



MAHARSHI DAYANAND UNIVERSITY ROHTAK

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

No.AC-VI/22/F-88/A/18148 - 18567
Dated: 9/9/2022

To

All the Principals/Directors of the Colleges/Institutes
affiliated to M.D.U., Rohtak.

**Sub: Admission Procedure and Regulations (Admission guidelines) for UG
Programs for the Session 2022-23.**

Sir/Madam,


I am directed to supply herewith the Admission Procedure and Regulations (Admission guidelines) alongwith eligibility conditions for UG Programs and the chapter relating to Migration, Enrolment and Fee Details for the session 2022-23 duly approved by the competent authorities. While making admissions to various undergraduate and other Programs (except the Programs in which the admissions are made by the State/Central Govt. agencies) you are requested to consult these guidelines and the relevant Ordinances, which are available on the University website i.e. www.mdu.ac.in. The list of various examinations of Universities/Boards recognised by this University, already supplied which needs to be consulted so that no wrong admission is made. The list is also available on University website www.mdu.ac.in.

It has been noticed that various colleges continue enquiring matters regarding admissions from the University without consulting the Admission Procedure and Regulations (Admission guidelines) for UG Programs /Ordinances. Their requests, if any, may be sent in one lot to the concerned branch/office so that the same may be decided expeditiously.

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

You are, therefore, requested to kindly depute any responsible person to check your e-mail on almost daily basis. The University will not be responsible for communication gap, if any. At the same time, you are also requested to check University website daily to know about any urgent notification(s) etc. As far as possible, please make your all correspondence with this office through e-mail: academic.br@mdurohtak.ac.in.

Admission Brochure for UG Programs for the session 2022-23 will be sent shortly whereas the Prospectus for PG Programs has already been supplied to all the Colleges/Institutes.


Superintendent (Academic)
for Registrar

P.T.O.

Endst. No.: No.AC-VI/22/F-88/A/ ^{overleaf} 18568-18580

Dated: 09/09/2022

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

1. Director General Higher Education, Shiksha Sadan, Sector-5, Panchkula.
2. Dean College Development Council, M.D.U. Rohtak.
3. Finance Officer, M.D.University, Rohtak.
3. Director, Public Relations Office, M.D.University, Rohtak.
4. Director, University Computer Centre, M.D.University, Rohtak with the request to upload it on the University website.
5. The Deputy Registrar (R&S), M.D.U., Rohtak.
6. The Assistant Registrar (Colleges), M.D.U., Rohtak.
7. OSD/P.A. to Vice-Chancellor/Dean Academic Affairs/ Registrar/ Controller of Examinations, M.D.U. Rohtak.
8. Superintendent (Academic)-II, M.D.U. Rohtak.

[Signature]
09-09-2022
Superintendent (Academic)
for Registrar

CHAPTER-II

ADMISSION PROCEDURE AND REGULATIONS

1. No admission be made by the Colleges/Institutes before getting affiliation certificate from the University. If any Colleges/Institute makes admission in any Programs without obtaining provisional affiliation from the University, such admissions shall not be regularised in any case.
2. Candidates who have compartment/re-appear in one or more papers in the qualifying examination shall not be allowed admission in 1st semester of the Programs in any case.
3. Aadhar Number, Mobile Number, Photo and Date of Birth should be made mandatory for every student as the same is required by the UGC for uploading the results of students for online verification. Student himself/herself will be responsible for providing the correct information and the Principal/HoD/Director will certify that the information as submitted by the student is being forwarded as such.
4. The panel for submission of RR/CR will be opened by the University w.e.f. date of admissions and will be closed on the date to be decided by the University.
5. Selection/merit list in respect of all the Programs be sent by the Colleges/Institute category wise such as SC, BC, and Male/Female etc. to the R&S Branch, M.D.University, Rohtak alongwith RRs.
6. The students will have to attend lectures in theory and practicals as per the requirements prescribed in the ordinances.
7. A candidate whose result is declared late by this University without any fault of the candidate or of the College/Institute concerned, may be admitted by the Principal/Director, if he/she has applied by the stipulated date and seat is available without payment of late fee, within 10 working days of the declaration of result by the University.
8. A declaration to be obtained from the candidate by the College / Institute as under:-
"I declare that I am applying for admission with the consent of my parents/guardian and that the particulars given above are correct. I have read the College / Institute prospectus for the session 2022-23 as well as the admission requirements as laid down by the University for the Programs. I agree to abide by the rules and regulations given therein. I further declare that I shall submit myself to disciplinary jurisdiction of the Principal/Director of the College/Institute, the Vice-Chancellor and the other authorities of the University who may be vested with the power to exercise discipline under the Act, the Statutes, the Ordinances and Rules framed by the University in this regard. I understand that my admission if made by the College/ Institute is provisional and will be subject to confirmation by the University. In case my admission is



cancelled by the University I shall have no claim for refund of fees paid by me to the College/Institute or the University.

