

MAHARSHI DAYANAND UNIVERSITY ROHTAK

The Executive Council in its meetings held on 29.06.2016 and 24.09.2016 has approved the amendments/modifications to various Ordinances and Rules & Regulations as per Annexure-I and II, respectively. These amendments/ modifications are being sent for keeping the record up-to-date.

REGISTRAR

Endst.No.AC-IV/CS/16/ 24155-254 Dated: 18/10/2016,

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

1. The Secretary to Governor-Chancellor, Haryana Raj Bhavan, Chandigarh.
2. The Director General, Higher Education, Haryana, Shiksha Sadan, Sector-5, Panchkula.
3. The Registrar, Kurukshetra University, Kurukshetra.
4. The Controller of Examinations, M.D.University, Rohtak.
5. University Librarian, Vivekananda Library, M.D.University, Rohtak.
6. The Dean, Students' Welfare, M.D.University, Rohtak.
7. All the Heads of the University Teaching Departments, M.D.University, Rohtak.
8. The Provost (Boys), M.D.University, Rohtak.
9. The Provost (Girls), M.D.University, Rohtak.
10. All the Branch Officers, M.D.University, Rohtak.
11. The Joint Director (Audit), M.D.University, Rohtak.
- ✓ 12. The Director, University Computer Centre, M.D.University, Rohtak. He is requested to **kindly upload the same on the University website.**
13. P.A. to Vice-Chancellor, M.D.University, Rohtak.
14. P.A. to Registrar, M.D.University, Rohtak.
15. AC-II and AC-VI sets, Academic Branch, M.D.University, Rohtak.

[Signature]
18.10.2016
Incharge (Academic)
for REGISTRAR

[Signature]
24/10/16

MAHARSHI DAYANAND UNIVERSITY ROHTAK
ORDINANCES

Change of Nomenclature of various Degree Courses in view of the instructions of the University Grants Commission dated 11.7.2014:

Original	Amended
1. Bachelor of Journalism & Mass Communication (BJMC)	1. B.A.(Journalism & Mass Communication)
2. Master in Journalism & Mass Communication (MJMC)	2. M.A. (Journalism & Mass Communication)

[E.C.Reso. No. 38 of 29.06.2016]

Guidelines pertaining to Persons with Disabilities (Appendix C/1 pages 1-4) for conducting regular and competitive examinations and amendment to Clause-6(G) of the Ordinance 'Conduct of Examinations':

Original	Amended
<p>1. A candidate may be allowed help of an amanuensis(writer) if:</p> <p>i) he is blind;</p> <p style="text-align: center;">OR</p> <p>ii) he is permanently disabled from writing with his own hand;</p> <p>iii) he is temporarily disabled from writing, such as fracture of the right or left arm, forearm or dislocation of a shoulder, elbow or wrist etc. The candidate shall produce a Medical Certificate from a Professor of the specialty concerned of a Medical College, from a Govt. doctor of a gazetted rank that the candidate is unable, to write his answer books because of the temporary disablement.</p> <p>2.1 On a written request from the candidate through the Head of the Teaching Department/ Principal of a College, the Controller of Examinations shall appoint an amanuensis and inform the Superintendent of the Centre concerned.</p>	<p>1. A candidate may be allowed help of an amanuensis(writer) if:</p> <p>i) No Change</p> <p>ii) he has permanent disability of 40% or more and is unable to write with his own hand.</p> <p>iii) No Change</p> <p>2.1 No Change</p>

<p>2.2 In case a person's physical handicap is such as to render him incapable to answering the paper in the prescribed time, an extra time upto half an hour for a paper may be allowed. For blind persons, however, the extra time of one hour will be allowed.</p>	<p>2.2 In case a person's physical handicap is such as to render him incapable to answering the paper in the prescribed time or blind or permanent disable of 40% or more, one hour extra time may be allowed.</p>
<p>3. The amanuensis shall be a lower grade of education that the candidate and may be from the same institution to which the candidate belongs. However, second condition shall not apply in case of candidates of B.Ed. Class, Post graduate Classes in University Teaching Departments and private candidates.</p>	<p>3. No Change</p>
<p>4. The Superintendent shall arrange for a suitable room for the disables candidates and put on duty there one additional Assistant Superintendent for him out of the list supplied by the University Office.</p>	<p>4. No Change</p>
<p>5. The candidate, other than blind person, shall pay in advance to the University the remuneration payable to the additional Assistant Superintendent at the prescribed rate.</p>	<p>5. No Change</p>
<p>6. The payment to amanuensis to blind candidates shall be made at the rate of Rs. 5/- per paper by the University.</p>	<p>6. Delete</p>

[E.C.Reso. No. 41 of 29.06.2016]

Amendments in the Ph.D. Ordinance (Appendix C/2 pages 5-26).

[E.C.Reso. No. 66 of 29.06.2016]

Prescription of new ordinance relating to the procedure for grant of affiliation etc. (Appendix C/3 pages 27-43). The cost of application form which shall be available in a printed booklet be fixed Rs.5000/-:

[E.C.Reso. No. 73 of 29.06.2016]

Introduction of LL.B (Hons.) 3-Year course in the 2nd Shift/Evening (for employees only) at UILMS, Gurgaon

[E.C.Reso. No. 85 of 29.06.2016]

Prescription of Ordinance for B.Ed. (Two Year Course) (**Appendix C/4 pages 44-45**), B.Ed. Special Education (MR/LD/Hi) (Two Year Course) (**Appendix C/5 pages 46-47**) and Common Ordinance for M.Ed. and M.Ed. (Spl. Edu.) (Two Year Courses) (**Appendix C/6 pages 48-49**).

[E.C.Reso. No. 89 of 29.06.2016]

Prescription of Ordinance - Choice Base Credit System (CBCS) (**Appendix C/7 pages 50-62**) to be applicable w.e.f. 2016-17.

[E.C.Reso. No. 92 of 29.06.2016]

Prescription of fee for M.Ed. course in SFS Colleges of Education in respect of the admissions being made to the course during the session 2015-16:

1st year Rs. 38500 + Rs.4345/- (University Charges)

2nd year Rs. 38500 + Rs.3845/- (University Charges)

[E.C.Reso. No. 94 of 29.06.2016]

Enhancement of inspection fee @ of Rs. 2000/- per member as a special case (**Appendix C/8 pages 63-68**) In respect of inspection of self financing Colleges of Education.

[E.C.Reso. No. 107 of 29.06.2016]

Revision of Sports Entry Fee to be charged by all the affiliated colleges/institutes per game/tournament to be applicable w.e.f. session 2016-17, as under:

Original	Amended
Entry fee of Rs. 200/- per game/ tournament shall be charged/ received directly by the Secretary, MDUSC from those colleges/ institutes who may participate in various games/ tournaments organized by the University.	<p>Sports Entry Fee for the development of sports activities at par with the entry fee of Youth Welfare Activities to be paid by all the colleges/institutes shall be as under:</p> <p>a. Upto 200 students - Rs.1000/- b. Upto 500 students - Rs.2000/- c. Above 500 students - Rs.5000/-</p> <p>The above sports entry fee shall be payable by every affiliated college/ institute even if it does not participate in any tournament/game. This sports entry fee will be deposited in one lot in the beginning of the session along with other fees while sending RR to the University. However, penalty provision already approved shall be applicable on the sports entry fee also. The entry forms for participation in various games/ tournaments approved by the University and AIU, New Delhi will however, be entertained up to the dates to be circulated/notified by the Sports Office.</p>

[E.C.Reso. No. 109 of 29.06.2016]

Prescription of fee for the students of M.Phil. 3rd semester w.e.f. the session 2016-17:

Name of the course	Admn.Fee	Tuition fee	A.Fund	Dev. Fund	Security Refun.	Curri. Charge.	Other Charge	Total Fee
M.Phil.	50	210	120	-	-	50	654	1084
M.Phil.(Physical Education SFS)	50	5000	120	1500	-	50	654	7374

[E.C.Reso. No. 9 of 24.09.2016]

Revision of fee structure for Distance Education programmes from the academic year 2016-17 as under:

Original Fee Structure,					Amended Fee Structure				
Name of Course	Tuition/ Students Support Services Fee ₹	Study Material ₹	Other charges* ₹	Total Fee per Annum ₹	Name of Programme	Tuition/ Students Support Services Fee ₹	Study Material ₹	Other charges* ₹	Total Fee per Annum ₹
Bachelor of Arts (B.A.)	2000	1000	1000	4000	Bachelor of Arts (B.A.)	2500	1250	1250	5000
Bachelor of Commerce (B.Com.)	2000	1200	1300	4500	Bachelor of Commerce (B.Com.)	2500	1500	1800	5800
Master of Arts (Hindi)	2600	1500	900	5000	Master of Arts (Hindi)	3500	1875	1125	6500
Master of Arts (English)	2600	1500	900	5000	Master of Arts (English)	3500	1875	1125	6500
Master of Arts (Sanskrit)	2600	1500	900	5000	Master of Arts (Sanskrit)	3500	1875	1125	6500
Master of Arts (Economics)	2600	1500	900	5000	Master of Arts (Economics)	3500	1875	1125	6500
Master of Arts (Political Science)	2600	1500	900	5000	Master of Arts (Political Science)	3500	1875	1125	6500
Master of Arts (Public Admn.)	2600	1500	900	5000	Master of Arts (Public Admn.)	3500	1875	1125	6500
Master of Arts (History)	2600	1500	900	5000	Master of Arts (History)	3500	1875	1125	6500
Master of Science (Mathematics)	3100	1500	900	5500	Master of Science (Mathematics)	4000	1875	1125	7000
Master of Commerce (M.Com.)	3100	1500	900	5500	Master of Commerce (M.Com.)	4000	1875	1125	7000
Bachelor of Library & Information Science	3100	2000	3900	9000	Bachelor of Library & Information Science	4000	2500	5000	11500
Master of Library & Information Science	3100	2000	4400	9500	Master of Library & Information Science	4000	2500	5500	12000

[E.C.Reso. No. 10 of 24.09.2016]

Change of nomenclature of M.Sc. (Mathematical Statistics) degree to that of M.Sc. (Statistics) from the session 2016-17 in order to cater the needs of the students and to provide more job opportunities as per UGC norms.

[E.C.Reso. No. 13 of 24.09.2016]

Amendments in promotion rules for admission to various courses from the session 2016-17 instead of 2014-15(Appendix C/9 pages 69-73).

[E.C.Reso. No. 14 of 24.09.2016]

Implementation of Pre-Ph.D. Ordinance for the Ph.D. course Work upto the session 2014-15 and the new Ph.D. Programme (Course Work) from the session 2015-16 (**Appendix C/10 page 74**).

[E.C.Reso. No. 15 of 24.09.2016]

Change of nomenclature and duration of Diploma Courses being run in the Department of Music from the Session 2016-17 as under:

Original

- i) Two year Sangeet Shiromani Diploma (Evening)
- ii) Two year Sangeet Shiromani Diploma in Tabla (Evening)

Amended

- i) One year Diploma in Harmonium(Evening)
- ii) One year Diploma in Tabla (Evening)

(No hostel facility would be provided to the admission seekers to the above courses).

[E.C.Reso. No. 35 of 24.09.2016]

Introduction of subject of Environmental Studies as a compulsory paper at U.G. Level from the session 2016-17:

1. The subject of Environmental Studies be introduced in all the three years of U.G. Courses from the Session 2016-17 in compliance with the orders of Apex Court, New Delhi in CWP 860/1991 M.C.Mehta versus Union of India and others. The contents with regard to Sanitation and Waste Management in the said subject be also included in the subjects.
2. The subject be taught by the eligible subject teacher i.e. M.Sc./M.Tech in EVS in terms of orders of the University Grants Commission, New Delhi.
3. The State Government be requested for creation of teaching posts in the concerned Departments of University and its affiliated colleges.
4. Principals of the concerned Colleges and Head of the concerned Departments be asked to send the requirement for creation of post of Assistant Professors in the subject of EVS for the purpose to the State Government and the University respectively.

[E.C. Reso. No. 36 of 24.09.2016]

Eligibility conditions for B.P.Ed. and M.P.Ed. Courses and prescription of Rules for Outstanding Sports Quota seats for the session 2016-17 as per **Appendix C/11 pages 75-76.**

[E.C.Reso. No. 37 of 24.09.2016]

Prescription of fee for B.P.Ed. 2nd year being run in Physical Education Department from the session 2016-17:

Name the course	Admn. Fee	Tuition Fee	A.Fund	Dev. Fund	Security Refun.	Curriculum Charges	Other Charges	Total Fee
B.P.Ed. 2 nd year (Physical Education SFS)	50/-	8021/-	240/-	5000/-	-	50/-	1144/-	14505/-

[E.C.Reso. No. 50 of 24.09.2016]

Prescription of fee for B.Ed. 2nd year from the session 2016-17, as under:

i) Fee : Rs. 44000/-Per annum.

ii) University Charges : Rs.3845/- Per annum.

The details of University Charges for 2nd year shall be as under:

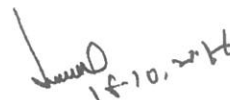
Sr. No.	Head of Fee	2 nd year
1.	Continuation Fee	500/-
2.	R.K. Fund	35/-
3.	Development Fund	2500/-
4.	University Sports Fee	120/- (Rs.80 to be remitted to the University)
5.	Youth Welfare Fee	150/- (Rs.100 to be remitted to the University)
6.	Holiday Home Fee	20/-
7.	NSS Fee	10/-(Rs.5 to be remitted to the University)
8.	Curriculum Charges	50/-
9.	Youth Red Cores Fund	60/-(Rs.30 to be remitted to the University)
10.	Examination Fee	400/-
	Total	Rs.3845/-

[E.C.Reso. No. 59 of 24.09.2016]

Grant of maternity leave to women students studying in the various UG/PG Courses:

1. The Women students may be entitled to avail the Maternity Leave for a period not exceeding 45 days continuously in a single stretch with the prior permission of the Head/Director of the concerned Department/Institute and the Principal of the College on production of valid Medical Certificate. The leave period may be excluded from the total lectures delivered during the semester. But the concerned student has to appear in all the minor/Major Examinations etc. as per Schedule notified by the department of the University,
2. However, if desired so, the student may drop the full semester but she has to complete the attendance of that drop out semester after appearing in the final semester examination and shall have to appear in the drop out semester examinations according to the Even & Odd Semester policy. In such cases, she will not be required to pay the re-admission fee and the entire semester fee (if she has already paid the drop out semester fee) to complete the attendance of the drop out semester.
3. The above recommendations may be made applicable to all the U.G./P.G. Courses being run in the affiliated colleges, University Teaching Departments and U.I.L.M.S., Gurgaon from the current Session i.e. 2016-17.
4. **Necessary provision may be made in the concerned Ordinance of the various Courses.**

[E.C.Reso. No. 62 of 24.09.2016]


14.10.2016

**Incharge (Academic)
for REGISTRAR**

ANNEXURE- A/2

MAHARSHI DAYANAND UNIVERSITY ROHTAK
RULES & REGULATIONS

Amendment in the rules with regard to authenticity of certificates submitted by the teachers in support of presentation and attending a seminar/conferences/workshop in respect of paper presented and participating (oral/poster) in International/National/Regional/State Level/ Local-University/ College level to claim API score in category-III E(ii) with regard grant of promotion under CAS as given below:

CATEGORY-III : RESEARCH AND ACADEMIC CONTRIBUTIONS:

Original					Amended		
III (E)	TRAINING COURSES AND CONFERENCE/ SEMINAR/ WORKSHOP PAPERS						
(ii)	Papers in Conferences/ Seminars/ Symposia/ workshops etc. **	Participation and Presentation of research papers (oral/ poster) in	Participation and Presentation of research papers (oral/ poster) in		No Change		
		(a) International Conference	(a) International Conference	10/ each			
		(b) National	(b) National	7.5/ each			
		(c) Regional/ State Level	(c) Regional/ State Level	5/ each			
		(d) Local-University/ College	(d) Local-University/ College	3/ each			
<p>**API Score for III E(ii) will be claimed solely by the author who participated and presented the paper(oral/poster) However, if a paper presented in Conference/Seminar is published in the form of proceedings the points would accrue for the publication (III)(a) and not under presentation III(e) (ii)</p>					XXX	XXX	XXX
					<p>However to define the level of Seminar that at least participants from two places/ Universities/Colleges attend the seminar to be considered as State level/Regional level;</p>		

	<p>Participants from at least two states/region qualify it to be a National Seminar. Accordingly, participants from at least two nationals must attend considered it as an International Seminar</p> <p>In addition to the certificate the participant must submit a certified copy from the organizers to the participants attending the seminar to determine its level.</p>
--	---

[E.C. Reso. No.26 of 29.06.2016]

Amendment in the Foreign Service Rules:

Original	Amended
<p>14. Leave and Pension During the period of deputation on temporary transfer, the employee will continue to be governed by the leave and Pension Rules of the University applicable to him/her before such transfer-</p> <p>i) The allocation of leave salary and pensionary charges between the borrowing/ lending employer will be regulated under the rules of allocation contained in Appendix 3 to Account Code Vol.1.</p> <p>ii) The borrowing institution shall pay leave salary/pension contribution to the University within 15 days from the end of the month in which the pay on which it is based has been drawn by the employee concerned after which penal rate of interest will be charged as per rule 10.12 of CSR Vol.I, Part 1.(Provision rates of leave salary and pension contribution will be calculated by the University in accordance with the provisions contained in Annexure-A of the Punjab Civil Service Rules, Vol-I, Part 1).</p>	<p>14. Leave and Pension During the period of deputation on temporary transfer, the employee will continue to be governed by the leave and Pension Rules of the University applicable to him/her before such transfer-</p> <p>No change</p> <p>No change</p> <p>iii) <u>Defined Contributory Pension Scheme.</u> All such employees can be got allocated their Permanent Retirement Account Number, if not already allotted, through the University and the monthly contribution of such employees along with equal matching contribution of employer needs to be sent by borrowing Department/ organization to the parent department, from where the employees had proceeded on deputation. The contribution of employee and employer share will be sent through a Demand Draft</p>

	<p>in favour of the DDO in parent department. The concerned DDO of the parent Department will deposit the said demand draft through challan in Head of Accounts Branch and then send the details of all such employees separately along with other employees under his role on regular basis to Finance Officer concerned as per instructions issued in this regard.</p> <p>In case the borrowing organization/ Department is already covered by NPS or gets covered later on, the borrowing department/organization will directly deposit such contribution at its own level with Pension fund Manager.</p>
<p>15.Extra-OrdinaryPension/Gratuity This will be regulated in accordance with the Ministry of Finance (Department of Expenditure) Memo. No.F.19(23)-3V(A)/64 dated 2.8.1965 which has been circulated vide composite Punjab Govt. Finance Department endorsement No.7645-7FRI-65/18952 dated 2.11.1965.</p>	<p>15.Extra-OrdinaryPension/Gratuity This will be regulated in accordance with the Ministry of Finance (Department of Expenditure) Memo. No.F.19(23)-3V(A)/64 dated 2.8.1965 which has been circulated vide composite Punjab Govt. Finance Department endorsement No.7645-7FRI-65/18952 dated 2.11.1965.</p> <p>As per letter of F.D. Haryana bearing No.FD, Haryana No.2/6/2010-1 Pension dated 24.4.2012, the employees covered under New Pension Scheme are not eligible for benefits of gratuity.</p>

[E.C.Reso. No. 27 of 29.06.2016]

Amendment to Clause-13.4 (e) of Chapter-8 "MDU Service & Conduct Rules for Non-Teaching Employees' (Appendix C/12 page 77):

Original	Amended
<p>13.4 XXX XXX XXX (e) The posts of Personal Assistant may be filled from amongst the senior Stenographers on seniority-cum-merit basis subject to qualifying the written test to judge their ability in language, shorthand and computer typing. XXX XXX XXX</p>	<p>13.4 XXX XXX XXX (e) The posts of Personal Assistant may be filled from amongst the senior Stenographers on seniority-cum-merit. XXX XXX XXX</p>

[E.C.Reso. No. 28 of 29.06.2016]

Amendment in Clause-33 (Child Care Leave) of Leave Regulations contained in Chapter-23 of University Calendar Vol.-III in view of the instructions issued by Additional Chief Secretary to Government Haryana, Finance Department vide letter No. 11/102/2009-3FR/28067 dated 01.02.2016 (**Appendix C/13 pages 78-79**):

Original	Amended
<p>Clause-33 Women employees will be entitled to grant of Child Care Leave(CCL) as under:</p> <p>i) CCL may be granted for a maximum period of 2 years (i.e. 730 days) during the entire service to a woman University employee for taking care of her two eldest surviving children below the age of 18 years only. No CCL will be admissible for third or next child irrespective of his age.</p> <p>ii) CCL will not be debited against the leave account, but will be admissible when the concerned woman University employee has no earned leave at her credit.</p> <p>(iii) to (xvii) xxx xxx xxx xxx xxx xxx</p>	<p>Clause-33 Women employees will be entitled to grant of Child Care Leave(CCL) as under:</p> <p>i) No change.</p> <p>ii) CCL will not be debited against the leave account of the concerned woman University employee.</p> <p>(iii) to (xvii) xxx xxx xxx xxx xxx xxx</p>

[E.C.Reso. No. 30 of 29.06.2016]

Prescription of Qualifications and Criteria for selection to the post of PGT (English), University Campus School (**Appendix C/14 pages 80-81**).

