

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
("A" Grade, NAAC Accredited)

No.AcM-3/Admn.13(ii)/13/26543-622
Dated : 29.05.2013

To

The Principals of all the
Affiliated Colleges/Institutes of the
Kurukshetra University.

Subject : Schedule of Admissions to be observed for Under-graduate and Post-graduate Courses during the Session 2013-14.

Sir/Madam,

I am directed to inform you that the Admission Committee has approved the following schedule of dates for admissions and other instructions/guidelines to be observed by the Colleges/Institutions for admissions to Under-graduate (B.A./B.Sc./B.Com. etc.), Post-graduate Courses and P.G. Diploma/Diploma & D.S.P. courses for the session 2013-14 :-

(1) For Under-graduate (Semester System) :

(i) Normal admission without late fee	01.07.2013 to 16.07.2013
(ii) Late admission with late fee of Rs.100/- per student with the permission of Principal.	17.07.2013 to 23.07.2013
(iii) Late admissions with additional late fee of Rs.100/- per day per student (This late fee will be deposited with the University by the College with Registration Return of the students).	24.07.2013 to 31.07.2013
Classes will begin from 17.07.2013	

(2) For P.G. Courses LL.B. 3-Yr. B.A. LL.B. 5-Yr. (Semester system) and P.G. Diploma/Diploma and D.S.P. courses :

(i) Normal admission without late fee	01.07.2013 to 30.07.2013
(ii) Late admission with late of Rs.100/- per student with permission of Principal/Chairperson/Director	31.07.2013 to 06.08.2013
(iii) Late admissions with additional late fee of Rs.100/- per day per student (This late fee will be deposited with the University by the College with Registration Return of the students).	07.08.2013 to 13.08.2013
Classes will begin from 30.07.2013	

- (3)** The Principals of the Colleges will make provisional admission of their students in promotional classes of B.A./B.Sc./B.Com., M.A./M.Sc./M.Com. etc. and their classes also be started from **17.07.2013** of Under-graduate and from **30.07.2013** of Post-graduate. On declaration of the result, if a student fails, his/her provisional admission shall stand cancelled ab initio. **No student from outside/other Colleges/Departments may be granted admission to promotional classes of B.A./B.Sc./B.Com. and M.A./M.Sc./M.Com. etc.**

Note : The following instructions may be adhered to by the Principals of the Colleges at the time of admissions :-

1. Every college shall constitute an Admission Committee to be appointed by the Principal from amongst the teachers of the college and a representative of SC/ST be included in the Admission Committee.
2. **In no case ineligible candidate be admitted to the college by the Principal. Any violation of the rules in admission will be the personal responsibility of the Principal of the College.**
3. The shortage of lectures be notified atleast thrice during the session by the Principals.
4. If the last date of admission falls on a holiday or that day is declared a holiday by the University/College, the next working day will be considered as the last day for the purpose.
5. Permission for joining late shall not be accepted as a justification for condoning deficiency in lectures.

Provided that in case a candidate who is allowed late admission as a result of any change in the rules/admission policy made by the University, the lectures shall be counted from the date of admission or from the eleventh day of the date on which the decision to change the rules or admission policy is taken, whichever is earlier.

6. An official E-mail ID will be allotted and communicated to every regular student by the concerned College/Institute for sending official communication to him/her.
7. **Weekly attendance report of all students will be put on the College Website. If a student remains absent from the class for 14 days or more in a month his name will be struck off from the rolls and his/her parents will also be informed.**
8. The admission concessions including reservation of seats and weightages etc. for Under-graduate/Post-graduate courses in the colleges for the academic session 2013-14 are also enclosed for taking further necessary action.

Yours faithfully,

Sd/-

Assistant Registrar (Academic)
for Registrar

DA/As above.

Endst. No. AcM-3/Admn.13(ii)/13/26623-630

Dated : 29.05.2013

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

1. Dean Academic Affairs.
2. Dean of Colleges
3. Director General, Higher Education, Haryana, Siksha Sadan, Sector-5, Panchkula.
4. Deputy Registrar o/o the Vice-Chancellor.
5. Deputy Registrar (Regn.)
6. Assistant Registrar (Colleges)
7. P.A. to the Vice-Chancellor
8. P.A. to the Registrar

Sd/-

Assistant Registrar (Academic)
for Registrar

DA/As above.

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
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**ADMISSION CONCESSIONS FOR COLLEGES MAINTAINED/AFFILIATED
WITH THE KURUKSHETRA UNIVERSITY FOR UNDER-GRADUATE AND
POST-GRADUATE COURSES FOR THE SESSION 2013-14**

I. Additional Seats :

- (i) There shall be two additional seats in P.G. courses including Law and five additional seats in TDC Part-I over and above the sanctioned seats for Outstanding Sports Persons. For admission against sports seats the candidate will be required to submit the grading certificate of sports issued by the Director of Sports and Youth Welfare, Govt. of Haryana, Chandigarh.