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

The applicants shall also submit the Undertaking as per Appendix.

9. **Students, in any case, will not be dealt with directly by the University and their requests/applications should not be sent to the University in piece meal. However the doubts, if any, may be got cleared by deputing an official/teacher to the University.**
10. All admissions shall be made strictly on merit from amongst eligible applicants for each Programs of study.
11. The marks obtained by the candidate in an additional subject be considered for calculating the merit percentage for admission to P.G. Programs if the candidate is seeking admission in that subject after eliminating the lowest marks secured by the candidate in any of the subject.
12. No one shall be admitted to the University or any examination of the University unless he/she has been registered as a student of the University.
13. The Principal/Director of the College/Institute shall not make admission over and above the sanctioned intake. Such admissions shall not be regularised by the University. Registration Branch of this University will ensure that any affiliated College / Institute do not make admissions over and above the sanctioned seats. If any violation comes to the notice, the same will be brought to the notice of the University authorities. However, in case of extra ordinary situations/circumstances, the Colleges/ Institutes shall adopt the following procedure for making a request to the University for creation of additional seat(s) (except M.Tech, MCA and LL.B.) for the session 2022-23 only. In case of Govt. Colleges/Institutes, such request shall be made through the Director General, Higher Education, Haryana.

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

The admissions will be made against the increased seats, on the basis of the laid down merit/criteria. However, an extreme compassionate case can be considered on individual basis on the recommendations of a sub-committee of the Admission Committee of the College/Institute.
14. The total number of seats in the erring College(s)/Institute(s) committing any type of irregularity in making admissions etc. will be reduced by minimum ten seats initially for a period of one year and it will be doubled in case the College/Institute repeats the violation of rules.
15. Admissions to various Programs in the affiliated Colleges/Institutes may be made after

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consulting the list of various examinations of other Universities recognised by this University, already sent to the Colleges/ Institutes and also available on University website www.mdu.ac.in. The letters written thereafter in this regard also be consulted. If any admission is made by the College/Institute in violation of above list, it shall be the sole responsibility of the said College/Institute and those admissions will not be regularized in any case.

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

There is a provision for creation of 15% additional supernumerary seats exclusively for foreign students' in all the Programs (except the Programs where admissions are made through State/Central counselling) in the various departments of the University. It is mandatory to obtain an eligibility certificate/NOC from the O/o the Deputy Advisor, Centre for International Academic Relations, M.D. University, Rohtak after submitting the following documents:-

1. Letter of the Association of Indian Universities, New Delhi regarding equivalency /recognition of the examination.
2. Photocopy of Student Passport.
3. Photocopy of student visa.
4. AIDS Certificate and Covid 19 Vaccination Certificates.
5. Eligibility Fee – as the case may be.
6. Application on the prescribed form which may be downloaded from the University Website alongwith two pass-port size photographs. Candidates are also required to deposit prescribed prospectus fee with the Centre for International Academic Relations.

NOTE FOR COLLEGES/INSTITUTES:

- A) The Colleges have to apply for Eligibility Certificate/No Objection Certificate within one month from the last date of admission after that fine of Rs.5000/-per students will be charged from the College.
- B) Special Endorsement on the Visa should be in the name of concerned college in which the candidate has been admitted.

For details, the Prospectus for Foreign Students' may be consulted available on the University Website www.mdu.ac.in (Phone: 01262-262208) (O)



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

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

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

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

Out of 100 Marks needs to less = 5

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

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

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

19. Reservations or relaxations, if any, are available to the reserved candidates of Haryana only, as per reservation policy of the State.
20. Henceforth, Certificate of Residence and Caste Certificate (Backward Class and Scheduled Caste) should be signed and issued by the Circle Revenue Officer (Tehsildar/NaibTehsildar-cum-Executive Magistrate) of the District/Sub Division to which the candidate belongs and Head of Department in case of Govt. employees. Certificate issued by any other authority will not be accepted.
21. Candidates who have passed their qualifying examinations from the Universities/Boards in the state of Haryana will be deemed to be Haryana residents and will not be required to submit certificate of residents of Haryana.
22. No College/Institute shall register/enrol any student in violation of the merit list. In case any College/Institute is found violating the merit list for admission will invite disciplinary action.
23. The duration of the Programs of instructions for B.A./B.Sc./B.Voc./B.Com. (Pass & Vocational/Hons.)/B.B.A./B.C.A./B.B.A. (Business Economics)/Bachelor of Journalism & Mass Communication shall be three academic years i.e. six semesters but the duration of Bachelor of Hotel Management & Catering Technology Programs and Bachelor of Tourism & Travel Management shall be of four academic years.
The examinations of odd semesters shall be held in the month of November/December and examinations of even semesters shall be held in the month of May/June each year.
24. **The maximum period to complete the Programs is, duration of the Programs + 3 years, unless otherwise specified in any other Ordinance.**