[E.C.Reso. No. 34 of 29.06.2016]

Qualifications for the posts of Data Entry Operator/Computer Operator & Technical Assistant and Selection Criteria for selection of Non-Teaching posts in S.F.S Colleges affiliated to this University (**Appendix C/15 pages 82-90**).

[E.C.Reso. No. 35 of 29.06.2016]

Revised qualifications for appointment to the post of Assistant Professor & Principal in Self Financing Colleges of Education for B.Ed. course (**Appendix C/16 page 91-93**).

[E.C.Reso. No. 43 of 29.06.2016]

Implementation of UGC guidelines for curricular aspects, assessment criteria and credit system in skill based vocational courses under National Skills Qualification Framework (NSQF) from the session 2016-17 as per **Appendix C/17 pages 94-100**.

[E.C.Reso. No. 91 of 29.06.2016]

Award of Scholarship atleast @ Rs.1000/- p.m. to each and every Scholar of the University.

[E.C.Reso. No. 93 of 29.06.2016]

Revision of rates of room rents/meal charges and amendments in the rules for University Faculty House and the Transit Hostel (**Appendix C/18 pages 101-106**).

[E.C.Reso. No. 111 of 29.06.2016]

Revision of rates of booking amount of Institute of Hotel and Tourism Management Conference Hall, Board Room and Restaurant:

Sr. No.	Booking Locations	Original Rates	Amended Rates
1	Conference Hall	4000/- Per day	10000/- Per day
2	Board Room	2000/- Per Day	4000/- Per Day
3	Restaurant	-	7000/- Per Day

The following amount shall be charged from University Teaching Departments as maintenance costs:

Sr. No.	Booking	Rates
1	Conference Hall	2500/- Per day
2	Board Room	1000/- Per Day
3	Restaurant	3000/- Per Day

[E.C.Reso. No. 115 of 29.06.2016]

	<p>20. One best Volunteer of Boys Unit of M.D.University, Rohtak of current session.</p> <p>21. One best Volunteer of Girls Unit of M.D.University, Rohtak of current session.</p> <p>22. Programme Co-ordinator Ex-officio member- Secretary</p>
--	---

[E.C.Reso. No. 8 of 24.09.2016]

Adoption of qualifications of Council of Architecture for appointment to the post of Assistant Professor/Associate Professor/Professor/ Principal/Director/ Professor (Design Chair) in Architectural Colleges/ Institute affiliated to this University (Appendix C/20 pages 109-112).

[E.C. Reso. No. 16 of 24.09.2016]

Amendment in rules as contained in Chapter-51, Calendar Volume-III appearing a page No. 352 pertaining to rates of jackets being provided to security guards and to reduce period for providing shoes:

Original	Amended
One small coat/jacket to each chowkidar and such other employees who have to be on night duty after an interval of three years @ Rs. 1000/- as approved by the Executive Council vide Reso. No. 26 dated 27.03.2014.	One small coat/jacket to each chowkidar and such other employees who have to be on night duty after an interval of three years @ Rs. 1500/-.
One pair of black shoes be provided to the Security guards and Drivers @ Rs. 1650/- each as approved by the Executive Council vide Reso. No. 118 dated 29.06.2016.	One pair of black shoes be provided to the Security guards and Drivers @ Rs. 1650/- each after an interval of two years.

NOTE: Concerned employees be asked to submit an undertaking to the effect that they are using the items purchased from this money.

[E.C. Reso. No. 45 of 24.09.2016]

Grant of honorarium to the officers/officials of the University for performing additional duties/arduous nature of duties (Appendix C/21 pages 113-114).

[E.C.Reso. No. 46 of 24.09.2016]

Adoption of Haryana Government instructions for procuring stores/goods/works/services of Rs.1.00 lac and above through e-tendering (**Appendix C/22 page 115**) and amendment to Clause-27.3 of Chapter-27 of Accounts Code-University Calendar Vol.-IV as under:

Original	Amended
<p>27.3 Principal Investigator/Coordinator of Research Projects/Schemes/ Programme shall make purchases:</p> <p>i) xx xx xx</p> <p>ii) Above Rs.25000/- and below Rs.5.00 Lac through a Committee called Project Purchase Committee (PPC) comprising of Director (Research)- Chairman, PI/ Coordinator, HOD/Nominee, One faculty member nominated by Dean of Faculty concerned, Finance Officer/ Nominee and A.R./Incharge (P&S)/ Nominee by inviting atleast three quotations.</p> <p>iii) Purchases worth Rs.5.00 lac and above shall also be made by the above PPC(as at ii) by inviting tenders. Tender notice should be published in atleast two national dailies.</p>	<p>No change</p> <p>i) No Change</p> <p>ii) Above Rs.25000/- and below Rs.1.00 Lac through a Committee called Project Purchase Committee (PPC) comprising of Director (Research)- Chairman, PI/ Coordinator, HOD/Nominee, One faculty member nominated by Dean of Faculty concerned, Finance Officer/ Nominee and A.R./In charge (P&S)/ Nominee by inviting at least three quotations.</p> <p>iii) Purchases worth Rs.1.00 lac and above shall also be made by the above PPC (as at ii) through e-tenders. e-Tender notice shall be published in at least two leading national/regional newspapers depending upon the nature and cost of procurement.</p>

[E.C.Reso. No. 53 of 24.09.2016]

Amendment to Clause 4(e) of House Allotment Rules implemented w.e.f. January 01, 2017:

Original	Amended
<p>Willingness of employees for allotment of houses will be sought once in a year in the month of January. The office will prepare the category-wise seniority lists as per Clause 4 above and get it vetted by the Estt. Br. The House Allotment Committee shall consider allotment of houses on the basis of seniority and willingness. In case an employee, who had earlier submitted willingness, declines to accept the house, the same shall be allotted to the next employee in the waiting list. The office shall issue allotment letters to the employee next in the Seniority list after obtaining the approval of the Registrar.</p>	<p>Willingness of employees for allotment of houses will be sought twice in a year in the month of January and July. The office will prepare the category-wise seniority lists of applicants as per Clause 4 above and get it vetted by the Estt. Branch and also it is to be determined on the last date of submission of applications in respective months. The House Allotment Committee shall consider allotment of houses on the basis of seniority and willingness. In case an employee, who had earlier submitted willingness, declines to accept the house, the same shall be allotted to the next employee in the waiting list. The office shall issue allotment letters to the employee next in the Seniority list after obtaining the approval of the Registrar.</p>

Preference for allotment of house on the ground floor may be considered on medical grounds supported by a certificate issued by the CMO only.

Preference for allotment of house on the ground floor may be considered on medical grounds supported by a certificate issued by the CMO only.

[E.C.Reso. No. 54 of 24.09.2016]

Amendment in Chapter-51, Calendar Volume-III appearing at page No.352 pertaining to revision/increase of rates of the uniforms and its allied items of Supervisory Staff of Security Wing:

S.No.	Name of item - Colour	Original Rate	Amended Rate
WINTER UNIFORM			
1	Angola Shirt(2) Khakhi	Rs.300+300	Rs.500+500
2	Jersy- ----do----	Rs.400-00	Rs.800-00
3	Jacket ----do----	Rs.500-00	Rs.1500-00
4	Trouser(2) ----do----	Rs.500+500	Rs.800+800
5	Scarf ----do----	Rs.100-00	Rs.100-00
	Total Cost: (One Uniform for 3 Yrs.)	Rs.2600-00	Rs5000-00
SUMMER UNIFORM			
6	P.Cap Maroon	Rs. 200/-	Rs. 300/-
7	Beret	Rs. 25/-	Rs. 50/-
8	Badge	Rs. 10/-	Rs. 25/-
9	Shirt Khakhi	Rs. 250/-	Rs. 500/-
10	Trouser ----do----	Rs. 300/-	Rs. 700/-
11	Shoes Black	Rs. 400/-	Rs. 1800/-
12	Belt ----do----	Rs. 120/-	Rs. 200/-
13	Socks ----do----	Rs. 40/-	Rs. 100/-
14	Lineyard Maroon	Rs. 40/-	Rs. 70/-
15	Shoulder Title Per Pair	Rs. 10/-	Rs. 20/-
16	Whistle	Rs. 20/-	Rs. 20/-
17	Belt Buckle	Rs. 20/-	Rs. 50/-
	Total Cost: (Two Uniform for 3 Yrs.)	Rs. 1435-00	Rs. 3835-00
	Cost of Two SummerUniforms:	Rs. 2870-00	Rs. 7670-00
	Total Cost Winter Uniforms	Rs. 2600-00	Rs. 5000-00
	Total Cost	Rs. 5470-00	Rs. 12670-00

NOTE: Concerned employees be asked to submit an undertaking to the effect that they are using the items purchased from this money.

[E.C.Reso. No. 60 of 24.09.2016]

18-10-2016
Incharge (Academic)
for REGISTRAR

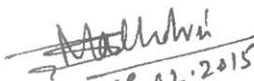
The meeting of the Committee, constituted by the Vice-Chancellor, held on 5.2.2015 at 12.30 p.m. in the office of the Dean Academic Affairs Office to reconsider the guidelines issued by the Govt. of India vide its letter dated 26.02.2013 and as communicated by the Commissioner, Persons with Disabilities, Social Justice & Empowerment Department Haryana regarding conducting examinations for persons with disabilities for regular and competitive examinations.


The following were present :

- | | |
|--|----------|
| 1. Dean Academic Affairs,
M. D. University, Rohtak. | Chairman |
| 2. The Head,
Department of Psychology,
M. D. University, Rohtak. | Member |
| 3. The Registrar,
M. D. University, Rohtak. | Member |
| 4. The Controller of Examinations,
M. D. University, Rohtak. | Member |

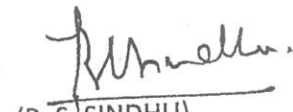
The Committee examined the guidelines issued vide letter under reference and after having detailed deliberations on the issue, the point nos. 7, 8, 12 & 14 cannot be considered for implementation at present due to non availability of infrastructure in the University and its affiliated colleges. The same will be implemented as and when the required infrastructure/facilities would be available by the quarter concerned.

The committee is of opinion that the existing rules of the University on the subject almost covers as laid down in provision mentioned in the letter quoted above. Moreover, minor changes have already been made in its earlier meeting which is annexed.


06.02.2015
(SUNITA MALHOTRA)


(AMRITA YADAV)


(S. P. VATS)


(B. S. SINDHU)

-2-

F.No. 16-110/2003-DD.III
Government of India
Ministry of Social Justice & Empowerment
Department of Disability Affairs

Shastri Bhawan, New Delhi
Dated: 26th February, 2013

Office Memorandum

Subject: Guidelines for conducting written examination for Persons with Disabilities.

The undersigned is directed to say that Chief Commissioner of Persons with Disabilities (CCPD) in its order dated 23.11.2012 in case No. 3929/2007 (in the matter of Shri Gopal Sisodia, Indian Association of the Blind Vs. State Bank of India & Others) and in case No.65/1041/12-13 (in the matter of Score Foundation Vs. Department of Disability Affairs) had directed this Ministry to circulate guidelines for the purpose of conducting written examination for persons with disabilities for compliance by all concerned. In compliance of the above order, this Ministry hereby lays down the following uniform and comprehensive guidelines for conducting examination for the persons with disabilities as recommended by CCPD:-

- I. There should be a uniform and comprehensive policy across the country for persons with disabilities for written examination taking into account improvement in technology and new avenues opened to the persons with disabilities providing a level playing field. Policy should also have flexibility to accommodate the specific needs on case-to-case basis.
- II. There is no need for fixing separate criteria for regular and competitive examinations.
- III. The facility of Scribe/Reader/Lab Assistant should be allowed to any person who has disability of 40% or more if so desired by the person.
- IV. The candidate should have the discretion of opting for his own scribe/reader/lab assistant or request the Examination Body for the same. The examining body may also identify the scribe/ reader/lab assistant to make panels at the District/Division/ State level as per the requirements of the examination. In such instances the candidates should be allowed to meet the scribe a day before the examination so that the candidates get a chance to check and verify whether the scribe is suitable or not.

- V. Criteria like educational qualification, marks scored, age or other such restrictions for the scribe/reader/lab assistant should not be fixed. Instead, the invigilation system should be strengthened, so that the candidates using scribe/reader/lab assistant do not indulge in mal-practices like copying and cheating during the examination.
- VI. There should also be flexibility in accommodating any change in scribe/reader/lab assistant in case of emergency. The candidates should also be allowed to take more than one scribe/reader for writing different papers especially for languages.
- VII. Persons with disabilities should be given the option of choosing the mode for taking the examinations i.e. in Braille or in the computer or in large print or even by recording the answers as the examining bodies can easily make use of technology to convert question paper in large prints, e-text, or Braille and can also convert Braille text in English or regional languages.
- VIII. The candidates should be allowed to check the computer system one day in advance so that the problems, if any in the software/system could be rectified.
- IX. The procedure of availing the facility of scribe should be simplified and the necessary details should be recorded at the time of filling up of the forms. Thereafter, the examining body should ensure availability of question papers in the format opted by the candidate as well as suitable seating arrangement for giving examination.
- X. The disability certificate issued by the competent medical authority at any place should be accepted across the country.
- XI. The word "extra time or additional time" that is being currently used should be changed to "compensatory time" and the same should not be less than 20 minutes per hour of examination for persons who are making use of scribe/reader/lab assistant. All the candidates with disability not availing the facility of scribe may be allowed additional time of minimum of one hour for examination of 3 hours duration which could further be increased on case to case basis.
- XII. The candidates should be allowed to use assistive devices like talking calculator (in cases where calculators are allowed for giving exams), tailor frame, Braille slate, abacus, geometry kit, Braille measuring tape and augmentative communication devices like communication chart and electronic devices.
- XIII. Proper seating arrangement (preferably on the ground floor) should be made prior to the commencement of examination to avoid confusion or

-4-

distraction during the day of the exam. The time of giving the question papers should be marked accurately and timely supply of supplementary papers should be ensured.

- XIV. The examining body should also provide reading material in Braille or E-Text or on computers having suitable screen reading softwares for open book examination. Similarly online examination should be in accessible format i.e. websites, question papers and all other study material should be accessible as per the international standards laid down in this regard.
- XV. Alternative objective questions in lieu of descriptive questions should be provided for Hearing-Impaired persons, in addition to the existing policy of giving alternative questions in lieu of questions requiring visual inputs, for persons with Visual Impairment.

2. It is requested to ensure that the above guidelines are scrupulously followed while conducting examination for persons with disabilities. All the recruitment agencies, Academics/Examination Bodies etc. under your administrative control may be advised appropriately to ensure compliance of implementing these guidelines. Action taken in this regard may be intimated to this office.

3. The above guidelines are issued with the approval of Hon'ble Minister (Social Justice & Empowerment).

Yours faithfully,

Sd/-

(Jagdish Kumar)

Deputy Secretary to the Govt. of India

To

1. Secretary of all Ministries/Department.
2. Secretary, UPSC, Shahjahan Road, New Delhi.
3. Chairman, SSC, Block No.12, CGO Complex, Lodhi Road, New Delhi-110003.
4. Chairman, University Grants Commission with a request to issue necessary instructions to all universities including Deemed Universities for compliance.
5. All National Institutes and RCI under administrative control of Department of Disability Affairs, Ministry of SJ&E, New Delhi

Copy to : CCPD, Sarojini Bhawan, Bhagwan Dass Road, New Delhi with reference to order dated 23.11.2012 in case No. 3929/2007 and in case No.65/1041/12-13.



MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A' Grade University Accredited by NAAC

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO CONSIDER THE AMENDMENTS IN THE PH.D. ORDINANCE

Following were present:

- | | |
|---|------------------|
| 1. Dean, Academic Affairs | - Chairman |
| 2. All the Deans of the Faculties | - Member |
| 3. Prof. S.C. Malik, Dept. of Statistics, | -Special Invitee |
| 4. Prof. Vijay Kumar, Dept. of History, | -Special Invitee |
| 5. Prof. Gulshan Taneja, Dept. of Maths, | -Special Invitee |

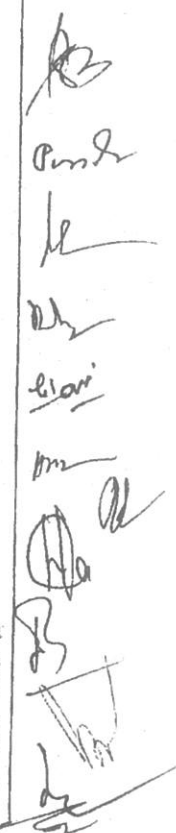
The Committee met on 02.09.2015, 23.11.2015, 20.01.2016, 25.01.2016, 09.02.2016 and 06.04.2016, and deliberated on the issue at length. The Committee recommended the amendments in the Ph.D. Ordinance (Annexure I). This Ordinance will be applicable for all Faculties except Faculty of Engineering and Technology. A separate Ordinance for Faculty of Engineering and Technology may be prescribed.

