

GURUGRAM UNIVERSITY, GURUGRAM

(Established by the State Legislature Act 17 of 2017)



Admission Guidelines
(B.Ed. and M.Ed. programmes)
for
Affiliated Education Colleges
Session 2024-25

Application Form Fee:

For General Category:- Rs. 1,000/-

For SC/BC/EWS/Differently Abled Persons of Haryana:- Rs. 250/-



GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University established under Haryana Act 17 of 2017)

Sector-51, Gurugram (Haryana)-122003 Ph: 0124-2788001-05, Fax: 0124-2788010

web: www.gurugramuniversity.ac.in e-mail: academic@gurugramuniversity.ac.in

Ref. No. GUG/Acad./2024/1617

Date: 07.08.2024

To

All the Principals/Directors of the Education Colleges/Institutes
Affiliated to Gurugram University.

**Sub: Admission guidelines for admission in B.Ed. and M.Ed. Programs in
Affiliated Education Colleges of the Academic Session 2024-25.**

Sir/Madam,

I am directed to supply the Admission guidelines for admissions in B.Ed. and M.Ed. for the session 2024-25 duly approved by the competent authority.

It is requested that the Admission Brochure and particularly Chapter-II 'Admission Procedure and Regulations' may be gone through carefully by the Principals/Directors and the members of the Admission Committee of the Colleges/Institutes and in case it is felt that advice from the University is absolutely essential, only then the case(s) should be referred to the University. **Students may not be directed to visit the University Office for seeking approval/clarification.** Their requests, if any, may be sent in one lot to the concerned branch/office so that the same may be decided expeditiously.

Further it is requested that admissions be made only as per schedule and procedure given in the Admission Brochure and all fee, including registration fee may be charged as fixed by the University.

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

It is also requested that to facilitate and to make it convenient, as well as to curtail postal delay all correspondence relating to the admissions be made through e-mail only. You are, therefore, requested to assign the responsibility of checking e-mails received from the University on almost daily basis to a responsible officer of

your College/Institute the University will not be responsible for communication gap, if any. At the same time, you are also requested to check University website daily to know about any urgent notification(s) etc. As far as possible, please make your all correspondence with this office through e-mail: academic@gurugramuniversity.ac.in

Yours faithfully,

Sd/-
Deputy Registrar (Academics)

Endst. No.: GUG/Acad./2024/1618

Dated: 07.08.2024

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

1. Director General, Higher Education, Haryana, Panchkula
2. Dean Academic Affairs, G.U. Gurugram
3. Controller of Examination, G.U. Gurugram
4. Dean Faculty of Social Science & Education, Gurugram University, Gurugram.
5. Dean of Colleges, G.U., Gurugram.
6. Chairperson, Department of Education, Gurugram University, Gurugram.
7. In-charge (UCDAC) G.U., Gurugram with the request to take action regarding the relevant points mentioned in the guidelines apart from arranging the uploading of the guidelines on the University website.
8. Nodal Officer, Samarth Portal, Gurugram University, Gurugram.
9. The Assistant Registrar (R&S), G.U., Gurugram.
- 10.P.A. to Vice-Chancellor, G.U., Gurugram for kind information of the letter.
- 11.P.A. to Registrar, G.U., Gurugram for kind information of the letter.

Sd/-
Deputy Registrar (Academics)

OFFICERS OF THE UNIVERSITY

SH. BANDARU DATTATREYA

**Hon'ble Governor-Haryana,
Chancellor, Gurugram University**

Name and Designation	Email
<i>Vice Chancellor</i> <i>Prof. Dinesh Kumar</i>	vc@gurugramuniversity.ac.in
<i>Dean Academic Affairs</i> <i>Prof. S.C. Kundu</i>	daa@gurugramuniversity.ac.in
<i>Registrar</i> <i>Dr. Rajiv Kumar Singh</i>	registrar@gurugramuniversity.ac.in
<i>Proctor</i> <i>Dr. Ashok Khanna</i>	proctor@gurugramuniversity.ac.in
<i>Dean of Colleges</i> <i>Prof. S.S. Tyagi</i>	doc@gurugramuniversity.ac.in
<i>Dean Students' Welfare</i> <i>Prof. Amarjeet Kaur</i>	dsw@gurugramuniversity.ac.in
<i>Controller of Examinations</i> <i>Dr. R.K. Garg</i>	coe@gurugramuniversity.ac.in
<i>Finance Officer</i> <i>Sh. Lalit Kumar</i>	f.o@gurugramuniversity.ac.in

DEANS OF FACULTIES

Sr. No.	Dean	Faculty	Email
1.	<i>Prof. S.C. Kundu</i>	Faculty of Life Sciences	dean.lifesciences@gurugramuniversity.ac.in
2.	<i>Prof. Amarjeet Kaur</i>	Faculty of Commerce & Management	dean.commandgmt@gurugramuniversity.ac.in
3.	<i>Prof. Gayatri Raina Arya</i>	Faculty of Social Sciences & Education	dean.socsciandedun@gurugramuniversity.ac.in
4.	<i>Prof. Rakesh Kumar Yogi</i>	Faculty of Law & Humanities	dean.lawandhum@gurugramuniversity.ac.in
5.	<i>Prof. Dharminder Kumar</i>	Faculty of Science & Technology	dean.sciandtech@gurugramuniversity.ac.in

For any query related to admission for Education Colleges

Dr. Sonam Bansal,

Chairperson, Department of Education

Gurugram University, Gurugram.

Email: sonambansal@gurugramuniversity.ac.in

BRANCH OFFICER OF THE UNIVERSITY

Sr. No.	Name and Designation of Branch Officer	Branch	Email
1.	Dr. Naveen Goyal Deputy Registrar	Academic Branch	academic@gurugramuniversity.ac.in
2.	Mrs. Suman Vashistha Deputy Registrar	Establishment Branch	establishment@gurugramuniversity.ac.in
3.	Mrs. Vandana Handa Deputy Registrar	General & Purchase Branch	general@gurugramuniversity.ac.in
4.	Dr. Subham Gandhi Deputy Registrar	Colleges Branch & APIO	college@gurugramuniversity.ac.in
5.	Shri. Lalit Kumar Finance Officer	Account Branch	financeofficergurugram@gmail.com
6.	Dr. Ekta Singh Assistant Registrar	Result Branch-I	exam@gurugramuniversity.ac.in , secrecy@gurugramuniversity.ac.in
7.	Dr. Rajveer Singh Assistant Registrar	Result Branch-II	result2@gurugramuniversity.ac.in ,
8.	Sh. Anoop Singh Assistant Registrar	Registration & Scholarship Branch and Conduct Branch	rgn@gurugramuniversity.ac.in conduct@gurugramuniversity.ac.in
9.	Sh. Ajay Taneja S.E	Engineering Branch	engg@gurugramuniversity.ac.in
10.	Dr. Mukesh Kumar Associate Professor	UCDAC	ucdac@gurugramuniversity.ac.in
11.	Dr. Hawa Singh Assistant Registrar	Public Information Officer	spio@gurugramuniversity.ac.in

CONTENTS

Sr. No.	Chapter	Particulars	Pages
1.	I	Online Admission Schedule for the B.Ed. and M.Ed. 1st Year Session 2024-25	11-14
2.	II	Affiliated Colleges, programmes, intake, seat matrix, eligibility, criteria for merit list and fees structure	15-23
3.	III	Admission Process	24-28
4.	IV	Guidelines for applicants and colleges	29-37
5.	V	Reservation of seats	38-42
6.	VI	Ban on ragging in educational institutions	43-45
7.	Appendix-A	Scheduled Caste-Certificate	46
8.	Appendix-B	Backward Class Certificate	47
9.	Appendix-C	Certificate for Children/Grand Children of Freedom Fighters	48
10.	Appendix-D	Certificate for deceased/disabled/discharged military personnel/ serving military personnel/ex-servicemen	48
11.	Appendix-E	Medical certificate for physical handicapped Department of Orthopedics	49
12.	Appendix-F	Economically Weaker Sections	50
13.	Appendix-G	List of Scheduled Castes in Haryana State	51
14.	Appendix-H	List of Deprived Scheduled Castes in Haryana State	52
15.	Appendix-I	List of Backward Classes in Haryana State	53-54
16.	Appendix-J	Undertaking for gap year	55
17.	Appendix-K	List of Self-styled Institutes/ Universities which have been declared Bogus by the University Grants Commission	56-57
18.	Appendix-L	List of games approved by AIU	58

CHAPTER-I

Online Admission Schedule for the B.Ed. and M.Ed. 1st Year Session 2024-25.

