



# ADMISSION GUIDELINES



For

## ADMISSION TO UNDERGRADUATE PROGRAMMES

(2019-2020)

(MERIT BASED)



In

BHASKARACHARYA COLLEGE OF APPLIED SCIENCES  
(UNIVERSITY OF DELHI)

Sector-2, Phase-I, Dwarka, New Delhi – 110 075

**Note:**

The information in the document has been taken from revised Bulletin of Information (2019-2020), University of Delhi for Undergraduate admission (on merit based 2019-2020) except college committees and Standard Operating Procedure adopted for the admission in the college. Any information given here is subjected to change as per the guidelines of the University of Delhi as and when received.

## Table of Contents

1.0	Important Information	4
1.1	Dates at a Glance	4
1.2	Registration Fee	4
1.2.1	Registration Fee (non-refundable) for Undergraduate Programmes	4
1.2.2	Payment of Registration Fee	4
1.3	Committees Involved in Admissions	4
1.3.1	University Helpdesk Information	4
1.3.2	College Student Advisory & PR Committee	5
1.3.3	Admission Committee	5
1.3.4	Special Categories Admission Enabling Committee	6
1.3.5	ECA Committee	6
1.3.6	Sports Committee	6
2.0	Admission Procedure	6
2.1	Online Registration	6
2.2	Admission Process	6
2.2.1	Standard Operating Procedure adopted for the admissions in UG courses	7
2.3	Schedule for Undergraduate Merit based courses for the Academic session (2019-2020)	9
2.4	Relaxations in Course –Specific Eligibility Criteria (SC/ST/OBC/EWS)	10
3.0	Programmes/Courses Offered	10
4.0	Requirements for Admission	11
4.1	Qualifying Examinations	11
4.2	Age Requirement	11
4.3	Equivalence Criteria	11
4.4	Grade Conversion [As per AC Resolution No. 319, Dt. 22.3.1976]	12
5.0	Programme/Course-wise requirements	14
5.1	List A (Academic/Elective Subjects)	15
5.2	List B (Language Subjects)	15
6.0	Rechecking/Revaluation	16
7.0	List of Documents required at the time of Admission	16
8.0	Reservations and Relaxations	17
8.1	Reservation of Seats for Schedule Caste (SC)/Tribe (ST) Applicants	17
8.2	Reservation of Seats for Non-Creamy layer (Central List) Other Backward Classes (OBC)	18
8.3	Reservation policy for EWS	19
8.4	Reservation of Seats for Persons with Disabilities (PwD) (Supernumerary Seats)	20
8.4.1	Concessional/Waiver of fees in respect of Persons with Disabilities (PwD)	22
8.5	Reservation of Armed Forces (CW) (Supernumerary Seats)	23
8.6	Reservation of Kashmiri Migrants (KM) (Supernumerary Seats)	24
8.7	Prime Minister's Special Scholarship Scheme for J&K students (Supernumerary Seats)	25
8.8	Nominations of seats of Sikkimese students (Supernumerary Seats)	25

<b>8.9</b>	Reservation of Seats for Foreign Applicants (Supernumerary Seats)	25
<b>8.10</b>	Reservation of Seats for Ward Quota (Supernumerary Seats)	26
<b>8.11</b>	Sports/ECA Quota (Supernumerary Seats)	26
<b>8.11.1</b>	Guidelines for Admissions under Extra-Curricular Activities Quota	26
<b>8.11.2</b>	List ECA Categories	28
<b>8.11.3</b>	Guidelines for admission on the basis of Sports in Undergraduate Programmes	29
<b>8.11.4</b>	List C (Admission On The Basis Of Sports Trials)	32
<b>9.0</b>	Calculation of PCM/PCB/ Best four (Procedure for pro rata Analysis)	33
<b>Annexure I</b>	EWS Certificate format	35
<b>Annexure I.1</b>	Declaration / Undertaking for EWS candidates	36
<b>Annexure II</b>	Rules for Refund of Fee on Account of Withdrawal/ Cancellation of Admission	37
<b>Annexure III</b>	Declaration / Undertaking for OBC Candidates	38
<b>Annexure IV</b>	Foreign Students Fee structure	39
<b>Annexure V</b>	Criteria of Income and Asset and List of EWS Income and Asset Certificate Issuing Authority	40
<b>Annexure VI</b>	Format of the Educational Concession Certificate for CW	41
<b>Annexure VII</b>	Fee Structure of the college for the academic year 2019-20	42
<b>Annexure VII I</b>	Gap year undertaking format	44
<b>Annexure IX</b>	Sport undertaking format by the parent and Student	45
<b>Annexure X</b>	ECA undertaking format by the parent and Student	46
<b>Annexure XI</b>	Undertaking for attendance	47

## 1.0: Important Information

All the applicants seeking admission to the Undergraduate (UG) Programmes/Courses, for which the admission is based on merit of XII class Board results (i.e. there is no entrance test) in different colleges of the University of Delhi (DU), are required to register online at the following UG admission portal:

**<https://admission.du.ac.in>**

### 1.1 Dates at a Glance

Starting Date for Online Registration	:	30 <sup>th</sup> May, 2019
Closing Date for Online Registration	:	22 <sup>nd</sup> June, 2019
Notification of First Admission List	:	28 <sup>th</sup> June, 2019
Commencement of Classes	:	20 <sup>th</sup> July, 2019

### 1.2 Registration Fee

#### 1.2.1 Registration Fee (non-refundable) for Undergraduate Programmes is as follows

Registration fee for UR/OBC	:	Rs. 250 (Non-refundable)
Registration fee for SC/ST/PwD/EWS	:	Rs. 100 (Non-refundable)
Registration fee for Sports	:	Rs. 100 (Non-refundable)
Registration fee for ECA	:	Rs. 100 (Non-refundable)

#### 1.2.2 Payment of Registration Fee:

- Registration fee has to be paid during online registration process through any one of the available online payment options.
- It may be noted that the registration process shall be completed only after realization of the online registration fee.
- Registration fee will not be refunded/ adjusted in any circumstances.

**Note:**

**Applicants can apply to as many programmes/courses of their choices as they want. There will be no extra fee for applying to multiple programmes/courses.**

### 1.3 Committees Involved in Admissions

#### 1.3.1 University Helpdesk Information

- I. **Dean's Students' Welfare committee** : Room No. 5, Conference Centre, Near Gate No. 4, North Campus, University of Delhi, Delhi – 110007, Phone: 011-27667092,
- II. **Joint Dean Students' Welfare, Office**, Arts Faculty, South Campus, University of Delhi, Delhi – 110021, Phone: 011-24116178
- III. **Only for PwD Applicants**: Equal Opportunity Cell, Arts Faculty Tutorial Building, North Campus, University of Delhi, Delhi – 110007, Phone: 011-27662602

<b>Email for general queries: <a href="mailto:du.ug.help2019@gmail.com">du.ug.help2019@gmail.com</a></b>
<b>Hotline Number for General Enquiries: 011-27006900 (University information centre, from 1<sup>st</sup> June, 2019 onwards).</b>
<b>Applicants can also send the grievances under the menu “Committees Involved in Admissions”</b>

### 1.3.2 College Student Advisory &PR Committee for the academic session 2019-2020

Name	Contact No.	e-mail id
Dr.SangeetaSrivastava	9873027777	sangeeta.srivastava@bcas.du.ac.in
Dr.Ragini Jindal	8826221626	ragini.jindal@bcas.du.ac.in
Dr.MeenakshiGarg	9958415333	meenakshi.garg@bcas.du.ac.in
Sh. Ramesh Kumar	9654271875	ramesh.kumar@bcas.du.ac.in
Dr.Ranjeet S. Thakur	9818001146	ranjeet.thakur@bcas.du.ac.in
Dr. S. K. Shukla	9818487997	saroj.shukla@bcas.du.ac.in
Dr.Ruchi G.Marwah	9871817295	ruchi.gulati@bcas.du.ac.in

### 1.3.3 Admission Committee for the academic session 2019-2020

Name	Contact No.	e-mail id
Dr.Jitender Kumar (Convener)	9910941616	jitender.kumar@bcas.du.ac.in
Dr.Ranjeet S. Thakur (Co-Convener)	9818001146	ranjeet.thakur@bcas.du.ac.in
Dr. Uma Chaudhry (Biomed. Sci.)	9811746265	uma.chaudhry@bcas.du.ac.in
Dr.N. S. Abbas (Botany)	9810861086	dr.nsabbas@bcas.du.ac.in
Dr.Lalit Kapur (Chemistry)	9811211222	lalit.kapur@bcas.du.ac.in
Sh.Bhavya Deep (Computer)	9899075383	bhavya.deep@bcas.du.ac.in
Dr.Geeta Mongia (Electronics)	9810063022	geeta.mongia@bcas.du.ac.in
Dr.Eram S. Rao (Food technology)	9818881588	eram.rao@bcas.du.ac.in
Dr.Geeta Bhatt (Instrumentation)	9810897367	geeta.bhatt@bcas.du.ac.in
Dr.Prurnima Anand (Microbiology)	9818563729	purnima.anand@bcas.du.ac.in
Dr.Vandana Batra (Physics)	9810428467	vandana.batra@bcas.du.ac.in
Dr.Siddharth Sirohi (Polymer)	9868898270	siddharth.sirohi@bcas.du.ac.in
Dr. Anil Kr. Bali (Zoology)	9810696967	anil.bali@bcas.du.ac.in

**1.3.4 Special Categories Admission Enabling Committee for the academic year 2019-20**

Name	Contact No.	e-mail id
Sh. Ramesh Kumar (Liason Officer)	9654271875	<a href="mailto:ramesh.kumar@bcas.du.ac.in">ramesh.kumar@bcas.du.ac.in</a>
Dr. N. Vijay Kumar	9968126699	nallavijay.kumar@bcas.du.ac.in
Dr. S.K. Shukla	9818487997	saroj.shukla@bcas.du.ac.in

**1.3.5 Extra-Curricular Activity Committee for the academic session 2019-2020**

Name	Contact No.	e-mail id
Sh. Ramesh Kumar	9654271875	<a href="mailto:ramesh.kumar@bcas.du.ac.in">ramesh.kumar@bcas.du.ac.in</a>
Dr. N. Vijay Kumar	9968126699	nallavijay.kumar@bcas.du.ac.in

**1.3.6 Sports Committee for the academic session 2019-2020**

Name	Contact No.	e-mail id
Dr.Sidharth Sirohi (Convener)	9868898270	siddharth.sirohi@bcas.du.ac.in
Dr.Ranjeet S. Thakur (Co-convener)	9818001146	ranjeet.thakur@bcas.du.ac.in
Dr.Anand Bharadvaja	9810690359	<a href="mailto:anand.bharadvaja@bcas.du.ac.in">anand.bharadvaja@bcas.du.ac.in</a>
Dr.Sujata Bhardwaj	9810979868	sujata.bhardwaj@bcas.du.ac.in
Dr.Neeru Sharma	9811463962	<a href="mailto:neeru.sharma@bcas.du.ac.in">neeru.sharma@bcas.du.ac.in</a>

**2.0 : Admission Procedure****2.1. Online Registration**

Applicants seeking admission to UG merit based programmes/ courses must register on a centralized admission Web Portal.