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25. At the time of admissions, fee/funds like enrolment, registration, tuition fee, games, union, library, magazine, medical, examination and other funds may not be charged from SC students whose parents' annual income is not more than Rs.2.5 Lacs. The claim on account of such fee may be submitted to the Director General, Higher Education, Haryana, Panchkula after getting the same vetted from the Auditors of the Directorate for reimbursement. The affiliated Colleges shall however pay all the University dues at the time of submitting the registration return/examination form as usual. These instructions shall also be applicable to all Colleges where Programs are being under SFS. Instructions received from the State Govt. from time to time on this issue shall be followed.
- The rules of fee and funds relating to SC students will be governed as per the latest norms of the government notification of Haryana.
- Any fee prescribed by the University for hostel students belonging to SC category shall be borne by the student concerned. But such students shall be paid maintenance allowance by the State Govt. as per scheme(s) notified by the State Govt. from time to time.
- However, they are required to deposit library and other securities which will be refunded to them after completion of the Programs or leaving the College on submission of "No dues Certificate".
26. The UGC vide its letter dated 26.02.2015 has issued guidelines to the University regarding scholarships meant for SC students, to incorporate in Prospectus/ Brochure of all the Institutes that the eligible SC students should submit their scholarship forms for the Academic year by February for processing scholarship to SC students each year. Therefore, all the Institutes are required to incorporate the instructions in their Prospectus/Brochure that the eligible SC /ST, OBC, PwD students etc. should submit their scholarship form for the Academic year by February for processing scholarship.
27. If a candidate after having been admitted to the first year of a Programs, leaves the Programs without attending any class and he/she applies for refund of fee within 7 days of the date of admission, the fee paid by her/him shall be refunded after deducting Rs.1000/-
- If a candidate after having been admitted to the first year of a Programs withdraws his/her candidature after 7 days 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 25% of the total fee of one year by him/her subject to a minimum of Rs.1000/-
- In a similar case if the seat vacated by a candidate is not filled up, the fee paid by him/her would not be refunded.
28. No class in any subject should be started if the number of candidates seeking admission in any subject is less than 30 subject to fulfilment of the government norms.
29. Any candidate, who fails to turn up for Counselling at his/her turn, will be considered for the remaining seats at the time he/she reports for counselling. But no relaxation shall be given if the candidate fails to appear before the Counselling Committee on the fixed date/time.
- Those candidates, who do not get admission in one round of counselling, shall be eligible for admission in subsequent round, if seats are available.
30. The Director/Principal of the College/Institute may ensure that before making

- admissions to various Programs, the Admission Committee of the College/Institute has gone through the Ordinances available on the University website i.e. www.mdu.ac.in.
31. Rule for promotion to various Programs:-
It has been decided by the University that in the Programs governed under Common Ordinance for 2-year, 3-year, 4-year, 5-year and 6-year (except where there is separate Ordinance is prescribed e.g. B.Ed., M.Ed., B.Arch., M.Arch. etc.) the students will be promoted to the next semesters according to the provisions mentioned in the Ordinances.
 32. A candidate, who after seeking admission in a Programs left that Programs in between and seeks admission in other Programs may be allowed to continue the said Programs if he/she is able to complete the said Programs within the maximum period prescribed for completing a Programs which is the duration of the Programs + 3 years, unless otherwise specified in any other Ordinance.
 33. A candidate who has qualified the qualifying examination and has a gap of more than two years or more, he/she can be granted admission to a Programs if such a candidate submits an undertaking that during gap period he/she has not indulged in any illegal activities.
 34. Vacant seats in reserved categories after scheduled counseling shall be converted into general category and filled up strictly on the basis of merit. There is no need to send such cases to the University for approval.
 35. Unless otherwise specified, there is no upper or lower age limit for admission in any Programs.
 36. In case, the seats are vacant in the College and waiting list is exhausted, fresh applications may be invited to fill up the seats and admissions be made on the basis of merit and criteria prescribed by the Govt./University.
 37. The eligibilities for various Programs being run in the affiliated Colleges/Institutes shall be the same as is adopted by the University for UTDs/Institutes and as available in the Prospectus available on the University website.
 38. A candidate who has gap in studies can be granted admission after he/she submits an undertaking describing the reason of the gap period and also that he/she has not indulged in any illegal activities, keeping in view the maximum duration to complete the Programs.



