

Gurugram University, Gurugram

Admission Guidelines

(B.Ed. and M.Ed. programmes)

Affiliated Education Colleges

Session 2022-23



GURUGRAM UNIVERSITY, GURUGRAM

(Established by the State Legislature Act 17 of 2017)

OFFICERS OF THE UNIVERSITY

SH. BANDARU DATTATREYA

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

Name and Designation	Email
Vice Chancellor Prof. Dinesh Kumar	vc@gurugramuniversity.ac.in
Dean Academic Affairs Prof. S.C. Kundu	daa@gurugramuniversity.ac.in
Registrar Dr. Rajiv Kumar Singh	registrar@gurugramuniversity.ac.in
Proctor Prof. Dhirender Kaushik	proctor@gurugramuniversity.ac.in
Dean of Colleges Dr. Annapurna Sharma	doc@gurugramuniversity.ac.in
Dean Students' Welfare Dr. Neelam Vashisth	dsw@gurugramuniversity.ac.in
Controller of Examinations Dr. Naveen Goyal	coe@gurugramuniversity.ac.in
Finance Officer Mr. Lalit Kumar	financeofficergurugram@gmail.com

DEANS AND CHAIRPERSONS

DEANS OF FACULTIES

Sr. No.	Dean	Faculty	Email
1.	Prof. Dhirender Kaushik	Faculty of Life Sciences	dean.lifesciences@gurugramuniversity.ac.in
2.	Prof. Amarjeet Kaur	Faculty of Commerce and Management	dean.commandgmt@gurugramuniversity.ac.in
3.	Prof. Rakesh Kumar Yogi	Faculty of Law & Humanities	dean.lawandhum@gurugramuniversity.ac.in
4.	Mr. Ashok Khanna	Faculty of Science & Technology	dean.sciandtech@gurugramuniversity.ac.in
5.	Dr. Gayatri Raina Arya	Faculty of Social Sciences & Education	dean.socsciandedun@gurugramuniversity.ac.in

CHAIRPERSONS AND INCHARGES

S. No.	Chairperson	Dept. / Institute	Phone
1.	Prof. Dhirender Kaushik	Dept. of Pharmaceutical Sciences	9416055522
2.	Prof. Amarjeet Kaur	Dept. of Management	9810867688
3.	Prof. Rakesh Kumar Yogi	Dept. of Media Studies Dept. of Hindi Dept. of English	9871621567
4.	Prof. Neera Verma, (Retd.)	Dept. of Economics	9416035388
5.	Prof. Pratap Singh (Retd.)	Dept. of Physics	9810148929
6.	Mr. Ashok Khanna	Dept. of Engg. & Technology Dept. of Mathematics	9812397776
7.	Dr. Gayatri Raina Arya	Dept. of Psychology Dept. of Social Works	8219363880
8.	Dr. Seema Mahlawat	Dept. of Commerce	9728157599
9.	Dr. Annapurna Sharma	Dept. of Public Administration	9999610854
10.	Dr. Neelam Vashisth	Dept. of Chemistry (Incharge)	9250543728
11.	Dr. Shivkant Sharma	Dept. of Social Work (Incharge)	9215511554
12.	Dr. Renu Chaudhary	Dept. of Law (Incharge)	8901181080
13.	Dr. Naveen Kumar	Dept. of English (Incharge)	8802485693
14.	Dr. Hawa Singh	Dept. of Education (Incharge)	9467030980
15.	Dr. Parijat Pandey	Dept. of Neurosciences (Incharge)	9996233398
16.	Dr. Bharti Sharma	Dept. of Physiotherapy (Incharge)	9899381400
17.	Dr. Avneet Kaur Lamba	Dept. of Public Health (Incharge)	9654334472

