35000/-	500/-	50/-	48/-	2224/-	1000/-	39592/-	
M. Com. (Hons)-5 Year integrated	50/-	420/-	240/-	5000/-	500/-	50/-	48/-	1084/-	400/-	7792/-	
M.Sc. (Maths) (Hons.) 5-year Integrated	50/-	420/-	240/-	5000/-	500/-	50/-	48/-	1084/-	400/-	7792/-	
MFA (Painting) 6-year Integrated *A candidate who seeks admission direct to MFA shall have to deposit Rs.1000/- as security. **(Rs.2000/- will be Charged from the Students of MFA/BFA/MA Fine Art As training tour Fee at the time of Admission at entry Level	50/-	8000/-	240/-	4000/-	1000 (one time)	50/-	48/-	5374/-	400/-	**20062/-	**16692/- (1 <sup>st</sup> Four Years)
	50/-	8000/-	240/-	4000/-	*1000/-	50/-	48/-	5174/-	400/-	**18692	**17362/- (5 <sup>th</sup> and 6 <sup>th</sup> Year)

**B. Annual fee structure for Indian students seeking admission to various regular Programs offered in the MDU-CPAS, Gurugram is as under to be paid at the time of admission:**

Programs	Admission Fee	Tuition Fee	Amalgamated Fund	Development Fund	Security (refundable)	Curriculum charge	GIS	Other charge	Exam Fee for 1 <sup>st</sup> sem	Total Fee
MBA 5 year Integrated	50/-	34000/-	240/-	13000/-	500/-	50/-	48/-	4254/-	1000/-	53142/-
LL.B. (Hons) 5-year Integrated	50/-	16,000	240/-	21000/-	1000/-	50/-	48/-	8265/-	400/-	47053/-



**C. Annual fee structure for Indian students seeking admission to various regular programs under Self- Financing Scheme offered in the University Teaching Departments is as under to be paid at the time of admission:**

Name of the Program	Admn. Fee	Tuition Fee	A. Fund	Dev. Fund	Security refund.	Curriculum charges	*GIS	Other charges	Exam Fee for 1 <sup>st</sup> sem.	Total Fee
Bachelor of Computer Application (BCA)	50	30000	240	8000	500	50	48	2224	1000	42112
Master of Hotel Management & Catering Technology MHMCT 5 years AND Master of Tourism & Travel Management 5 year Integrated	50/-	40000/-	240/-	10000/-	500/-	50/-	48/-	1874/-	1000/-	53762/-
Bachelor of Tourism & Travel Management 4 Year Integrated AND Bachelor of Hotel Management & Catering Technology 4 Year Integrated	50/-	32000/-	240/-	8000/-	500/-	50/-	48/-	1874/-	1000/-	43762/-
M.A. (Public Administration) (Hons.) 5 Year Integrated	50/-	360/-	240/-	5000/-	500/-	50/-	48/-	1084/-	400/-	7732/-

\* 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). In case of SC students who are exempted from fee, they will pay their shares alongwith library security at the time of admission.

## OTHER RULES AND GUIDELINES RELATING TO FEE STRUCTURE.

1. Examination fee of one semester (odd semester) will also be charged at the time of admission for all programs.
2. Selected candidates are required to deposit their dues online through Debit Card/ Net Banking.
3. Tuition fee and other dues will be payable for complete academic session.
4. A student migrating from another University will be required to pay all the dues other than Tuition Fee and Amalgamated Fund, which will be charged with effect from the month following the one upto which these have been paid to the previous institution. Dues must be paid on the dates notified; otherwise a late fee fine of Rs.5/- (per day) upto 10 days from the dates notified and thereafter Rs.10/- (per day) till the end of the month shall be charged. The name of the defaulter may be struck off the rolls, if the dues are not paid till the end of the month, unless permission is obtained from the Head of the Department/Director concerned to make payment at later date within the next month. Students may be re admitted with the permission of the Head of the Department/Director concerned on payment of Rs.500/- alongwith the arrears of fee and/or fines provided that the Head of the Department/Director is satisfied, that if re-admitted, the student will not fall short of the requisite percentage of attendance.
5. If the admission of a student is cancelled by the University for no fault of his/her, the fees and other dues paid by him will be refunded except the Admission Fee, provided the application to this effect duly recommended by the Head of the Department/Director concerned is received in the University Office within one month of the date of the letter conveying the cancellation of admission. The application for the refund of dues submitted beyond the time limit prescribed above may be considered with permission of the Vice-Chancellor on merit.
6. If a candidate after having been admitted to the first year of a Program, leaves the program without attending any class and he/she applies for refund of fee within 7 days of the date of admission, the fee paid by him/her shall be refunded after deducting Rs.1000/-.  
Provided that if a candidate after having been admitted to the first year of a program withdraws his/her candidature and the seat vacated by him/her is subsequently filled up from the waiting list, the fee paid by him/her shall be refunded after deducting 15% of the fee paid by him/her subject to a minimum of Rs.1000/-.  
Provided still further that if in a similar case, the seat vacated by a candidate is not filled up, the fee paid by him/her will not be refunded.
7. Late fee paid by a student shall not be refunded under any circumstances.
8. The University employees/their wards/spouses including the wards of retired employees and wards of employees who die in harness shall be entitled to the following concessions:
  - a. Full Tuition fee concession.

- b. Three fourth ( $\frac{3}{4}$ ) of the Development Fee.  
The University employees and their dependent wards will be given 50% concession on the total fee in the Self-Financing Programs. The employees or their wards shall, however, pay other normal dues.
9. Fee concession to students who are Below Poverty Line and are Yellow Card holders will be governed by the following:
- Students including brothers and sisters belonging to this category will be allowed full tuition fee concession subject to the production of proof.
  - They will be allowed 50% concession in room rent, if they seek admission to the University hostels.
  - Only those students of this category will be allowed this concession in subsequent years who clear all the papers of the previous examination in the first attempt.
  - The above concession (s) shall not be allowed in programs being run under Self-Financing Scheme (SFS).
10. However, 5% freeship will be earmarked in the programs being run under the Self-Financing Scheme.
- A student will be entitled to freeship on the basis of his/her academic qualifications/performance. At the entry point, the criteria of merit will be the percentage of marks in the qualifying examination. In the subsequent years, freeship will be granted to the student on the basis of merit subject to the condition that he/she passes the full examination in the first attempt. The applications will be invited department-wise annually within one month of the commencement of classes.
  - Only those students, who are Below Poverty Line (BPL) and have been issued a Yellow Ration Card by the State Govt., will be entitled to concession in tuition fee, room rent, and freeship in Self-Financing Schemes.
11. At the time of admission, fee/fund like enrolment, registration, tuition fee, sports, union, library, magazine, medical, examination fee and other funds may not be charged from the SC students whose parent's annual income is not more than 2.5 lacs. The claim on account of such fee may be submitted to the Director, Higher Education, Haryana, Panchkula after getting the same vetted from the Auditors of the Directorate for reimbursement. The affiliated colleges shall however pay all the University dues at the time of submitting the registration return/examination form as usual. These instructions shall also be applicable to all Colleges/UTDs where program under SFS are being run. Instructions received from the State Government from time to time on this issue shall be followed.
12. The Library Security amounting to Rs. 500/- or any other refundable security be charged from SC students at par with other students and may be refunded after the completion of the Program in case the applicant submits a No Dues Certificate, since library security is not a fee and it is refundable after completion of the Program.

## SECTION - 4

### DISTRIBUTION & RESERVATION OF SEATS

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIC)	15% of the sanctioned intake
Economically Weaker Section (EWS) as per Central Govt. Policy	10% of All India Open Category seats
b) State Quota	85% of the sanctioned intake
(b-1) Haryana Open General Category(HOGC)	50% of the State Quota i.e., 42.5 % of total intake
Economically Weaker Section (EWS)	10% of Haryana Open General Category (HOGC) i.e., 4.25% of total intake
(b-2) Reserved Categories of Haryana	50% of the State Quota i.e., 42.5% of total intake
Scheduled Caste (SC)	20% of State Quota (17% of total intake) i) 10% of State Quota to Scheduled Castes (8.4% of Total Intake) ii) 10% of State Quota to Deprived Scheduled Castes (8.4% of Total Intake) (refer to Appendix-K1)
Backward Classes of Haryana	27% of State Quota (22.95% of total intake)
i. Backward Classes of Haryana (BC-A)	16% of State Quota (13.6% of total intake)
ii. Backward Classes of Haryana (BC-B)	11% of State Quota (9.35% of total intake)
Physically Handicapped (PH)	3% of State quota (2.55% of total intake).

**Note: It is mandatory to maintain a Roster Register at Departmental level for distribution and reservation of seats.**

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

Further, 3% reservation is also provided to Ex-servicemen/ Freedom Fighters and their dependants by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided / Institutes located in Haryana. As far as Block allocation in Block-A and Block-B of Backward Classes category is concerned year wise rotational system will be adopted. For example, if Block-A of Backward Classes are given seats in academic year 2018, the next Block i.e., (B) Block of Category of Backward Classes will be given seats in the next academic year 2019 and so on. Further, a roster register for reservation of seats for ex-servicemen/freedom fighters shall be maintained and carry forward all fractions, till one seat is accumulated through different fractions over the years. As and when the total comes to one, a seat will be provided.

Fifty percent of the twenty percent seats reserved for Scheduled Castes for admission in any educational institution shall be set aside for candidates belonging to deprived Scheduled Castes as enumerated in the Appendix-K1.

Where a seat is set aside for candidate from the deprived Scheduled Castes for admission in Government Educational Institution is not filled up in any academic year due to non-availability of candidate of the deprived Scheduled Castes possessing the requisite qualification, the same shall be made available to the candidate of Schedule Castes.

## GUIDELINES FOR RESERVATION

1. **The reservation of seats is as per the Reservation Policy of Haryana Govt. and is subject to change/amendment made by the State Govt. from time to time.**
2. Candidates belonging to SC/DSC/ST are required to submit a certificate from the competent authority as per **Appendix-C**. The list of Scheduled Castes notified by the Haryana Government, is available at **Appendix-K**.
3. Candidates belonging to Backward Classes are required to submit a certificate from the competent authority as per **Appendix-D**. Circular no. 1170-SW(1)-95 dated 07.06.1995 & No.213-SW(1)-2010 dated 31.08.2010, No.22/22/20043 GS-III dated 14.06.2016 and Haryana Government Welfare of Schedule Castes and Backward Classes Department Notification No. 1282-SW (1) dated 28.08.2018 be followed. Instructions for Gross Annual Income may be referred in Govt. notification dated 28.08.2018. The list of Backward Classes in Haryana notified by the Haryana Government, is available at **Appendix-I**.
- 4 The children or grand children (Maternal & Paternal) of Freedom Fighters are required to submit a certificate from the competent authority as per **Appendix-E**.
- 5 Only those candidates who have permanent disability of not less than 40% (being otherwise fit for admission to the program) will be considered for admission as Physically Handicapped. They will submit a certificate from the competent authority as per **Appendix-H**. Disability Certificate shall, however, be subject to verification by a Medical Board to be constituted by the University. The decision of Medical Board in this regard shall be final.
- 6 Children or Wards of Military Personnel (including personnel of Para-Military Forces killed in Action or Permanently Disabled in Action and Boarded Out from the Services or Ex- Servicemen and their wards will be considered for reservation. They will submit a certificate as per **Appendix-F**. The following categories of personnel of Territorial Army are included in the definition of Ex-Servicemen in terms of the State Govt. Letter No. 12/18/2006-GS-II dated 8-01-2008:
  - i) Pension holders for continuous embodied service
  - ii) Persons with disability attributable to military service
  - iii) Gallantry Award Winners and
  - iv) Such recruits boarded out/released on medical grounds and granted medical/disability pension.

- 7 A candidate who applies for a reserved category will be considered first in general category on the basis of merit. In case, he/she is not selected in general category, he/she will be considered for reserved category.  
The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/ backward classes, rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes Department, Chandigarh).
- 8 If a candidate belongs to more than one reserved category, he/she shall be required to give his/her preference at the time of filling up the admission form. Preference once given shall not be changed.
- 9 If any seat remains vacant in sub-categories of BC (A) and BC (B), the same will be filled up through the candidates belonging to other category. For example, if any seat in BC (B) category remains vacant, the same will be filled up from BC (A) category and vice-versa.
- 10 If any seat remains vacant in sub-categories of SC and DSC, the same will be filled up through the candidates belonging to other category. For example, if any seat in SC category remains vacant, the same will be filled up from Deprived SC category and vice-versa.
- 11 Benefit of reservation will be given to all the reserved categories upto 3<sup>rd</sup> counseling according to the reservation policy given in the Prospectus. In case at the time of 3<sup>rd</sup> counseling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available then these vacant seats may be thrown open to Haryana General Category by the concerned Head of the Department/Director at his/her own level. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category by the concerned Head of the Department/Director at his/her own level.
- 12 Admission Criteria for EWSs derived from the Government of Haryana, Notification No.22/12/2019- 1GS-III dated 25.02.2019 and even No. dated 13.03.2019 as under:
  - (a) Income & Assets Certificate issuing Authority:
    - (i) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.

- (ii) As per instructions given in Govt. of Haryana General Administration Dept. (G-III Branch) Notification No.22/12/2019-1GS-III dated 13.03.2019, Verifying Authorities for issue of EWS Certificate shall be same as prescribed for issue of resident/income certificates as specified in instruction No. 22/28/2003-3GS-III, dated 30.01.2004.
- (iii) The prescribed format for EWS Income and Asset Certificate shall be provided at **Annexure- R1**.