CHAPTER-III

ELIGIBILITY CONDITIONS FOR ADMISSION TO UNDERGRADUATE PROGRAMS

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

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

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

OR

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

OR

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

OR

Any other examination recognised by the University as equivalent thereto.

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

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

3. B.Sc. (Sports Science)

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

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

AND

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

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

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

- c) Participation in National School Games/Junior National Championship OR Inter University Tournaments (Inter College). 08 marks

Note:

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

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

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

OR

Any other examination recognised by this University as equivalent thereto.

Note: The candidate seeking admission in B.Sc. (Hons.) should have passed the concerned subject at 10+2 level in which he/she is seeking admission at Honors level and the same must be included in the best five subjects for calculation of merit.

Note:

- (i) A regular candidate of a College admitted to the privileges of this University in the subject of B.A./B.Sc./B.Com. (Hons.) can attend the Programs of subsidiary and qualifying subjects in other College in case there is no arrangement to teach these subjects in the College where he/she has taken admission for his/her main subjects of Hons. Programs. The Principal of the College where a student is attending subsidiary and qualifying subjects shall certify that the said student has completed the prescribed number of lectures etc.
- (ii) The candidate seeking admission to B.Sc. (Non-Medical group) Sem-I should have passed the above mentioned qualifying examination with English, Physics, Chemistry & Mathematics and those seeking admission to B.Sc. (Medical group) Sem-I should have passed the above mentioned examination with English, Physics, Chemistry & Biology and those seeking admission to B.Sc. (Biotechnology/Bio-informatics) Sem-I should have passed English, Physics, Chemistry and Mathematics or Biology. Further, The candidate seeking admission in a particular Programs has to fulfil the criteria of having read and passed some subject/subjects/ but while making merit, the marks obtained in best 5 subjects will be taken into consideration including Physical Education or Music etc.
- (iii) The admission to B.Sc. (Home Science) Programs shall be open to women candidates only.
- (iv) If a candidate of another Board has not passed the subject of English at 10+2 level, he/she may be allowed provisionally to join the B.A./B.Com./ B.Sc./B.Sc. (Biotechnology)/(Bio-informatics)/(Home Science)/(Human Nutrition & Dietetics)/(Sports Science) Sem-I class, as the case may be, under new scheme of this University subject to his/her qualifying in the subject of English of 10+2 examination in the supplementary examination of the same year or in the next annual exam held in

March from the Board concerned. Such a candidate shall have to furnish a proof to the University of his/her having cleared the subject of English before the declaration of result of B.A./B.Com./B.Sc./B.Sc. (Biotechnology)/(Bio-informatics)/(Home Science)/(Human Nutrition & Dietetics)/ (Sports Science) Sem-II examination failing which his/her result shall stand automatically cancelled.

- (v) A student who wishes to seek migration to B.A./B.Sc./B.Com./B.Sc. (Home Science) and B.Sc. (Sports Science) 2nd year (3rd semester)/ 3rd year (5th semester) under new scheme of this University after passing the examination with atleast 40% marks from other statutory Universities as equivalent thereto by this University may be allowed to do so provided that the subject(s) offered for B.A./B.Sc./B.Com./B.Sc. (Home Science) and B.Sc. (Sports Science) were the same as are available at this University. In case the subject(s)/paper(s) offered for the above Programs (s) in Part-I (semester I and II) and Part-II (semester III and IV) were not the same as are available at this University, the candidate may be given exemption in part II and III as the case may be for the subject(s)/paper(s) already studied/passed by the students in Part I (semester I and II) and Part II (semester III and IV) and the subject(s)/paper(s) which the candidate has not studied/passed in Part I (semester I and II) and Part II (semester III and IV) shall have to be studied/passed as deficient subject(s) alongwith remaining subject(s)/paper(s) of Part II and Part III as the case may be.
- (vi) In case of admission to B.Sc. (Hons.) Computer Science, the candidate should have passed the Mathematics/Computer Science at 10+2 level.