Dr. Hawa Singh is PIO and Dr. Subham Gandhi, Deputy Registrar, Colleges is APIO

University Coordinator for Education Colleges

Dr. Seema Rani, Associate Professor

Email: b.ededucationug@gmail.com

Details of Affiliated Colleges of Gurugram University

Sr. No.	Name of College	College Email ID	Govt./ Aided/ Pvt.	Contact No. of concerned official for admission
1.	Rao Lal Singh College of Education (Govt. Aided) V.P.O. - Sidhrawali, Distt. - Gurugram, Haryana	rls.principal@gmail.com	-aided-	0124-2970028
2.	KIIT College of Education, Bhondsi, Sohna, Gurugram	info@kiit.in , anshu.radha@kiitworld.in	-Self Finance-	9873474410
3.	Maa Saraswati Teacher's Training Institute, VPO Makdola, Gurugram,	msttimakdola@gmail.com	-Self Finance-	9899197016, 9911432061
4.	Rao Udmi Ram Memorial College of Education, village & branch post office jamalpur - 122503 Tehsil farrukhnagar, district gurugram (har.)	rurmcegg@gmail.com	-Self Finance-	9813116837
5.	Dayawanti Memorial College of Education, Panchgaon village, Pada, Teh. Tauru, Mewat	dayawanticollege@gmail.com	-Self Finance-	9306573823, 9416723366
6.	Sardar Patel College of Education Farrukhnagar, Gurugram	spcoef@gmail.com	-Self Finance-	9891023464
7.	Pataudi College of Education, Pataudi. opp. new bus stand. Pin 112503. Gurugram	pcedgurugramuni786@gmail.com	-Self Finance-	9990001071, 9992111469
8.	Drona College of Education Ravi nagar basai road, Gurugram	dronacollege@yahoo.com	-Self Finance-	9312345675
9.	Royal Institute of Science & Management, VPO Wazirpur, Sector-95, Tehsil Harsaru, Gurugram Haryana,	rism001@gmail.com	-Self Finance-	9873949040 9910431750
10.	Major Bihari Lal memorial college of education N.H-48 Bilaspur chowk, Pataudi, Gurugram	mblmcoe2010@gmail.com	-Self Finance-	9813215146
11.	Rao Ram Singh College of Education, Village Dhani Khemuwali, P.O. Bhora Kalan, Pataudi Distt., Gurugram Pin-122413	raoramsinghcollege2008@gmail.com	-Self Finance-	9813585255
12.	Laxmi College of Education Rathiwas (Jat), P.O. Sidhrawali, Gurugram	laxmi.coe.rathiwas@gmail.com	-Self Finance-	9416313607
13.	Shri Ram College of Education, VPO Bhora kalan teh pataudi Gurugram	shriramcollege2008@gmail.com	-Self Finance-	9813385514
14.	Chandravati College of Education, Tauru, Distt. Nuh, Haryana, Pin-122105	chandrawaticollegeofedu.123@gmail.com	-Self Finance-	9812212402, 8684074535

15.	Starex Institute of Education NH-48 Village Binola Near Bilaspur Chowk Distt Gurugram Haryana	sie@starex.edu.in	-Self Finance-	9253006064
16.	BM College of Education, Village Hari Nagar, Farukhnagar, Gurugram	bmcegu@yahoo.com	-Self Finance-	9958355911
17.	Basant Lal Memorial College of Education, VPO Garhi Harsharu, Gurugram	basantgu@yahoo.com	-Self Finance-	9810914246
18.	Shree Shiv Chaitanya College of Education Main Road Bhora Kalan District Gurugram	chaitanyacollege56@yahoo.com	-Self Finance-	09813910619, 9813136087
19.	Vidya Bhavan College of Education, Khurampur, Farrukhnagar, Gurugram	vbeducationggn@gmail.com	-Self Finance-	9728805352
20.	Vishwas College of Education pataudi, Gurugram	vishwascoe@rediffmail.com	-Self Finance-	9812420323
21.	Jhankar College of Education, Babra Bakipur, Post Office Jamalpur, Pataudi Road, Gurugram	jhankareducation@yahoo.com , rrscoe7@gmail.com	-Self Finance-	9310603060, 9999040658, 8059105885
22.	Rao Adal Singh College of Education, Village khatiwas post office tauru – 122105 Tehsil tauru district mewat nuh (har.)	rascek@gmail.com	-Self Finance-	9050532328
23.	S D college of education, VPO, Janaula, Pataudi, Gurugram	college.sd@rediffmail.com	-Self Finance-	9813456816
24.	DVM college of education, Baluda, Sohna, Gurugram	dvmcollege2010@gmail.com	-Self Finance-	9315156574
25.	R K College of Education, VPO Bhora Kalan, Pataudi, Gurugram	chairmanrkcollege@gmail.com	-Self Finance-	9812654962, 9416836657
26.	Rao Neki Ram Memorial College Of Education, Baspadamka Teh. Pataudi District -Gurugram	rn722coe@gmail.com rnrmcollege@gmail.com	-Self Finance-	9315531307 9813414994
27.	Laxmi College of Education, VPO Kasan, Gurugram	laxmicollegeofeducation@gmail.com	-Self Finance-	8383036755
28.	B.L College of Education, Wazirpur Sector-95 A, Teh. Harsaru, Gurugram	blcollegeofeducation@yahoo.in	-Self Finance-	8860201603
29.	Lal Bahadur Shastri College of Education, Pataudi Road, Jamalpur, Gurugram	pcedgurugramuniv786@gmail.com	-Self Finance-	9990001071
30.	Lord Krishna College of Education, VPO Jamalpur, Pataudi, Gurugram	lkips2002@gmail.com	-Self Finance-	8053114444, 9416164444
31.	Rashtriya Vidhya Education College, Krishna Nagar Basai Road, Gurugram	rvecollege@gmail.com	-Self Finance-	9810996478
32.	Shri Shanti Sagar Jain Girls College of Education, Ferozepur Jhirka	sssjgcedu@gmail.com	-Self Finance-	9929728280 9416103399

