

ADMISSION GUIDELINES
For
ADMISSION TO
UNDERGRADUATE PROGRAMMES
(MERIT BASED)
ACADEMIC YEAR 2018-19

In



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

Note:

The information in the document has been taken from Bulletin of Information (2018-19), University of Delhi for Undergraduate admission (on merit based 2018-19) except college committees and Standard Operating Procedure adopted for the admission in the college. Any information given here is subjected to change as per the guidelines of the University of Delhi as and when received.

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1. Important Information

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

<http://admission.du.ac.in>

1.1 Dates at a Glance

Starting Date for Online Registration	:	15 th May, 2018
Closing Date for Online Registration	:	7 th June, 2018
Notification of First Cut-off (merit based):	:	19 th June, 2018
Commencement of Classes	:	20 th July, 2018
Closing date of Admission	:	16 th August, 2018

1.2 Registration Fee

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

Registration fee for UR/OBC	:	Rs. 150 (Non-refundable)
Registration fee for SC/ST/PwD	:	Rs. 75 (Non-refundable)
Registration fee for Sports (Each category)	:	Rs. 100 (Additional, Non-refundable)
Registration fee for ECA (Each category)	:	Rs. 100 (Additional, Non-refundable)

1.2.2 Payment of Registration Fee:

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

Note:

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

1.3 Committees Involved in Admissions

1.3.1 University Helpdesk Information

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

Email for general queries: du.ug.help2018@gmail.com

Hotline Number for General Enquiries: 011-27006900 (University information centre, from 1st June 2018 onwards).

1.3.2 College Helpdesk & Grievance Committee

Name	Contact No.	e-mail id
Dr. Sujata Bhardwaj (Convenor)	9810979868	sujata.bhardwaj@bcas.du.ac.in
Dr. Geeta Bhatt	9810897367	geeta.bhatt@bcas.du.ac.in
Dr. Geeta Mongia	9810063022	geeta.mongia@bcas.du.ac.in
Dr. Rizwana	9810998663	rizwana.haleem@bcas.du.ac.in
Dr. Pawas Goswami	9899293335	pawas.goswami@bcas.du.ac.in
Ms. Ritu Sareen	9868814835	ritu.sareen@bcas.du.ac.in

1.3.3 Student Advisory &PR Committee

Name	Contact No.	e-mail id
Dr. Pawas Goswami (Convenor)	9899293335	pawas.goswami@bcas.du.ac.in
Dr. Geeta Bhatt	9810897367	geeta.bhatt@bcas.du.ac.in
Dr. Ranjeet S. Thakur	9818001146	ranjeet.thakur@bcas.du.ac.in
Dr. Neeru Sharma	9811463962	neeru.sharma@bcas.du.ac.in
Ms. Manu Kataria	9311044179	manu.kataria@bcas.du.ac.in
Dr. Geeta Bhatt	9810897367	geeta.bhatt@bcas.du.ac.in
Dr. Partha S. Pal	9911228448	parths.pal@bcas.du.ac.in
Ms. Shweta Gupta	9891163321	shweta.gupta@bcas.du.ac.in

1.3.4 Admission Committee

Name	Contact No.	e-mail id
Dr. Jitender Kumar (Convener)	9910941616	jitender.kumar@bcas.du.ac.in
Dr. Sangeeta Srivastava(Co-Convener)	9873027777	sangeeta.srivastava@bcas.du.ac.in
Dr. Shivani G Varmani (Biomed. Sci.)	9811328195	shivani.varmani@bcas.du.ac.in
Dr.N. S. Abbas (Botany)	9810861086	dr.nsabbas@bcas.du.ac.in
Dr. Lalit Kapur (Chemistry)	9811211222	lalit.kapur@bcas.du.ac.in
Ms. Arti Batra (Computer)	9810228096	arti.batra@bcas.du.ac.in
Dr. Amit Kumar (Electronics)	9868007267	amit.kumar@bcas.du.ac.in
Dr.Vandita Gupta (Food Technology)	9868041546	vandita.gupta@bcas.du.ac.in
Dr. Geeta Bhatt (Instrumentation)	9810897367	geeta.bhatt@bcas.du.ac.in
Dr. N. Vijay Kumar (Microbiology)	9968126699	nallavijay.kumar@bcas.du.ac.in
Dr.Vandana Batra (Physics)	9810428467	vandana.batra@bcas.du.ac.in
Dr. S.K. Shukla (Polymer)	9818487997	saroj.shukla@bcas.du.ac.in
Dr. Anil Kr. Bali (Zoology)	9810696967	anil.bali@bcas.du.ac.in

1.3.5 Special Categories Admission Enabling Committee

Name	Contact No.	e-mail id
Dr. Jitender Kumar (Liasion Officer)	9910941616	jitender.kumar@bcas.du.ac.in
Dr. N. Vijay Kumar	9968126699	nallavijay.kumar@bcas.du.ac.in
Dr. S.K. Shukla	9818487997	saroj.shukla@bcas.du.ac.in

1.3.6 Extra-Curricular Activity Committee

Name	Contact No.	e-mail id
Dr. Ruchi G. Marwah (Convener)	9871817295	ruchi.gulati@bcas.du.ac.in
Dr. Eram S. Rao	9818881588	eram.rao@bcas.du.ac.in
Dr. Jitender Kumar	9910941616	jitender.kumar@bcas.du.ac.in
Dr. Meenakshi Garg	9958415333	meenakshi.garg@bcas.du.ac.in

1.3.7 Sports Committee

Name	Contact No.	e-mail id
Dr. Sidharth Sirohi (Convener)	9868898270	siddharth.sirohi@bcas.du.ac.in
Dr. Ranjeet S. Thakur(Co-convener)	9818001146	ranjeet.thakur@bcas.du.ac.in
Dr. Anand Bharadvaja	9810690359	anand.bharadvaja@bcas.du.ac.in
Dr. Sujata Bhardwaj	9810979868	sujata.bhardwaj@bcas.du.ac.in
Dr. Neeru Sharma	9811463962	neeru.sharma@bcas.du.ac.in
Dr. Inderbir Kaur	9891428544	inderbir.kaur@bcas.du.ac.in

2. Admission Procedure**2.1. Online Registration**

Applicants seeking admission to UG merit based programmes/courses must register on a centralized admission Web Portal <http://admission.du.ac.in>