S. No.	Particulars	B.Ed./M.Ed. Programme
1	Commencement of online submission of application form	08.08.2024
2	Last date of receipt of online application forms	28.08.2024
3	Online verification of application form by admission Committee of concerned college	Upto 02.09.2024
4	Last date of compliance of online objection raised during online document verification (online resubmission)	Upto 07.09.2024
5	First Merit list display on	09.09.2024
6	Reporting in the allotted institute and fee deposition at the allotted college/institute after physical verification of documents	11.09.2024 to 12.09.2024
7	Details of admitted students during 1 st merit list to be submitted in the University.	13.09.2024
8	Online application for participation in 2 nd Counseling (For those who want to upgrade their choices of colleges)	16.09.2024 to 17.09.2024
09	Second Merit list display on	18.09.2024
10	Reporting in the allotted institute and fee deposition at the allotted college/institute after physical verification of documents	19.09.2024 to 20.09.2024
11	Details of admitted students during 2 nd merit list to be submitted in the University.	24.09.2024
12	Physical/Open Counseling at the college level, if required (Fee to be deposited in the allotted institute on the same day of counselling)	24.09.2024 to 27.09.2024
13	Commencement of classes	19.09.2024

- i) In case the seats remaining vacant after open Counseling on **27.09.2024**, late admissions from **30.09.2024 to 07.10.2024** may be allowed on merit basis by the Principal/Director concerned with late fee of ₹ **1000/-** to be remitted to the University by the College/Institute alongwith Registration Return.
- ii) Late admissions from **08.10.2024 to 14.10.2024** may be allowed on merit basis by the Principal/Director concerned with late fee of ₹ **2000/-** to be remitted to the University by the College/Institute alongwith Registration Return.
- iii) The admission in special cases may be allowed with the approval of Vice Chancellor from **15.10.2024 to 21.10.2024**, on the request of Principal/Director of the college/institute, if the seats remains vacant, with late fee of ₹ **5000/-** per student (to be remitted to the University) on the basis of merit. The list of students admitted be sent alongwith Registration Return.
- iv) Candidates who have compartment/re-appear in one or more paper(s) in the qualifying examinations shall not be allowed admission in 1st Semester/Year of the course in any case.
- v) There will be no admission by the College/Institute after the above schedule i.e. **21.10.2024** in order to maintain the Statutory Provision of necessary teaching days per semester. If the number of teaching days falls short due to some unforeseen reasons, it shall be the responsibility of the Principal/Director to make good the loss by taking extra classes.
- vi) **The list of all the students so admitted alongwith Registration Return be uploaded online on the web portal of University as per schedule notified by R&S branch to the concerned College(s).**

Note:

- **The schedule of admission given above is tentative and subject to change.**
- The student has to pay the annual fee at the allotted college/institute at the time of reporting in allotted college/institute after physical document verifications. In case he/she did not deposited the same, the candidature will be offered to the next person in merit list/waiting list in 2nd/3rd Merit list.
- Students are advised to check the eligibility and admission criteria before filling the online admissions forms.
- If student get allotted admission in upgraded choice of college in 2nd Merit list, the provisional admission in college during 1st counseling shall be considered as cancelled and his annual fee shall be refunded to candidate in due course of time. He/she has to deposit the annual fee again in upgraded college/institute during second counseling.
- Candidates who have compartment/re-appear in one or more paper(s) in the qualifying examinations shall not be allowed admission in 1st semester of the course in any case.
- There will be no admission by the College/Institute after the above schedule in order to maintain the Statutory Provision of necessary teaching days per semester.
If the number of teaching days falls short due to some unforeseen reasons, it shall be the responsibility of the Principal/Director to make good the loss by taking extra classes.

List of Documents to be uploaded for admission to various programmes:

1. Matriculation Certificate (as proof of age)
2. Detailed Marks Card (DMC)/Results of the qualifying examination.
3. Character Certificate from the institute last attended
4. Parivar Pehchan Patra (PPP), if resident of Haryana
5. Certificate of Reserved Category and other related certificates, if applicable, as mentioned in the information brochure
6. Latest valid income certificate for SC/BC category or as per State Govt. instructions.
7. Haryana Resident Certificate, if applicable
8. Undertaking regarding Gap Year, if applicable, as per format in **Appendix-J**

CHAPTER-II

AFFILIATED COLLEGES, PROGRAMMES, INTAKE, SEAT MATRIX, ELIGIBILITY, CRITERIA FOR MERIT LIST AND FEES STRUCTURE

List of Affiliated Colleges running B.Ed and M.Ed Programmes

Sr. No.	Name of College	Course Offered	No. of Seats
1.	R.L.S. College of Education	B.Ed.	100
2.	KIIT College of Education	B.Ed	100
		M.Ed.	50
3.	Maa Saraswati Teacher's Training Institute	B.Ed	100
4.	Rao Udmi Ram Memorial College of Education	B.Ed	100
5.	Dayawanti Memorial College of Education	B.Ed	200
		M.Ed.	50
6.	Sardar Patel College of Education	B.Ed	100
7.	Pataudi College of Education	B.Ed	200
		M.Ed.	50
8.	Drona College of Education	B.Ed	100
9.	Royal Institute of Science and Management	B.Ed	100
10.	Major Bihari Lal Memorial College of Education	B.Ed	100
		M.Ed.	50
11.	Rao Ram Singh College of Education	B.Ed	100
12.	Laxmi College of Education (Rathiwasi)	B.Ed	100
		M.Ed.	50
13.	Shri Ram College of Education	B.Ed	100

14.	Chandravati College of Education	B.Ed	100
15.	Starex Institute of Education	B.Ed	100
16.	B M College of Education	B.Ed	200
17.	Basant Lal Memorial College of Education	B.Ed	100
18.	Sree Shiv Chaitanya College of Education	B.Ed	100
19.	Vidya Bhavan College of Education	B.Ed	100
20.	Vishwas College of Education	B.Ed	100
21.	Jhankar College of Education	B.Ed	100
22.	Rao Adal Singh College of Education	B.Ed	100
		M.Ed.	50
23.	S.D. College of Education	B.Ed	100
24.	D.V.M. College of Education	B.Ed	100
25.	R.K. College of Education	B.Ed	100
26.	Rao Neki Ram Memorial College of Education	B.Ed	100
27.	Laxmi College of Education	B.Ed	100
28.	B.L. College of Education	B.Ed	100
29.	Lal Bahadur Shastri College of Education	B.Ed	100
30.	Lord Krishna College of Education	B.Ed	200
31.	Rashtriya Vidhya Education College, Krishna Nagar Basai Road, Gurugram	B.Ed	100
32.	Shri Shanti Sagar Jain Girls College of Education, Ferozepur Jhirka	B.Ed	100