**(b) Criteria of Income & Assets:**

- (i) Persons who are not covered under the existing scheme of reservation for Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs. 6.00 lakh (Rupees six lakh only) are to be identified as EWSs for benefit of reservation, Income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.
- (ii) Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income: -
  - a) 5 acres of agricultural land and above;
  - b) Residential flat of 1000 sq. ft. and above;
  - c) Residential plot of 100 sq. yards and above in notified municipalities;
  - d) Residential plot of 200 sq. yards and above in areas other than the notified municipalities;
  - e) Total immovable assets owned are valued at Rs. One Crore or more.
- (iii) The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.
- (iv) The term "Family" for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

**Note:** For any other clarification, Government of Haryana, Notification No. 22/12/2019-1GS-III dated 25.02.2019 and even No. dated 13.03.2019 will be referred.

**13 Criteria for EWS in All India Category seats:**

The reservation @ 10% to Economically Weaker Sections in All India Category seats (i.e. 15% of sanctioned intake) under Centre Govt. policy would be in addition to the existing reservation. Admission Criteria for EWSs derived from the Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training, Government of India Notification No.36039/1/2019-Estt (Res) dated 31.01.2019 and the

Director General Higher Education, Haryana, Panchkula vide their letter No.40395 DHE-190005/97/2020-UNP (STATE)-DHE dated 19.04.2021.

- Criteria of Income & Assets:
- Persons who are not covered under the scheme of reservation for SCs, STs and OBCs and whose family has gross annual income below Rs.8.00 lakh (Rupees eight lakhs only) are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession, etc. for the financial year prior to the year of application.

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

- 5 acres of agricultural land and above;
- Residential flat of 1000 sq. ft. and above;
- Residential plot of 100 sq. yards and above in notified municipalities;
- Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.
- The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.
- Income and Asset Certificate Issuing Authority:
- The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate is issued by any one of the following authorities in the prescribed format as given in **Annexure-R** shall only be accepted as proof of candidate's claim as belonging to EWS:
  - District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner
  - Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
  - Revenue Officer not below the rank of Tehsildar and
  - Sub-Divisional Officer or the area where the candidate and/or his family normally resides.



- 14 Proforma for Economically Weaker Section of income & asset certificate issued by Government of Haryana dated 13.03.2019 as per **Appendix-R1**.
- 15 Proforma of affidavit by the parents of the Backward Class category candidates as per **Appendix-S**.

## SECTION – 5

### ENROLMENT OF STUDENTS AND SUBMISSION OF REGISTRATION/ CONTINUATION RETURN

- i) The Heads of the Departments/Principals will complete the process of online submission of Registration Return-cum-Examination Form and Continuation Return (particulars in the RR/CR should be as per documents of the students) within 10 days from the last date of normal admissions/counselling of a program and a hard copy of the same will be submitted alongwith all types of required certificates/documents/migration (photocopies duly attested) determining their eligibility in the Registration & Scholarship Branch within 7 days after completing all formalities i.e., depositing of required fee mentioned in the Fund Transfer Report (FTR) relating to different types of fees applicable for a session latest by September 12<sup>th</sup> or any other date notified by the University from time to time. If a college/institute fails to submit the documents/certificates alongwith the hard copy of RR, the late fee as under will be charged as per prescribed schedule:
- (a) For 1 to 30 days after the expiry of normal due date: 500/- per student.
  - (b) For 31 to 45 days after the expiry of normal due date: 1000/- per student.
  - (c) For 46 to 60 days after the expiry of normal due date: 2000/- per student.
  - (d) For one week before commencement of examinations and after that no request will be considered in any circumstances: Rs.3000/- per student and permission of the Vice-Chancellor. Provided that in case a candidate is not able to submit the migration certificate while sending registration return, the migration of such candidates may be forwarded in original to the Registration & Scholarship Branch as per the schedule given below alongwith late fees mentioned against each:

#### **All UG/PG Programs (except B.Ed & M.Ed Regular Programs)**

1. Upto November 30<sup>th</sup> - With late fees of Rs.500/-
2. Upto January 31<sup>st</sup> - With late fees of Rs.1000/-
3. Upto March 31<sup>st</sup> - With late fees of Rs.2000/-

#### **B.Ed & M.Ed. (Regular Programs)**

1. Upto March 31<sup>st</sup> - With late fees of Rs.500/-
2. Upto April 30<sup>th</sup> - With late fees of Rs.1000/-
3. Upto May 31<sup>st</sup> - With late fees of Rs.2000/-

- ii) Migration Certificate received after the above mentioned schedule will not be accepted in any case and the candidature of the student concerned will stand automatically cancelled.
- iii) In case of late admission, the registration return-cum-examination form and continuation return will be accepted within 15 days from the date of admission/counselling.

In case a College/Institute fails to submit the Registration Return-cum-Examination Form and Continuation Return within prescribed time limit (without late fees), the same will be accepted with late fees @ Rs. 2/- per day per student in respect of each kind of fee including examination fee (total @ Rs. 20/- per day per student) for first 7 days and after this @ Rs. 65/- per student per day i.e., (Rs.  $5 \times 9 = 45$  + Rs. 20 examination fee) shall be charged in respect of each kind of fee separately as already provided in ordinance before one month of the commencement of examination of a program.

Thereafter, the Registration Return-cum-Examination Form with late fee as referred above will be accepted before ten days of the commencement of examination with the approval of the Vice Chancellor.

In case of students who are already registered with the University, the registration number shall be indicated in Registration Return, but such a student shall pay the prescribed continuation fee.

- iv) The applications for Inter College/University Migration will be accepted upto 30th September. The applications received after this date will not be considered for migration in any case. The R&S branch will complete all formalities for Inter College and Inter University Migrations and branch changes latest by 30th October, 2021.

## SECTION- 6

### GENERAL RULES

1. The candidates seeking admission on Haryana Open General seats are required to submit certificate of bonafide residents of Haryana as defined by the Haryana Govt. **(Appendix-A)**. The Certificate of Haryana Resident shall be in the formats prescribed by the Govt. and issued by the competent authority **(Appendices A 1-4)**.
2. A candidate who has passed his/her qualifying examination from a University/College situated within the State of Haryana will be deemed to be Haryana resident and will be required to submit certificate of bonafide resident of Haryana issued by the Principal/Headmaster of the Institution last attended **(Appendix- A3)**.
3. Reservation of seats for various categories shall be determined by the criteria given in the Section 5 Distribution & Reservation of Seats in Various Programs.
4. A complete merit list of all eligible candidates will be prepared for each category.
5. The candidates having passed qualifying examination from the self-styled Universities/ Institutes/Boards, declared bogus/fake by the UGC and other Govt. Bodies, shall not be eligible for admission to any program in MDU. The list of such Universities/ Institutes/ Boards is available at **Appendix-M**. This list may vary from time to time as per notification of UGC/other Govt.bodies.
6. The list of examinations of various Indian/Foreign Universities/Boards recognized by this University and Board of School Education, Bhiwani, Haryana is available with the Departments / Institutes/ Academic Branch of this University and also on University Website. This list shall be referred to for verification of the documents of the candidates seeking admission to this University. No candidate who has passed his/her qualifying/other examination(s) from the Universities / Boards /Institutes other than mentioned in the list referred above shall be admitted without verification from the Academic Branch or Registration& Scholarship Branch.
7. Any attempt on the part of a candidate, his/her friends or relatives to canvass or bring influence to bear upon the University directly or indirectly for securing admission will lead to disqualification for admission.
8. If a candidate is admitted on the basis of information submitted by him/her but at any subsequent time, it is discovered that any portion of this information is incorrect or false, the student shall be removed from the University and all fees and other dues paid till the date of such removal shall be forfeited. The University may take any further action it may deem fit against the said student and his/her guardian.

9. In case of any ambiguity in the rules, interpretation of the same by the Vice-Chancellor shall be final.
10. All the admitted candidates should apply for the Identity-cum- Library Membership Card through the respective HOD/Director of the Institute.
11. No student shall be deemed to have pursued a regular program of study unless he/she has attended not less than 65% or 75% of the lectures delivered in theory as well as practical as per concerned Ordinance. Relaxation in shortage of lectures upto 20% will be allowed by the Head of the Department/Director on the grounds detailed in the concerned Ordinances. The name of a student remaining absent for 15 consecutive days (excluding Sunday/Holiday) after the start or during the academic session without any notice shall be struck off from the rolls of the Department/ Institute. A fine of Rs.5/- per lecture/day shall be charged on account of remaining absent from the classes. However, re-admission may be allowed on payment of Rs.1000/- alongwith required fine within 15 days with the permission of the Dean Academic Affairs. If a student fails to report within this time limit, these seats will be declared vacant to be filled according to University rules. Re-admission may be allowed by the Dean Academic Affairs only once on the recommendations of the concerned Head of the Department/Director on payment of prescribed re- admission fee. However, while giving his/her specific recommendations, the concerned Head of the Department/Director must ensure that the student will fulfill the minimum requirement of attendance for appearing in the examinations as per concerned Ordinance.
12. A student, who had been detained on account of shortage of attendance, his/her name is struck off from the department, may be re-admitted provided:
  - (a) he/she seeks re-admission within the prescribed date in the relevant semester
  - (b) his/her conduct has been satisfactory; and he/she shows sufficient cause to the satisfaction of the University for not having put in the requisite percentage of attendance in lectures.
  - (c) Such a student will not be promoted to the next semester till he/she completes the requirements as mentioned in (a) and (b) above in the preceding semester. Supernumerary seat (s) be created for readmitting such students in the corresponding semester. However, such students will have to pay fee being charged from the students of that semester. If such a student had been detained in 1<sup>st</sup> semester of a program, he/she may be re-admitted next year without competing with the other students seeking admission to the 1<sup>st</sup> semester.
13. An applicant who fails in the examination, or fails to appear in the examination, and who is otherwise eligible to appear in the examination as an ex-student, shall not be admitted as regular student. In exceptional cases, however, where such an applicant is a foreigner studying under the Cultural Scholarship Scheme of the Govt. of India etc., re-admission may be allowed.

14. In respect of an applicant seeking re-admission, his/her previous record shall be carefully scrutinized and the decision of the Dean Academic Affairs in this regard shall be final.
15. Casual admission will not be allowed under any circumstances.
16. The medium of instructions and examination shall be as per the relevant ordinance of the program.
17. Applicants should satisfy themselves about their eligibility before applying for any program.
18. No plea about the ignorance of the rules and regulations and other provisions of admission will be entertained.
19. As regards the rules of promotion etc., students will be governed by the provisions of the University ordinances of concerned programs.
20. All the rules and regulations for submission of migration certificate by the candidates, who have passed the lower examinations from other Universities/Boards, will be applicable as per the University Rules.
21. Always quote your Form No. & Fee Receipt No. for reference while making correspondence regarding admission to the programs offered by this University.
22. Ordinarily the odd and even semester examinations shall be held in December/January and May/June, respectively every year. However, the schedule may change due to some compelling circumstances.
23. Use of mobile phones is strictly prohibited in the Depts./Administrative Block/Library.
24. Entire University campus is a No Smoking Zone. Smoking is a prohibited and punishable offence.
25. Parents are advised to visit the University from time to time to keep themselves abreast of the progress of their wards.
26. While pursuing professional program, the students may have to go for Industry exposure/field-trips as per program requirements.
27. Optional paper (s) can be offered with the permission of the Vice-Chancellor, if the student strength is less than five.
28. If there is gap in studies, students may give reasons with documentary proof/self undertaking.
29. Nothing contained in this Prospectus shall be construed to convey sanction or cited as an authority for which University regulations alone are applicable.

30. Grant of Maternity Leave to the women students as approved by the Executive Council in its meeting held on 24.09.2016 for various UG/PG Programs.
- (a) The women students will be entitled to avail the Maternity Leave for a period not exceeding 45 days continuously in a single stretch with the prior permission of the Head/Director of the concerned Department/Institute and the Principal of the College on production of valid Medical Certificate. The leave period may be excluded from the total lectures delivered during the semester. But the concerned student has to appear in all the Minor/Major Examinations etc. as per Schedule notified by the department of the University,
  - (b) However, if so desired, the student may drop the full semester but she has to complete the attendance of that drop out semester after appearing in the final semester examination and shall have to appear in the drop out semester examinations according to the Even & Odd Semester policy. In such cases, she will not be required to pay the re-admission fee and the entire semester fee (if she has already paid the drop out semester fee) to complete the attendance of the drop out semester.

The above decision shall be applicable to all the UG/PG Programs being run in the affiliated colleges, University Teaching Departments and MDU-CPAS, Gurugram.

## SECTION - 7

### STUDENTS CONDUCT AND DISCIPLINE RULES

#### Application of Rules

These rules shall apply to all the students of Maharshi Dayanand University, Rohtak.