2.2. Admission Process

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

2.2.1 Standard Operating Procedure adopted for the admissions in UG courses

1. All candidates seeking admissions should report to central unit at AV-room for verification of documents. The authorized persons will put college-stamp & their signature on true-copy of XII class mark-sheet and caste certificate, wherever applicable (stating serial number of Central OBC (Delhi)) list, website stating OBC/SC/ST caste certificate). **[Level 1 Verification]**.
2. The candidate will be directed to their respective Admission-in-Charge of the course who will verify their admission criteria, eligibilities and cut-off percentage as per notified rules **[Level 2 Verification]**. They shall also verify and ensure that printed admission form has DU logo, college name, photo of candidate and is filled correctly and completely. Then they shall put their signatures at the specified space in the admission form. In this process they can involve 2-3 non-teaching staff of their respective laboratories. It has to be ensured that following documents are **stapled** as per the following sequence:
 - i. Original print-out of University form with signatures of candidate and guardian/parents preferably on single page
 - ii. **Two passport** size self-attested photographs
 - iii. True attested copy of XII Class Mark-sheet with **college stamp**
 - iv. True attested copy of XII Provisional/original Certificate
 - v. True attested copy of X Class Mark-sheet
 - vi. True attested copy of X original Certificate
 - vii. True attested copy SC/ST/PwD/CW/Km certificate (in the name of applicant) must issued by the competent authority.
 - viii. True attested copy of caste Certificate (college stamp if verified), in the case of **OBC Non-Creamy Layer Certificate** in the name of the Applicant as in central list . *The validity of the non-creamy layer certificate shall be for the financial year 2017- 2018, issued after 31st March, 2018.*
 - ix. Recent character Certificate, issued either by the Principal of the school last attended or Class -1 Gazetted Officer.
 - x. Transfer certificate from school/college as well as migration certificate from board/university if candidate passed from outside Delhi.
 - xi. Anti-ragging affidavit (web: www.antiragging.in & www.amanmovement.org)
 - xii. Gap-year Affidavit
 - xiii. True attested copy of Aadhar Card/Voter ID
 - xiv. Certificate mentioning Hindi studied (minimum up to class VIII)
 - xv. Undertaking (if any)

Candidates have to fill the Form for mentioning their choices of General Elective-I (GE-1) paper at the time of admission. They are required to refer the syllabus before opting for any paper.

These documents are to be followed by originals of XII mark-sheet & certificate, X mark-sheet & certificate, caste-certificate, character, transfer, migration etc.

All copies of the certificate must be self-attested by the candidates.

The department must have to keep the copy of University form containing applicant information.

Personal presence of the candidate is necessary at the time of admission and cancellation of admission. The form must be signed by the parent(s).

3. Any grievance (addressed to Principal) will be entertained only when it is forwarded by Helpdesk and grievance committee/ Public Grievance Redressal Committee / Student Advisory & PR-committee / Special Category Admission Enabling Committee, and will be subjected to approval by Principal. It should be **put at the front, prior to college admission form and stapled.**
4. Admission form with all documents will be submitted to deputed person by non-teaching staff of the department in the conference room where SO Administration will verify the admission requirements and documents. Then, Admission Committee representative (Convener) will verify admission by putting signature on the admission form. The admission of the candidate will be **verified and approved by Principal** by putting signature on admission form and the same will be **approved on-line by Senior P.A. to Principal on DU-admission portal.**
5. The applicant will then be required to log-on to the UG admission portal to make the online Admission Fee payment through the available online payment options. **The approved applicant is permitted to make online admission fee payment till 12 noon of the next day of the given admission list deadline**
6. It may be noted that admission in a college is completed only after realization of the fee payment on the UG admission portal within the prescribed time-limit.
7. In case student wish to cancel his/her admission, she/he will be required to submit the printed cancellation form from DU portal and get it signed from Admission in-Charge, Member Standing Committee, Admission Committee and Principal. She/he will get her/his originals by giving receipt of the same after on-line cancellation on DU portal.

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

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

- **The applicants seeking admission under ECA category may check the Section 8.9.1.**
- **The applicants seeking admission under Sports category may check the Section 8.9.3.**

2.3. Schedule for Announcement of Cut-off lists, Verification of Documents, Approval of Admission in Colleges and Payment of Admission Fee.

Cut-off	Activity	Date
	Online Registration	Tuesday, 15th May ,2018 (6 PM onwards) to Thursday, 7th June ,2018 (till 6 PM)
First	Notification of First Cut-off Marks List by the Colleges	Tuesday, 19 th June, 2018
	Document verification and approval of admission	Tuesday, 19 th June, 2018 to Thursday , 21 st June, 2018
Second	Notification of Second Cut-off Marks List by the Colleges	Monday, 25 th June, 2018
	Document verification and approval of admission	Monday, 25 th June, 2018 to Wednesday, 27 th June, 2018
Third	Notification of Third Cut-off Marks List by the Colleges (if any)	Saturday, 30 th June,2018
	Document verification and approval of admission	Saturday, 30 th June, 2018 to Tuesday, 3 rd July, 2018 (except Sunday)
Fourth	Notification of Fourth Cut-off Marks List by the Colleges (if any)	Friday, 6 th July, 2018
	Document verification and approval of admission	Friday, 6 th July, 2018 to Monday, 9 th July, 2018 (except Sunday)
Fifth	Notification of Fifth Cut-off Marks List by the Colleges (if any)	Thursday , 12 th July 2018
	Document verification and approval of Admission	Thursday , 12 th July 2018 to Saturday, 14 th July,2018.

Note:

1. For document verification and approval of admission following timing will be observed.: (9.30 am to 1.30pm)
2. After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the day of the last day of that cut off in which applicant is taking admission.
3. The further cut-off list may be declared, depending on vacant seats in the college.