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

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

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

B.A Part- I, II & III

Compulsory Subjects

Elective Subjects

<u>Compulsory Subjects</u>		Group-I	Group-II	Group-III	Group-IV	Group-V
English	Hindi	Def.Studies	Mathematics	Statistics	Geography	Psychology
	Sanskrit	Hindi	Pub. Admn.	Pol. Sc.	Home Sc.	History
	or	Sanskrit	Music (V)	Phy. Edu.	Philosophy	
	Addl.	Urdu	Sociology	Art	Music (I)	
	English	Punjabi		NSS	Marketing	
		Economics				
		Comp.				
		Appl. Commerce				
		Applied Art				
		Journalism &				
		Mass				
		Communication				

B.Sc. Part- I, II & III

Compulsory Subjects

English
Hindi/Punjabi/Sanskrit/Urdu/Addl. English

for B.Sc. Part I only
for B.Sc. Part II

Group I
Mathematics
Botany

Group II
Physics
Zoology

Group III
Chemistry
Computer Science
Information Tech.
Electronics
Statistics
Geology

Medical Group

Botany, Zoology & Chemistry/Geology

Non Medical Group

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

Note:

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

Compulsory Qualifying Paper: Environmental Studies

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

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

Note: *In case University adopts Choice Based Credit System (CBCS) at UG level, the subject combination will be according to the Choice Based Credit System (CBCS) adopted by the University.*

CHAPTER-V

**ELIGIBILITY CONDITION FOR ADMISSION TO CERTIFICATE,
DIPLOMAS AND OTHER U.G. PROGRAMS**

Sr. No.	Name of the Program	Minimum Duration (Years)	Eligibility
1	Bachelor of Computer Application	3	<p>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.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma Program conducted by the State Board of Technical Education or any other examination recognized by the State Board of Technical Education as equivalent thereto</p>
2	Bachelor of Business Administration	3	<p>Senior Secondary Examination (10+2) of Board of School Education Haryana, Bhiwani with 45% marks in aggregate or an equivalent examination recognised by this University.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma Course conducted by State Board of Technical Education or any other examination recognized by the State Board of Technical Education as equivalent thereto</p> <p>Lateral Entry</p> <p>(10% seats of sanctioned intake)</p> <p>Candidates who have passed Diploma in Business Management or an equivalent examination approved by the State Board of Technical Education, Haryana with atleast 45% marks in aggregate.</p>
3	Bachelor of Business Administration (Business Economics)	3	<p>Senior Secondary Examination i.e. 10+2 of Board of School Education Haryana, Bhiwani with atleast 45% marks in aggregate from a recognized Board of Education OR an equivalent examination with the prescribed percentage of marks from Education system of India or abroad OR any other examination equivalent thereto.</p>
4	Bachelor of Vocation (B.Voc.)	3	<p>Admission to the B.Voc. Programme shall be open to candidates who have passed Senior Secondary Examination i.e. 10+2 from a recognized Board of Education or an equivalent Examination recognised by the University in any stream.</p> <p>If a student wishes to exit before the completion of the course, he/she shall be awarded Certificate on successful completion of first semester, Diploma on successful completion of first year (comprising two semester), and Advanced Diploma on successful completion of second year (comprising four semester).</p>



5	Bachelor of Arts (Journalism & Mass Communication)		Senior Secondary Examination of School Education, Haryana, Bhiwani 10+2 with 45% marks in aggregate or any other examination recognized by M.D. University, Rohtak as equivalent thereto.
6	Bachelor of Hotel Management & Catering Technology 4 Year (BHMCT)	4	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. Lateral Entry (10% seats of sanctioned intake): After passing one year Diploma Course (s) from the Institute of Hotel & Tourism Management or any other examination recognized by M.D. University Rohtak or equivalent thereto after 10+2 shall be eligible for admission in 2nd year.
7	Bachelor of Tourism & Travel Management 4 year (BTTM)	4	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. Lateral Entry (10% seats of sanctioned intake): After passing one year Diploma Course (s) from the Institute of Hotel & Tourism Management or any other examination recognized by M.D. University Rohtak or equivalent thereto after 10+2 shall be eligible for admission in 2nd year.
8	MBA 5-year Integrated	5	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.
9	5-year Integrated M.Sc. (Hons.) (Maths)	5	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.
10	M.A. (Economics) (Hons.) 5-year Integrated	5	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.
11	Bachelor in Physical Education (B.P.Ed.) 2 years	5	B.A./B.Sc./B.Com. or any other UG Course with 45% marks recognised by MDU, Rohtak as equivalent thereto. OR BPE three years degree course with at least 45% marks in aggregate OR BSH & PE 5 year course with atleast 45% marks in aggregate. OR M.A./M.Sc./M. Com. or any other PG course recognized by M.D. University, Rohtak as equivalent thereto. AND The candidates are required to qualify the Physical Efficiency Test (Canadian Test). However, there shall be no marks for this test. Candidates failing in PET will not be called for counselling. AND