**2.2. Admission Process**

- i. The applicants must check the centralized Admission Web Portal and **college website** for **cut-offs** for different Programmes.
- ii. The applicants who meet the requisite cut-off should login to the UG admission portal into their registration account and **select college/programme** where the applicant wishes to take admission and meets the desired cut-off criterion.
- iii. The applicant shall take the print out of the admission form and together with the list of documents/certificates (**see Section 2.2.1 for details**) proceed to the college for verification of mark-sheet/certificates, calculation of cut-off percentage depending on the programme/course.

**2.2.1 Standard Operating Procedure (SOP) adopted for the admissions in UG courses**

1. All candidates seeking admissions should report to central unit at AV-room for verification of documents. The authorized persons will put college-stamp & their signature on self- attested photocopy of XII class mark-sheet and SC/ST/OBS/PWD/KM/EWS after verification from the portal/website stating SC/ST/OBS/PWD/KM/EWS caste certificate. **[Level 1 Verification]**.
2. The candidate will be directed to their respective Admission-in-Charge of the course who will verify their admission criteria, eligibilities and cut-off percentage as per notified rules **[Level 2 Verification]**. They shall also verify and ensure that printed admission form has DU logo, photo of candidate and is filled correctly and completely. Then they shall put their signatures at the specified space in the admission form. In this process they can involve 2-3 non-teaching staff of their respective laboratories. It has to be ensured that following documents are **stapled** as per the following sequence:
  - i. Original print-out of University form with signatures of candidate and guardian/parents preferably on single page
  - ii. **Two passport size** self-attested photographs
  - iii. Self-attested photocopy of XII Class Mark-sheet ( **college stamp if verified**)
  - iv. Self- attested photocopy of X Class Mark-sheet
  - v. Self- attested photocopy of X Class original Certificate
  - vi. Self- attested copy (**college stamp if verified**) of SC/ST/OBC/EWS/CW/KM caste Certificate (in the name of the Applicant) issued by the competent authority. (*The name of applicant claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the name that appear on his/her corresponding School Board qualifying certificates; similarly his/her parents' name must match in both sets of certificates*).
  - vii. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. ***The validity of the non creamy layer certificate shall be for the financial year 2018-19, issued after 31<sup>st</sup> March,2019.***
  - viii. Anti-ragging affidavit (web: [www.antiragging.in](http://www.antiragging.in)&[www.amanmovement.org](http://www.amanmovement.org) )
  - ix. Gap-year Affidavit
  - x. Self- attested photocopy of Aadhar Card/ Voter ID
  - xi. Certificate mentioning Hindi studied (minimum up to class VIII)
  - xii. Undertaking (if any)

***Students have to fill the Form for mentioning their choices of General Elective-I (GE-I) paper at the time of admission. They are required to refer the syllabus before opting for any paper.***

**Note:**

- *College will not retain original documents of the applicant except undertakings but he/she is required to produce his/her documents in original at the time of admission.*
- *The Original Mandatory Documents produced at the time of admission are to be verified online. The Documents which cannot be verified online are to be submitted in original within one week of the last day of UG Admissions for forensic verification.*

3. Any grievance (addressed to Principal) will be entertained only when it is forwarded by Helpdesk and grievance committee/ Public Grievance Redressal Committee / Student Advisory & PR-committee / Special Category Admission Enabling Committee, and will be subjected to approval by Principal. It should be **put at the front, prior to college admission form and stapled.**
4. Admission form with all documents will be submitted to deputed person by non-teaching staff of the department in the conference room where SO Administration will verify the admission requirements and documents. Then, Admission Committee representative (Convener) will verify admission by putting signature on the admission form. The admission of the candidate will be **verified and approved by Principal** by putting signature on admission form and the same will be **approved on-line by Senior P.A. to Principal on DU-admission portal.**
5. The applicant will then be required to log-on to the UG admission portal to make the online Admission Fee payment through the available online payment options. **The approved applicant is permitted to make online admission fee payment till 15:00 hrs of the next day of the approval of the admission in the portal.**
6. It may be noted that admission in a college is completed only after realization of the fee payment on the UG admission portal within the prescribed time-limit.
7. In case student wish to cancel his/her admission, she/he will be required to submit the printed cancellation form from DU portal and get it signed from Admission in-Charge, Member Standing Committee, Admission Committee and Principal.

**Case 1:** If student want to take admission in any other University/Institutes then fee may be refunded as per University rules.

**Case 2:** If student want to take admission in any other course in the same college or in other college in DU then Admission fee will be adjusted automatically and student will pay the balance fee, if the fee is more in the new college/programme in which the admission is taken. In case the fee is less in the new college/programme in which the admission is taken, the balance would be refunded to the applicant's account as per the College/University rules after the admissions are closed.

**During Cancellation and Re-Admission:**

- i. A cancellation fee of **Rs. 1,000/-** is deducted from the applicant's —Wallet for every cancellation before the last day of Admissions, and reflects in their Admissions Dashboard each time the applicant cancels their admission.
- ii. The fees to be paid to colleges in subsequent upgradations/readmissions will be adjusted against the amount in the —Wallet. The applicant will need to pay fees hereon only if subsequent college fees are higher than the fees paid at the first college.
- iii. All adjustments will be reflected in the —Wallet feature.
- iv. Refund of fees due to cancellation or any other reasons will not be done after the last day of undergraduate admissions, 2019-20 (page 52 DU admission information bulletin).

**Important Note:** *Eligible Applicants/candidates of the (n-1)<sup>th</sup> cut-off list, if any, shall be entertained for admissions only in the last hour of the third day of current n<sup>th</sup> Cut-Off subject to the availability of vacant seats.*

### 2.3. Schedule for Undergraduate Merit based courses for the Academic session (2019-2020)

Cut-off Lists	Activity	Date
<b>First</b>	Notification of First Cut-off List by the Colleges	28.06.2019
	Online Document verification , approval of admission and payment of fee	28.06.2019 to 01.07.2019 (except Sunday)
<b>Second</b>	Notification of Second Cut-off List by the Colleges	04.07.2019
	Online Document verification , approval of admission and payment of fee	04.07.2019 to 06.07.2019
<b>Third</b>	Notification of Third Cut-off List by the Colleges (if any)	09.07.2019
	Online Document verification , approval of admission and payment of fee	09.07.2019 to 11 .07.2019
<b>Fourth</b>	Notification of Fourth Cut-off List by the Colleges (if any)	15.07.2019
	Online Document verification , approval of admission and payment of fee	15.07.2019 to 17.07.2019
<b>Fifth</b>	Notification of Fifth Cut-off List by the Colleges (if any)	20.07.2019
	Online Document verification , approval of admission and payment of fee	20.07.2019 to 23.07.2019 (except Sunday)
<p>The applicant has to log on to the Undergraduate Admission Portal to make online payment of the fee after approval from the college. This may be done till 15:00 hrs. of the next day of the approval of Admission in the portal.</p>		

**Note:**

1. For document verification and approval of admission following timing will be observed. 9:00 AM to 1:00 PM
2. The further cut-off list may be declared, depending on vacant seats in the college.

## 2.4 Relaxations in Course –Specific Eligibility Criteria (SC/ST/OBC/EWS)

- To determine their eligibility and merit, applicants from the SC/ST categories shall be given a relaxation to the extent of 5% in the respective eligibility criteria and merit for admission prescribed for applicants from the UR category. *If, after giving 5% relaxation, these reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill all the reserved seats in the course concerned. Eligibility in such cases is pass percentage.*
- To determine the eligibility and merit, applicants from the OBC category shall be given a relaxation in the respective eligibility in the qualifying examination to the extent of 10% of the eligibility marks prescribed for applicants from the UR Category. *For example, if the minimum eligibility for admission to a course is 50% for the UR Category applicants, the minimum eligibility for the OBC category will be 45% (i.e. 50% minus 10% of 50%).*
- Applicants from the PwD category shall be given a relaxation in the respective eligibility for the course concerned in the qualifying examination to the extent of 5%.
- Applicants from the CW category shall be given a relaxation of 5% in the respective eligibility for the course concerned in the qualifying examination.
- **Eligibility Criteria for merit-based admissions under the EWS category shall be identical to that of UR category.**

## 3.0: Programmes/Courses offered by the college

Undergraduate courses offered by the college (with their annual fee and seats allotment):

S.No.	Name of the Programme/Course	Category-wise Seats distribution						Category-wise Annual fee (in INR)		
		Total seat	UR	SC	ST	OBC	EWS	UR/SC/ST/OBC/EWS	PWD	Foreign students
1.	B.Sc.(H)Biomedical Science	52	24	8	4	14	2	23020	9410	72720
2.	B.Sc. (H) Botany	34	16	5	3	9	1	13020	9410	62720
3.	B.Sc. (H) Chemistry	34	16	5	3	9	1	13020	9410	62720
4.	B.Sc. (H) Computer Science	52	24	8	4	14	2	28020	9410	209700*
5.	B.Sc. (H) Electronics	52	24	8	4	14	2	13020	9410	62720
6.	B.Sc. (H) Food Technology	52	24	8	4	14	2	13020	9410	62720
7.	B.Sc. (H)Instrumentation	52	24	8	4	14	2	13020	9410	62720
8.	B.Sc. (H) Microbiology	34	16	5	3	9	1	13020	9410	62720
9.	B.Sc. (H) Physics	34	16	5	3	9	1	13020	9410	62720
10.	B.Sc. (H) Polymer Science	52	24	8	4	14	2	23020	9410	72720
11.	B.Sc. (H) Zoology	34	16	5	3	9	1	13020	9410	62720

\* Other than SAARC countries and Tibetan students\*\*

**\*\*Tibetan students are exempted from paying foreign students Registration fee and Annual fees payable to the college. They are required to pay Annual tuition fee charged by college.**

**# College reserves the right to change the fee of any program without any prior notice.**

## **4. 0: Requirements for Admission**

### **4.1. Qualifying Examinations**

Qualifying examinations for the purpose of admission to the first year of undergraduate courses offered by the University of Delhi shall be Senior Secondary School Certificate Examination (Class XII) of the Central Board of Secondary Education or an examination recognized as equivalent thereto.

Applicants seeking admission to the undergraduate courses offered by the University should have passed the qualifying examination obtaining minimum marks as specified for each of the courses in subsequent sections.