2.4. Admission Schedule of Children/Widows of Armed Forces Personnel (CW)

The following is the schedule of admission of Children/Widows of the Officers and Men of the Armed Forces including Para-Military Personnel, Killed/Disabled in action or those who died/were disabled on duty, Gallantry Awardees, for admission to Undergraduate Programmes for the academic session 2018-19:

Priority – I	
Verification of documents	Monday, 11 th June 2018 to Tuesday, 12 th June 2018
Issue of Provisional Admission Slip	Wednesday, 13 th June 2018
Admission by the college*#	Wednesday, 13 th June 2018 to Thursday, 14 th June 2018
Priority - II	
Verification of documents	Monday, 18 th June 2018
Issue of Provisional Admission Slip	Tuesday, 19 th June 2018
Admission by the college*#	Tuesday, 19 th June 2018 to Wednesday, 20 th June 2018
Priority - III	
Verification of documents	Friday, 22 nd June 2018 to Saturday, 23 rd June 2018
Issue of Provisional Admission Slip	Monday, 25 th June 2018
Admission by the college*#	Monday, 25 th June 2018 to Tuesday, 26 th June 2018
Priority - IV	
Verification of documents	Thursday, 28 th June 2018 to Friday, 29 th June 2018
Issue of Provisional Admission Slip	Saturday, 30 th June 2018
Admission by the college*#	Saturday, 30 th June 2018 to Monday, 2 nd July 2018
Priority - V(A) & V(B)	
Verification of documents	Wednesday 4 th July 2018 to Thursday, 5 th July 2018
Issue of Provisional Admission Slip	Friday, 06 th July 2018
Admission by the college*#	Friday, 06 th July 2018 to Saturday 7 th July 2018
Priority - VI	
Verification of documents	Monday, 9 th July 2018 to Wednesday, 11 th July 2018
Issue of Provisional Admission Slip	Thursday, 12 th July 2018
Admission by the college*#	Thursday, 12 th July 2018 to Friday 13 th July 2018
Priority - VII	
Verification of documents	Monday, 16 th July 2018
Issue of Provisional Admission Slip	Tuesday, 17 th July 2018
Admission by the college*#	Tuesday, 17 th July 2018
Priority – VIII	

Verification of documents	Thursday , 19 th July 2018 to Saturday, 21 st July 2018
Issue of Provisional Admission Slip	Monday, 23 rd July 2018
Admission by the college*#	Monday, 23 rd July 2018 to Tuesday 24 th July 2018
Priority - IX	
Verification of documents	Thursday, 26 th July 2018
Issue of Provisional Admission Slip	Friday, 27 th July 2018
Admission by the college*#	Friday, 27 th July 2018
<i>Document verification and issue of provisional admission slip to applicants who have not reported on the above dates subject to the availability of seats</i>	Saturday , 28 th July 2018
<i>Issue of Provisional Admission Slip</i>	<i>Monday , 30th July 2018</i>
<i>Admission made by the college *#</i>	<i>Monday , 30th July 2018</i>

Priority –I Widows/Wards of Defence personnel killed in action;

Priority –II Wards of disabled in action and **boarded out** from service.

Priority -III Widows/Wards of Defence Personnel who died while in service with death attributable to military service;

Priority -IV Wards of disabled in service and **boarded out** with disability attributable to military service;

Priority –V (A) Wards of Ex-servicemen and serving personnel who are in receipt of Gallantry Awards;

- i. ParamVir Chakra
- ii. Ashok Chakra
- iii. SarvottamYudhSeva Medal
- iv. MahaVir Chakra
- v. Kirti Chakra
- vi. UttamYudh Seva Medal
- vii. Vir Chakra
- viii. Shaurya Chakra
- ix. Yudh Seva Medal
- x. Sena, Nau Sena, Vayu Sena Medal
- xi. Mention-in- Dispatches

Priority – V (B) Wards of the Police personnel who are in receipt of President's Police Medal forGallantry, Police Medal for Gallantry.

Priority - VI Wards of Ex-Servicemen.

Priority - VII Wives of:

- i. Defence personnel disabled in action and boarded out from service.
- ii. Defence personnel disabled in service and boarded out with disability attributable to military service
- iii. Ex-servicemen and serving personnel who are in receipt of Gallantry Awards.

Priority –VIII Wards of Serving Personnel.

Priority –IX Wives of Serving Personnel

Note:

- *Benefit under CW category may extend to the wards of the Personnel of Para Military forces up to priority (v) only.*
- *Verification of documents & Issue of Provisional Admission Slip at Conference Centre, near Botany Department, University of Delhi, Delhi-07*
- *Morning college: From 10.00 a.m. to 1:00 p.m.;*
- **After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the next day of the last date of admission by the college.*

3. Programmes/Courses offered

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

S.No.	Name of the Programme	Category-wise Seats distribution					Category-wise Annual fee (in INR)#			
		Total seat	UR	SC	ST	OBC	UR/OBC	SC	ST	PWD
1.	B.Sc.(H)Biomedical Science	46	24	7	3	12	22520	22520	22520	8910
2.	B.Sc. (H) Botany	32	16	5	2	9	12520	12520	12520	8910
3.	B.Sc. (H) Chemistry	32	16	5	2	9	12520	12520	12520	8910
4.	B.Sc. (H) Computer Science	46	24	7	3	12	27520	27520	27520	8910
5.	B.Sc. (H) Electronics	46	24	7	3	12	12520	12520	12520	8910
6.	B.Sc. (H) Food Technology	46	24	7	3	12	12520	12520	12520	8910
7.	B.Sc. (H)Instrumentation	46	24	7	3	12	12520	12520	12520	8910
8.	B.Sc. (H) Microbiology	32	16	5	2	9	12520	12520	12520	8910
9.	B.Sc. (H) Physics	32	16	5	2	9	12520	12520	12520	8910
10.	B.Sc. (H) Polymer Science	46	24	7	3	12	22520	22520	22520	8910
11.	B.Sc. (H) Zoology	32	16	5	2	9	12520	12520	12520	8910

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

4. Requirements for Admission

4.1. Qualifying Examinations

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

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

4.2. Age Requirement

As per Ordinance-I of the University, there is no minimum age bar for admission to the undergraduate programmes in the University and its colleges except in the programmes where the respective regulatory bodies, such as Medical Council of India (MCI), All India Council of Technical Education (AICTE), Bar Council of India (BCI), National Council for

Teacher Education (NCTE), Dental Council of India (DCI), etc. have prescribed the minimum age requirement in their regulations.

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

4.3. Equivalence Criteria

The applications for admission to the Undergraduate Programmes in the Colleges in respect of applicants belonging to the Examining bodies of Boards / Universities recognized / accredited by the Association of Indian University / University Grants Commission / Ministry of Human Resource Development shall be considered by the College / Department in terms of the following recommendations as mentioned in the University circular letter of 13-1-2005.