Norms for Outstanding Sports Persons :

For P.G. Course : Outstanding sports persons means a person who has atleast represented the University/State in the Inter-University/National Level (National Championship, Federation Cup, Inter-State, National Games, National League etc.) Tournaments recognized by Association of Indian Universities/Concerned National Federation/Indian Olympic Association in the games in which Inter-University Tournaments are organized by the Association of Indian Universities while pursuing the Under-graduate Studies. **Such candidates will have to submit a Gradation Certificate issued by the Directorate of Sports and Youth Welfare, Govt. of Haryana, Chandigarh.** No lower sports achievements as prescribed above will be considered for admission for outstanding sports persons category, even if the seats remain vacant.

For B.A./B.Sc./B.Com. Part-I/1st Semester : A sports person means who has won atleast 1st or 2nd or 3rd position in team game or individual events or individual events in Junior/Senior District Championships, State Championships, Inter-School District or State Schools Championship or have participated in National School Games or above Tournaments recognized by District/State/National Federations or by School Games Federation of India or Indian Olympic Association in the games in which Inter-University Tournaments are organized by Association of Indian Universities. Achievements of previous three years will be considered for admission. **Such candidates will have to submit a Gradation Certificate issued by the Directorate of Sports and Youth welfare, Govt. of Haryana, Chandigarh.** No lower sports achievements as mentioned above will be considered for admission for outstanding sports persons category, even if the seats remain vacant.

- (ii) One additional seat shall be for NCC candidate who attended the R.D. Parade & Camp in all courses over and above the sanctioned seats.
- (iii) One additional seat shall be for NSS merit certificate holder who attended the R.D. Parade Camp in all the courses over and above the sanctioned seats.
- (iv) One additional seat in each course shall be for deserving Parsi Students.

II. Distribution and Reservation of Seats

(A) Distribution of seats

The seats shall be distributed as under :

- | | |
|--|-------------|
| (1) All India Category including Haryana | : 15% |
| (2) Bonafide Residents of Haryana | : 85% (*) |

- (*) - (70% of the seats earmarked for bonafide residents of Haryana will be reserved for the categories as mentioned at (B) below, as per State Govt. policy and remaining 30% seats will be filled from among Haryana General Category)

(B) Reservation of seats for Bonafide Residents of Haryana

The seats shall be reserved for the categories as under :

- | | |
|---|---|
| (i) Scheduled Castes | : 20% |
| (ii) Backward Classes of Haryana
(except Socially advanced persons/
Sections (creamy layer) | : 27%(16 % for Block-A)
(11 % for Block-B) |
| (iii) Special Backward Classes
(except Socially advanced persons/
Sections (creamy layer) | : 10% |
| (iv) Economically Backward Persons in the
General Category | : 10% |
| (v) Differently Abled Persons | : 03% |
- (1% Blind or low vision, 1% Hearing impairment, Differently Abled Persons remaining 1% Locomotor disability or cerebral palsy)

In the event of quota reserved for differently abled persons remain unutilized due to non-availability for suitable category of differently abled persons, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighters (1%).

- (vi) Further 3% horizontal reservation is also provided to Ex-servicemen/ Freedom Fighters and their dependents by providing reservation within reservation of 1% of General category, 1% out of Scheduled Castes and 1% from Backward Classes category for admissions to the various educational institutions of the Govt. and Govt. aided/institutes located in Haryana. As far as block allocation in Block A and Block B of Backward Classes category is concerned, year wise rotational system will be adopted. For example, if Block A of Backward Classes are given seats in the Academic Year 2013, the next Block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2014 and so on. The concerned Principal of the College shall maintain a roster register for horizontal reservation of Ex-servicemen/Freedom Fighter & their dependents and carry forward all fractions till one seat is accumulated through different fractions over the year. As and when the total comes to one, a seat will be provided to the concerned category.

- (vii) Candidates who have passed their qualifying examination from a University in the State of Haryana will be deemed to be Residents of Haryana and will not be required to submit certificates of bonafide residents of Haryana.

(C) Guidelines for Reservation :

1. The Reservation of seats is as per the Reservation Policy of the Haryana Govt. and is subject to any change/amendment made by the State Govt. from time to time.
2. If the reserved seat(s) of BC Block-A remain vacant, these will be filled up from BC Block-B and vice-versa. The vacant seats of SC category will not be converted into general seats.