#### 1. Acts of Indiscipline and Misconduct

Any act of misconduct committed by a student inside or outside the campus shall be an act of violation of discipline of the University. Without prejudice to the generality of the foregoing provision, violation of the discipline shall include:

- i) Disruption of teaching, study, examination, research or administrative work, curricular or extra curricular activity or residential life of the members of the University, including any attempt to prevent any member of the University or its staff from carrying on his or her work and doing any act reasonably likely to cause such disruption
- ii) Damaging or defacing University property or the property of the members of the University or any other property inside or outside the University Campus
- iii) Engaging in any attempt as wrongful confinement of teachers, officers, employees and students of the University or camping inside or creating nuisance inside the boundaries of houses of teachers, officers and other members of the University
- iv) Use of abusive and derogatory slogans or intimidating language or incitement of hatred and violence or any act calculated to further the same
- v) Smoking in the University Campus
- vi) Eve-teasing and/or disrespectful behaviour towards girl students and women
- vii) Any assault upon or intimidation of or insulting behaviour towards a teacher, officer, employee or student or any other person
- viii) Causing or colluding in the unauthorized entry of any person in the campus or in the unauthorized occupation of any portion of University premises, including Hostels or Halls of Residence, by any person
- ix) Getting enrolled in more than one program of study simultaneously in violation of University rules
- x) Committing forgery, tampering with or misuse of University documents or records, identification cards etc.
- xi) Furnishing false certificate or false information to any office under the control and jurisdiction of the University
- xii) Consuming or possessing alcoholic drinks, dangerous drugs or other intoxicants in the University premises
- xiii) Indulging in acts of gambling in the University premises



- xiv) Possessing or using weapons such as knives, lathis, iron chains, iron rods, sticks, explosives and fire arms in the University premises
- xv) Arousing communal, caste or regional feelings or creating disharmony among students
- xvi) Not disclosing one's identity when asked to do so by an employee or officer of the University who is authorized to ask for identity
- xvii) Tearing of pages, defacing, burning or destroying books etc. of library
- xviii) Unauthorized occupation of Hostel Rooms or unauthorized use of University furniture in one's Hostel Room or else where
- xix) Accommodating guests or other persons in Hostel without permission of the competent authority
- xx) Improper rendering of accounts for money drawn from or through any office under the control and jurisdiction of the University
- xxi) Coercing the medical staff to render medical assistance to persons not entitled for the same or any other disorderly behaviour
- xxii) Any act of moral turpitude
- xxiii) Any offence under law
- xxiv) Committing any of the offences specified in the examination rules of the University (Control of unfair means and disorderly conduct)
- xxv) Violation of Traffic Rules in the University premises
- xxvi) Pasting of posters, distributing of pamphlets, handbills etc. of objectionable nature or writing on walls and disfiguring buildings
- xxvii) Any other act considered by the Vice-Chancellor or the Discipline Committee to be an act of violation of discipline.

## 2. **Disciplinary Action**

Without any prejudice to the powers of the Vice-Chancellor as specified under Statute 39, the following Officers are authorized to take disciplinary action by way of imposing penalties as specified in Clause 4 of these regulations other than those specified in Sub-Clause (ix), (x), (xi), (xii), (xiii) & (xiv):

- i) Proctor
- ii) Deans of the Faculties/Dean, Students Welfare
- iii) Chief Warden (Boys/Girls)
- iv) Heads of the Departments
- v) Principals / Directors of the Colleges/Institutions
- vi) Any other person employed by the University and authorized by the Vice-Chancellor for the purpose provided that the penalties on the offences relating to Examinations will be dealt with by the relevant bodies.

3. **Nature of Penalties**

The following penalties may, for acts of indiscipline or misconduct or for good and sufficient reasons, be imposed on a student, namely:

- i) Written warning and information to the guardian.
- ii) Fine as may be warranted by the nature of case.
- iii) Suspension from the Class/ Department/ College/ Hostel/ Mess/ Library or withdrawal of any other facility of this nature.
- iv) Suspension or cancellation of scholarships, fellowships or any financial assistance from any source, or recommendation to that effect to the sanctioning agency.
- v) Recovery of pecuniary loss caused to University property.
- vi) Debarring from participation in Sports/NCC/NSS and other such activities.
- vii) Disqualifying from holding any representative position in the Class/College/ Hostel/ Mess/Sports/Clubs and in similar other bodies.
- viii) Hostel shift and Hall shift.
- ix) Expulsion from the Department/ Faculty/ Hostel/ Mess/ Library/ Clubs for a specified period.
- x) Debarring from an examination.
- xi) Non-issue of Migration Certificate.
- xii) Expulsion from the University for a specified period.
- xiii) Disqualifying from further studies, or prohibition for future admission or re-admission.
- xiv) Any student against whom an allegation of misconduct has been made may be suspended from the rolls of the University by the Vice-Chancellor, pending enquiry or pending trial on a cognizable offence by a court of Law.

4. **Opportunity to be given before Award of Penalty**

No penalty, provided in sub-clauses (ix), (x), (xi), (xii), (xiii) and (xiv) of Clause 4 shall be imposed without giving to the student a reasonable opportunity of being heard.

5. **Review of Appeal against the Penalty**

A review would lie to the Officer issuing the orders within seven days, and an appeal would lie against the orders of the authorities mentioned in these rules (except the Vice-Chancellor) to the Proctorial Board of the University. The Board may also review its decision on its own.

6. **Prohibition of Ragging**

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

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

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear apprehension thereof in fresher or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame of embarrassment so as to adversely effect the physique or psyche of a fresher or a junior student or any type of abuse through electronic media or wrongful confinement, use of criminal force, assault as well as sexual offence, trespass, defamation or threat to defame will be deemed an act of ragging. Hon'ble Supreme Court of India in SPL (C) No. 24295/2004 in the matter of University of Kerala V/s Council of Principals, Colleges of Kerala and others has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain to if his/ her explanation is not found satisfactory, the authority would expel him/her from the Institution.

**The applicants at the time of admission are required to give an undertaking (Appendix-O&P) against ragging.**

7. **Check on the menace of sexual harassment and violence against women**

The University has a zero tolerance policy towards the act of sexual harassment. Sexual harassment is taken as a serious act of indiscipline. A Committee, constituted by the Vice-Chancellor under the Chairpersonship of a senior female Professor, will check the menace of sexual harassment and violence against girl students and women. The Sexual Harassment includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

The Committee shall take all precautionary measures to prevent sexual harassment and violence against girl students and women in the University. It shall also ensure that there is no hostile environment towards girl students and women. No girl student should have reasonable ground to believe that she is at a disadvantage or is being discriminated against. If any complaint of sexual harassment comes to the notice of the Committee, immediate disciplinary action along with appropriate action in accordance with the law would be taken.

## SECTION - 8

### LIST OF TEACHING FACULTY MEMBERS

Sr. No.	Name of the Faculty	Qualifications	Designation	Area of Specialization
<b>1. FACULTY OF EDUCATION</b>				
<b>i. Department of Education</b>				
1.	Dr. Jitender Kumar	Ph.D	Professor & Head	Sociological Foundations of Education, Educational Technology, EVG.
2.	Dr. Neeru Rathee	Ph.D	Asstt. Professor	Educational Technology, Teacher Education
3.	Dr. Madhuri Hooda	Ph.D	Asstt. Professor	EVG, Special Education, Comparative Education & Curriculum Development
4.	Dr. Umender Malik	Ph.D	Asstt. Professor	Educational Technology EVG
5.	Dr. Menka	M.Phil., Ph.D.	Asstt. Professor	Information Computer Technology
<b>ii. Department of Physical Education</b>				
1.	Dr. Nov Rattan Sharma	Ph.D	Professor (Psychology) and Head	Personality & Health
2.	Dr. B.S.Rathee	Ph.D.	Professor	Exercise Physiology, Sports Medicine & Basketball
3.	Dr. Kultaj Singh	Ph.D	Professor	History & Principle, Health Education, Wrestling
4.	Dr. R.P.Garg	Ph.D	Professor	Anatomy, Physiology, Scientific Principal of Sports, Training, Yoga, Wrestling.
<b>2. FACULTY OF ENGINEERING AND TECHNOLOGY</b>				
1	Dr. Rahul Rishi	Ph.D	Professor	CSE
2	Dr. Vineet Kumar	Ph.D	Professor	ME
3	Dr. Manvender Singh	Ph.D	Professor	Bio-technology
4	Dr. Yudhvir Singh	Ph.D	Professor & Director	CSE
5	Dr. Chhavi Rana	M.Tech, Ph.D	Asstt. Professor	CSE
6	Dr. (Ms.) Kamna	Ph.D	Asstt. Professor	CSE
7	Dr. Rainu Nandal	Ph.D	Asstt. Professor	CSE
8	Dr. Raj Kumar	Ph. D.	Asstt. Professor	CSE
9	Dr. Vikas Siwach	Ph.D	Asstt. Professor	CSE
10	Dr. Sunita Dhingra	Ph.D.	Asstt. Professor	CSE
11	Dr. Amita Dhankar	M.Tech	Asstt. Professor	CSE
12	Dr. Harkesh Sehrawat	Ph.D	Asstt. Professor	CSE
13	Sh. Dhiraj Khurana	M.Tech	Asstt. Professor	CSE
14	Dr. Yogesh Kumar	M.Tech, Ph.D.	Asstt. Professor	CSE
15	Dr. Kamaldeep	Ph.D	Asstt. Professor	CSE
16	Dr. Rajesh	Ph.D	Asstt. Professor	ME
17	Sh. Sandeep Kumar	M.Tech	Asstt. Professor	ME
18	Dr. Deepak Chhabra	M.Tech, Ph.D	Asstt. Professor	ME
19	Dr. Raj Kumar	Ph.D	Asstt. Professor	ME
20	Dr. Pardeep Gahlot	Ph.D	Asstt. Professor	ME
21	Dr. Ravinder Kumar Sahdev	Ph.D	Asstt. Professor	ME
22	Sh. Rakesh	M.Tech	Asstt. Professor	ME
23	Dr. Naveen Hooda	Ph.D	Asstt. Professor	ME
24	Sh. Naveen Khatak	M.Tech	Asstt. Professor	ME
25	Dr. Vikas Nandal	Ph.D	Asstt. Professor	ECE

26	Dr. Anil Sangwan	Ph.D	Asstt. Professor	ECE
27	Dr. Shamsher Singh	Ph.D	Asstt. Professor	ECE
28	Dr. Vikas Sindhu	Ph.D	Associate Professor	ECE
29	Lt. Col. (Retd) Dr. Suresh Kumar	Ph.D	Associate Professor	ECE
30	Dr. Manoj Kumar	Ph.D	Asstt. Professor	ECE
31	Dr. Sunil Kumar Chhikara	Ph.D	Assoc. Professor	Environmental Science
32	Dr. Vipin Kumar	Ph.D	Asstt. Professor	EE
33	Dr. Neha Khurana	Ph.D	Asstt. Professor	EE
34	Sh. Surender Singh	M.Tech	Asstt. Professor	EE
35	Dr. Meena Kumari	M.Tech, Ph.D.	Asstt. Professor	EE
36	Sh. Gurdiyal	M.Tech	Asstt. Professor	EE
37	Dr. Manjeet Kaur	Ph.D	Associate Professor	Biotechnology
38	Dr. Vijay Kumari	Ph.D	Asstt. Professor	Biotechnology
39	Dr. Veer Bhan	Ph.D	Assoc. Professor	Biotechnology
40	Dr. Kavita	Ph.D	Asstt. Professor	Marketing and HR
41	Ms. Savita	M.Sc., B.Ed	Asstt. Professor	Chemistry
42	Dr. Seema	Ph.D	Assoc. Professor	Chemistry
43	Dr. Rajesh	Ph.D	Assoc. Professor	Chemistry
44	Ms. Manju Hooda	M.Sc.	Asstt. Professor	Physics
45	Sh. Sukhbir Singh	M.Sc.	Asstt. Professor	Physics
46	Dr. Surendera Kumar	Ph.D	Asstt. Professor	Applied Mathematics
47	Dr. Garima Chopra	Ph.D	Asstt. Professor	Mathematics
48	Dr. Vikas Kumar	M.Sc, M.Phil, Ph.D	Asstt. Professor	Applied Mathematics
49	Ms. Suman	M.Sc	Asstt. Professor	Mathematics
50	Dr. Manjit Kaur	Ph.D	Asstt. Professor	English
51	Ms. Chanchal Hooda	M.A (English)	Asstt. Professor	English
52	Dr. Deepak Kumar	M.Tech, Ph.D.	Asstt. Professor	Civil Engineering
53	Ms. Anu Bala	M.Tech	Asstt. Professor	Civil Engineering
54	Mrs. Isha	M.Tech	Asstt. Professor	Civil Engineering
55	Sh. Vineet Kumar	M.Tech	Asstt. Professor	Civil Engineering
56	Dr. Prabhakar Kaushik	Ph.D	Professor	ME
57	Dr. Ashwani Dhingra	Ph.D	Assoc. Professor	ME
58	Dr. Sonia	Ph.D	Professor	Bio-technology

### 3. FACULTY OF HUMANITIES AND ARTS

#### i. Department of English and Foreign Languages

1.	Dr. Loveleen Mohan	Ph.D	Professor & Head	Post-colonial writings/British Novel/Queer Studies
2.	Dr. Jaibir Singh Hooda	Ph.D	Professor	American Literature/Indian Literature/Cultural Studies
3.	Dr. Randeep Rana	Ph.D	Professor	Post-colonial writing/ Indian Writing in English/ Indian Literature
4.	Dr. Manjeet Rathee	Ph.D	Professor	Modern American Literature/Media Studies/ Gender Studies
5.	Dr. Rashmi Malik	Ph.D	Professor	British Novel
6.	Dr. Gulab Singh (On Leave)	Ph.D	Professor	American Ethics Literature Afro-American Studies
7.	Mrs. Jai Shree Shankar	M.Phil	Assoc. Professor	American Drama