1. That various degrees from Universities recognized by the Association of Indian Universities / University Grants Commission / Ministry of Human Resource Development or by any bilateral agreement be considered as equivalent to corresponding degrees of the University of Delhi subject to the conditions that Programme duration is same as in the University of Delhi for purposes of determining eligibility for admission to various Programmes and further Departments / Colleges may be allowed to evolve procedure through their respective Admission Committees.
2. Senior School Certificate of various Boards recognized by Association of Indian Universities / Central Board of Secondary Education is considered as equivalent to the Senior School Certificate of Central Board for the purposes of eligibility to various Undergraduate Programmes.
3. Students who pass various Degree / School Examination of Foreign Universities / Boards as have already been approved by the Equivalence Committee, from time to time, be considered eligible as a matter of routine. The cases of only those applicants who do not fall in the list of Association of Indian Universities / University Grants Commission / Ministry of Human Resource Development recognized accredited Boards / Universities shall be referred to the University on the basis of individual merit.
4. For some Boards which issue consolidated mark sheets containing marks of both 11th and 12th class, the merit of such applicants shall be determined on the basis of such consolidated mark Sheet.

Note:

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

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

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

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

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

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

4.4.2 Admission for University of Cambridge (International Examinations) Students

Grade	Percentage Uniform Mark Range	Cambridge Grade As	Percentage Uniform Mark Range
*A	90-100(Midpoint95)	95	95
A	80-89(Midpoint85)	a	80-100(Midpoint 90)
B	70-79(Midpoint75)	b	70-79 (Midpoint 75)
C	60-69(Midpoint65)	c	60-69 (Midpoint 65)

D	50-59(Midpoint55)	d	50-59 (Midpoint55)
E	40-49(Midpoint45)	e	40-49 (Midpoint 45)

Further Details:

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

* The Applicants seeking admission to an Honours Programme must have passed the subject at Advanced level. The Applicant seeking admission to Honours Programme in Physics / Chemistry must have passed: Mathematics and Additional Mathematics at Ordinary level and at least one subject at Advanced Level out of (1) Pure Mathematics (2) Applied Mathematics (3) Mathematics (Pure and Applied) and (4) Further, Mathematics or Additional Mathematics at Ordinary Level and one subject at advanced level.

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

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

5. Programme/Course-wise requirements

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

S.No.	Programmes	Requirement of Subjects Studied and Passed	Minimum Percentage Required	Basis of Selection
1.	B.Sc. (Hons) Botany, Zoology, Microbiology	Physics, Chemistry & Biology/ Bio-Technology	55% or more marks in the aggregate of 3 subjects as mentioned in column 3 (Practical & Theory together) And passing in one compulsory language i.e. English with 50% marks.	Selection will be made on the basis of marks in the aggregate of 3 Science subjects as mentioned in column 3 for each Honours Course

2.	B.Sc. (Hons.) Computer Science	Mathematics, one language and two other subjects listed as academic subjects (LIST A)	Should have secured a) 60% or more marks in Mathematics b) 60% or more marks in aggregate of four subjects including Mathematics, one language and two other subjects listed as Academic Subjects (LIST A)	Selection will be made on the basis of best four academic subjects including one language, Mathematics and two subjects out of Physics, Chemistry and Computer Science / Informatics Practices. The students of other streams:one Language, Mathematics with two Academic Subjects (LIST A) with a deduction of 2%
3.	B.Sc. (Hons.) Physics, Chemistry, Electronics, Instrumentation Polymer Science	Physics, Chemistry And Mathematics	The overall percentage in 3 subjects in relevant column 3, should be 55% and one compulsory language should be 50%	Selection will be made on the basis of marks in the aggregate of 3 Science subjects as mentioned in column 3 for each Honours Course
4.	B.Sc. (Hons.) Food Technology	Physics, Chemistry, Mathematics/ Biology/Biotechnology	55% or more marks in the aggregate of 3 subjects as mentioned in column 3 (Practical & Theory together) and and 50% in	Selection will be made on the basis of marks in the aggregate of 3 science subjects (in Column 3), PCM or PCB/Biotechnology. Applicants having studied both Mathematics and

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

5.1 List A (Academic/Elective Subjects)

Arabic	English	Italian	Accountancy
Bengali	French	Legal Studies	Psychology
Botany	Geography	Mathematics	Sociology
Biology/Biotechnology	Geology	Punjabi	Spanish
Chemistry	German	Persian	Statistics
Commerce/Business Studies	Hindi	Philosophy	Urdu
Computer Science/Informatics Practices	History	Physics	Zoology
Economics	Home Science	Political Science	Sanskrit

6. Rechecking/Revaluation

The colleges shall consider admission of the applicants whose marks get increased in the process of rechecking/ revaluation by their respective boards within the prescribed period of admission provided that such applicant fulfills the other eligibility conditions laid down for admission. The college will be required to update all the information on University Admission portal after the admissions have been closed.

7. List of Documents required at the time of Admission

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

- i. Original print-out of University form with signatures of candidate and guardian/parents preferably on single page
- ii. **Two passport size** self-attested photographs
- iii. True attested copy of XII Class Mark-sheet with **college stamp**
- iv. True attested copy of XII Provisional/original Certificate
- v. True attested copy of X Class Mark-sheet
- vi. True attested copy of X original Certificate

- vii. True attested copy SC/ST/PwD/CW/Km certificate (in the name of applicant) must issued by the competent authority.
- xvi. True attested copy of caste Certificate (college stamp if verified), in the case of **OBC Non-Creamy Layer Certificate** in the name of the Applicant as in central list issued by <http://nbc.nic.in>. ***The validity of the non-creamy layer certificate shall be for the financial year 2017- 2018, issued after 31st March, 2018.***
- viii. Recent character Certificate, issued either by the Principal of the school last attended or Class -1 Gazetted Officer.
- ix. Transfer certificate from school/college as well as migration certificate from Board/University if candidate passed from outside Delhi.
- x. Anti-ragging affidavit (web: www.antiragging.in & www.amanmovement.org)
- xi. Gap-year Affidavit
- xii. Certificate mentioning Hindi studied (minimum up to class VIII)
- xiii. True attested copy of Aadhar Card/Voter ID
- xiv. Undertaking (if any)

Note: *Originals certificates are to be submitted to the college at the time of admission*

All copies of the certificate must be self-attested by the candidates.

The department must have to keep the copy of University form containing applicant information.

Note:

The University will accept self-attested copies of documents / papers provided by the students. It is made clear that if any false attestation / falsified records are detected, the student will be debarred from attending any programme in the University / or its Colleges for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her.