### **4.2. Age Requirement**

As per Ordinance-I of the University, there is no minimum age bar for admission to the undergraduate and postgraduate courses in the University and its colleges except in the courses where the respective regulatory bodies, such as Medical Council of India (MCI), All India Council of Technical Education (AICTE), Bar Council of India (BCI), National Council for Teacher Education (NCTE), Dental Council of India (DCI), etc. have prescribed the minimum age requirement in their regulations.

**Note:** Gap year(s) would not be a bar for purposes of admission to the undergraduate courses.

### **4.3. Equivalence Criteria**

The applications for admission to the Undergraduate courses in the Colleges in respect of applicants belonging to the Examining bodies of Boards / Universities recognized / accredited by the Association of Indian University / University Grants Commission / Ministry of Human Resource Development shall be considered by the College/Department in terms of the following recommendations as mentioned in the University circular letter of 13.01.2005.

1. That various degrees from Universities recognized by the Association of Indian Universities / University Grants Commission / Ministry of Human Resource Development or by any bilateral agreement be considered as equivalent to corresponding degrees of the University of Delhi subject to the conditions that course duration is same as in the University of Delhi for purposes of determining eligibility for admission to various courses and further Departments / Colleges may be allowed to evolve procedure through their respective Admission Committees.
2. Senior School Certificate of various Boards recognized by Association of Indian Universities / Central Board of Secondary Education is considered as equivalent to the Senior School Certificate of Central Board for the purposes of eligibility to various Undergraduate courses.
3. Students who pass various Degree / School Examination of Foreign Universities / Boards as have already been approved by the Equivalence Committee, from time to time, be considered eligible as a matter of routine. The cases of only those applicants who do not

fall in the list of Association of Indian Universities /University Grants Commission/ Ministry of Human Resource Development recognized accredited Boards/ Universities shall be referred to the University on the basis of individual merit.

4. For some Boards which issue consolidated mark sheets containing marks of both 11<sup>th</sup> and 12<sup>th</sup> class, the merit of such applicants shall be determined on the basis of such consolidated mark Sheet.

**Note:**

**The admission in any programme/course shall not be granted on predicted scores issued by various Boards / Schools.**

#### 4.4. Grade Conversion [As per AC Resolution No. 319, Dt. 22.3.1976]

Formula/equivalence of the grade point average awarded in Cambridge School Certificate/ Malayalam / Overseas /African G.C.E./Examination School Certificate Examination and / or 12<sup>th</sup> Grade Examination of American Embassy School, New Delhi with the percentage of marks as are awarded in the Higher Secondary Examination of the Central Board of Secondary Education, New Delhi, for the purpose of admission to different courses in the University of Delhi

Grade	Min.% of Each Grade	Grade	Mean Resultant Percentage
1	90	A	90
2	75	B	75
3	66	C	60
4	61	D	40
5	57	E	30
6	51	F	Fail
7	47		
8	40		
9	Fail		

##### 4.4.1 Admission for IB Students (IB Grade to Marks Scheme)

Grade	Indian Equivalent Marks	
7	96-100	Midpoint 98
6	83-95	Midpoint 89
5	70-82	Midpoint 76
4	56-69	Midpoint 62.5
3	41-55	Midpoint 48
2	21-40	Midpoint 30.5
1	1-20	Midpoint 10.5

**4.4.2 Admission for University of Cambridge (International Examinations) Students**

Grade	Percentage Uniform Mark Range	Cambridge Grade	Percentage Uniform Mark Range
*A	90-100(Midpoint95)	As	95
A	80-89(Midpoint85)	A	80-100(Midpoint 90)
B	70-79(Midpoint75)	B	70-79 (Midpoint 75)
C	60-69(Midpoint65)	C	60-69 (Midpoint 65)
D	50-59(Midpoint55)	D	50-59 (Midpoint55)
E	40-49(Midpoint45)	E	40-49 (Midpoint 45)

**Further Details:**

\*Wherever G.C.E. Certificate indicates the grades; it will be treated at par with the grades of Indian School Certificate Examination for purposes of Admission requirements. (See Grade Conversion)

\* The Applicants seeking admission to an Honours Course must have passed the subject at Advanced level. For Geology and Anthropology Honours Courses, the applicant must have passed one Science subject at Advanced level out of Physics/Chemistry/ Mathematics/ Biology. The Applicant seeking admission to Honours Course in Physics / Chemistry must have passed: Mathematics and Additional Mathematics at Ordinary level and at least one subject at Advanced Level out of (1) Pure Mathematics (2) Applied Mathematics (3) Mathematics (Pure and Applied) and (4) further, Mathematics or Additional Mathematics at Ordinary Level and one subject at advanced level.

\*Further the University shall also treat the applicants passing the 10+2 exam from this board at par with the applicants passing 10+2 from other recognized boards and eligible for admission to UG courses of the University. Further, the percentage uniform mark will be used by the University for admission purposes. Grades will not be converted to marks where percentage uniform marks are available.

**NOTE: In case any board declares the percentage marks of individual subjects along with the grades, then marks shall be taken into consideration.**

*The Nomenclature of Cambridge International Examinations has been changed to Cambridge Assessment International Education w.e.f. 2017*

**5.0 : Programme/Course-wise requirements**

Minimum requirements for the students who have passed the qualifying examinations and are seeking admission in regular colleges to various courses are summarized below:

S.No.	Programme/ Course	Additional Eligibility Criteria and Course-wise Combination of Subjects for Merit List
1.	B.Sc. (Hons.) Botany, Zoology and Microbiology	55% or more marks in the aggregate of Physics, Chemistry, Biology/Biotechnology (PCB/PCBt) (Practical & Theory together) And passing in one compulsory language i.e. English with 50% marks.
2.	B.Sc. (Hons.) Computer Science	<p>Mathematics, one language and two other subjects listed as academic subjects Should have secured</p> <p>(a) 60% or more marks in Mathematics (b) 60% or more marks in aggregate of four subjects including Mathematics, one language (LIST B) and two other subjects listed as Academic Subjects (LIST A).</p> <p style="text-align: center;"><b>Or</b></p> <p>The admission would be based on the aggregate of marks scored in class XII in best four academic subjects inclusive of one language (LIST B), Mathematics and two out of Physics, Chemistry and Computer Science/ Informatics Practices.</p> <p><b>Note:</b> Applicants from other streams, (with Mathematics in Class XII), will have a disadvantage of 2% in aggregate of required four subjects, i.e. Mathematics + one language (LIST B), + two academic subjects from those streams.</p>
3.	B.Sc. (Hons.) Chemistry, Physics and Polymer Science	<p>(a) The overall percentage in Physics, Chemistry and Mathematics (PCM) should be 55% (b) and one compulsory language should be 50% (LIST B).</p>
4.	B.Sc. (Hons.) Electronics/ Instrumentation	<p>(c) The overall percentage in Physics, Chemistry and Mathematics (PCM) should be 55% (d) and one compulsory language should be 50% (LIST B).</p>
5.	B.Sc. (Hons.) Food Technology	<p>(a) 55% or more marks in the aggregate of Physics, Chemistry, Mathematics/Biology/Bio-technology (PCM/PCB/PCBt) (Practical &amp; Theory together) (b) 50% in English as a compulsory language.</p> <p><b>Note:</b> Applicants who have studied both Mathematics</p>

		and Biology, i.e., PCMB at qualifying exam will be given 3% relaxation.
6.	B.Sc.(Hons.) Biomedical Science	<p>(a) An aggregate of at least 55% aggregate in Physics, Chemistry, Biology/Biotechnology (PCB/BT) subjects.</p> <p>(b) At least 50% marks in English (compulsory subject).</p> <p><b>Note:</b> Students having PCB/Bt with Mathematics (at least 60% marks) will be given an advantage of 3% over and above their PCB/Bt aggregate.</p>

### 5.1 List A: (Academic / Elective Subjects)

Accountancy	Computer Science/ Computer Applications/ Practices	Mathematics Informatics
Anthropology	Economics	Philosophy/Logic and Philosophy
Biology/Biochemistry/Biotechnology	Geography	Physics
Business Mathematics	Geology	Political Science
Chemistry	History	Psychology
Civics	Home Science	Sociology
Commerce/Business Studies	Legal Studies	Statistics

**Note:**

The University may define any other relevant subjects as academic/elective for a particular course. In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/elective subject.

### 5.2 List B: (Language Subjects)

List B (Language Subjects)					
LIST B1				LIST B2	
Assamese Core/ Assamese Elective	Gujarati Core/ Gujarati Elective	Maithili Core/ Maithili Elective	Odia Core/ Odia Elective	Tamil Core/ Tamil Elective	Arabic Core/ Arabic Elective
Bengali Core/ Bengali Elective	Hindi Core/ Hindi Elective	Malayalam Core/ Malayalam Elective	Punjabi Core/ Punjabi Elective	Telegu Core/ Telegu Elective	French Core/ French Elective
Bodo Core/ Bodo Elective	Kannada Core/ Kannada	Manipuri Core/ Manipuri	Sanskrit Core/ Sanskrit Elective	Urdu Core/ Urdu Elective	German Core/ German Elective

	Elective	Elective			
Dogri Core/ Dogri Elective	Kashmiri Core/ Kashmiri Elective	Marathi Core/ Marathi Elective	Santhali Core/ Santhali Elective		Italian Core/ Italian Elective
English Core/ English Elective	Konkani Core/ Konkani Elective	Nepali Core/ Nepali Elective	Sindhi Core/ Sindhi Elective		Persian Core/ Persian Elective
					Spanish Core/ Spanish Elective

### 6. 0: Rechecking/Revaluation

The colleges shall consider admission of the applicants whose marks get increased in the process of rechecking/ revaluation by their respective boards within the prescribed period of admission provided that such applicant fulfills the other eligibility conditions laid down for admission and seats are available in course/ college. The college will be required to update all the information on University Admission portal as per the University rules.