			The candidate must have represented his/her College in Inter-College tournaments in the games recognized by IUSB/State Sports Dept. OR A candidate must have participated in state level tournaments in the games recognized by IUSB/State Sports Department. A candidate, who has participated at state level tournament, must also have gradation certificate from the State Sports Department of his state. The candidates, who have participate in the Inter-College tournament, must submit a certificate of participation from their Principal.
12	Bachelor of Architecture (B.Arch.)	4	A candidate can be admitted to 1 st semester of this course if he/she fulfils the following requirement: That he/she has passed senior secondary (10+2) examination of Haryana School Education Board or its equivalent examination from a recognized Board/University with Mathematics and must have obtained at least 50% marks (Minimum passing marks for SC of Haryana only) without rounding off in the aggregate. The aptitude tests conducted as per Council of Architecture (COA) norms are mandatory for admission.
13	B.A. B.Ed./B.Sc.B.Ed./B.Com. B.Ed. 4 year Integrated Programs	4	A person who has passed 10+2 examination with 60% marks from the Board of School Education, Bhiwani OR 3-year professional diploma programme conducted by the State Board of Technical Education Haryana. OR Any other examination recognized by the University as equivalent thereto.
14	Bachelor of Library and Information Sciences (B.Lib)	1	Bachelor Degree in any discipline from any University recognized by UGC with atleast 45% marks 42.75% marks for SC/ST candidates of Haryana only in aggregate or equivalent thereto.
15	Diploma course in Physical Education (D.P.Ed.)	2	A candidate with atleast 45% marks in the Senior Secondary examination (10+2) or its equivalent will be eligible for admission. For those who have participated in State or National level sports events, the minimum percentage of marks in the Senior Secondary examination (10+2) should be atleast 40%. In addition to this, the candidate should have participated in School District Tournaments or higher level of tournaments and the sports weightage will be given to the candidates as per appendix 'C'. AND In addition to fulfil the academic condition and sports eligibility the candidates are required to qualify the Physical Efficiency Test (PET) (Canadian Test). However, no marks shall be given for this test. The guidelines for the test are given in Admission Brochure . The guidelines for admission to D.P.Ed courses will be as under:- A. The eligibility conditions for admission will consist of two components: i. Academic merit ii. Technical eligibility consisting of two

			<p>components i.e. Physical Efficiency Test (PET) and sports participation as well as gradation certificate.</p> <p>B. (i) Sports participation certificate as well as gradation certificate issued by the Directorate of Sports Haryana having a minimum grade of D-II will be the minimum eligibility for D.P.Ed. course.</p> <p>ii) Physical efficiency test will be conducted by the University on the University campus on the dates to be notified by the University.</p> <p>C. The college is required to deposit Rs.100/- per student to conduct the PET in the University and submit the receipt to the HOD (Physical Education) before the conduct of physical efficiency test.</p> <p>D. The college will submit the list of candidates along with the duplicate copy of admission forms to the HOD (Physical Education) for verification. Photocopy of the Admission Form shall not be entertained at any cost. The same will be sent to R&S branch for further action after doing the needful.</p> <p>E. After the completion of Physical Efficiency Test (PET), the University will declare the result of successful candidates. The College will collect the list of candidates who had appeared and passed their PET from the office of HOD (Physical Education) on the next day of PET. Accordingly, the college will make admissions from amongst the candidates who would have qualified their PET strictly on the basis of merit and eligibility criteria approved by the University.</p> <p>F. The Principal of the concerned college will be held personally responsible for fake and wrong admissions.</p> <p>G. The candidate must be eligible on the last date of submission of Admission Form. PET will be conducted from the eligible candidates only. Principal of the concerned College shall certify the eligibility of the candidate.</p>
16	P.G. Diploma in Rehabilitation Psychology	1	<p><u>Entry Criteria:</u></p> <p>a. Bachelor's degree (regular mode) with general psychology courses in all the three years, or</p> <p>b. Master's degree in any branch of psychology either in regular or distance mode, or</p> <p>c. Master's degree in counseling psychology either in regular or distance mode with a minimum of 55% marks in aggregate. For SC/ST/OBC category, minimum of 50% marks in aggregate is essential. Entry qualification shall be from a UGC recognized university. Further, more clarification may be seen on the RCI website i.e. http://rehabcouncil.nic.in</p>
17	P.G. Diploma in Nutrition and Dietetics	1	<p>B.Sc.(Home Science)/B.A.(with Home Science) having 45 % marks in aggregate or any other examination recognised by M.D.U. Rohtak as equivalent thereto. A weightage of 5% will be given to the students who have passed B.Sc. (Home Science)/(Human Nutrition and Dietetics).</p>