8. Reservations and Relaxations

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

- 22^{1/2} % of the total numbers of seats is reserved for applicants belonging to Scheduled Caste Scheduled Tribes (15% for Scheduled Caste and 7^{1/2} % for Scheduled Tribes, interchangeable, if necessary).
- It is a statutory obligation on the part of Colleges to fill all seats reserved for Scheduled Caste /Scheduled Tribe applicants.
- The Colleges shall not refuse admission to any SC/ST Applicant on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be removed, 38 remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.

- Relaxation to the extent of 5% in the minimum marks will be given to the applicants belonging to SC and ST to determine their eligibility and merit for admission to the programme concerned.
- In case, after giving 5% relaxation, the reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill up all the reserved seats.(AC Resolution A88, 14.6.1983) (EC Resolution 157, 24.12.2001). Eligibility in these cases is pass percentage.

The following are empowered to issue the certificate:

- a) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Addl. Deputy Commissioner/ Deputy Collector/ 1st class Stipendiary Magistrate/ City Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
- b) Chief Presidency Magistrate/ Addl. Chief Presidency Magistrate/ Presidency Magistrate.
- c) Revenue Officer not below the rank of Tehsildar.
- d) Sub- Divisional Officer of the area where the Applicant and/ or his family normally resides.
- e) Administrator/ Secretary to the Administrator/ Development Officer (Lakshadweep Islands).

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

The Caste Certificate should clearly state:

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

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

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

Note: Candidates seeking admission under SC/ST/OBC category should have certificates in their own name only. SC/ST students who get admission under open merit (unreserved) will not be included in the reserved quota, i.e. 22¹/₂%.

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

- 27% seats will be reserved for the applicants belonging to OBC (non-creamy layer, central list).

- At the time of giving admission to an OBC applicant, the College will ensure that the caste is included in the Central List of OBC (the OBC status is to be determined on the basis of the Central (Govt.of India) List of OBCs notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at the **website http://ncbc.nic.in/backward_classes/index.html**
- The certificate must mention non-creamy layer status of the applicant (Non-creamy layer status issued by an authority mentioned in DOPT Office Memorandum no. 36012/22/93-Estt. (SCT) dated 15.11.1993).
- The OBC applicants who belong to the ‘**Non-Creamy Layer**’ and whose caste appears in the **Central List of the OBCs only, shall be eligible** to be considered for admission under the OBC category (Validity period of OBC certificate in respect of ‘creamy layer’ status of the applicants as per DOPT Office Memorandum No. 36036/2/2013-Estt.(Res-I) dated 31 March 2016). **The validity of the non-creamy layer certificate shall be for the financial year 2017- 2018, issued after 31st March, 2018..**
- If the applicants do not have the OBC non-creamy layer certificate of the financial year 2017-2018 **at the time of registration, the applicant may upload old OBC non-creamy layer certificate/acknowledgement slip of OBC non-creamy layer certificate application.** However, **at the time of admission, the applicant will have to produce the OBC non-creamy layer certificate of the financial year 2017-2018.**
- The **OBC applicants shall be given a relaxation of 10% in the minimum eligibility marks** of the said programme and in the admission entrance test 10% of the minimum eligibility marks prescribed for General Category applicants.
- It is a statutory obligation on the part of Colleges to fill all seats reserved for OBC applicants.
- **The Colleges shall not refuse admission to any OBC applicant on the basis of medium of instruction.** Any deficiency in the knowledge of any particular language should be removed, remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.
- If the seats meant for OBC remain vacant after arriving at the minimum eligibility, the same may be converted and filled up by other eligible applicants subject to approval from the University.

Note:

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

8.3 Reservation of Seats for Persons with Disabilities (PwD) (Supernumerary Seats)

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

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

1. Physical disability

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

(a) "leprosy cured person" means a person who has been cured of leprosy but is suffering from—

(i) Loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;

(ii) Manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;

(iii) extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall construed accordingly;

(b) "cerebral palsy" means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

(c) "Dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

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

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

B. Visual impairment

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

(i) Total absence of sight; or

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

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

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

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

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

C. Hearing impairment

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

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

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

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

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

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

3. Mental behaviour

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

4. Disability caused due to -

(a) Chronic neurological conditions, such as —

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

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

(b) Blood disorder—

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

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

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

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

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

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

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

“Provided that the Persons with Physical Disabilities shall be waived off all the fees payable including the Examination fee and other University fees, except Admission fee, subscription towards Delhi University Students’ Union and Identity Card fee for pursuing under-graduate, postgraduate or other Programmes in the University or its Colleges.”

2. In pursuance of the above, the applicants with physical disabilities pursuing various Programmes of study in the Faculties, Departments, Centers, and Institutions / Colleges of the University shall be exempted from payment of fees, including examination fee and other University fees, except Admission fee, subscription towards Delhi University students’ Union and Identity Card fee.

3. PwD applicants who will meet the cut-off for the unreserved category and will take admission in the unreserved category (UR) will pay the fee relevant for PwD applicant.

4. In pursuance of the Executive Council Resolution No. 50 dated 03.11.2012, it is notified that the students with physical disabilities residing in different Hostels / Halls of the University are exempted from payment of all hostel fees and charges except refundable caution fee and the mess fees. The Persons with Physical Disabilities students shall pay 50% of the Mess fee and the remaining 50% of the Mess Fee-in respect of the PwD students is being met by the University of Delhi. Similar norms are to be adopted by the Colleges in respect of PwD Students residing in various hostels of the Colleges.

It is clarified further that the PwD students who are getting fellowships / financial assistance shall be exempted from payment of fees / charges / mess fees subject to the following conditions:

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

Note:

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

8.4 Reservation of Armed Forces (CW) (Supernumerary Seats)

1. All applicants seeking admission to various undergraduate programmes of the University of Delhi will have to register online as per schedule notified by the University.

2. **Five percent (5%) of seats are reserved** for applicants under CW categories **programme-wise** in all colleges.

3. All the CW applicants have to upload the **Educational Concession certificate** in the enclosed format to be issued by any of the following authorities on the proper letterhead.

(i) Secretary, Kendriya Sainik Board, Delhi.

(ii) Secretary, Rajya Zila Sainik Board.

(iii) Officer-in-Charge, Record Office.

(iv) 1st Class Stipendiary Magistrate.