Seat Matrix

Sr. No.	Name of College	Name of programme	Group	NO. OF SEATS	AI O C	AI O C (E W S)	HO GC	E W S	S C - D	S C	B C A	B C B	P H / E S N
1	Rao Lal Singh College of Education V.P.O. - Sidhrawali, Distt. - Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
2	KIIT College of Education VPO Bhondsi Distt. Tehsil Sohna, Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
		M.Ed.	--	50	7	1	19	2	4	4	7	5	1
3	Maa Saraswati Teachers Training Institute Vill. Makdola Distt. Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
4	Rao Udmi Ram Memorial College of Education Vill. Jamalpur, Tehsil-Farukhnagar, Distt. Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
5	Dayawanti Memorial College of Education Near Country Club Panchgaon, Vill. Pada, Sub-Tehsil, Tauru, Distt. Mewat	B.Ed.	Arts and commerce	100	14	1	38	4	9	8	14	9	3
			Science	100	14	1	38	4	9	8	14	9	3
		M.Ed.	--	50	7	1	19	2	4	4	7	5	1
6	Sardar Patel College of Education Farukhnagar, (Gurugram)	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
7	Pataudi College of Education Opp. New Bus Stand, Pataudi (Gurugram)	B.Ed	Arts and commerce	100	14	1	38	4	9	8	14	9	3
			Science	100	14	1	38	4	9	8	14	9	3
		M.Ed.	--	50	7	1	19	2	4	4	7	5	1
8	Drona College of Education Ravi Nagar Basai Road, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
9	Royal Institute of Science and Management VPO Wazirpur, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
10	Major Bihari Lal Memorial College of Education VPO Bilaspur Chowk, Tehsil Pataudi, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
		M.Ed.	--	50	7	1	19	2	4	4	7	5	1
11	Rao Ram Singh College of Education VPO- Bhora Kalan, Tehsil-Farukhnagar, Distt Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1

12	Laxmi College of Education VPO Kasan, (Gurugram)	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
13	Shri Ram College of Education VPO-Bhora Kalan, Tehsil-Pataudi, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
14	Chandrawati College of Education VPO-Tauru, Distt. Mewat	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
15	Starex Institute of Education, VPO Binola, Bilaspur Chowk, Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
16	B.M. College of Education Vill. Hari Nagar, Tehsil Farukhnagar, Distt. Gurugram	B.Ed	Arts and commerce	100	14	1	38	4	9	8	14	9	3
			Science	100	14	1	38	4	9	8	14	9	3
17	Basant Lal Memorial College of Education VPO-Garhi Harsaru, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
18	Sree Shiv Chaitanya College of Education Bhora Kalan, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
19	Vidya Bhavan College of Education Khurrampur, Tehsil-Farukhnagar, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
20	Vishwas College of Education Village-Pataudi, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
21	Jhankar College of Education Main Pataudi Road, Vill. Babra Bakipur, PO-Jamalpur, Tehsil-Farukhnagar, Distt. Gurugram	B.Ed	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
22	Rao Adal Singh College of Education Vill. Khatiwas, Post & Tehsil-Tauru, Distt. Mewat	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
		M.Ed.	--	50	7	1	19	2	4	4	7	5	1
23	S.D. College of Education VPO-Janaula, Tehsil- Pataudi, Distt. Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
24	D.V.M. College of Education Vill-Baluda, PO Sohna. Distt. Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
25	R.K. College of Education, VPO Bhora Kalan, Tehsil- Pataudi, Distt. Gurugram	B.Ed.	Arts and commerce	50	7	1	19	2	4	4	7	5	1
			Science	50	7	1	19	2	4	4	7	5	1
26	Rao Neki Ram Memorial College of	B.Ed.	Arts and	50	7	1	19	2	4	4	7	5	1

	Education, Pataudi, P.O Bas Padamka, Distt. Gurugram		<i>commerce</i>										
			<i>Science</i>	50	7	1	19	2	4	4	7	5	1
27	Laxmi College of Education, Rathiwas (Jat). P.O. Sidhrawali, Gurugram	B.Ed.	<i>Arts and commerce</i>	50	7	1	19	2	4	4	7	5	1
			<i>Science</i>	50	7	1	19	2	4	4	7	5	1
		M.Ed.	--	50	7	1	19	2	4	4	7	5	1
28	B.L. College of Education , Wazirpur Sec- 95a, Tehsil- Harsaru, Gurugram Haryana	B.Ed.	<i>Arts and commerce</i>	50	7	1	19	2	4	4	7	5	1
			<i>Science</i>	50	7	1	19	2	4	4	7	5	1
29	Lal Bahadur Shastri College of Education, Pataudi Road, Jamalpur , Gurugram	B.Ed.	<i>Arts and commerce</i>	50	7	1	19	2	4	4	7	5	1
			<i>Science</i>	50	7	1	19	2	4	4	7	5	1
30	Lord Krishna College of Education, Pataudi, Jamalpur, Gurugram	B.Ed.	<i>Arts and commerce</i>	100	14	1	38	4	9	8	14	9	3
			<i>Science</i>	100	14	1	38	4	9	8	14	9	3
31	Rashtriya Vidhya Education College, Krishna Nagar Basai Road, Gurugram	B.Ed.	<i>Arts and commerce</i>	50	7	1	19	2	4	4	7	5	1
			<i>Science</i>	50	7	1	19	2	4	4	7	5	1
32	Shri Shanti Sagar Jain Girls College of Education, Ferozepur Jhirka	B.Ed.	<i>Arts and commerce</i>	50	7	1	19	2	4	4	7	5	1
			<i>Science</i>	50	7	1	19	2	4	4	7	5	1

Eligibility of the Programmes

Sr. No.	Nomenclature of the Programme	Duration in (years)	Eligibility
1	B.Ed	2 Years	<p>Bachelor Degree and /or in the Master's Degree in Sciences/ Social Sciences/ Humanity with 50% marks (47.5% in case of SC/ST/Blind/Visually and Differently Abled Candidates of Haryana only)</p> <p>Bachelor's in Engineering or Technology with specialization in Science and Mathematics with 55% marks (52.25% in case of SC/ST/Blind/Visually and Differently Abled Candidates of Haryana only) or any other Qualification equivalent thereto*, are eligible for admission to the programs.</p> <p>BBA/MBA with 50% Marks (47.5% in case of SC/ST/Blind/Visually and Differently Abled candidates of Haryana Only) and BCA/MCA with 55% marks (52.25% in case of SC/ST/Blind/Visually and Differently Abled candidates of Haryana Only).</p>
2	M.Ed	2 Years	<p>B.Ed./B.A.B.Ed./B.Sc.B.Ed./B.El.Ed./D.El.Ed. or any other examination recognized by this University as equivalent thereto examination from any recognized University, obtaining not less than 50% marks in the aggregate (47.5% in case of SC/ST/Blind/Visually and Differently Abled Candidates of Haryana only).</p>

NOTE:

1. Reduction/relaxation of 5% marks in the eligibility conditions in all the programs shall be granted to the Scheduled Caste candidates. This percentage shall be calculated as per the example given below:-
2. Out of 100 marks needs to less = $(5/100) \times 100 = 5$
3. Out of 50 marks needs to less = $(5/100) \times 50 = 2.50$
4. This way minimum mark where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a SC category candidate will be $50 - 2.50 = 47.50$ and not 45.
5. There shall be no rounding off of percentage of marks of the qualifying examination from 0.5% and above to next higher number for determining the eligibility i.e. 49.5% and above will not be rounded off to 50%.
6. The candidate(s) with re-appear(s) in the qualifying exam shall not be allowed admissions.
7. Cutoff date for eligibility will be the last date/time of online choice filling.
8. **One year PG diploma in any subject will not be considered equivalent to Master's Degree.**

Criteria for preparation of merit list

1. While preparing merit list, marks will not be rounded off.
2. The merit list shall be prepared on the basis of the academic merit (percentage of marks in qualifying examination).
3. **In case a candidate has passed the Master Degree Examination in addition to Bachelor Degree, the higher percentage of marks obtained in either of the two will be taken into consideration while preparing the merit list for admission to B.Ed. Programs.**

Fee Structure (Per Annum)

B.Ed. Program

Govt. aided Colleges	:	Rs. 18,160/- per annum
Private and SFS Colleges	:	Rs. 44,000/- per annum

M.Ed. Program

Private and SFS Colleges	:	Rs. 44,000/- per annum
---------------------------------	----------	-------------------------------

Note:

The above fee is subject to revision by State Admission & Fee Committee, Haryana.

In addition to the above fee, **other annual charges will be as applicable** as prescribed by the concerned University from time to time.

Sr. No.	Name of Head under which the fee to be charged	Amount (in Rs.)
1.	Development Fund	2,000/-
2.	Regn./Enrolment Fee	1,500/-
3.	Examination Fee	1,200/-
4.	Dr. R.K. Foundation Fee (College share)	70/-
5.	Holiday Home Fee (Rs. 20/- to be remitted to the University)	20/-
6.	Curriculum Charges (Rs. 100/- to be remitted to the University)	100/-
7.	University Sports Fee (Rs. 350/- to be remitted to the University)	400/-
8.	Youth Welfare Fee (Rs. 100/- to be remitted to the University)	150/-
9.	N.S.S. Fee (Rs. 10/- to be remitted to the University)	20/-
10.	Youth Red Cross Fund (Rs. 40/- to be remitted to the University)	80/-
11.	Digitalization Fee (Rs. 500/- to be remitted to the University)	600/-
	Grand Total	6,140/-
	Share of Fee to be withheld by the College	(-) 320/-
	Total Balance Fee to be remitted to the University per Student	5,820/-

Fee Refund Policy:

The fee refund policy shall be applicable as per latest guidelines of UGC.

CHAPTER-III

Admission Process

1. The candidates are advised to read the Admission Guideline carefully before filling the online Application Form.
2. The Admission Guidelines for B.Ed. and M.Ed. programmes can be downloaded from the University website: <https://gurugramuniversity.ac.in>. The application fees of **Rs. 1000/- for General Category and Rs. 250/-** for Scheduled Caste, Backward Class of Haryana, Differently Abled Person and Economically Weaker Sections (EWS) of Haryana for each programme shall be paid by the applicant online.
3. Each candidate has to apply separately for each program.
- 4. Student has to fill the choices of colleges very carefully. No changes in Choices will be allowed after submission of application form. The college will be allotted on the basis of choice filled by candidate according to merit list.**
5. The Candidate shall be personally responsible in case, he/she is not eligible to apply as per the given eligibility criteria.

Instructions/Guidelines for Filling Online Application Form for Admission

Read the admission guidelines carefully before filling up the admission form.

(<http://gurugramuniversity.ac.in> > Admissions > admission guidelines 2024)

1. Pre-requisites for applying online:

- I. Aadhar Card Number.
- II. E-mail id of the candidate (abcde@gmail.com).
- III. Scanned copy of Photograph and Signature ensuring that all required scanned images should be in .jpeg with mentioned specifications as per Instruction for Uploading Image/Photo of Document, Certificate, Marksheet and Signature.
- IV. Digital Photo (80% face) and Signature are required in .jpg or .jpeg image format.
- V. File size of digital photo must be within 10 kb to 500.00 kb limit.

- VI. Document/Certificate/Marksheet related size of digital photo must be within 10kb to 500.00 kb limit.
- VII. Mobile Number of the candidate.
- VIII. Pin Code with the details of Permanent & Correspondence Address.
- IX. Scanned Copies of Educational Qualifications related details/documents (like Matriculation, Senior Secondary Examination, and Qualifying Examination etc.)

The candidate must upload all required scanned images/scanned copies only in .jpeg. The scanned copy should be of original document and not of the Photocopy.

- Once the payment for a programme is conformed, no changes in Programme, Category, Applicant Name, Father Name, Date of Birth, Mobile number, e- mail id, Photo and Signature etc. will be allowed. Therefore, before payment and clicking on the “NEXT/SAVE” button, the details should be checked and confirmed by the candidate.
- The candidate must select carefully the programme applied for (e.g. 2 Year PG Programme or 2 Year M.Ed. Programme) for which he/she is eligible.

Online Admission Process:-

1. User has to click on the below URL:
<https://gurugramuniversityadm.samarth.edu.in/test.php>
2. Step 1: - Register Now. (If you are an existing user, you may skip this and click on sign in) A user can register his/her self by filling the below details.
 - Applicant's Full Name
 - Applicant's Date of Birth
 - Applicant's Email
 - Re-Enter Applicant's Email Address
 - Password (Minimum 6 characters)
 - Re-Enter Password
 - Mobile Number
 - Re-Enter Mobile Number
 - Captcha Verification
3. After successfully registering on the admission portal, user may now sign-in, by clicking on the “sign- in” button or can also directly click on the “Apply now” button adjacent to the programme name- which prompt the login window on the screen.

User has to login by the email id and password created while registering .

4. After successful sign-in user can now click on “Update Profile” button and fill the details for profile :

PERSONAL DETAILS	
Full Name of the Applicant: Gender	Full Name of the Applicant: Gender
Date of Birth: Age as on:	Category:
Blood Group: Religion:	Blood Group: Religion:
Nationality:	
Registered Email:	Registered Mobile Number :
Alternate Email:	Alternate Mobile :
Permanent Address:	Correspondence Address :
PLACE OF BIRTH DETAILS	
Village/Town/City:	Country:
State:	District:
GURUGRAM UNIVERSITY REGISTRATION DETAILS (IF APPLICABLE)	
Have you enrolled in Gurugram University before?:	Registration Number :
Name of Gurugram University School/Department/Faculty/College:	Programme registered in :
FAMILY DETAILS	
Mother's Name:	Father's Name:
Mother's Qualification:	Father's Qualification:
Mother's Occupation:	Father's Occupation's

Mother's Mobile Number:	Father's Mobile Number :
Mother's Office Address:	Father's Office Address:
Emergency Contact Number:	
Combined Family Income:	
OTHER CATEGORY/QUOTA:	
Person with Benchmark Disabilities (PwBD) Category:	
Kashmiri Migrant:	
Prime Minister's Special Scholarship Scheme for J&K Students:	
Children/Widows of Armed Forces Personnel:	
Single Girl Child Quota:	
Cultural Activities Quota (CCA Quota):	
Sports Quota:	
Other Details	
Do you have any illness, which requires continuous or emergency medical attention?	
Do you have NCC Certificate?	
Have you participated in National Service Scheme (NSS) Camp?	
Are you ward of University Employee (Father/Mother working in Gurugram University)?	
Language	Proficiency (Reading/Writing/Speaking)
English	Reading Writing Speaking
Hindi	Reading Writing Speaking