(SUNITA MALHOTRA)	(P.K. JAIWAL)	(V.K. SHARMA)	(ROHINI AGGARWAL)
(AJIT BOORA)	(NARENDER KUMAR)	(PROMILA BATRA)	(BADRUDDIN)
(RAVI SHARMA)	NARASIMHAN (NARASIMHAN B)	(RAHUL RISHI)	(S.C. MALIK)
(VIJAY KUMAR)	(GULSHAN TANEJA)	(HEMANTLATA)	

6
PH.D. ORDINANCE

[Excluding faculty of Engg. and Technology]

Existing	Proposed
<p>1. The Degree of Doctor of Philosophy may be awarded in any Faculty of the University.</p> <p>2. Subject to the general guidance of the Academic Council, research studies in the University leading to the Degree of Doctor of Philosophy shall be organized by the various Post Graduate Boards of Studies/ relevant Boards of Studies.</p> <p>3. ACADEMIC ELIGIBILITY A candidates seeking admission to the course of Ph.D. must satisfy the following relevant academic criteria:-</p> <p>(i) Master's degree with at least 55% marks in aggregate in the subject concerned or in an allied subject (50% for SC/ST candidates).</p> <p>(ii) For Faculty of Management Sciences - Master's Degree or any other degree recognized equivalent thereto in (a) Business Administration or Economics or Commerce or in allied subjects with at least 55% marks OR (b) Post Graduate Diploma in Management recognized equivalent to MBA by AICTE with 55% marks or equivalent grade therein (50% for SC/ST candidates).</p> <p>(iii) Candidates with Qualifications as laid down in (ii) shall also be eligible for doing Ph.D. in Department of Economics, and Commerce.</p> <p>(iv) For Faculty of Engineering and Technology- M.E/M.Tech degree or any other equivalent examinations including P.G degree in Applied Sciences in a relevant subject (PG degree in Applied Sciences means Master's Degree in the subjects of Mathematics/Mathematical Statistics/ Statistics/ Computer Science/Physics/ Chemistry/ Life Sciences and other Sciences) from any University recognized by the UGC or an equivalent examination recognized by this University with atleast 55% marks (50% for SC/ST candidates) in aggregate.</p> <p>(v) M.Phil degree or a recognized equivalent degree beyond Master's degree level with atleast 55% marks (50% for SC candidates of Haryana only) or equivalent grade in the grading system and Master's degree with 50% marks in aggregate in the subject concerned or an allied subject.</p>	<p>1. No change</p> <p>2. No change</p> <p>3. ACADEMIC ELIGIBILITY A candidates seeking admission to the course of Ph.D. must satisfy the following relevant academic criteria:-</p> <p>(i) Master's degree with at least 55% marks in aggregate in the subject concerned or in an allied subject (52.25% for SC/ST candidates).</p> <p>For Faculty of Management Sciences - Master's Degree or any other degree recognized equivalent thereto in (a) Business Administration or Economics or Commerce or in allied subjects with at least 55% marks OR (b) Post Graduate Diploma in Management recognized equivalent to MBA by AICTE with 55% marks or equivalent grade therein (52.25% for SC/ST candidates).</p> <p>(iii) No Change</p> <p>(iv) Delete</p> <p>(v) M.Phil degree (regular mode only) or a recognized equivalent degree beyond Master's degree level with atleast 55% marks (52.25% for SC candidates of Haryana only) or equivalent grade in the grading system and Master's degree with 50% marks in aggregate in the subject concerned or an allied subject.</p>



4. APPLICATION FOR ADMISSION

- (i) The candidate shall apply for admission to Ph.D. programme in a prescribed form available with Publication Cell of the University or it can be downloaded from the University website www.mdurohtak.ac.in. In case of downloaded application form, the applicant shall remit the prescribed fee of application form in the manner stipulated by the University from time to time.
- (ii) Application forms for admission to Ph.D. course in different subjects shall be submitted alongwith prescribed entrance test fee for Ph.D. course wherever applicable to the office of the Head/Director of the respective Teaching Department/ Institute. Separate application form (s) shall be filled up for each subject.

5. ADMISSION PROCEDURE

- (i) Applications for admission to Ph.D. course shall be invited through advertisement once in a year normally in the month of June/July or as decided by the University.
- (ii) The University shall make admissions to Ph.D. course through an Entrance Test the syllabus of which shall be same as prescribed for NET by UGC/CSIR/ICAR etc. In case NET examination is not available for any subject, the syllabus for entrance test will be decided by the concerned Teaching Department.
- (iii) Entrance Test will be of 100marks and a candidate must secure 50%marks to qualify the same (45%for SC/ST candidates).The format of entrance test shall be decided by the concerned department with the approval of the Vice-Chancellor.

The following categories of candidates are exempted from taking entrance test for Ph.D. programme.

- (a) The candidates who have qualified UGC/CSIR/JRF/NET or any other similar examination/ SLET (Haryana State) as the case may be.
- (b) The holders of Teacher Fellowships from UGC or any other Government funding agency.
- (c) Candidates who have passed Pre-Ph.D.

4. APPLICATION FOR ADMISSION

- (i) The candidate shall apply for admission to Ph.D. programme in a prescribed form available with Publication Cell of the University/online or it can be downloaded from the University website www.mdurohtak.ac.in. In case of downloaded application form/online submission the applicant shall remit the prescribed fee of application form in the manner stipulated by the University from time to time.
- (ii) Application forms for admission to Ph.D. programme in different subjects shall be submitted alongwith prescribed entrance test fee for Ph.D. course wherever applicable to the office of the Head/Director of the respective Teaching Department/ Institute. Separate application form (s) shall be filled up for each subject.

5. ADMISSION PROCEDURE

- (i) Applications for admission to Ph.D. programme shall be invited through advertisement once in a year normally in the month of July/August or as decided by the University.
- (ii) The University shall make admissions to Ph.D. programme through an Entrance Test, the syllabus of which shall be same as prescribed for NET by UGC/CSIR/ICAR etc. In case NET examination is not available for any subject, the syllabus for entrance test will be decided by the concerned Teaching Department.
- (iii) Entrance Test will be of 100 marks and a candidate must secure 50% marks to qualify the same (47.5% for SC/ST candidates).The format of entrance test shall be decided by the concerned department with the approval of the Vice-Chancellor.

The following categories of candidates are exempted from taking entrance test for Ph.D Programme

- a) No Change
- b) Delete
- (c) Candidates who have passed Pre-Ph.D /

Handwritten signatures and initials:
 AB
 Pr
 ✓
 K
 W
 Giani
 Jans
 Q
 B
 L

course of M. D. University, Rohtak.

M.Phil(through entrance test only) course of M.D.University, Rohtak.

(d) Supernumerary seats (maximum one in each Department) may be allowed for admission of foreign students subject to the availability of Supervisor and such candidates shall be required to qualify the test with 40% marks.

(e) One supernumerary seat in each Department may be allowed for admission to the University Teachers, who are otherwise eligible i.e. he/she has qualified JRF/NET.

6. CRITERIA FOR PREPARING MERIT LIST

6. CRITERIA FOR PREPARING MERITLIST

In case number of applicants who qualify the entrance examination along with the applicants who are exempted from entrance test is more than the number of seats for this course, then the merit list for admission to Ph.D. course shall be prepared by the Department according to the following criteria:-

In case number of applicants who qualify the entrance examination along with the applicants who are exempted from entrance test is more than the number of seats for this course, then the merit list for admission to Ph.D. programme shall be prepared by the Department according to the following criteria:

(a) 30% marks of the percentage of marks in the Master's degree examination.

(a) 30% marks of the percentage of marks in the Master's degree examination.

(b) 10% marks of the percentage of mark; in the Bachelor's degree examination.

(b) 10% marks of the percentage of marks in the Bachelor's degree examination.

(c) (i) 30% marks of the percentage of marks in the entrance test.

(c)(i) 30% of marks in the entrance test.

OR

(ii) Weightage of 30 marks to those candidates who have qualified for JRF.

(ii) Weightage of 20 marks to those candidates who have qualified for JRF.

OR

(iii) Weightage of 25 marks to those candidates who have passed NET or its equivalent test.

(iii) Weightage of 15 marks to those candidates who have passed NET/ SLET/ M.Phil (Through entrance) / Pre-Ph.D.

OR

(iv) Weightage of 20 marks to those candidates who have passed SLET (State Level Eligibility Tests)/M. Phil/Pre-Ph.D. examination of M.D. University, Rohtak.

(iv) Delete

OR

(v) Weightage of 2 marks for each cumulative year of teaching experience as full time Assistant Professor in University/College after becoming eligible for the same subject to maximum of 20 marks.

(v) Weightage of 2 marks for each cumulative year of teaching experience as full time Assistant Professor in University/College after becoming eligible for the same subject to maximum of 15 marks.

(d) Candidates who have passed Master's

(d) Candidates who have passed Master's

[Handwritten signatures and initials on the right margin]

[Handwritten signatures and initials at the bottom of the page]

examination / M.Phil examination from M.D.U.= 5 marks.

examination /M.Phil examination from M.D.U.= 5 marks

(e) Interview=10 marks

(d)(i) **Weightage of 3 marks for each cumulative year (maximum weightage of 6 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies and the University teachers.**

(e) No Change

(f) While granting admission to students to Ph.D.programme, the Department/Institute will pay due attention to the State level Reservation Policy.

(f) No Change

(g) The number of seats for Ph.D. Course in each subject shall be decided by the concerned University Teaching Department/Institute and advertised accordingly by the University.

(g) The number of seats for Ph.D. Programme in each subject shall be decided by the concerned University Teaching Department/Institute and advertised accordingly by the University.

(h) Admission Committee will consist of Head of the Department and two Professors, one Assoc. Professor and one Assistant Professor by seniority and rotation. All members must satisfy eligibility conditions to be Ph.D. Supervisor. In case a Department does not have requisite number of Professors/Associate Professors, the Admission Committee shall comprise minimum of three faculty members. Otherwise the Committee shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department.

(h) Admission Committee will consist of Head of the Department and two Professors, one Assoc. Professor and one Assistant Professor by seniority and rotation. All members must satisfy eligibility conditions to be Ph.D. Supervisor. In case a Department does not have requisite number of Professors/Associate Professors, the Admission Committee shall comprise minimum of three faculty members. Otherwise the Committee shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department **from amongst the teachers of the concerned Faculty.**

NOTE: The above criteria will be subject to changes as decided by the University from time to time.

NOTE: No Change

7. COURSE WORK

(i) The Department concerned shall design the Ph.D. course as per UGC guidelines, "The Ph.D. course must include a course on research methodology which may include quantitative methods and computer applications. It may also involve review of published research in relevant area".

7. COURSE WORK

(i) The Department concerned shall design the Ph.D. Programme as per UGC guidelines, "The Ph.D. Programme must include a course on research methodology which may include quantitative methods and computer applications. It may also involve review of published research in relevant area".

If found necessary, the Head of the Department may allow a candidate to undertake Ph.D. coursework in any sister Department of the University. A Committee comprising Dean of the Faculty, Head of the concerned Department and one senior most teacher of that Department (excluding Dean and HOD) will identify

If found necessary, the Head of the Department may allow a candidate to undertake Ph.D. coursework in any sister Department of the University. A Committee comprising Dean of the Faculty, Head of the concerned Department and one senior most teacher of that Department (excluding Dean and HOD) will identify such sister Department.

[Handwritten signatures and initials on the right margin]

[Handwritten signatures and initials at the bottom of the page]

such sister Department.

(ii) The course work of Ph.D. programme shall be of one semester duration.

(iii) The following categories of candidates shall be exempted from the Ph. D course work:-

(a) Candidates who have obtained M.Phil degrees as a regular student based on entrance test.

(b) Candidates who have passed Pre-Ph.D course of M.D. University, Rohtak.

(iv) Every candidate shall be examined in the subject(s) as laid down in the syllabus prescribed by the Academic Council from time to time except the candidates who are exempted from the Ph.D. course work.

(v) The amount of the examination fee to be paid shall be governed by the rules applicable from time to time.

(vi) The Candidate will be allowed to appear in course work examination, if he/she meets the following requirements:

(a) Bears a good moral character.

(b) Has been on the rolls of Department during the concerned semester.

(c) Has attended not less than 75% of lectures delivered in theory as well as practicals.

Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Institution/Department on the following grounds:

(a) Self-illness;

(b) Illness/death of parents, brother, sister or any other close family member;

(c) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/Department.

(vii) The medium of instructions and examination shall be English/ Hindi except in case of Hindi where it shall be Hindi and in case of Sanskrit it shall be English or Hindi or Sanskrit

(viii) The minimum pass marks shall be:

(a) 50% in each theory paper in semester examination.

(b) 50% in the aggregate.

(ix) The examination of Ph.D. Course work shall consist of papers of 100 marks

(ii) The course work of Ph.D. programme shall be of one semester duration.

(iii) The following categories of candidates shall be exempted from the Ph.D Course work:

(a) Candidates who have obtained M.Phil degrees from MDU.

b) Candidates who have passed Pre-Ph.D course of M.D. University, Rohtak.

xxx xxxxxxxxxx

vi) The Candidate will be allowed to appear in course work examination, if he/she meets the following requirements:

(a) Bears a good moral character.

(b) Has been on the rolls of Department during the concerned semester.

(c) Has attended not less than 65% of lectures delivered in theory as well as practicals.

xxx xxxxxxxxxx

(vii) NO CHANGE

(viii) The minimum pass marks shall be:

(a) 50% in each theory paper.

(b) 50% in the aggregate.

(ix) No Change

AB
Pank
K
R
Gauri
S
New
B
M

~~Handwritten signature~~

Handwritten signature

each out of which there shall be an internal assessment of 20 marks in each theory paper.

The internal assessment in each paper shall be based on two assignments and one seminar presented by each candidate and their participation in seminar. The concerned teacher shall maintain the record on the basis of which internal assessment has been awarded for atleast three months after the declaration of results.

(x) A candidate who fails to pass or having been eligible fails to **appear** in the examination will be allowed to clear the re-appear paper (s) in consequent two chances in subsequent semester(s) on such dates as may be fixed by the Controller of Examinations. In re-appear cases, the student will be exempted to appear in such papers in which **he/she** had obtained 50% marks as per Clause 7 (viii) above.

(xi) The internal assessment awards of a candidate who fails in examination shall be carried forward to the next examination.

(xii) If a candidate fails to pass Ph.D. course work examination within time stipulated in Clause 7 (x) above, his/her admission to Ph.D. programme shall be cancelled.

(xiii) Soon after the termination of the examinations, the Controller of examination shall publish a list of candidates who have passed the Ph.D. course work examination.

8. PROCEDURE FOR REGISTRATION

(i) The following categories of candidates from among those admitted to Ph.D. programme are eligible to apply for registration to Ph.D.:

(a) Those who are exempted from Ph.D. course work in terms of Clause 7 (iii)

(b) Those who have passed Ph.D. coursework of the University in terms of Clause 7 (viii)

(ii) The allocation of Supervisor of student eligible for Ph.D. registration shall be made by the Departmental Committee constituted as per Ph.D. Ordinance keeping into consideration the research interest of the student indicated during interview by the student and available specialization among faculty Supervisors. However consent of the Supervisor is desirable.

(iii) Application(s) from eligible candidates

(x) A candidate who fails to pass or having been eligible fails to **appear** in the examination will be allowed to clear the re-appear paper (s) in **consecutive** two chances in subsequent semester(s) on such dates as may be fixed by the Controller of Examinations. In re-appear cases, the student will be exempted to appear in such papers in which **he/she** had obtained 50% marks as per Clause 7 (viii) above.

(xi) No Change

(xii) No Change

(xiii) No Change

8. PROCEDURE FOR REGISTRATION

xxx xxxxxxxxx

(iii) Application(s) from eligible candidates

AB
Purd
K
R
S
M
S

Handwritten signature

Handwritten signature

from among those admitted to Ph.D. programme received upto 30th September/31st March (or as decided by the University from time to time) on the prescribed form for registration to Ph.D. programme alongwith synopsis /research proposal duly approved and signed by the proposed Supervisor shall be considered by the Departmental Committee twice a year.

from among those admitted to Ph.D. programme received upto 30th September/31st March (or as decided by the University from time to time) on the prescribed form for registration to Ph.D. programme alongwith synopsis /research proposal duly approved and signed by the proposed Supervisor shall be considered by the Departmental Committee twice a year. **The candidature for the Ph.D Registration would be valid for one year from the date of his/her eligibility for the registration.**

(iv) The Departmental Committee for considering the applications for registration to Ph.D. programme will consist of all Professors, Associate Professors and Assistant Professors of the Department provided they are otherwise eligible for appointment as Ph.D. Supervisors. The proposed supervisor will also be invited to attend the meeting of the Departmental Committee if he/she is not its member.

(iv) No Change

(v) A copy of the synopsis/research proposal of each applicant shall be sent to all the members of the Departmental Committee at least seven days before its meeting in which the candidate will be required to defend his/ her research proposal. The Departmental Committee may:

(v) No Change

(a) Recommend the research proposal for consideration by Departmental Research Committee (DRC).

OR

(b) Suggest suitable changes in the research proposal.

OR

(c) Reject the proposal.

(vi) No Change

(vi) Head of the Department shall place the application(s) along with the recommendations of the Departmental Committee before the Departmental Research Committee (DRC). The candidate(s) will be invited to defend synopsis/research proposal(s) before the DRC which shall consist of the following:-

- (I) Head of the Department concerned/ Director of the Institute - Chairman
- (II) (a) All Professors and Associate Professors of the concerned Department/ Institute
- (b) One Assistant Professor of the Department/ Institute to be nominated by the HOD/ Director seniority wise by rotation for a

AB
 P...
 K
 R
 G...
 S...
 H...
 B...

H
 A
 B
 S

period of two years.

(III) Two outside experts to be nominated by the Vice-Chancellor for a period of two years out of the panel of six experts recommended by the Departmental Committee. The proceedings of the meeting of the Departmental Research Committee will be valid if at least one out of two experts attends the meeting.

(III) Dean of the Faculty. 2/5th of the members shall form the quorum. Only those teachers will be the members of the DRC who are eligible to be appointed as Ph.D. Supervisors.