### 7.0 : List of Documents required at the time of Admission

The applicants shall be required to produce the following documents in original with one set of photocopies at the time of admission:

- i. Original print-out of University form with signatures of candidate and guardian/parents preferably on single page
- ii. **Two passport size** self-attested photographs
- iii. Self-attested photocopy of XII Class Mark-sheet ( **college stamp if verified**)
- iv. Self- attested photocopy of X Class Mark-sheet
- v. Self attested photocopy of X Class original Certificate
- vi. Self attested copy (**college stamp if verified**) of SC/ST/OBC/EWS/CW/KM caste Certificate (in the name of the Applicant) issued by the competent authority. (*The name of applicant claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the name that appear on his/her corresponding School Board qualifying certificates; similarly his/her parents' name must match in both sets of certificates*).
- vii. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. ***The validity of the non creamy layer certificate shall be for the financial year 2018-19, issued after 31st March,2019.***
- viii. Anti-ragging affidavit (web: [www.antiragging.in](http://www.antiragging.in)&[www.amanmovement.org](http://www.amanmovement.org) )
- ix. Gap-year Affidavit
- x. Self- attested photocopy of Aadhar Card/ Voter ID
- xi. Certificate mentioning Hindi studied (minimum up to class VIII)
- xii. Undertaking (if any)

*Students have to fill the Form for mentioning their choices of General Elective-I (GE-I) paper at the time of admission. They are required to refer the syllabus before opting for any paper.*

- *College will not retain original documents of the applicant except undertakings but he / she is required to produce his/her documents in original at the time of admission.*
- *The Original Mandatory Documents produced at the time of admission are to be verified online. The Documents which cannot be verified online are to be submitted in original within one week of the last day of UG Admissions for forensic verification.*

### **8.0: Reservations and Relaxations for SC/ST/OBC/EWS**

The merit list for the unreserved category (UR) seats will comprise all the applicants in order of merit. No one will be excluded from the same. **In other words, the merit list will also include SC / ST / OBC / EWS applicants, irrespective of category, if they meet the criterion of merit for UR category. No applicant can be excluded from the UR category merit list just because the applicant belongs to or has applied under SC/ST/OBC/EWS category.** Such an applicant is entitled to be considered under the UR category, as well as under the reserved category.

Admission to UR category seats will be strictly in order of merit without excluding SC/ST/OBC/EWS applicants.

**Discrimination on the basis of category/ caste is completely unlawful.** Applicants seeking admission under SC/ST/OBC/EWS category will have to produce for verification certificates in their own names.

#### **8.1 Reservation of Seats for Schedule Caste (SC)/Tribe (ST) Applicants**

- 22<sup>1</sup>/<sub>2</sub> % of the total numbers of seats is reserved for applicants belonging to Scheduled Caste Scheduled Tribes (15% for Scheduled Caste and 7<sup>1</sup>/<sub>2</sub> % for Scheduled Tribes, interchangeable, if necessary).
- It is a statutory obligation on the part of Colleges to fill all seats reserved for Scheduled Caste /Scheduled Tribe applicants.
- Colleges shall not refuse admission to any SC/ST Applicant on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be removed, 38 remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.
- Relaxation to the extent of 5% in the minimum marks will be given to the applicants belonging to SC and ST to determine their eligibility and merit for admission to the programme concerned.
- *In case, after giving 5% relaxation, the reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill up all the reserved seats.(AC Resolution A88, 14.6.1983) (EC Resolution 157, 24121.2001). Eligibility in these cases is pass percentage.*

**The following are empowered to issue the certificate:**

- a) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Addl. Deputy Commissioner/ Deputy Collector/ 1st class Stipendiary Magistrate/ City Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.

- b) Chief Presidency Magistrate/ Addl. Chief Presidency Magistrate/ Presidency Magistrate.
- c) Revenue Officer not below the rank of Tehsildar.
- d) Sub- Divisional Officer of the area where the Applicant and/ or his family normally resides.
- e) Administrator/ Secretary to the Administrator/ Development Officer (Lakshadweep Islands).

**Applicant must note that Certificate from any other person/ authority shall not be accepted in any case. If the applicant happens to belong to SC or ST, applicant's caste/ tribe must be listed in the appropriate Govt. of India schedule.**

The Caste Certificate should clearly state:

- a) Name of his/ her caste/ tribe
- b) Whether applicant belongs to SC or ST
- c) District and the State or Union Territory of applicant's usual place of residence and
- d) The appropriate Govt. of India schedule under which his/ her caste/ tribe is approved by it as SC or ST.

If the applicants do not have the SC or ST caste/tribe certificate at the time of upload, the applicant may upload the acknowledgement slip of the SC or ST caste/tribe certificate application. However, **at the time of admission, the applicant will have to produce the valid original SC or ST caste/tribe certificate.**

However, if an SC/ST Applicant seeks admission under some other category (for example: PWD/Employee Ward etc.) the applicant should satisfy the minimum eligibility requirement for that category.

**Note: Candidates seeking admission under SC/ST category should have certificates in their own name only.**

**SC/ST applicants who get admission under open merit (unreserved) shall not be included in the reserved quota, i.e. 22.5% (15% for SC and 7.5% for ST).**

## **8.2 Reservation of Seats for Other Backward Classes (Non-Creamy layer Central List)**

- 27% seats will be reserved for the applicants belonging to OBC (non-creamy layer, central list).
- At the time of giving admission to an OBC applicant, the College will ensure that the caste is included in the Central List of OBC (the OBC status is to be determined on the basis of the Central List of OBCs notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at the **website [http://ncbc.nic.in/backward\\_classes/index.html](http://ncbc.nic.in/backward_classes/index.html)**
- The certificate must mention non-creamy layer status of the applicant (Non-creamy layer status issued by an authority mentioned in DOPT Office Memorandum no. 36012/22/93-Estt. (SCT) dated 15.11.1993).

- The OBC applicants who belong to the ‘**Non-Creamy Layer**’ and whose caste appears in the **Central List of the OBCs only, shall be eligible** to be considered for admission under the OBC category (Validity period of OBC certificate in respect of ‘creamy layer’ status of the applicants as per DOPT Office Memorandum No. 36036/2/2013-Estt.(Res-I) dated 31 March 2016). **The validity of the non-creamy layer certificate shall be for the financial year 2018-2019, issued after 31<sup>st</sup> March, 2019.**
- If the applicants do not have the OBC non-creamy layer certificate of the financial year 2018-2019 **at the time of upload, the applicant may upload old OBC non-creamy layer certificate/acknowledgement slip of OBC non-creamy layer certificate application. However, at the time of admission, the applicant will have to produce the OBC non-creamy layer certificate of the financial year 2018-2019.**
- The **OBC applicants shall be given a relaxation of 10% in the minimum eligibility** marks of the said programme and in the admission entrance test 10% of the minimum eligibility marks prescribed for General Category applicants.
- It is a statutory obligation on the part of Colleges to fill all seats reserved for OBC applicants.
- **The Colleges shall not refuse admission to any OBC applicant on the basis of medium of instruction.** Any deficiency in the knowledge of any particular language should be removed, remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.

**Note:**

**The merit list for the unreserved category seats will comprise of all the applicants in the order of merit. No one will be excluded from the same. In other words, it will also include SC / ST / OBC applicants, if they come in unreserved merit. The applicant cannot be excluded from the unreserved category merit list just because he belongs to SC/ST/OBC. Such an applicant is entitled to be considered under the unreserved category, as well as under the reserved category. Admission to unreserved category seats will be strictly in the order of merit without excluding SC/ST/OBC applicants.**

**8.3 Reservation policy for Economically Weaker Sections (EWS)**

As per the University of Delhi notifications, Reference No. Aca. I / Reservation of EWSs / 2019 / 63 Dated 28th March 2019 and Reference No. Aca. I / Reservation of EWSs / 2019 / 101 Dated 15th May 2019, for the reservation for Economically Weaker Sections (EWSs) Category, the University Departments / Centres / Colleges have reserved 10% seats for admission for the same from this Academic Year, 2019-20. The eligibility of such applicants will be decided on the basis of fulfilling criteria prescribed in the above notifications, and subject to submission of documents, issued by the competent authority, in the format provided in Annexure I.

For further details applicants can visit:

<http://www.du.ac.in/du/uploads/Notifications/04042019-Notification-EWS.pdf> and

<http://www.du.ac.in/du/index.php?mact=News,cntnt01,detail,0&cntnt01articleid=23723&cntnt01returnid=83>

**“The issuing authority for EWS certificate is the same as for SC/ST” .**

## Supernumerary seats:

The following categories are designated as “supernumerary”:

- i) **PwD** (Persons with Disabilities);
- ii) **CW** (Children/Widows of Personnel of the Armed Forces including Para-Military);
- iii) **KM** (Kashmiri Migrants);
- iv) **Prime Minister's special scholarship** for Jammu and Kashmir;
- v) **SS** (Nominated Sikkimese Students);
- vi) **WQ** (Ward Quota);
- vii) **ECA** (Extra-Curricular Activities);
- viii) **Sports**.

### 8.4 Reservation of Seats for Persons with Disabilities (PwD) (Supernumerary)

As per the provisions of Rights of Persons with Disabilities Act, 2016, not less than **five percent (5%)** seats are reserved for Persons with Benchmark Disabilities, where “person with benchmark disability” means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority. It may be noted that the erstwhile Persons with Disability Act, 1995, under which reservation for Persons with Disabilities in admissions was provided earlier has now been repealed.

The following specified categories of disabilities as mentioned in the Schedule to the Rights of Persons with Disabilities Act, 2016 [See clause (zc) of section 2] are eligible to get the benefit of the said reservation;

#### 1. Physical disability

**A. *Loco-motor disability*** (a person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both), including—

- (a) "*leprosy cured person*" means a person who has been cured of leprosy but is suffering from—
  - (i) Loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;
  - (ii) Manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;
  - (iii) extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall construed accordingly;
- (b) "*cerebral palsy*" means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;
- (c) "*Dwarfism*" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

(d) "*Muscular dystrophy*" means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterized by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

(e) "*Acid attack victims*" means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

## **B. Visual impairment**

(a) "Blindness" means a condition where a person has any of the following conditions, after best correction—

(i) Total absence of sight; or

(ii) Visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or

(iii) Limitation of the field of vision subtending an angle of less than 10 degree.

(b) "low-vision" means a condition where a person has any of the following conditions, namely:—

(i) Visual acuity not exceeding 6/18 or less than 20/60 up to 3/60 or up to 10/200 (Snellen) in the better eye with best possible corrections; or

(ii) Limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree.

## **C. Hearing impairment**

(a) "Deaf" means persons having 70 DB hearing loss in speech frequencies in both ears;

(b) "Hard of hearing" means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears;

**D. "speech and language disability"** means a permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.

**2. Intellectual disability**, a condition characterized by significant limitation both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behavior which covers a range of every day, social and practical skills, including

(a) "*specific learning disabilities*" means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia;

(b) "*autism spectrum disorder*" means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviors.

## **3. Mental behaviour**

"Mental illness" means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behavior, capacity to recognize reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterized by sub normality of intelligence.

#### **4. Disability caused due to -**

(a) *Chronic neurological conditions*, such as :

(i) "Multiple sclerosis" means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;

(ii) "Parkinson's disease" means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

(b) *Blood disorder*:

(i) "haemophilia" means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterized by loss or impairment of the normal clotting ability of blood so that a minor wound may result in fatal bleeding;

(ii) "Thalassemia" means a group of inherited disorders characterized by reduced or absent amounts of haemoglobin.

(iii) "Sickle cell disease" means a hemolytic disorder characterized by chronic anemia, painful events, and various complications due to associated tissue and organ damage; "hemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

5. **Multiple Disabilities** (more than one of the above specified disabilities) including deaf blindness which means a condition in which a person may have combination of hearing and visual impairments causing severe communication, developmental, and educational problems.

