

**INSTITUTE OF INTEGRATED & HONORS STUDIES**  
**(Erstwhile University College)**  
**KURUKSHETRA UNIVERSITY KURUKSHETRA**

(Established by the State Legislature Act XII of 1956)

(A+ Grade, NAAC Accredited)

Website: [www.iiskuk.in](http://www.iiskuk.in)



# **PROSPECTUS**

**2020-21**

**LAST DATE FOR RECEIPT OF APPLICATION FORM: 12-08-2020**

**Prospectus and Application Form are available on our  
website: [www.iihskuk.in](http://www.iihskuk.in)**

**Important Note:** The application form should be filled **Online** using our website [www.iihskuk.in](http://www.iihskuk.in). In order to apply online; student should follow the given steps:

- (i) Go to **Sign Up** and register using a valid mobile number.
- (ii) Use **LOGIN** to apply online.
- (iii) Latest Photograph (passport size) must be uploaded in image format.
- (iv) Scanned copies of certificates (10<sup>th</sup> DMC, 10+2 DMC or DMC of equivalent examination, Caste certificate, Income proof for BC category and others like DA/FF/ESM/Sports/EWS etc) should be ready in softcopy in image format for uploading. { keep image size of softcopy less than 500 KB }
- (v) Separate forms should be filled for each stream/course.
- (vi) The candidate is required to pay Prospectus fee of Rs.300/- (for General Category) and Rs.75/- (For SC / BC/ Blind Candidates of Haryana only )
- (vii) In case of Medical and Non Medical, if more than one preference is used as subject combinations, then additional fees of Rupees 100/- for General and Rs.25/- for Reserved category must be added for each combination in Prospectus Fee.
- (viii) In B.A and B.A vocational, if student applies for both combinations, then additional fee of Rupees 100/- for General and Rs 25/- for Reserved category must be added.
- (ix) After successful completion of filling in Admission form, Pay the required fee through available Online Link and then Fill Receipt entry(Bank Receipt).
- (x) Form will be submitted successfully only after submission of fees.
- (xi) Different **Sign up** is required to fill separate form.

**For any query / clarification, contact at :**

*Phone No. : 01744 – 238049*

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Published by:

**SURAJ BHAN MALIK  
PRINCIPAL  
INSTITUTE OF INTEGRATED & HONORS STUDIES  
KURUKSHETRA UNIVERSITY KURUKSHETRA**



## **VISION**

**To be globally acknowledged as a distinguished centre of academic excellence.**

## **MISSION**

**To prepare a class of proficient scholars and professionals with ingrained human values and commitment to expand the frontiers of knowledge for the advancement of society.**



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

## *Certificate of Accreditation*

*The Executive Committee of the  
National Assessment and Accreditation Council  
on the recommendation of the duly appointed  
Peer Team is pleased to declare the  
Kurukshetra University  
Kurukshetra, Haryana as  
Accredited  
with CGPA of 3.52 on seven point scale  
at A\* grade  
valid up to October 29, 2022*

*Date : October 30, 2017*



*D. Singh*  
Director

BC(SC)/28/A&A/12.3

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## I. INTRODUCTION

*Institute of Integrated & Honors Studies (erstwhile University College), KUK, is one of the foremost educational institute that has earned a commendable record of achievements both in the academic and extra curricular fields. Established as a co-educational institute, the students here get the best of the two worlds: they compete with the world for optimum knowledge and opportunities and simultaneously develop a strong and noble character. The institute provides ample opportunities for students to excel in the field of sports/NCC/NSS, The institution, has retained its reputation for high academic standards with the hard work and dedication of well qualified and outstanding staff. The platform for energetic creative youth, the Institute is situated in the campus of Kurukshetra University. A large number of admissions seekers, from all over the country are attracted by the distinctive teaching ambience that is created by the institution. This Institute creates an environment where individuals can realize their potential to the full. The institute provides a high level of teaching provisions supported by an outstanding central library and computing facilities.*

*Hostel facilities are available for the students. One hostel each for boys and girls has been earmarked for the Institute in university campus. The hostellers have a twenty-four hour access to the internet facilities. IHS provides education to suit most educational inspirations in a wide variety of streams. The Institute has all the three faculties: Arts, Commerce and Science for the undergraduate students. It takes pride in running B.A (Honors) Courses – Economics, English, Music, Philosophy and Sanskrit along with courses in BTM, BCA and five – year Integrated courses in M.sc. Engineering Physics, M.sc Biotechnology and M.sc Honors Economics . All the courses receive an overwhelming response from the students and are opening fresh avenues for the placement of students in private sector , public sector and abroad. The Institution also runs two UGC approved career – oriented courses of one year duration each namely: “Certificate course in Genomics” and “Certificate course in stem cell”.*

*The institute aims at creating a class of scholars and professionals with inherent human values who are committed to expand the frontiers of knowledge for the progression of society . It aims to inculcate the foundational values like work culture, spirit of public service, including discipline, dedication and determination in students.*

## II. TEACHING FACULTY

### PRINCIPAL

**SURAJ BHAN MALIK**

Ph.01744-238049 (O), EPABX 2533,

Web [www.iihskuk.in](http://www.iihskuk.in)

Email: [principalihskuk2019@gmail.com](mailto:principalihskuk2019@gmail.com)

### Name and Qualifications

### Designation

#### **BIO-CHEMISTRY DEPARTMENT**

Dr.(Mrs.) Anita Rani Dua, M.Sc., Ph.D.

Associate Professor (HOD)

Dr. Ashwani Mittal, M. Sc., Ph.D.

Associate Professor

#### **BOTANY DEPARTMENT**

Dr. Anil Gupta, M.Sc., Ph. D.

Associate Professor(HOD)

#### **CHEMISTRY DEPARTMENT**

Dr. Satish Kumar, M.Sc., Ph.D

Assistant Professor (HOD)

Dr. Santosh Kumar Dubey, M. Sc., Ph. D.

Assistant Professor

Dr. Surender Kumar, M. Sc., Ph. D.

Assistant Professor

Dr. Sanjay Sharma M. Sc., Ph. D.

Assistant Professor

#### **COMMERCE DEPARTMENT**

Dr.(Mrs.) Sarita Rana, M.Com., M. Phil., Ph. D

Associate Professor (HOD )

Dr. Vivek Chawla, M.Com., MBA, M. Phil, Ph. D

Associate Professor

Sh. Ravinder Singh , M.A., M. Phil. (Economics)

Associate Professor

Dr. Jaswinder Kumar; M. Com. Ph.D. PGDEMM

Associate Professor

#### **COMPUTER SCIENCE DEPARTMENT**

Dr. Ashwani Kush, M.Sc., Ph. D, Diploma from ISS, Singapore.

Associate Professor (HOD)

Sh. Pradeep Malik, MCA, M. Phil. C. C. in German.

Associate Professor

#### **ECONOMICS DEPARTMENT**

Dr. R.K. Sudan, M.A., M. Phil., Ph.D. LLB

Associate Professor ( HOD)

Dr.Pradeep S. Chauhan, M.A. M. Phil. Ph.D. L.L.B  
Fellow ( Paris), Fellow (Oxford),Fellow(UC,Berkeley,USA)

Associate Professor

Dr. Sukhvinder Singh, M.A. M. Phil., Ph. D, LLB.

Associate Professor

## **ELECTRONICS DEPARTMENT**

Dr. Dushyant Gupta, M. Sc. (Electronics), M.Tech, Ph. D., PGDCA., C.C.C.	Associate Professor (HOD)
Dr. Hitender Kumar Tyagi, M. Sc. ( Electronics ), Ph .D , PGDCA	Associate Professor

## **ENGLISH DEPARTMENT**

Dr. (Mrs.) Rita , M.A. , M. Phil., Ph. D.	Associate Professor (HOD)
Dr. (Mrs.) Atul Rasika Moudgil, M.A., M. Phil., Ph. D.	Associate Professor
Dr (Mrs.) Anupama Singh , M. A. M. Phil., Ph. D.	Associate Professor
Dr. (Mrs.) Richa Bhardwaj, M.A. M. Phil. Ph. D.	Associate Professor
Dr (Mrs.) Jimmy Sharma, M. A., M. Phil. Ph.D.	Assistant Professor
Dr. Virender Pal, M.A. M.Phil. Ph.D. L.L.B	Assistant Professor

## **GEOGRAPHY DEPARTMENT**

Dr. Amrit Singh, M. Sc., M. Phil., Ph.D.	Associate Professor(HOD)
Dr. Kulwinder Kaur, M.Sc, B.Ed, M.Ed, Ph.D,	Assistant Professor

## **HINDI DEPARTMENT**

Dr. Maha Singh, M.A., M.A. (Mass comm.), M.A. (A.I.H), Ph.D. C C in Painting Conservation	Associate Professor (HOD)
Lt. Dr. (Mrs.) Sukarmwati Malik M.A., Ph.D., C.C. in French	AssociateProfessor (NCC Incharge)
Dr. Hari Om Fuliya M.A., Ph.D	Assistant Professor
Dr. Vandana Sharma M.A., B.Ed., M.Ed., Ph.D.	Assistant Professor

## **HISTORY DEPARTMENT**

Dr. Gopal Parshad, M.A. M. Phil., Ph.D.	Associate Professor (HOD)
Dr. (Ms) Kusum Lata, M.A, B.Ed, M.Ed, M.Phil.,Ph.D.	Associate Professor

## **HOME SCIENCE DEPARTMENT**

Dr. (Mrs.) Sunita Madan, M.Sc., Ph.D.	Associate Professor (HOD)
Dr. (Mrs.) Rajni Goyal, M.Sc, Ph.D	Assistant Professor
Ms. Manju Narwal, M.Sc.	Assistant Professor



## **MATHEMATICS DEPARTMENT**

Sh. Suraj Bhan Malik, M. Sc., M.Phil

Associate Professor ( Principal)

Sh. Navneet Behl, M.A., M.Phil.

Associate Professor (HOD)

Dr. (Mrs.) Poonam Kumari, M.Sc., Ph. D., PGDCA

Associate Professor

Dr. Nirupma Bhatti, M.A. M.Phil.,Ph.D, PGDCA

Associates Professor

Sh. Rulda Ram, M.A.

Associates Professor

## **MUSIC DEPARTMENT**

Dr. Amita Sharma, M.A.,(Vocal & Instrumental), NET,  
Prabhakar in Music Vocal, B. Ed, Ph.D.

Assistant Professor (HOD)

## **PUNJABI DEPARTMENT**

## **PHILOSOPHY DEPARTMENT**

## **PHYSICAL EDUCATION DEPARTMENT**

Dr. Santosh Dahiya., M.P Ed, Ph. D.

Associate Professor (HOD)

## **PHYSICS DEPARTMENT**

Dr. Satya Parkash Gupta, M.Sc. M. Phil. Ph.D.  
Diploma in Russian, M. Tech.

Associate Professor (HOD)

Dr. Anand Kumar, M.Sc. Ph.D.

Associate Professor

Dr. Vijay Kumar, M.Sc. Ph.D.

Assistant Professor

## **POLITICAL SCIENCE DEPARTMENT**

## **PSYCHOLOGY DEPARTMENT**

Dr. Suresh Kumar; M.Sc. M.Phil, Ph. D.

Associate Professor (HOD)

Ms. Navodita, M.A. M. Phil.

Associate Professor

Dr. (Mrs.) Shashi Darolia , M.A. M. Phil. Ph. D.

Associate Professor

## **PUBLIC ADMINISTRATION DEPARTMENT**

Dr. Gyan Chahal, M.A. Ph.D.

Associate Professor (HOD)

## **SANSKRIT DEPARTMENT**

Dr. Ram Chander M.A. Ph.D.

Assistant Professor(HOD)

## **SOCIOLOGY DEPARTMENT**

## **STATISTICS DEPARTMENT**

## **TOURISM DEPARTMENT**

Dr. Vineet Kumar, M. Com., MTA, Ph.D.

Assistant Professor (HOD) (SFS)

Dr. Renu Malra, MTM, Ph.D.

Assistant Professor (SFS)

Dr. Vivek Gaur, MTM, M Phil. Ph.D.

Assistant Professor (SFS)

## **ZOOLOGY DEPARTMENT**

Dr. Sanjeev Kumar Gupta, M. Sc. Ph. D.

Associate Professor (HOD)

Dr. Parmesh Kumar, M. Sc., Ph.D.

Associate Professor

Dr. (Mrs.) Sarita Rana M. Sc. Ph.D.

Assistant Professor

### III. IMPORTANT DATES AND ADMISSION SCHEDULE

#### IMPORTANT DATES

Candidates have to apply online on the IIHS website [www.iihskuk.in](http://www.iihskuk.in) for admission to all the courses/streams. The Last date for submission of Online Application form for all the courses/streams:

**12 August 2020 upto 23:59 hrs.**

**Note:** The Institute can change the important dates and schedule of display of merit list etc. due to COVID-19 Pandemic without any prior notice. The changed schedule, if any, will be notified separately. The changed schedule will be uploaded on the Institute website. The candidates are requested to remain in touch with the Institute website regularly.

#### ADMISSION SCHEDULE

First, Second, Third and Final lists of all the courses/streams will be displayed as per the following schedule:

List	Display of merit list	Fee/dues Deposited upto
First List	19.08.2020 at 11:00 hrs.	22.08.2020
Second List (if seats remain vacant)	26.08.2020 at 11:00 hrs.	29.08.2020
Third List (if seats remain vacant)	02.09.2020 at 11:00 hrs.	05.09.2020
Final List (if seats remain vacant)	15.09.2020 at 11:00 hrs.	17.09.2020
Additional/Supernumerary Seats:	15.09.2020 at 11:00 hrs.	17.09.2020
Commencement of Online classes will be from <b>01.09.2020</b>		

**Additional/Supernumerary Seats:** All additional/supernumerary seats will be filled up on the day of Final list.

#### SCHEDULE OF DATES FOR ADMISSION (WITH OR WITHOUT LATE FEE)

Schedule of Dates for Admission will be observed as under:

(1) **For all courses/streams:**

(i) Normal admission in All the courses/streams without late fee	19.08.2020 to 17.09.2020
(ii) Admission with late fee of Rs.500/-	18.09.2020 to 24.09.2020
(iii) Admission with late fee of Rs.1000/-	25.09.2020 to 30.09.2020
(iv) Last cut off date for admission is 30.09.2020 and no admission will be made thereafter.	

## IV. INFORMATION REGARDING COURSES & SEATS

Sr.No.	Course	No. of Seats
<b>1. Five Year Integrated Courses</b>		
	(A). M. Sc. Engineering Physics	20
	(B). M. Sc. Bio-Technology	20
	(C). M. Sc. Honors Economics	20
<b>2. B.A.- I Honors in English</b>		
	Economics	20
	Sanskrit	20
	Philosophy	20
	Music	20
<b>3. B.A. - I</b>		
	General	280
	Vocational (Tourism & Travel Mgt.)	30
<b>4. B. Sc. - I (Medical Stream)</b>		
	Zoology, Botany & Chemistry	60
	Bio-Chemistry, Botany, Zoology.	40
	Bio-Technology, Zoology, Botany,	20
<b>5. B.Sc. - I (Non-Medical Stream)</b>		
	Physics, Mathematics & Chemistry	80
	Physics, Mathematics & Statistics	40
	Computer Sc., Mathematics & Statistics	20
	Physics, Mathematics & Computer Sc	40
	Physics, Mathematics & Electronics Sc.	40
	Physics, Maths & Electronic Equipment Maintenance,	40
	Physics, Mathematics & Geography,	20
	Computer Sc. Mathematics & Geography	20
	Geology, Geography & Mathematics	20
<b>6. B.Sc.- I (Home Science)</b>		
		40
<b>7. B. Com.- I (General)</b>		
		120
<b><u>Self - Financing Courses</u></b>		
<b>8. B.C.A. - I</b>		
		40
<b>9. B.T.M. - I</b>		
		45
<b><u>Additional / Supernumerary Seats</u></b>		
<b>10 Additional sports seats for outstanding sports persons</b>		
	(Arts - 10, Science – 5, Commerce- 5, Integrated Courses – 2)	22
<b>11 Additional seats for NCC (01) and NSS (01)</b>		
		02
<b>12 Additional seats for</b>		
	(a) Kashmiri Migrants	01
	(b) Kashmiri Pandit/Kashmiri Hindu Families (Non- Migrants) living in Kashmir Valley	01

**Note:** 1. The number of seats may vary.

2. No course will be started if the number of candidates opting for the same falls short of ten and no option will be started if the number of candidates opting for the same falls short of five the minimum required number as per University norms.
3. Admissions shall be made on the basis of information furnished by the candidate and documents uploaded. Due to the Covid-19 pandemic, original documents shall not be checked as candidates are not asked to visit the campus. If at any point of time, any candidate is found to have supplied false information, certificates, documents etc. or is found to have withheld or concealed some information in his/her Application form, he/she shall be liable to be debarred from admission to the course. If a candidate is admitted on the basis of the information submitted by him/her, which is found to be incorrect or false at a later stage, his/her admission will be canceled and all fees and other dues paid by him/her shall be forfeited. The University/Institute may also take further action, as deemed fit, against the candidate and his/her guardian.
4. In case, in any examination CGPA is given, then candidate will have to provide the conversion formula to compute % marks from CGPA (Document supporting the conversion formula from the concerned university/board should be uploaded). In absence of conversion formula, by default, the CGPA shall be multiplied by 9.5. In case CGPA as well as marks obtained, both are provided then CGPA shall be considered to compute percentage marks.