18	Advanced Post-Graduate Diploma in Computer Application (APGDCA)	1	Bachelor Degree in any discipline with atleast 45% marks in aggregate or any other examination recognised by M.D.U. Rohtak as equivalent thereto.
19	Post Graduate Diploma in Fashion Designing	1	A person who has passed one of the following examinations with atleast 45% marks in aggregate shall be eligible for 1 st year (Part-I) class of P.G. Diploma in Fashion Designing:- B.A./B.Sc./B.Com.(Pass)/B.Sc. (Home Science) examination; B.A./B.Sc./B.Com. (Honours) examination; An examination of any other University recognised by this University as equivalent to (i) or (ii) above.
20	Post Graduate Diploma in Yoga Science:	1	Bachelor's Degree or Post Graduate Degree in any faculty from a recognised University in India or any equivalent degree with a minimum of 45% marks. In case of two or more candidates securing equal percentage of marks, preference will be given to a candidate who is having Yoga at Under- Graduate level. If more than one candidate are having Yoga or none having Yoga with equal percentage, the candidate senior in age will be considered higher in merit



CHAPTER-VI

MIGRATION, ENROLMENT AND FEE DETAILS

- i) The Principals of affiliated/maintained colleges/institutes 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 admission/counselling of a Programs and a 'Hard Copy' of the same will be submitted alongwith all types of required certificates/documents (photocopies duly attested) exhibiting their eligibility and migration certificate in the R & S Branch within 7 days after completing all formalities i.e. depositing of required fee mentioned in the Fund Transfer Report (FTR) relating to different type of fees applicable for a session latest by 12th September or any other date notified by the University from time to time.

If a College/Institute fails to submit the documents/certificate alongwith the hard copy of the RR, the late fee as under will be charged as per prescribed schedule:-

- (a) For 1-30 days late after the expiry of normal due date: Rs. 500/- per student
(b) For 31-45 days late after the expiry of normal due date: Rs. 1000/- per student
(c) For 46-60 days late after the expiry of normal due date: Rs. 2000/- per student
(d) For one week before commencement of examination Rs. 3000/- with the permission of Vice-Chancellor.

After that no request will be considered in any circumstances

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)

Upto 30 th November	- With late fees of Rs.500/-
Upto 31 st January	- With late fees of Rs.1000/-
Upto 31 st March	- With late fees of Rs.2000/-

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

Upto 31 st March	- With late fees of Rs.500/-
Upto 30 th April	- With late fees of Rs.1000/-
Upto 31 st May	- 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/counseling.

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 fee @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 @65/- per student per day i.e. (Rs. 5*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 application for Inter College/University Migration will be accepted upto 30th September. The application 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 Migration and branch changes latest by 30th October, 2021.

Development Fee, Youth Welfare Fee and R.K fund for affiliated Colleges/Institutes is as under:

Group A	FEE/FUND
TDC (Pass and Honours), Diploma/Certificate courses and any other similar courses as may be started from time to time AND OTMIL Courses	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) 2) Development Fee = 150/- (100/- to be remitted to the University) 3) R.K Fund = 70/- (50% to be remitted to the university)
Group-B	Fee/Fund
1) PG including 5/6 year Integrated Courses (M.A./M.Sc./M.Com./M.Lib.I.Sc.) /M.Phil/ Ph.d. (except M.Sc. Computer Science)/Diploma/ Certificate courses and any other similar courses started from time to time 2) M.Sc Computer Science/ M.Phil/ Ph.d/ Diploma/ Certificate courses and any other similar courses started from time to time.	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University) except M.Sc. Computer Science 2) Development Fee = 150/- (100/- to be remitted to the University) except M.Sc. Computer Science 3) R.K Fund = 70/- (50% to be remitted to the university) 1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1800/- 3) R.K Fund =70/- (65% to be remitted to the university)
Group-C	Fee/Fund
1) B.Lib., B.Voc (All Course), B.Ed., B.A.	1) Youth Welfare Fee = 60/- (40/- to be remitted to the University)