3. Certificate of SC category and the Backward Class (Block 'A' & 'B'), Special Backward Classes (SBC) and Economically Backward Persons in the General Castes Category (EBP) to be submitted by the candidates on the prescribed proforma alongwith the Admission Form. The BC candidates (Block 'A' & 'B') and Special Backward Classes for benefit of reservation shall also have to furnish an affidavit to the effect that he/she is not covered under the criteria of creamy layer. The said affidavit shall be furnished both by the father and mother of the candidate issued during the current year.
4. If a candidate of Haryana General, SC, BC, SBC and EBP category also apply for Differently Abled/ESM/DFP category will be considered first for Haryana General, SC, BC, SBC and EBP category.
5. Dependents of Freedom Fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner.
6. Only candidates having permanent disability of not less than 40% (being otherwise fit for admission to the course) will be considered for admission. Differently Abled Disability Certificate must be from the Chief Medical Officer of the concerned District.
7. Ex-servicemen and their wards of Haryana are required to submit the certificate from the concerned District Soldier Board.
8. All the eligible candidates whether from Haryana or from Reserved Categories may also compete for seats allocated under All India Category. The candidates of reserved categories should be considered first for Haryana General Category seats.
9. If the number of seats in any particular category is not a round figure 0.5 above will be taken as one and less than 0.5 shall be ignored.
10. Under physically handicapped category atleast one candidate will be admitted, even if, the share is less than 0.5 seat.
11. The seats remaining vacant under various reserved categories other than the SC category shall be converted into General category only if upto the day of display of final list no candidate belonging to reserved categories is available for admission.

III. Relaxation of the condition of eligibility :

- (i) Unless otherwise specifically provided in the concerned Ordinance, the eligibility condition for Scheduled Castes will be minimum pass marks in the qualifying examinations for admission to a course.
- (ii) 5% relaxation in minimum eligibility condition for admission to various courses will be given to blind/ visually and Differently Abled candidates. However this relaxation is not applicable for LL.B. Professional-3 Yr. and B.A. LL.B (Hons.)-5 Yr.

IV. Weightage for the purpose of merit (subject to proviso below) :

The weightage of marks for the purpose of merit as mentioned below will be added to the percentage of aggregate and/or percentage of the qualifying Examinations :-

- | | |
|---|---------|
| (A) Candidates who have passed the qualifying examination from Universities in Haryana State. | 5 marks |
| (B) Recipients of National Talent Award from the NCERT | 5 marks |
| (C) Candidates who have secured 60% marks/CGPA 6.0 on 10 point scale from First Public Examination to Qualifying Examination. | 5 marks |

- (D) **For B.Com. 1st Semester**
Students who have passed the 10+2 examination with Commerce. 5 marks
- (E) Candidates who have passed Honours examination in the subject concerned. 5 marks
- (F) N.C.C. Cadets who have passed the 'C' or "G-II" Certificate (No weightage will be given for Civil Defence Service). 5 marks

OR

Students who have been recommended or commended (i.e. have obtained 1st or 2nd position) at the Inter-Zonal or Inter-University or Inter-State or State Level Youth Festival(s) or competition(s) either individually or as members of a team.

OR

For Courses other than M.P.Ed. : 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 individuals 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 Association of Indian Universities.

OR

Holders of Bharat Scouts & Guides Certificate awarded by the President of India (for admission to under-graduate courses only).

OR

Holder of Cert. of Merit for N.S.S. awarded by the University.
Criteria for award of University NSS merit certificate will be as under :-

1. N.S.S Volunteer who has completed 240 hours of regular activities in the period of two years and attended two annual special Camps (of atleast 10 days duration).
2. One who has donated blood at least twice

OR

has made atleast five illiterates literate. This shall have to be certified by the Principal alongwith the names and addresses of the such literates.

OR

has shown an exemplary act of courage or bravery by saving life in situations like drowning, fire, natural calamities or man made calamities and awarded at the National Level.

In case of NSS Volunteers from other Universities located outside Haryana, one has to become eligible by way of becoming at par with the conditions required under Sr. No. 1 and 2 of the above criteria laid down for University Merit Certificate.

(G)	Weightage For B.P.Ed./M.P.Ed. :	
(i)	International Participation sponsored by the National Federation of India;	18 marks
(ii)	Winning 1 st position in National/All India Inter State/All India Inter-varsity ;	15 marks
(iii)	Winning 2 nd position in National or All India Inter State-All India Inter-varsity;	13 marks
(iv)	Winning 3 rd position in National/All India Inter State/All India Inter-varsity;	11 marks
(v)	Winning 1 st position in North/South/East/West Zone Inter-varsity or any zone;	08 marks
(vi)	Winning 2 nd position in North/South/East/West Zone Inter-varsity or any zone;	07 marks
(vii)	Winning 3 rd position in North/South/East/West Zone Inter-varsity or any zone;	06 marks
(viii)	Participation in Inter-University/National (only for B.P.Ed.);	03 marks
(ix)	NIS Diploma in Game and Sports/Diploma in Yoga from a recognized Institution.	05 marks

Besides the one maximum higher weightage mentioned at Sr.No.(G) (i) to (viii) and weightage at Sr. No. (ix) and only one weightage of the remaining categories under Clause (A) to (F) of Section-IV would be added for the purpose of merit for B.P.Ed. and M.P.Ed. courses.