**CATEGORYWISE DISTRIBUTION OF SEATS (2020-2021) B.Sc. I Non-Med**

	OPEN	Haryana General	Scheduled Caste	SC / DSC	Deprived Scheduled Caste	Backward Class-A	Backward Class-B	Eco. Weaker Section	DA/ ESM / FF	Total
B.Sc.1 Physics Chemistry Math	12	31	7		7	11	7	3	2	80
B.Sc.1 Statistics Physics Math	6	15	3	+1*	3	5	4	2	1	40
B.Sc.1 Computer Sc Physics Math	6	15	3	+1*	3	5	4	2	1	40
B.Sc.1 Computer Sc Statistics Math	3	7	1	+1*	1	3	2	1	1	20
B.Sc.1 Electronics Physics Math	6	15	3	+1*	3	5	4	2	1	40
B.Sc.1 EEM Physics Math	6	15	3	+1*	3	5	4	2	1	40
B.Sc.1 Geography Physics Math	3	7	1	+1*	1	3	2	1	1	20
B.Sc.1 Geography Computer Sc. Math.	3	7	1	+1*	1	3	2	1	1	20
B.Sc.1 Geography Geology Math.	3	7	1	+1*	1	3	2	1	1	20

\*One seat will go to the candidates having higher merit in the two categories. This rule of following the higher merit in Scheduled Caste & Deprived Scheduled Caste Category will be applicable for this year only. In the coming sessions, one seat will be allotted alternatively between Scheduled Caste and Deprived Scheduled Caste Category.

### CATEGORYWISE DISTRIBUTION OF SEATS (2020-21)

**B.A.-I (Gen., Voc. & Hons.), B.Com-I, B.Sc.-I (Med.) B.Sc.-I ( H.Sc. ), BCA-I, BTM-I and M.Sc.-I(Integrated Courses)**

	OPEN	Haryana General	Scheduled Caste	SC/ DSC	Deprived Scheduled Caste	Backward Class-A	BC-A/B	Backward Class-B	Eco. Weaker Section	DA/ ESM / FF	Total
B.A.1 General	42	106+1**	23+1**		24	38		25+1**	12	7	280
B.A.1 (Voc)	5	11	2	+1*	2	4		3	1	1	30
B.A.1 Eng (Hons)	6	15	3	+1*	3	5		4	2	1	40
B.A.1 (Hons)	3	7	1	+1*	1	3		2	1	1	20
B.T.M.-1	7	17	4		4	6		4	2	1	45
B.Com. 1	18	45+1**	10		10	15+1**	+1*	11	5	3	120
B.Sc.-1 Home Science	6	15	3	+1*	3	5		4	2	1	40
BCA-1	6	15	3	+1*	3	5		4	2	1	40
M.Sc. I (Five Year) Integrated	3	7	1	+1*	1	3		2	1	1	20
B.Sc.1 Chemistry Botany Zoology	9	22+1**	5		5	8		6	2	2	60
B.Sc.1 Bio-Chem. Botany Zoology	6	15	3	+1*	3	5		4	2	1	40
B.Sc.1 Bio-Tech Botany Zoology	3	7	1	+1*	1	3		2	1	1	20

\* One seat will go to the candidates having higher merit in the two categories. This rule of following the higher merit in Scheduled Caste & Deprived Scheduled Caste Category will be applicable for this year only. In the coming sessions, one seat will be allotted alternatively between Scheduled Caste and Deprived Scheduled Caste Category.

\*\* Horizontal reservation goes to Ex-service man/Freedom Fighter & their dependents in their respective categories.

## V. INFORMATION REGARDING COURSES OFFERED

### HUMANITIES

#### (A) B.A. PART-I (GENERAL)

##### Compulsory Subjects:

1. English
2. Hindi

**Note:** 1. Change of subject at a later stage is not a right of the student.

2. A candidate coming from a non-Hindi area or a candidate covered under clause 10 (iii) of the Ordinance – General Rules for Examination, shall be offered the subject of Additional English in lieu of Hindi (Compulsory), which shall carry the same marks as for Hindi.

##### Elective Subjects:

##### Combinations:

(A) . Any one of the following combination of two subjects, can be offered as:

1. Sanskrit, Philosophy
2. Sanskrit, Mathematics
3. Sanskrit, Music
4. Sanskrit, Economics
5. Sanskrit, History
6. Punjabi, Philosophy
7. Punjabi, Mathematics
8. Punjabi, Music
9. Punjabi, Economics
10. Punjabi, History
11. Punjabi, Sociology
12. Mathematics, Sanskrit
13. Mathematics, Punjabi
14. Mathematics, Economics
15. Mathematics, Geography
16. Mathematics, Psychology
17. Economics, Sanskrit
18. Economics, Music
19. Economics, Punjabi
20. Economics, Mathematics
21. Economics, Psychology
22. Economics, Political science



23. Economics, Public Administration
24. Economics, Physical Education
25. Economics, Geography
26. Physical Education, Economics
27. Physical Education, Philosophy
28. Physical Education, History
29. Physical Education, Political science
30. Physical Education, Psychology
31. Psychology, Mathematics
32. Psychology, Economics
33. Psychology, Physical Education
34. Psychology, Political Science
35. Psychology, Public Administration
36. Psychology, Geography
37. Psychology, Music
38. Psychology, Sociology
39. Geography, Sociology
40. Geography, Mathematics
41. Geography, History
42. Geography, Public Administration
43. Geography, Political Science
44. Geography, Psychology
45. Geography, Economics
46. Political Science, Economics
47. Political Science, Physical Education
48. Political Science, Psychology
49. Political Science, Geography
50. Political Science, Music
51. Political Science, History
52. Political Science, Philosophy
53. Political Science, Sociology
54. Philosophy, Sanskrit
55. Philosophy, Punjabi
56. Philosophy, Physical Education
57. Philosophy, History
58. Philosophy, Public Administration
59. Philosophy, Music
60. Philosophy, Political Science
61. History, Sanskrit
62. History, Punjabi
63. History, Physical Education
64. History, Geography
65. History, Political Science
66. History, Philosophy
67. History, Music
68. History, Public Administration

69. History, Sociology
70. Music, Sanskrit
71. Music, Punjabi
72. Music, Economics
73. Music, Psychology
74. Music, Political science
75. Music, Philosophy
76. Music, History
77. Public Administration, Economics
78. Public Administration, Psychology
79. Public Administration, Geography
80. Public Administration, Philosophy
81. Public Administration, History
82. Sociology, Political Science
83. Sociology, Psychology
84. Sociology, Geography
85. Sociology, History
86. Sociology, Punjabi

**(B) Vocational Course**

1. Tourism, History
2. Tourism, Economics
3. Tourism, Psychology
4. Tourism, Geography

**(B) B. A. PART–I with Vocational Course (Tourism & Travel Management)**

Students can also opt for Tourism and Travel Management, as Vocational subject. However, this subject is allowed only with History/ Economics / Psychology /Geography in addition to compulsory subjects, that is, English and Hindi.

**Additional English:**

**For Non-Hindi Speaking / Foreign Students:**

Non–Hindi Speaking / Foreign Students can opt for additional English in lieu of compulsory Hindi. Additional English shall carry the same marks as in case of Hindi compulsory.

**Compulsory Subjects for all the students**

**(a). Environmental Studies**

As per the instructions of the State Government, the subject of ‘Environmental Studies` has been introduced as a compulsory subject in T.D.C.-I ( BA / B. Com./ B. Sc./ BCA/BTM etc.). It is compulsory for all the students to qualify this paper. The duration of the course will be six months and total marks will be 100 as given below:

Theory	:	75 Marks
Practical	:	25 Marks

The students will be required to pass with 40% marks. These marks will not be added in the aggregate marks for the purpose of determining the Percentage of marks / division of the candidate.

However, these marks shall be shown in a separate column of the DMC. The examination will be conducted by the Institute at its own level.

**( b). Basic Computer Education**

The subject of Computer Education has been introduced at TDC-I level for those students who do not have computer paper in their syllabus. It is compulsory for all the students to qualify this paper. The scheme of the examination is as under:

Theory	:	100 Marks
Practical	:	100 Marks

## VI. ELIGIBILITY CONDITIONS

### **B. A. (General / Vocational) PART-I**

- 10+2 Examination with at least 33% pass marks in aggregate and with English as one of the subjects.
- The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Arts (B.A) Examination running under semester system and annual system.

### **B. Com. PART-I (GENERAL)**

- (i) 40% marks with English as one of the subjects for those who have passed 10+2 in Commerce group or 50% marks with English in Non-commerce group (Humanities and Science).
- (ii) B.Com.-I examination under the old 10+1+3 Scheme of Kurukshetra University.

OR

Any other examination recognized as equivalent to (i) or (ii) above with English as one of the subjects and with the prescribed percentage of marks

- The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Commerce (B.Com.) examination running under semester system and annual system.

### **Five year Integrated Courses**

A candidate shall be eligible to join First Semester of the relevant 5 year Integrated course, mentioned below, if he/she has passed one of the following examinations with English as one of the subjects and has also obtained 50% marks in aggregate:

#### **(A) . M.Sc. Engineering Physics**

10 +2 with Physics, Chemistry, Mathematics and English, and 50% marks in aggregate

#### **(B). M.Sc. Bio-technology**

10 +2 with Science (Medical / Non- Medical ) with English as one of the subject, and 50% marks in aggregate.

**(C). M.Sc. (Honours) Economics**

Senior Secondary Certificate Examination (10+2 Standard) with Mathematics as one of the subject from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto.

**B. Sc. (General) PART-I (NON-MEDICAL STREAMS)**

10+2 in Science group with 40% marks in aggregate along with English and Mathematics.

**B. Sc. (General) PART-I (MEDICAL STREAMS)**

10+2 in Science group with 40% marks in aggregate along with English, Biology, Physics and Chemistry  
OR

10+2 in Science group with 40% marks in aggregate along with English, Mathematics, Physics, Chemistry and Biology as additional subject.

**B.Sc. (General) PART- I (HOME SCIENCE)**

A woman candidate who has passed one of the following examinations with at least 40% marks in aggregate and with English as one of the subjects will be eligible to join the B.Sc.-I in Home Science Course:

- (a). Senior Secondary Certificate Examination i.e. 10+2 standard of Board of School Education, Haryana.  
OR
- (b). B.Sc. in Home Science Part-I examination under old scheme of Kurukshetra University.  
OR
- (c). Any other examination recognized as equivalent to (a).or (b) above, with English as one of the subjects and with at least 40% marks in the aggregate.

**BACHELOR OF COMPUTER APPLICATIONS (B.C.A.) PART-I**

10+2 examination with 50% marks in aggregate.

**BACHELOR OF TOURISM MANAGEMENT (BTM) PART-I**

10+2 examination in any discipline with English as one of the subjects.

**B.A. – I (Honors) English, Economics, Music, Philosophy, Sanskrit**

Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education Haryana or an equivalent examination with at least five subjects with English as one of the subjects and has also obtained 50% marks in the aggregate or 50% marks in the subject offered for the Honors course.

*Students who have done their 10+2 in any stream (Arts, Science, Commerce) can seek admission in English Honors.*

*The subjects that can be taken along with English Honors are Mathematics, Psychology, Economics, History and Public Administration.*

**Important Note:** *A candidate having compartment in more than one subject in his / her qualifying examination will not be eligible for admission in any course.*

## VII. RESERVATION OF SEATS AND GUIDELINES FOR RESERVATION

### DISTRIBUTION OF SEATS

(A) The seats shall be distributed as under :

Sr.	Category	Percentage
1.	All India Open Category including Haryana	15% of the Sanctioned Intake
2.	Bonafide Residents of Haryana (State Quota)	85% of the Sanctioned Intake (State Quota is equally divided into Haryana Open General Category and Reserved Categories of Haryana)
	(i) <u>Haryana Open General Category</u>	*50% of State Quota (i.e. 42.5% of total intake)
	a. Economically Weaker Sections of Haryana (who are not covered under the existing scheme of reservation for the Scheduled Castes, Backward Class (Block-A & B) other than category (ii) a & b below.)	*10% of seats reserved for EWS out of Haryana Open General Category seats.
	(ii) <u>Reserved Categories of Haryana</u>	50% (of State Quota i.e. 42.5% of total intake)
	a. Schedule Castes of Haryana	20% of State Quota (i.e. 17% of total intake)
	(i) Scheduled Castes	10% of State Quota (i.e. 8.5% of total intake)
	(ii) Deprived Schedule Castes	10% of State Quota (i.e. 8.5% of total)
	b. Backward Classes of Haryana (except Socially Advanced Persons/Sections (Creamy Layer)	27% of State Quota (i.e. 22.95% of total intake)
	i. BC (Block-A)	16% of State Quota (i.e. 13.6% of Total Intake)
	ii. BC (Block-B)	11% of State Quota (i.e. 9.35% of Total Intake)
	(iii) <u>Differently Abled</u>	03% of State Quota (i.e. 2.55% of Total Intake) If the seats reserved for differently abled persons remain vacant due to non-availability of suitable differently abled candidates, it may be offered to Ex-servicemen and their wards (1%) and dependents of Freedom Fighters (1%).
	(iv) Further 3% horizontal reservation is also provided to Ex-servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of General category, 1% out of Scheduled Castes and 1% from Backward Classes category for admissions 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 the Academic Year 2019, the next Block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2021 and so on. The concerned Chairperson/Director of the Department/Institute shall maintain a roster register for horizontal reservation of Ex-servicemen/Freedom Fighter & their dependents and carry forward all fractions till one seat is accumulated through different fractions over the year. As and when the total comes to one, a seat will be provided to the concerned category.	

- Note :
- The reservation of seats as per reservation policy of Haryana Government and is subject to any change/amendment by the State Government from time to time.
  - Where a seat set aside for candidate from Deprived Scheduled Castes for admission in Government Educational Institutions is not filled up in academic year due to non-availability of candidate of Deprived Scheduled Castes possessing the requisite qualifications, the same shall be made available to candidate of Scheduled Castes. Reserved seats will not be carried forward to next year.
  - Remaining instructions for reservation shall remain the same as already notified by the State Government from time to time.

**(B) Guidelines for Reservation:**

1. **If the reserved seat(s) of BC Block 'A' remain vacant these will be filled up from BC Block 'B' and vice versa.**
2. **The seats remaining vacant under various reserved categories other than SC category will be converted into General Category only if up to the date of display of final list or day of final counseling (whichever applicable), no eligible candidate belonging to the respective reserved categories is available for admission.**
3. **Candidates claiming reservation under Scheduled Caste will submit the certificate as per Annexure (Scheduled Caste Certificate), Backward Class (Block 'A' & 'B') will submit the certificate on the prescribed Proforma as per Annexure (Backward Class Certificate 'A' or 'B') given in the Prospectus and Income Certificate from the Competent Authority. Vide Notification No. 1282-SW(1) dated 28.08.2018 the Government of Haryana Welfare of Scheduled Castes and Backward Classes Department has intimated that 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-riden.**  
Income certificate mentioning gross annual income issued after 31.03.2019 (i.e. w.e.f. 01.04.2019) shall only be considered for availing any benefit under BC (A) and BC(B) category.  
Instructions for gross annual income of BC (A) and BC(B) category issued vide Haryana Government, Welfare of Schedule Castes and Backward Classes Department Notification No. 1282-SW(1) dated 28.08.2018 be followed and Haryana Government Notification No. 808-SW(1) dated 17.08.2016 be set aside as the Hon'ble Punjab & Haryana High Court, Chandigarh vide its judgment dated 07.08.2018 rendered in CWP 15731 of 2018, titled as Nisha vs. State of Haryana and ors. while deciding bunch of CWPs including CWP No. 18234, Anupama & Anuradha Vs. State of Haryana and Others (relating to admission under BC category in LL.B. 3-Yr. course of the KUK session 2018-19) while allowing the said CWPs the Hon'ble High Court has set aside the Haryana Govt. Notification dated 17.08.2016 and has further directed that the counseling shall be held afresh on the basis of the earlier existing criteria limiting the preference to those BCs with an income upto Rs.6 lakhs with no further sub-classification.
4. **Only the candidates having permanent disability of not less than 40% (being otherwise fit for admission to the course) will be considered for admission as Differently abled. Disability certificate must be issued by the Chief Medical Officer of the concerned District. However, the certificate shall be subject to verification by a Medical Board of the University constituted for the purpose and the decision of the Board shall be final. Differently abled candidates belonging to Haryana are required to submit the certificate as per Annexure (Medical certificate for Differently Abled) given in the Prospectus.**
5. **Children and Grand-Children of Freedom Fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner of the concerned District as per Annexure (Certificate to be furnished by Children/grand Children of Freedom Fighter) given in the Prospectus.**
6. **Certificate from Ex-Servicemen and their wards for Deceased or Disabled or Discharged Military/Paramilitary Personnel, Ex-Servicemen or Ex-Personnel of Para-Military Forces as per Annexure given in the Prospectus.**
7. **Certificate from Ex-Employees and their wards for the Ex-employees of Indian Defence Services/Paramilitary Forces as per Annexure I given in the Prospectus.**
8. **For horizontal reservation, ESM/DFF candidates of General, SC and BC category will also have to furnish ESM/DFF certificate.**
9. **As per instructions of the Government of Haryana, General Administration Department, General Services-III Branch, Chandigarh containing in letter No. 22/10/2013-1GSIII dated 10.08.2017 for giving following priorities for reservations or preferences to the wards of Armed Forces personnel for admission in medical/professional/non-professional courses running in the University Teaching Departments/Institutes/Affiliated/Maintained Colleges/ Institutes :**

- (a) Priority-I : Widows/Wards of Defence personnel killed in action.
- (b) Priority-II : Wards of disabled in action and boarded out from service.
- (c) Priority-III : Widows / Wards of Defence personnel who died while in service with death attributable to military service.
- (d) Priority-IV : Wards of disabled in service and boarded out with disability attributable to military service.
- (e) Priority-V : Wards of Ex-servicemen who are in receipt of Gallantry Awards:
  - (i) Param Vir Chakra
  - (ii) Ashok Chakra
  - (iii) SarvottamYudh Seva Medal
  - (iv) MahaVir Chakra
  - (v) Kirti Chakra
  - (vi) UttamYudhSeva Medal
  - (vii) Vir Chakra
  - (viii) Shaurya Chakra
  - (ix) YudhSeva Medal
  - (x) Sena, Nau Sena, Vayu Sena Medal
  - (xi) Mention - in-Despatches
- (f) Priority-VI : Wards of Ex-servicemen.