(v) Ministry of Home Affairs (For Police Personnel in receipt of Gallantry Awards)

4. Admission may be offered to the Children/Widows of Officers and Men of the Armed Forces including **Para-Military Personnel**, in the following order of preference:

(i) Widows/Wards of Defence personnel killed in action;

- (ii) Wards of Defence Personnel disabled in action and **Boarded out** from service with disability attributable to military service;
 - (iii) Widows/Wards of Defence Personnel who died in peace time with death attributable to military service;
 - (iv) Wards of Defence Personnel disabled in peace time and **Boarded out** with disability attributable to the military service; and
 - (v) Wards of serving/ Ex-servicemen personnel including personnel of police forces who are in receipt of Gallantry Awards;
- Gallantry Awards include: *Param Vir Chakra, Ashok Chakra, Sarvottam Yudh Seva Medal, Maha Vir Chakra, Kirti Chakra, Uttam Yudh Seva Medal, Vir Chakra, Shaurya Chakra, Yudh Seva Medal, Sena, Nau Sena, Vayusena Medal, Mention-in-Despatches, President's Police Medal for Gallantry, Police Medal for Gallantry.***
- (vi) Wards of Ex- Serviceman
 - (vii) Wives of
 - a. Defence personal disabled in action and boarded out from service.
 - b. Defence personal disabled in service and boarded out with disability attributed to military services.
 - c. Ex -Service man and serving personal who are in receipt of Gallantry Awards.
 - (viii) Wards of serving personal.
 - (ix) wives of Serving Personnel.

Applicants belonging to the above category shall report as per schedule given in Section 2.4 .

Note : Admission in priority (v) , v(a) above is as per the inter se priority of the gallantry awards and admission in v(b) will be considered after v(a)

8.5 Reservation of Kashmiri Migrants (KM) (Supernumerary Seats)

1. All the Wards (sons/daughters) of Kashmiri Migrants who wish to be considered for admission to various undergraduate Programmes for University have to register online as per schedule notified by the University.
2. **Up to 5% seats are reserved programme-wise in all colleges for Wards of Kashmiri Migrants.**
3. All the Wards of Kashmiri Migrants will have to upload a **certificate of registration as Kashmiri Migrants** issued by **Divisional Commissioner/ Relief Commissioner.**
4. A **concession of maximum 10%** in the last cut-off marks fixed for unreserved category applicants shall be extended to the Kashmiri Migrants.
5. **Admission** of Wards of Kashmiri Migrants will be **based on cut-offs** to be **announced by the Colleges.**

8.6 Reservation of Seats for Foreign Applicants (Supernumerary Seats)

1. All foreign applicants, including those who have completed their schooling from an Indian Board may be treated as Foreign Students for the purpose of their registration /

admission in various departments and Colleges of the University and they may be considered for admission under 5% quota prescribed for the foreign students.

2. The foreign applicants seeking admission to Undergraduate Programmes should apply online through **Foreign Students' Registry portal <http://fsr.du.ac.in>** and can contact **Deputy Dean (Foreign Students), Conference Centre, University of Delhi-110007** for further details.

e-mail: fsr_du@yahoo.com

Phone No. +91-11-27666756

8.7 Reservation of Seats for Ward Quota (Supernumerary Seats)

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

- a) For **admission of the wards (sons/daughters) of the employees at the college** where employees are working be given on the basis of merit among such candidates subject to ordinarily one seat for every unit of up to sixty students in a course and subject to fulfilment of minimum eligibility conditions.
- b) For **admission of the wards (sons/daughters) of the employees of the University/other colleges (teaching/non-teaching)** the total number of seats for admission will **not exceed six (three for the teaching and three for the non-teaching employees)** on the basis of merit among such candidates subject to a maximum of ordinarily one seat for every unit of up to sixty students in a course and subject to fulfilment of minimum eligibility conditions.

The admissions on the **above norms will be against seats over and above the normal strength**. The applicants wish to apply for admission under ward quota must fill the online registration form. They need to choose the colleges from the list for which they wish to apply at the time of registration. The **admissions under Ward Quota will be done along with fourth cut-off list and subsequently thereof. The procedure for admission under Ward Quota will also be online.**

8.8 Prime Minister's Special Scholarship for J&K students

The applicants selected under Prime Minister's special scholarship scheme for J&K students will be admitted directly to the Colleges

8.9 Sports/ECA Quota (Supernumerary Seats)

It is mandatory for all the Colleges to provide sports facilities and encourage all students to participate in sports and extracurricular activities by introducing inter-class competitions and mass sports.

The existing provision of **not more than 5% sports / ECA quota (subject-wise)** be continued. The Colleges should be free to decide the actual number of seats to be filled on

sports basis (**not more than 5%**) keeping in view the facilities available, requirement of the College and other relevant factors.

The guidelines for Admissions under sports / ECA categories will be carried in accordance with the guidelines notified by the University from time to time.

8.9.1 Guidelines for Admissions under Extra Curricular Activities (ECA) Quota

The Colleges will notify the **actual number of seats under ECA Quota** (Supernumerary) and requirement in different categories on their **Colleges Website, Notice Board and University Website**.

The dates for preliminary and final trials will be notified on Colleges Website, Notice Board and University Website.

All the concerned colleges will follow the following guidelines for admission to various undergraduate Programmes on the basis of Extra Curricular Activities (ECA):

1. Applicants seeking admission under ECA category will **register online on DU Admission portal**.
2. The charges for registration will be **Rs. 100/- in addition to charges** for (UR/OBC/SC/ST/PwD) registration.
3. The applicants are required to upload only the **highest certificate issued after May 1, 2015 to April 30, 2018** in each sport/game they wish to apply. They should **carry all the relevant certificates** for evaluation in case they are selected for **final trials**.
4. Trials will be held at two levels: **(i) Preliminary trials (ii) Final trials**.
5. The applicant shall be allowed to appear at the preliminary level **only once in an event**.
6. **Not more than 15% concession in academic merit vis-a-vis unreserved category applicants (for last relevant last cut-off) may be given for admission to specific Programmes (subject to the minimum eligibility of programme). The applicant may check the college website / prospectus for the relevant details.**
7. The **date/dates for the Preliminary / Final trials** shall be notified and displayed on the **University Website, College Website and Notice Board**.
8. The list of the **short listed applicants for final trials** will be notified on the **University Website, College Website and Notice Board** of the college that is conducting a said ECA activity trial.
9. The Certificates will be evaluated **only for students who qualify for final trials** (after the prelims). They have to **carry all** the relevant certificates in **original (and a self-attested photocopy)** for evaluation at the time of the final trial.
10. **Weightage in the final trial** will be given to the trials and certificates in the following ratio: **Trials: 75%, Certificates: 25%**.
11. The **applicant must secure at least 50% marks in the final trials (38 out of 75) to be eligible for the final list of selected candidates.**
12. The colleges will **videograph the preliminary and final trials** and should **maintain the records**.