(vii) Copies of research proposals recommended by the Departmental Committee will be sent to all the members of the DRC at least seven days before its meeting.

(viii) The Departmental Research Committee will adopt the following procedure:

(a) While recommending the registration of the candidate for consideration by Post Graduate Board of Studies (PGBOS)/ Board of Studies (BOS), the DRC shall clearly state whether in its opinion the subject proposed for research is suitable or not;

However, DRC may either reject the application or suggest suitable changes in the topic of research for reasons to be recorded.

(b) In special circumstances, viz. in the case of subjects of inter-disciplinary/inter-specialty nature, the DRC may recommend the appointment of Joint Supervisor who can be from other universities/ research institutes as well, for reasons to be recorded. In no case, there shall be more than two Supervisors. The qualifications for a joint supervisor will be the same as prescribed for the single Supervisor.

(ix) The recommendations of the DRC for Ph.D. registration shall be placed before the PGBOS/BOS and Academic Council for its consideration and approval.

(vii) No Change

(viii) (a) xx xx xx

(b) In special circumstances, viz. in the case of subjects of inter-disciplinary/inter-specialty nature, the DRC may recommend the appointment of **Co-Supervisor** who can be from other universities/ research institutes as well, for reasons to be recorded. In no case, there shall be more than two Supervisors. The qualifications for a **Co-Supervisor** will be the same as prescribed for the single Supervisor.

The whole process of holding the meetings of the Departmental Committee, Departmental Research Committee and the PGBOS shall be completed within 3 months of the last date of receipt of application for each cycle.

(ix) No Change

AB
P... ..

h

br

l... ..

h...

h...

h...

Handwritten signatures and marks at the bottom of the page.

(x) After the approval of the Academic Council, the candidate shall pay the registration fee etc. within a month of the date he/she is directed to deposit fee failing which his/her registration may stand cancelled automatically. However, the Vice-Chancellor may extend this period in special circumstances.

(x) No Change

(xi) The date of registration of the research scholar shall be the date on which the P.G. Board of Studies/Board of Studies recommends the registration of the candidate.

(xi) No Change

(xii) Head of the Department shall provide infrastructural facilities to the scholars on continuous basis.

(xii) No Change

9. TOPIC MODIFICATION

A candidate may, normally not later than one year after his/her registration, modify the topic of his/her subject on the recommendations of the P.G. Board of Studies/Board of Studies and approval of the Academic Council.

9. TOPIC MODIFICATION

A candidate may, normally not later than one year after his/her registration, modify/change the topic of his/her subject on the recommendations of the P.G. Board of Studies/Board of Studies and approval of the Academic Council.

10. QUALIFICATIONS OF THE SUPERVISORS

A teacher appointed through duly constituted Selection Committee and approved by the University possessing a Doctoral Degree with atleast three years teaching experience of Post Graduate Classes or atleast five years experience of Post Doctoral Research on regular fellowship or on a position atleast equivalent to that of a lecturer in a research institute may be appointed Research Supervisor for Ph.D.. In addition to above, he/she has also published atleast three research papers in refereed journals bearing ISSN.

10. QUALIFICATIONS FOR THE SUPERVISORS

A teacher appointed through duly constituted Selection Committee and approved by the University possessing a Doctoral Degree with at least three years teaching experience in University Teaching Departments/Institutes or at least five years experience of Post Doctoral Research on regular fellowship or on a position at least equivalent to that of a Assistant Professor in a research institute may be appointed Research Supervisor for Ph.D. In addition to above, he/she has also published at least three research papers in the journals indexed with the databases approved by the University.

OR

OR

A teacher appointed through duly constituted selection committee and approved by the University possessing a doctoral degree and atleast six years of teaching UG classes and having published five research papers in refereed journals bearing ISSN. Before allotting supervisors from UG/ PG Colleges the concerned Head of the Department must get a certificate from the Principal of the College concerned that the College has requisite research facilities and get the same will be allowed to the Supervisor and the candidate.

A teacher appointed through duly constituted selection committee and approved by the University possessing a doctoral degree and at least three years of PG teaching experience in the concerned subject in a PG College /Institute affiliated by M. D. University and having published three research papers in the journals indexed with the databases approved by the University. Before allotting supervisors from PG Colleges/Institute the concerned Head of the Department must get a certificate from the Principal of the College concerned that the College has requisite research facilities and get the same verified.

ASB
Pun
K
R
h
an
S
S

Handwritten signatures and marks at the bottom of the page.

NOTES

- (a) In subjects/areas of research where lab/experimental facilities are required, college teachers can be appointed only as Co-Supervisors. The eligibility criteria for Co-Supervisor from a College will be same as is in the case of supervisors from UG/PG Colleges.
- (b) The eligibility of the supervisor will be decided by the Departmental Committee.
- (c) Teaching of distance education classes will not be considered teaching experience- for the eligibility of the supervisor.
- (d) Three years P.G. teaching experience may be relaxed in case of those teachers who have been allotted research projects by National/International funding agencies where there is a provision for appointment of project fellow(s), so as to allow him/her to register that project fellow.

11. NUMBER OF RESEARCH SCHOLARS

The maximum number of Research Scholars to be registered under a Supervisor/Joint Supervisor/Co-Supervisor shall be as under:

University appointed teachers

Professor = 8

Associate Professor = 6

Assistant Professor = 4

Teachers of Affiliated colleges/ institutions

Professor/ Principal =5
(in Prof. Grade)

NOTES

(a) There search proposals where lab/experimental facilities are required, college teachers can be appointed only as Co-Supervisors. The eligibility criteria for Co-Supervisor from a College/Institute will be same as is in the case of supervisors. **However, the college/institute/University should be approved by the UGC.**

(b) No Change

(c) No Change

(d) No Change

(e) **Provided further that no relative of the candidate such as wife, husband, son, daughter, sister, brother, wife's/husband's brother and sister, brother's son/daughter, sister's son/daughter, first cousin, nephew, grandson, granddaughter shall be appointed as Supervisor/ Co-supervisor. A Certificate to this effect will be given by the Supervisor/Co-Supervisor along with the application for enrolment.**

11. NUMBER OF RESEARCH SCHOLARS

The maximum number of Research Scholars to be registered under a Supervisor/Joint Supervisor/Co-Supervisor shall be as under:

University appointed teachers:

Professor = 8

Associate Professor = 6

Assistant Professor = 4

Teachers of Affiliated colleges/ institutions

Professor/ Principal =5
(in Prof. Grade)

AS

Prud

h

h

(W)

h

h

h

h

h

h

Associate Professor = 4

Assistant Professor = 3

Provided that the Vice-Chancellor may allow an additional seat to a Supervisor on the recommendations of P.G. Board of Studies/Board of Studies on genuine grounds in exceptional circumstances. However, this additional seat will be adjusted as and when any of his/her candidates submits thesis.

NOTE: In case where a Supervisor is working as joint supervisor of a Research Scholar for the purpose of the limit as referred to in the above clause, the number in each such case shall count as half (1/2) both for Supervisor/ Joint Supervisor. A teacher cannot be Joint Supervisor of more than two candidates at a time.

12. CHANGE OF SUPERVISOR

The change of Supervisor may be allowed

(i) In case the Supervisor has expired or has left the services of the University.

OR

(ii) By mutual consent of both the Supervisor and the Research Scholar.

OR

(iii) In case of extreme hardship where it becomes almost impossible for a candidate to work/continue his/her research work with the Supervisor or in case the Supervisor or the candidate requests for the change of Supervisor on valid/genuine grounds. The candidate/Supervisor will represent to the Head of the Department/Chairman, Board of Studies, who will put the matter before the Departmental Research Committee as well as the concerned Post Graduate Board of Studies for decision. However, the change in such cases will be allowed after the approval of the Academic Council.

Associate Professor = 4

Assistant Professor = 3

Provided that the Vice-Chancellor may allow an additional seat to a Supervisor on the recommendations of P.G. Board of Studies/Board of Studies on genuine grounds in exceptional circumstances, **subject to the maximum of eight number of seats to the supervisor.** However, this additional seat will be adjusted as and when any of his/her candidates submits thesis.

NOTE: In case where a Supervisor is working as **Co-supervisor** of a Research Scholar for the purpose of the limit as referred to in the above clause, the number in each such case shall count as half (1/2) both for Supervisor/ **Co-Supervisor**. A teacher cannot be **Co-Supervisor** of more than two candidates at a time.

12. CHANGE OF SUPERVISOR

The change of Supervisor may be allowed

(i) In case the Supervisor has expired or has left the services of the University or **the supervisor proceeds on leave/deputation of more than one year and the research scholar makes a request to change the supervisor.**

OR

xxx xxxx xxx

ASB
Pund
K
R
W
L
L

Handwritten signatures and marks at the bottom of the page.

<p>13. PERIOD OF WORK</p> <p>(i) Every candidate registered for Ph.D. programme shall be required to pursue his/her research work atleast for two years. The reduction in this period shall not be allowed under any circumstances.</p> <p>Provided that if the supervisor of a candidate who is registered for Ph.D.. in another University, has joined the employment of this University and the candidate has pursued the course in the other University for not less than one year, such a candidate, if he/she fulfills the minimum qualifications as laid down in the Clause-3 above (provided the admission of that candidate to Ph.D. programme was through Entrance Test and the candidate has passed Ph.D. course work as per UGC norms), may be permitted by the Departmental Research Committee as well as Post Graduate Board of Studies/ Board of Studies, to be registered as a research scholar of the University with the same topic. Such a candidate may submit his/her thesis after the expiry of not less than one year.</p> <p>(ii) Every Research Scholar will be required to stay at Rohtak or at the place where his/her Supervisor/Joint Supervisor is working for a minimum period of 180 days after Ph.D. registration. The concerned Supervisor/Joint Supervisor shall maintain the attendance record of the candidate (s).</p> <p>(iii) No research scholar shall join any other course of study or appear in any other examination conducted by a University leading to the award of Degree or Diploma during the period of his/her study, otherwise his/her registration for Ph.D. will be cancelled by the Vice-Chancellor on the recommendations of the P.G. Board of Studies/Board of Studies. However, the action of the Vice-Chancellor in such cases will be placed before the Academic Council for information.</p> <p>(iv) A research Scholar can join part time/evening course in a Foreign Language along with Ph.D. programme.</p>	<p>13. PERIOD OF WORK</p> <p>No Change</p>
<p>14. MEDIUM</p> <p>In the language subjects, the thesis may be presented in English, Hindi or the language concerned. In other subjects, the research scholar shall have the option of submitting the thesis either in English or Hindi.</p>	<p>14. MEDIUM</p> <p>No Change</p>

Handwritten signatures and initials on the right margin:
 A.C.
 P.
 K.
 M.
 (A)
 J.
 S.

Handwritten signatures and initials at the bottom center:
 H.
 A.
 S.
 S.

Handwritten signature at the bottom right:
 S.

15. REQUIREMENTS DURING REGISTRATION PERIOD

- (i) Every research scholar will be required to show continuous progress during the period of his/her registration and it will be monitored by the supervisor of the candidate.
- (ii) Every research scholar shall be required to submit half yearly report on the prescribed Proforma on or before 5th of August and on or before 5th of February. The supervisor of the research scholar will give his assessment about the progress of the scholar. The Report shall be placed before the Departmental Research Committee for its evaluation in its meeting to be held preferably in the month of August/February. In case two consecutive six monthly reports are unsatisfactory, Head of the Department, on the recommendations of the Dean of the concerned faculty may recommend to the P.G. Board of Studies /Board of Studies for cancellation of the registration.
- (iii) Once in a year, the research scholar will present a seminar on his/her research conducted in the previous year, in research colloquium. This seminar will be organized by the concerned Head of the Department.
- (iv) Ph.D. student shall publish atleast two research papers in refereed ISSN No. Journals related to the thesis work before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint and append the same with the thesis.
- (v) Prior to submission of the thesis, the student shall make a pre Ph.D. presentation in Department that may be open to all Faculty members and research students for getting the feedback and comments which may be incorporated into the draft thesis under advice of the supervisor. The notice of Pre-submission Seminar shall be issued by the Head of the Department under intimation to the office of the Vice-Chancellor.
- (vi) Every candidate shall submit his/her thesis within a period of four years from the date of his/her registration, failing

15. REQUIREMENTS DURING REGISTRATION PERIOD

- (i) No Change
- (ii) No Change
- (iii) No Change
- (iv) **Ph.D. student shall publish at least two research papers related to the thesis work in the journals indexed with databases approved by the University before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint and append the same with the thesis.**
- (v) No Change
- (vi) No Change

AS
 P
 h
 D
 S
 B

h
 o
 d
 e

h
 o
 d
 e

which his/her registration shall stand cancelled unless this period is extended by a maximum of two years by the Vice-Chancellor but not for more than one year at a time, on the recommendations of the Supervisor, the Head of the Department and Dean of the Faculty. The researcher will have to apply for extension well before the expiry of four years of initial registration. If the researcher still fails to complete his/her research work within the extended period and requires more extension, his/her request can be forwarded on the prescribed form duly recommended by the Supervisor, Head of the Department and Dean of the Faculty concerned requesting the Vice-Chancellor to grant extension after six years. It will be the prerogative of the Vice-Chancellor that he may refer the matter to a Committee comprising the following for consideration of the request of the candidate:-

- i) Dean Academic Affairs
- ii) Dean of the Faculty concerned
- iii) HOD, Concerned
- iv) Supervisor of the candidate

The Committee shall give its recommendations for extension of period in submission of his/her Ph.D thesis for not more than one year specifying that no extension will be allowed beyond that period with an annual prescribed fee along with late fee of Rs. 5000/- failing which his/her registration of Ph.D shall be cancelled automatically. The recommendations of the Committee shall be referred to the Academic Council for its approval.

16. CANCELLATION OF REGISTRATION

The Vice-Chancellor, on the recommendation of the P. G Board of Studies/Board of Studies, may cancel the registration of a research scholar whose research work has been reported to be unsatisfactory by the Post Graduate Board of Studies/Board of Studies.

17. APPOINTMENT OF EXAMINERS

(i) On receiving application/request along with an abstract of the thesis from the research

16. CANCELLATION OF REGISTRATION

No Change

17. APPOINTMENT OF EXAMINERS

No Change

AS
 P
 R
 H
 J
 S
 B

[Handwritten signatures]

scholar duly certified by the Supervisor that his/her research work is complete and ready for submission, the P.G Board of Studies/Board of Studies shall approve a panel of eight external examiners who shall not be below the rank of Professor to evaluate the thesis.

However, the Board of Studies while approving the panel of examiners may ensure that the proposed examiners are from the area of specialization of the Ph.D. thesis. The Board of Studies may ensure that atleast 50% of the examiners in the panel of examiners recommended are from places outside the state. Efforts should be made to recommend examiners of national and international repute belonging to the leading Institutes/ Universities in the country. It shall be up to the P.G Board of Studies/Boards of Studies concerned to recommend the examiners from outside the Country.

The candidate shall submit his/her thesis within six months from the date on which the Board of Studies has approved the appointment of examiners provided that the Board of Studies may, for satisfactory reasons, extend the period by a maximum of another six months only.

18. GUIDELINES FOR SUBMISSION OF THESIS

- (i) The thesis shall be an original piece of research work characterized either by discovery of new facts or enunciation of a new theory or by fresh interpretation of known facts or theories. In either case, it should evince the candidate's capacity for critical acumen and judgment.
- (ii) The research scholar shall submit three printed/typed copies of his/her thesis, mentioning the name of the candidate, supervisor etc. along with two soft copies of thesis on separate CDs.
- (iii) The typing/printing of thesis should be done on both sides of the paper (instead of single side printing) on A-4 size paper in font size '12' in 'Times New Roman format'.
- (iv) The thesis should be typed in 1 ½ space. But the bibliography/references should be typed in single space.
- (v) The copies of thesis meant for evaluation should be bound in paper-back form and one copy should be in hard binding, which will be sent to the

18. GUIDELINES FOR SUBMISSION OF THESIS

No Change

AB
 Pm
 k
 Dr
 Q
 m
 B

W
 M
 B
 Z

chiam

library.

(vi) The title page of Ph.D thesis would be in Maroon Colour with Golden Printing on it.

(vii) Thesis will be accompanied separately by a declaration from the candidate countersigned by the Supervisor and Head of the Department in the following format:

Declaration

This is to certify that the material embodied in the present work entitled "-----"

is based on my original research work. It has not been submitted in part or full for any other diploma or degree of any University. My indebtedness to other works has been duly acknowledged at the relevant places.

(Signature of the Candidate with date)

(Countersigned by Supervisor and Head of the Department with date)

(viii) A candidate shall also submit six copies of the summary of the thesis indicating how far the thesis embodies the result of his/her own research and in what respects his/her investigations appear to him/her to advance the knowledge of subject of his/her thesis.

(ix) The research scholar may incorporate in his/her thesis the contents of any work which he/she may have published on the subject. But he/she shall not submit as his/her thesis, any work for which a degree has been conferred on him/her by this or any other University. However, a candidate may incorporate in his/her Ph.D. thesis the work done by him/her for his/her M.Phil dissertation. He/she shall in that case specify the new dimensions added to his/her earlier work and indicate in what way the Ph.D. thesis amounts to a further contribution to the study of the subject of his/her research.

(x) Plagiarism Check

The following guidelines must be adhered to for submitting the Plagiarism report generated by the Turnitin/iThenticate/ any other software recommended by MDU at the time of Ph.D. thesis submission:

1. The Ph.D. thesis must undergo a Plagiarism check by either Turnitin/iThenticate/any other software

AS
P. V. S.

h
h

Chau

h
h

h *h* *h* *h* *h* *h* *h*

recommended by MDU from time to time.

2. The exclusion at the time of performing the check should be limited to the following:
 - a. Quotes
 - b. Bibliography
 - c. Phrases Small matches upto 12 words
 - d. Small similarity less than 1%
 - e. Mathematical Formula
 - f. Name of Institution, Departments etc.
3. Regarding self Plagiarism or cases where published work of the student is shown as similarity in the check, a certificate (Plagiarism Self Exclusion Certificate) has to be issued by the Supervisor specifying and attaching the articles that have been published by the student from thesis work. Only these articles should be excluded from the check. No other article of the Supervisor or the student should be excluded from the cheek. This will be for reference of the library which will perform the final check.
4. The final Plagiarism check from the library is essential so that the correct report is submitted at the time of thesis submission
5. The Vivekananda Library will issue the final Certificate of Plagiarism check called the Plagiarism Verification Certificate and Supervisor/Guide will certify that the similarity index is acceptable. This certificate has to be submitted to the COE at the time of submission of thesis.