Uploads

Instruction for Uploading Image/Photo of Document, Certificate, Marksheet and Signature

- Digital Photo and Signature are required in .jpg or .jpeg image format.
- File size of digital photo must be within 10kb to 500.00 KB limit.
- Document/Certificate/Marksheet related size of digital photo must be within 10kb to 500.00 KB limit.
- Photo Accepted formats .jpeg .jpg [10 KB – 500 KB]
- Signature Accepted formats .jpeg .jpg [10 KB – 500 KB]
- Income Certificate Accepted formats .jpeg .jpg [10 KB – 500 KB]

Select Applicable Eligibility Criteria (Read Information Brochure/Prospectus for Eligibility Criteria)

Applicable Eligibility Criteria*

Qualification Details - X or Equivalent

Qualification Details - XII or Equivalent

Qualification Details - Graduation or Equivalent

CHAPTER-IV
GUIDELINES FOR APPLICANTS AND COLLEGES

Guidelines for Applicants

1. **Aadhar card and Parivar Pehchan Patra/Family Id (mandatory for Haryana residents).**
2. Candidate is advised to carry scanned copies of all relevant documents as mentioned in chapter 1.
3. **Choice filling cannot be changed; it will be as filled in application form.**
4. General category students can now opt for EWS (Economically Weaker Section) quota within the Haryana General Quota. However, they need to upload the required certificate (**Appendix F**) for the same.
5. Online Documents Verification shall be carried out by **Admission Committee of colleges.**
6. If any discrepancy is found in the submitted application form of student due to any reason during the online verification process, the verifier (college) will mark the application as '**RESUBMISSION**' and enter the reason with Remarks Column. A SMS and Email will be sent to the applicant with remarks to clear the objection within prescribed time frame. The applicant will be required to make necessary corrections on the University online admission portal by logging in his/her account. If candidate fails to remove the discrepancy or resubmit the application within prescribed time frame the form will be rejected.

7. **If any document of a student is rejected due to some reasons during the process of online verification,** a SMS and Email will be sent to the applicant with remarks to clear the objection within prescribed time frame. The applicant will be required to make necessary corrections on the University online admission portal by logging in his/her account. **If candidate fails to remove the discrepancy or resubmit the application within prescribed time frame the form will be rejected.**
8. Merit lists shall be prepared after considering marks of qualifying examination and as per State Reservation Policy.
9. In case of CGPA, convert it into marks/percentage as per the norms of Board/University.
10. The candidate shall be allotted the seats according to merit list and reservation policy, and preferences (choice of colleges) filled by the students.
11. If a candidate got the admission in the first choice as filled by the applicant he/she will not be allowed to take part in the second counseling.
12. The candidate shall report to the allotted college on the date as per admission schedule with all relevant original documents for the physical verification.
13. After physical verification the college will verify the same on University web portal. The student has to submit his/her annual fee at the allotted college/institute at time of reporting in allotted college/institute on the same day or as mentioned in admission schedule.
14. In case student fails to produce original documents the admission shall be treated as cancelled.

15. After appearance of name of student in merit list, he/she will have to make **the payment of admission charges/fee at the allotted college/institute at time of reporting in allotted college/institute** as per admission schedule.
16. The students will be initially given provisional admission only, subject to the verification of their documents by the College/Affiliating University. In case of any discrepancy, the college is authorized to cancel the provisional admission of the student or change his/her stream/subjects subject to availability of seats. Even the College / University can cancel any such admission wherever the information provided by the students is found to be fictitious /bogus at any stage and the student concerned will be held solely responsible for this.
17. In case student fail to deposit his/her fee the allotted seat will be treated as vacant seat and will be offered to the next candidate during the preparation of second merit list.
18. Before preparation of 2nd merit list, provisionally admitted student will be given a chance if he/she is not satisfied with the allotted college (the applicant did not get his first choice) and want to consider his/her candidature for upgraded college as per his/her choice. This choice to participate in 2nd counseling is to be filled online through University web portal within prescribe time frame only.
19. In 2nd merit list, all the candidates (i) who did not get any seat during 1st merit list (ii) those who got seat allotted but could not get admitted due to any reason and (iii) candidates who got provisional admission in college not of choice and have applied to participate in 2nd counseling shall be considered.

20. The candidate who has allotted the seat in the **second** merit list will submit his/her fee as per provision given above and will report to the college for verification of document physically..
21. The applicant whose admission is confirmed shall submit his/her original migration certificate in the college as per guidelines, if he/she has passed the qualifying examination from any other University other than Gurugram University, Gurugram.
22. The candidate shall report to the allotted college on the date as per admission schedule with all relevant original documents for the physical verification.
23. **Queries regarding admissions, if any, be raised at e-mail id:**
helpdesk@gurugramuniversity.ac.in (Helpdesk)

Note:

Aadhar Number, Mobile Number, Photo and Date of Birth are mandatory for every student as the same is required by the UGC for uploading the results of students for online verification. Student himself/herself will be responsible for providing the correct information.

Guidelines for Colleges

1. All the colleges have to **upload their prospectus/information booklet (Program Eligibility, fee structure and seat matrix) on the college website** and to provide the link to the University.
2. Colleges to ensure that online verifications shall be conducted for admissions strictly as per admission schedule.
3. **Parivar Pehchaan Patra (PPP)** shall be required for registration towards admission for Haryana residents.
4. Fee Structure shall be as per affiliating University/State Government norms.
5. The State Reservation Policy shall be followed in letter and spirit.
6. **First and Second lists will be generated by the University followed by open counseling at college level.**
7. **Online Documents Verification** shall be carried out by the college opted as first choice by the applicant. All colleges including Govt. Colleges, Govt. Aided Colleges, Private and Self- Financing Colleges shall be included during the process of Online Documents Verification.
8. If any discrepancy is found in the submitted application form of student due to any reason during the online verification process, the verifier (college) will mark the application as **'RESUBMISSION'** and enter the reason with Remarks Column. A SMS and Email will be sent to the applicant with remarks to clear the objection within prescribed time frame. The applicant will be required to make necessary corrections on the University online admission portal by logging in his/her account. If candidate fails to remove the discrepancy or resubmit the application within prescribed time frame the form will be rejected.
9. Merit lists shall be prepared after considering marks of qualifying examination as per State Reservation Policy.
10. The candidate shall be allotted the seats according to merit list and preferences filled by the students.
11. The candidate shall report to the allotted college on the date as per admission schedule with all relevant original documents for the physical verification.

12. After physical verification the college will verify the same on University web portal. The student has to submit his/her annual fee at the allotted college/institute at the time of reporting in allotted college/institute on the same day or as mentioned in admission schedule.
13. In case student fails to produce original documents the admission shall be treated as cancelled.
14. In case student fail to deposit his/her fee, the allotted seat will be treated as vacant seat and will be offered to the next candidate during the preparation of second.
15. **Choice filling cannot be changed; it will be as filled in application form.**
16. Before preparation of 2nd merit list, provisionally admitted student will be given a chance if he/she is not satisfied with the allotted college (the applicant did not get his first choice) and want to consider his/her candidature for upgraded college as per his/her choice. This choice to participate in 2nd counseling is to be filled online through university web portal within prescribed time frame only.
17. In 2nd merit list, all the candidates (i) who did not get any seat during 1st merit list (ii) those who got seat allotted but could not get admitted due to any reason and (iii) candidates who got provisional admission in college not of choice and have applied to participate in 2nd counseling shall be considered.
18. The candidate who has allotted the seat in the second list will submit his/her fee as per provision given above and will report to the college for physical verification.
19. The applicant whose admission is confirmed shall submit his/her original migration certificate in the college as per guidelines, if he/she has passed the qualifying examination from any other University other than Gurugram University, Gurugram.
20. Timely submission of Registration Return in the University shall be ensured by the Colleges.
21. **The web portal for submission of Registration Returns and Continuation Registration Returns will be opened by the University *w.e.f.* date of admissions and will be closed as decided by the University.**

22. **The last date to submit RR shall be 15 days to the last date of admissions as notified by the University.**

23. The colleges shall ensure that seats be filled according to norms only.

24. The refund, if any, shall be made to the student on the recommendation of Principal of the concerned college as per UGC guidelines.