8.	Mrs. Sheelu Chaudhary	M.Phil	Assoc. Professor	American Literature
9.	Dr. Neelam Mor	Ph.D	Asstt. Professor	Indian Drama in English
10.	Dr. Anju Mehra	Ph.D	Asstt. Professor	American Literature, Literary Criticism Phonetics
11.	Dr. Sudhir	Ph.D	Assoc. Professor	Post Colonial, Theory and Literature and Phonetics
12.	Dr. Kavita	Ph.D.	Asstt. Professor	English Post Colonial Theory and Literature
<b>ii Department of Hindi</b>				
1.	Dr. Sanjeev Kumar	Ph.D	Professor	Adhunik Hindi Kavita & Lok Sahitya
2.	Dr. Maya Malik	Ph.D	Professor & Head	Modern Poetry, Lok Sahitya
3.	Dr. Krishna Joon	Ph.D	Professor	Katha Sahitya
4.	Dr. Pushpa Rani	Ph.D	Professor	Adhunik Hindi Kavita
5.	Dr. Krishna Devi	Ph.D	Asstt. Professor	Linguistics (Bhasa Vigyan)
6.	Dr. Anil Kumar	Ph.D	Asstt. Professor	Samkalin Hindi Marathi, Dalit (Dalit Vimarsh) Kahan: Tulnatmak Adhyayan
<b>iii. Department of Journalism and Mass Communication</b>				
1.	Dr. Harish Kumar	Ph.D	Professor & Head	Cinema studies, Print Media
2.	Ms. Sumedha Dhani	MJMC	Asstt. Professor	Women & Media, Comm. Theory
3.	Mr. Sunit Mukherjee	MCJ	Asstt. Professor	Public Relations & Corporate Comm., Media writing, Online Journalism.
4.	Dr. Naveen Kumar	Ph. D	Asstt. Professor	Television Production, T.V. Journalism, Video Editing.
<b>iv. Department of Sanskrit, Pali &amp; Prakrit</b>				
1.	Dr. Surendra Kumar	Ph.D	Professor	Indian Philosophy & Vedic Literature
2.	Dr. Sunita Saini	Ph.D	Associate Professor & Head	Indian Philosophy & Classical Sanskrit Literature
3.	Dr. Shri Bhagwan	M.Phil, Ph.D	Asstt. Professor	Indian Philosophy
4.	Dr. Ravi Prabhat	Ph.D.	Asstt. Professor	Sanskrit Vyakaran
5.	Dr. Sushma Nara	M.Phil. Ph.D	Asstt. Professor	Indian Philosophy
<b>v. Department of Music</b>				
1.	Dr. Vimal	Ph.D	Professor & Head	Music (Vocal)
<b>vi. Department of Visual Arts</b>				
1.	Dr. Meenakshi Hooda	Ph.D	Professor & Head	Drawing & Painting
2.	Dr. Anjali Duhan	Ph.D	Asstt. Professor	History of Arts
3.	Mr. Sanjay Kumar	M.F.A.	Asstt. Professor	Painting
<b>4. FACULTY OF LAW</b>				
<b>Department of Law</b>				
1.	Dr. Asha Sharma	Ph.D.	Professor	American Literature & Afro-American Fiction
2.	Dr. Anju Khanna	Ph.D.	Professor	Modern History
3.	Dr. Kavita Dhull	Ph.D.	Associate Professor & Head	Constitutional Law
4.	Dr. Neelam Kadyan	LL.M., Ph.D	Asstt. Professor	Environmental Law & Law of Contract
5.	Dr. Jitender Singh Dhull	Ph.D.	Asstt. Professor	Constitutional Law, Criminal Law

6.	Dr. Satya Pal Singh	Ph.D.	Asstt. Professor	Constitutional Law, Administrative Law, Family Law
7.	Dr. Yogender Singh	Ph.D.	Asstt. Professor	Criminal Law
8.	Dr. Pratima Devi	LL.M. Ph.D.	Asstt. Professor	Criminal Law
9.	Dr. Sonu	LL.M. Ph.D.	Asstt. Professor	ADR
10.	Dr. Jaswant Saini	Ph.D.	Asstt. Professor	Corporate Management
11.	Dr. Anusuya Yadav	LL.M. Ph.D.	Asstt. Professor	Commercial Law
12.	Dr. Ved Pal Singh	Ph.D.	Asstt. Professor	Criminal Group
13.	Dr. Surender Singh	Ph.D.	Asstt. Professor	Corporate Law

## 5. FACULTY OF MANAGEMENT SCIENCES AND COMMERCE

### i Institute of Management Studies and Research

1.	Dr. Ajay K.Rajan	Ph.D	Professor	HR, Strategic Management, Entrepreneurship
2.	Dr. Neelam Jain	Ph.D	Professor	Finance, Accounting
3.	Dr. Virender Singh	Ph.D	Professor (In-service against supernumerary post)	Marketing, Intl. Marketing
4.	Dr. Raj Kumar	Ph.D	Professor & Director	Bus. Research Methods, Finance, Accounting
5.	Dr. Rishi Chaudhary	Ph.D	Professor	Finance, Accounting
6.	Dr. Satyawan Baroda	Ph.D	Professor	HRM, Marketing, Finance & Accounting
7.	Dr. Pardeep K. Ahlawat	Ph.D	Professor	IT, e-Com, Marketing
8.	Dr. Aparna Bhardwaj	Ph.D	Assoc. Professor	Management
9.	Dr. Divya Malhan	Ph.D	Assoc. Professor	HRM, Soft Skills, HRM Marketing
10.	Dr. Jagdeep Singla	Ph.D	Assoc. Professor	Marketing, Production, SCM
11.	Dr. Kuldeep Chaudhary (EOL)	Ph.D	Asstt. Professor	General Mgt., Marketing
12.	Dr. Naresh Kumar	Ph.D.	Asstt. Professor	Economics, QM, IT
13.	Dr. Seema Singh	Ph.D	Asstt. Professor	Marketing, Economics
14.	Dr. Sonia	Ph.D	Asstt. Professor	Marketing, Economics
15.	Dr. Garima Dalal	Ph.D	Asstt. Professor	Finance, Accounting
16.	Dr. Karamvir Sheokand	Ph.D	Asstt. Professor	HRM, Marketing
17.	Dr. Ashok Kumar	Ph.D	Asstt. Professor	Accounting & Finance
18.	Dr. Ramphul	Ph.D	Assoc. Professor	Economic, Intl. Business
19.	Dr. Sanjay Nandal	Ph.D	Assoc. Professor	Intl. Business
20.	Dr. Saurabh Kant	Ph.D	Asstt. Professor	HRM, Marketing
21.	Dr. Priyanka Yadav	Ph.D	Asstt. Professor	HR/General Management
22.	Dr. Nitu	Ph.D	Asstt. Professor	HR/MKT
23.	Dr. Neetu Rani	Ph.D	Asstt. Professor	HR/Finance
24.	Dr. Sapna	Ph.D	Asstt. Professor	Marketing/HR
25.	Dr. Jitender Kumar	M.Phil, Ph.D.	Asstt. Professor	Marketing/HR
26.	Dr. Ekta Rani	Ph.D	Asstt. Professor	Finance
27.	Dr. Aarti	Ph.D	Asstt. Professor	Marketing/HR
28.	Dr. Ishwar Mittal	Ph.D	Asstt. Professor	Marketing/HR/Finance

### ii Institute of Hotel & Tourism Management

1	Dr. Ashish Dahiya	Ph.D	Professor	Hospitality Operations & Management
2	Dr. Sandeep Malik	Ph.D	Assoc. Professor & Director	F&B Controls, F&B Services & Production
3	Dr. Ranbir Singh	Ph.D	Asstt. Professor	Tourism Impacts & Business
4.	Dr. Amit Kumar Singh	Ph.D.	Asstt. Professor	Heritage Tourism



5.	Dr. Sanjeev Kumar	Ph.D	Asstt. Professor	Front Office
6.	Dr. Goldi Puri	Ph.D	Asstt. Professor	Marketing, International Business, IT
7.	Dr. Manoj Kumar	Ph.D	Asstt. Professor	F&B Service
8.	Dr. Gunjan	Ph.D	Asstt. Professor	Marketing & HR
9.	Dr. Jyoti	Ph.D	Asstt. Professor	Housekeeping & Front Office
10	Dr. Anoop K. Huria	Ph.D	Asstt. Professor	Ticketing & Tourism Business
11	Dr. Shilpi	Ph.D	Asstt. Professor	Travel & Tourism
12	Dr. Sumegh	Ph.D	Asstt. Professor	Hotel Operations
<b>iii. Department of Commerce</b>				
1.	Dr. Ram Rattan Saini	Ph.D	Professor	Business Env. & Financial Management
2.	Dr. Raj Pal Singh	Ph.D	Professor& Head	Gen. Management & Accounting
3.	Dr. Sanjeev Kumar	Ph.D	Professor	Finance, Accounting & Quantitative Techniques
4.	Dr. Kuldeep Singh	Ph.D	Professor	Accounting & Finance, Gen. Management
5.	Dr. Tilak Raj	Ph.D	Professor	Financial Accounting, Direct Taxation
6.	Mrs. Raman Malhotra	M.Com.	Assoc. Professor	HRM & Business Law
7.	Dr. Seema Rathee	Ph.D	Asstt. Professor	Accounting & Finance
8.	Dr. Manoj Kumar	Ph.D	Asstt. Professor	Accounting & Finance
9.	Dr. Priti Sharma	Ph.D	Asstt. Professor	Finance & Quantitative Techniques
10.	Dr. Shakti Singh	Ph.D	Asstt. Professor	Accounting & Finance
11.	Dr. Kapil Malhotra	Ph.D	Asstt. Professor	Computer Application & Marketing
12.	Dr. Sangeeta	Ph.D	Asstt. Professor	Marketing & Finance
13.	Dr. Rekha Rani	Ph.D	Asstt. Professor	Finance & Accounting
14.	Dr. Mahender	Ph.D	Asstt. Professor	Financial Management and Statistical Analysis
<b>6. FACULTY OF LIFE SCIENCES</b>				
<b>i. Department of Biochemistry</b>				
1.	Dr. Rajesh Dabur	Ph.D	Professor & Head	Clinical Biochemistry
2.	Dr. Nar Singh Chauhan	Ph.D	Asstt. Professor	Molecular Biology
3.	Dr. Ritu Pasrija	Ph.D	Asstt. Professor	Biotechnology Fungal Biology
4.	Dr. Sandeep Singh	Ph.D	Asstt. Professor	Plant Biochemistry
5.	Dr. Vijay Kumar	Ph.D	Asstt. Professor	Animal Neurotoxicology
<b>ii Centre for Biotechnology</b>				
1.	Dr. A.K.Chhillar	Ph.D	Professor	Proteomics, Antimicrobials, Molecular
2.	Dr. Vikas Hooda	Ph.D	Associate Professor& Director	Biosensor & Nano-Technology
3.	Dr. Ritu	Ph.D	Asstt. Professor	Biotechnology
4.	Dr. Samander Singh	Ph.D	Asstt. Professor	Virology
5.	Dr. Sarvajeet Singh	Ph.D	Asstt. Professor	Agricultural Biotechnology
6.	Dr. Darshana	Ph.D	Asstt. Professor	Plant Mol. Biology Plant Biotechnology
7.	Dr. Nater Pal Singh	Ph.D	Asstt. Professor	Agricultural Biotechnology
<b>iii Department of Botany</b>				
1.	Dr. Pushpa Dahiya	Ph.D	Professor	Aeroallergens
2.	Dr. Anita Rani Sehwat	Ph.D	Professor	Biotechnology and Molecular Biotechnology
3.	Dr. Vinita Hooda	Ph.D	Professor & Head	Enzyme Technology