13. The trials for admission under the ECA category shall be the conducted by the **ECA admission committee appointed by the University Admission Committee and approved by the competent authority..**

The following composition of experts committee in the ECA category is recommended:

- a) Principal/ Principal Nominee
- b) Two experts (to be nominated by the University Culture Council) –Eminent people from the cultural field from respected institutions such as:
 - National School of drama
 - Sri Ram Centre for Performing Arts
 - Faculty of Music & Fine Arts
 - Indian Council for Cultural Relations
 - College of Art
 - Sangeet Natak Academy
 - Sahitya Kala Parishad
 - All India Radio/Doordarshan ('A' Grade Artists) etc.
 - Experts from University Fraternity in areas of their expertise.
- c) University Cultural Council nominee.
- d) College Cultural Council convenor/nominee.

The committee constituted hence, would not only have high expertise in the said culture field but will also have understanding of the University of Delhi's cultural space and its specific requirements.

Instructions

1. The allotment of the programme / subject to the qualified applicants shall conform to University regulations and will be the sole responsibility of the college.
2. **An applicant being selected in the final list is not a guarantee of admission. Admission is subject to seats availability in a college.**
3. **The allotment of programme/subject may be finalized by ECA Admission Committee, which will include Chairperson (Principal), members of ECA/Cultural Committee and one faculty member nominated by the Staff Council.**
4. The final list of selected applicants containing marks awarded for the ECA certificates and trials shall be displayed on the University Website **for three days for applicants** to register grievances, if any. All the grievances shall be resolved within three days.
5. Applicant having any grievance should apply either to the Central Grievance Committee or to College Grievance Committee.
6. Applicants will register in the colleges of their choice according to the schedule that will be notified.
7. The Merit List of the applicants selected for admission after the finals shall be notified on the respective College Website, Notice Board and University Website. The admission of the applicants thereafter will be completed on University Admission Portal.

8. In case of a tie in the final marks (out of 100), the candidate with higher marks in the trials (out of 75) will be placed higher in the merit list. In case of a tie there also, then both the candidates will have the same rank.

9. **The ECA Admission Committee of the College shall verify the original ECA certificates of the applicants.**

10. **The selected candidates shall submit an Undertaking at the time of admission stating that the candidate will perform for the College and University for the entire period of the candidate's undergraduate programme of study. The college has a right to cancel their admissions if they violate the undertaking during their stay in college.**

11. Any candidate submitting false / fake certificate will be debarred from admission to any programme in any college for three years. If a candidate seeks admission on the basis of false/fake certificates, not only will the admissions be cancelled, an FIR may also be registered.

12. **The college shall maintain proper record of candidates admitted on the basis of ECA.**

13. **The decision of ECA Admission Committee shall be final.**

The following categories have been approved by the admission committee for ECA (List B).

8.9.2 List B (ECA Categories)

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

8.9.3 Guidelines for admission on the basis of Sports in Undergraduate Programmes

The Colleges have to notify well in advance, the actual number of seats under Sports Quota (supernumerary) and requirement of sportspersons in different Games/ Sports with the respective Position / Event / Weight Category on their College Website and Notice Board. The same would also be notified on the website of University of Delhi.

All the concerned colleges will follow the following guidelines for admission to various undergraduate programmes on the basis of Sports:

1. The applicants are required register themselves and fill online application form available on the University of Delhi portal.
2. The charges for registration will be Rs. 100/- per game/sport in addition to the charges for the main University registration / application.
3. The applicants are required to upload only the highest certificate issued after **after May 1, 2015 to April 30, 2018** in each sport/game they wish to apply.

The admission under sports quota will be based on

I. Super category: Direct admission without sports trial

II. Admission through Sports trial

The game-wise list of game/sport along with the list of position/event/weight category of game/sport of our college is given in **List C** (Admission On The Basis Of Sports Trials).

I. Super Category: Direct Admission without Sports Trial

(Category A-1 of the enclosed Criteria for Marking of Sports Certificates)

Sportspersons who have represented India in the under-mentioned Competition(s), recognized and funded by the Ministry of Youth Affairs and Sports (MYAS) will be given Direct Admission without Sports Trial.

1. Olympic Games by the International Olympic Committee (IOC)
2. World Championship / World Cup by International Sports Federations (ISFs)
3. Commonwealth Games by Commonwealth Games Federation (CGF)
4. Asian Games by Olympic Council of Asia (OCA)
5. Asian Championships by International Sports Federations (ISFs)
6. South Asian Games (SAG) by South Asian Sports Council (SASC)
7. Paralympic Games by International Paralympic Committee (IPC)

II. Admission on the Basis of Sports Trial

(Categories A-2, B-1, B-2, B-3, C-1, C-2, D of the enclosed Criteria for Marking of Sports Certificates)

A. Maximum 40 Marks for Merit/ Participation Sports Certificate

1. The criteria for marking of Merit/ Participation sports certificates displays the marks for different levels of Games/ Sports Competitions.
2. Sports Certificate of Invitational / Memorial / Open / Prize Money League / Ranking competitions will not be considered.

3. Only the **highest Sports Certificate** will be considered for Marking.
 4. Sports Certificate of only preceding three years will be considered from **May 1st , 2015 to April 30th , 2018**. The level of competency of the applicant will be determined for those who have achieved distinction only during the preceding three years in those Games/ Sports recognized by AIU /MYAS in which **Inter-University Competitions are held and preference given by the colleges**.
 6. Applicant should **upload self -attested copy of Sports Certificate**.
- B. Maximum 60 Marks for Sports Trial**

Team Games

Ball Badminton, Baseball, Basketball, Cricket, Football, Handball, Hockey, Kabaddi, Kho-Kho, Korfball, Netball, Softball and Volleyball

Marking Criteria for Team Games - Total (60 Marks)

- Fundamental Skills - (20 Marks)
- Performance in Trials- (40 Marks)

Dual & Combat Sports

Badminton, Boxing, Fencing, Judo, Squash, Table Tennis, Taekwondo, Tennis and Wrestling

Marking Criteria for Dual and Combative Sports - Total (60 Marks)

- Fundamental Skills - (10 Marks)
- Performance in Trials - (50 Marks)

Individual Sports

Archery, Athletics, Best Physique, Chess, Diving, Gymnastics, Power-lifting, Shooting, Swimming, Weight-lifting and Yoga

Marking Criteria for Individual Sports - Total (60 Marks)

- Performance in Trials - (60 Marks)

Sports Trial includes Game/ Sport Specific Fitness, Fundamental Skills and Overall Playing Ability.