<p>B.Ed, B.Sc. B.Ed./ Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>2) Development Fee = 150/- (100/- to be remitted to the University) 3) R.K Fund =70/- (65% to be remitted to the university)</p>
<p>2) M.P.Ed./B.P.Ed./ Diploma/Certificate courses and any other similar courses started from time to time</p>	<p>1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 2500/- 3) R.K Fund =70/- (65% to be remitted to the university)</p>
<p>3) C.P.Ed./D.P.Ed./Diploma /Certificate courses and any other similar courses started from time to time.</p>	<p>1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1250/- 3) R.K Fund =70/- (65% to be remitted to the university)</p>
<p>4) BTTM, BHMCT, LL.B.,BBA. LL.B., B.A LL.B./Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1000/- 3) R.K Fund =70/- (65% to be remitted to the university)</p>
<p>5) BCA/Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1800/- 3) R.K Fund =70/- (65% to be remitted to the university)</p>
<p>6) BBA/Diploma/Certificate courses and any other similar courses started from time to time.</p>	<p>1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) 2) Development Fee = 1200/- 3) R.K Fund =70/- (65% to be remitted to the university)</p>
Group-D	Fee/Fund
<p>1) M.Ed./MBA/MHMCT/MT TM/ B.Pharmacy/ M.Pharmacy/Engg. & Tech. Courses (UG & PG)/M.Phil/Ph.d except MCA/Diploma/Certificate courses and any other</p>	<p>1) Youth Welfare Fee = 150/- (100/- to be remitted to the University) except MCA 2) Development Fee = 1000/- except MCA 3) R.K Fund =70/- (65% to be remitted to the university)</p>

<p><i>similar courses started from time to time.</i></p> <p>2) <i>MCA/Diploma/Certificate courses and any other similar courses started from time to time.</i></p>	<p>1) <i>Youth Welfare Fee = 500/- (250/- to be remitted to the University)</i></p> <p>2) <i>Development Fee = 1000/-</i></p> <p>3) <i>R.K Fund =70/- (65% to be remitted to the university)</i></p>
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Other Fee/Funds:

- a) Holiday Home Fee: 20/-
- b) Sports Fee: 200/- (Rs. 150/- to be remitted to the University)
- c) NSS Fee: Rs. 20/-(Rs. 10/- to be remitted to the University)
- d) Curriculum Charges: Rs. 50/-
- e) Youth Red Cross Fee: Rs. 80/- (Rs. 40/- to be remitted to the University)
- f) Examination Fee: 400/- (for Group A, B and Group C) and Rs. 1000/- (for Group D)

Registration Return and Continuation Return Fee:

- (1) For Group A:
 - Registration Fee (for Group A) = 300/- (Note: For OTMIL, the Registration Fee is NIL)
 - Continuation Fee (for Group A)=100/- (Note: For OTMIL, the Continuation Fee is NIL)
- (2) For Group B:
 - Registration Fee =300/-
 - Continuation Fee =100/-
- (3) For Group C:
 - Registration Fee =1000/-
 - Continuation Fee =500/-
- (4) For Group D:
 - Registration Fee =1000/-
 - Continuation Fee =500/-

Entry fee for Zonal

Youth Festival	strength upto 200 students	Rs.1000/-
	strength upto 500 students	Rs.2000/-
	Above 500 students	Rs.5000/-
Tech. Management fest		Rs.3000/-

Sports Entry fee

This fee is for development of sports activities at par with the entry fee of Youth Welfare Activities to be paid by all the Colleges/Institutes shall be as under:-

- | | |
|-----------------------|------------|
| a. Upto 200 students | Rs. 2000/- |
| b. Upto 500 students | Rs. 3500/- |
| c. Above 500 students | Rs. 7500/- |

The above sports entry fee shall be payable by every affiliated College/Institute even if it does not participate in any tournament/ game. This sports entry fee will be deposited in one lot in the beginning of the session alongwith other fees while sending RR to the University. However, penalty provision already approved shall be applicable on the sports entry fee also. The entry forms for participation in various games/tournaments approved by the University and AIU, New Delhi will however, be entertained upto the dates to be circulated/notified by the University.

Note:-

- ii) No one shall be admitted to the University for any examination of the University unless he/she has been registered as a student of the University.
- iii) If a student's name is struck off the rolls of a college or he migrates to another college or is rusticated or expelled, such a fact shall immediately be reported to the R&S Branch of this University for record in the Register of students and for such other action as may be necessary. The candidates seeking admission to the college must ensure that they fulfil the requisite qualifications as prescribed in this Brochure / relevant Ordinances. Their admissions to the Programs will be purely provisional subject to verification of their eligibility by the College/University as per rules in force. In case, a candidate is found ineligible at a later stage the provisional admission granted to him/her by the college shall be cancelled and he/she shall have no right for admission to the Programs or refund of the fees paid by him.
- iv) The candidates must have passed the qualifying examination with the requisite percentage of marks as per this Brochure of the University. The combination of subjects must have been offered by the candidates as per provision in Brochure/ Ordinance(s).
- v) The Entry fee for Zonal Youth Festival/Tech. Management shall be payable even if a college does not participate. The entry fee will be deposited with the Director Youth Welfare alongwith Youth Welfare Fee and Holiday Home fee in the starting of the session. Entry forms may, however, be entertained upto five days before the date of commencement of the festival.