AB
Pund

h
R
D

h
B

Shan

h
D
h
h

19. EVALUATION OF THESIS

- (i) The thesis shall be referred to two examiners selected by the Vice-Chancellor out of the panel of external examiners already approved by him. At least one examiner shall be from outside the State/ Country. The examiners shall be requested to send their reports within two months.
- (ii) Each examiner shall give detailed report on the thesis and make a clear-cut recommendation whether;

19. EVALUATION OF THESIS

No Change

- a) The thesis be accepted.
OR
- b) The thesis be rejected.
OR
- c) The research scholar be asked to resubmit the thesis with improvements/revisions.
In case the examiner(s) recommend the revisions/improvements of the thesis then he/she may make suggestions for such improvements/revisions as deemed fit and proper. The research scholar shall be required to submit the revised thesis within one year of communication to him/her. After revision, the thesis shall be sent to the same examiner(s) for evaluation, unless he/she expresses his/her inability.
- (iii) If one examiner recommends award of Ph.D. degree and the other recommends rejection, then the thesis shall be sent to the third examiner for taking a final decision. In any case, there should be two positive recommendations for the award of Ph.D. degree.
- (iv) The examiners must categorically state whether the thesis is suitable/fit for publication in its original form or in a modified form, to be spelt out by the examiners.
- (v) The examiners shall send a set of questions that they would like the research scholar to answer in the viva-voce examination under a separate cover.
- (vi) A research scholar whose thesis is rejected shall not be registered again for Ph.D. with the same topic.

20. VIVA-VOCE EXAMINATION AND AWARD OF DEGREE

(i) The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the examiners who evaluated the thesis, to be nominated by the Vice-Chancellor, within a period of one month of the receipt of reports of evaluation of thesis.
In case both the examiners who evaluated the thesis are unable to conduct the viva-voce, the Vice-Chancellor shall appoint another examiner out of the panel to conduct the viva-voce

20. VIVA-VOCE EXAMINATION AND AWARD OF DEGREE

(i) XX XXXX

Handwritten signatures and initials on the right margin:
 PB
 P...
 H
 B
 D...
 J...
 B

Handwritten signatures and initials at the bottom of the page:
 H...
 A...
 D...
 S...
 G...

examination. The viva-voce examination shall, unless ordered otherwise by the Vice-Chancellor, be held at Rohtak in the Department concerned. The date, time and the subject of the thesis shall be notified by the Head of the Department among the teachers and the research scholars of the concerned Faculty, who may be permitted to be present at the time of the viva-voce examination, but they shall have no right to put any question to the examinee.

(ii) The reports of the examiners on the thesis as well as on the viva-voce, shall be placed before Research Degree Committee (RDC) consisting of the Vice-Chancellor, the Dean of the Faculty and the Head of the Department concerned, within one month of the viva-voce examination. The Controller of Examinations shall issue the notification of the award of Ph.D. Degree after clearance of the case by RDC. The Supervisor and the candidate shall also be invited in the RDC meeting. At least one week notice shall be issued for the meeting.

(iii) If the Dean of the Faculty or Head of the Department somehow is not able to participate in the meeting, the Vice-Chancellor will co-opt any other senior member of the Faculty, in his/their place.

(iv) Following the successful completion of the evaluation process and announcements of the award of Ph.D., the University shall submit a soft copy of Ph.D. thesis to UGC within a period of thirty days for hosting the same on INFLIBNET which shall be accessible to all Institutions/Universities.

(v) Along with the Degree, the University shall issue a certificate certifying that the degree has been awarded in accordance with the provisions of the Ph.D. regulations of the UGC.

(ii) The reports of the examiners on the thesis as well as on the viva-voce, shall be placed before Research Degree Committee (RDC) consisting of the Vice-Chancellor, the Dean of the Faculty, the Head of the Department concerned and **Controller of Examinations** within one month of the viva-voce examination. **Three out of these four members will form the quorum of the meeting.** The Controller of Examinations shall issue the notification of the award of Ph.D. Degree after clearance of the case by RDC. At least one week notice shall be issued for the meeting.

xx xx xx

20. FEE FOR Ph.D. WORK

Ph.D. coursework fee (to be paid by those who are required to complete coursework):

Course work fee for Engineering & Technology = Rs. 20000/-

Course work fee for others = Rs. 5000/-

For Ph.D. Programme every research scholar shall pay fee as under:

21. FEE FOR Ph.D. WORK

No Change

[Handwritten signatures and initials on the right margin]

[Handwritten signatures and initials at the bottom of the page]

II) Registration Fee* = Rs.2000/-

III) (a) Annual Fee except for the candidates having Laboratory subjects as mentioned at Sr. No.(ii) (b) & (ii) (c) = Rs.2000/-

(b) Annual Fee for subjects involving use of Laboratory such as Psychology, Geography and theoretical fields in science subjects such as Maths, Statistics etc. =Rs.4000/-

(c) Annual Laboratory fee for subjects in Science such as Physics, Chemistry, Pharmacy, Life Sciences, Engineering and Technology etc. = Rs.8000/-

(d) Annual Fee will be payable within 15 days of registration and annually thereafter.

IV) Evaluation fee to be charged at the time of submission of Ph.D. thesis = Rs.7500/-

V) Late fee for delayed payment of annual fee:

a) upto six months Rs.500/-

b) beyond six months Rs.1000/-

*In case of foreign/NRI students except for students from less developed countries this fee will be US \$ 1000.

The fees will be subject to changes as decided by the University from time to time.

22. Each examiner shall be paid the remuneration of Rs.1500/- for evaluating the thesis and Rs.1000/- for conducting viva-voce. A foreign examiner shall be paid US\$ 100 or its equivalent in Indian currency. However, these rates will be subject to changes as decided by the University from time to time.

23. PUBLICATION OF THESIS

The permission for publication of the thesis if applied for by the concerned research scholar may be given by the Vice-Chancellor if the examiners have recommended that the thesis is suitable/fit for publication. If there is

22. No Change

23. PUBLICATION OF THESIS

No Change

AB
P...
L...
M...
D...
M...
L...
L...

Handwritten signatures and marks at the bottom of the page.

difference of opinion between the examiners regarding the publication of the thesis, the case shall be referred to the committee consisting of the following for consideration and recommendations:

- (i) Dean of the Faculty - Chairman
- (ii) Head of the concerned department - Member
- (iii) Supervisor of the Research Scholar - Member

Where the Dean of Faculty/Head of the Department is the Supervisor, the Vice-Chancellor would nominate some other expert on the committee. The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval.

Handwritten signatures and initials:

- On the left: A large handwritten 'M'.
- Top center: A large checkmark.
- Top right: A circled signature.
- Middle right: A signature with 'Chair' written below it.
- Bottom center: A signature with 'Supervisor' written below it.
- Bottom right: A signature with 'and' written below it.
- Very bottom: A signature with 'In-charge' written below it.

27

Appendix - C/3

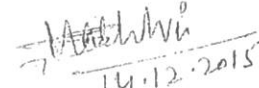
PROCEEDINGS OF THE MEETING OF COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO EXAMINE AND MAKE RECOMMENDATIONS FURTHER ON PROPOSED AMENDMENTS IN STATUTE 38 AND NEW ORDINANCE RELATING TO GRANT OF AFFILIATION TO THE COLLEGES ETC. HELD ON 14-12-2015 AT 11-00 A.M. IN THE OFFICE OF THE DEAN STUDENTS WELFARE, M.D.UNIVERSITY, ROHTAK

Member Present:

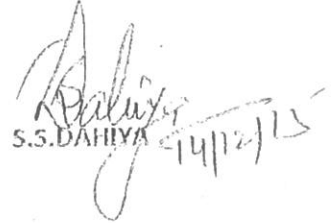
1. Prof. Rajbir Singh, Dean Students' Welfare
2. Prof. Sunita Malhotra, Dean Academic Affairs
3. Prof. V.K.Sharma, Director Research
4. Prof. S.S.Dahiya, Dean Colleges Dev. Council

After going through the recommendations made by the committee earlier constituted by the Vice-Chancellor and amendments therein suggested by Sh.B.L.Gupta advocate in Panjab & Haryana High Court on the proposed amendment in the Statute 38 and ordinance relating to grant of affiliation etc, the committee further deliberated on all these issues carefully and redrafted the amendments in the statute with some changes as per annexure. Further the committee also gone through the new ordinance, which seems to be in order. The committee accordingly recommends that these two documents be recommended to the Academic Council and then to the Executive Council for consideration and approval.


RAJIBR SINGH


SUNITA MALHOTRA


V.K.SHARMA


S.S.DAHIYA

ORDINANCE 1: PROCEDURE FOR GRANTING PROVISIONAL AFFILIATION TO COLLEGES/INSTITUTIONS

In pursuance of the provisions of sub-section (h) of section 16 of the M.D. University Act, 1975 (25 of 1975); the Vice-Chancellor of the M.D. University, Rohtak with the prior approval of the Executive Council hereby makes the following Ordinances relating to the procedure for granting provisional affiliation to colleges/institutions, namely:-

1.0 Short title and commencement

- 1.1 These ordinances may be called Maharshi Dayanand University, Rohtak Ordinances, 2014
- 1.2 They shall come into force from the date of their publication made by notification.

2.0 Definitions.

- 2.1 In these Ordinances, unless the context otherwise requires:-
 - (a) "Act" means the M.D. University Act, 1975 (25 of 1975);
 - (b) "Clause" means a clause of the Ordinances in which that expression occurs.
- 2.2 Words and expressions used in these ordinances shall have the meanings assigned to them in the Act and the Statutes.

3.0 Essential conditions for granting provisional affiliation to colleges/institutions.

No College or Institutions shall be admitted to the privileges of affiliation of the University unless it satisfies the University that:-

- 3.1 It is run by the Central Government, state government, competent local authority, a society registered under the Societies Registration Act, 1860 as amended from time to time or a public trust constituted under any law for the time being in force.
- 3.2 Land required as per norms of UGC/NCTE/AICTE/BCI, as the case may be;
- 3.3 Administrative, academic and other buildings with sufficient accommodation to meet the immediate academic and other space requirements as specified by the University concerned for each of the higher education course/programme with adequate scope for future expansion in conformity with those prescribed by the UGC/Statutory/ Regulatory body concerned, taking care that all buildings constructed in the college are disabled friendly;
- 3.4 Academic building sufficient to accommodate the faculties, lecture/ seminar rooms, library and laboratories as per norms of UGC/NCTE/AICTE/BCI (As the case may be).
- 3.5 Number of teaching and non-teaching staff as per University norms;
- 3.6 Adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, etc. in conformity with the norms laid down by the Central/ State PWD;
- 3.7 A library with at least 1000 books, or 100 books in different titles on each subject, whichever is more, of the proposed programmes to include both text books and reference books, besides two journals per subject, along with a book bank facility for students belonging to the Scheduled

Castes, Scheduled Tribes and such other sections as may be specified by the UGC /Statutory bodies from time to time;

- 3.8 Necessary laboratory equipments as prescribed by the University/Statutory/Regulatory body concerned, for each of the higher education programmes;
- 3.9 A multi-purpose complex/ an auditorium and facilities for sports, canteen, health care, separate common rooms and separate hostels for boys and girls as per the local requirements as decided by the University.
- 3.10 Appropriate furniture for lecture/seminar rooms, laboratories, library, faculty rooms, rooms for administrative staff including the Principal, multi-purpose complex/ auditorium, common rooms and hostel rooms, and for other facilities;
- 3.11 Except Govt. College, each College should have Governing body constituted as per norms of the University.
- 3.12 Each College (except Govt.) will give an undertaking to the University that it has adequate recurring income from its own resources for its continued and efficient functioning with Updated bank statement audited accounts of the previous financial year in which the institution proposed to be started.
- 3.13 Society/Trust of Govt. College or President of the Society/Trust should have obtained No-Objection Certificate from the concerned Department in the state government and approval of the concerned statutory/ regulatory bodies, wherever applicable, for the subjects and courses of study for which affiliation is being sought, without which no request for affiliation shall be entertained.;
- 3.14 Appointment of regular teaching and non-teaching staff of the college/ institution be made on the recommendations of HPSC or through constituted selection committee of the University or through a departmental promotion committee. Appointment in SFS professional institutions be also made as per TMA Pai case decided by Supreme Court and interim policy guidelines issued by the AICTE and the State Government.
- 3.15 The emoluments of the teaching and non-teaching staff of the college or the institution are in accordance with the State Government/University.
- 3.16 It has made arrangements for the residence, wherever needed, discipline and supervision of students and for promoting their health, general development and welfare to the satisfaction of the University and any other conditions laid down in the Statute.
- 3.17 A affidavit on stamp paper of Rs.100/- that in the event of non-compliance by Trust/Society or the proposed institution with regard to the provisions of University Act, Statutes, Ordinances, Rules and Regulations and instructions issued by the University or any other authority of the State Government or the Central approving authority. The University shall be free to take appropriate action including withdrawal of affiliation without consideration of any related issues and all liabilities arising out of such withdrawal shall be that of the Society/Trust/institutions.

4.0 Procedure for granting provisional affiliation.

✓

- 4.1 The Govt./Society/Trust which proposes to start the college and to get it affiliated to the University shall submit an application to the Dean Colleges Development Council on the prescribed form along-with No Objection Certificate/ permission letter from the concerned department of the state Govt. and other relevant documents as provided in Clause-3 above and in the statute/ordinance prescribed for the same within the stipulated period with requisite fee as given in schedule-I and shall satisfy the University that it fulfills all the conditions prescribed for affiliation by the Act, the statutes, the ordinances, the regulations and the instructions issued by the University from time to time.
- 4.2 The application shall be submitted with certified copies of the following documents:-
- a) Registration of the Society/Trust along with details of Constitution and memorandum of Association;
 - b) letter from the Competent Authority designated by the Government concerned for classification of land and its location as Metropolitan or other areas;
 - c) Land Use Certificate from the Competent Authority designated by the Government concerned;
 - d) Registered land/Govt. leased land documents in the name of the institution.
 - e) NOC/Appropriate order from the Govt. permitting the Society/Trust to start the college with details of the courses/ programmes intended to be offered;
 - f) Building Plan of the proposed college prepared by a registered Architect and approved by the Competent Authority designated by the Govt. concerned;
 - g) Registered documents by the registered Society/Trust earmarking land and buildings for the proposed college.
 - h) Resolution of the Society for opening of new college.
 - i) Other documents as per provisions given in the Statute.
- 4.3 On receipt of such application, the D.C.D.C. shall conduct a scrutiny of the application and submit a report to the Vice-Chancellor.
- 4.4 An inspection shall be made through a committee constituted by the Vice-Chancellor to check the infrastructure facilities/ faculty and other support system available in the college with regard to the fulfillment of conditions of affiliation.
- 4.5 The report of the Inspection Committee shall be submitted by the convener of the Committee to the D.C.D.C. duly signed by all the members.
- 4.6 On the recommendations of Academic Council, the Executive Council of the University shall take a final decision regarding grant of provisional affiliation. The Executive Council shall be ultimate authority to decide granting or not granting affiliation.
- 4.7 An application for affiliation made under sub-clause (1) may be withdrawn at any time before any communication is made under sub-clause (4).
- 4.8 Affiliation granted initially to a college or an institution shall be provisional in nature and shall be required to be renewed on a year to year basis. The institutions/colleges granted extension on year to year basis by the statutory regulatory bodies shall be considered for extension by the University on the basis of information furnished to that body or otherwise and also on University portal. Such institutions shall however submit an affidavit on stamp paper worth Rs.100/- as per Appendix-II.

B

- 4.9 Where affiliation to a college or an institutions is refused, the society/trust, as the case may be, aggrieved by such refusal may, within thirty days from the date of communication of such refusal, request the D.C.D.C. for reconsideration of the decision already taken by the University. No request for reconsideration shall be entertained once such request has already been rejected.
- 4.10 On the basis of infrastructure and other support system available in the college, University shall decide the number of seats for each course in a college.
- 4.11 Where a college or an institution obtains affiliation by fraud, misrepresentation or suppression of material facts and particulars, the Executive Council after giving show cause notice for taking action against the college as per statute-38 may, withdraw the provisional affiliation already granted to the college/institution.

5.0 Eligibility Criteria for Permanent Affiliation.

- 5.1 The College shall have completed at least five years of satisfactory performance after getting temporary affiliation and attained the academic and administrative standards as prescribed by the University/ UGC / Statutory/ Regulatory Body concerned from time to time.
- 5.2 The college shall have completed construction of buildings and all infrastructure facilities/faculty and other support system as stipulated in the Regulations.
- 5.3 All the teaching and non-teaching staff are appointed on permanent (appointed on regular basis, in case of a Government college) on the UGC/Government scales of pay.
- 5.4 The College shall have a duly constituted Governing Body as per the norms of the University.
- 5.5 The College shall be accredited by NAAC or any other statutory accreditation agency by State/Central Government.
- 5.6 The College should obtained a permanent NOC from the State Govt./ Statutory/ Regulatory body, as the case may be.

6.0 Procedure for granting Permanent Affiliation:

- 6.1 A college which wishes to get permanent affiliation shall apply to the University after completing five years of provisional affiliation in the prescribed form along-with requisite fee within the stipulated period.
- 6.2 The procedure for according permanent affiliation shall be the same as for granting provisional affiliation.
- 6.3 If the University decides not to grant permanent affiliation to the college for reasons, to be recorded in writing, of its failure to meet the conditions/requirements for getting such affiliation, the college may apply again if it fulfils the conditions subsequently.
- 6.4 Regulations made under section 18 of the Act may lay down any other requirement which may be considered necessary by the University for affiliation of a college or an institution.

7.0 Eligibility to apply for additional course/subject/intake :

7.1 The procedure followed for grant of affiliation shall apply *mutatis-mutandis* to continuation affiliation from time to time and for starting new/ additional courses/ subjects/increase in intake and programmes etc.

8.0 Withdrawal of affiliation :

8.1 The privileges conferred on a college by affiliation may be withdrawn in part or in full, suspended or modified, if the college, on due enquiry, is found to have failed to comply with any of the provisions of the Act, the Statutes, the Ordinances, the Rules and Regulations or any other direction or instruction of the UGC/University/Statutory/Regulatory body concerned, or failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University after following due procedure as laid down in the Statute.

9. If an affiliated college ceases to function or is shifted to a different location or is transferred to a different Society, Trust, individual or a group of individuals without the prior approval of the University, the affiliation granted to the college shall lapse automatically on such ceasing, shifting or transfer, as the case may be and it shall be treated as a new college for the purposes of future affiliation. The University/Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.

10. Regulations :

a. Regulations made under section 18 of the Act may lay down any other requirement which may be considered necessary by the University for affiliation of a college or an institution.