1. The Applicant should go through the notifications issued by the Constituent Colleges and University of Delhi on their Website from time to time .
2. The College will conduct Sports Trial for a specific Game/ Sport identified by Delhi University Sports Council (DUSC).
3. The College identified for conducting Sports Trial for a specific Game/ Sport and not having facilities may contact DUSC by giving advance information.
4. The College should video-graph the Sports Trial.
5. The Applicant must secure minimum 30 marks in the Sports Trial to be eligible for admission on the basis of Sports.

C. Composition of the Sports Admission Committee for specific Sport(s)/Game(s) identified by DUSC:

1. Chairperson: Principal

2. Convener: Teacher in-charge, Department of Physical Education
3. Experts: Three to be nominated by the Chairperson (Principal) from the confidential list sent by DUSC
4. Nominee: Delhi University Sports Council
5. Nominee: Vice Chancellor (Observer)

Separate marking shall be done by each Expert of the Sports Admission Committee.

Note:

1. The allotment of programme to the eligible applicants shall conform to University regulations and will be the sole responsibility of the College and may be finalized by the Sports Admission Committee of the College which will include:
 - a) Chairperson: Principal
 - b) Convener: Teacher in-charge, Department of Physical Education
 - c) Member/s: Teacher/s, Department of Physical Education
 - d) Nominee: One faculty member of the Staff Council
 2. The Sports Admission Committee of the College shall:
 - a) Screen the application form uploaded by the Applicant
 - b) Verify original Sports Certificate of the applicants as per marks allotted by DUSC
 3. In Case of Tie: Applicants securing same marks in the same game/ sport eligible to take admission in the same programme/ college, may be resolved by the Sports Admission Committee of the College, considering the following order:
 - a) Higher marks obtained in Sports Trial
 - b) Higher marks in Sports Certificate
- In case, the Tie still persists, all the applicants may be admitted.**
4. The list of finally selected applicants containing marks of the Sports Certificates and Sports Trials along with programme allotted shall be displayed on the Website and Notice Board of the College for three days to take cognizance of the grievances, if any. The Grievance Committee of the College must resolve all the grievances within next three working days before admitting the applicants.
 5. **The list (soft and hard copy) of finally admitted applicants on the basis of Sports shall be sent to DUSC within seven days from the last date of admission of the University.**
 6. The College shall maintain proper record of the applicants admitted on the basis of Sports.
 7. The applicant as per their age must be eligible to participate in Inter-University Competitions for the next three years and should not be employed Part-time / Full-time anywhere.
 8. Any injury/ casualty caused to the applicant during Sports Trials shall be the sole responsibility of the Applicant.

9. It is mandatory to submit an Undertaking on Non-Judicial Stamp Paper of Rs. 100/- by the applicant at the time of admission stating that he/she will play for the College and University during their Under-Graduate programme of study.

Disclaimer:

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

8.9.4 List C (Admission On The Basis Of Sports Trials)

S.NO.	GAME/SPORT at BCAS	Position / Event / Weight Category	Total Seats in Sports Quota at BCAS
1	Athletics	Women Middle Distance Run (800 m, 1500 m)	11 Seats in all
2	Basketball	Men Centre Forward	
3	Chess	Men	
4	Cricket	Men Batsman All Rounder	
5	Football	Men Striker Left Mid Back	
6	Shooting	Men 100 Meter Air Pistol	
7	Swimming	Women Free style	

Annexure A

Procedure for pro rata Analysis

Admission to Science Programmes

The Basis of Selection for Mathematical Sciences/Science/Interdisciplinary & Applied Sciences programmes is listed in Section 25 and Section 26. All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of examination. In case, the subject to be considered does not have 70% theory component and 30% practical

component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on pro rata basis. These new marks will then be considered for calculation of PCM/PCB etc.

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

Example 1 (without Internal Assessment):

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

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

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

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

Therefore, Total marks in **PCM (%)** are: $88.33+89.92+95=273.25=91.08\%$

Similarly, Total marks in **PCME (%)** are: $88.3+89.92+95+90 = 363.25 = 90.81\%$.

Example 2 (with Internal Assessment):

If an applicant has scored: **Physics 88** (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), **Chemistry 92** (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), **English (90)** and **Biology 95** (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). **Mathematics 92**. Evaluate the PCM percentage in 70:30 ratio for admission in DU in BCAS.

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

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

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

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

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

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

Declaration/Undertaking - for OBC Candidates only

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

Signature of the Candidate

Place:

Date:

Contact Details:

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

No. 36033/1/2013-Estt. (Res.)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi,
Dated: September 13, 2017

OFFICE MEMORANDUM

Subject: Revision of income criteria to exclude socially advanced persons/sections (Creamy Layer) from the purview of reservation for Other Backward Classes (OBCs)-reg.

The undersigned is directed to invite attention to this Department's Office Memorandum No. 36012/22/93-Estt. (SCT) dated 8th September, 1993 which, inter-alia, provided that sons and daughters of persons having gross annual income of ₹ 1 lakh or above for a period of three consecutive years would fall within the creamy layer and would not be entitled to get the benefit of reservation available to the Other Backward Classes. The aforesaid limit of income for determining the creamy layer status was subsequently raised to ₹ 2.5 lakh, ₹ 4.5 lakh and ₹ 6 lakh vide this Department's OM No. 36033/3/2004-Estt. (Res.) dated 09.03.2004, OM No. 36033/3/2004-Estt. (Res.) dated 14.10.2008 and OM No. 36033/1/2013-Estt. (Res.) dated 27.05.2013 respectively.

2. It has now been decided to raise the income limit from ₹ 6 lakh to ₹ 8 lakh per annum for determining the creamy layer amongst the Other Backward Classes. Accordingly, the expression "₹ 6 lakh" under Category VI in the Schedule to this Department's aforesaid O.M. dated 8th September, 1993 would be substituted by "₹ 8 lakh".
3. The provisions of this office memorandum have effect from 1st September, 2017.
4. All the Ministries/Departments are requested to bring the contents of this office memorandum to the notice of all concerned.



(Debabrata Das)
Under Secretary to the Government of India
Ph: 2304 0279