6. **Any other category as may be notified by the Central Government.**

#### **8.4.1 Concessional/Waiver of fees in respect of Persons with Disabilities (PwD)**

Consequent upon amendment to Ordinance X (4) of the University, the following provision has been added after Sub-clause 2 of Ordinance X (4) of the said Ordinance:

- i. "Provided that the Persons with **Physical Disabilities shall be waived off all the fees payable including the Examination fee and other University fees, except Admission fee, subscription towards Delhi University Students' Union and Identity Card fee for pursuing under-graduate, postgraduate or other Programmes in the University or its Colleges.**"
- ii. In pursuance of the above, the applicants with physical disabilities pursuing various Programmes of study in the Faculties, Departments, Centers, and

- Institutions / Colleges of the University shall be exempted from payment of fees, including examination fee and other University fees, except Admission fee, subscription towards Delhi University students' Union and Identity Card fee.
- iii. PwD applicants who will meet the cut-off for the unreserved category and will take admission in the unreserved category (UR) will pay the fee relevant for PwD applicant.
  - iv. In pursuance of the Executive Council Resolution No. 50 dated 03.11.2012, it is notified that the students with physical disabilities residing in different Hostels / Halls of the University are exempted from payment of all hostel fees and charges except refundable caution fee and the mess fees. The Persons with Physical Disabilities students shall pay 50% of the Mess fee and the remaining 50% of the Mess Fee-in respect of the PwD students is being met by the University of Delhi. Similar norms are to be adopted by the Colleges in respect of PwD Students residing in various hostels of the Colleges.
  - v. **It is clarified further that the PwD students who are getting fellowships / financial assistance shall be exempted from payment of fees / charges / mess fees subject to the following conditions:**

Value of Fellowship	Exemption of Fees Waiver etc.
Up to Rs. 3000/- per month	Fees waiver + 50% Mess Subsidy
Rs. 3001 to 8000 per month	Fees waiver but no Mess Subsidy
Rs. 8001 and above per month	No fees waiver and no Hostel Subsidy

**Note:**

**All eligible SC/ST, OBC, PwD students who are admitted to college should submit their scholarship form by February for timely processing.**

**8.5 Reservation for Children/Widows of Personnel of the Armed Forces (CW)**

1. Five percent (5%) of seats are reserved for applicants under this category, course-wise in all colleges.
2. All such applicants have to upload the Educational Concession certificate in the enclosed format sample to be issued by **any of the following authorities** on the proper letterhead:
  - (a) Secretary, Kendriya Sainik Board, Delhi.
  - (b) Secretary, RajyaZila Sainik Board.
  - (c) Officer-in-Charge, Record Office.
  - (d) 1st Class Stipendiary Magistrate.
  - (e) Ministry of Home Affairs (For Police Personnel in receipt of Gallantry Awards)

Admission may be offered to the Children/Widows of Personnel of the Armed Forces (**Priority I to IX**) including Para-Military Personnel (**only Priority I to V**), in the following order of preference:

<b>Priority I</b>	Widows/Wards of Defence personnel killed in action;
<b>Priority II</b>	Wards of Defence Personnel disabled in action and boarded out from service with disability attributable to military service.
<b>Priority III</b>	Widows/Wards of Defence Personnel who died while in peace time with death attributable to military service;
<b>Priority IV</b>	Wards of Defence Personnel disabled in service and boarded out with disability attributable to military service;
<b>Priority V</b>	Wards of Serving/Ex-servicemen including personnel of police forces who are in receipt of Gallantry Awards; i. ParamVir Chakra ii. Ashok Chakra iii. MahaVir Chakra iv. Kirti Chakra v. Vir Chakra vi. Shaurya Chakra vii. President's Police Medal for Gallantry viii. Sena Medal (Gallantry), NauSena Medal (Gallantry), VayuSena Medal (Gallantry) ix. Mention-in-Despatches x. Police Medal for Gallantry
<b>Priority VI</b>	Wards of Ex-Servicemen.
<b>Priority VII</b>	Wives of: i. Defence personnel disabled in action and boarded out from service. ii. Defence personnel disabled in service and boarded out with disability attributable to military service iii. Ex-servicemen and serving personnel who are in receipt of Gallantry Awards.
<b>Priority VIII</b>	Wards of Serving Personnel
<b>Priority IX</b>	Wives of Serving Personnel

### 8.6 Reservation of Kashmiri Migrants (KM) (Supernumerary)

1. All the Wards (sons/daughters) of Kashmiri Migrants who wish to be considered for admission to various undergraduate Programmes for University have to register online as per schedule notified by the University.
2. **Up to 5% seats are reserved programme-wise in all colleges for Wards of Kashmiri Migrants.**
3. All the Wards of Kashmiri Migrants will have to upload a **certificate of registration as Kashmiri Migrants** issued by **Divisional Commissioner/ Relief Commissioner**.

4. *A concession of maximum 10% in the last cut-off marks fixed for unreserved category applicants shall be extended to the Kashmiri Migrants.*
5. **Admission** of Wards of Kashmiri Migrants will be **based on cut-offs** to be **announced by the Colleges.**

### **8.7 Prime Minister's Special Scholarship Scheme for J&K students (Supernumerary)**

The applicants selected under Prime Minister's special scholarship scheme for J&K students will be admitted directly to the College. Reservation under this category is not available in courses where admission is based on entrance tests.

### **8.8 Nomination of Seats for Sikkimese Students (Supernumerary)**

Sikkimese students nominated by the Govt. of Sikkim shall be considered for admission by the University in Colleges where hostel facilities are available (AC Resolutions 51 dated 05/06/1980 and 122 dated 17/12/1990). The allocation of Sikkimese students for admission as well as for hostel accommodation in respective colleges be made by the Vice-Chancellor at his discretion. Reservation under this category is not available in courses where admission is based on entrance tests. The number of these nominated seats is detailed below:

<b>Course</b>	<b>Seats</b>
B.A. (Prog.)	3
B.A. (Hons.)	1
B.Com.	4
B.Com. (Hons.)	2
B.Sc. Physical Sciences /Applied Physical Sciences	2
B.Sc. Life Sciences /Applied Life Sciences	2
<b>Total</b>	<b>14</b>

### **8.9 Reservation of Seats for Foreign Applicants (Supernumerary)**

1. All foreign applicants, including those who have completed their schooling from an Indian Board may be treated as Foreign Students for the purpose of their registration / admission in various departments and Colleges of the University and they may be considered for admission under **5% quota prescribed** for the foreign students.
2. The foreign applicants seeking admission to Undergraduate Programmes should apply online through **Foreign Students' Registry portal <http://fsr.du.ac.in>** and can contact **Deputy Dean (Foreign Students), Conference Centre, University of Delhi.**

### 8.10 Reservation of Seats for Ward Quota (Supernumerary)

The admission to the wards of University and College permanent in - service employees, both teaching and non-teaching, to the various undergraduate programmes/courses, excluding professional programmes/courses and other courses where admission is made on the basis of entrance test, is made according to the following criteria:

1. For **admission of the wards (sons/daughters) of the permanent in –service employees at the college** where employees are working be given on the basis of merit among such candidates subject to ordinarily one seat for every unit of up to sixty students in a course and subject to fulfillment of minimum eligibility conditions.
2. For **admission of the wards (sons/daughters) of the permanent in- service employees of the University/other colleges (teaching/non-teaching)** the total number of seats for admission will **not exceed six (three for the teaching and three for the non-teaching permanent in- service employees)** on the basis of merit among such candidates subject to a maximum of ordinarily one seat for every unit of up to sixty students in a course and subject to fulfillment of minimum eligibility conditions.
3. The admissions on the **above norms will be against seats over and above the normal strength.**
4. The applicants wish to apply for admission under ward quota must fill the online registration form. They need to choose the colleges from the list for which they wish to apply at the time of registration. The schedule and process for admission under ward quota will be notified on the University website.

### 8.11 Extra-curricular and Sports Quota (Supernumerary)

It is mandatory for Colleges to provide sports facilities and encourage all students to participate in sports and extracurricular activities by introducing inter-class competitions and mass sports. Representation of at least 1% each (of total intake capacity of the college) of ECA and Sports is mandatory for all colleges, subject to a ceiling of 5% (of total intake capacity of the college) in total for ECA and Sports together. The existing provision of not more than 5% of Sports and ECA quota (subject-wise) is continued. The actual number of seats to be filled on ECA and sports basis is decided keeping in view the facilities available, requirements of the Colleges and other relevant factors. Additional information regarding schedule (including preliminary and final trials) and availability of seats will be notified on the University website.

#### 8.11.1 Guidelines for Admissions under ECA Quota

The admission of ECA applicants shall be administered through centralized trials based on the preferences of courses and colleges as indicated by the applicants. Information about available ECAs may be found in Annexures V.A. and V.B.

1. Applicants seeking admission under ECA category will register online on the DU Admissions portal.
2. There will be an additional registration fee of Rs. 100 to apply in the ECA category besides the charges for (UR/OBC/SC/ST/PwD/EWS) registration.
3. Applicants may register for a **maximum of three ECA categories.**

4. Not more than 15% concession in academic merit vis-à-vis Unreserved Category applicants for the last relevant cut-off may be given for admission to a specific course subject to course-specific eligibility criteria. Admissions under ECA category will only be allowed to applicants satisfying the course-specific minimum eligibility criteria.
5. Applicants are required to upload only one certificate (preferably that with the highest achievement) issued for the period May 1, 2016 up to April 30, 2019, in each Category they wish to apply for as a proof of their involvement in the relevant Category.
6. They should carry all the relevant certificates for evaluation in case they are selected for final trials.
7. ECA trials will be held at two levels: (i) Preliminary trials; (ii) Final trials. The trials for admission under the ECA category shall be conducted by an **ECA Committee (Admissions) appointed by the University Admission Committee and approved by the competent authority**
8. Dates and venues for the preliminary and final trials shall be notified and displayed on the University Website.
9. The applicant shall be allowed to appear in the preliminary trials only once in an event. **Any request for a second chance at trials will not be permitted.**
10. Based on the preliminary trials, applicants short-listed for the final trials will be notified on the University Website.
11. Evaluation of Certificates by the ECA Admission Committee will be done only for those applicants who qualify for the final trials. The applicants must carry all the relevant certificates in original (and with self-attested photocopies) for evaluation at the time of the final trial.
12. The Final Merit lists shall be based on ECA performance (in the Final Trials) and certificate evaluation with a weightage of 75:25 respectively.
13. The applicant must secure at least 50% marks in the final trials (38 out of 75) to be eligible for inclusion in the Final Merit lists of selected candidates. Subcategory-wise Final Merit lists will be prepared for all eligible applicants only.
14. In case of a tie in the final marks (out of 100), the candidate with higher marks in the trials (out of 75) will be placed higher in the Final Merit list. In case a tie still persists, all such candidates will have the same rank.
15. The preliminary and final trials will be video graphed and recordings would be preserved till the last date of admission.
16. Subcategory-wise Final Merit Lists of the applicants, showing marks awarded for the ECA certificates and for performances in the Final Trials, shall be notified on the University Website.
17. Selection in a final Merit list does not guarantee admission to an applicant. Admission is subject to the availability of seats in a course/college for the relevant ECA sub-category.
18. The existing provision of not more than 5% Sports and ECA quota (subject-wise) is continued as per circular No. Aca./ Sports / 2010-11 / 178 dated May 29, 2010. However, in case of a greater demand in a particular course, upto a maximum of double the number of sanctioned seats in the said course under the ECA category may be admitted by the college subject to overall ceiling of 5% sports and ECA Quota.
19. Applicants will have to register in the colleges of their choice according to the schedule that will be notified on College/University websites.
20. The allotment of the course/subject to the qualified applicants shall conform to the University regulations. The admission of applicants thereafter will be completed on the University Admission Portal.