25. Registration on Online Admission Portal of Gurugram University, Gurugram is mandatory for admission seekers. In no circumstances, admission without registration on University portal shall be allowed.

26. Declaration to be obtained from the candidate

The College/ Institute should make a provision in the admission form for a declaration to be given by the student(s) as under: -

“I declare that I am applying for admission with the consent of my parents/guardian and that the particulars given above are correct. I have read the College / Institute Admission guidelines for the session 2023-24 as well as the admission requirements as laid down by the University for the course. I agree to abide by the rules and regulations given therein. I further declare that I shall submit myself to disciplinary jurisdiction of the Principal/Director of the College/Institute, the Vice-Chancellor and the other authorities of the University who may be vested with the power to exercise discipline under the Act, the Statutes, the Ordinances and Rules framed by the University in this regard.

I understand that my admission if made by the College/ Institute is provisional and will be subject to confirmation by the University. In case my admission is cancelled by the University I shall have no claim for refund of fees paid by me to the College/Institute or the University.

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

The applicants shall also submit the Undertaking as **appended at ‘N’**.

27. **Students, in any case, will not be dealt with directly by the University and their requests/applications should not be sent to the University in piece meal. However, the doubts, if any, may be got cleared by deputing an official/teacher to the University.**

28. The total number of seats in the erring College(s)/Institute(s) committing any type of irregularity in making admissions etc. will be reduced by minimum ten seats initially for a period of one year and it will be doubled in case the College/Institute repeats the violation of rules.

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

30. Candidates who have passed their qualifying examinations from the Universities/Boards in the state of Haryana will be deemed to be Haryana residents and will not be required to submit certificate of residents of Haryana, however, **PPP will be mandatory.**

31. If gap in studies, students may give reasons with documentary proof/ self-undertaking.

32. The UGC vide its letter dated 26.02.2015 has issued guidelines to the University regarding scholarships meant for SC students, to incorporate in Prospectus/ Brochure of all the Institutes that the eligible SC students should submit their scholarship forms for the Academic year by February for processing scholarship to SC students each year. Therefore, all the Institutes are required to incorporate the instructions in their Prospectus/Brochure that the eligible SC /ST, OBC, PwD students etc. should submit their scholarship form for the Academic year by February for processing scholarship.

33. All the Colleges/Institutes shall add a column in the admission form/application form in the Prospectus of College/Institute of Transgender, Aadhar Card Number, Mobile Number and email address. As per instructions of the State Govt. issued vide Memo No. 18/30-2015 UNP (4) dated 08.03.2017, to enable to link Aadhar ID with Bank account of all students to be admitted from the session 2018-19, the Aadhar based admissions must be

implemented i.e. every student shall be in possession of Aadhar number at the time of admission in the College

34. The refund of fee shall be as per the latest notification of University Grants Commission.

35. The students will be initially given provisional admission only, subject to the verification of their documents by the College/Affiliating University. In case of any discrepancy, the college is authorized to cancel the provisional admission of the student or change his/her stream/subjects subject to availability of seats & his/her willingness.

36. The List of Self-styled Institutes/Universities which have been declared Bogus by the University Grants Commission is at **Appendix-K**.

Guidelines for Physical Open Counselling

1. **Physical/Open counseling will be held in duration as mentioned in admission schedule.** Programme wise comprehensive waiting list of all interested applicants along with phone numbers will be provided to the respective colleges.
2. College will conduct open physical counseling at their own level to prepare and **display the merit list (daily basis, if required)** as per affiliating University/Government norms. The account of filled/vacant seats (category-wise) shall be managed by colleges only during Physical Open Counseling. Reservation policy shall be implemented in letter and spirit.
3. Candidate has to pay **the fee on the same** day or as per the admission schedule at the allotted college/institute at time of reporting in allotted college/institute.

Note: *The college shall ensure the eligibility checking and document verification w.r.t. the student. A declaration to this effect will be taken from the colleges that the application form along with supporting documents has been verified and the student is found eligible as per norms.*

CHAPTER-V

RESERVATION OF SEATS

1. Reservation of Seats:

Reservation of seats, in view of Reservation Policy issued by Govt. of Haryana vide Notification No. 22/10/2013-IGSIII dated 28.2.2013 and instructions received from time to time in various programmes offered in Govt./Govt. aided educational/technical/ professional institution is as detailed below:

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIO)	15% of the sanctioned intake
b) State Quota	85% of the sanctioned take
(b-1) Haryana Open General Category (HOGC)	50% of the State Quota i.e. 42.5% of total intake.
Economically Weaker Section	*10% seats out of HOG and AIO are reserved for EWS (refer letter no. 22112/2019-1GS-III dated 25.02.2019 at Appendix F and letter No. 40395 DHE-190005/97/2020-UNP (STATE)-DHE dated 19.04.2021
(b-2) Reserved Categories of Haryana	50% of the State Quota i.e. 42.5% of total intake
Scheduled Caste (SC)	20% of State Quota (17% of total intake) i. 50 % of 20% to Scheduled Castes ii. 50% of 20% to Deprived Scheduled Castes (refer to Appendix-G and H)
Backward Classes of Haryana (A)(BCA)	16% of State Quota (13.6% of total intake)
Backward Classes of Haryana (B)(BCB)	11% of State Quota (9.35% of total intake)
Physically Handicapped (PH)	3% of State quota (2.55% of total intake).

Note: The reservation of seats is as per Reservation Policy of the State Govt. of Haryana and is subject to change/amendment made by the State Govt. from time to time.

- i) Candidate belonging to SC/ST are required to submit a certificate from the competent authority as per **Appendix-A**. The list of Deprived Scheduled Castes notified by the Haryana Government, is available at **Appendix-H**.
- ii) Candidate belonging to Backward Classes are required to submit a certificate from the competent authority as per **Appendix-B**. The list of Backward Classes in Haryana notified by the Haryana Government is available at **Appendix-I**.
- iii) The children or grandchildren (Maternal & Paternal) of Freedom Fighters are required to submit a certificate form the competent authority as per **Appendix-C and Appendix-D** in case of Deceased/Disabled/Discharged Military Personnel/ Serving Military Personnel/ Ex-Servicemen.
- iv) In the event of quota reserved for Physically Handicapped (required to submit a certificate form the competent authority as per **Appendix-E**) remain unutilized due to non-availability for suitable category of handicapped candidates, it may be offered to Ex-Servicemen and their wards (1% and the dependent of Freedom Fighter 1%).
- v) Further, 3% reservation is also provided to Ex-serviceman/ Freedom Fighter and their dependents by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided / Institutes located in Haryana. As far as Block allocation in Block-A and Block-B of Backward Classes category is concerned year wise rotational system will be adopted. For example, if Block-A of Backward Classes are given seats in academic year 2013, the next Block i.e. (B) Block of Category of Backward Classes will be given seats in the next academic year 2014 and so on.