4.	Dr. Surender Singh Yadav	Ph.D	Associate Professor	Ecology
5.	Dr. Asha Sharma	Ph.D	Asstt. Professor	Stress Physiology
6.	Dr. Sunder Singh	Ph.D	Asstt. Professor	Stress Physiology & Reproductive Biology
<b>iv Department of Environment Sciences</b>				
1.	Dr. Rajesh Dhankhar	Ph.D	Professor & Head	Environmental Toxicology
2.	Dr. J.S. Laura	Ph.D	Professor	Environmental Monitoring
3.	Dr. Meenakshi	Ph.D	Assoc. Professor	Pollution
4.	Dr. Sunil Kumar	Ph.D	Asstt. Professor	Environmental Pollution
5.	Dr. Rachna Bhateria	Ph.D	Asstt. Professor	Bioremediation
6.	Dr. Babita Khosla	Ph.D	Asstt. Professor	Environmental Biotechnology
7.	Dr. Geeta	Ph.D	Asstt. Professor	Plant Biotechnology
<b>v Department of Food Technology</b>				
1.	Dr. Baljeet Singh Yadav	Ph.D	Professor & Head	Cereals Technology, Starch Characterization
2.	Dr. Ritika	Ph.D	Asstt. Professor	Food Engineering, Cereals Technology
3.	Dr. Jyotika Dhankhar	Ph.D	Asstt. Professor	Dairy Chemistry, Dairy Science
<b>vi Department of Genetics</b>				
1.	Dr. J.P. Yadav	Ph.D	Professor	Medicinal Plants Genetics
2.	Dr. Minakshi Vashisht	Ph.D	Professor & Head	Human Genetics, Genetics
3.	Dr. S.K.Tiwari	Ph.D	Assoc. Professor	Microbial Genetics
4.	Dr. Ritu Yadav	Ph.D	Asstt. Professor	Human Genetics, Zoology
5.	Dr. Neelam Sehrawat	Ph.D	Asstt. Professor	Biotechnology (Mosquito Genetics)
6.	Dr. Mukesh Tanwar	Ph.D.	Asstt. Professor	Genetics
<b>vii Department of Microbiology</b>				
1.	Dr. J.P. Yadav	Ph.D.	Professor (Genetics) & Head	Medicinal plants Genetics
2.	Dr. Pratyosh Shukla (on E.O.L.)	Ph.D	Professor	Enzyme Technology and Protein Bioinformatics
3.	Dr. Krishna Kant Sharma	Ph.D	Asstt. Professor	Enzymology and Recombinant, DNA Technology
4.	Dr. Bijender Singh (on E.O.L.)	Ph.D	Asstt. Professor	Enzymology and Recombinant Vaccines
5.	Dr. Pooja Suneja	Ph.D	Asstt. Professor	Microbial Biotechnology
6.	Dr. Sanjay Kumar	Ph.D	Asstt. Professor	Bioprocess Engineering
7.	Dr. Pooja Gulati	Ph.D	Asstt. Professor	Medical Microbiology
8.	Dr. Rajeev Kumar Kapoor	Ph.D	Asstt. Professor	Industrial Microbiology, Biotechnology & IPR
9.	Dr. Anita Rani	Ph.D	Asstt. Professor	Bioremediation
<b>viii Department of Zoology</b>				
1.	Dr. Vineeta Shukla	Ph.D	Professor & Head	Animal Physiology & Toxicology
2.	Dr. Minakshi	Ph.D	Professor	Enzyme Technology & Biosensor
3.	Dr. Vinay Malik	Ph.D	Assoc. Professor	Cytogenetic and Genotoxicity
4.	Dr. Sudhir Kumar Kataria	Ph.D	Assoc. Professor	Cytogenetics
5.	Dr. Sudesh Rani	Ph.D	Assoc. Professor	Fisheries
6.	Dr. Ranjana Jaiwal	Ph.D	Asstt. Professor	Molecular Endocrinology
<b>ix Centre for Bio-informatics</b>				
1.	Dr. Anil Kumar Chhilar	Ph.D	Professor (Biotechnology) & Director	Proteomics, Antimicrobial Molecular
2.	Dr. Ajit Kumar	Ph.D	Asstt. Professor	Bioinformatics
3.	Dr. Mehak Dangi	Ph.D	Asstt. Professor	Bioinformatics

<b>x Centre for Medical Biotechnology</b>				
1.	Dr. Pushpa Dahiya	Ph.D	Professor (Botany) and Director	Aeroallergens
2.	Dr. Amita Suneja Dang	Ph.D	Asstt. Professor	Immunotech
3.	Dr. Hari Mohan	Ph.D	Asstt. Professor	Virology, Animal Cell Culture
4.	Dr. Rashmi Bhardwaj	Ph.D	Asstt. Professor	Stem Cells Biology
5.	Dr. Anil Kumar	Ph.D	Asstt. Professor	Human Genomics
<b>7. FACULTY OF PHARMACEUTICAL SCIENCES</b>				
<b>Department of Pharmaceutical Sciences</b>				
1.	Dr. Arun Nanda	Ph.D	Professor	Pharmaceutics
2.	Dr. Narasimhan B.	Ph.D	Professor	Pharm.Chemistry
3.	Dr.Munish Garg	Ph.D	Professor	Pharmacognosy
4.	Dr. Sanju Nanda	Ph.D	Professor& Head	Pharmaceutics
5.	Dr. Harish Dureja	Ph.D	Professor	Pharmaceutics
6.	Dr. Deepak Kaushik	Ph.D	Assoc. Professor	Pharmaceutics
7.	Dr. Vikas Budhwaar	Ph.D	Assoc. Professor	Pharmaceutic
8.	Dr. Anju Dhiman	Ph.D	Assoc. Professor	Pharmacognosy
9.	Dr. Govind Singh	Ph.D	Assoc. Professor	Pharmacology
10	Dr. Prabhakar Kr. Verma	Ph.D	Assoc. Professor	Pharm.Chemistry
11	Dr. Rakesh Kumar Marwaha	Ph.D	Asstt. Professor	Pharm.Chemistry
12	Dr. Mahesh Kumar	Ph.D	Asstt. Professor	Pharm.Chemistry
13	Dr. Anurag Khatkar	Ph.D	Asstt. Professor	Pharm.Chemistry
14	Dr. Vandana Garg	Ph.D	Asstt. Professor	Pharmacognosy
15	Dr. Vineet Mittal	Ph.D	Asstt. Professor	Pharmacognosy
16	Ms. Saloni Kakkar	Ph.D.	Asstt. Professor	Pharm.Chemistry
17	Dr. Meenu	Ph.D.	Asstt. Professor	Pharmacognosy
<b>8. FACULTY OF PHYSICAL SCIENCES</b>				
<b>i. Department of Chemistry</b>				
1.	Dr. Sapna Garg	Ph.D	Professor& Head	Inorganic Chemistry
2.	Dr. Devender Singh	Ph.D	Assoc. Professor	Inorganic Chemistry
3.	Dr. Priti Boora Doon	Ph.D	Asstt. Professor	Organic Chemistry
4.	Dr. Rajesh K.Malik	Ph.D	Asstt. Professor	Inorganic Chemistry
5.	Dr. Naveen Kumar	Ph.D	Asstt. Professor	Physical Chemistry
6.	Dr. Hari Om	Ph.D	Asstt. Professor	Physical Chemistry
7.	Dr. Komal Jakhar	Ph.D	Asstt. Professor	Organic Chemistry
<b>ii Department of Computer Science &amp; Applications</b>				
1.	Dr. Nasib Singh Gill	Post-Doctrate, Ph.D, MBA	Professor& Head	CBS Testing, Metrics,AOSD, DM & DWH, IP Security,NLP
2.	Dr. Rajender Singh	Ph.D, MBA	Professor	Software Engg. & Testing, DM, DHW
3.	Dr. Pooja Mittal	Ph.D	Asstt. Professor	Computer Science, Data Mining
4.	Dr. Preeti Rani	Ph.D	Asstt. Professor	Computer Science Analysis & Design of Objects oriented complexity matrix and test cases.
5.	Dr. Sandeep	Ph.D	Asstt. Professor	Computer Science
6.	Dr. Gopal Singh	Ph. D.	Asstt. Professor	Computer Science
7.	Dr. Balkishan	Ph.D	Asstt. Professor	CBSD, CB Metrics
8.	Dr. Priti	Ph.D	Asstt. Professor	Software Re-engg. DBMS

9.	Ms. Amrinder Kaur	M.Tech	Asstt. Professor	
10.	Dr. Sukhvinder Singh Deore	Ph.D	Asstt. Professor	Cryptography/Security
<b>iii Department of Mathematics</b>				
1.	Dr. Renu Chugh	Ph.D	Professor	Non-Linear Functional Analysis, Fuzzy Mathematics, Pure Maths
2.	Dr. J.S. Nandal	Ph.D	Professor	Solid Mechanics, Theoretical Seismology, Fluid dynamics
3.	Dr. J.S. Sikka	Ph.D	Professor	Theoretical Seismology, Solid Mechanics.
4.	Dr. Gulshan Lal Taneja	Ph.D	Professor (working at Registrar)	Statistics, Operations Research, (Reliability Modeling and Analysis, Queueing Theory)
5.	Dr. Rajeev Kumar	Ph.D	Professor & Head	Statistics, Operations Research, (Reliability Modeling and Analysis, Queueing Theory)
6.	Dr. Dalip Singh	Ph.D	Professor	Applied Mathematics, Theoretical Seismology, Solid Mechanics
7.	Dr. Archana Malik	Ph.D	Professor	Applied Mathematics, Theoretical Seismology, Solid Mechanics
8.	Dr. Sumeet Gill	Ph.D	Professor	(System Security), Computer Science Artificial Intelligence
9.	Dr. Seema Mehra	Ph.D	Assoc. Professor	Analysis, Fuzzy Mathematics, Discrete Mathematics
10	Dr. Savita Rathee	Ph.D	Asstt. Professor	Analysis, Fuzzy Mathematics, Discrete Mathematics
11	Dr. Anju Panwar	Ph.D	Asstt. Professor	Pure Mathematics (Analysis)
12	Dr. Jagbir Singh	Ph.D	Asstt. Professor	Algebra, Number Theory
13	Dr. Ekta Narwal	Ph. D.	Asstt. Professor	Computer Science
14	Dr. Meenakshi	Ph. D.	Asstt. Professor	Computer Science
15	Dr. Poonam Redhu	Ph.D	Asstt. Professor	Analyses of Lattice Hydrodynamic, Applied Mathematics
16	Dr. Monika	Ph.D	Asstt. Professor	Coding Theory, Algebra Topology Analysis, Pure Mathematics
<b>iv Department of Physics</b>				
1.	Dr. A.S. Mann	Ph.D	Professor	Solid State Physics (Amorphous Materials)/ Electronics Material Science
2.	Dr. Sanjay Dahiya	Ph.D	Professor	Theoretical Solid State Physics
3.	Dr. Rajesh Parmar	Ph.D	Professor& Head	Exp.Solid State Physics
4	Dr. Rajesh Punia	Ph.D	Professor	Materials Science, Nuclear Physics Experimental
5.	Dr. Anirudh Yadav	Ph.D	Asstt. Professor	Exp.Solid State Physics
6.	Dr. Sajjan	Ph.D	Asstt. Professor	Material Science, Organic Electronics
7.	Dr. Garima Dhingra	Ph.D	Asstt. Professor	Theoretical Solid State Physics
8.	Dr. Anil Ohlan	Ph.D	Asstt. Professor	Material Science, Conduction Polymers, Electromagnetic Shielding
9.	Dr. Rajni Bala	Ph.D	Asstt. Professor	Material Science
<b>v. Department of Statistics</b>				
1.	Dr. Madhulika Dube(EOL)	Ph.D	Professor	Econometrics and Statistical Inference
2.	Dr. Priti Gupta	Ph.D	Professor	Statistics Information Theory
3.	Dr. S.C. Malik	Ph.D	Professor& Head	Reliability Theory & Modeling, Sampling Theory, Applied Statistics and Mathematics
4.	Dr. (Mrs.) R.R. Laxmi	Ph.D	Professor	Genetical Statistics and Design of Experiments

<b>9. FACULTY OF SOCIAL SCIENCES</b>				
<b>i Department of Defence &amp; Strategic Studies</b>				
1.	Dr. Shalini Singh	Ph.D.	Professor (Psychology)& Head	Organizational and Health Psychology
2.	Dr. Partap Singh	Ph.D	Asstt. Professor	China's Influences in South Asian Region and National Security of India
<b>ii Department of Economics</b>				
1.	Dr. Santosh Nandal	Ph.D	Professor & Head	Development Economics, Gender Economics& Indian Economics
2.	Dr. Himmat S. Ratnool	Ph.D	Assoc. Professor	Urban Economics Migration
3.	Dr. Rajesh Kumar	Ph.D	Asstt. Professor	Quantitative Techniques & Public Economics
4.	Dr. Bimla	Ph.D	Asstt. Professor	Micro Economics, Macro Economics
5.	Dr. Jagdeep Kumar	Ph.D	Asstt. Professor	Public Economics
6.	Dr. Kiran Bala	Ph.D.	Asstt. Professor	International Trade
<b>iii Department of Geography</b>				
1.	Dr. S.K. Bansal	M.Tech., Ph.D	Professor	Geomorphology, Environmental Geography Remote Sensing & GIS
2.	Dr. Binu Sangwan	Ph.D	Professor	Agricultural Geography, Regional Development & Planning, Climatology, Gender & Environment Issues
3.	Dr. K.V. Chamar	M.A., M.Phil, Ph.D	Professor& Head	Rural Geography, Social Geography, Transport Geography
4.	Dr. Sachinder Singh	Ph.D	Professor	Political Geography, Economic Geography
5	Dr. Inderjeet Singh	M.Phil, Ph.D	Professor	Water Resources, Climate, RS & GIS
6.	Dr. Mehtab Singh	M.Phil, Ph.D	Professor	Environmental & Resources Planning with RSand GIS
7.	Dr. Parmod Bhardwaj (on Deputation)	M. Sc., Ph.D, LLB	Professor	Population & Urban Studies, Applications of RS & GIS
8	Dr. Renu Arya	Ph. D., MA (Hindi)	Professor	Social Geography, Cultural Geography, Environmental Geography
9	Dr. Pardeep Kumar	M.Phil, Ph.D	Asstt. Professor	Geomorphology, Water Resource and RS & GIS
<b>iv Department of History</b>				
1.	Dr. Jaiveer S. Dhankhar	Ph.D	Professor &Head	Modern Indian and World History
2.	Dr. Vijay Kumar	Ph.D	Professor	Ancient Indian and World History
<b>v Department of Library &amp; Information Science</b>				
1.	Dr. Nirmal Kumar Swain	Ph.D	Professor & Head	Edu. For Librarianship, Copyright, Comm. skill Knowledge Org.
2.	Dr. Pinki Sharma	Ph.D	Asstt. Professor	IT, Library & Society
3.	Dr. Anil Kumar Siwach	Ph.D.	Asstt. Professor	Cataloguing, Academic Libraries
4.	Dr. Sanjiv Kadyan	Ph.D.	Asstt. Professor	Knowledge Information/ Classification and Management
<b>vi Department of Political Science</b>				
1.	Dr. Rajendra Sharma (On Sabbatical Leave)	Ph.D	Professor	Indian Govt. & Politics
2.	Dr. Ranbir Singh Gulia	Ph.D	Professor& Head	Inter-national Politics
3.	Dr. Jyoti	Ph.D	Asstt. Professor	International Relations
4.	Dr. Mamta Devi	Ph.D	Asstt. Professor	Indian Govt. & Politics
5.	Dr. Pardeep Kumar	Ph.D	Asstt. Professor	Internatinal Politics