21. It is mandatory for candidates selected in ECA and/or Sports Categories to submit an Undertaking on Non-Judicial Stamp Paper of Rs. 100/- at the time of admission stating that the candidate will participate in and/or represent the College and University, in all events as determined by College/ University, for the entire duration of the candidate's undergraduate course of study, failing which the admission to the college may be summarily cancelled.
22. Any candidate submitting false/fake certificates will be debarred from admission to any course in any college for three years. **If a candidate seeks admission on the basis of false/fake certificates, not only will the admissions be cancelled, an FIR may also be registered.**
23. The college shall maintain a proper record of candidates admitted on the basis of ECA.
24. The list (soft copy) of finally admitted applicants on the basis of ECA shall be sent to Delhi University Culture Council by the constituent Colleges within seven days of the last date of admission of the University of Delhi.
25. The decision of the ECA Admission Committee shall be final.

The following categories have been approved by the admission committee for ECA (8.11.2)

#### 8.11.2 List of ECA Categories and Seat distribution in the College

S.No.	Category	Activities	Sub-categories (Seats)
I	Culture	1. Creative Writing	1.1 <b>Creative Writing :Hindi (1)</b> 1.2 Creative Writing : English
		2. Dance	2.1 <b>Indian Classical (1)</b> 2.2 Indian Folk 2.3 <b>Western (1)</b>
		3. Debate	3.3 <b>Debate: Hindi (1)</b> 3.2 <b>Debate : English (1)</b>
		4. Digital Media	4.1 <b>Still Photography (1)</b> 4.2 Film Making
		5. Fine Arts	5.1 <b>Sketching &amp; Painting (1)</b> 5.2 Sculpture
		6. Music (Vocal)	6.1 <b>Indian Vocal (Classical, Light and Folk) (1)</b> 6.2 <b>Western (Classical and Light) (1)</b>
		7. Musical (Instrumental)	7.1 Indian Instrumental 7.2 Western Instrumental <b>Keyboard (1)</b>
		8. Theatre	Theatre
II	NSS	NSS	(1)
Total seats			(11)

### 8.11.3 Guidelines for admission on the basis of Sports in Undergraduate Programmes

The College shall follow the guidelines given below for admission on the basis of Sports in for Undergraduate courses. They will communicate as per the Performa sent by the University the total number of seats under Sports Quota (Supernumerary) along with requirement of Position / Event / Weight Category in different Game/ Sport to the University. The College should also notify the same on their College website. The applicant should go through the Bulletin of Information for UG courses and notifications issued from time to time on the website of Colleges/University of Delhi.

1. The applicant is required to fill the online application form available on the DU UG Admissions Portal.
2. The applicant can apply in **a maximum of three Games/Sports**.
3. There will be an additional registration fee of Rs. 100 to apply in the Sports category in addition to charges for (UR/OBC/SC/ST/PwD/EWS) registration.

Admission herein will be based on:

- (I) **Super Category: Direct admission without Sports Trial**
- (II) **Admission on the basis of Sports Trial.**

#### **I. Super Category: Direct Admission without Sports Trial (Category A of the Criteria for Marking of Merit/Participation Sports Certificate)**

*Sports persons who have represented India in the under-mentioned Competition(s), recognized and funded by the Ministry of Youth Affairs and Sports (MYAS) will be given Direct Admission without Sports Trial for the Game/Sport at Point no. II (B) where requirement for the Game/Sport has been given by the constituent Colleges.*

- (a) Olympic Games by the International Olympic Committee (IOC)
- (b) World Championship / World Cup by International Sports Federations (ISF)
- (c) Commonwealth Games by Commonwealth Games Federation (CGF)
- (d) Asian Games by Olympic Council of Asia (OCA)
- (e) Asian Championships by International Sports Federations (ISF)
- (f) South Asian Games (SAG) by South Asia Olympic Council (SAOC)
- (g) Paralympic Games by International Paralympic Committee (IPC)

#### **II. Admission on the basis of Sports Trial (Categories B, C and D of the Criteria for Marking of Merit/ Participation Sports Certificate) A.**

**Maximum 40 Marks for Merit/Participation Sports Certificate**

1. Criteria for Marking of Merit/Participation Sports Certificate displays the Marks for different levels of Game/Sport Competitions.
2. Sports Certificate of Invitational / Memorial / Open / Prize Money League / Ranking Competitions will not be considered.
3. Applicant is required to upload Self-Attested copies of three Merit/Participation Sports Certificate. However, only the Highest Merit/ Participation Sports Certificate will be considered for Marking.
4. Merit/Participation Sports Certificate of preceding three years will be considered from **01st May 2016 to 30th April 2019.**
5. Level of competency of the applicant will be determined only for those who have achieved distinction during the preceding three years in the Game/Sport at Point no. II (B).
6. The applicant must secure minimum 04 Marks in the Marking of the uploaded Highest Merit/Participation Sports Certificate to be eligible for Sports Trials.

### **B. Maximum 60 Marks for Sports Trial**

#### Team Games

Baseball (M), Basketball (M &W), Cricket (M &W), Football (M &W), Handball (M &W), Hockey (M&W), Kabaddi (M &W), Kho-Kho (M &W), Netball (W), Softball (W) and Volleyball (M &W)

#### ➤ **Marking Criteria for Team Games - Total (60 Marks)**

Fundamental Skills - (20 Marks)

Performance in Trials- (40 Marks)

#### **Dual & Combat Sports**

Badminton (M &W), Boxing (M &W), Judo (M &W), Squash (M &W), Table Tennis (M &W), Taekwondo \* (M &W), Tennis (M &W) and Wrestling (M &W)

#### ➤ **Marking Criteria for Dual and Combat Sports - Total (60 Marks)**

Fundamental Skills - (10 Marks)

Performance in Trials - (50 Marks)

\* Kyorugi

#### **Individual Sports**

Archery\*\* (M &W), Athletics (M &W), Chess (M &W), Diving (M &W), Gymnastics (M &W), Shooting\*\*\* (M &W), Swimming (M &W) and Weight-lifting (M &W)

#### ➤ **Marking Criteria for Individual Sports - Total (60 Marks)**

## Performance in Trials - (60 Marks)

\*\* Compound &amp;Recurve\*\*\*

## 10 Metre Air Pistol &amp; 10 Metre Air Rifle

1. The applicant shall be allowed to appear in the Sports Trial only in one Event/Position/Weight Category.
2. The applicant must secure minimum 30 Marks in the Sports Trial to be eligible for consideration in the Sports Merit List to be sent to the constituent Colleges.
3. The College identified for conducting Sports Trial should video-graph the Sports Trial and preserve the recordings.

The Sports Trial for admission under Sports Quota for specific Game / Sport shall be conducted by the Sports Admission Committee of the University. The composition of the Committee shall be as follows:

1. Chairperson: Principal/Principal Nominee
2. Convener: Physical Education Teacher, Department of Physical Education
3. Expert/s: To be nominated by the DUSC; Eminent person from the sports field from eminent institutions
4. DUSC Nominee
5. Vice Chancellor Nominee (Observer)

Marking for Individual Sports, Dual & Combat Sports shall be done by One Expert and marking for Team Games shall be done separately by three Experts of the Sports Admission Committee of the University.

**Note:**

1. The allotment of course to the eligible applicant shall conform to University regulations and shall be the sole responsibility of the College.
2. An applicant name appearing in the Sports Merit List sent to the constituent Colleges does not guarantee admission in a College. The admission of the applicant is subject to the availability of seats in a course in the College.
3. The allotment of the course may be finalized by the Sports Admission Committee of the College which shall include :
  - i. Chairperson: Principal/Principal Nominee
  - ii. Convener: Physical Education Teacher, Department of Physical Education
  - iii. Member/s: Physical Education Teacher, Department of Physical Education
  - iv. Nominee: One faculty member of the Staff Council
4. The Sports Admission Committee of the College shall :
  - (a) Screen the application form uploaded by the applicant
  - (b) Verify original Merit/Participation Sports Certificate of the applicant as per marks allotted by DUSC.
5. **In Case of Tie:** Applicants securing same marks in the same Game/ Sport and eligible for admission in the same course in the college may be resolved by the Sports Admission Committee of the College as follows:
  - (a) Applicant securing higher marks in Sports Trials will be placed/given higher preference.
  - (b) If the Tie still persists, all the applicants may be admitted.
6. The grievance related to allocation of marks for Merit/Participation Sports Certificate and Sports Trial shall be redressed by the UG Sports Grievance Committee. The Marks of the

Sports Certificates shall be displayed on the Dashboard of the applicant for three days to register grievances, if any. All grievances shall be resolved within three days by the UG Sports Admissions Committee.

7. The list of finally selected applicants containing marks of the Sports Certificates and Sports Trials along with course allotted shall be displayed on the College website for three days, to take cognizance of the grievances, if any. The Grievance Committee of the College must resolve all the grievances within next three working days before admitting the eligible applicants.
8. The College shall maintain a proper record of the applicants admitted on the basis of Sports.
9. The list (soft copy) of finally admitted applicant on the basis of Sports shall be sent to DUSC by the constituent Colleges within seven days of the last date of admission of the University of Delhi.
10. The applicant, as per their age must be eligible to participate in Inter-University Competitions for the next three years and should not be employed on Part-time / Full-time basis anywhere.
11. Any injury/ casualty caused to the applicant during Sports Trials shall be the sole responsibility of the applicant.
12. **It is mandatory to submit an Undertaking on Non-Judicial Stamp Paper of Rs. 100/- by the applicant at the time of admission stating that he/she will play for the College and University during their Undergraduate course of study.**

**Disclaimer:**

College reserves the right to change the number and nature of specific game/ sport and their respective position/ event/ weight category depending upon the availability of applicants at any stage of admission.