**The Admission Committee vide its Res. No. 6 dated 14.05.2018 has resolved the above instructions of the State Govt. be implemented in all the courses being run in the University Teaching Departments/Institutes and affiliated/ maintained Colleges.**

10. **In pursuance of the decision of Hon'ble Punjab & Haryana High Court, Chandigarh dated 11.04.2013 in the LPA 98/2013 (O&M) CWP No.20359 of 2012, Sh. Ishwar Singh Vs KUK & Others, preference shall be given to ESM first before giving admission to wards against ESM reserved seats.**
11. **Under differently abled category, at least one candidate will be admitted, even if the share is less than 0.5 seat.**
12. **If a candidate of Haryana General, SC, BC and EWSs also apply for Differently Abled/ESM/ DFF category will be considered first for Haryana General, SC, BC and EWSs category.**
13. **\* All the eligible candidates, whether from Haryana or from reserved categories can also compete for seats allocated under All India Category.**
14. **\*All the eligible candidates of reserved categories shall be considered first for Haryana General category seats.**  
**\*(Note: Allotment of seats under Clause 13 &14 above shall be strictly as per Director General Higher Education, Haryana Letter No.12/1-2017AD(3) Dated 04.06.2018 and Principal Secretary to Govt. Haryana Welfare of Scheduled Castes and Backward Classes, Department, Chandigarh letter No.EC/2018/20179-389 dated 26.04.2018 as per Annexure given in the Prospectus.**
15. **Candidates who have passed their qualifying examination from a university in the State of Haryana will be deemed to be Haryana residents and will not be required to submit certificates of bonafide residents of Haryana.**
16. **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 given in the Prospectus.**

**(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.

## **Additional/Supernumerary Seats :**

@ Additional/supernumerary seats i.e. 26 (outstanding sports persons-22 (Arts-10,Science-5,Commerce-5,Integrated Courses-2) NCC-01, NSS-01, Kashmiri Migrants – 01 ,Kashmiri Non Migrants-01.

Note:

**1. In addition to the sanctioned seats, additional seats for the following categories will be as under:**

**(A) Two additional seats in P.G. courses including Law (3 Yr.) & Integrated courses** and 10 seats in Arts, 05 seats in Science and 05 Seats in Commerce in TDC Part-I over and above the sanctioned seats for the outstanding sports persons (except the courses in which admissions are being made by the Haryana State Counseling Board/A.I.E.E.E.) w.e.f. the session 2018-19 as per the following criteria :

**(i) NORMS, GUIDELINES & CRITERIA TO DECIDE THE MERIT FOR OUTSTANDING SPORTS PERSON FOR 2 ADDITIONAL SEATS IN P.G. COURSES INCLUDING LAW (3 YR.) & INTEGRATED COURSES**

**Norms For Outstanding Sports Person** : Outstanding Sports Person means a person who has atleast represented the University or State in the Inter University or Senior National Level Championship or above. This include (Senior National, Federation Cup, National League, Inter Zonal National, National Games/National University Games during the course of his/her Graduate/Post Graduate studies).

**Guidelines for Sports Seats**

Sports Certificate for admission will only be considered, if the candidate produce the Gradation Certificate from the respective Govt. in respect of the game/sports for which the candidate claim outstanding sports person seat.

In case any state does not issue the Gradation Certificate, the following criteria will be adopted :

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



- e) Achievement during the course of Graduate and Post-Graduate studies will be considered for admission in Post-Graduate courses including Law (3 Year).
- f) No sports achievement lower than the above will be considered for admission for outstanding sports person category, even if the seats remain vacant.

**Criteria to decide the Merit**

- a) In case of tie in the sports achievement level then the maximum number of achievements at the same level of the minimum eligibility under sports criteria will be taken into account for deciding the merit.
- b) If still there is tie, then the marks obtained in the Qualifying Exam. will be considered for deciding the merit.
- c) If still there is tie, then the age will be considered for the merit (Higher in the age will be considered for the merit).

No weightage will be given for participating/winning positions in the sports and games organised by Nehru Yuva Kendra, CBSE Nationals /Vidya Bharti Nationals /Rural Tournaments /Panchayat Tournaments /Novaodya Nationals and invitation non-recognised tournaments/sports festivals.

**(ii) NORMS, GUIDELINES & CRITERIA TO DECIDE THE MERIT FOR 10 SEATS IN ARTS, 05 SEATS IN SCIENCE AND 05 SEATS IN COMMERCE FOR OUTSTANDING SPORTS PERSONS IN T.D.C. PART-I & TWO (02) SEATS IN INTEGRATED COURSES**

**Norms For Outstanding Sports Person** : Outstanding sports person means a person who has atleast participated in School Nationals/Junior National/Youth National/National School Games in [under 19/17 (nineteen/ seventeen) year Age Group] or above in the preceding three years.

**Guidelines for Sports Seats**

Sports Certificate for admission will only be considered, if the candidate produces the Gradation Certificate from the respective Govt. in respect of the game/sports for which the candidate claim outstanding sports person seat.

In case any state does not issue the Gradation Certificate, the following criteria will be adopted :

- a) In case of International/ National participation or Position Holder, a certificate of authenticity will be required from concerned National Federation/State Association.
- b) In case of Inter University Participation or Inter University Position Holder other than Kurukshetra University, a certificate of authenticity from the Director Sports/Head of Sports of the concern University will be required.
- c) The game/event must be in the scheduled list of Association of Indian University Sports Calendar.
- d) The tournament must be organised by recognised Federation / Association duly affiliated with State Olympic Association/ Indian Olympic Association and Ministry of Youth Affairs & Sports.
- e) Achievements of the proceeding three years will be considered for Under-Graduate courses.
- f) No sports achievement lower than the above will be considered for admission for outstanding sports person category, even if the seats remain vacant.

**Criteria to decide the Merit**

- a) In case of tie in the Sports achievement level then the maximum number of achievements at the same level of the minimum eligibility under sports criteria will be taken into account for deciding the merit.
- b) If still there is tie, then the marks obtained in the Qualifying Exam. will be considered for deciding the merit.
- c) If still there is tie, then the age will be considered for the merit (higher in the age will be considered for the merit).

No weightage will be given for participating/winning positions in the sports and games organised by Nehru Yuva Kendra/CBSE National, Vidya Bharti Nationals/Rural Tournaments/Panchayat Tournaments /Novaodya Nationals and invitation non-recognised tournaments /sports festivals.

- (B) One additional seat in all courses will be for NCC cadets who have attended the Republic Day (R.D.) Parade and Camp over and above the sanctioned seats.
- (C) One additional seat in all courses will be for NSS Merit Certificate holders who have attended the Republic Day (R.D.) Parade and Camp over and above the sanctioned seats.

- (D) As per instructions issued by the Director Higher Education, Haryana vide their letter No.18/51-2000 UNP (4) dated 27.01.2020, the concession for the wards of Kashmiri Migrants and Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrants) living in Kashmir Valley for admission in Higher Educational Institutions is over and above the State Reservation Policy and requested to follow the instructions of Govt. of India issued by the Ministry of Human Resource Development, Department of Higher Education vide F. No.3-4/2017-NER dated 15.10.2019 until the instructions are withdrawn or amended.

Vide Admission Committee Res. No. 1(iv) dated 16.06.2020, One additional seat over and above the sanctioned seats in all courses for Kashmiri Migrants and One additional seat over and above the sanctioned seat in all courses for Kashmiri Pandits/ Kashmiri Hindu Families (Non-Migrants living in the Kashmir Valley) in the UTDs./Institutes. These seats will be interchangeable, if the candidate of concerned category is not available. The candidates seeking admission under Kashmiri Migrants and Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrants) living in Kashmir Valley seats should upload attested copies of the following documents along with the Admission Application Form.

- (a) **Kashmiri Migrants**
- (i) Attested copy of migration certificate duly signed by competent authority or Relief Commissioner.
  - (ii) Proof of current residence such as Ration Card, Aadhar Card, Photo Identity Card/Voter Card, issued by the Election Commissioner, Driving License etc.
- (b) **Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrants) living in Kashmir Valley**: Attested copy of Domicile Certificate at the time of submission of Application Form.

**(E) Supernumerary Seats for International Students:**

15% seats in all courses are classified as supernumerary seats for Foreign Students out of which 10% shall be earmarked for foreigners and 5% seats shall be earmarked for wards of Indians working in Gulf and South East Asia. These seats are interchangeable. Foreign students, if admitted, will have to produce No Objection Certificate from the Ministry of External Affairs and/or Ministry of Education, Govt. of India, irrespective of anything contained in any other Handbook Calendar published by this University. Detailed rules for admission to Foreign Students are given under the title “ADMISSION RULES AND PROCEDURE FOR INTERNATIONAL STUDENTS”.

## VIII. INFORMATION REGARDING ADMISSION PROCEDURE

### A. SELECTION PROCEDURE

**Admission Criteria:**

**Admissions to all the courses/streams will be made on the basis of merit of qualifying examination. No other weightage will be given.**

While preparing the Merit List for admission, the following rules shall be followed to determine the inter-se merit:

- (i) Firstly, based on the Total Percentage of Marks obtained in the qualifying examination, the candidate having higher percentage of marks to be ranked higher.
- (ii) The tie breaking criteria for admission to various courses for the session 2020-21.
  - (a) Marks of qualifying examination, if tie still persists, then
  - (b) Marks of 10+2/12<sup>th</sup> (where applicable), if tie still persists, then
  - (c) Marks of matriculation examination, if tie still persists, then
  - (d) Senior in age
- (iii) On the basis of the merit of the candidate, the seat allotment process will be carried out and Merit List of various courses as per the schedule shall be displayed on the portal.

- (iv) If a candidate applies in more than one course, his/her name may appear in the Merit lists of more than one courses. The candidate is advised to choose only one course to remit the admission fee because a candidate will not be given the admission in more than one course. If a candidate has been offered the seat in a Merit List of a course and he/she does not remit the admission fee for that course, his/her name shall not be considered for subsequent list of that course. However, he/she will only be considered for final list of that course.
- (v) If a candidate is offered the seat in the subsequent list in any other course and he/she fills the fee in that course, it would automatically result in the forfeiture of the seat accepted by the candidate in the earlier list.
- (vi) Three online Merit Lists (i.e. First, Second, and Third) shall be displayed and admission will be made as per above procedure specified. If seats remain vacant in any course, the Final List and Waiting List shall be prepared as per the procedure given below:

**Final List:**

- (a) The candidates who have applied for the course and not shortlisted in Merit Lists, shall have to apply for the Final List but he/she will not have to pay the fee for Final List.
- (b) The candidates who have been shortlisted in Merit List (First, Second or Third merit list) but have not remitted the admission fee shall have to apply for final list and pay Rs. 300/- on the portal as a fee for final list.
- (c) The candidates competing for additional / supernumerary seats in the category of Sports/ NCC/NSS Kashmiri Migrants / Non- Migrants should apply separately with all the relevant documents claiming the additional/supernumerary seats. This is applicable to only those candidates who have already applied by the due date i.e. last date of submission of application form. They are not required to pay the prescribed fee for the final list.
- (d) A fresh candidate may also apply for final list, but they shall have to pay Application Processing Fee and fee for final list but the first priority shall be given to the candidates who have applied by due date. Fresh application will only be invited in case already timely submitted applications are exhausted for a particular course/stream.
- (e) Benefit of reservation will be given to all the reserved categories up to Final List according to the reservation policy given in the Prospectus. In case at the time of display of Final List the reserved seats of various categories other than S.C. category, remain vacant and no eligible candidates of the reserved categories are available, these vacant seats will be filled up on open merit basis at the time of Final List. The category wise Final List will be prepared and displayed on the Portal. After display of Final List, if any seat(s) remain vacant or fall vacant due to drop out by the admitted students, the vacated seat(s) first be filled up from the candidates of respective category on merit basis. If no corresponding reserved category candidate is available, then it will be filled up on open merit basis by the Principal from the waiting list drawn from the pool of the candidates who have applied for final list.

**Note:**

- (a) Admissions shall be made on the basis of information furnished by the candidate and documents uploaded. Due to the Covid-19 pandemic, original documents shall not be checked as candidates are not asked to visit the campus. If at any point of time, any candidate is found to have supplied false information, certificates, documents etc. or is found to have withheld or concealed some information in his/her Application Form, he/she shall be liable to be debarred from admission to the course. If a candidate is admitted on the basis of the information submitted by him/her, which is found to be incorrect or false at a later stage, his/her admission will be canceled and all fees and other dues paid by him/her shall be forfeited. The University/Institute may also take further action, as deemed fit, against the candidate and his/her guardian.
- (b) In case, in any examination CGPA is given, then candidate will have to provide the conversion formula to compute % marks from CGPA (Document supporting the conversion formula from the concerned university/board should be uploaded). In absence of conversion formula, by default, the CGPA shall be multiplied by 9.5. In case CGPA as well as marks obtained, both are provided then CGPA shall be considered to compute percentage marks.

**A. PROCEDURE TO APPLY**

- (1) Download Prospectus. Read it carefully to ensure your eligibility and acquaint with the requirements for submission of Online Application Form, no separate information will be sent to any candidate in this regard. Prospectus can be downloaded from the website of Institute of Integrated & Honors Studies Kurukshetra University, Kurukshetra: [www.iihskuk.in](http://www.iihskuk.in).
- (2) Candidates have to apply for Admissions 2020 **ONLINE only** by accessing the website. Application forms other than online mode will not be accepted in any case.
- (3) Candidates are advised to upload all the relevant documents and testimonials along with their application form for ascertaining their Date of Birth, Eligibility, Category as well as for calculating the Merit for Admission Purpose.
  - (a) Go to **Sign up** and register using a valid mobile number.
  - (b) Use **LOGIN** to apply online.
  - (c) Latest Photograph (passport size) must be uploaded in image format.
  - (d) Scanned copies of certificates (10<sup>th</sup> DMC, 10+2 DMC or DMC of equivalent examination, Caste certificate, Income proof for BC category and others like DA/FF/ESM/Sports/EWS etc) should be ready in softcopy in image format for uploading. {keep image size less than 500 KB}
  - (e) Separate forms should be filled for each stream/course.

- (f) In case of Medical and Non medical, if more than one preference is used as subject combinations, then additional fees of Rupees 100/- for General and Rs 25/- for Reserved category must be added for each combination in Prospectus Fee.
- (h) In B.A. and B.A. vocational, if student applies for both combinations, then additional fee of Rupees 100/- for General and Rs 25/- for Reserved category must be added.
- (i) After successful completion of filling in Admission Form, Pay the required fee through available **Online Link** and then Fill Receipt entry (Bank Receipt).
- (j) Form will be submitted successfully only after Fees submission.
- (k) Different **Sign up** is required to fill separate form.
- (l) Image of scanned Bonafide Resident Certificate as per Appendix, if applicable. Candidates who have passed their qualifying examination from a University in the State of Haryana will be deemed to be Haryana residents and will not be required to submit a certificate of bonafide resident of Haryana as per guidelines of Appendix.
- (n) Image of scanned Employer's Certificate in case of employee, if applicable.
- (o) Image of Migration Certificate and proof of current residence of Kashmiri Migrants.
- (p) Image of Domicile Certificate of Kashmiri Pandit/Kashmiri Hindu Families (Non-Migrants) living in Kashmir Valley
- (q) Character Certificate as per following details:
- (1) **Private Candidates:** Candidates who have passed the qualifying examination as private candidates should submit their character certificate duly signed by a First Class Magistrate.
  - (2) **Candidates who have recently qualified:** Candidates who have passed/appeared in the qualifying examination in 2020 session must submit Character Certificate from the Head of the Institution last attended as per specimen given in Annexure.
- (r) **Candidates with Gaps in study:**
- (a). Male candidates who have gaps in their academic career after the qualifying examination, must furnish a **certificate of gap** and **character for the gap period** duly attested by Notary Public.
  - (b). Male candidates who are/were **in service** during the gap period, must furnish a **certificate of employment** from the employer and should also furnish separately a **character certificate of the gap period** duly attested by Notary Public.
  - (c). Female candidates who have gaps in their academic career after the qualifying examination, must furnish character certificate from the last institution attended.
  - (d). Scanned copy of Aadhar card.