<b>vii Department of Psychology</b>				
1.	Dr. Nov Rattan Sharma	Ph.D	Professor	Personality & Health
2.	Dr. Sonia Malik	Ph.D	Professor & Head	Positive Psychology O.B., Health Psychology
3.	Dr. Shalini Singh	Ph.D	Professor	Organizational and Health Psychology
4.	Dr. Sarvdeep Kohli	Ph.D	Professor	Clinical and Health Psychology
5.	Dr. Punam Midha	Ph.D	Professor	Positive Psychology O.B., Health Psychology
6.	Dr. Arunima Gupta	Ph.D	Professor	Clinical & Health Psychology, Psychometry
7.	Dr. Anjali Malik	Ph.D	Professor	Organizational Behaviour, Health Psychology & Cognitive
8.	Dr. Bijender Singh	Ph.D	Assoc. Professor	Health and Wellness.
9.	Dr. Deepti Hooda	Ph.D	Assoc. Professor	Personality & Health Psychology
10.	Dr. Shashi Rashmi	M. Phil, Ph.D	Asstt. Professor	Social Psychology, Health Psychology
<b>viii Department of Public Administration</b>				
1.	Dr. S.S. Dahiya	Ph.D	Professor & Head	Police Admn, Comparative Public Admn., Research Methodology, Development Administration, Rural Development
2.	Dr. Rajesh Kumar	Ph.D	Asstt. Professor	Financial Administration, Rural Governance, Public Policy Governence
3.	Dr. J.S. Narwal	Ph.D	Asstt. Professor	Labour Welfare Admn., Theory of Pub. Admn, Development Admn.
<b>ix Department of Sociology</b>				
1.	Dr. Kanwar Chauhan	Ph.D	Professor	Sociology of Mass Media, Education National Integration
2.	Dr. Des Raj	Ph.D	Professor & Head	Sociology of Peasant Studies, Sociology of Dalits Studies
3.	Dr. Supriti	Ph.D	Professor	Sociology of Weaker Sections, Studies of Dalits, Rural Sociology
<b>10. Faculty of Inter Disciplinary Studies</b>				
<b>Department of Forensic Science</b>				
1.	Dr. J.P. Yadav	Ph. D.	Professor (Genetics) & Head	Medicinal Plants, Genetics
2.	Dr. Rajvinder Singh	Ph. D.	Assistant Professor	Forensic Science
3.	Dr. Sapna Sharma	Ph. D.	Assistant Professor	Forensic Science
4.	Dr. Neel Kamal	Ph. D.	Assistant Professor	Forensic Science
<b>Centre for Yogic Studies</b>				
1.	Dr. Surendra Kumar	Ph.D	Professor (Sanskrit) & Director	Indian Philosophy & Vedic Literature

12. RESEARCH INSTITUTE / CENTRE / CHAIRS				
Research Institute				
i.	<b>Chaudhary Ranbir Singh Institute of Social &amp; Economic Change</b>			
	<b>Name</b>	<b>Qualification</b>	<b>Designation</b>	<b>Area of Specialization</b>
	Prof. Inder Jeet	Ph.D.	Professor	Water Resources, Climate, RS & GIS
CENTRES				
i.	<b>Faculty Development Centre</b>			
	Prof. Surendra Kumar	Ph.D.	Professor	Indian Philosophy & Vedic Literature
ii.	<b>Women's Studies Centre</b>			
	Prof. Pushpa Dahiya	Ph.D.	Professor	Aeroallergens
iii.	<b>Centre for Haryana Studies</b>			
	Prof. Jaiveer Dhankhar	Ph.D.	Professor	Modern Indian and World History
iv.	<b>Pt. Deen Dayal Upadhyaya Centre of Excellence for Rural Development</b>			
	Prof. Sewa Singh Dahiya	Ph.D.	Professor	Police Admn, Comparative Public Admn., Research Methodology, Development Administration, Rural Development
v.	<b>Centre for IPR Studies</b>			
	Prof. Harish Dureja	Ph.D.	Professor	Pharmaceutics
vi.	<b>Centre for Maharshi Dayanand and Vedic Studies</b>			
	Prof. Surendra Kumar	Ph.D.	Professor	Indian Philosophy & Vedic Literature
<b>vii. Centre for Start ups , incubation and innovation</b>				
	Prof. Munish Garg	Ph.D.	Professor	Pharmacognosy
CHAIRS				
i.	<b>Sir Chhotu Ram Chair</b>			
	Prof. Jaiveer Dhankhar	Ph.D.	Professor	Modern Indian and World History
ii.	<b>Dr. Ambedkar Chair</b>			
	Prof. K.V. Chamar	Ph.D.	Professor	Rural Geography, Social Geography, Transport Geography
iii.	<b>Pt. Jawaharlal Nehru Chair</b>			
	--	--	--	
iv.	<b>Maharshi Balmiki Chair</b>			
	Prof. Pushpa Rani	Ph.D.	Professor	Adhunik Hindi Kavita
v.	<b>Maharshi Dayanand Saraswati Chair</b>			
	Dr. Ravi Prakash Arya	Ph.D.	Chair Professor	--
vi.	<b>Surya Kavi Pt. Lakhmi Chand Chair</b>			
	Prof. Jaibir Singh Hooda	Ph.D.	Professor	American Literature/Indian Literature/Cultural Studies
vii.	<b>Sant Kabir Sahitya Shodh Peeth</b>			
	Prof. Sanjeev Kumar	Ph.D.	Professor	Adhunik Hindi Kavita & Lok Sahitya
viii.	<b>Chaudhry Ranbir Singh Chair</b>			
	Prof. Maya Malik	Ph.D.	Professor	Modern Poetry, Lok Sahitya
ix.	<b>Dr. Mangal Sein Chair</b>			
	Prof. Loveleen Mohan	Ph.D.	Professor	Post-colonial writings/British Novel Queer Studies

## TEACHING FACULTY OF MDU –CPAS, GURUGRAM

The Center offers undergraduate, postgraduate, and doctoral programs. The faculty positions along with their qualifications and areas of specialization are spelt out in the following tables:

Sr. No.	Name of the Faculty	Qualifications	Designation	Area of Specialization
	Prof. Santosh Nandal	Ph.D	Professor (Economics) & Director	Development Economics, Gender Economics & Indian Economics
<b>Department of Law</b>				
1	Dr. Gajinder Singh Chauhan	Ph.D..	Academic In-charge(Law) Assistant Professor	History, Legal History
2	Dr. Somlata Sharma	Ph.D..	Assistant Professor	Family Law, Environmental Law, Administrative Law
3	Dr. Sanjeev Kumar	Ph.D..	Assistant Professor	Judo, Sports Training, Sports Psychology
4	Dr. Kailash Kumar	Ph.D..	Assistant Professor	Drafting, Pleading, Moot Court, Indian Penal Code
5	Dr. Virender Sindhu	Ph.D..	Assistant Professor	Constitutional Law, Environmental Law, Administrative Law
6	Dr. Omprabha	Ph.D..	Assistant Professor	Family Law, Constitutional Law, Civil Procedure Code, Evidence
7	Dr. Surender Kumar	Ph.D..	Assistant Professor	Criminal Law, Evidence, Criminal Procedure Code
8	Dr. Anupam Kurlwal	Ph.D..	Assistant Professor	Alternate Dispute Resolution, Contract Law, Research Methods
9	Dr. Seema Baswana	Ph.D.	Assistant Professor	English
10	Dr. Sunil Devi kharb	Ph.D.	Assistant Professor	Political Science
11	Dr. Preeti Dahiya	Ph.D.	Assistant Professor	Sociology
12	Dr. Kavita Dahiya	Ph.D.	Assistant Professor	Economics
13	Dr. Suchitra	Ph.D.	Assistant Professor	English
14	Ms. Anisha	M.Phil.	Assistant Professor	Hindi
15	Dr. Ravinder Kumar	PhD	Assistant Professor	Lib. & Inf. Sc.
<b>Department of Management</b>				
1	Dr. Pratibha Bhardwaj	PhD	Academic In-Charge(MBA) Assistant Professor	Marketing and Economics
2	Dr. Vijay Rathee	PhD	Assistant Professor	OB, HR, IB, Marketing
3	Dr. Pooja Yadav	PhD	Assistant Professor	Finance and Marketing
4	Dr. Sandeep Aggarwal	PhD	Assistant Professor	Finance, IT and Analytics
5	Dr. Nidhi	PhD	Assistant Professor	HR, Communication Skills and Entrepreneurship
6	Mr. Yogender	MBA	Assistant Professor	Finance and Marketing



## APPENDICES

### APPENDIX-A

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

#### **Subject: Bonafide Residents of Haryana - Guidelines regarding**

Sir,

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

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

Provided that the parents/guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:

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

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

## APPENDIX- A 1

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

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

OR

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

Dated: .....

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

---

## APPENDIX- A 2

### RESIDENCE CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT

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

**Place:**  
**Dated:**

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

---

## APPENDIX- A 3

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

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

**Dated :**  
**Place :**

**Sign. of Principal/Head Master**  
**(with seal)**

## APPENDIX- A 4

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

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

**Dated**

**Head of Department  
(with seal)**

---

## APPENDIX- B

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

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

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

Dated.....

**DEPONENT**

### VERIFICATION

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

Dated.....

**DEPONENT**

APPENDIX-C

HARYANA GOVERNMENT

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

Photo of applicant  
To be attested by  
the Issuing Authority

SCHEDULED CASTE-CERTIFICATE

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

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

Dated:.....

Place:.....

Signature with seal of Issuing Authority

Full Name.....

Designation.....

Address with

Telephone No. with STD Code.....

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

## HARYANA GOVERNMENT

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

Photo of applicant  
To be attested by  
the Issuing Authority

### BACKWARD CLASS CERTIFICATE Block `A" OR `B"

- This is to certify that Shri/Smt./Kumari.....  
Son/Daughter of Sh.....resident of Village/Town.....  
Tehsil ..... District ....., the State/Union Territory.....  
belongs to the ..... Caste. This caste is mentioned in the State list of BC Block.
2. Shri/Smt./Kumari ..... and/or his/her family ordinarily Reside (s) in  
Village/Town ..... of Tehsil ..... District  
....., of the State/Union Territory.....
3. This is to certify that he/she does not belong to the person/section (Creamy layer) as per State Govt. letter  
No. 1170-SW(1)-95 dated 07.06.1995 & No. 213-SW(1)-2010 dated 31.08.2010, No. 22/22/20043 GS-III dated  
14.06.2016 and No. 1282-SW(1) dated 28.08.2018.
4. This certificate is being issued to him/her on the basis of verification of Sarpanch/ Patwari/Kanungo.

Dated:.....

Place:.....

Signature with seal of Issuing Authority

Full Name.....

Designation.....

Address with

Telephone No. with STD Code .....

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

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

## APPENDIX-E

### CERTIFICATE FOR CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTERS

No.....

Dated:.....

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

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

---

## APPENDIX-F

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

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

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

Place:.....  
Date:.....

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

## APPENDIX-G

### CERTIFICATE TO BE PRODUCED BY THE CANDIDATES BELONGING TO RURAL AREAS OF HARYANA

Certified that Shri/Smt./Ms. .... son/daughter of Shri  
..... passed his/her Matric/10+2 Examination in the year ..... as a regular student  
of our School (Name of School) ..... which is located in  
Village....., Teh....., Distt..... and falls in Rural  
Area. His/her Class Roll No. was ..... Certified further that this is a Govt./Govt. aided  
School of Haryana.

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

Signature of the Head Master  
/Principal of the School.  
(legible office seal)

## APPENDIX-H

### MEDICAL CERTIFICATE FOR PHYSICALLY HANDICAPPED PT. B. D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK OR

#### OFFICE OF THE CHIEF MEDICAL OFFICER

No. ....

Dated.....