CONTENTS

Sr. No.	Chapter	Particulars	Pages
1	-	Officers of the University	i
2	-	Deans and Chairpersons	ii
3	-	Details of Affiliated Colleges	iii
4	I	Admission Schedule for the B.Ed. and M.Ed. 1st Year Session 2022-23	01
5	II	Affiliated Colleges, Programmes, Intake, Seat Matrix, Eligibility, Criteria for Merit List and Fees Structure	03
6	III	Admission Process	12
12	IV	Guidelines for Applicants and Colleges	16
13	V	Reservation of seats	23
14	VI	Ban of Ragging in educational institutions	27
15	Appendix-A	Scheduled Caste-Certificate	29
16	Appendix-B	Backward Class Certificate	30
17	Appendix-C	Certificate for Children/Grand Children of Freedom Fighters	31
18	Appendix-D	Certificate for deceased/disabled/discharged military personnel/ serving military personnel/ex-servicemen	31
19	Appendix-E	Medical certificate for physical handicapped Department of Orthopedics	32
20	Appendix-F	Economically Weaker Sections	33
21	Appendix-G	List of Scheduled Castes in Haryana State	34
22	Appendix-H	List of Deprived Scheduled Castes in Haryana State	35
23	Appendix-I	List of Backward Classes in Haryana State	36
24	Appendix-J	Self-declaration to be submitted by students against ragging at the time of admission	38
25	Appendix-K	Undertaking for gap year	40
26	Appendix-L	State-Wise List Of Fake Universities	41
27	Appendix-M	List of games approved by AIU	43

CHAPTER-I

Online Admission Schedule for the B.Ed. and M.Ed. 1st Year Session 2022-23.

S. No.	Particulars	B.Ed./M.Ed. Programme
1	Commencement of online submission of application form	06.10.2022 (Thursday) onwards
2	Last date of receipt of online application forms	22.10.2022 (Saturday) upto 05:00 PM
3	Online verification of application form by admission Committee of concerned college	Upto 26.10.2022
4	Last date of compliance of online objection raised during online document verification (online resubmission)	Upto 27.10.2022
5	First Merit list display (Valid upto 31.10.2022)	28.10.2022 (Friday)
6	Reporting in the allotted institute and fee deposition at the allotted college/institute after physical verification of documents	29.10.2022 to 31.10.2022
7	Updation of vacant seats by institute	31.10.2022 upto 8 PM
8	Online application for participation in 2 nd Counseling (For those who want to upgrade their choices of colleges)	01.11.2022 to 03.11.2022
9	Second Merit list display on (Valid upto 09.11.2022)	04.11.2022 (Friday)
10	Reporting in the allotted institute and fee deposition at the allotted college/institute after physical verification of documents	07.11.2022 to 09.11.2022
11	Updation of vacant seats by institute	09.11.2022 upto 8 PM
12	Third Merit list display on (Valid upto 13.11.2022)	11.11.2022 (Friday)
13	Reporting in the allotted institute and fee deposition at the allotted college/institute after physical verification of documents	12.11.2022 to 13.11.2022
14	Physical/Open Counseling at the college level, if required (Fee to be deposited in the allotted institute on the same day of counselling)	15.11.2022 to 18.11.2022
15	Commence of classes	02.11.2022 (Wednesday)

Note:

- **The schedule of admission given above is tentative and subject to change.**
- The student has to pay the annual fee at the allotted college/institute at time

of reporting in allotted college/institute after physical document verifications. In case he/she did not deposited the same, the candidature will be offered to the next person in merit list/waiting list in 2nd/3rd Merit list.

- Students are advised to check the eligibility and admission criteria before filling the online forms.
- If student get allotted admission in upgraded choice of college in 2nd Merit list, the provisional admission in college during 1st counseling shall considered as cancelled and his annual fee shall be refunded to candidate in due course of time. He/she has to deposit the annual fee again in upgraded college/institute during second counseling.
- Candidates who have compartment/re-appear in one or more paper(s) in the qualifying examinations shall not be allowed admission in 1st semester of the course in any case.
- There will be no admission by the College/Institute after the above schedule in order to maintain the Statutory Provision of necessary teaching days per semester. **If the number of teaching days falls short due to some unforeseen reasons, it shall be the responsibility of the Principal/Director and the concerned teacher to make good the loss by taking extra classes.**