*Admissions shall be made on the basis of information furnished by the candidate and documents uploaded. Due to the Covid-19 pandemic, original documents shall not be checked as candidates are not asked to visit the campus. If at any point of time, any candidate is found to have supplied false information, certificates, documents etc. or is found to have withheld or concealed some information in his/her Application Form, he/she shall be liable to be debarred from admission to the course. If a candidate is admitted on the basis of the information submitted by him/her, which is found to be incorrect or false at a later stage, his/her admission will be canceled and all fees and other dues paid by him/her shall be forfeited. The University/Institute may also take further action, as deemed fit, against the candidate and his/her guardian.*

**Note:**

- (i) The candidates must ensure that they have obtained the relevant certificate(s) from the appropriate competent authority approved and notified by Govt. of Haryana.
- (ii) It is the sole responsibility of the candidate to upload all necessary documents/ certificates/ testimonials/fees with the application form. Discrepancy, if any, shall not be communicated to the candidates by the institute.
- (iii) **Application forms uploaded without required documents will be considered incomplete. The same will be identified and rejected for admission by the Admission Committee of the Institute.**
- (iv) **Upload the correct Photograph as the facility for correction in images will not be given.**
- (v) Visit the official website and follow the given above procedure:

**Schedule to apply for Final List**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Dates</b>
1.	Submission of online Application Form for participating in the Final List for all the streams / Courses will commence from	07.09.2020
2.	Last date for submission of online Application Form for the above courses	12.09.2020
3.	Final list will be displayed for all the courses/ streams	15.09.2020

## IX. IMPORTANT INSTRUCTIONS

- (1) No course will be started if the strength of admitted students is less than ten, and no option will be started if the strength is less than five. The Institution shall notify the options in each course with number of seats well before the admission and the options will be allotted on merit basis.
- (2) Candidates having compartment in more than one subject in his/her qualifying examination will not be eligible for admission in any course.
- (3) Any legal dispute relating to admission of students will be subject to Courts at Kurukshetra or Courts having jurisdiction in Kurukshetra.
- (4) The Kurukshetra University can make use of the data generated, for the purpose of research and analysis.
- (5) KUK does not take any responsibility for the candidates not being able to submit their Application Forms by the last date and time on account of any reason beyond the control of the KUK. Candidates can check their fee status after login to their account and can download/print the receipt.
- (6) No student can pursue two degree courses simultaneously in regular mode from Kurukshetra University, Kurukshetra or from other university. The information regarding regular courses perused shall be disclosed by the candidate at the time of admission. Kurukshetra University, Kurukshetra reserves the rights of cancelling the degree of student, in case, any such case (s) discovered.
- (7) **The Chairpersons/Directors of the University Teaching Departments/Institutes to ensure that ineligible candidate(s) is/are not allowed admission in the Dept./Institute and for this every precaution must be taken. Responsibility for any wrong/irregular admission or admission allowed on the basis of fake certificate, in contravention of the Ordinance, if any, will rest entirely with the Chairperson/Director of the University Teaching Departments/Institutes concerned, admission of such students may be treated as cancelled ab-initio. In case any student files civil suit in any Judicial Court against the orders declaring him/her ineligible, the said civil suit is required to be defended by the Department/Institutes concerned.**
- (8) Due to paucity of hostel accommodation, the University may not make available accommodation to the students to be admitted in Certificate, Diploma, Advance Diploma and P.G. Diploma courses in the University Teaching Departments/Institutes w.e.f. the session 2020-21. They will be required to make their own boarding and lodging arrangements outside the Campus.
- (9) Every student must follow University rules and regulations in maintaining discipline on the Campus. If a student is found involved in any act/s of indiscipline, unlawfulness or misbehavior and is punished as per University rules, all dues paid by him/her shall be forfeited and no refund will be allowed.

- (10) Due to paucity of hostel accommodation, the University may not be in a position to accommodate all the aspirants in the hostels.
- (11) **Nothing contained in this Prospectus should be construed to convey sanction or be cited as an authority for which University Regulations in Calendars Vol. I, II and the relevant rules in Calendar Vol. III alone are applicable.**
- (12) If the concerned authorities are not satisfied with the character/past behaviour/antecedents of a candidate, they may refuse to admit him/her to any course of study in the University/College in order to ensure academic standards, discipline and peaceful atmosphere in the university. The Vice-Chancellor may cancel the admission of any student for a specified period. (If the Hostel authorities are not satisfied with the character/past behaviour /antecedents of a student, Hostel accommodation may be refused to him/her in order to ensure discipline and peaceful atmosphere of the Hostels.)
- (13) **State-wise List of Fake Universities and Examinations of Board not recognized for the purpose of higher studies : List of Fake Universities declared by UGC and Examinations of Board not recognized for the purpose of higher studies by the Board of School Education, Haryana, Bhiwani is available on their websites. Before finalizing the admissions the updated list of recognized examinations of the UGC and the Board of School Education, Haryana, Bhiwani is required to be consulted [www.ugc.ac.in/page/Fake-Universities.aspx](http://www.ugc.ac.in/page/Fake-Universities.aspx) and [www.bseh.org.in](http://www.bseh.org.in) by the Chairpersons/Directors of the concerned Departments/Institutes. The candidate will not physically present in the Departments/Institutes and Registration Branch to check his/her eligibility for admission.**
- (14) As per instructions issued by the Principal Secretary, Govt. of Haryana, Higher Education Department, Chandigarh letter No.18/172-2016 UNP (4) dated 30.06.2017, the Committee in its meeting held on 02.08.2017 has resolved that maternity leave up to 45 days will be granted to such women students who are studying in the University Teaching Departments/Institutes and affiliated/maintained Colleges in all the courses except M.P.Ed., B.P.Ed. D.P.Ed. and C.P.Ed. to complete their education without any gap/hindrance.  
The maternity leave to women students will be granted by the competent authority with the condition that if the women students avail the maternity leave up to 45 days on recommendation of Govt. Hospital Authorities as applicable as per prescribed rules in the case of Govt. Women Employees, then the women students will have to attend the extra classes as per the requirement of attendance of the specified course/professional/research program.

#### **INSTRUCTIONS AFTER ADMISSION**

1. Each admitted student shall have to furnish Self Declaration by him/her and his/her Parent/Guardian as per specimen Annexures given in the Prospectus that he/she will never be found guilty of ragging and shall not indulge in any act of ragging at the time of opening of Campus and mark their attendance physically in the class room. At the time of admission every candidate shall be required to give an undertaking of good conduct & behaviour and not to indulge in ragging. If a candidate after his/her admission is found indulging in any kind of ragging, his/her admission is liable to be cancelled.



2. No migration or transfer will be allowed from a College to the University Department and vice-versa.
3. Candidates after taking admission in any course on the Campus other than an Evening Course can also take admission in Evening Certificate/Diploma courses.
4. For information regarding Syllabus of the course, Library services, admission to Hostels, fee concession, scholarships etc. the candidates are advised to contact the Chairperson / Director / Principal of the Department/ Institute concerned.
5. If a student fails to attend his/her classes continuously for seven days from the date of commencement of the classes or from the date of admission, his/her admission shall be cancelled.
6. If a student remains absent from the class for 14 days or more in a month his/her name will be struck off from the rolls and his/her parents will also be informed.
7. An official E-mail ID will be allotted and communicated to every regular student by the concerned Department/Institute for sending official communication(s) to him/her.

## X. ADMISSION RULES & PROCEDURE FOR INTERNATIONAL STUDENTS

### 1. Introduction

These rules define the procedure for the admission of international students to various courses of Kurukshetra University, Kurukshetra. These rules are based on General Guidelines issued by the University Grants Commission (UGC), Association of Indian Universities and Statutory/Regulatory directives issued from time to time.

### 2. The Office

The Office of Advisor, International Student shall provide necessary guidance for admission of foreign students to the various courses run in the University. All correspondence related to international students should be addressed to the Office of the Advisor, International Students, Kurukshetra University, Kurukshetra – 136119 (Haryana) India.

### 3. International Students

- i) Foreign Student: Students holding passports issued by foreign countries including Persons of Indian Origin (PIO) who have acquired the nationality of foreign countries.
- ii) Persons of Indian Origin (PIO): PIO shall mean the Persons who are citizens of other countries (except Pakistan and Bangladesh) who at any time held an Indian Passport, or who or either of his parents or any of his grandparents was a citizen of India by virtue of the provisions of the Constitution of India or Sec 2 (b) of Citizenship Act, 1955 (Act No. 57 of 1955).
- iii) Non-Resident Indians (NRIs): Only those Non Resident Indian students who have studied and passed the qualifying examinations from schools or colleges in foreign countries will be treated as international students. This will include the students studying in the schools

or colleges situated in the foreign countries even if affiliated to the Boards of Secondary, Higher secondary Education or Universities located in India, but will not include students studying in those schools and colleges (situated in India) and affiliated to the Boards Secondary Higher Secondary examinations from Boards or Universities located in foreign countries as external students and Dependents of NRI studying in India will not merit the status of international Students.

#### 4. Documents required for admission of international students

- i) **VISA:** All the international students shall require a student VISA endorsed to the Kurukshetra University, Kurukshetra for joining the full time courses. Foreign students admitted to Kurukshetra University shall obtain a **STUDENT VISA** in the name of Kurukshetra University on the basis of admission within one Month from the date of admission for the prescribed duration of the course. A copy of this **VISA** is to be submitted in the office of Advisor, international Students, Kurukshetra University Kurukshetra.

Students wishing to join a research programme will require a research VISA endorsed to the Kurukshetra University, Kurukshetra. The visa should be valid for prescribed duration of the course.

VISA is not required for NRI students.

- ii) **Certificate from Association of Indian Universities (AIU):** The course on which eligibility is relied upon must be included in the list of the Association of Indian Universities (AIU). In case the University/Board is not included in the said list, the candidate has to obtain and submit Equivalence Certificate to this effect from the Association of Indian Universities.

**Submission of Equivalence Certificate from AIU is mandatory for foreign nationals.** The AIU address is given below:

The Secretary General

Association of Indian Universities

AIU House, 16, Comrade Indrajit Gupta Marg

New Delhi-110002

Phone No. (91) – 11-23230059; (91) – 11-23232429

Fax No.(91) – 11-23232131

E-mail: [aiu@dell2.vsnl.net.in](mailto:aiu@dell2.vsnl.net.in)

Website: <http://www.aiuweb.org>

- iii) **Prior Security Clearance:** All international students desiring to undertake any research work or join a Ph.D or M. Phil. Programme must obtain prior security clearance from the Ministry of Home Affairs and the approval of Department of Secondary and Higher Education, Ministry of Human Resource Development, Government of India and this must be on the research visa endorsed to the university or institution concerned.
- iv) **Attestation by concerned Embassy/High Commission/Consulate:** All attestation must be done by the concerned Embassy/High Commission/Consulate of the relevant country in India. The document without attestation shall be summarily rejected.

- v) **Attested Transcripts:** Candidate applying from their own country should get their transcripts of certificates attested by the concerned accredited authorized Government Agency and also duly certified by the Indian Embassy or Consulate as the case may be. Attested copies of Senior School Certificate/Bachelor's Degree/Master's Degree or equivalent thereof should be attached.
  - vi) **Character Certificate:** A Character Certificate from the Head of the Institution last attended alongwith its attestation by the concerned Embassy/High Commission/Consulate should be submitted.
  - vii) **Medical Certificate:** All the international students have to undergo the medical examination and get the medical fitness certificate. As per government rules all international students entering India on student visa have to be tested for HIV and will not be given admission if found to be positive.
  - viii) **Registration in Foreign Regional Registration Office (FRRO) :** Within 14 days of arrival in India, the international student has to register his name with the police in the Foreigner Regional Registration Office (FRRO) of the local police. For this the following documents shall be submitted by the admitted students to the Office of the Advisor, International Students :
    - a) Photocopy of the Passport
    - b) Photocopy of the VISA
    - c) Proof of Residence
    - d) Proof of Admission
    - e) Four Passport Size photographs
    - f) HIV Report.
5. **Eligibility Qualifications:** International students should fulfill the minimum eligibility condition prescribed for admission as per the requirements of the course applied for. **HOWEVER**, such candidates shall **NOT** be required to undergo the admission entrance test.
6. **Supernumerary Seats for International Students:**
- i) 15% supernumerary seats shall be available for international students in all the courses run by the University at its campus including the AICTE approved courses.
    - ii) Candidates to the Supernumerary seats shall be required to fulfill the eligibility criteria for the course applied. **HOWEVER**, such candidates shall **NOT** be required to undergo the admission entrance test.
    - iii) Candidates under this category shall be required to fulfill all/any other conditions as may be prescribed and notified by Kurukshetra University, Kurukshetra from time to time.
    - iv) Candidates seeking admission under Supernumerary seats will have to apply on a prescribed form which will be available from the office of the Advisor, International Students, Kurukshetra University, Kurukshetra or this form can be downloaded from University website ([www.kuk.ac.in](http://www.kuk.ac.in)).
    - v) This application form should be submitted to the office of the Advisor, International Students, alongwith the attested/certified copies of all requisite documents mentioned in the form.

vi) In case applications are received in excess against the allotted seats in particular course, inter se merit will be prepared.

**7. Fee Structure for Supernumerary Seats:**

<b>COURSE</b>	<b>DISCIPLINE/STREAM</b>	<b>FEE Per Annum</b>
Under-graduate	Science/Technical/Engineering/Management/Pharmacy/Law/ Tourism/Hotel Management/Journalism & Mass Communication/ Computers	\$US 2000
For other UG Courses	-----	\$US 1000
Post-Graduate	Science/Technical/Engineering/Management/Pharmacy/Law/ Tourism/Hotel Management/Journalism & Mass Communication/ Computers	\$US 2500
For other PG Courses	-----	\$US 2000
M.Phil.	For all Courses	\$US 2000
Ph.D.	For all Courses	\$US 2000

**8. Last date for Receipt of Application Form:** Last date for receipt of Application Form for international students will be decided by the Advisor, International Students later on.

**9. Vacations:** Information regarding vacations is available on the University website: [www.kuk.ac.in](http://www.kuk.ac.in)

**10. Hostel Facilities:** Kurukshetra University endeavours to provide hostel facilities to almost all outstation students. Each hostel is provided with indoor and outdoor facilities for games and sports. Recreation facility like T.V. sets is also provided. The detail of hostel fee can be obtained from the offices of Chief Wardens (Boys & Girls Hostels), Kurukshetra University, Kurukshetra.

**11. Important Telephone Numbers of Kurukshetra University Functionaries:**

1. Vice-Chancellor 01744-238039 (O).
2. Registrar- 01744-238026 (O).
3. Dean, Academic Affairs- 01744-238045 (O).
4. Dean, Students Welfare- 01744-238096 (O).
5. Chief Warden (Boys Hostel)- 01744-238711 (O).
6. Controller of Examinations- 01744-238377 (O).
7. Advisor, International Students : 7082113123.  
E-mail: [aisku@kuk.ac.in](mailto:aisku@kuk.ac.in)

**12. Cancellation of Admission:** The admitted students should note that his admission stands automatically cancelled if:

1. He/She fails to obtain long term Student/Research Visa in the name of the Kurukshetra University, Kurukshetra only from the Indian Embassy in his/her country on the basis of the letter of provisional admission.
2. He/She fails to produce Original Statement of marks/grade point average certificate of the last qualifying examination or equivalent thereof at the time of admission.
3. He/She is found to be medically unfit.
4. He/She fails to fulfill any condition of eligibility for admission to the Course.

## XI. BENEFITS OF FEE FOR CANDIDATES OF HARYANA BELONGING TO SCHEDULED CASTE CATEGORY

There is a Post Matric Scholarship Scheme of GOI for welfare of candidates belonging to the Scheduled Caste Category. As per letter No.3/44-2012 Sch.(2) dated 18.06.2013 of the Director General Higher Education, Haryana, Panchkula, such students whose parents/guardian income is up to Rs.2.50 lac per annum, are eligible for benefits under the said scheme. The benefits include enrollment/registration, tuition, games, union, library, magazine, Medical Examination and such other fees compulsorily payable by the student to the institution or University/Board. Refundable deposit like caution money, security deposit are, however, excluded. For students admitted under this scheme, the application form has to be submitted by the students to the concerned Chairperson/Director of the Department/ Institute.