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

Professor & Head,  
Department of .....  
Pt. B. D. Sharma Univ. of Health Sciences, Rohtak

OR

Chief Medical Officer

..... (Haryana)

(Signature of Applicant)

(Seal of the above authority)



**LIST OF BACKWARD CLASSES IN HARYANA****BLOCK'A"**

- |                                                                                                                            |                                      |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 1. Aheria, Aheri, Heri,<br>Naik, Thori or Turi, Hari                                                                       | 36. Khanjhera                        |
| 2. Barra                                                                                                                   | 37. Kuchband                         |
| 3. Beta, Hensi or Hesi                                                                                                     | 38. Labana                           |
| 4. Bagria                                                                                                                  | 39. Lakhera, Manihar, Kachera        |
| 5. Barwar                                                                                                                  | 40. Lohar, Panchal-Brahmin           |
| 6. Barai, Tamboli                                                                                                          | 41. Madari                           |
| 7. Baragi, Bairagi, SwamiSadh                                                                                              | 42. Mochi                            |
| 8. Battera                                                                                                                 | 43. Mirasi                           |
| 9. Bharbhujia, Bharbhunja                                                                                                  | 44. Nar                              |
| 10. Bhat, Bhatra, Darpi, Ramiya                                                                                            | 45. Noongar                          |
| 11. Bhuhalia Lohar                                                                                                         | 46. Nalband                          |
| 12. Changar                                                                                                                | 47. Pinja, Penja                     |
| 13. Chirimar                                                                                                               | 48. Rehar, Rehara or Re              |
| 14. Chang                                                                                                                  | 49. Raigar                           |
| 15. Chimba, Chhipi, Chimpa, Darzi, Rohilla                                                                                 | 50. Rai Sikhs                        |
| 16. Daiya                                                                                                                  | 51. Rechband                         |
| 17. Dhobis                                                                                                                 | 52. Shorgir, Shergir                 |
| 18. Dakaut                                                                                                                 | 53. Soi                              |
| 19. Dhimar, Mallah, Kashyap, Rajpoot, Kahar,<br>Jhiwar, Dhinwar, Khewat, Mehra, Nishad,<br>Sakka,<br>Bhisti, Sheikh-Abbasi | 54. Singhikant, Singiwala            |
| 20. Dhosali, Dosali                                                                                                        | 55. Sunar, Zargar, Soni              |
| 21. Faquir                                                                                                                 | 56. Thathera, Tamera                 |
| 22. Gwaria, Gauria or Gwar                                                                                                 | 57. Teli                             |
| 23. Ghirath                                                                                                                | 58. Banjara, Banjara                 |
| 24. Ghasi, Ghasiara or Ghosi                                                                                               | 59. Weaver (Jullaha)                 |
| 25. Gorkhas                                                                                                                | 60. Badi/Baddon                      |
| 26. Gawala, Gowala                                                                                                         | 61. Bhattu/Chattu                    |
| 27. Gadaria, Pal, Baghel                                                                                                   | 62. Mina                             |
| 28. Garhi-Lohar                                                                                                            | 63. Rahbari                          |
| 29. Hajjam, Nai, Nais, Sain                                                                                                | 64. Charan                           |
| 30. Jhangra Brahman, Khati, Suthar,<br>Dhiman- Brahmin, Tarkhan, Barhai, Baddi.                                            | 65. Chaaraj (Mahabrahman)            |
| 31. Joginath, Jogi, Nath, Yogi                                                                                             | 66. Udasin                           |
| 32. Kanjar or Kanchan                                                                                                      | 67. Ramgarhia                        |
| 33. Kurmi                                                                                                                  | 68. Rangrez, Lilgar, Nilgar, Lallari |
| 34. Kumhars, Prajapati                                                                                                     | 69. Dawala, Soni- Dawala, Nyaaria    |
| 35. Kamboj                                                                                                                 | 70. Bhar, Rajbhar                    |
|                                                                                                                            | 71. Nat (Muslim)                     |
|                                                                                                                            | 72. Jangam                           |

**BLOCK"B"**

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

## APPENDIX-J

Copy of letter No. 1170-SW (I)-95 dated 7.6.95 received from the Commissioner & Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department, Haryana, Chandigarh, addressed to all Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurugram Divisions, all Deputy Commissioners & Sub Divisional Officers in Haryana and Registrar, Punjab and Haryana High Court, Chandigarh.

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

Sir,

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

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

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

---

## ANNEXURE-A

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

- e) parents, both of whom are Class-I Officers die or suffer permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any Inter-national Organization like UN, IMF, World Bank, etc. for a period of not less than 5years.
- A. Provided that the rule of exclusion shall not apply in the followingcases:
- a) Sons and daughters of parents either of whom or both of whom are Class-I Officers and such parent(s) dies/die or suffer permanentincapacitation.
- b) A lady belonging to OBC category has got married to a Class-I Officer and may herself like to apply for ajob.
- B. Son(s) and daughter(s)of
- a) parents both of whom are Class-IIOfficers.
- b) parents of whom only the husband is a Class-I Officer and he gets into Class-I at the age of 40 orearlier.
- c) parents, both of whom are Class- II officers and one of them dies or suffers permanent incapacitation and either one of them has had the benefit of employment in any Inter-national Organization like UN, IMF, World Bank, etc. for a period of not less than 5 years before such death or permanent incapacitation;
- d) parents of whom the husband is a Class- I Officer (direct recruit or pre-forty promoted) and the wife is a Class-II officer and the wife dies or suffers permanent incapacitation; and
- e) parents, of whom the wife is a Class I officer (Direct Recruit or pre-forty promoted) and the husband is a Class-II officer & the husband dies or suffers permanentincapacitation.
- Provided that the rule of exclusion shall not apply in the following cases:
- Sons and daughters of
- a) parents, both of whom are Class II officers and one of them dies or suffers permanentin capacitating.
- b) parents, both of whom are Class-II officers and both of them die or suffer permanent incapacitation, even though either of them has had the benefit of employment in any Inter-national Organization like UN, IMF, World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation.
- C. The criteria enumerated in A & B above in this Category will apply *mutatis mutandi* to officers holding equivalent or comparable posts in PSUs, Banks, Insurance Organizations, Universities, etc. pending the evaluation of the posts on equivalentorcomparablebasisintheseinstitutions,the

	criteria specified in Category V below will apply to the officers in these Institutions.
III	<p>Sons(s) and daughter(s) of parents either or both of whom is or are in the rank of Colonel and above in the army and to equivalent posts in the Navy and the Air Force and the Para Military Forces:</p> <p>Provided that -</p> <ul style="list-style-type: none"> <li>i) If the wife of an Armed Forces Officer is herself in the Armed Forces (i.e., the category under consideration), the rule of exclusion will apply only when she herself has reached the rank of Colonel;</li> <li>ii) the service ranks below Colonel of husband and wife shall not be clubbed together;</li> <li>iii) If the wife of an officer in the Armed Forces is in Civil employment, this will not be taken into account for applying the rule of exclusion unless she falls in the service category under item No. II in which case the criteria and conditions enumerated therein will apply to her independently.</li> </ul>
IV	Son(s) and daughter(s) of persons belonging to a family (father, mother and minor children) which owns land more than land permissible under the Ceiling Act of Haryana State.
V Income/WealthTax	<p>Son(s) and daughter(s) of:</p> <ul style="list-style-type: none"> <li>a) Persons having gross annual income of Rs. 6.00 lakhs or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years.(Range of income has been revised from Rs. 4.50 lakhs to Rs. 6.00 lakhs vide Chief Secretary letter No. 22/22/2004-3GS-III dated 06.01.2014/14.06.2016).</li> <li>b) Persons in Categories I, II, III &amp; IV who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above.</li> </ul>

**Explanation:**

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

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

From

The Chief Secretary to Govt. of Haryana

To

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

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

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

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

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

Yours faithfully,

Sd/-

Joint Secretary General Administration for  
Chief Secretary to Govt. Haryana

To

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

**HARYANA GOVERNMENT**  
**WELFARE OF SCHEDULED CASTES AND BACKWARD CLASSES DEPARTMENT**  
**NOTIFICATION**

**The 28<sup>th</sup> August, 2018**

**No. 1282-SW(1)**- The Government notification No. 808-SW(1) dated 17.08.2016 has been examined in consultation with the Advocate General Haryana. The Advocate General relying upon the judgment of the Hon'ble Punjab and Haryana High Court has opined that the criteria for computing annual income as prescribed under the above notification as gross annual income shall include income from all sources. All previous notifications or instructions which provided for a different mode of computing annual income stands over-ridden.

Income certificate mentioning gross annual income issued after 17.08.2016 shall only be considered for availing any benefit under BC(A) and BC(B) category.



(Anil Kumar)  
Principal Secretary to Govt. Haryana,  
Welfare of Scheduled Castes & Backward  
Classes Department.


Endst. No. **1282**-SW (1)

Dated : **28-8-2018**

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

1. The Chief Secretary to Government Haryana
2. All the Additional Chief Secretaries/ Principal Secretaries to Government Haryana
3. All Heads of Departments in the State of Haryana
4. All the CAs/MDs of all the Boards/Corporation/Public Undertakings in the State of Haryana
5. The Commissioners Ambala, Gurugram, Hisar and Rohtak Division.
6. All the Deputy Commissioners in the State of Haryana
7. The Registrar, Punjab and Haryana High Court, Chandigarh
8. All SDOs (C) in the State of Haryana
9. The Registrars of all the Universities in the State of Haryana.



Superintendent  
for Principal Secretary to Govt. Haryana,  
Welfare of Scheduled Castes and Backward Classes  
Department. 

## LIST OF SCHEDULED CASTES IN HARYANA

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

**LIST OF DEPRIVED SCHEDULED CASTES IN HARYANA**

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



## LIST OF GAMES APPROVED BY AIU

S.No.	Games	S.No.	Games	S.No.	Games
1.	Aquatics (M)	45.	Judo (M)	89.	Taekwondo (W)
2.	Aquatics (W)	46.	Judo (W)	90.	Target Ball (M)
3.	American Football (M)	47.	Karate (M)	91.	Target Ball (W)
4.	American Football (W)	48.	Karate (W)	92.	Tug of War (M)
5.	Archery (M)	49.	Kick Boxing (M)	93.	Tug of War (W)
6.	Archery (W)	50.	Kick Boxing (W)	94.	Woodball (M) Demonstration
7.	Athletics (M)	51.	Korf Ball (Mixed)	95.	Woodball (W) Demonstration
8.	Athletics (W)	52.	Mini Golf (M)	96.	Wrestling Free Style (M) & Greco Roman Style Wrestling
9.	Ball Badminton (M)	53.	Mini Golf (W)	97.	Wrestling Free Style (W)
10.	Ball Badminton (W)	54.	Netball (M)	98.	Wt. Lifting (M) & Best Physique
11.	Baseball (M)	55.	Netball (W)	99.	Wt. Lifting (W)
12.	Baseball (W)	56.	Pencak Silat (M)	100.	Wushu (M)
13.	Boxing (M)	57.	Pencak Silat (W)	101.	Wushu (W)
14.	Boxing (W)	58.	Power Lifting (M)	102.	Yachting (M)
15.	Bridge (M)	59.	Power Lifting (W)	103.	Yachting (W)
16.	Bridge (W)	60.	Qwan Ki Do (M)	104.	Yoga (M)
17.	Canoeing and Kayaking (M)	61.	Qwan Ki Do (W)	105.	Yoga (W)
18.	Canoeing and Kayaking (W)	62.	Roller Hockey (M)	106.	Celebration of Int. Day of Uni. Sports in India
19.	Circle Style Kabaddi (M)	63.	Roller Hockey (W)	107.	Badminton (M)
20.	Circle Style Kabaddi (W)	64.	Roller Sports (M)	108.	Badminton (W)
21.	Cross Country Races (M)	65.	Roller Sports (W)	109.	Basketball (M)
22.	Cross Country Races (W)	66.	Roll Ball (M)	110.	Basketball (W)
23.	Cycling Road (M)	67.	Roll Ball (W)	111.	Chess (M)
24.	Cycling Road (W)	68.	Rope Skipping (M)	112.	Chess (W)
25.	Cycling Track (M)	69.	Rope Skipping (W)	113.	Cricket (M)
26.	Cycling Track (W)	70.	Rowing (M)	114.	Cricket (W)
27.	Drop Roball (M)	71.	Rowing (W)	115.	Football (M)
28.	Drop Roball (W)	72.	Rugby (M)	116.	Football (W)
29.	E-Sports (M) & M Sports (M)	73.	Rugby (W)	117.	Handball (W)
30.	E-Sports (W) & M Sports (W)	74.	Six-A-Side Cricket (M)	118.	Handball (M)
31.	Fencing (M)	75.	Six-A-Side Cricket (W)	119.	Hockey (M)
32.	Fencing (W)	76.	Sepak Takraw (M)	120.	Hockey (W)
33.	Floor Ball (M)	77.	Sepak Takraw (W)	121.	Kabaddi (M)
34.	Floor Ball (W)	78.	Shooting (M) Air Rifle & Pistol Shooting (M) Trap	122.	Kabaddi (W)
35.	Gatka (M)	79.	Shooting (W) Air Rifle & Pistol Shooting (W) Trap	123.	Kho-Kho (M)
36.	Gatka (W)	80.	Soft Baseball (M)	124.	Kho-Kho (W)
37.	Golf (M)	81.	Soft Baseball (W)	125.	Table Tennis (M)
38.	Golf (W)	82.	Soft Tennis (M)	126.	Table Tennis (W)
39.	Grappling Sports (M)	83.	Soft Tennis (W)	127.	Tennis (M)
40.	Grappling Sports (W)	84.	Softball (M)	128.	Tennis (W)
41.	Gymnastics & Malkhamb (M)	85.	Softball (W)	129.	Volleyball (M)
42.	Gymnastics & Malkhamb (W)	86.	Squash Rackets (M)	130.	Volleyball (W)
43.	Indoor Hockey 5's (M)	87.	Squash Rackets (W)		
44.	Indoor Hockey 5's (W)	88.	Taekwondo (M)		

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

1. Commercial University Ltd., Daryaganj, Delhi.
2. United Nations University, Delhi.
3. Vocational University, Delhi.
4. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi - 110 008.
5. Indian Institute of Science and Engineering, New Delhi.
6. Viswakarma Open University for Self-Employment, Rozgar Sewasadan, 672, Sanjay Enclave, Opp. GTK Depot, Delhi-110033.
7. Adhyatmik Vishwavidyalaya (Spiritual University), 351-352, Phase-I, Block-A, Vijay Vihar, Rithala, Rohini, Delhi-110085
8. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.
9. St. John's University, Kishanattam, Kerala.
10. Raja Arabic University, Nagpur, Maharashtra.
11. Indian Institute of Alternative Medicine, Kolkatta.
12. Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, Builtech inn, 2nd Floor, Thakurpurkur, Kolkatta -700063
13. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
14. Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University) Prayag, Allahabad, Uttar Pradesh.
15. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
16. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
17. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
18. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
19. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh, Uttar Pradesh.
20. Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makanpur, Noida Phase-II, Uttar Pradesh.
21. Nababharat Shiksha Parishad, Anupurna Bhawan, Plot No. 242, Pani Tanki Road, Shaktinagar, Rourkela-769014.
22. North Orissa University of Agriculture & Technology, Odisha.
23. Sree Bodhi Academy of Higher Education, No. 186, Thilaspeth, Vazhuthavoor Road, Puducherry-605009
24. Christ New Testament Deemed University, Andhra Pradesh-605009.