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

Note:

A roster register for reservation of seats for ex-servicemen/freedom fighter shall be maintained and carry forward all fractions till one seat is accumulated through different fractions over the years. As and when the total comes to one, a seat will be provided in the Prospectus (Chief Secretary to Govt. Haryana letter No. 23/27/2004-2GS-III dated 05.12.2008).

2. **Guidelines for Reservation**

- i) A candidate who applies for a reserved category or for both reserved and general categories will be considered first in general category. In case, he is not selected in general category, he/she will be considered for reserve category.

The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/ backward classes, rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes, Department, Chandigarh).

- ii) Benefit of reservation will be given to all the reserved categories upto 2nd counseling according to the reservation policy given in the Guidelines. In case at the time of third counseling/open counseling the reserved seats of various categories remain vacant and no eligible candidates of the reserved

categories are available, these vacant seats may be thrown open to Haryana General Category. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category

- iii) If any seat remains vacant in sub-categories of BC(A) and BC(B), the same will be filled up through the candidates belonging to other category. For example, if any seat in BC(B) category remains vacant, the same will be filled up from BC(A) category and vice-versa.
- iv) If any seat remains vacant in sub-categories of SC, the same will be filled up through the candidates belonging to other category. For example, if any seat in SC category remains vacant, the same will be filled up from Deprived SC category and vice-versa after 2nd counselling.
- v) Where a seat set aside for candidate from deprived Scheduled Caste for admission in Government educational Institutions is not filled up in any 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.
- vi) A candidate having a minimum of 40% permanent disability will be considered physically handicapped for admission to a course, provided that the candidate is otherwise medically fit for the particular course. Such candidate will be admitted to the relevant courses on the basis of academic merit and not on the basis of degree of handicapped. Certificate should be as per **Appendix- 'E'**.

vii) Children or Wards of Military Personnel (including personnel of Para-Military Forces killed in Action or Permanently Disabled in Action and Boarded Out from the Services or Ex-Servicemen and their wards will be considered of reservation. They will submit a certificate as per **Appendix- 'D'**. The following categories of personnel of Territorial Army are included in the definition of Ex-Servicemen in terms of the State Govt. Letter No. 12/18/2006-GS-II dated 08.01.2008.

- i) Pension holders for continuous embodied service
- ii) Persons with disability attributable to military service
- iii) Gallantry Award Winners and
- iv) Such recruits boarded out/released on medical grounds and granted medical/disability pension.

CHAPTER-VI

7.1 **BAN OF RAGGING IN EDUCATIONAL INSTITUTIONS**

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

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

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or in disciplinary activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear apprehension thereof in freshers or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame of embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student or any type of abuse through electronic media or wrongful confinement, use of criminal force, assault as well as sexual offence, trespass, defamation or threat to defame will be deemed an act of ragging.

Hon'ble Supreme Court of India in SPL (C) No. 24295/2004 in the matter of University of Kerala V/s Council of Principals, Colleges of Kerala and others has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain to if his/ her explanation is not found satisfactory, the authority would expel him/her from the Institution.

As per letter of UGC vide D.O. No. 1-15/2009(ARC)PT.III dated 12.06.2023 the procedure of Anti-Ragging Undertaking & Compliance Submission has been revised and is completely online and student is not required to submit any hard/printed affidavit in the University/Affiliated Colleges.

The Affiliated College are directed to follow the revised procedure for students to fill online undertaking and also submit Anti-Ragging compliance form on www.antiragging.in and to submit the compliance. The anti-ragging poster is to be displayed on prominent places of the College campus.

The following are the links for undertaking and compliance submission i.e.,

For Students undertaking –

https://antiragging.in/affidavit_registration_disclaimer.html

For College/University compliance –

https://antiragging.in/compliance_desclaimer.html

7.2 Check on the menace of sexual harassment and violence against women

The University has a zero tolerance policy towards the act of sexual harassment. Sexual harassment is taken as a serious act of indiscipline. A Committee, constituted by the Vice-Chancellor under the Chairpersonship of a senior female professor/Associate Professor, will check the menace of sexual harassment and violence against girl students and women. The Sexual Harassment includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature. The Committee shall take all precautionary measures to prevent sexual harassment and violence against girl students and women in the University. It shall also ensure that there is no hostile environment towards girl students and women. No girl student should have reasonable ground to believe that she is at a disadvantage or is being discriminated against. If any complaint of sexual harassment comes to the notice of the Committee, immediate disciplinary action alongwith appropriate action in accordance with the law would be taken.

HARYANA GOVERNMENT

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

**Photo of applicant
To be attested by
the Issuing Authority**

SCHEDULED CASTE-CERTIFICATE

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

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

Dated:

Signature with seal of issuing Authority

Place:

Full Name.....

Designation.....

Address with.....

Telephone No. with STD Code.....

Issuing Authority:

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

HARYANA GOVERNMENT

Certificate Sr. No /Year /Teh.

Photo of the
applicant
To be attested by
The Issuing
Authority

BACKWARD CLASS CERTIFICATE

Block 'A' OR 'B'

This is to certify that Shri/Smt./Kumari Son/Daughter of Sh.
..... resident of Village/Town Tehsil District
..... the State/Union Territory belongs to the Caste.

This caste is mentioned in the State list of BC Block

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

3. This is to certify that he/she does not belong to the person /section (Creamy
layer) as per State Govt. Letter No.1170-SW (1)-95 dated 07.06.1995,
No.22/36/2000-3GS-III dated 09.08.2000 and No.213-SW (1)-2010 dated
31.08.2010.

Dated:

Place:

Signature with seal of Issuing Authority

Full Name.....

Designation.....

Address with.....

Telephone No. with STD Code.....

**Issuing Authority: Tehsildar-cum-Executive Magistrate,
Naib Tehsildar-cum-Executive Magistrate
Head of Department in case of Government employee.
(The applicant shall submit an affidavit that he/she falls/does not fall in creamy
layer)**

APPENDIX-C

CERTIFICATE FOR CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTERS

No.

Dated.....

Certified that Shri Son/Daughter of Shri Resident of village, Police Station, Tehsil, District was a bonafide Freedom Fighter.

Signature of Officer authorized
By Chief Secretary, Haryana
To issue such certificate
(with office seal and Stamp)

APPENDIX-D

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

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

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

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

Place:

Date:

**MEDICAL CERTIFICATE FOR PHYSICAL
HANDICAPPED DEPARTMENT OF ORTHOPAEDICS**

Chief Medical Officer

No.....

Dated

Certified that Shri/..... Son/daughter of Shri
..... resident of District
..... appeared before the undersigned for medical checkup on
Medical Examination, he/she is found suffering from and
thus he/she is Physically Handicapped His/her percentage of Handicap is
.....%(in words).....

Place.....

Stamp & Signature
Chief Medical Officer

Signature of Applicant

Government of Haryana

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

Certificate No.....

Date.....

VALID FOR THE YEAR-----

This is to certify that Shri/Smt./Kumarison/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 Section., since the gross annual income* of his/her family** is
 below Rs. 6 Lakh (Rupees Six lakh only) for the financial year

Its 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 1000sq. ft, and above;
- III Residential plot of 100sq, yards and above in notified municipalities;
- IV Residential plot of 200 sq, yards and above in areas other than the notified municipalities.

Total immovable assets owned are valued at Rs. One Crore or more.

2. Shri/Smt./Kumaribelongs to the
 Recognized as a Scheduled Caste. Backward Classes (Block-A) and Backward Classes
 (Block-B).