**Note:** An income declaration shall be furnished by the self-employed parents/guardian. Employed parents are required to obtain income certificates from their employer and for any additional income from other sources, they would furnish declaration by way of an affidavit on non-judicial stamp paper.

1. No fee will be charged by the University from the students belonging to the Scheduled Caste Category, whose parent's Income is upto 2.50 lac p.a. They shall be admitted during the academic session 2020-21 as per instructions of the Director Higher Education, Haryana and the Director General, Technical Education Department, Panchkula, Haryana. However, as per instructions dated 01.09.2018 of the Director, Welfare of SC/BC Classes Department Haryana, Chandigarh, the students belonging to the Scheduled Caste Category who after verification of record by the office are found eligible for the PMS Scholarship, shall have to submit an undertaking in the Fee Section of the Accounts Branch that they will deposit their fee immediately to the institution as soon as they receive the Scholarship in their bank account.
2. Students belonging to the Scheduled Caste category who are eligible for Post Matric Scholarship Scheme should get their Saving Bank Account linked with Aadhaar Number to get transferred the funds in their respective bank accounts.
3. Students who are eligible for Scheduled Caste and Backward Class Scholarship(s) as the case may be, may apply online on the dates which will be announced/published in the newspapers/hryscbcschemes.in/ highereduhry.com portal by the State Govt./Funding Agencies.

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

### MEMBERSHIP FEE FOR POPULATION EDUCATION CLUB, KUK

The Population Education Club, Kurukshetra University, Kurukshetra has notified vide Endst. No. PEC/17/365-77 dated 24.03.2017 that Rs. 6/-(Rupee Six only) as membership fee of the Population Education Club, Kurukshetra University, Kurukshetra will be charged annually from all the students enrolled in the University Teaching Departments/Institutes during the session 2020-21. The Chairpersons/Directors of all the University Teaching Departments/Institutes are requested to send the membership fee in one lot along with number of students enrolled in their Departments/Institutes up to 30<sup>th</sup> September, 2020 to the Honorary Secretary of the Club.

## XII. SCHOLARSHIP AND FEE CONCESSIONS

### (A) Scholarships on the basis of distinction in Studies and Sports:

A provision of Rs.50,000/- has been made in budget from the year 2006-07 for award of scholarship on the basis of students' performance in the fields of studies and sports. In case a student has been awarded any other scholarship of higher value then his/her name will not be considered for the scholarship in question.

### (B) Other Scholarships:

University, Local Bodies, State Harijan Welfare Scheme, DSSA Board, and all other scholarships like those awarded under other education schemes of Government of India are available in the Institute.

### (C) The students belonging to SC / BC are entitled to scholarships, fee concessions provided:

- (i) They are desirous of and entitled to the scholarships to be granted under the Government Scheduled Castes Welfare Scheme.
- (ii) They apply for the grant of scholarship at the time of admission.

- Note:**
- (a) The students while applying for the scholarship under this head must enclose the income certificate of their father/mother and also a valid certificate mentioning the caste to which they belong, otherwise their application will not be considered .
  - (b) The Proforma for the annual income certificate may be had from the fee clerk of the Institute.
  - (c) In addition to it, they are required to submit Declaration Certificate duly signed by their parents, specimen of which can be had from the dealing assistant.
  - (d) Those students whose parents happen to be in Government/ Semi-Government/ Local Bodies employment are required to submit salary certificate indicating total emoluments per month duly signed by the head of the concerned department.

### Student's Aid Fund/Red Cross Fund:

The Principal, on the recommendations of a committee appointed by him, grants the aid under the Student's Aid Fund / Red Cross Fund to the needy and deserving students towards tuition fee. The financial assistance to the needy students is given out of the fund for purchase of text –books, clothes, medicines, milk or meeting expenses on local bus or train fare etc. The maximum aid per student will be Rs.250/- lump sum.

The students belonging to scheduled castes, tribes and other backward classes may note that they should apply for the award of stipend duly accompanied by relevant documents e.g. income affidavit, caste certificate, attested copies of the mark sheets from 10+2 onwards and the draft declaration certificate (proforma for the same can be had from the dealing Assistant) well in time. Non-compliance

of the above instructions would render them ineligible for the award of the stipend to which they are otherwise entitled.

### **Dr. Radhakrishnan Foundation Scholarship:**

Apart from the various scholarship schemes, Dr. Radhakrishnan Foundation Fund Scholarship is also awarded to students by the University on the basis of their performance in the field of academics.

## **ATTENDANCE AND TUITION FEE CONCESSION**

### **CANDIDATES HAVE TO FULFIL THE MINIMUM ATTENDANCE REQUIREMENT AS GIVEN IN THE ORDINANCE FOR EACH COURSE (UNIVERSITY CALENDAR VOL.II )**

The minimum attendance required for each Semester/year for various courses unless otherwise provided in the Ordinance of a course is 75% of the full course of lectures delivered in each Paper, Practicals and Tutorials separately.

#### **Tuition Fee Concessions:**

- (a) Full Tuition Fee Concessions may be given to deserving students by the Chairperson of the Departments/Principals up to 10% of the total number of students on rolls in each class or department including those admitted with late fee of the year, fraction up to 0.4 being counted for Half Fee Concession and fraction of 0.5 and above being counted for full concession.  
The Vice-Chancellor may, in deserving cases on the recommendation of the Chairperson of the Department concerned, grant additional fee concessions up to 10 provided that not more than one such additional fee concession shall be awarded in any class in a Department.
- (b) Tuition Fee concessions may be allowed to two or more children of the same parents at the following rates;
  - (i) The eldest to pay Full Fee.
  - (ii) The younger or younger ones to pay Half Fee.  
The concessions will be allowed even if the elder brother or sister is studying in a University maintained institution other than the one in which the younger Brother(s)/Sister(s) is or are studying.
- (c) Fee concession to University Employees and their dependents:
  - (i) Confirmed University Employees permitted to join Evening classes or the Directorate of Distance Education or those who are posted in Evening Shifts and are permitted to join the University Day Classes, will be exempted from payment of Tuition Fee provided in case of individuals who fail in the examinations for which they are permitted or whose conduct is reported as unsatisfactory or who do not take proper interest in the office work, the concession will be discontinued.
  - (ii) Sons and daughters of the University Employees will be granted Full Fee Concession if they are studying in University Departments/ Institutes or have enrolled themselves with the Directorate of Distance Education, unless otherwise provided.
  - (iii) A child of a University employees who is in service and joins a Department/ Institute or Directorate of Distance Education for higher studies will be entitled to Fee Concession on the basis of his own income and that of his father taken together.

- (iv) Brother and sister of a member Staff living with him will be eligible for Fee concession like sons and daughters of a member of the staff, provided the sister or brother is wholly dependent upon the University employee.
- (v) The wife of a University employee who is not working but is studying in the Departments or IIHS or has enrolled herself with the Directorate of Distance Education will be granted Fee Concession as available to sons/daughters and dependent sisters or brothers of an employee.
- (d) The Children of serving military personnel upto the rank of an NCO or of military personnel killed or incapacitated wholly or partly during the war, shall be allowed Full Fee Concession.
- (e) Blind students may, on an application, be granted Full Fee Concession.

**Note:** These concessions shall be admissible only to those studying in the University Teaching Departments/ IIHS / University College of Education or Directorate of Distance Education.

In addition, SC and BC students of Haryana residents are granted financial aid by the State Government in order to meet expenditure on tuition fee etc. in accordance with the rules framed by the Haryana Government from time to time.

**Similar concessions are also available to students from some of the other states in accordance with the rules framed by the respective State Governments.**

### **XIII. CODE OF CONDUCT FOR STUDENTS**

1. Every student is required to attend classes regularly. If a student attends classes less than the required number i.e. 75%, then he/she can be detained from appearing in the examinations.
2. A student should always wear his/her ID Card around his/her neck on the Campus. The same should be shown when identity proof is required by the University officials.
3. No student will be allowed to enter any office, hostel, library, auditorium, administrative & examination blocks, etc., if he/she fails to show his/her University Identity Card. Students will be allowed to attend cultural programmes, sports events, film shows or other programmes of the University only when they are in possession of their ID cards.
4. All the students must fill in the required information correctly in the Students' Information Form. The address and contact numbers of parents should be correct so that they can be contacted in case of any emergency.
5. If a student gets accommodation allotted in his/her name in a hostel and allows some other person(s) to stay in his/her allotted room and/or to take meals, in that case the admission of both the students, i.e. the allottee and the illegal occupant, shall be cancelled from the Department/Institute as well as from the hostel without assigning any reason.
6. Non-residents of university hostels will not be allowed to stay in the hostels without prior permission of the competent authority. Strict disciplinary action would be taken against the student(s) who violate(s) this rule.



7. Bonafide student desirous of bringing/keeping his/her vehicle in the University Campus would be required to submit self-attested photocopy of the Registration Certificate (RC) of his/her vehicle and the driving licence to the Chairperson/Director of the Department/Institute and to the Warden of the hostel concerned. The student will be issued a Permit in the form of a Sticker for his/her vehicle after submission of copy of Registration Certificate to the Chief Security Officer through Chairperson/ Director of the Department/Institute. No vehicle, other than the permitted one, will be allowed entry in the University campus.
8. Students are not allowed to honk horn(s) of their vehicles or to play loud music in their vehicles in the University premises.
9. No vehicle with black film(s) will be allowed entry in the University premises.
10. Students must observe maximum speed limit of 30 km per hour while driving their permitted vehicle on the campus.
11. Kurukshetra University, Kurukshetra is a Ragging Free Campus. All students must follow the University guidelines regarding Anti-Ragging. To report incident(s) of any kind of ragging, helpline numbers are displayed at major places on the campus and the University website also.
12. All students should behave decently with female students, teachers and employees. No student should involve in any incident of eve-teasing. Anyone found indulging in such activity shall be liable to stringent disciplinary action. The University strictly follows its policy of zero tolerance towards eve-teasing and act(s) of sexual harassment.
13. Students should use decent language with everyone on the campus.
14. The University property should not be harmed in any manner. If a student is found damaging the University property, strict action will be taken against him/her.
15. Use of alcohol, tobacco and drugs in any form is strictly prohibited on the University Campus. Every student must observe these instructions on the Campus failing which strict action will be taken against him/her to the extent of expulsion from the University and the course.
16. Every student must follow University rules and regulations in maintaining discipline on the campus. If a student is found involved in any act/s of indiscipline, unlawfulness or misbehaviour then he/she will be punished as per University rules.
17. Since Kurukshetra University Campus Students' Council is now democratically elected, all collective students' demands may be taken up with the Students' Council. No student is allowed to disturb the academic atmosphere of the campus. If anyone is found disrupting classes or instigating students to disrupt classes, then such activity will be considered serious indisciplinary act and the student(s) will be punished accordingly.
18. University has a mechanism to redress the grievances of its students through Students' Grievances Redressal Cell. A student can submit his/her complaint/grievance to the Dean Students' Welfare, Convener of the Cell, via e-mail [dsw@kuk.ac.in](mailto:dsw@kuk.ac.in) or in writing mentioning his/her name, class, roll number, department/hostel & phone number to the office of Dean Students' Welfare, KUK. However, collective students' grievances/demands can only be dealt as mentioned in the Point No. 17.

19. Students are advised not to hold any rally or protest near the University administrative block. They should take up the issue, if any, first with the Chairperson/Director/Principal/Warden/Chief Warden and then with the Dean Students' Welfare.
20. Students must obey instructions of the teacher-in-charge(s) while on a tour/ trip/ field training/ Industrial training, etc. All safety norms, as prescribed in the UGC Safety Regulations, should be followed by students on and off the campus.
21. All the students must observe silence in the library. They must not use mobile phones in the library.
22. One should not write or paste posters on the walls and window panes of the University buildings. Any poster/hoarding found pasted/fixed/hanged at any place, other than the prescribed place, will attract severe punishment under the Defacement Act of Public Property.
23. Students are expected to keep the campus neat and clean. The use of polythene is strictly banned on the campus.

### IMPORTANT INSTRUCTIONS

1. It is compulsory for a student to get himself / herself enrolled either with N.C.C. or N.S.S or N.S.O. A separate form will have to be filled in for this purpose by the candidate who will be admitted to the Institute. Details will be notified later on.
2. For admission to the Hostel, the application form and the booklet containing the rules can be obtained from the University Press, Kurukshetra after taking the admission .
3. A regular student of the Institute having once failed in the examination will not be readmitted to the same course as a regular student.
4. A regular student having once failed may be considered for admission next year provided he/she has applied for admission to faculty different from the one in which he/she had sought admission the previous year. In that case, he/she will have to compete with fresh applicants on the basis of his / her result in the qualifying examination. For all practical purposes, he / she will be treated as fresh candidate for admission.
5. **If a candidate has not passed the qualifying examination in the preceding year i.e. 2019-20, he will not be given admission till he has furnished a valid gap year certificate to the satisfaction of the admission committee concerned.**
6. The students who have passed the qualifying examination from the University / Board other than Kurukshetra University / Board of School Education, Haryana, will be granted provisional admission subject to confirmation by the Registration Branch of the University.
7. **No course will be started if the strength of admitted students is less than ten, and no option will be started if the strength is less than five. All the Departments shall notify the options in each course with number of seats well before the admission and the options will be allotted on merit basis.**

8. Every student must follow University rules and regulations in maintaining discipline on the Campus. If a student is found involved in any act/s of indiscipline, unlawfulness or misbehavior and is punished as per University rules, all dues paid by him/her shall be forfeited and no refund will be allowed.
9. The students admitted are expected to conduct themselves in a disciplined manner and follow the rules and norms of Institute. Those indulging in ragging/ misconduct and indiscipline will be subjected to strict disciplinary action.
10. Use of alcohol, cigarettes is strictly prohibited in the University Campus.
11. Students should not bring or invite any outsiders in the premises of the Institute.
12. Every student should carry his /her Identity card on his/her person in the premises of the Institute and should be able to produce it on demand. It should be preserved carefully and should not be lost.
13. Disfiguring of the walls of the Institute and tampering with the Institute's property is strictly prohibited .
14. No unofficial function will be allowed to be held in the premises of the Institute.
15. All the legal disputes relating to examinations/admissions of students will be subject to Kurukshetra Courts having jurisdiction in Kurukshetra. If forged /bogus document(s) are submitted by a candidate, strict legal action will follow.
16. Students are advised to park their vehicles properly in the Vehicle Stand by using proper lock for the safety of their vehicles, and in no case the Institute will be responsible for any loss / theft of the vehicle.
17. Permission for joining late, shall not be accepted as a justification for condoning deficiency in lectures.

## XIV. INTERNAL ASSESSMENT

### Criterion of Internal Assessment of B.A / B.Sc./ B.com (1<sup>st</sup> Semester to 6<sup>th</sup> Semester)

Internal Assessment in all UG Courses will be based on the following criteria:

- (i) Two Handwritten Assignments : 10%  
( Ist Assignment after one month &  
IInd Assignment after two months)
- (ii) Sessionals : 5% (To be held in the Month of October in odd  
Semester and March in Even semester)
- (iii) Attendance : 5%

Marks for Attendance will be given as under:

- (1) 91% onward : 5 Marks (4) 70% to 75% : 2 Marks\*
- (2) 81% to 90% : 4 Marks (5) 65% to 75% : 1 Marks\*
- (3) 75% to 80% : 3 Marks

\* For students engaged in co-curricular activities of the colleges only / authenticated medical ground duly approved by the concerned Principal.

### 2 Academic Prizes on the basis of University Examination:

- (a) Special prizes will be awarded to those students of our Institute whose names figure in the University Merit List.
- (b) Special prizes will be awarded to the students of the Institute who have secured first two positions in the Institute in the University examination as per their stream , and they must have secured at least 60% marks in aggregate.

- Note:**
1. It will be the responsibility of the student concerned to see that his/her name is included in the Merit List maintained by the office of the Institute in case his /her result is declared late and he/she deserves to be placed in the list on the basis of his/her performance. Those students who absent themselves from the sessional test without prior information to the Principal will be imposed a fine of Rs.50/- per paper subject to a maximum Rs.200/-.
  2. Ordinarily, no leave will be granted during the sessional exams. Sick leave during these days, however, will be granted only on the basis of a Certificate issued by the University Medical Officer.

## **XV. ADMISSION TO HOSTEL**

The University has 25 Hostels (11 for boys, 1 for Foreign male students and 13 for Girls students). The accommodation in the Hostels is provided strictly on the basis of merit list of admissions and in accordance with limited number of seats in hostels allocated by the Chief Wardens to each Department / Institute with reservations (20% for SC category, 3% for Differently Abled-blind/disabled with 70% and 1 seat for BPL category). The forms for Hostel accommodation are required to be submitted to the concerned hostel duly recommended by the concerned Chairperson/Director/Principal. Proof of Residence viz. Aadhar Card/Ration Card/Voter Card/Passport shall have to be shown in original and a self-attested photocopy of the same needs to be enclosed with the Hostel Admission Form at the time of submission. Subletting of Hostel Accommodation is strictly prohibited. Both the subletters and sublettees are liable to be expelled from the Hostel. Students willing to seek Hostel accommodation are advised to refer to the Hostel Rules Booklet available with the Manager, Printing & Publications of the University on payment of prescribed price. Any hosteller desirous of possessing vehicle in the Hostel shall have to submit an attested photocopy of Registration Certificate (RC) of the vehicle alongwith Driving Licence in the office of the Warden of the respective Hostel. If the Hostel authorities are not satisfied with the character/past behaviour/antecedents of a student, Hostel accommodation may be refused to him/her in order to ensure discipline and peaceful atmosphere of the Hostels. Keeping in view the limited number of rooms/seats, the hostel accommodation is allotted on sharing basis. All terms and conditions for seeking hostel accommodation are given in the Hostel Rules and Regulations Booklet which may be consulted accordingly.