—33—
SCHEDULE - I

The following fee shall be charged for opening of a new College/Institute and or the introduction of new course(s)/ subject(s)/ additional seats/Unit in the existing Colleges/Institutes:

1. Course fee/Extension Fee will be charged for each course separately for full duration of the course. It will be effective with the introduction of the course.
2. Last date of submission of College Continuation Fee, Extension Fee for the next session without late fee shall be 31st January of current academic session.
3. After 31st January of the current academic session, 25% extra fee on College Continuation Fee, Extension Fee for the next session will be charged upto 28th/29th February of the current academic session.
4. After 28th/29th February of the current academic session, 50% extra fee on College Continuation Fee, Extension Fee for the next session will be charged upto 31st March of the current academic session.
5. After 31st March of the current academic session, 100% extra fee on College Continuation Fee, Extension Fee for the next session will be charged upto 30th April of current academic session, failing which disciplinary proceedings regarding disaffiliation (including putting the college in **No Admission Category**) of the college shall be initiated after 1st May of current academic session.
6. Last date for submission of application/proposal along-with prescribed processing fee for New College/Institute/increase intake/additional course(s)/subject(s)/branch(s) etc. without late fee shall be 31st Oct. of the preceding year to which it is proposed to start.
7. Proposal/application shall be entertained upto 31st December of the preceding year on payment of 25% extra charges and upto 31st March of the year concerned on payment of 50% extra charges and upto 30th April on payment of 100% extra charges. No application for new institute/course/increase in intake shall be entertained after 30th April of the current academic session.
8. Proposed fee structure will be effective from the decision of the Executive Council.
9. If any of the affiliated college/institute is interested to introduce new course of different nature in their institute, the fee structure prescribed for the institute shall be applicable for new course (s).
10. If any of the institute do not want to start new course/increase in intake granted by the University shall inform the University well before the starting of new academic session. Otherwise, all type of fee shall be charged for the course (s)/increase in intake.

FEES RELATING TO RECOGNITION OF COLLEGES AND AFFILIATION OF VARIOUS ADDITIONAL COURSE/INCREASE INTAKE/SUBJECT ETC.

ARTS/COMMERCE/SCIENCE DEGREE COLLEGES

S. N.	Type of Fee	New College/ Inst.	Add. Intake/ Course/ Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 50,000/- (Non-refundable)	Rs. 25,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 3.00 lac	Rs. 2.00 Lac
3.	Permanent Aff. Fee	Rs. 3.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	--	Rs. 50,000/- (Annually)
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

COLLEGES OF EDUCATION (B.Ed./M.Ed.) etc.

S. N.	Type of Fee	New College/ Inst.	Add. Intake/ Course/ Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 50,000/- (Non-refundable)	Rs. 50,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 3.00 lac	Rs. 3.00 Lac
3.	Permanent Aff. Fee	Rs. 3.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	Rs. 50,000/-	--
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

ENGINEERING COLLEGES/ARCHITECTURE INSTITUTES/ANY OTHER TECHNICAL INSTITUTE

Sr. No.	Type of Fee	New College/Inst.	Add.Intake/ Course/ Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 1.00 lac- (Non-refundable)	Rs. 50,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 6.00 lac	Rs. 3.00 Lac
3.	Permanent Aff. Fee	Rs. 7.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	Rs. 50,000/-	--
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

MANAGEMENT/COMPUTER PG COURSES ETC.

S. N.	Type of Fee	New College/ Inst.	Add.Intake/Course/Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 50,000/- (Non-refundable)	Rs. 25,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 3.00 lac	Rs. 2.00 Lac
3.	Permanent Aff. Fee	Rs. 3.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	Rs. 50,000/-	--
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

LAW COLLEGES (LL.B.3/5 years)

Sr. No.	Type of Fee	New College/Inst	Add.Intake/Course/ Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 50,000/- (Non-refundable)	Rs. 25,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 3.00 lac	Rs. 2.00 Lac
3.	Permanent Aff. Fee	Rs. 3.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	Rs. 50,000/-	--
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

**FEE PRESCRIBED FOR THE NEW COLLEGES OF PHYSICAL EDUCATION
(B.P.Ed/C.P.Ed) ETC.**

Sr. No.	Type of Fee	New College/Inst.	Add. Intake/ Course/ Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/ Re-affiliation Fee/ shifting of college	Rs. 50,000/- (Non- refundable)	Rs. 25,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/Re- affiliation Fee/ shifting of college	Rs. 3.00 lac	Rs. 2.00 Lac
3.	Permanent Aff. Fee	Rs. 3.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	Rs. 50,000/-	--
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

**FEE PRESCRIBED FOR INDEPENDENT INSTITUTE/COLLEGE
(BBA/BCA/BBA(CAM)/ BBE/ BBA(II)/BBA(HOSPITALITY/ MGT)/BTM/BSC
(FASHION TECH)/B.SC(INTERIOR DESIG.)/ B.SC (SPORTS Sci.)/ BJMC(HONS)/
B.SC. (BIO-TECH)/ B.SC(BIO- INFORMATICS)/ FOOD PROCESSING &
TECH./HOTEL MGT. & CATERING AND SUCH OTHER UG/PG COURSES ETC.**

Sr. N.	Type of fee	New College/ Inst.	Add. Intake/ Course/ Seat increase/ Branch (per course/ stream)
1.	Application Processing Fee/ Revival/Re- affiliation Fee/ shifting of college	Rs. 50,000/- (Non- refundable)	Rs. 25,000/- (Non-refundable)
2.	Provisional Aff. Fee/ Revival/ Re- affiliation Fee/ shifting of college	Rs. 3.00 lac	Rs. 2.00 Lac
3.	Permanent Aff. Fee	Rs. 3.50 lac	Rs. 2.00 Lac (per course)
4.	Continuation Fee (Annually)	Rs. 50,000/-	--
5.	Course Fee/ Extension Fee	Rs. 20,000/-	Rs. 20,000/-

APPLICATION FORM FOR SEEKING AFFILIATION OF A NEW COLLEGE

To

Dean, College Development Council,
M.D. University,
Rohtak-124 001.
(Haryana)

Sir/Madam,

I/we hereby apply for affiliation of a _____ to the University which
the ** _____

Proposes to
start as *** _____
from the academic year beginning from June, 20 _____. To begin with, it is proposed to
start the First Year classes with the following subject/s and eventually to develop the college
into a full-fledged college teaching the courses to study leading to the degree/s
of _____ and/or diploma/s in _____

	Class	Subject	
		Compulsory	Optional
1.	F.Y.		
2.	F.Y.		
3.	F.Y.		

(Please attached separate sheet if required)

- ii. I/we have read all the provision of Statute 38 M.D. University Act, 1975 and the relevant Ordinance/guidelines of the University, relating to the affiliation of colleges and undertake to abide by the said provisions. The necessary undertaking in terms of the provisions of the Statute is given in para-IV.
- iii. I/we furnish below the information as required by the University.

1. The need and the justification for the proposed college stating whether there is any other college in the same area within the radius of 20 Kms. Are given in Appendix I. The information regarding the name/s of such college/s, and the faculties in which education is provided in such college/s is given in Appendix II.
2. The proposed college will be under the management of _____ which is a regularly constituted Governing Body. A true copy of the certificate of registration of the said Society/Trust is given in Appendix III. A copy of the constitution of the said Society/Trust is also given in Appendix IV. Information regarding the aims and objects, powers and personnel of the said Governing Body is given in Appendix V. A copy of the resolution passed by the competent authority in the matter of starting the college is given in Appendix VI. The said Society/Trust is /is not established and administered by a minority bases on religion/language.

* State the Faculty or Faculties e.g. Arts, Arts and Science and Arts, Science and Commerce, Technology etc.
 ** State the name of the Society/Trust/Local Authority/Government which is making the application.
 *** State the name of the Place, Taluka and the District where the college is to be started.

3. The names of colleges and/or institutions, if any, run by the applicant and affiliated to or recognized by the M.D. University, Rohtak or other Universities are given in Appendix V.I
4. Adverse comment/s, if any, on the said society/trust or the colleges/institutes conducted by the said Society/Trust made by a University or any of its authorities/bodies/committees or by auditors/local authority/Government/All India or State statutory body and Explanation/Comments, if any of the said Society/Trust with respect thereto is/are given in Appendix 8.

5. Land

- a. 1. Plot No. _____ and location giving name of the Road and address _____
2. Title deed and details or Municipal/Town Planning/Local authority records _____
3. Freehold/Leasehold for _____ years/Tenancy Others _____
4. Ownership vested in _____
5. Total Area _____ sq.mts.
6. F.S.I. permitted _____
7. Total area available for construction _____ sq.mts.
8. Total area already utilized for other _____ sq.mts.
purposes _____
9. Total area available for the proposed college _____ sq.mts.

- b. Details of documentary evidence in support of 5 (a) are given in Appendix 9.
- c. A certificate that the said land is earmarked for construction of a building for housing the proposed college is given in Appendix 10.

6. Building (including hostel, canteen etc.)

- (a) (i) The proposed college is not going to be housed initially in building intended for its use. the nature and details of the present accommodation and the adequacy and suitability for various purposes of the proposed college are given in Appendix 11. The building is owned/rented by the said Society/Trust.
- (ii) The building for the proposed college is already under construction. The stage of completion of the building and details regarding the sizes of rooms/halls which will be made available for the various purposes of the proposed college are given in Appendix 12. The probable date of shifting the college to its own premises is _____

OR

- (b) The proposed college is going to be housed in a building intended for its use. The nature and details of accommodation on the following points are given in Appendix 13.
 - (i) The total floorwise built up carpet area in _____ sq.mts.
 - (ii) The total floorwise carpet area in _____ sq.mts.
 - (iii) The nature and timing of the use of the building for other purposes, if any,
 - (iv) Details of open space on the four sides of the building.

(v) The details of the various halls, rooms etc. on each floor under the following heads floor (Ground floor, First floor, Second floor etc.)

Room / Hall No.	Designation of the Room/Hall	Area of the Room/Hall	The purpose for which it is used / proposed to be used

(vi) Extent to which the use for other purpose is likely to impair the effective functioning of the proposed college.

(vii) Adequacy and suitability for various purposes of the proposed college as per norms laid down.

7. (i) A certificate from bankers of the said Society/Trust certifying the balance to the credit of the said Society/Trust in Savings/Current/Fixed deposit account on _____ (date of application) in the name of the proposed college viz. a minimum of Rs. Fifteen lakhs/Rs. Nine Lakhs/Rs. Four lakhs fifty thousand is given in Appendix 14.

(ii) The audited balance sheet of the said Society/Trust for the immediate proceeding financial year is given in Appendix 15

*Amount	In respect of a college proposed to be started in
Rs. Fifteen Lakhs	Municipal Corporation Area.
Rs. Nine Lakhs	Outside Municipal Corporation area but not in Backward/Adivasi/Tribal area
Rs. Four Lakhs fifty thousand	Backward/Adivasi/Tribal area

As the audited balance sheet for the immediate proceeding financial years is not available, the latest, audited balance sheet together with the unaudited balance sheet for the immediate preceding financial year is given in Appendix 15.

- IV. in the event of affiliation being granted, I/we hereby undertake that
- that the provision of the Act and Statutes, Ordinance and Regulations thereunder and the standing orders and directions of the University shall be observed.
 - that there shall be a separate local managing committee provided for an affiliated college as provided by clause 25 of the Statute 3B.
 - that the number of students admitted for courses of study shall not exceed the limits prescribed by the University and the State Government from time to time;
 - that there shall be suitable and adequate physical facilities such as buildings, laboratories, libraries book, equipment required for teaching and research, hostels, gymnasium, as may be prescribed;
 - that the financial resources of the college or institution shall be such as to make due provision for its continued maintenance and working.
 - that the strength and qualifications of teaching and non-teaching staff of the affiliated colleges and recognized institutions shall be such as to make due provision for courses of study, teaching or training or research, efficiently;
 - that the services of all teaching and non-teaching employees and the facilities of the college to be affiliated shall be made available for conducting examinations and for promoting other activities of the University.

39-023-

- (h) that the directions, and orders issued by the Chancellor, Vice-Chancellor and other officers of the University in exercise of the powers conferred on them under the provisions of the Act, Statutes, Ordinances and Regulations shall be complied with;
- (i) that there shall be no change or transfer of the management without previous permission of the University,
- (j) that the college or institution shall not be closed without previous permission of the University..

V. The prescribed fee of Rs. _____ is sent herewith by means of a crossed orders demand draft bearing No. _____ dated _____ drawn on the (Bank) _____ in favour of Finance and Account Officer, M.D. University, Rohtak payable at Rohtak. Nine additional copies of the application with all the appendices referred to above are also sent herewith.

Yours faithfully,

(Signature)

PRESIDENT/SECRETARY/CHAIRMAN/TRUSTEE

Date:

Place:

- i) that there shall be no change of transfer of the management without previous permission of the University.
- j) that the college or institution shall not be closed without previous permission of the University.

DEPONENT

VERIFICATION

I, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my knowledge. No part of the same is false and nothing has been concealed there from.

DEPONENT

[Handwritten mark]

AFFIDAVIT

(Format of affidavit to be submitted by the applicant on a non-judicial stamp paper of Rs. 100/- duly sworn before a First Class Executive Magistrate).

<Name>, Chairman, <Name of the Trust/Society> son of / We,
aged years and resident of

<Name>, Secretary, <Name of the Trust/Society> son of / We,
aged years and resident of

<Name>, Principal/Director, <Name of the Trust/Society> son of / We,
aged years and resident of for extension of
approval to existing Technical Institution/Technical Campus.

hereby solemnly affirm and declare as under :-

1. That I am <designation>, <applicant Institution>.
2. That the information given by <Name> in the application made to AICTE and to the University through its portal as mandatory disclosure is true and complete. Nothing is false and nothing material has been concealed.
3. That if any of the information is found to be false, incomplete, misleading and/or that the <Name/s> fail/s to disclose all the information and/or suppress any information and/or misrepresent the information, I/we shall be liable to be prosecuted by M.D. University, Rohtak.
4. That the M.D. University, Rohtak shall be free to take any action including withdrawal of affiliation and/or any other action as deemed necessary against the <name/s> and others as the case may be and/or the individuals associated with the Society/Trust/Company established under Section-25 of Companies Act 1956, and/or the Institution.
5. That the facts stated in this certificate are true to my/our knowledge. No part of the same is false and no material has been concealed there from.
6. I will abide by all terms and conditions as laid down in the approval process hand book 2013-14 issued by AICTE.
7. That the Institution will abide by all the provisions of the University Act, Statute, Ordinance(s), Rules & Regulations and instructions issued by the University from time to time.
8. That if at any stage after visits by the University appointed committees or any other authorized officer, it is found that the college is lacking in infrastructure, faculties and

[Signature]

-483-43-

attendance of students etc., the Institution shall be liable for any disciplinary action to be taken by the affiliating University as per its rules.

9. In the event of non-compliance by the <name of the Trust/Society> and/or <name of the proposed Institution> with regard to guidelines, norms and conditions prescribed by the AICTE, the event of violation of any other undertaking given to the University shall be free to take appropriate action including withdrawal of its affiliation without consideration of any related issues and that all liabilities arising out of such withdrawal shall solely be that of the Society/Institute/College.
10. That all other requirements and conditions imposed or mentioned under the regulations and in the Approval Process Handbook ~~2012-17~~ issued by AICTE will be complied within one month from the date of issuance of letter of affiliation by the University.

DEPONENT

VERIFICATION

I, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my knowledge. No part of the same is false and nothing has been concealed there from.

DEPONENT

[Signature]

1. The duration of the course of instruction for the Degree of Bachelor of Education (B.Ed.) shall be **two years which can be completed in a maximum period of four years from the date of admission.**
The examination shall be held once a year ordinary in the month of May/June or on such dates as may be fixed by the Vice-Chancellor. A supplementary examination shall be held ordinarily in the month of November/December or on such dates as may be fixed by the Vice-Chancellor for compartment and failed candidates.
The programme will be conducted for atleast 200 working days each year exclusive of the period of examination and admission.
2. The date fixed under this clause shall be notified to the recognized colleges.
The last date for the receipt of admission form and fee without late fee and with late fee as fixed by the University shall be notified.
Provided that a late fee of Rs. 5/- shall be charged from the candidate who were/ are defaulters of admission fee by less than 20%.
3. Candidates with at least 50% marks either in the Bachelor Degree and /or in the Master's Degree or any other Qualification recognized as equivalent thereto are eligible for admission to the programme.
Note:
 - (i) There shall be no rounding off of percentage of marks of the qualifying examination from 0.5% and above to next higher number for determining the eligibility i.e. 49.5% and above will not be rounded off to 50%.
 - (ii) 47.5% marks for SC/ST candidates of Haryana State only.
 - (iii) 47.5% marks for Blind/Persons with Disabilities and visually/Hearing Impaired candidates.
 - (iv) In case a candidate has passed the Master Degree Examination also after Bachelor Degree, the higher percentage of marks obtained in either of the two will be taken into consideration while preparing the merit.
 - (v) Candidates having compartment will not be allowed admission in B.Ed. (Regular Course) in any case.
 - (vi) Cutoff date for eligibility will be the last date/time of online choice filling.
 - (vii) One year PG diploma in any subject will not be considered equivalent to Master's Degree.
4. No one who is in employment (whole time, part time or honorary service) shall be allowed to join B.Ed. course without taking leave from his institution/office etc. from the date of commencement of the academic session to the conclusion of his examination both in Theory and Practicals including Skill in Teaching.
- 5.1 B.Ed. examination shall be open to a person :-
 - A) Who possesses the qualifications laid down in clause-3 above. and
 - B) i) Who has been on the rolls of a college recognized for the course of B.Ed. degree during the academic year preceding the examination; and
ii) Whose name is submitted to the Registrar/Controller of examinations by the Principal of the college he has last attended provided that the Principal certifies that the candidate:-
 - a) Possesses good character,
 - b) has undergone the course of training required for the degree of Bachelor of Education at the College recognized for this examination.
 - c) has attended not less than 75% of the full course of lectures delivered in each subject in tutorials and practicals Separately and 90% for school, internship/field attachment,
 - d) has submitted reports on the School Plan,
 - e) has participated in :
 - 1) Tutorials
 - 2) Seminars
 - 3) Games and Sport
 - 4) Community Living and
 - f) has obtained not less than 25% marks in the aggregate of all the subjects calculated on the basis of the result of the House Examination.
 - C) who has not more than two years preceding the examination completed the prescribed course of instruction in a college admitted to the privilege of this University and has not appeared or having appeared has failed in the examination provided that the Principal of the college last attended by him recommends his admission to the examination.
- 5.2 A Student :-
 - a) Who is unable to appear in the annual examination due to shortage of attendance and has complied with the requirement of clause 5.1 (B) (ii) (f) may be exempted from this requirement, when he appears in the examination in the following year or thereafter, after making up the deficiency in lectures;
 - b) who has completed the required percentage of lectures and practicals may be permitted to appear in the examination in the same year or the following year as an ex-student if he has completed all other requirements of the course.