Provided that :

1. The weightage for the purpose of merit under clause-IV(F) be given only if the candidate has obtained required certificates/distinction during the course i.e. B.A./B.Sc./B.Com. B.Sc.(Home Sc.) on the basis of which the candidate seeking admission in P.G. Courses.
2. The total weightage for the purpose of merit under Section IV above shall not exceed 10 marks except B.P.Ed. & M.P.Ed. course.
3. For admission to M.P.Ed. and B.P.Ed. the candidates will have to submit gradation certificate issued by the Directorate of Sports and Youth Welfare, Govt. of Haryana. Weightage for Sports will be given only in respect of tournaments in the following games/events arranged by the University/Inter-University Sports Board or by a State/National Organisation recognized by the Indian Olympic Association :

Games for Men and Women :

Archery; Athletic; Ball Badminton; Baseball; Boxing; Canoeing and Kayaking; Cross-Country Races; Cycling; Gymnastics; Rhythmic Gymnastics (Women); Malkhamb; Judo, Korfball, Net ball; Pistol Shooting & 0.177 Air Rifle Peep Sight (MW); Clay Pigeon Shooting Trap: Double Trap and Skeet (MW), Power Lifting; Weight-lifting; Best-Physique (Men); Rowing; Soft-ball; Squash Rackets (Men); Swimming & Diving; Water-Polo (Men); Taekwondo; Wrestling; Yachting; Basket-Ball; Chess; Cricket; Football; Hand-ball; Hockey; National Style Kabaddi; Kho-Kho; Lawn Tennis; Volley-ball; Badminton; Table Tennis, Yoga (MW).

No other game or event which is not recognized by the Association of Indian Universities shall be considered :

In case any State does not issue the gradation certificate, the following criteria will be adopted for accepting the sports certificate for admission to M.P.Ed., B.P.Ed., B.Sc. (Physical Education, Health Education & Sports) and C.P.Ed. :-

- (i) In case of Distt. Position holder, a certificate of authenticity from the concerned Distt. Association/Federation duly countersigned by the Distt. Sports Officer will be accepted.
- (ii) In case of State Position holder, National Participation, National Position or International Position Holder level a certificate of authenticity from concerned State Association/Federation duly countersigned by the Director Sports of the State will be accepted.
- (iii) In case of Inter Collegiate and All India Inter-Varsity position holders the certificate should be verified from the Director of Sports of the concerned State Govt./University .
- (iv) At the time of admission Principal of concerned College will ensure authenticity of the Sports Certificate.

V. Procedure for preparing the merit list

- (i) Unless otherwise specifically prescribed for a course, merit list for admission to Under-graduate and Post-graduate courses shall be prepared strictly on the basis of marks obtained in the qualifying examination plus admissible weightages as per rules.
- (ii) For calculating the percentage of scores of B.A. by parts, the following procedure will be adopted :
 - (a) Average of percentage of marks obtained in Prabhakar, Giani or an equivalent MIL examination, in English and in one or more elective subject (if more than one subject has been cleared, the score in which he has got the highest marks would be taken into account). Prabhakar or Giani will be considered as one elective subject and reduced in respect of maximum marks.
 - (b) For candidates, who have received their B.A. Degree after doing Shastri or an equivalent oriental titles examination, marks obtained in Shastri Examination will be considered as secured out of two subjects (elective) and calculated on the basis of the maximum number of marks in two elective subjects, after proportionately reducing them as in (a) above.
- (iii) For calculating aggregate marks for admission to various courses in the case of candidates who have passed B.A., B.Sc. or B.Com.(Hons.) examination, the marks of the subject counted towards division will be taken into consideration.

Note : The weightage admissible under Section IV shall be added to the percentage of marks obtained in the qualifying examination for the preparation of the final merit list of the candidates.

VI. General

1. There shall be no rounding-of percentage of marks from 0.5% and above to next higher number for determining the eligibility for admission to various courses.
2. In case two or more candidates in the merit list have equal percentage of marks, the candidates senior in age will be considered first.
3. Candidate having compartment/re-appear in B.A./B.Sc./B.Com. etc. shall not be allowed admission in Post-graduate courses.
4. All admission applications should accompany with all requisite documents/certificates for eligibility weightages, reservation and other concession, failing which such applications for admission will not be considered and finally rejected.