## **XVI. OTHER ACTIVITIES AND FACILITIES**

### **I. MAGAZINE**

Students are given opportunity for self-expression through of the Institute magazine ‘**Sthanveeshvar**’. Deserving students are appointed as student editors for different sections of the magazine on the basis of a test or nomination done tentatively in the month of September by the Staff Editor concerned in consultation with the Chief Editor. Students are required to submit their articles to their respective Student/ Staff editors by 15<sup>th</sup> November every year.

## **II. LITERARY AND CULTURAL ACTIVITIES:**

A number of literary and cultural societies are formed in the Institute. The language societies train the students in the art of oratory by organizing debates, declamations, poetic recitations etc. The various subject societies meet frequently to discuss in a free and frank manner the topics related to their subjects. Eminent scholars are also invited from time to time to deliver talks.

The Institute periodically organizes functions to promote cultural activities and science activities.

## **III. N.C.C. / N.S.O. / N.S.S :**

Students seeking admission to the Institute will have to opt for one of the following schemes i.e. NCC/NSO/NSS. The detailed instructions for the enrollment form to the respective activities will be intimated to the students on the website of the Institute.

### **A. NATIONAL CADET CORPS:**

The University has well-equipped contingent of NCC Battalion under the charge of experienced and trained officers of 10 Haryana BN NCC, Kurukshetra. Separate arrangements exist for boys and girls students. Students of this Institute may join NCC subject to physical fitness. Enrolment forms can be had free of cost from the Officer-in-charge, Department of NCC, Kurukshetra University. Students opting NCC may indicate their choice in the admission form.

### **B. NATIONAL SPORTS ORGANISATION:**

There are spacious play grounds on the Campus of the Institute where facilities are available for Hockey, Football, Cricket, Volley Ball, Basket Ball, Badminton, Tennis, Athletics and Yoga. Special and scientific training is provided to outstanding sportsmen/ women.

Sports uniforms will be issued to the students who are finally selected by the Sports Board for the team of the Institute. Other sports articles will be issued on the recommendations of the Sports Board. All the articles thus received will have to be deposited in the Sports Office of the Institute at the end of the session.

### **C. NATIONAL SERVICE SCHEME:**

#### **(a) Main Objective:**

National Service Scheme was launched in 1969 with the objective of developing the personality and creating social awareness in addition to the class room knowledge of students by involving them in a variety of community service programmes. The participation in NSS would allow to develop the social

consciousness of students. It would inculcate in them a sense of social commitment and enable them to put to social use the education they receive in class room.

The main objective of the National Service Scheme is character building and personality development through selfless service of the community. The Department of Youth Affairs and Sports, New Delhi has honoured the NSS unit of IIHS, Kurukshetra for its outstanding achievement in the field of National Service and community development.

**(b) Specific Objectives:**

1. To work with and among people particularly in villages and slum areas.
2. To channelise students' energy in peaceful and constructive social activities like Yoga, Blood Donation, Mass Programme of Functional Literacy (MPFL) & Tree plantation by active participation.
3. To enhance knowledge about one's own self and the community.
4. To gain insight in real life through NSS camp.
5. To inculcate abilities to solve the social problems and promote national integration
6. To gain leadership qualities in democratic manner
7. To improve one's personality through interaction, cooperation and sharing of ideas

**IV. MEDICAL FACILITIES:**

The students are entitled to get medical aid from the University Health Centre situated on the campus. The center has various modern facilities for diagnosis and treatment. A qualified team of staff members looks after the health of the students of the Institute. The students are issued a Health Book for the purpose at the time of the admission.

**V. WOMEN CELL :**

A Women Cell has been established in the premises of the Institute, not only to combat the evils of eve-teasing and sexual harassment of the female students but also to encourage their talent and by organizing periodic academic and cultural activities.

**VI. TOURS :**

**RULES:**

1. The students will undertake the tours entirely on their own risk and responsibility and the Institute will not be held liable wholly or partially in case of any mishap during the tour.

2. The tour programme alongwith itinerary must be got sanctioned at least ten days before the proposed date of departure from the headquarters. The students are required to deposit their part of the fare with the Institute before proceeding for the tour.
3. It will be the sole responsibility of the students wishing to proceed on a tour that they arrange their own teacher-in-charge by procuring his/her consent in writing to accompany the contingent . The teacher whose consent is sought to be procured must be working in the Institute on the regular basis.
4. In case of a mixed contingent consisting of both boys and girls, a lady teacher must accompany the contingent and the consent of such a lady teacher will have to be obtained by the students concerned themselves.
5. Each student must carry with him/her the identity card while going on the tour.
7. A student cannot be granted permission to undertake a trip/ tour more than once during an academic session.
8. Any case of misbehaviour or misconduct during the tour as reported by the teacher incharge will be viewed very seriously and a strict disciplinary action will be initiated against the defaulting students leading even to his/her rustication from the Institute.
9. Only duly approved package tours will be allowed to be undertaken.
10. Tours/ excursions will be allowed during vacation. However, short trips to be organised by the subject societies may be planned on Saturdays, Sundays or Holidays.
11. No student is allowed to take any outsider with him/her on the tour.

The tour will be allowed only by the University bus or by train. In case of the University bus not being available, a non-availability certificate will have to be obtained from the General Branch, from Dean Students Welfare, from the Director Youth Welfare and Cultural Activities. Only then the sanction from the Principal must be obtained to hire a private bus and that too, if the private transport and its rates already stand approved by the University.

## **VII. LIBRARY :**

The Institute has a well-equipped library which contains a sufficient number of books in different subjects. In addition to that, it subscribes to a number of Newspapers & Magazines.

1. The Library remains open during the working hours of the Institute.
2. Every student admitted to the Institute is provided with a library-cum-identity card. It is obligatory that the students carry with them the identity card and produce it on demand. Care has to be taken to keep the identity card in safe custody lest it should be lost or mislaid. This identity card is absolutely personal and is not transferable. In the wake of its having been lost,



the Principal and the Police must be informed. A duplicate identity card can be issued at normal price with an extra fine.

3. The library of the /institute will follow these norms for the issue of books to the students of different classes .

B.A. / B.Sc / B.Com./BCA/BTM : 4 books  
Honours & Five Year Integrated Courses : 6 books.

The books issued can be kept for two weeks. There after a fine of one rupee per book per day is realized from the defaulter. If the due date for the return of book falls on a holiday, the next working day will be treated as the due date. If a student does not return the book even after a week of the due date he may be imposed a special fine. If the necessity arises, the Librarian can have the book recalled even before the due date. A book may be issued for another seven days if it is not in demand from any other member.

4. Reference books are not to be issued. They can be consulted within the library. Text books from the Text section are issued for three days.
5. Magazines and Journals are not issued to students.
7. In case of the loss or damage to a book, the student concerned will have to pay the price of the book as per rules and regulations of the University. If at the time of the issue of a book, the pages of the book are torn or damaged, the student must bring this fact to the notice of the Librarian. If he fails to do so, he/she himself /herself will be held responsible for that. To avoid paying the delay fine, when the book is lost, the Librarian should be apprised of the loss immediately. Books can be borrowed and returned only during fixed hours.
7. The Library has been connected to internet.
8. Books in the book bank are issued only once for the entire academic session. Only the needy students can avail themselves of this facility for the issue of which applications will be invited.
9. Students are required to maintain peace in the library. Cell-phone are not allowed in the library.
10. All the students are permitted to avail the facilities available in Reading Hall, Jawahar Lal Nehru Library, K.U.K.

### **VIII. UNIVERSITY EMPLOYMENT INFORMATION & GUIDANCE BUREAU :**

In collaboration with the Department of Employment, Kurukshetra University, Kurukshetra is running the Bureau to assist students in choosing the careers / courses.

#### **MAIN FUNCTIONS OF THE BUREAU :**

1. To provide information and guidance on educational / vocational matters.
2. To register professional Graduates and all persons holding Master's degree with at least 50% marks for employment assistance.

3. To prepare guidance literature to help students in connection with giving some training and direction for competitive examinations.
4. To impart information and motivation to un-employed educated youths to adopt self employment as an alternative to the paid employment.

The Career Information Room in the Students Home Building is equipped with appropriate material of occupational training, facilities of higher education in India and Abroad, Fellowships/Scholarship, Competitive Examination etc.

A fortnightly bulletin 'Vocational Guide' issued by the Bureau is made available in the library of the Institute to disseminate information on current opportunities for employment, educational and vocational trainings, scholarships /fellowships and on topics of general interest of the students.

Students are advised to take advantage of the facilities available at the bureau which remains open on all the working days.

## **XVII. DISCONTINUATION OF STUDIES**

If a student wants his name to be struck off the rolls of the Institute, he/she must make an application to the Principal in this regard. This application must bear the signatures of the father/guardian of the student. Before a student discontinues his studies in the Institute, he/she must ensure that he has paid all the dues of the Institute, returned all the books borrowed by him/her from the Institute Library, handed back the dresses issued under the N.C.C. / N.S.O. etc. If a student does not follow this procedure for the discontinuation of studies, he/she will continue to be imposed Absentee Fine. In case of discontinuation of studies at any stage, fee will be refunded as per the rules.

## **XVIII. CASUAL ADMISSION**

The casual admission of the students who have to appear in the practical examination will be admitted on casual basis in the beginning of the second term i.e. in the month of January 2021. Failed science students will not be admitted as casual students. Normal fee will be charged from the casual students as is being charged from the regular students.

## XIX. CURBING THE MENACE OF RAGGING & INSTRUCTIONS

### CURBING THE MENACE OF RAGGING

Ragging is totally prohibited in the University and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 and “The Haryana Prohibition of Ragging in Educational Institution Ordinance, 2012” as well as under the provisions of any penal law for the time being in force.

Anti Ragging Helpline Toll Free Number, Anti Ragging Committee, Squad, Monitoring Cells, Nodal Officers and Counselors:

**University Grants Commission Anti Ragging Helpline Toll Free Number: 1800-180-5522 & E-mail: [helpline@antiragging.net](mailto:helpline@antiragging.net)**

**Vice-Chancellor** : [vc@kuk.ac.in](mailto:vc@kuk.ac.in)  
**Registrar** : [registrarkuk@gmail.com](mailto:registrarkuk@gmail.com)  
**Proctor** : [proctor@kuk.ac.in](mailto:proctor@kuk.ac.in)

1. Anti Ragging Committee		Phone No. (Code No. 01744)	Mobile No
(i)	Proctor	3022 (Ext.)	7082113124
(ii)	Dean of Colleges	238347-2118 (Ext.)	7082113042
(iii)	Dean Students' Welfare	238096-2115 (Ext.)	7082113109
(iv)	Deputy Proctor (Male)	239597-3074 (Ext.)	9416214826
(v)	Deputy Proctor (Female)		9896065661
(vi)	Chief Warden (Boys)	238711	7082113081
(vii)	Chief Warden (Girls)	238278	9896343783
(viii)	Officer Incharge, Security (CSO)	238410-3080 (Ext.)	7082113044
(ix)	Director, Public Relations	239639	7082113123
(x)	President, KUTA	238410-2532 (Ext.)	9416088861
(xi)	Director, Women Studies Research Centre	239665-2727 (Ext.)	9416782192
(xii)	SDM, Thanesar (Nominee of DC, KKR)	220032	8901163144
(xiii)	DSP, Pehowa (Nominee of SP, KKR)	220462	7056700104
(xiv)	Sh. Vijay Shabharwal, Local Media Representative		9896244822
(xv)	Mr. Vinod Jindal, Local Media Representative		9896334769
(xvi)	Four Students Representatives (two fresher & two seniors) to be nominated by the Dean Students' Welfare every year		9991751735 9034992298 8397935081 7027777730
(xvii)	Director, Dr. B.R. Ambedkar Studies Centre	238410-2551 (Ext.)	9896113810
2. Anti Ragging Squad			
<b>Zone-I (Boys Hostels)</b>			
(i)	Chief Warden (Boys)	238711,238940	7082113081
(ii)	Deputy Chief Warden (Boys)		8295744488
(iii)	Deputy CSO for Boys Hostels Zone		7082113090

(iv)	All Wardens		
	Wardens		
	1. Partap Bhawan	238176	7082113089
	2. Narhari Bhawan	238278	7082113100
	3. Harsh Bhawan	238178	7082113096
	4. Arjun Bhawan	238627	7082113095
	5. Bhim Bhawan	238174	7082113098
	6. Tagore Bhawan	238626	7082113099
	7. Ambedkar Bhawan	239698	7082113088
	8. Ch. Devi Lal Bhawan	239404	7082113097
	9. International Hostel	-	7082113148
	10. Ch. Ranbir Singh Bhawan	-	7082113094
	11. Swami Vivekanand Bhawan	-	7082113090
	12. Shaheed Bhagat Singh Bhawan	-	7082113132
(v)	One Student Representative from each Hostel to be selected/nominated by the concerned Warden of the Hostel.		
<b>Zone-II (Girls Hostels)</b>			
(i)	Chief Warden (Girls)	238278	9896343783
(ii)	Deputy Chief Warden		7082113103
(iii)	Deputy CSO for Girls Hostels Zone		7082113105
(iv)	All Wardens		
	Wardens		
	1. Bharti Bhawan	238081	9996604087
	2. Meera Bhawan	238553	7082113137
	3. Kasturba Bhawan	238630	7082113104
	4. Saraswati Bhawan	238177	7082113106
	5. Gargi Bhawan	238638	9896065661
	6. Subhadra Bhawan	238407	7082113101
	7. Ahilya Bhawan	238024	7082113102
	8. Ganga Bhawan	238036	7082113102
	9. Uttra Bhawan	238560	7082113107
	10. Devyani Bhawan	238445	7082113103
	11. Kalpana Chawla Bhawan	238522	7082113103
	12. Laxmi Bai Bhawan	238526, 238874	7082113108
	13. Yamuna Bhawan	238197, 238024	7082113147
(v)	One Student Representative from each Hostel to be selected/nominated by the concerned Warden of the Hostel.		
<b>Zone-III (UIET, IOL, II&amp;HS, ITT&amp;R, Inst. of Pharmacy, IMC &amp; MT, Inst. of Mgt.)</b>			
(i)	Deputy Proctor (Male)	239597-3022(Ext.)	9416214826
(ii)	Deputy Proctor (Female)		9896065661
(iii)	Officer Incharge, Security	238410-3080(Ext.)	7082113044
(iv)	Directorate of UIET, Inst. of Law, Inst. of Pharmacy, IMC& MT, Inst. of Management will depute two senior teachers (one male & one female) from each of these Institutes and will intimate the Proctor.		9416280555 9896242030 9991302121 9878822706 9466174087

	(v)	Principal, Institute of Integrated & Honors Studies and Institute of Teacher Training & Research will depute two teachers from each of the Institute and will intimate to the Proctor.	238049 238125	7082113047 7082113038
	(vi)	Supervisor, Security		7082113065
	(vii)	Police Officials, Officer Incharge, Security will take measure for seeking help from the District Administration		
	(viii)	Four Students representatives (two fresher & two seniors) to be nominated by the Dean Students' Welfare		
<b>Zone-IV (University Campus &amp; other Vulnerable Places excluding Zone-I, II &amp; III.</b>				
	(i)	Deputy Proctor (Male) Deputy Proctor (Female)	239597-3022(Ext.)	9416214826 9896065661
	(ii)	Officer Incharge Security(CSO)	238410-3080(Ext.)	7082113044
	(iii)	Chairpersons, Dept. of Instrumentation, School of Management and Commerce will nominate one teacher to the Anti-Ragging Squad and shall inform the same to the Proctor	239555 238565 238290	7082113185 9966535510 9896719024
	(iv)	Dean, Faculty of Sciences, Social Sciences, Life Sciences, Arts & Languages, Indic Studies will nominate one teacher of that Faculty to the Anti-Ragging Squad and will inform the same to the Proctor.		9466650266 9416291626 9466066674 9416448939 9416570371
	(v)	Four Students Representatives (two fresher & two seniors) to be nominated by the Dean Students' Welfare		
	(vi)	Police Officials, Officer Incharge, Security will take measure for seeking help from the District Administration		
<b>3.</b>	<b>Monitoring Cell</b>			
	(i)	Registrar	238026	-
	(ii)	Dean, Academic Affairs	238045, 2490(Ext.)	7082113003
	(iii)	Proctor	3022(Ext.)	7082113124
	(iv)	Dean of Colleges	238347-2118 (Ext.)	7082113042
	(v)	Dean Students' Welfare	238096-2115 (Ext.)	7082113109
<b>4.</b>	<b>Nodal Officers</b>			
	(i)	Nodal Officer for all teaching Departments and Institutes : Proctor		
	(ii)	Nodal Officer for affiliated colleges : Dean of Colleges		
<b>5.</b>	<b>Anti Ragging Counselors</b>			
	(i)	Dr. Hardeep Lal Joshi, Dept. of Psychology		9416785665
	(ii)	Dr. Rakesh Pal Sharma, MD (Psychiatric), Aggarwal Hospital, KKR		9812434648
	(iii)	Dr. (Mrs.) Ranjana, Dept. of Psychology		9466064490

### INSTRUCTIONS AGAINST RAGGING:

With sixty two years of its existence, Kurukshetra University has earned recognition as one of the renowned centers of teaching and research in the country. We appreciate the parents and the students for their interest and option towards pursuing their higher studies at Kurukshetra University. We wish them success in their plans towards getting admission in the programme of their choice on the campus. Those who succeed in joining a course, should be making best use of the excellent facilities and congenial atmosphere available in the University towards all-round development of their personality. We would expect our students to make best use of this opportunity and grow as able and responsible citizens. Students will be required to work hard with their energies focused towards achieving their goal.