6. A student who has completed the prescribed course but does not appear in the examination, or having appeared in the examination has failed, may be allowed on the recommendation of the Principal of the college concerned to appear in an examination as an ex-student for two consecutive years without attending a fresh course of instruction. He shall pay a fee as for the whole examination.
7. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from the time to time.
8. The examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination or having been eligible fails to appear in an examination, shall take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination provided that the syllabus for the candidates for the compartment examination held in November/December next shall be the same as was in force for the regular students in the last annual examination.
9. The medium of examination shall be as under :-
 - (a) The question-papers shall be set both in English and Hindi except for languages in which they will be set as under:-
 - (i) For Sanskrit Hindi
 - (ii) For Hindi, Punjabi and Urdu Hindi, Punjabi and Urdu
 - (iii) English English
 - (b) The candidates shall write their answers :-
 - (i) In English in the subject of English,
 - (ii) In English, Hindi, Punjabi or Urdu in the case of other subjects
10. The minimum percentage of marks to pass the examinations in each academic year shall be:
 - i) 40% in each theory paper
 - ii) 40% in each practical examination or viva voce/project/training report/dissertation wherever prescribed.
 - iii) 40% in aggregate of each theory paper and internal assessment (and practical where practical is a component of theory paper).
11. A candidate who obtains 40% marks in the paper, he/she will be exempted from re-appear in that paper.
12. The Registrar/Controller of examinations shall publish the result of examination four weeks after the termination of the examination or as soon as possible.
13. Successful candidates shall be classified as under :-
 - (a) 60% marks and above First Division
 - (b) 50% marks and above but below 60% marks Second Division
 - (c) Below 50% marks Third Division
14. Each successful candidate shall be awarded a degree stating the division obtained.
15. A person, who has already passed the examination for the degree of Bachelor of Education, may offer, as an additional subject, any of the subjects or a craft, other than those in which he has already passed. He may be admitted to the examination on submission of application on the prescribed forms and on payment of admission fee as for the whole examination.
Provided that:
 - (i) in the case of a teaching subject he must have already passed the degree examination in that subject,
 - (ii) in addition to the written paper of the teaching subject, the candidate shall undergo a practical test in the teaching of the additional subject taken by him;
 - (iii) in the case of craft, he shall join recognized colleges for training in the craft for one term.
16. The minimum number of marks required to pass in the additional subject shall be 40 percent.



BACHELOR OF EDUCATION (SPECIAL EDUCATION)

1. The duration of the course of instructions for the degree of Bachelor of Education (Special Education) shall be two years which can be completed in a maximum period four years from the date of admission and the following areas of specializations will be prescribed in the course :-
 - a) Education of Mentally Retarded Children
 - b) Education of Learning Disabled Children
 - c) Education of Hearing Impaired Children

The programme will be conducted for atleast 200 working days each year exclusive of the period of examination and admission.

2. The examination shall be held once a year ordinarily in the month of May/June or on such dates as may be fixed by the Vice-Chancellor. The supplementary examination will be held ordinarily in the month of November/ December or on such dates as fixed by the Vice-Chancellor for re-appear candidates.

The dates fixed under this clause shall be notified to the recognised Colleges. The last date for the receipt of the admission forms and fee without late fee and with late fees as fixed by the University shall be notified.

3. Candidates with at least 50% marks (47.5% for **SC/ST, Blind, Physically handicapped and visually impaired**) either in the Bachelor Degree and/or in the Master's Degree or any other Qualification recognized as equivalent thereto are eligible for admission to the programme. **Relaxation in percentage for admission to be as per State Govt. norms.**

Note:

- (i) There shall be no rounding off of percentage of marks of the qualifying examination from 0.5% and above to next higher number for determining the eligibility i.e. 49.5% and above will not be rounded off to 50%.
- (ii) In case a candidate has passed the Master Degree Examination also after Bachelor Degree, the higher percentage of marks obtained in either of the two will be taken into consideration while preparing the merit.
- (iii) Candidates having compartment will not be allowed admission in B.Ed. (Special Education) in any case.
- (iv) Cut off date for eligibility will be the last date/time of online choice filling.
- (v) One year PG diploma in any subject will not be considered equivalent to Master's Degree.

4. B.Ed. (Spl. Education) examination shall be open to a person who possesses the qualification laid down in clause 3 above and:

- A i) who has been on the rolls of the College recognised for the course of B.Ed. (Spl. Education) during the academic year preceding the examination and
- ii) whose name is submitted to the Registrar/Controller of examinations by the Principal of the College he has last attended provided that the Principal certifies that the candidate:
 - a) possess good character,
 - b) has undergone the course of training required for the degree of B.Ed. (Spl. Education) at the College recognised for this examination,
 - c) has attended not less than 80% of the full course of lectures delivered in each subject, 90% in tutorials and practicals, 100% for school internship (5% attendance may be condoned by the Head of the Institutions on genuine grounds) separately,
 - d) has submitted reports on the School Plan,
 - e) has participated in (i) Tutorials (ii) Seminars (iii) Games and Sports and (iv) Community Living (as per scheme of examination),
 - f) has obtained not less than 25% marks in the aggregate of all the subjects calculated on the basis of the result of the House Examination.

- B) who has not more than two years preceding the examination completed the prescribed course of instruction in a College admitted to the privileges of this University and has not appeared or having appeared has failed in the examination provided that the Principal of the College last attended by him recommends his admission to the examination.

5. A student :
 - a) who is unable to appear in the annual examination due to shortage of attendance and has complied with the requirement of clause 4(A)(ii)(f) may be exempted from this requirement when



he appears in the examination in the following year or thereafter, after making up the deficiencies in lectures.

- b) who has completed the required percentage of lectures and practicals may be permitted to appear in the examination in the same year or the following year as an ex-student if he/she has completed all other requirements of the course.
6. A student who has completed the prescribed course, but does not appear in the examination, or having appeared in the examination has failed, may be allowed on the recommendation of the Principal of the College concerned to appear in an examination as an ex-student within prescribed period of four years from the date of admission without attending a fresh course of instruction. He shall pay fee as for the whole examination.
 7. The amount of examination fee to be paid by a candidate shall be as prescribed by the University from time to time.
 8. The examination shall be held according to the syllabus prescribed by the Academic Council from time to time. A candidate who fails in an examination or having been eligible fails to appear in the examination, shall take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination provided that the syllabus for the candidates for the compartment examination held in November/December next shall be the same as was in force for the regular students in the last annual examination.
 9. The medium of examination shall be as under:-
 - a) The question papers shall be set both in English and Hindi except for languages in which they will be set as under:

i) For Sanskrit	Hindi
ii) For Hindi, Panjabi and Urdu	Hindi, Panjabi and Urdu
iii) For English English	
 - b) The candidates shall write their answers:-
 - i) In English in the subject of English;
 - ii) In English, Hindi, Panjabi or Urdu in the case of other subjects.
 10. The minimum percentage of marks to pass the examinations in each academic year shall be:
 - i) 40% in each theory paper.
 - ii) 40% in each practical examination or viva voce/project/training report/ dissertation wherever prescribed.
 - iii) 40% in aggregate of each theory paper and internal assessment (and practical where practical is a component of theory paper).
 11. A candidate who fails in any paper may be allowed to appear in those papers only for a maximum three times within four years from the date of admission in the next supplementary examination or annual examination.
 12. The COE shall publish the result of examination four weeks after the termination of the examination or as soon as possible.
 13. Successful candidates shall be classified as under :-

a) 60% marks and above	1st division
b) 50% marks and above but below 60%	2nd division
c) Below 50% marks	3rd division
 14. Each successful candidate shall be awarded degree in B.Ed. (Spl. Education) specializing in Hearing Impairment/ Mental Retardation/Learning disabled stating the division obtained as B.Ed. Spl. Education (MR/LD/HI).
 15. A person who has already passed the examination for the degree of Bachelor of Education (Spl. Education) may offer as an additional specialisation area by accumulating necessary credits by attending summer sequential programmes offered by the Colleges. The Colleges of special education may plan such summer sequential programme to enable more education teachers to qualify for additional specialization area. The students may be admitted to the examination on submission of application on the prescribed form and on payment of fee as for the whole examination.

Provided that

- i) In addition to the written paper of the additional subject, the candidate shall undergo a practical test of the additional subject taken by him as per the scheme of examination.
- ii) The minimum number of marks required to pass the additional subject shall be 40% in theory and practical separately and 40% in aggregate.

1. Duration of the course leading to the degree of Master of Education (M. Ed.) shall be of two academic years divided into four semesters. The examination shall ordinarily be held for the 1st & 3rd Semesters in the month of May/June and for the 2nd & 4th Semesters in the month November/December or on such dates as may be fixed by the Vice-Chancellor from time to time.
The programme will be conducted for atleast 200 working days each year exclusive of the period of Examination and admission.
2. The last date for the receipt of. Admission Forms and fee without late fee will be fixed by the Vice-Chancellor and shall be notified to the Head of the University Teaching Department and the colleges concerned.
3. A candidate's admission form and fee may be accepted after the last date on payment of late fee upto the date mentioned by the University.
 Provide that:-
 No late fee shall be charged if the Admission Form and fee are received within three working days of grace after the last date for the receipt of the same without late fee.
4. A person who has passed one of the following examinations shall be eligible to join the M. Ed. course-
 (a) B.Ed. examination of this University, obtaining not less than 50% marks in the aggregate.
 (b) Any other examination recognised by this University as equivalent to (a) above with not less than 50% marks in the aggregate.
 Relaxation in percentage for admission to M.Ed course should be as per State Government norms.
 Detailed eligibility conditions will be available in the prospectus.
5. The examination shall be open to a regular student who:-
 i) has passed the requisite examinations as laid down in Clause-4;
 ii) has his / her name submitted to the controller of Examinations by the Head of the University Department / Principal of the 'College concerned and produces the folio, ring certificates signed by the Head of the University Teaching Department / Principal of the College concerned:-
 a) of good Character;'
 b) of having remained on the rolls of the University Teaching Department / College for the year proceeding the Examination;
 c) of having attended not less than 80% for all course work and practicum and 90% for school internship/filed attachment.
6. A candidate shall be exempted from re-appearing in the paper(s) in which he/ she may, he /she will have to repeat the paper(s) have obtained at least 40% marks.
7. A candidate, who fails to pass the Master of Education Examination within a period of **four years** of his / her admission to the course, shall be deemed to be unfit for the Master of Education course at this University.
8. Every candidate shall be examined according to the Scheme of Examination and syllabus as approved by the Academic Council from time to time. However, syllabus for re-appear / failed candidate for the Semester Examination shall be the same according to which they appeared as regular students.
9. The amount of examination fee to be paid by the candidate shall be as prescribed by the University from time to time. A candidate who re-appears in one or more paper(s)/practical(s) for the purpose of passing / improvement of division / result shall pay fee as for the whole examination.
10. The medium of instruction shall be English/Hindi. The medium of examination shall be as under:-
 a) The question papers shall be set both in English and Hindi.
 b) The candidates shall write their answers either in English or in Hindi.
11. i) Every candidate shall be required to submit three copies of his/her **practicum** and Dissertation. All the candidates shall be examined in viva-voce on their Dissertation and **practicum**.
 ii) The last date for receipt of Dissertation/**practicum** in the Office of the Controller of Examinations shall be one month before the commencement of the 2nd & 4th Semesters examination; provided that in exceptional cases, the Vice-Chancellor shall have the power to extend on the recommendation of the Head of the Department, the last date for the receipt of the Dissertation and **practicum** upto three months. If the candidate fails to submit the Dissertation and **practicum** even upto the extended period, he / she will be considered as absent in the Dissertation and **practicum** paper and his/her result shall be declared accordingly.
 iii) The **practicum** & dissertation shall be evaluated separately by two different external examiners. The external examiner and one internal examiner (the supervisor of the candidate) shall jointly hold the viva-voce examination.
 iv) A candidate who has submitted Dissertation and **practicum**, as a part of his/ her examination, may withdraw the same, before it has been examined but once it is examined and the candidate obtained the minimum pass marks, he / she will not be permitted to withdraw it or submit another Dissertation and **practicum** in lieu thereof. The marks obtained by him/her for dissertation and **practicum** shall be taken into account when he/she appears in any future examination for the purpose of passing therein, or for improving the division.

W

12. The minimum number of marks required to pass the examination shall be as under:-
 - I) 40% in each paper;
 - II) 40% each in Dissertation and Viva-Voce; and
 - III) 40% each in and Viva-Voce;
 - IV) 40% in the aggregate.
13. As soon as possible, after the termination of the examination, the Controller of Examination shall publish the result of the candidates and issue Detailed Marks Cards.
14. The result of the candidate who have passed the examination shall be classified into divisions as under on the basis of the aggregate marks obtained by the candidate and the division obtained by the candidate will be stated in his / her degree:-

a) Those who obtained 60% or more marks	First Division
b) Those who obtained 50% or more but less than 60% marks	Second Division
c) All below 50% marks	Third Division
15. A candidate who has passed the M.Ed. Examination from this University may appear in one or more additional paper(s) in which he / she has not already passed. The examination fee for appearing in each paper shall be per rules. A candidate shall, in order to pass in the additional paper(S) be required to obtain at least 40% marks in each paper.
16. A person who has passed the M.Ed. Examination of this University and is desirous of improving his / her score of marks / division, as the case may be, will be allowed to appear; as an ex-student, in one or more theory papers within a period of four years **from the date of admission**. The higher score in the paper (s) in which he / she re-appears will be taken into account towards the final result and the result of such a candidate shall be revised only if he / she improves his / her result. The candidate would be allowed to take the examination according to the syllabus in force for the regular students for that examination.
17. A successful candidate may publish original results of the Dissertation if permitted by the Head of the Department and supervisor concerned in the form of a research paper in any Journal of repute.
18. A candidate for an examination in full subjects of this University cannot simultaneously study for, or appear in another examination of this University or of another University/Board. The bar shall not apply to a candidate appearing in an examination of the University for passing or for improvement: of division / result of additional subjects, provided that he/she does not take the examination in more than two subjects/papers simultaneously with full subjects of his / her main examinations.

ORDINANCE: Choice Based Credit System Applicable To All Post Graduate Two Year and Three Year Programmes (Excluding M. Pharma)

This ordinance shall apply to all two year and three year postgraduate programmes being run in the University Teaching Departments and the affiliated colleges of the University.

Notwithstanding anything contained in any rule for 2-Year or 3-Year PG Programme, this ordinance shall apply to every student/course of 2-year or 3-year PG programme being run by the University or its affiliated colleges.

Definitions of Key Words

- (i) Choice Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).
- (ii) Programme: An educational programme leading to award of a Degree, diploma or certificate.
- (iii) Course: Usually referred to as 'paper' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/seminars/term papers/assignments/ presentations/ self-study etc. or a combination of some of these.
- (iv) Semester: Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- (v) Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- (vi) Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical/field/dissertation work per week.
- (vii) Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
- (viii) Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.
- (ix) Credit Point: It is the product of grade point and number of credits for a course.
- (x) Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- (xi) Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- (xii) Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade

-51-

certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Semester System and Choice Based Credit System

The credit based semester system provides flexibility in designing curriculum and assigning credits based on the course content and hours of teaching. The choice based credit system provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. It offers wide ranging choice for students to opt for courses based on their aptitude and their career goals.

Types of Courses

Courses in a programme may be of three kinds: Core, Elective and Foundation.

(A) Core Courses:

A core course is a compulsory paper to be studied by a candidate as a core requirement to complete the requirements of a degree. The core component is based on papers that are unique to the programme and hence imperative for study to earn a degree in a given discipline/programme.

(B) Elective Course:

Elective course is a course which can be chosen from a pool of papers. It may be:

- Supportive to the discipline of study
- Providing an expanded scope
- Enabling an exposure to some other discipline/domain
- Nurturing student's proficiency/skill.

The elective papers are of two types:

a) Open Elective

An elective may be "Generic elective" focusing on those courses which add generic proficiency to the students. Discipline Centric may be chosen from an unrelated discipline. The latter may be called as an open elective.

Discipline Centric Elective Paper

A paper which a candidate can choose from a pool of papers from the main discipline or from a sister/related discipline which supports the main discipline.

Open Elective Paper

An elective paper chosen generally from an unrelated discipline with an intention to seek exposure is called an Open Elective. Each department may design syllabus of at least one paper which can be chosen as an open elective by the students of the other departments. These courses shall constitute a pool of open elective courses. The candidate may attempt this course either in Hindi or English irrespective of the medium of instructions for the course.

Discipline Centric elective offered by a department may serve as open elective for other department of the concerned faculty, if no clash in the time table is there.

- 52 -

b) *Foundation Elective*

Foundation Elective Courses are value-based courses which may enhance the proficiency / skill. These electives could be computer awareness, information processing, office automation programming, communication skills, Spoken English, Knowledge of an additional Foreign Language, Personality Development, soft skills, Business and Management courses, entrepreneurship development etc.

The University shall provide to the students a pool of Foundation elective courses which may be offered by the following departments of the University:

- i) Department of English
- ii) Department of Psychology
- iii) Department of Computer Science
- iv) Department of Commerce
- v) Institute of Management Studies and Research
- vi) Department of Law
- vii) Any other department willing to offer a Foundation/Supportive Elective

Note:

- i) A student will have the liberty as to whether he/she wants to study the open elective paper (s) or not. If a student is not willing to study any open elective course, he/she will be required to earn the credit points by studying a course in place of open elective course prepared by the department running the programme.
- ii) A paper of one department may also serve as open elective paper for the other department.
- iii) The students of an affiliated college of the University may choose and study open elective paper out of the papers being taught in the nearby colleges.

(C) *Project/Field Work/Dissertation/Group Seminars*

It is a special paper where a candidate carries out the application of knowledge in solving/studying /exploring a real life /difficult problem in a creative way. Depending upon the scope and time framework available, the project work/Field work/Dissertation/Group Seminar may be of 2, 4, 8 or 20 credits. The project work/Field work/Dissertation/Group Seminars shall be discipline centric, and the candidate has to study it on his own with an advisory support by the concerned teacher. The distribution of this work should be as follows:

Unit I: Identification of problem area and literature survey.

Unit II: Study of specific literature in detail pertaining to the statement of the problem.

Unit III: Developing a solution, methodology or proposing a hypothesis to solve the problem.

Unit IV: Data Collection & Analysis/Experimental analysis, results, discussion, conclusion and recommendations.

Note:

- (i) Each department shall prepare a students' handbook which shall contain complete list of courses (papers) including the core and open choice courses.

- (ii) Each department shall conduct an Induction Programme to counsel the students for choosing elective papers.
- (iii) The student must register for the courses he/she intends to undergo in a semester by applying in the prescribed proforma duly signed by the candidate and concerned Head/Director/Principal of the Department/Institute/Centre/College, within the stipulated time notified by the University. Withdrawal from an Elective/Optional course is permitted up to two weeks from the date of commencement of classes, which will be substituted by another Elective/ Optional course for valid reasons. Withdrawal from a course shall not be permitted for those who take late admission/registration.
- (iv) The information on list of all the courses offered in every department specifying the credits, the prerequisites, a brief description of syllabus or list of topics, the department who is offering the course and the time slot may be made available on the University website.
- (v) The registration for the open elective course shall be on first come first served basis, provided the student fulfils prerequisites for that course, if any. The number of students to be registered shall be based on the class room and laboratory capacity. Every effort shall be made by the Department/Centre to accommodate as many students as possible.
- (vi) No paper shall be offered unless a minimum of 5 students are registered.