**8.11.4 College wise Game/Sport list for Admission on the basis of Sports**

S. No	Game/Sport	Position/Event/ Weight category	Seats in Sport Quota	
			Men	Women
1	Badminton		-	2
2	Chess		1	1
3	Cricket	Medium Pacer	1	-
4	Football	Left Mid	1	-
5	Athletics	100 Mtrs.	1	1
6	Cricket	Wicket keeper	1	-
7	Volleyball	Spiker	1	-
8	Football	Back	1	-
9	Football	Right Mid	1	-
10	Football	Striker	1	-
11	Basketball	Guard	1	-
12	Basketball	Forward	1	-
13	Athletics	400 Mtrs.	-	1
14	Athletics	200 Mtrs.	-	1

## 9.0: Calculation of PCM/PCB/ Best four (Procedure for pro rata Analysis)

### Admission to Science courses

The Basis of Selection for Mathematical Sciences/Science/Interdisciplinary & Applied Sciences programmes is listed in Section 25 and Section 26. All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of examination. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on pro rata basis. These new marks will then be considered for calculation of PCM/PCB etc.

Note: —*Internal Assessment* marks mentioned in the mark sheet will not be used for any calculations. (DU information bulletin page no 11)

*Pro rata basis is a method to scale the theory: practical marks in proportion of 70:30.*

#### Example 1: (without Internal Assessment):

If an applicant has scored: **Physics 90** (theory 50, practical 40; max. marks theory 60, practical 40), **Chemistry 91**(theory 52, practical 39; max. marks theory 60, practical 40), **English (90)** and **Mathematics (95)**, **Physical Education (92)**. Evaluate the PCM percentage in 70:30 ratio for admission in DU in BCAS.

Physics and Chemistry have 60% theory component and 40% practical marks **so require pro rata analysis**but Mathematics and English have no such 60:40 division so does not require pro rata analysis.

$$\text{Pro rata marks in physics} = (50/60)*70+(40/40)*30=58.33 + 30=88.33$$

$$\text{Pro rata marks in chemistry} =(52/60)*70 +(39/40)*30 = 60.66 + 29.25 = 89.92$$

$$\text{Therefore, Total marks in PCM (\%)} \text{ are: } (88.33+89.92+95)/3=273.25/3=91.08\%$$

$$\text{Similarly, Total marks in PCME (\%)} \text{ are: } (88.3+89.92+95+90)/4 = 363.25/4 = 90.81\%.$$

#### Example 2: (with Internal Assessment):

If an applicant has scored: **Physics 88** (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), **Chemistry 92** (theory 48, IA 14, practical 30; max. marks theory 56, IA

14, practical 30), **English (90)** and **Biology 95** (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). **Mathematics 92**. Evaluate the PCM percentage in 70:30 ratio for admission in DU in BCAS.

Physics, Chemistry and Biology **have less than 70% theory component** and must be converted to 70:30. Thus require the pro rata analysis.

$$\text{Pro rata marks in Physics} = (45/56)*70 + 29 = 56.25+29 = 85.25;$$

$$\text{Pro rata marks in chemistry} = (48/56)*70 + 30 = 60+30= 90$$

$$\text{Similarly, Pro rata marks in biology} = (51/56)*70 + 30 = 63.75+30= 93.75.$$

$$\text{The PCB (\%)} = (85.25+90+93.75)/3 = 89.66\% ;$$

$$\text{PCM(\%)} = (85.25 + 90 + 92)/3 = 89.08\%$$

**Annexure I: EWS Certificate format**

Government of .....

(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

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

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

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

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

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

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

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

Recent Passport size  
attested photograph of  
the applicant

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

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

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

*G. Srinivasan*

**Annexure I.1:** EWS declaration/ undertaking format

1. I, \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ resident of village/town/city \_\_\_\_\_ district \_\_\_\_\_ State hereby declare that I belong to the \_\_\_\_\_ community which is recognized as aEconomically weaker Section (EWS) by the Government of India for purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36039/1/2019 -Estt.(Res.) dated 31.01.2019 (available at <https://dopt.gov.in/sites/default/files/ewsf28ft.PDF>).
2. My family's gross annual income is not Rs.8.0 Lakh or above for the financial year 2018-19.My family does not own or possess any of the following assets:
  - i.) 5 acres of agricultural land and above;
  - ii.) Residential at 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.
3. I also understand that, my admission to the Bhaskaracharya College of Applied Sciences (hereinafter called the institute) is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that my claim to belong to EWS is false, I will be rusticated from the institute hence forth without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Panel Code for production of false certificates.

Signature of the Candidate

Place:

Date:

Contact Details:

**Note: Declaration/undertaking not signed by Candidate will be rejected**

**Annexure II: Rules for Refund of Fee on Account of Withdrawal/ Cancellation of Admission**

Sr. No.	Reasons for seeking refund	Quantum of fee to be refunded
1	When a student applies for withdrawal of admission up to last date of admission	Full fee after deduction of Rs. 1000/- and full examination fee.
2	When admission is made inadvertently due to error/omission/commission on the part of the University/College	Full fee and full examination fee.
3	When cancellation of admission is due to concealment/falsification of facts, submission of false/fake certificates(s), providing misleading information by the student or for any error/mistake on the part of the student.	No fee will be refunded.
4	When a student of Self-Financing course applies for withdrawal of admission on or before the last date of admission.	Full fee after deduction of Rs. 1000/- and full examination fee.
5	In case a student after his/her admission expires within one month of the last date of admission.	Full fee including examination fee will be refunded to his/her parents.

**Annexure III: Declaration / Undertaking for OBC Candidates**

1. I, \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ resident of village/town/city \_\_\_\_\_ district \_\_\_\_\_ State hereby declare that I belong to the \_\_\_\_\_ community which is recognized as a backward class by the Government of India for purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT) dated 8.9.1993 (available at <http://ncbc.nic.in/creamyayer.htm>). It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the above referred Office Memorandum dated 8.9.1993 which is modified vide O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008 and O.M. No. 36033/1/2013- Estt.(Res.) dated 27th May, 2013.
2. My family's gross annual income is not **Rs.8.0 Lakh or above** for a period of last three consecutive years as per mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estts(SCT) dated 8- 9-1993 O.M. No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008 and O.M. No. 36033/1/2013- Estt.(Res.) dated 27th May, 2013, and O.M. No. 36033/1/2013-Estt.(Res.) September 13, 2017.
3. I also understand that, my admission to the Bhaskaracharya College of Applied Sciences (hereinafter called the institute) is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that my claim to belong to Other Backward Classes or not to belong to creamy layer is false, I will be rusticated from the institute hence forth without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Panel Code for production of false certificates.

Signature of the Candidate

Place:

Date:

Contact Details:

**Note: Declaration/undertaking not signed by Candidate will be rejected**

**Annexure IV: Foreign Students Fee structure**

<b>A</b>	<b>Programme of Study</b>	<b>Fee</b>
Foreign Students' Registration Fee	Certificate/Diploma/Advance Diploma/Under-Graduate Programme	INR 35500 (-USD 500)
	Post-Graduate Programme/ Post-Graduate Intensive Advanced Diploma	INR 42600 (-USD 600)
	M. Phil. / Ph.D. Programme	INR 49700 (-USD 700)

<b>B</b>	<b>Departments/ College Fee</b>	<b>Fee</b>
Annual Fee	For all courses	INR 14200 (-USD 200)

<b>C</b>	<b>Course Fees and other fees charged by College/ Institute</b>	<b>Fee</b>
C	B.Sc. (Hons.) Computer Science, (other than SAARC countries and Tibetan students*)	INR 160000 (-USD 2254)
	MBA (IB), MBA (HRD) (other than SAARC countries and Tibetan students*)	INR 284000 (-USD 4000)
	All other courses (except B.Sc. (Hons.) Computer Science, MBA (IB), MBA (HRD))	As per the fees(s) applicable for Indian Nationals**

<b>Total Fees :</b>	<b>A (one-time) + B (annually) + C (annually)</b>
---------------------	---

\*Tibetan students are exempted from paying Foreign Students Registration Fee (component A) and Annual fees payable to the Department/ College (Component B). They are required to pay Annual Tuition Fee and other charged by College/ Institute (Component C)

Syudents from SAARC countries and Tibetan nationals pay the same fees as Indian students for B.Sc. (Hons.) Computer Science, MBA (IB), MBA (HRD)

\*\* This includes tuition and other fees which varies between INR 25000 to 60000- depending on the programme of study and the college.

- ❖ The fees have to be paid in Indian Rupees (INR) only. The values quoted in USD are only a guidance based on the prevalent exchange rates in February, 2019.
- ❖ The [fee refund policy](#) is the same as that applicable for Indian Nationals. The policy applicabe for Admissions 2018-19 can be found here.

**Annexure V: Criteria of Income and Asset and List of EWS Income And Asset Certificate Issuing Authority**

**CRITERIA OF INCOME & ASSETS**

1. Persons who are not covered under the scheme of reservation for SCs, STs and OBCs and whose family has gross annual income below Rs **8.00 lakh** (Rupee eight **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. 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:-
  - i.) 5 acres of agricultural land and above
  - ii.) Residential at of 1000 sq ft. and above
  - iii.) Residential plot of 100 sq. yards and above in notified municipalities
  - iv.) Residential, plot of 200 sq. yards and above in areas other than the notified municipalities.
2. 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.
3. The term "**Family**" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued 'by any one of the following authorities in the prescribed format as given in **Annexure-I** shall only be accepted as proof of candidate's claim as 'belonging to EWS: -

- i. District Magistrate/Additional District Magistrate/ Collector/  
Deputy Commissioner/Additional Deputy Commissioner/ 1st Class Stipendary Magistrate/  
Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant  
Commissioner.
- ii. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency  
Magistrate
- iii. Revenue Officer not below the rank of Tehsildar and
- iv. Sub-Divisional Officer or the area where the candidate and/or his family normally resides.

**Annexure VI: Format of the Educational Concession Certificate for CW****FORMAT EDUCATIONAL CONCESSION CERTIFICATE (ON THE PROPER LETTER HEAD) (With complete address, telephone number/s and e-mail ID)****OFFICE OF THE \_\_\_\_\_**

This is to certify that Mr./Miss. \_\_\_\_\_ is son/daughter of \_\_\_\_\_ (No. \_\_\_\_\_) resident of \_\_\_\_\_.

The \_\_\_\_\_ above named officer/JCO/OR \_\_\_\_\_ :-

**Priority – I** Widows/Wards of Defence personnel killed in action on \_\_\_\_\_ during \_\_\_\_\_;

**Priority - II** Wards of disabled in action on \_\_\_\_\_ during \_\_\_\_\_ and boarded out from service.

**Priority – III** Widows/Wards of Defence Personnel who died while in peace time on duty on \_\_\_\_\_ with death attributable to military service.