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

Chairpersons/Directors/Principals of all the University Teaching Departments/Institutes to ensure that every student and their parents be asked to submit an online undertaking every academic year to the effect that the concerned student will not take part in any activity leading to Ragging of junior students.

**What Constitutes Ragging:** Ragging constitutes one or more of any of the following acts:

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. Any act of physical abuse including all variants of it : sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. Any act or abuse by spoken words, e-mails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- j. Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.
- k. All the senior students are advised to guide and treat junior students affectionately.
- l. Junior students may contact their Chairpersons or other University functionaries like Proctor, Dean Students Welfare, Chief Warden, Wardens or Chief Security Officer for help and guidance.

## XX. DUES

*Note: The fee structure is liable to change without any prior intimation after the forthcoming meeting of the Executive Council (E.C) of the University.*

### Fees and Funds to be charged from the students for the Session 2020-21 :

<b>A. ANNUAL (UNIVERSITY SHARE) :</b>	<b>(Rs.)</b>
1. Admission Fee	25-00
2. Regn./ Eligibility Fee	330-00
3. Continuation Fee	110-00
4. Regn./ Eligibility Fee ( SFS)	1100-00
5. Continuation Fee (SFS)	550-00
6. Holiday Home Fee	10-00
7. Health Fee & health book	43-00
8. (i) Examination Fee	500-00
(ii) SFS Examination Fee	600-00
9. P.E.C.	6-00
10. N.S.S.	10-00
11. Y.W.F.	50-00
12. Sports fee	145-00
13. Film Fee	100-00
14. Dr. Radhakrishnan Foundation Fund (50% college share)	70-00
15. Alumini Fee once at the entry level ( w.e.f. 2007-08)	100-00
16. Water/ Electricity Fund	200-00
17. Youth Red Cross Fund	40-00
18. Estt. Charges (T.D.C.-I) Traditional	300-00
19. Estt. Charges (T.D.C.-I) Professional	400-00
20. KUSC Fund	00-00
21. Research Fund (T.D.C.-I)	50-00

### **MONTHLY CHARGES ( UNIVERSITY SHARE):**

1. Tuition Fee TDC-I, II , III	40-00
2. Re-admission	500-00
3. Environmental Studies Part-I	20-00
4. Computer fee part -1	100-00

### **B. ANNUAL CHARGES (IIHS):**

1. Magazine	35-00
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2.	Security (Refundable)	1000-00
3.	Youth Red Cross Fund	40-00
4.	Student Aid Fund (S.A.F.)	20-00
5.	Youth Welfare Fund (Y.W.F.)	50-00
6.	Identity Card	20-00
7.	N.C.C.	10-00
8.	N.S.S.	10-00
9.	House Examination	35-00
10.	Dev. & Maintenance Fee	50-00
11.	Sports	75-00
12.	Student Association Membership (S.A.M.)	05-00
13.	G.I.S.	19-00
14.	Dilapidation Fund	70-00
15.	Building Fund	50-00
16.	Water & Electricity	200-00

**C. MONTHLY CHARGES (IHS) :**

1.	Amalgamated Fund (A.F.)	50-00
2.	Physics	30-00
3.	Chemistry	30-00
4.	Botany	30-00
5.	Zoology	30-00
6.	Bio-Chemistry	30-00
7.	Computer Science	30-00
8.	Electronics	30-00
9.	Statistics	30-00
10.	Geography	30-00
11.	Psychology	30-00
12.	Geology	30-00
13.	Music	30-00
14.	Home Science	30-00
15.	Computer/Commerce	30-00
16.	Phy. Education	30-00
17.	Mathematics ( for B.A./ B.Sc.-IV &V Sem. only)	30-00
18.	Generator	10-00
19.	Maintenance of Boys/Girls Common Room	10-00
20.	Sports	10-00

**Fee for Vocational Courses ( Monthly ) :**

21.	Electronic Equipment Maintenance	150-00
22.	Tourism and Travel Management	100-00

**Annual Fee for Self-Financing Courses ( in addition to normal monthly fee ) :**

23.	B.T.M.	22,000-00
24.	B.C.A.	22,000-00



### **M.Sc. Five year intergrated courses (Budgeted course)**

1. Bio-technology	5900-00
2. Engg. Physics	5600-00
3. Economics fee	5400-00

### **SCHEDULE FOR THE DEPOSIT OF FEES:**

Dues are to be deposited as per details given below:

1. At the time of of admission: All the University dues and dues of IIHS  
( Six months) from June to November along with Exam. Fee.
2. November 2020 : Dues from December, 2020 to May, 2021 (Six months)

**Note:** 1. Dues must be deposited by the 25<sup>th</sup> of the month specified for the purpose failing which a daily fine of Re.1/- per day will be charged. Should a student fail to deposit the dues by the last date of the month, his/her name shall be removed from the rolls of the Institute. An additional fee of Rs.500/- will be charged for re-admission. However, re-admission cannot be claimed as matter of right. The Principal can grant or refuse re-admission.

2. Students are advised to deposit their dues in the bank themselves and not to depend on anybody for this purpose.

3. Absentee fee of Rs. 5/- per day will be charged from a student.

### **II. WITHDRAWAL OF SECURITY AND FEES:**

1. The claim for the withdrawal of security shall lapse if the student fails to make it within a year of leaving the Institute
2. No claim for the refund of security will be considered unless the claimant has obtained a no dues certificate from the Institute. If a student fails to get his name struck off the rolls of the Institute by making a written request, the amount payable to the Institute by him will be deducted from the amount of the security.

## **XXI. RULES FOR ADJUSTMENT / REFUND OF FEE**

### **(a) ADJUSTMENT OF FEE**

If a candidate after having deposited fee for admission in one course joins another course in another Teaching Dept./Institute of university, he/she shall have to pay additional fee if any in online mode through the portal. To claim for excess fee the candidate shall have to apply for the same through portal and fee shall be refunded as per university norms after the completion of the admission process.

**(b) REFUND OF FEE**

If a candidate withdraws from the course/programme in which he/she was admitted in the University Teaching Departments/Institutes/Colleges affiliated/maintained by the Kurukshetra University, Kurukshetra, the fee to the candidate will be refunded as per following rules:

<b>Sr. No.</b>	<b>Point of time when application of refund of fee is served</b>	<b>#Percentage of Refund of aggregate fee</b>	<b>Remarks</b>
1.	On or before the formally-notified* last date of admission.	90%	10% of the aggregate fees will be deducted as processing charges from the refundable amount as per the clause 4.2.4 of the UGC Notification dated December, 2016.
2.	Not more than 15 days after the formally-notified* last date of admission.	80%	20% of the aggregate fee will be deducted from the aggregate fee.
3.	More than 15 days but less than or equal to 30 days after the formally-notified* last date of admission.	50%	50% of the aggregate fee will be deducted from the aggregate fee.
4.	More than 30 days after the formally-notified* last date of admission.	00%	No fee will be refunded.

**Note :**

**In case of demise of a candidate during the period as per point no. 1, 2 and 3 above, the application of withdrawal of admission and refund of fee is to be submitted by the parents/guardian of the candidate and the fee will be refunded without any deductions.**

**\* Formally-notified last date of admission is the date of display of the Final List in the Dept./Institute/college.**

**# inclusive of course fee and non-tuition fee but exclusive of caution money and security deposit.**

Fee will be refunded to the eligible candidate who are covered the above criteria given at Sr. No. 1 to 4 within 30 working days from the date of closure of admission of that academic session. To apply for withdrawal of admission and refund of fee, the candidate shall have to apply through portal.

## *An appeal to the Parents / Guardians*

*Parents/ Guardians are requested to ensure that their wards attend at least 75% of the lectures in theory and practicals separately in each subject, appear in the house tests and submit their examination forms in time to be eligible for university examinations. They are also requested to monitor the progress of their wards by keeping in touch with the authorities of the Institute. Parents and the authorities of the Institute working as a team will definitely produce much better results.*

Instructions regarding Bonafide Residents of Haryana issued vide letter No.62/17/95-6 GSI dated 3<sup>rd</sup> October, 1996, No.62/32/2000-6GSI dated 23<sup>rd</sup> May, 2003, No.62/27/2003-6GSI dated 29<sup>th</sup> July, 2003 and No.62/62/2011-6GSI dated 17<sup>th</sup> January, 2012 by the Chief Secretary to Government, Haryana.

**Subject: Bonafide residents of Haryana - Guidelines regarding.**

1. I am directed to invite your attention to Haryana Govt. letters noted in the margin on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institution (including technical/ medical institution). The matter has been reconsidered in the light of judgment delivered by the Hon'ble Supreme Court of India in the case of Dr. Pradeep Jain vs. Union of India and others reported as AIR 1984-SC-1421, wherein it has been held that instead of the 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)/Dependents :-
    - (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 not living)/dependents 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)/dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
  - (v) Children/Wards (if parents are not living)/dependents 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) 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) Citizen of India;
    - (b) Produce an affidavit to the effect that they or their children/wards (if parents are not living)/dependents have not obtained the benefit of Resident in any other State.
  - (viii) Children & Wards of the accredited journalists residing at Chandigarh and recognised by Govt. of Haryana.
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) of the District/Sub-Divisions/Tehsildars of Revenue to which the candidates belong. Resident Certificates in respect of elsewhere or in respect of the Children/ Wards/Dependents of Haryana Govt. employees who are posted at Chandigarh, Delhi or elsewhere or in respect of Children/Wards/Dependents of pensioners of Haryana Govt. or in respect of the Children/ Wards/Department of the employees of the Government of India posted at Chandigarh or in Haryana in connection with the affairs of Haryana Government, or in respect of Children/Wards/Dependents of the employees and retirees of the Statutory Bodies/Corporations of Haryana established by or under an Act of the State of Haryana or a Central Act and located at Chandigarh, Haryana or outside Haryana, should be 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/college situated in Haryana. For this purpose, a certificate of the Principal/ Headmaster from concerned

institution where the children/wards studied last should be considered sufficient. The Principal/Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.

4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim was false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated. The Principal/Headmaster 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. The children/wards/dependents of the employees of Punjab & Haryana High Court, who are discharging their duties in connection with the affairs of the State of Haryana and have not availed facility from their parent State, the State of Punjab and U.T. Administration Chandigarh, would also be eligible for grant of Resident Certificate of the State of Haryana only for the purpose of admission in academic/technical/ medical institutions of the State of Haryana. However, in that case the employees of the Punjab & Haryana High Court shall be entitled to draw this benefit at one place/State only. Head of the Department of the Punjab & Haryana High Court would be competent to issue such a certificate.

**LIST OF THE SCHEDULED CASTES IN HARYANA**

Sr. No.	Name of the caste
1(A).	Aheria, Aheri, Hari, Heri, Thori, Turi
9.	Chamar, JatiaChamar, Rehgar, Raigar, Ramdasi, Ravidasi, Balahi, Batoi, Bhatoi, Bhambi, Chamar-Rohidas, Jatav, Jatava, Ramdasia
29(A)	Rai Sikhs

**LIST OF THE DEPRIVED SCHEDULED CASTES IN HARYANA**

(Under Section 3 of Haryana Act No. 14 of 2020)

Sr. No.	Name of the caste	Sr. No.	Name of the caste	Sr. No.	Name of the caste
1.	Ad Dharmi	13.	Dhanak	25.	Od
2.	Balmiki	14.	Dhogri, Dhangri, Saggi	26.	Pasi
3.	Bangali	15.	Dumna, Mahasha, Doom	27.	Perna
4.	Brar, Burar, Berar	16.	Gagra,	28.	Pherera
5.	Batwal, Barwala	17.	Gandhila, Gandil, Gondola	29.	Sanhai
6.	Bauria, Bawaria	18.	Kabirpanthi, Julaha	30.	Sanhal
7.	Bazigar	19.	Khatik	31.	Sansi, Bhedkut, Manesh
8.	Bhanjra	20.	Kori, Koli	32.	Sansoi
9.	Chanal	21.	Marija, Marecha	33.	Sapela, Sapera
10.	Dagi	22.	Mazhabi, Mazhibi Sikh	34.	Sarera
11.	Darain	23.	Megh, Meghwal	35.	Sikligar, Bariya
12.	Daha, Dhaya, Dhea	24.	Nat, Badi	36.	Sirkiband

**LIST OF BACKWARD CLASSES IN HARYANA (BLOCK-A)**

<b>Sr. No.</b>	<b>Name of the caste</b>	<b>Sr. No.</b>	<b>Name of the caste</b>	<b>Sr. No.</b>	<b>Name of the caste</b>
1.	Naik	25.	Gorkhas	49.	Raigar
2.	Barra	26.	Gawala. Gowala	50.	-
3.	Beta, Hensi or Hesi	27.	Gadaria, Pal, Bagnel Diaya	51.	Rechband
4.	Bagria	28.	Garhi –Lohar	52.	Shorgir, Shergir
5.	Barwar	29.	Hajjam, Nai, Naie, Sain	53.	Soi
6.	Barai, Tamboli	30.	Jhangra Brahman, Khati, Suthar, Dhiman Brahmin, Tarkhan, Barahai, Baddi	54.	Singhikant, Singiwala
7.	Baragi, Bairagi, Swami, Sadh	31.	Joginath, Jogi, Nath, Yogi	55.	Sunar, Zargar, Soni
8.	Battera	32.	Kanjar or Kanchan	56.	Thathera, Tamera
9.	BharbhunjaBharbuja	33.	Kurmi	57.	Teli
10.	Bhat, Bhatra, Darpi, Ramiya	34.	Kumhars, Prajapati	58.	Banzara, Banjara
11.	BhuhaliaLohar	35.	Kamboj	59.	Weaver (Jullaha)
12.	Changar	36.	Kanghera	60.	Badi/Baddon
13.	Chirimar	37.	Kuchband	61.	Bhattu/Chattu
14.	Chang	38.	Labana	62.	Mina
15.	Chimba, Chhipi, Chimpa Darzi, Rohilla	39.	Lakhera, Manihar, Kachera	63.	Rahbari
16.	Daiya	40.	Lohar, Panchal-Brahmin	64.	Charan
17.	Dhobis	41.	Madri	65.	Chaaraj (Mahabrahman)
18.	Dakaut	42.	Mochi	66.	Udasin

19.	Dhimar, Mallah, Kashyap-Rajpoot, KaharJhinwar, Dhinwar, Khewat, Mehra Nishad Sakka, Bishti, Sheikh-Abbasi	43.	Mirasi	67.	Ramgarhia
20.	Dhosali, Dosali	44.	Nar	68.	Rangrez, Lilgar, Nilgar, Lallari
21.	Faquir	45.	Noongar	69.	Dawala, Soni-Dawala, Nyaaria
22.	Gwaria, Gauria or Gwar	46.	Nalband	70.	Bhar, Rajbhar
23.	Ghirath	47.	Pinja, Penja	71.	Nat (Muslim)
24.	Ghasi,Ghasiara or Ghosi	48.	Rehar, Rehara or Re	72.	Jangam

**LIST OF BACKWARD CLASSES IN HARYANA (BLOCK-B)**

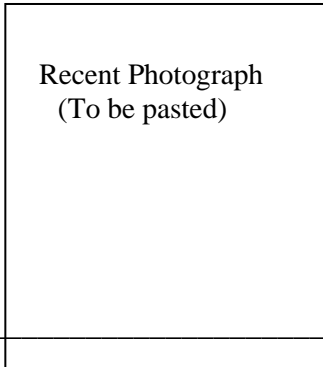
Sr. No.	Name of the caste	Sr. No.	Name of the caste	Sr. No.	Name of the caste
1.	Ahir/Yadav	3.	Lodh/Lodha/Lodhi	5.	Meo
2.	Gujjar	4.	Saini, Shakya, Koeri, Kushwaha, Maurya	6.	Gosai/Gosain/Goswami

*At present, Raigar, Mochi, Weaver (Julaha) (BC) and Julaha (SC) and Badi Castes find a mention in the list of both Scheduled Castes and Backward Classes. The persons belonging to these Castes who are not covered under the Scheduled Castes on account of being Non-Hindus and Non -Sikh can take the benefits under the backward classes only.*



**INSTITUTE OF INTEGRATED & HONORS STUDIES**  
**KURUKSHETRA UNIVERSITY KURUKSHETRA**  
**(A+ Grade, NAAC Accredited)**  
**National Sports Organization (NSO)**  
**ENROLMENT FORM 2020-21**

1. Name \_\_\_\_\_  
(in Block Letters)
2. Father's/Guardian's Name \_\_\_\_\_
3. Date of Birth \_\_\_\_\_  
(as per matriculation certificate or a certificate equivalent )
4. Correspondence Address with Phone No. : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



5. Class : \_\_\_\_\_ 6. Roll No. \_\_\_\_\_
7. Game in which interested \_\_\_\_\_
8. Distinctions in Games : \_\_\_\_\_  
\_\_\_\_\_
9. Whether completed 2 years in the scheme or not ? If completed, give full particulars (mention the name of the game and the year)  
\_\_\_\_\_  
\_\_\_\_\_
11. University Registration No. \_\_\_\_\_

**Signature of the Principal**

**Signature of the Applicant**

VEC.....