List of Documents to be uploaded for admission to various programmes

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

CHAPTER-II

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

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

Sr. No.	Name of College	Course Offered	Nos. of Seats
1.	R.L.S. College of Education	B.Ed	100
		M.Ed	50
2.	KIIT College of Education	B.Ed	100
		M.Ed.	50
3.	Maa Saraswati Teacher's Training Institute	B.Ed	100
4.	Rao Udmi Ram Memorial College of Education	B.Ed	100
5.	Dayawanti Memorial College of Education	B.Ed	200
		M.Ed.	50
6.	Sardar Patel College of Education	B.Ed	100
7.	Pataudi College of Education	B.Ed	200
		M.Ed.	50
8.	Drona College of Education	B.Ed	100
9.	Royal Institute of Science and Management	B.Ed	100
10.	Major Bihari Lal Memorial College of Education	B.Ed	100
		M.Ed.	50
11.	Rao Ram Singh College of Education	B.Ed	100
12.	Laxmi College of Education (Rathiwasi)	B.Ed	100
		M.Ed.	50
13.	Shri Ram College of Education	B.Ed	100
14.	Chandravati College of Education	B.Ed	100
15.	Starex Institute of Education	B.Ed	100
16.	B M College of Education	B.Ed	200
17.	Basant Lal Memorial College of Education	B.Ed	100
18.	Sree Shiv Chaitanya College of Education	B.Ed	100
19.	Vidya Bhavan College of Education	B.Ed	100
20.	Vishwas College of Education	B.Ed	100
21.	Jhankar College of Education	B.Ed	100
22.	Rao Adal Singh College of Education	B.Ed	100
		M.Ed.	50
23.	S.D. College of Education	B.Ed	100
24.	D.V.M. College of Education	B.Ed	100
25.	R.K. College of Education	B.Ed	100
26.	Rao Neki Ram Memorial College of Education	B.Ed	100
27.	Laxmi College of Education	B.Ed	100
28.	B.L. College of Education	B.Ed	100
29.	Lal Bahadur Shastri College of Education	B.Ed	100
30.	Lord Krishna College of Education	B.Ed	200

31.	Rashtriya Vidhya Education College, Krishna Nagar Basai Road, Gurugram	B.Ed	100
32.	Shri Shanti Sagar Jain Girls College of Education, Ferozpur Jhirka	B.Ed	100

Seat Matrix

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

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

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

Eligibility of the Programmes

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

NOTE:

1. Reduction/relaxation of 5% marks in the eligibility conditions in all the programs shall be granted to the Scheduled Caste candidates. This percentage shall be calculated as per the example given below:-
2. Out of 100 marks needs to less = $(5/100) \times 100 = 5$
3. Out of 50 marks needs to less = $(5/100) \times 50 = 2.50$

4. This way minimum mark where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a SC category candidate will be $50 - 2.50 = 47.50$ and not 45.
5. There shall be no rounding off of percentage of marks of the qualifying examination from 0.5% and above to next higher number for determining the eligibility i.e. 49.5% and above will not be rounded off to 50%.
6. The candidate(s) with re-appear(s) in the qualifying exam shall not be allowed admissions.
7. Cutoff date for eligibility will be the last date/time of online choice filling.
8. **One year PG diploma in any subject will not be considered equivalent to Master's Degree. No applicant shall be permitted to pursue two regular degree Programs simultaneously.**

Criteria for preparation of merit list

1. While preparing merit list, marks will not be rounded off.
2. The merit list shall be prepared on the basis of the academic merit (percentage of marks in qualifying examination) and following weightage(s) subject to maximum of 10 marks (if any) will be admissible only if the supporting document(s) has/have been issued on or before the last date for submission of the online application form.
3. In case a candidate has passed the Master Degree Examination in addition to Bachelor Degree, the higher percentage of marks obtained in either of the two will be taken into consideration while preparing the merit list for admission to B.Ed. Programs.

Sr. No.	Weightage	Marks
a)	Candidates who have passed qualifying exam from any of the State Universities in the State of Haryana except candidates to be admitted against All India Quota.	5
b)	NCC 'C'/ 'G' Part-II Certificate, and Scouts and Guides decorated with the President's Award.	5
c)	Securing 1 st position at University Inter-Zonal/Inter-University North-Zonal/National/State/Inter-State Youth Festivals in either individual or group items.	5
d)	NCC 'B' Certificate	3
e)	Sports persons who have won 1st or 2nd or 3rd position at the University/State level Tournaments organized by the State Govt./Haryana Olympic Association/University in individual events or Team games or have actually participated in Inter-University or National level duly recognized by Association of Indian Universities/concerned National Federation/Indian Olympic Association in the games in which Inter-University Tournaments are organized by AIU (Annexure-L).	5

Example for preparing merit list: -

Column	I	II	III	IV	V	VI
Sr. No.	Marks obtained in the qualifying exam	Total marks	% in qualifying exam	Academic Merit	Weightage	Overall Merit (IV+V)
1.	2160	2700	80.00	80 Marks	10 Marks	90 Marks

Fee Structure (Per Annum)

B.Ed. Program:

Govt. aided Colleges : Rs. 12,000/- per annum

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

M.Ed. Program:

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

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

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

Sr. No.	Name of Head under which the fee to be charged	Amount (in Rs.)
1.	Development Fund	2,000/-
2.	Regn./Enrolment Fee	800/-
3.	Examination Fee	800/-
4.	Dr. R.K. Foundation Fee	70/-
5.	Holiday Home Fee (Rs. 20/- to be remitted to the University)	20/-
6.	Curriculum Charges (Rs. 100/- to be remitted to the University)	100/-
7.	University Sports Fee (Rs. 150/- to be remitted to the University)	200/-
8.	Youth Welfare Fee (Rs. 100/- to be remitted to the University)	150/-
9.	N.S.S. Fee (Rs. 10/- to be remitted to the University)	20/-
10.	Youth Red Cross Fund (Rs. 40/- to be remitted to the University)	80/-
11.	Digitalization Fee (Rs. 500/- to be remitted to the University)	600/-
	Grand Total	4,840/-
	Share of Fee to be withheld by the College	(-) 320/-
	Total Balance Fee to be remitted to the University per Student	4,520/-

Fee Refund Policy:

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

CHAPTER-III

Admission Process

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

Instructions/Guidelines for Filling Online Application Form for Admission

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

(<http://gurugramuniversity.ac.in> > Admissions > admission guidelines 2022)

1. Pre-requisites for applying online:

- i. Aadhar Card Number
- ii. Family Id (In case of Haryana resident)
- iii. E-mail id of the candidate (abcde@gmail.com)
- iv. Scanned copy of Photograph and Signature ensuring that all required scanned images should be in jpeg or pdf format with mentioned specifications:
 - a) File Size of the photo image must be less than 50 KB
 - b) File Size of the signature image must be less than 30 KB
 - c) File Size of Left Thumb Impression must be less than 50 KB.
- v. Mobile Number of the candidate.
- vi. Pin Code with the details of Permanent & Correspondence Address.
- vii. Scanned Copies of Educational Qualifications related details/documents (like Matriculation, Senior Secondary Examination, and Qualifying Examination etc.)

Note:

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

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

Online Admission Process:-

1. User has to click on the below URL
<https://gu.aimserp.co.in/gu-admissions/#/>
2. Step 1: - Register Now. (If you are an existing user, you may skip this and click on sign in)

A user can register his /her self by filling the below details.

- First Name
 - Middle Name
 - Last Name
 - Aadhar number (for Indian applicants) /Passport Number (only for foreign applicants)
 - Email Id (will be the user name)
 - Mobile number (used for communications from university)
 - DOB
 - Password/confirm password
 - Click on Register
3. After successfully registering on the admission portal, user may now sign-in, by clicking on the “sign-in” button or can also directly click on the “Apply now” button adjacent to the programme name-which prompt the login window on the screen.
User has to login by the email id and password created while registering.
 4. After successful sign-in user can now click on “Apply now” button adjacent to the programme name.
 - 4.1 The admission landing page has all the Current open registering programme on the Top and registration closed programme on the bottom/end of the page.
 - 4.2 Each programme status is available and displayed either in **open** status or **closed** status under the respective headers as: -
 - Programme Type (B.Ed./M.Ed.)
 - College Name, and
 - Programme Name (against which the apply now button is being displayed)
 5. Once the user/applicant clicks on “Apply now” The online application form opens
**Please note that the Online Application form has been divided into 4 steps: -
 - Personal Information

- Academic Information
- Verify and Submit
- Payment Status

6. Applicant has to fill all the mandatory fields and attach all the mandatory attachments as required against the application form. (In personal and academic information)

****Note: -**

- i. Documents required to be submitted are solely depended on the type of programme applied (B.Ed./M.Ed.)
- ii. Category against which application is filled (Haryana Domicile, AIC etc.)
- iii. The eligibility criteria for the programme selected (you may refer to the admission guidelines, Performa or the eligibility criteria on the admission portal)

7. After filling the application form, and prior to the final submission User can preview the full application form by clicking on “Preview Application” (wherein an applicant can check all the filled details and attachments uploaded and he/she has the feasibility to re-check whether the attachments are visible and readable).

8. To finally submit the application form, user has to click on the checkbox for “I agree” against the T&C and click on “Verify and Submit”.

Once clicked the User shall be redirected to the Payment Gateway, wherein User has the feasibility to pay the application fee by UPI, Debit/Credit card, Net banking options.

9. Once the payment is successfully completed, the user will be redirected to the admission portal and will have an option to download the admission form and the fee receipt.

10. On successful submission of the Application form, after the fee is paid User/Applicant shall receive an updated status against his form via email as well as SMS via Gurugram University.

*****Note: -**

Kindly note that Gurugram University has a right to ask the Applicant to Resubmit the Application Form or reject the application form, if they encounter any discrepancy against the submitted documents or the filled details.