**Priority – IV** Wards of Defence Personnel disabled in service and boarded out with disability attributable to military service.

**Priority – V** Wards of Serving/Ex-servicemen including personnel of police forces who are in receipt of Gallantry Awards; i. ParamVir Chakra ii. Ashok Chakra iii. MahaVir Chakra iv. Kirti Chakra v. Vir Chakra vi. Shaurya Chakra vii. President's Police Medal for Gallantry viii. Sena Medal (Gallantry), NauSena Medal (Gallantry), Vayu Sena Medal (Gallantry) ix. Mention-in-Despatches x. Police Medal for Gallantry

**Priority - VI** Wards of Ex-Servicemen

**Priority -VII** Wives of: (i) Defence Personnel disabled in action and boarded out from service. (ii) Defence Personnel disabled in service and boarded out with Disability. (iii) Ex-Servicemen and Serving Personnel who are in receipt of Gallantry Awards.

**Priority - VIII** Wards of Serving Personnel **Priority – IX** Wives of Serving Personnel Master/Miss/Mrs. \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ Officer/JCO/OR is eligible for educational concession for admission in University of Delhi against the Armed Forces Category under Priority No. \_\_\_\_\_.

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

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

(Signature) Seal <Rubber Stamp> with Name & Designation

**Annexure VII: Fee Structure of the college for the academic year 2019-20****Fee Chart of the College for Academic Year 2019-20.**

<b>(A)</b>	<b><u>COURSE FEE (Computer Science)</u></b>	15000.00
<b>(B)</b>	<b><u>COURSE FEE (Polymer &amp; Biomedical)</u></b>	10000.00
<b>(C)</b>	<b><u>COLLEGE FEE (All B. Sc. (H)Courses)</u></b>	
1	Admission Fee	15.00
2	Tuition Fee	200.00
3	Magazine Fee	150.00
4	Library Development & Reading Room Fee	600.00
5	Identity Card Fee	150.00
6	Garden Fee	250.00
7	Water & Electricity Fee	185.00
8	Laboratory Fee	850.00
9	Computer Laboratory Fee	300.00
	<b>Total</b>	<b>2700.00</b>
<b>(D)</b>	<b><u>UNIVERSITY FEE</u></b>	
1	University Enrolment Fee	200.00
2	University Athletic Association Fee	50.00
3	University Cultrual Activity Fee	5.00
4	University Development Fee	600.00
5	Prevention of Sexual Harrasment Fee	10.00
6	N.S.S. Fee	20.00
7	World University Service Fee	5.00
8	Student Union (DUSU) Fee (If formed)	20.00
	<b>Total</b>	<b>910.00</b>
<b>(E)</b>	<b><u>STUDENTS FUND FEE</u></b>	
1	Placement Cell Fee	150.00
2	Games & Sports Fee	500.00
3	Function, Cultural Activity, Seminar & Founder's	1000.00
	Day/Annual Day/Prizes	
4	Alumni Fund Fee	100.00
5	Students Aid Fund	100.00
6	College Security Fee (Refundable)	2500.00
7	Library Security Fee (Refundable)	2500.00
8	Development Fund Fee	1000.00
9	Picnic/Excursion & Educational/Industrial Trip Fee	250.00
10	Estab./Maint. Fee	100.00
11	Internet Facility	200.00

11	Medical Fee/First Aid Fund	50.00
12	General Amenities Fund	25.00
13	Professional Development Fund	10.00
16	Women Dev. Cell	10.00
17	Student Advisory Fee	100.00
18	Career Counselling Fee	50.00
19	Swachta Fee	50.00
20	Student Social Activity Fee	15.00
21	BCAS Students Association Fee	150.00
22	E-Publication of the College	50.00
23	Department Society Fee	200.00
24	Club Fee (for two clubs from per student)	300.00
	<b>Total</b>	<b>9410.00</b>
	<b>Total Fees to be revised for the following courses :</b> (All other existing and Propsed B. Sc. (H.) Courses (C+D+E)	13020.00
	<b>Total Fees to be revised for the following courses :</b> (Computer Sciences)(A+C+D+E)	28020.00
	<b>Total Fees to be revised for the following courses :</b> (Polymer Sciences & Biomedical Sciences) (B+C+D+E)	23020.00

**Annexure VIII:** Gap year undertaking format

All students who did not pass the qualifying examination for admission to **I year** in April/May 2018 must submit an undertaking at the time of admission in the following format.

I, <\*Name of the Candidate>, son/daughter of Shri <\*Name of the Father/Mother/Guardian>, R/O <Permanent Address> do hereby solemnly affirm and declare on this day of <date> as under:-

1. That I passed the <Name of the qualifying examination> in <year> from <name of Institution With address>.
2. That I was preparing for <medical/engineering/other (provide detail)> competitive entrance examination after passing the qualifying examination.
3. That I was not admitted to any course <name of the desired course seeking admission> in any College of Delhi University after passing the qualifying examination.
4. That I was not involved in any criminal case, Police custody and that no civil/criminal case is pending/contemplated against me in any police station/court in state.
5. That it is my true statement. If at any point of time, any of my above statements are found to be not true, my admission to <name of the desired course seeking admission> shall be cancelled.

Verification

Deponent

Verified at Delhi, on this day of <date> that the all contents of the above affidavit are true and correct to the best of my knowledge and belief.

Notary Public/First class Magistrate (Stamp) In the presence of:

(Witness details)

Deponent

**Annexure IX: : Undertaking by the parent/student for Admission Under Sport Quota**

*Students admitted under this quota are required to submit an undertaking in the format provided below on a non-judicial stamp paper of Rs 100/-*

**FORMAT****UNDERTAKING BY THE PARENT FOR ADMISSION UNDR SPORT QUOTA**

I, \_\_\_\_\_, mother / father of \_\_\_\_\_  
R/o \_\_\_\_\_ hereby undertake and affirm:

1. That my daughter/son has secured admission in \_\_\_\_\_ (name of degree) at \_\_\_\_\_ (name of college in which admission has been given), through the sports quota, on the basis of testimonials submitted at trials conducted prior to the award of admission.
2. That the admission is subject to my daughter/son participating in the various sports activities offered in the College and as required by the College during her/his entire period of study.
3. That my daughter/son shall be required to make themselves available for daily practice sessions as called for by the College authorities during her/his entire period of study.
4. That my daughter/son shall abide by the rules and regulations for sports as decided and imposed by the College authorities.
5. That my daughter/son shall make themselves available for regular practice sessions as called for by the College/University Sports Authorities, and if selected to any College/University team, she/he will represent the College/University team and abide by the rules and regulations pertaining to sports person in all the years during her/his undergraduate course.
6. That I undertake that I shall have no objection whatsoever to an action, disciplinary or monetary, as decided and imposed by the College authority in accordance with rules & regulations on my daughter/son for not complying with the terms of her/his admission, and which may even lead to the cancellation of admission at any time.

(Parent's signature with full name)

Name of student:

Roll No.:

Date:

Class:

Place:

**UNDERTAKING BY THE STUDENT PARENT FOR ADMISSION UNDR SPORT QUOTA**

I, \_\_\_\_\_ (Name of student), S/o-  
d/o \_\_\_\_\_, R/o \_\_\_\_\_ hereby affirm that I am conversant with the undertaking that has been signed by my mother/father. I hereby undertake that I shall abide by all the rules, regulations, and conditions imposed by the College/university, as amended from time to time. I also undertake to uphold the undertaking that has been entered into my mother/father.

(Signature of the student with full name)

Date and Place:

**Annexure- X: Undertaking by the parent/student for Admission Under ECA Quota**

*Students admitted under this quota are required to submit an undertaking in the format provided below on a non-judicial stamp paper of Rs 100/-*

**FORMAT****UNDERTAKING BY THE PARENT FOR ADMISSION UNDER ECA QUOTA**

I, \_\_\_\_\_, mother / father of \_\_\_\_\_ R/o \_\_\_\_\_ hereby undertake and affirm:

1. That my daughter/son has secured admission in \_\_\_\_\_ (name of degree) at \_\_\_\_\_ (name of college in which admission has been given), through the ECA quota, on the basis of testimonials submitted at trials conducted prior to the award of admission.
2. That the admission is subject to my daughter/son participating in the various ECA activities offered in the College and as required by the College during her/his entire period of study.
3. That my daughter/son shall be required to make themselves available for daily practice sessions as called for by the College authorities during her/his entire period of study.
4. That my daughter/son shall abide by the rules and regulations for ECA as decided and imposed by the College authorities.
5. That my daughter/son shall make themselves available for regular practice sessions as called for by the College/University ECA Authorities, and if selected to any College/University team, she/he will represent the College/University team and abide by the rules and regulations pertaining to ECA in all the years during her/his undergraduate course.
6. That I undertake that I shall have no objection whatsoever to an action, disciplinary or monetary, as decided and imposed by the College authority in accordance with rules & regulations on my daughter/son for not complying with the terms of her/his admission, and which may even lead to the cancellation of admission at any time.

(Parent's signature with full name)

Name of student:

Roll No.:

Date:

Class:

**UNDERTAKING BY THE STUDENT FOR ADMISSION UNDR ECA QUOTA**

I, \_\_\_\_\_ (Name of student), S/o-  
d/o \_\_\_\_\_, R/o \_\_\_\_\_ hereby affirm that I am conversant with the undertaking that has been signed by my mother/father. I hereby undertake that I shall abide by all the rules, regulations, and conditions imposed by the College/university, as amended from time to time. I also undertake to uphold the undertaking that has been entered into by my mother/father.

(Signature of the student with full name)

Date and Place:

**Annexure –XI**

**BHASKARACHARYA COLLEGE OF APPLIED SCIENCES  
(UNIVERSITY OF DELHI)  
Sector-2, Phase-I, Dwarka, New Delhi – 110 075**

**UNDERTAKING FOR ATTENDANCE**

I,.....S/o/D/o.....

Student of.....(course, year) at  
Bhaskaracharya College of Applied Science, University of Delhi, Dwarka, New Delhi, do  
solemnly undertake, that during my course of study in the College:

1. As per the University Ordinance VII-2A(ii)), in order to be eligible to appear for the University examination, I have to attend a minimum of 66.66% i.e. 2/3rd of the total number of lectures, tutorials/ practicals as the case may be, held in the college in all subjects, for each academic semester.
2. In case, I fail to comply with the norms as mentioned above, I will be fully responsible for any loss resulting due to my non-compliance/debarred from Semester Examination/University examination, as the case may be.
3. I am signing this undertaking with my sound mind and under no pressure from anyone.

(Signature of student)

Mob. No.....

I have read and understood the contents of undertaking signed by my ward as above.

(Signature of Parents/Guardian)

Name .....

Mob. No.....

Address.....

Date and place.....