**\* Bhartiya Shiksha Parishad, Lucknow, UP - the matter is subjudice before the District Judge - Lucknow**

**For more details please login to: [www.ugc.ac.in](http://www.ugc.ac.in)**

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

## DECLARATION OF NON-RESIDENT INDIAN

I \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ presently residing at \_\_\_\_\_ do hereby solemnly declare that I am having a status of non-resident Indian\*, a proof of which is enclosed herewith. I shall pay all the University fee chargeable in convertible foreign currency payable at Rohtak.

Full Signature of the Candidate

\_\_\_\_\_

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

Full signature of the NRI

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

\*Visa No. \_\_\_\_\_.

Foreign Bank/ \_\_\_\_\_

NRI Account No.....

Note : Photocopies of Passport and Visa shall be attached.

**Antiragging Declaration by the Student**

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

Declaredthis\_\_\_\_\_dayof\_\_\_\_\_monthof\_\_\_\_\_year.

Signature of the Student  
Name:

**Antiragging Declaration by the Parent/ Guardian**

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

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

Signature of the Parent/ Guardian

Name:

Address:

Telephone/ Mobile No.

E-mail id

(To be substituted bearing same No. & Date)

प्रेषक

महानिदेशक उच्चतर शिक्षा, हरियाणा,  
शिक्षा सदन, सैक्टर-5, पंचकुला ।

सेवा में

रजिस्ट्रार,

1. कुरुक्षेत्र विश्वविद्यालय, कुरुक्षेत्र।
2. महर्षि दयानन्द विश्वविद्यालय, रोहतक।
3. भगत फूल सिंह महिला विश्वविद्यालय, खानपुरकलां, सोनीपत।
4. चौ० देवी लाल विश्वविद्यालय, सिरसा।
5. चौ० बंसीलाल विश्वविद्यालय, भिवानी।
6. चौधरी रणबीर सिंह विश्वविद्यालय, जीन्द।
7. इन्दिरा गांधी विश्वविद्यालय, मीरपुर (रेवाड़ी)।
8. केन्द्रीय विश्वविद्यालय नारनौल (महेन्द्रगढ़)।
9. बाई०एम०सी०ए०, फरीदाबाद।
10. चौ० धरमसिंह कृषि विश्वविद्यालय, हिसार।
11. हरियाणा राज्य के सभी प्राईवेट विश्वविद्यालय।
12. अराजकीय अनुदान प्राप्त, स्वपोषित डिग्री महाविद्यालयों एवं राजकीय शिक्षण महाविद्यालयों के प्राचार्य।

यादि क्रमांक: 3/89-2017 छा०(2)

दिनांक, पंचकुला 14/12/17

विषय:

Submission of On Line Application for Post Matric Scholarship Scheme for SC/ST and OBC Students for the Academic Session 2017-18

उपरोक्त विषय पर इस विभाग के पत्र क्रमांक 3/89-2017 छा०(2), दिनांक 28.8.2017, 03.10.2017, 29.11.2017, 08.12.2017 तथा 13.12.2017 की निरन्तरता में ।

जैसा कि आपको पहले ही सूचित किया गया है कि भारत सरकार के निर्देशानुसार S.C. छात्रों से फीस/फण्डस (संबंधित विश्वविद्यालय से अनुमोदित फीस स्ट्रक्चर अनुसार) नहीं लिये जाने है। फीस/फण्डस सम्बन्धित संस्थान Post Matric Scholarship Scheme for S.C. Students के अन्तर्गत बलेम करेंगे। अपने कालेज के S.C. छात्रों का बलेम भेजते हुए सभी शिक्षा संस्थान एक प्रमाण पत्र भी देंगे कि उन्होंने S.C. छात्रों से फीस/फण्डस नहीं लिए हैं तब मैनेजमेंट शेयर की राशि संस्थान के बैंक खाता में खाल दी जायेगी ।

परन्तु विभाग के ध्यान में लाया गया है कि अभी भी कुछ महाविद्यालयों द्वारा इन निर्देशों की दृढ़ता से पालना नहीं की जा रही है तथा महाविद्यालयों द्वारा अनुसूचित जाति के विद्यार्थियों से फीस/फण्डस लिए जा रहे हैं। अतः इस संबंध में आपको पुनः निर्देश जारी किये जाते हैं कि यदि आप द्वारा अनुसूचित जाति के विद्यार्थियों से फीस/फण्डस लिए हैं, तो तुरन्त उन्हें वापिस करें तथा छात्रों के आवेदन वैरिफाई करके तथा अवाई रोल तैयार करके तत्काल मैनेजमेंट शेयर के भुगतान हेतु निदेशालय में प्रस्तुत करें ताकि समय पर भुगतान किया जा सके।

उप निदेशक छात्रवृत्ति,  
महानिदेशक उच्चतर शिक्षा,  
हरियाणा, पंचकुला

## CERTIFICATE FOR EWS OF ALL INDIA CATEGORY

Government of .....  
(Name & Address of the authority issuing the certificate)

## INCOME &amp; ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

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

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

VALID FOR THE YEAR \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_, Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her 'family'\*\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_. His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

Recent Passport size  
attested photograph of  
the applicant

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

**Government of Haryana**  
**(Name & Address of the authority issuing the certificate)**  
**(ECONOMICALLY WEAKER SECTION)**  
**EWS INCOME AND ASSET CERTIFICATE FOR HARYANA**

CertificateNo.....

Date:.....

**VALID FOR THE YEAR**

This is to certify that Shri/Smt./Kumari ..... Son/Daughter/Wife of  
 ..... is permanent resident of ..... Village/Street  
 ..... Post Office ..... District ..... Pin Code .....  
 whose photograph is affixed below and attested below belongs to Economically Weaker Sections, since the  
 gross annual income\* of his/her family\*\* is below Rs. 6 lakh (Rupees Six Lakh only) for the financial year  
 .....

It is further certified that His/her family does not own or possess any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 100sq. ft. And above;
- III. Residential plot of 100sq. yards and above in notified municipalities;
- IV. Residential plot of 200sq. yards and above in areas other than the notified municipalities.
- V. Total immovable assets owned are valued at Rs. One Crore or more.

2. Shri/Smt./Kumari ..... belongs to the .....  
 caste, which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes  
 (Block-B).

Signature with seal of Office

Name.....

Designation.....

Recent  
 Passport size  
 attested  
 photograph of  
 the applicant

\*Note1: Income means income from all sources i.e., salary, agriculture, business, profession etc.

\*\*Note2: The term Family for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

\*\*\*Note3: The property held by a Family in different location different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.



**AFFIDAVIT**

**(BY THE PARENTS OF THE BACKWARD CLASS CATEGORY CANDIDATE)**

\_\_\_\_\_ Father/Mother of \_\_\_\_\_ Resident of  
\_\_\_\_\_ Tehsil \_\_\_\_\_ District

\_\_\_\_\_ Seeking admission to \_\_\_\_\_  
\_\_\_\_\_ programs in Haryana do hereby Solemnly affirm and declare that I belong to

\_\_\_\_\_ Caste, which is included in the list of Backward Classes Block 'A' / 'B' approved by  
the Haryana Govt. I further declare and affirm that I and my wife / husband are not covered under the criteria  
fixed by Haryana Govt. vice letter No. 1170/SW (1)-95 dated 7-6-95 & No. 22/22/2..4- 3 GSIII dated  
06.01.2014 for excluding socially advanced persons / sections (Creamy Layer) from Backward Classes.

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

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

DEPONENT

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

**VERIFICATION**

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

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

DEPONENT

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

## APPENDIX-T

### **SUBMISSION OF DOCUMENTS FOR REGISTRATION**

I \_\_\_\_\_ S/o \_\_\_\_\_ and a student of  
(Class/Program) under  
Roll No. \_\_\_\_\_ took admission in  
\_\_\_\_\_ semester on \_\_\_\_\_ (date). I am submitting the  
following documents for verification on this date (DD/MM/YY);

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Signature of the student

Date:

The above mentioned copies of certificates ( \_\_\_\_\_ No. of certificates) have been  
received by me.

AND/OR\*

The following deficiencies in submission of documents have been informed to the student by me:

\_\_\_\_\_  
\_\_\_\_\_

Deficiencies noted. These will be removed latest by \_\_\_\_\_

Signature of Student

Sign & Designation of official

Name of the Dept/College/Institute

\*Strike out whichever is inapplicable

**UNDERTAKING FOR GAP YEAR**

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

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

Deponent (Student)

**Verification: -**

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

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

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

Deponent (Student)

## LIST OF HOLIDAYS(2021)

Sr. No.	Name of Holidays	Date & Month	Day of Week
1	All Sundays		
2	All Saturdays ( In the University offices where 5 days week has been implemented		
3	Second Saturday ( In the University offices where 5 days weeks has not been implemented)		
4.	Guru Govnd Singh Jayanti	20 <sup>th</sup> January	Wednesday
5.	Republic Day	26 <sup>th</sup> January	Tuesday
6.	Basant Panchmi/Sir Chotu Ram Jayanti	16 <sup>th</sup> February	Tuesday
7.	Maha Shivratri	11 <sup>th</sup> March	Thursday
8.	Shaheedi Diwas/Martyrdom day of Bhagat Singh, Rajgurue & Sukhdev	23 <sup>rd</sup> March	Tuesday
9.	Holi	29 <sup>th</sup> March	Monday
10.	Dr. B.R. Ambedkar Jayanti	14 <sup>th</sup> April	Wednesday
11.	Ram Navmi	2 <sup>1st</sup> April	Wednesday
12.	Mahavir Jayanti	6 <sup>th</sup> April	Monday
13.	Id-ul-Fitr/Maharana Pratap Jayanti	14 <sup>th</sup> May	Friday
14.	Sant Kabir Jayanti	24 <sup>th</sup> June	Thursday
15.	Id-UI-Zuha(Bakar-Id)	21 <sup>th</sup> July	Wednesday
16.	Shaheed Udham Singh's Martyrdom Day	31 <sup>st</sup> July	Saturday
17.	Janamashtmi	30 <sup>th</sup> August	Monday
18.	Shaheedi Divas/ Haryana War Heroes' Martyrdom Day	23 <sup>rd</sup> September	Thursday
19.	Mahatma Gandhi Jayanti	2 <sup>nd</sup> October	Saturday
20.	Maharaja Aggrasen Jayanti	7 <sup>th</sup> October	Thursday
21.	Dussehra	15 <sup>th</sup> October	Friday
22.	Maharishi Valmiki jayanti	20 <sup>th</sup> October	Wednesday
23.	Haryana Day	1 <sup>st</sup> November	Monday
24.	Diwali	4 <sup>th</sup> November	Thursday
25.	Vishwakarma Day	5 <sup>th</sup> November	Friday
26.	Guru Nanak Dev Jayanti	19 <sup>th</sup> November	Friday
27	Christmas	25 December	Saturday

## IMPORTANT INFORMATION

1. Processing charges for online application form for admission Rs. 1000/- for General Category; Rs. 250/- for SC/DSC/BC/Differently Abled candidates of Haryana only
2. The admission fee is to be paid online using Debit Card/Net Banking only.
3. The Prospectus can be downloaded from the University website: [www.mdu.ac.in](http://www.mdu.ac.in)
4. The candidates are required to go through the prospectus available on the university website before filling Online Application Form for admission to various Programs.

Programs	Opening Date of Online Application	Closing Date of Online Application
3 Year, 4 Year and 5 Year & 6 Year integrated Programs	20.08.2021	31.08.2021

### HELPDESK:

**For Online Registration/Technical Help:**

**01262-293232**

**reg.admission@mdu.ac.in**

**DDE Building, Near Gate No. 1, MDU, Rohtak (for technical assistance).**

**For general information about Admission/Prospectus**

**01262-274354**

**[academic.br@mdu.ac.in](mailto:academic.br@mdu.ac.in)**