Under Resubmission Application Status:

Admission committee of colleges shall review the application form in detail and will **Verify and Approve** the application or put the application in **Resubmission Status**.

If the application has status as **Resubmission Status**, the user/applicant shall receive a SMS (on the registered mobile number) with the status of their application being in the said status. Also, an email with detailed comments as

mentioned by the Gurugram University shall be sent on the email id mentioned by him/her at the time of registration.

Action required from User/Applicant's end: He/she has to re-submit the application **before the application end-date** so that Gurugram University can re-verify the application form.

The applicant/user can edit the application form, if it is in **Resubmission status** (before the last date of submission of admission form). He/she can log on the admission portal and click on update after making the required changes. Once the admission form is resubmitted, Gurugram University will be notified for the same and can then verify/ re-evaluate the application form.

***The above mentioned process for verification and resubmission of application form does not effect the merit process. As per the prerequisites and the terms and conditions, if any discrepancy is found in the application form, the Gurugram University stands full rights to reject the application form without intimating the applicant.**

CHAPTER-IV

GUIDELINES FOR APPLICANTS AND COLLEGES

Guidelines for Applicants

1. **Aadhar card and Parivar Pehchan Patra/Family Id (mandatory for Haryana residents).**
2. Weightage, wherever applicable, would be given after verification of the uploaded documents and the applicant shall be provided with a maximum weightage of 10 marks.
3. Candidate is advised to carry scanned copies of all relevant documents as mentioned in chapter 1.
4. **Choice filling cannot be changed; it will be as filled in application form.**
5. General category students can now opt for EWS (Economically Weaker Section) quota within the Haryana General Quota. However, they need to upload the required certificate **(Appendix F)** for the same.
6. Online Documents Verification shall be carried out by **Admission Committee of colleges.**
7. If any discrepancy is found in the submitted application form of student due to any reason during the online verification process, the verifier (college) will mark the application as **‘RESUBMISSION’** and enter the reason with Remarks Column. A SMS and Email will be sent to the applicant with remarks to clear the objection within prescribed time frame. The applicant will be required to make necessary corrections on the University online admission portal by logging in his/her account. If candidate fails to remove the discrepancy or resubmit the application within prescribed time frame the form will be rejected.
8. **If any document of a student is rejected due to some reasons during the process of online verification,** a SMS and Email will be sent to the applicant with remarks to clear the objection within prescribed time frame. The applicant will be required to make necessary corrections on the University online admission portal by logging in his/her account. **If candidate fails to remove the discrepancy or resubmit the application within prescribed time**

frame the form will be rejected.

9. Merit lists shall be prepared after considering marks of qualifying examination including weightage and as per State Reservation Policy.
10. In case of CGPA, convert it into marks/percentage as per the norms of Board/University.
11. The candidate shall be allotted the seats according to merit list and reservation policy, and preferences (choice of colleges) filled by the students.
12. If a candidate got the admission in the first choice as filled by the applicant he/she will not be allowed to take part in the second counseling.
13. The candidate shall report to the allotted college on the date as per admission schedule with all relevant original documents for the physical verification.
14. After physical verification the college will verify the same on University web portal. The student has to submit his/her annual fee at the allotted college/institute at time of reporting in allotted college/institute on the same day or as mentioned in admission schedule.
15. In case student fails to produce original documents the admission shall be treated as cancelled.
16. After appearance of name of student in merit list, he/she will have to make **the payment of admission charges/fee at the allotted college/institute at time of reporting in allotted college/institute** as per admission schedule.
17. The students will be initially given provisional admission only, subject to the verification of their documents by the College/Affiliating University. In case of any discrepancy, the college is authorized to cancel the provisional admission of the student or change his/her stream/subjects subject to availability of seats. Even the College / University can cancel any such admission wherever the information provided by the students is found to be fictitious /bogus at any stage and the student concerned will be held solely responsible for this.
18. In case student fail to deposit his/her fee the allotted seat will be treated as vacant seat and will be considered to the next candidate during the preparation of second merit list.
19. Before preparation of 2nd merit list, provisionally admitted student will be given

a chance if he/she is not satisfied with the allotted college (the applicant did not get his first choice) and want to consider his/her candidature for upgraded college as per his/her choice. This choice to participate in 2nd counseling is to be filled online through University web portal within prescribe time frame only.

20. In 2nd merit list, all the candidates (i) who did not get any seat during 1st merit list (ii) those who got seat allotted but could not get admitted due to any reason and (iii) candidates who got provisional admission in college not of choice and have applied to participate in 2nd counseling shall be considered. **In the third merit list, all the seats will be thrown to Open Category if no eligible candidate from reserved category is available.**
21. The candidate who has allotted the seat in the **second/third** merit list will submit his/her fee as per provision given above and will report to the college for physical verification.
22. The applicant whose admission is confirmed shall submit his/her original migration certificate in the college as per guidelines, if he/she has passed the qualifying examination from any other University other than Gurugram University, Gurugram.
23. The candidate shall report to the allotted college on the date as per admission schedule with all relevant original documents for the physical verification.
24. **Queries regarding admissions, if any, be raised at e-mail id:**
helpdesk@gurugramuniversity.ac.in (Helpdesk)

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

Guidelines for Colleges

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

portal. The student has to submit his/her annual fee at the allotted college/institute at time of reporting in allotted college/institute on the same day or as mentioned in admission schedule.