**INSTITUTE OF INTEGRATED & HONORS STUDIES  
KURUKSHETRA UNIVERSITY KURUKSHETRA  
National Service Scheme (N.S.S)  
Session 2020-21**

.

1. Name \_\_\_\_\_

2. Father's Name \_\_\_\_\_

3. Mother's Name \_\_\_\_\_

4. Date of Birth \_\_\_\_\_

5. Class \_\_\_\_\_ Roll No. \_\_\_\_\_ 6. Category \_\_\_\_\_  
( Gen. /Res. /SC / BC)

7. University Regn. No. \_\_\_\_\_

8. Are you willing to donate blood? If yes, mention blood group \_\_\_\_\_

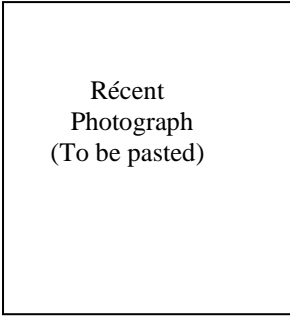
9. Special Hobbies \_\_\_\_\_

10. Social Activities \_\_\_\_\_

11. Hostel Address \_\_\_\_\_  
with Phone No. \_\_\_\_\_

13. Correspondence Address \_\_\_\_\_  
with Phone No. \_\_\_\_\_

14. Email Id \_\_\_\_\_



I declare that the above information is correct. I shall also abide by all the rules and shall participate in N.S.S. activities selflessly.

Dated \_\_\_\_\_

-----  
Signature of the Volunteer

.....  
Recommendation of the Programme Officer N.S. S.

**GROUP PERSONAL INSURANCE OF STUDENT PROPOSAL/NOMINATION PROFORMA**

(To be filled by the student)

*The candidate will fill up the form “Group Personal Insurance Of Student Proposal/Nomination Proforma” physically after opening of the University Campus.*

1. *Name and Address of Proposer: Dean Students’ Welfare, Kurukshetra University, Kurukshetra.*
2. *Name and Permanent Address of the Student .....*
3. *Father’s Name .....*
4. *Class and Section .....*
5. *Class Roll No. ....*
6. *Any Disability (Please specify) .....*
7. *Period of Insurance : 2020-21 (for one year from the date of Insurance Policy)*
8. *Sum Insured : Rs. Two Lac*
9. *Name and Complete Address of  
Nominee/Assignee ..... Relation  
with Insured .....*

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

*Place.....*

*Dated.....*

*Signature of the student*

*Countersigned  
Principal  
Institute of Integrated &  
Honors studies, KUK*

.....  
**ADDRESS SLIPS**

**PLEASE WRITE YOUR NAME AND MAILING ADDRESS IN THE THREE PLACES BELOW**

1.		2.	

3.		4.	

**Important Note :** It must be ensured by the concerned Department/Institute that forms for all the admitted students of their Department/Institute must reach the office of the Dean Students’ Welfare within 15 days of the admission.

**INSTITUTE OF INTEGRATED & HONORS STUDIES**  
**KURUKSHETRA UNIVERSITY KURUKSHETRA**  
**CULTURAL ACTIVITIES**  
**Session 2020-21**

1. Name of the Student \_\_\_\_\_
2. Date of Birth \_\_\_\_\_
3. Father's Name & Occupation \_\_\_\_\_
4. Mother's Name & Occupation \_\_\_\_\_
5. Class \_\_\_\_\_
6. Roll No. \_\_\_\_\_
7. University Regn. No. \_\_\_\_\_
8. Blood Group \_\_\_\_\_
9. Special Hobbies \_\_\_\_\_

Paste Carefully  
 Recent Coloured  
 Photograph

**10. Cultural Activities**

**Participation/Achievements**

	<i>EVENT</i>	<i>WHERE HELD</i>	<i>YEAR</i>	<i>POSITION</i>
(I)				
(II)				
(III)				

11. Subjects Offered 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

12. Permanent Address \_\_\_\_\_  
 With Phone No. \_\_\_\_\_  
 & Email ID \_\_\_\_\_

13. Hostel Address \_\_\_\_\_  
 with Phone No \_\_\_\_\_

14. Correspondence Address \_\_\_\_\_  
 with Phone No. & Email ID \_\_\_\_\_

I declare that the above information is correct. I shall also abide by all the rules and shall participate in cultural activities selflessly.

Dated \_\_\_\_\_

.....  
 Signature of the Student

.....  
 Recommendation of the Incharge/ Co-ordinator

**SELF DECLARATION BY THE STUDENT**

(No affidavit required)

1. I, (full name of student with admission/registration/enrollment number) S/o, D/o Mr./Mrs./Ms. \_\_\_\_\_ having been admitted to \_\_\_\_\_ *(name of the institution* have carefully read “THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL), INSTITUTION ORDINANCE, 2012” and fully understood the provisions contained in the said Ordinance.
2. I have, in particular, perused clause 2(f) of the Ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that :
  - (a) I will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
  - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ 2020.

**Signature of the Student  
Name :**

**SELF DECLARATION BY PARENT/GUARDIAN**

(No affidavit required)

1. I, Mr./Mrs./Ms \_\_\_\_\_ *(full name of parent/ guardian)*  
father/mother/guardian of, \_\_\_\_\_ *(full name of student with University  
Roll Number)*, having been admitted to \_\_\_\_\_ *(name of the institution)* have carefully  
read “THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE,  
2012” and fully understood the provisions contained in the said Ordinance.
2. I have, in particular, perused clause 2(f) of the Ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative  
action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or  
passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that :
  - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
  - (b) My ward will not participate in or abet or propagate through any act of commission or omission that may be  
constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Ordinance without  
prejudice to any other criminal action that may be taken against my ward under any penal law or any, law for the  
time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on  
account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that,  
in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ 2020.

Signature of the Parent/Guardian

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

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

Telephone/Mobile No. \_\_\_\_\_

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

CHARACTER CERTIFICATE

Name of the Department/Institute.....Session.....Certified that Mr./Miss/Mrs.....son/daughter of Shri..... has been a bonafide student of this Department/Institute during the period.....He/She appeared in the ..... Examination of the University/Board held in .....under Roll No.....and \*passed obtaining.....marks out of .....marks or \*failed/\*placed under compartment in the subject of .....

- 1. Academic Distinction, if any.....
2. Co-curricular activities, if any.....
3. Brief particulars of disciplinary action by College/Department/University (including punishments such as expulsion, warning, fined for violation of College/Department/Hostel rules, UMC/ Disqualification etc., if any.....
4. General Conduct during stay in the Institution: Good/Satisfactory/Unsatisfactory.

Dated:.....

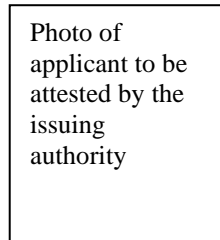
Signatures of the Principal/ Chairperson of the Deptt. (with office seal)

\*Strike out whichever is not applicable.

HARYANA GOVERNMENT

Certificate Sr.No. .... /Year ..... Tehsil .....

SCHEDULED CASTE CERTIFICATE



This is to certify that Shri/Smt./Kumari..... son/daughter of Shri.....resident of Village/Town.....Tehsil..... Distt..... of the State/Union Territory..... belongs to the .....Caste/Tribe, which is recognised as a Schedule Caste/Schedule Tribe under the Constitution (Scheduled Caste) Order, 1950.

Signature with seal of issuing Authority

Full Name .....

Dated : .....

Designation .....

Place : .....

Address with Telephone No. with code .....

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

**BACKWARD CLASS CERTIFICATE (BLOCK 'A' or 'B')**

Photo of  
applicant to be  
attested by the  
issuing authority

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ resident of Village/Town \_\_\_\_\_ Tehsil \_\_\_\_\_ Distt. \_\_\_\_\_ of the State/Union Territory \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste, which has been notified as Backward Class by the Haryana Government and is placed in Block \_\_\_\_\_ (mention Block 'A' or 'B').

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. 22/22/2004 3GS-III dated 14.06.2016 and No. 1282-SW(1) dated 28.08.2018.

This certificate is being issued to him/her on the basis of verification of Sarpanch/ Patwari/Kanungo.

Signature with seal of issuing Authority  
Full Name .....  
Designation .....  
Address with Telephone No. with code  
.....  
.....

Sr. No.:.....  
Place :.....  
Dated :.....

**Issuing Authority** : Tehsildar or Naib Tehsildar  
Head of Department in case of Govt. employees



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

Certificate no.....

Date : .....

**VALID FOR THE YEAR .....**

This is to certify that Shri/Smt./Kumari ..... son/daughter/wife of ..... is permanent resident of ....., Village/Street ....., Post Office ....., District ....., Pin Code ..... whose photograph is affixed below and attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her family\*\* is below Rs.6 lakh (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 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities;
- V. Total immovable assets owned are valued at Rs. One Crore of more.

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

Signature with seal of Office

Name  
Designation

Recent Passport  
size attested  
photograph of  
the applicant

---

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

**MEDICAL CERTIFICATE FOR DIFFERENTLY ABLED  
OFFICE OF THE CHIEF MEDICAL OFFICER \_\_\_\_\_**

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

Dated \_\_\_\_\_

Certified that Sh./Km./Smt \_\_\_\_\_ son/daughter/wife of Sh. \_\_\_\_\_ resident of \_\_\_\_\_ District \_\_\_\_\_ appeared before the Medical Board for medical check up. On his/her Medical Examination, it is found that the nature of Differently Abled/ disability is \_\_\_\_\_% and (as applicable), is as under :

1. Blind or Low vision \_\_\_\_\_
2. Hearing impairment \_\_\_\_\_
3. Locomotor disability/cerebral palsy \_\_\_\_\_

Thus the candidate is Differently Abled as per standard norms of Haryana.

(Signature of the Applicant)

Chief Medical Officer

\_\_\_\_\_, Haryana

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

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

\*The Differently Abled disability should not be less than 40% and should not interfere with the requirement of professional career such as Engineering/Architecture/Technician etc.

**CERTIFICATE TO BE FURNISHED BY  
CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTER**

Certified that Mr./Ms. \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ resident of (Complete address) \_\_\_\_\_ Freedom Fighter of Haryana (Identity No. \_\_\_\_\_) is father/grandfather of Mr./Ms. \_\_\_\_\_ of Village/Town \_\_\_\_\_ Police Station \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_

Sr.No. : \_\_\_\_\_

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

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

Deputy Commissioner of concerned  
District of Haryana  
(Office Stamp)

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

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

(1) Medical Category

i. for JCO's .....

ii. for ORS : Shape-I, II, III etc. ....

iii. for Rank / Designation (in case of Para-Military Forces).....

(2) Reason of discharge/ retirement .....

(3) Death

whether killed in action.....

or any other reason.....

(4) If killed in action .....

name of the war / operation .....

(5) Disabled : Whether disabled during the war / operation (name).....

(6) Nature of disability

i. Whether permanent i.e. for life .....

ii. Whether temporary up to what extent) .....

Next RSMB IS DUE .....

Name of Records.....

Case No. ....

Signature of the issuing authority  
with designation and official  
Seal and stamp

Date : .....

Place : .....

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

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

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

Signature  
Officer Commanding/  
Zila Sainik Board/  
Competent Authority  
(with Official Seal)

Place:.....

Date:.....

adba  
37/18  
1-6-18

REGISTRAR'S OFFICE  
Diary No. 1731-A  
18-6-18

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

No: 12/1-2017 Ad(3) Dated: 04/6/2018

A copy of letter No. EC/2018/20179-389 dated 26.04.2018 received Principal Secretary to Govt. Haryana, welfare of Schedule Castes and Backward Classes Department, Chandigarh **Regarding candidates of any category (SC/BC/OBC etc.) qualifying / selected in Govt. job or admitted in Educational Institute/Universities based on General Criteria or merit must be allocated seat from General Category** is forwarded to the following for information and necessary action:-

1. All the Principals of Government Colleges in the State.
2. All the Commanding Officers, N.C.C. Units in the State.
3. All the Librarians of District Libraries/Sub Divisional Libraries in the State of Haryana/Librarian.

DR (Acad)  
DR (END)  
SAC  
18/6/18  
Endst. No: Even

Superintendent Administration  
for Director General Higher Education,  
Haryana, Panchkula

Dated: 04/6/2018

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

1. PS/DGHE, Steno/ Additional Director Admin.
2. All the HQ Officers and Head of Branches.
3. All the Assistants of Admin Branch.

18/6/18  
ACM-3

Superintendent Administration  
for Director General Higher Education,  
Haryana, Panchkula

Endst.No.ACM-3/Misc. 5(iv)/18/10477-10478 Dated: 25/6/2018

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

1. Dean Academic Affairs
2. Dean of Colleges with the request to circulated to all concerned Colleges/Institutes affiliated with KUK
3. Chairpersons/Directors/Principals of all the UTDs/Institutes/Maintained Colleges KUK
4. Director, UIET
5. Director, Distance Education
6. Director, IT Cell
7. Finance Officer
8. Deputy Registrar (Estt. T.)
9. Assistant Registrar (Estt. NT.)
10. Deputy Registrar (Regn.)
11. P.A. to the Vice-Chancellor
12. A.R. o/o the Registrar

Encls : As above

Deputy Registrar (Academic)  
25/6/18

3064 Adm  
 7615  
 हरियाणा सिविल सचिवालय  
 चण्डीगढ़  
 08 MAY 2018  
 परिचालन

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

1. ✓ All the Administrative Secretaries to Govt. Haryana.
2. All Heads of the Department in the State of Haryana.
3. Secretary, General Administration, Haryana Civil Secretariat, Chandigarh.
4. All the Managing Directors of Boards/Corporation/Public Sector Undertakings.
5. All Divisional Commissioners, Ambala, Hisar, Rohtak and Gurugram.
6. The Registrar, Punjab & Haryana High Court, Chandigarh.
7. All the Deputy Commissioners in the State of Haryana.
8. All the Registrar of the Universities in the State of Haryana.

No. EC/2018/ 20179-389

Dated: 26-04-2018

ACS/15  
 ACS/75

8-5-18  
 Subject:  
 DOTE (Bun)  
 DOME

Candidates of any category (SC/BC/OBC etc.) qualifying/selected in Govt. job or admitted in Educational Institute/Universities based on General criteria or merit must be allocated seat from General category.

14693  
 Dated: 8-5-18  
 14/5/18  
 RE  
 15/5/18  
 S. Madan

I am directed to invite your kind attention to the State Government instruction no. 22/88/96-3GS-III dated 25.06.1997 wherein it is observed that the Scheduled Castes/Backward Classes candidates who get selected in Govt. job in the open competition on the basis of general merit (without availing any relaxation of age etc.) will have to be counted against general seats as they are open competition candidates. They will not be considered against reserved seats. However, such candidates should fulfill conditions of eligibility regarding age etc. as are meant for the General category candidates.

Hence, this department being a Nodal agency of the Government for implementation of the reservation policy issue this clarification that Government Department must follow the above instruction dated 25.06.1997. These instructions were issued in connection with the reservation policy pertaining to Govt. job. On the same analogy; the Scheduled Castes/Backward Classes candidates who get selected/admitted in Educational/Professional/Technical Institution and Universities in the open competition on the basis of their own merit, they will not be counted against the quota reserved for Scheduled Castes/Backward Classes, rather they will be treated as open competition candidates. Cases where a reserved category candidate avail relaxation say in age, qualifying norms etc. then he/she will be treated against reserve category.

This may please be brought to the notice of all concerned for strict compliance in letter and spirit.

CFMS No. 14693  
 O/o Secy.  
 DOME & SE  
 No. 3346  
 Date 15-5-18

15/5  
 17/5/18  
 RIC

*Coly*  
 Special Secretary  
 for: Principal Secretary to Govt. Haryana,  
 Welfare of Scheduled Castes and Backward  
 Classes Department, Chandigarh