Signature with seal of Office
 Name
 Designation

Note I; Income means income from all sources i.e salary, agriculture, business
 profession etc.

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

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

List of Scheduled Castes in Haryana State

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

List of Deprived Scheduled Castes in Haryana State

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

LIST OF BACKWARD CLASSES IN HARYANA STATE

BLOCK 'A'

- | | |
|---|---|
| 1. Aheria, Aheri, Heri,
Naik, Thori or Turi, Hari | 2. Barra |
| 3. Beta, Hensi or Hesi | 4. Bagria |
| 5. Barwar | 6. Barai, Tamboli |
| 7. Baragi, Bairagi, Swami Sadh | 8. Battera |
| 9. Bharbhuja, Bharbhunja | 10. Bhat, Bhatra, Darpi, Ramiya |
| 11. Bhuhalia Lohar | 12. Changar |
| 13. Chirimar | 14. Chang |
| 15. Chimba, Chhipi, Chimpa,
Darzi, Rohilla | 16. Daiya |
| 17. Dhobis | 18. Dakaut |
| 19. Dhimar, Mallah, Kashyap,
Rajpoot, Kahar, Jhiwar,
Dhinwar, Khewat, Mehra,
Nishad, Sakka, Bhisti,
Sheikh-Abbasi | 20. Dhosali, Dosali |
| 21. Faquir | 22. Gwaria, Gauria or Gwar |
| 23. Ghirath | 24. Ghasi, Ghasiara or Ghosi |
| 25. Gorkhas | 26. Gawala, Gowala |
| 27. Gadaria, Pal, Baghel | 28. Garhi-Lohar |
| 29. Hajjam, Nai, Nais, Sain | 30. Jhangra Brahman, Khati,
Suthar, Dhiman- Brahmin
Tarkhan, Barhai, Baddi. |
| 31. Joginath, Jogi, Nath, Yogi | 32. Kanjar or Kanchan |
| 33. Kurmi | 34. Kumhars, Prajapati |
| 35. Kamboj | 36. Khanjhera |
| 37. Kuchband | 38. Labana |
| 39. Lakhera, Manihar, Kachera | 40. Lohar, Panchal-Brahmin |
| 41. Madari | 42. Mochi |
| 43. Mirasi | 44. Nar |
| 45. Noongar | 46. Nalband |

47. Pinja, Penja
49. Raigar
51. Rechband
53. Soi
55. Sunar, Zargar, Soni
57. Teli
59. Weaver (Jullaha)
61. Bhattu/Chattu
63. Rahbari
65. Chaaraj (Mahabrahman)
67. Ramgarhia
69. Dawala, Soni- Dawala, Nyaaria
71. Nat (Muslim)

48. Rehar, Rehara or Re
50. Rai Sikhs
52. Shorgir, Shergir
54. Singhikant, Singiwala
56. Thathera, Tamera
58. Banjara, Banjara
60. Badi/Baddon
62. Mina
64. Charan
66. Udasin
68. Rangrez, Lilgar, Nilgar, Lallari
70. Bhar, Rajbhar
72. Jangam

BLOCK 'B'

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

UNDERTAKING FOR GAP YEAR

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

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

Deponent (Student)

Verification: -

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

Date: _____

Place: _____

Deponent (Student)

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

1. All India Institute of Public & Physical Health Sciences (AIIPHS) State Government University, Office Kh. No. 608-609, 1st Floor, Sant Kripal Singh Public Trust Building, Near BDO Office, Alipur, Delhi-110036
2. Commercial University Ltd.. Daryaganj, Delhi.
3. United Nations University, Delhi.
4. Vocational University, Delhi.
5. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi - 110 008.
6. Indian Institute of Science and Engineering, New Delhi.
7. Viswakarma Open University for Self-Employment, Rozgar Sewasadan, 672, Sanjay Enclave, Opp. GTK Depot, Delhi-110033.
8. Adhyatmik Vishwavidyalaya (Spiritual University), 357-352, Phase-I, Block-A, Vrjay Vihar, Rithala, Rohini, Delhi-1 10085

Karnataka

9. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Kamataka.

Kerala

10. St. John's University, Kishanattam, Kerala.

Maharashtra

11. Raja Arabic University, Nagpur, Maharashtra.

West Bengal

12. Indian Institute of Alternative Medicine, Kolkatta.
13. Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, Builtech inn, 2nd Floor, Thakurpurkur, Kolkatta – 700063

Uttar Pradesh

14. Gandhi Hindi Vidyapith, Prayag, Allahabad. IJttar Pradesh.
15. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
16. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
17. Bhartiya Shiksha Parishad, Bharat Bhawan, Matiyari Chinhat, Faizabad Road, Lucknow, Uttar Pradesh – 227105

Puducherry

18. Sree Bodhi Academy of Higher Education, No. 186, Thilaspeth, Vazhuthavoor Road, Puducherry-605009

Andhra Pradesh

19. Christ New Testament Deemed University, #32-32-2003, 7th Lane, Kakumanuvarithoto, Guntur, Andhra Pradesh-522002 and another address of Christ New Testament Deemed University, Flat No. 301, Grace Villa Apts., 715, Srinagar, Guntur, Andhra Pradesh-522002
20. Bible Open University of India, H. No. 49-35-26, N.G.O.'s Colony, Visakhapatnam, Andhra Pradesh-530 016

For more details please login to: www.ugc.ac.in

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

LIST OF GAMES APPROVED BY AIU

Sr.No.	National Championships
1.	American Football (M and W)
3.	Archery (M &W)
5.	Badminton (M &W)
7.	Baseball (M and W)
9.	Basketball (M and W)
11.	Boxing (M and W)
13.	Chess (M and W)
15.	Cross Country (MW)
17.	Cycling Track (MW)
19.	Fencing (M and W)
21.	Gatka (M and W)
23.	Handball (M and W)
25.	Hockey 5' s (M and W)
27.	Kabaddi NS (M &W)
29.	Kho-Kho (M and W)
31.	Lawn Tennis (M and W)
33.	Pistol Shooting and 177, Air Rifle Peep Sight (M and W)
35.	Relay Race (M)
37.	Roller Sports (M&W)
39.	Sepak Takraw (M &W)
41.	Softball (M and W)
43.	Table Tennis (M and W)
45.	Tug of War (M and W)
47.	Wrestling FS and GR (M and W)
49.	Wushu (M and W)
51.	Yoga (M and W)
53.	Kick Boxing (M&W)
55.	Floorball (M&W)
57.	M-Sports (M&W)

Sr.No.	National Championships
2.	Aquatics (M &W)
4.	Athletics (M& W)
6.	Ball Badminton (M and W)
8.	Drop Roball (M&W)
10.	Best Physique (M)
12.	Canoeing and Kayaking (M&W)
14.	Cricket (M and W)
16.	Cycling Road (M&W)
18.	E- Sports (M and W)
20.	Football (M and W)
22.	Gymnastics (M and W)
24.	Hockey (M and W)
26.	Judo (M and W)
28.	Kabaddi Circle Style (M and W)
30.	Korf Ball (Mixed M&W)
32.	Netball (M and W)
34.	Power Lifting (M and W)
36.	Roll Ball (M and W)
38.	Rowing (M &W)
40.	Soft Tennis (M and W)
42.	Squash Rackets (M and W)
44.	Taekwondo (M and W)
46.	Volleyball (M and W)
48.	Wt. Lifting (M and W)
50.	Yachting (M and W)
52.	Throwball (M&W)
54.	Rugby (M&W)
56.	Roller Hockey (M&W Inline)