13. In case student fails to produce original documents the admission shall be treated as cancelled.
14. In case student fail to deposit his/her fee, the allotted seat will be treated as vacant seat and will be considered to the next candidate during the preparation of second / third merit list.
15. **Choice filling cannot be changed; it will be as filled in application form.**
16. Before preparation of 2nd merit list, provisionally admitted student will be given a chance if he/she is not satisfied with the allotted college (the applicant did not get his first choice) and want to consider his/her candidature for upgraded college as per his/her choice. This choice to participate in 2nd counseling is to be filled online through university web portal within prescribe time frame only.
17. In 2nd merit list, all the candidates (i) who did not get any seat during 1st merit list (ii) those who got seat allotted but could not get admitted due to any reason and (iii) candidates who got provisional admission in college not of choice and have applied to participate in 2nd counseling shall be considered. **In the third merit list, all the seats will be thrown to Open Category if no eligible candidate from reserved category is available.**
18. The candidate who has allotted the seat in the second/third merit list will submit his/her fee as per provision given above and will report to the college for physical verification.
19. The applicant whose admission is confirmed shall submit his/her original migration certificate in the college as per guidelines, if he/she has passed the qualifying examination from any other University other than Gurugram University, Gurugram.
20. Timely submission of Registration Return in the University shall be ensured by the Colleges only.
21. The colleges shall ensure that seats be filled according to norms only.
22. The refund, if any, shall be made to the student on the recommendation of Principal of the concerned college as per UGC guidelines.

23. Registration on Online Admission Portal of Gurugram University, Gurugram is mandatory for admission seekers. In no circumstances, admission without registration on University portal shall be allowed.
24. The students will be initially given provisional admission only, subject to the verification of their documents by the College/Affiliating University. In case of any discrepancy, the college is authorized to cancel the provisional admission of the student or change his/her stream/subjects subject to availability of seats & his/her willingness.

Guidelines for Physical Open Counselling

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

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

CHAPTER-V

RESERVATION OF SEATS

1. Reservation of Seats:

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

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

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

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

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

2. **Guidelines for Reservation**

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

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

- ii) Benefit of reservation will be given to all the reserved categories upto 2nd counseling according to the reservation policy given in the Guidelines. In case at the time of third counseling/open counseling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available, these vacant seats may be thrown open to Haryana General Category. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category
- iii) If any seat remains vacant in sub-categories of BC(A) and BC(B), the same will be filled up through the candidates belonging to other category. For example, if any seat in BC(B) category remains vacant, the same will be filled up from BC(A) category and vice-versa.
- iv) Where a seat set aside for candidate from deprived Scheduled Caste for admission in Government educational Institutions is not filled up in any academic year due to non-availability of candidate of deprived Scheduled Castes possessing the requisite qualifications, the same shall be made available to candidate of Scheduled Castes.
- v) A candidate having a minimum of 40% permanent disability will be considered physically handicapped for admission to a course, provided that

the candidate is otherwise medically fit for the particular course. Such candidate will be admitted to the relevant courses on the basis of academic merit and not on the basis of degree of handicapped. Certificate should be as per **Appendix- 'E'**.

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

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

CHAPTER-VI

BAN OF RAGGING IN EDUCATIONAL INSTITUTIONS

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

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

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

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

HARYANA GOVERNMENT

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

Photo of applicant

To be attested by

the Issuing Authority

SCHEDULED CASTE-CERTIFICATE

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

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

Dated:

Signature with seal of issuing Authority

Place:

Full Name.....

Designation.....

Address with.....

Telephone No. with STD Code.....

Issuing Authority:

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

HARYANA GOVERNMENT

Certificate Sr. No /Year /Teh.

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

BACKWARD CLASS CERTIFICATE

Block 'A' OR 'B'

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

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

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

Dated:

Place:

Signature with seal of Issuing Authority

Full Name.....

Designation.....

Address with.....

Telephone No. with STD Code.....

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

APPENDIX-C

CERTIFICATE FOR CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTERS

No.

Dated.....

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

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

APPENDIX-D

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

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

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

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

Place:

Date:

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

Chief Medical Officer

No.....

Dated

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

Place.....

Stamp & Signature
Chief Medical Officer

Signature of Applicant

Government of Haryana

(Name & Address of the authority issuing certificate)

(ECONOMICALLY WEAKER SECTIONS)

EWS INCOME AND ASSET CERTIFICATE

Certificate No.....

Date.....

VALID FOR THE YEAR-----

This is to certify that Shri/Smt./Kumarison/daughter/wife of
is permanent resident of..... Village/Street.
.....Post Office....., District.Pin
code..... Whose photograph is affixed below and attested below belongs to
Economically Weaker Section., since the gross annual income* of his/her family** is
below Rs. 6 Lakh (Rupees Six lakh only) for the financial year

Its further certified that His/her Family does not own or possess any of the following
assets***.

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

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

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

Signature with seal of Office
Name
Designation

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

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

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

List of Scheduled Castes in Haryana State

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

List of Deprived Scheduled Castes in Haryana State

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

LIST OF BACKWARD CLASSES IN HARYANA STATE

BLOCK 'A'

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

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

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

BLOCK 'B'

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

SELF DECLARATION

(Self-Declaration to be submitted by students against ragging at the time of admission)

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

Declared this _____ day of _____ month of _____ year.

Signature of the Student
Name:

Self-Declaration by the Parent/ Guardian

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

Declared this _____ day of _____ month of _____ year.

Signature of the Parent/
Guardian

Name:

Address:

Telephone/ Mobile No.

E-mail id

UNDERTAKING FOR GAP YEAR

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

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

Deponent (Student)

Verification: -

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

Date: _____

Place: _____

Deponent (Student)

STATE-WISE LIST OF FAKE UNIVERSITIES**Bihar**

1. Maithili University/Vishwavidyalaya Darbhanga, Bihar.

Delhi

2. Commercial University Ltd., Darya Ganj, Delhi.
3. United Nations University, Delhi.
4. Vocational University, Delhi.
5. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi, 110 008.
6. Indian Institute of Science and Engineering, New Delhi.
7. Viswakarma Open University for Self-Employment, Rozgar Sewasadan, Delhi

Karnataka

8. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.

Kerala

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

Maharashtra

10. Raja Arabic University, Nagpur, Maharashtra.

West Bengal

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

Uttar Pradesh

13. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
14. Mahila Gram Vidyapith/Vishwavidyalaya, (Woman's University) Paryag, Allahabad, Uttar Pradesh.
15. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
16. National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
17. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
18. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
19. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh, Uttar Pradesh.
20. Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makaanpur, Noida Phase-II, Uttar Pradesh.
21. Gurukul Vishwavidyalaya, Vrindavan, Uttar Pradesh.

Odisha

22. Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No. 242, Pani Tanki Road Shaktinagar, Rourkela-769014.,
23. North Orissa University of Agriculture and Technology, Odisha.

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

LIST OF GAMES APPROVED BY AIU

Sr.No.	National Championships	Sr.No.	National Championships
1.	American Football (M and W)	2.	Aquatics (M &W)
3.	Archery (M &W)	4.	Athletics (M& W)
5.	Badminton (M &W)	6.	Ball Badminton (M and W)
7.	Baseball (M and W)	8.	Drop Roball (M&W)
9.	Basketball (M and W)	10.	Best Physique (M)
11.	Boxing (M and W)	12.	Canoeing and Kayaking (M&W)
13.	Chess (M and W)	14.	Cricket (M and W)
15.	Cross Country (MW)	16.	Cycling Road (M&W)
17.	Cycling Track (MW)	18.	E- Sports (M and W)
19.	Fencing (M and W)	20.	Football (M and W)
21.	Gatka (M and W)	22.	Gymnastics (M and W)
23.	Handball (M and W)	24.	Hockey (M and W)
25.	Hockey 5' s (M and W)	26.	Judo (M and W)
27.	Kabaddi NS (M &W)	28.	Kabaddi Circle Style (M and W)
29.	Kho-Kho (M and W)	30.	Korf Ball (Mixed M&W)
31.	Lawn Tennis (M and W)	32.	Netball (M and W)
33.	Pistol Shooting and 177, Air Rifle	34.	Power Lifting (M and W)
	Peep Sight (M and W)		
35.	Relay Race (M)	36.	Roll Ball (M and W)
37.	Roller Sports (M&W)	38.	Rowing (M &W)
39.	Sepak Takraw (M &W)	40.	Soft Tennis (M and W)
41.	Softball (M and W)	42.	Squash Rackets (M and W)
43.	Table Tennis (M and W)	44.	Taekwondo (M and W)
45.	Tug of War (M and W)	46.	Volleyball (M and W)
47.	Wrestling FS and GR (M and W)	48.	Wt. Lifting (M and W)
49.	Wushu (M and W)	50.	Yachting (M and W)
51.	Yoga (M and W)	52.	Throwball (M&W)
53.	Kick Boxing (M&W)	54.	Rugby(M&W)
55.	Floorball (M&W)	56.	Roller Hockey (M&W Inline)
57.	M-Sports (M&W)		