Structure of Courses

It is proposed that courses/papers wherever possible should be structured such as to include a section to be taught through class room lectures (L), a tutorial component for participatory discussion / problem solving / brief seminar on a topic / assignments / self study or through other appropriate method that may potentiate the extent of assimilation by the student (T), followed by practical/practice session consists of hands on experience / laboratory experiments / field work / case studies etc (P).

- L: 1 hour / week amounting to 1 credit of learning / semester by a student in a paper.
- T: 1 hour / week amounting to 1 credit of learning per semester by a student in a paper.
- P: 2 hours / week amounting to 1 credit of learning per semester by a student in the paper.

Depending upon the content, volume of content, and nature of the course to be taught generally the papers can be of 4 or 5 credits and occasionally there may be papers of 2 or 3 credits and rarely of 6 credits. The Concerned BOS will choose the convenient credit pattern for every course based on the requirement.

The total credits earned by a student at the end of semester upon successfully completing the course is L+T+P. The credit pattern of the course is indicated as L:T:P format. For a 4 credit course format could be:

4:0:0 3:1:0 3:0:1 2:0:2 2:1:1 1:0:3 0:0:4

Size of Groups for

- Tutorial: 20 Students
- Practical: 15 Students

For dissertation/project/field work, 0.05 hrs per credit per week per student will be counted for the purpose of work load of a teacher. No teacher will be allotted more than 8 students for dissertation/project/field work and less than 4 hours for class room lectures. If there is Co-supervisor/Co-mentor for dissertation/project/field work, then half of the work load i.e. 0.025 hrs per credit per week per student will be counted for the purpose of work load of a teacher.

Credit Score required to be Earned by a Student of a Two Years PG programme

Semester	Credits					Total
	Core	Discipline Centric Elective	Open Elective	Foundation elective	Project/ Field work/ Dissertation	
1 st	20-28	0-4	0-6	0-2	-	20-36
2 nd	12-24	0-8	0-6	2-4	-	21-36
3 rd	0-16	0-20	0-6	0-2	X (=0 or 2 or 4 or 8 or 20)	21-36
4 th	0-16	0-20	-	-	Y(=0 or 4 or 8 or 20)	20-36
Minimum Credits required	54 or 74-(X+Y) according to whether X+Y ≤ or > 20 (Please see Annexure II)	20-(X+Y) or 0 according to whether X+Y ≤ or > 16 (Please see Annexure II)	6	2	X+Y	82

Credit Score Required to be Earned by a Student of a Three Years PG programme

Semester	Credits					Total
	Core	Discipline Centric Elective	Open Elective	Foundation Elective	Project	
1 st	24-28	0-4	-	-	-	24-28
2 nd	24-28	0-4	-	2-4	-	26-32
3 rd	24-28	0-4	-	0-2	-	26-32
4 th	16-20	8-12	0-6	-	-	27-34
5 th	16-20	8	0-6	-	4	31-38
6 th	-	-	-	-	20	20
Minimum Credits required	104	16	6	2	24	152

EXAMINATION AND ASSESSMENT

1. The examination for the odd semesters shall ordinarily be held in the month of December/January and for the even semesters in the month of May/June on such dates as may be notified by the Controller of Examinations.
2. **For a two year PG programme:** A supplementary examination for 1st & 2nd semesters shall be held along with their regular 1st & 2nd semester examinations. However, the supplementary examination for 3rd and 4th semesters shall be held after every six months.
3. **For a three year PG programme:** A supplementary examination for 1st, 2nd, 3rd & 4th semesters shall be held along with their regular 1st, 2nd, 3rd & 4th semester examinations.

However, the supplementary examination for 5th and 6th semesters shall be held after every six months.

- 4. A student who for whatever reasons is not able to complete the programme within the normal period or the minimum duration prescribed for the programme, may be allowed three years period beyond the normal period to clear the backlog to be qualified for the degree. The general formula, therefore, should be as follows:

Time span=N+3 years for the completion of programme, where N stands for the normal or minimum duration prescribed for the completion of programme.

No further extension will be allowed, in any case.

- 5. Theory paper will have marks in the ratio of 80 per cent (67 per cent for M.Tech.) external and 20 per cent (33 per cent for M.Tech.) internal, irrespective of the credits assigned to it.

The grade points awarded to a student in any particular course/paper will be based on the performance of the student in the internal assessment (sessional tests, attendance and assignments/presentations) and the external assessment (end semester examination) taken together.

The distribution of the weightage of marks in the internal assessment other than M.Tech. Programme will be as under:

Sessional Test	10 marks
Assignment/presentation	5 marks
Attendance*	5 marks

* Distribution of the marks for attendance is as under:

Percentage of the Attendance	Marks
65 per cent to 70 per cent	2
Above 70 percent and up to 75 per cent	3
Above 75 percent and up to 80 per cent	4
Above 80 percent	5

For M.Tech. Programme:-

Sessional work in each course shall be evaluated by the teacher concerned and awards will be forwarded to the Controller of Examination by the Head of UTD or Director/Principal of the College before the commencement of the each semester examination. The awards shall be based on the objective assessments of performance of student in the class, sessional tests, assignments, etc. as given from time to time in a Theory/Laboratory/Seminar/Dissertation course. The evaluation shall be based on the weightage of different components of the sessional marks as given under:-

Theory Courses	Attendance	20%
	Assignment/Project/Term Paper	20%
	Sessional Tests (Two test having equal weightage)	60%
Lab. Course	Attendance	20%
	Lab. Work/Project	60%
	Viva Voce	20%
Seminar through a Committee	Attendance	20%
	Presentation	60%
	Report	20%

Dissertation (3 rd sem.) Through a committee	Attendance	20%
	1 st Presentation	20%
	2 nd Presentation	40%
Dissertation (4 th sem) Through a Committee	Report	20%
	Assessment by supervisor	20%
	1 st Presentation (at the middle of Sem.)	20%
	2 nd /Pre submission Presentation	40%
	Report	20%

6. The Head of the Department/Principal shall forward the internal assessment marks awarded by the concerned teacher on the basis of class test, written assignment and its Presentation/Seminar and attendance in the classes etc. to the Controller of Examinations as per the following schedule:
 - (i) The Internal Assessment/Sessional marks should be supplied by the Heads of the Departments/Principals of the Colleges/Heads of the Institutions invariably **within 20 days after the commencement of the examination.**
 - (ii) Thereafter, a late fee @ Rs.25/- per candidate per subject shall be charged from the Department/College/Institute concerned.
 - (iii) No Internal Assessment/Sessional marks shall be entertained, if the same are received in the University after 30 days of the declaration of results. However, Vice-Chancellor may condone the delay with late fee after taking into consideration the merit of each case.
7. The examination schedule containing the dates of receipt of examination forms with and without late fee, shall be notified by the controller of Examinations from time to time.
8. The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time.
9. A person who has passed the Bachelor's Degree examination from this University or any other examination recognized by M.D. University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility conditions e.g. percentage of marks in the qualifying examinations, entrance test, etc. shall be notified in the Admission Brochure/Handbook of Information duly approved.

Candidates placed under compartment in the qualifying examination shall not be eligible for admission.
10. Every candidate shall be examined in the subject(s) as laid down in the syllabus and scheme of examination prescribed by the Academic Council from time to time. The fail/re-appear candidates will also appear in the exam as per syllabus applicable to regular students of that semester.
11. The Head of the Department/Principal will preserve the records on the basis of which the internal assessment awards have been prepared for inspection, if needed by the University up to three months from the date of declaration of the semester examination results.
12. The candidate will be allowed to appear in the examination if he/she meet the following requirements:-
 - (a) Bears a good character

57-

- (b) Has been on the rolls of the Department/College/Institution during the semester.
- (c) Has attended not less than 65% of lectures delivered in theory as well as practicals. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/institute on the following grounds:
- (i) Self-illness;
 - (ii) Illness/death of parents, brother, sister or any other close family member;
 - (iii) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/Department.
13. The medium of instructions in the examination shall be Hindi/English in M.A. & M.Com. courses and English in all other courses.
14. The minimum percentage of marks to pass the examination in each semester shall be:
- (i) 40% in each theory paper
 - (ii) 40% in each practical examination or viva-voce/Project/Training Report/Dissertation wherever prescribed.
 - (iii) 40% in the aggregate of each theory paper and internal assessment (and practical where practical is a component of theory paper).
15. After passing each semester examination, a candidate will be allowed to appear for improvement of result in one or more theory papers only once within the period prescribed in Clause-4. Only improved marks (higher score) will be taken into account. The candidate will have to appear according to the current syllabus.
16. The grace marks will be allowed as per University rules.
17. The candidate who has passed the theory papers and practical/lab course of semester I, II & III examinations and has worked for dissertation in semester IV shall submit the dissertation not later than 30th June of the year concerned. At the time of submission of dissertation, a candidate shall produce a certificate from the supervisor that he has worked for dissertation for at least one semester.
- In case of late submission i.e. after 30th June, the HOD/Director/Controller of Examinations/Vice-Chancellor shall have the power to grant extension of date of submission or condone the delay in receipt of a thesis/dissertation/project report, for an examination, other than Ph.D. as under:-

Duration	Powers vested in	Late fee as prescribed from time to time (Rupees)
Up to one month	HOD/Director	Rs.500/-
Beyond one month and up to two months	COE	Rs.1000/-
Beyond two months and up to three months	Vice-Chancellor	Rs.1500/-

Late fee as prescribed in each case will be chargeable.
Provided that if a candidate fails to submit the dissertation etc. even during the extended period of three months i.e. 30th September, he/she will be considered to have absented in the dissertation /paper and his/her result will be declared accordingly.

Publication of Dissertation

The request of the students interested for publication of dissertation in various PG courses shall be considered whether the dissertation is suitable/fit for publication or not, by a committee consisting of Dean of the Faculty (Chairman), Head of the Department and

Supervisor, where the Dean of the Faculty and Head of the Department are same, the Vice-Chancellor may nominate some other teacher from the concerned faculty. The recommendations of the committee shall be referred to the Vice-Chancellor for consideration and approval.

No financial aid shall be given by the University for the Publication of the dissertation.

The examiner evaluating the Dissertation shall while awarding marks be also required to indicate whether the Dissertation is fit for publication. The Committee while considering such request shall also keep in view the recommendations made by the examiner.

18. The grading system with the following letter grades is to be implemented in awarding the grades and CGPA under the credit based semester system:

Table 1: Intervals of Marks, Grades and Grade Points

Interval of Percentage of Marks	Grade	Grade Points
> or = 85 but < or =100	O (Outstanding)	10
> or = 75 but <85	A+(Excellent)	9
> or = 65 but <75	A (Very Good)	8
> or = 55 but <65	B+ (Good)	7
> or = 50 but <55	B (Above Average)	6
> or = 41 but <50	C (Average)	5
40	P (Pass)	4
Less than 40	F (Fail)	0
	Ab (Absent)	0

- i. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.
- ii. The candidate who passes all the semester examination in the 1st attempt obtaining CGPA at least '8' shall be declared to have passed in the 1st division mentioned in the degree.
- iii. For non-credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.
- iv. A candidate who fails to pass or having been eligible, fails to appear in any semester examination will be allowed to clear the re-appear paper (s) and also for improvement of result after passing a semester examination within a provided in clause-4. While re-appearing to pass a semester examination, the candidate will be exempted from re-appearing in the papers/practicals in which he/she has secured 40% pass marks.
- v. The internal assessment awards as well as viva-voce awards of a candidate who fails in any semester examination shall be carried forwards to the next examination.
- vi. Soon after the termination of the examination, the Controller of Examinations shall declare the result as early as possible.

Fairness in Assessment:

- i. In case of at least 50% of core courses offered in different programmes across the disciplines, the paper setting of the theoretical component towards the end of the semester should be undertaken by external examiners from outside the university to be appointed by the Controller of Examinations out of the panel provided by the Board of Studies of the Concerned Department. Paper setter should have at least 3 years of teaching experience.
- ii. In case of the assessment of practical component of such core courses, the team of examiners should be constituted on 50 – 50 % basis. i.e. half of the examiners in the

team should be invited from outside the university. The panel of examiners will be provided by the Board of Studies of the Concerned Department

- iii. In case of the assessment of project reports/theses/dissertations etc. the work should be undertaken by internal as well as external examiners out of the panel provided by the Board of Studies of the Concerned Department.

Computation of SGPA and CGPA

The computation of the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be done as follows:

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
 iv. Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the transcript for each semester and a consolidated transcript indicating the performance in all semesters may be issued.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

Course	Credit	Grade Letter	Grade Point	Credit Point (Credit x Grade)
Course 1	3	A	8	3 x 8 =24
Course 2	4	B+	7	4 x 7 =28
Course 3	3	B	6	3 x 6 =18
Course 4	3	O	10	3 x 10=30
Course 5	3	C	5	3 x 5 =15
Course 6	4	B	6	4 x 6 =24
	20			139

Thus, $SGPA = 139/20 = 6.95$

Similarly, suppose the SGPA for 2nd, 3rd and 4th semesters are 7.85, 5.6 and 6.0 with credits 22, 24 and 22, respectively. Then for a two-year PG programme, the CGPA will be computed as follows:

$$CGPA = (20 \times 6.95 + 22 \times 7.85 + 24 \times 5.6 + 22 \times 6.0)/88 = 6.57$$

Note:

i. The list of successful candidates after the final semester examination shall be arranged as under in three divisions on the basis of the CGPA and the division obtained by the candidate will be stated in his/her degree:

- (a) Those who gets CGPA equal or more than 8 -- First division
- (b) Those who gets CGPA equal or more than 6 but less than 8 -- Second division
- (c) Those who gets CGPA equal or more than 4 but less than 6 -- Third division

If a candidate secures CGPA equal or above 9 in a programme in first attempt, he/she will be awarded 1st class with Distinction.

ii. A student of a class who gets the highest CGPA will be the topper of the class. However, if there is a tie in the highest CGPA, the topper will be decided using the following formula

Overall Weighted Average of Percentage of Marks (OWAPM) = $\frac{\sum \sum (C_{ij} \times M_{ij})}{\sum C_{ij}}$
where M_{ij} is the percentage of marks in the j th course of i th Semester and C_{ij} is the number of credits for the j th course of i th Semester. The student having highest OWAPM will be the topper of the class.

University CBCS Board

There shall be a University CBCS Board comprising the following:

- a) Dean Academic Affairs-Chairperson
- b) **Members**
 - i) Dean of each faculty of the University-Member
 - ii) Director, IQAC-Member
 - iii) Registrar-Member
 - iv) Director, Computer Centre- Member
 - v) Controller of Examinations
- c) Deputy/ Assistant Registrar/Incharge (Academic)-Member Secretary

The CBCS Board will

- i) recommend to the Academic Council the nomenclature and course contents for the different open elective courses;
- ii) prepare the time table for the elective courses;
- iii) suggest to the Academic Council for the advancement in the standards of teaching and examinations so far as the elective courses are concerned;
- iv) deal with the matter related to computation of SGPA, CGPA and the results.

Application Form for Registration for Open Courses under CBCS

Semester-

(To be submitted in triplicate for each Open Course applied for)

Copy 1: to be submitted to Head, Parent Department

Copy 2: to Department where student is applying for Open Course

1. Name of Student

2. Name of Department /Centre:

3. Roll Number:

4. Registration Number:.....

5. Name of Open Course applied for

6. Department offering Open Course

Signature of Student.....

Signature of Head of the Department with seal.....

Accepted

Not Accepted

Signature of Head of Department / Centre servicing the Open Course.....

Minimum Credits required with respect to X and Y

X (Project credits in 3 rd Sem)	Y (Project credits in 4 th Sem)	X+Y	Minimum Credit Required					Total
			Core	Disci pline Centr ic Electi ve	Open Elective	Foundation Elective	Project/ Field/ Dissertation work	
0	0	0	54	20	6	2	-	82
0	2	2	54	18	6	2	2	82
0	4	4	54	16	6	2	4	82
0	8	8	54	12	6	2	8	82
0	20	20	54	0	6	2	20	82
4	4	8	54	12	6	2	8	82
4	8	12	54	8	6	2	12	82
4	20	24	50	0	6	2	24	82
8	8	16	54	4	6	2	16	82
8	20	28	46	0	6	2	28	82
20	20	40	34	0	6	2	40	82

-63-

Appendix - C/8

Minutes of the meeting of Vice Chancellors , Registrars and Dean of Colleges/Academic Affairs of State Universities held on 20.04.2016 under the Chairmanship of Mr. Vijai Vardhan, IAS, Additional Chief Secretary, Department of Higher Education, Govt. Haryana at Red Bishop Tourist Resorts, Panchkula regarding the implementation of the interim orders of Hon'ble High court in CWP No. 25532 of 2015 dated 19.02.2016.

A meeting was held on 20.04.2016 to discuss the matter regarding inspection of self financing colleges of education (B.Ed.) and other issues relating to the state universities. The meeting was attended by the Vice Chancellors, Registrars, and Dean of Colleges/Academic affair of State Universities (List attached). In spite of being informed by post/fax/email no representative of National Council for Teacher Education (NCTE), Jaipur attended this meeting.

At the outset Mr. Arun Joshi, Deputy Director Cadet Corps, welcomed Sh. Vijai Vardhan, IAS, Additional Chief Secretary, Department of Higher Education, Govt. Haryana, Vice Chancellors, Registrars and Dean of Colleges/Academic affair of State Universities.

On the issue of implementation of the interim orders of Hon'ble High court in CWP No. 25532 of 2015 dated 19.02.2016, Additional Chief Secretary, Higher Education shared the operative part of the directions of the Hon'ble Court with the house reproduced as under-

"In the light of the aforesaid facts, it is regulatory body, affiliating university and the state that no further colleges are allowed to be opened, which compromising the quality of education.

As far as the issue regarding inspection of existing colleges to see the availability of infrastructure or quality of education imparted, the matter needs to be examined. There has to be coordination among the three bodies i.e., Council, State Government and the concerned affiliating university.

Mr. Vijai Vardhan, Addl. Chief Secretary seeks short adjournment to find out whether there is some accredited private agency, which can carry out this



work or the State Government may have to constitute teams. He further stated that he will communicate with other affiliating university in the state to streamline the working of the education colleges in the light of facts noticed above. It needs to be noticed that entire work has to be done in coordination of the Council, State Government and the concerned affiliating university.

Let the needful be done, however, it should be kept in mind that this exercise has to be done in the shortest possible time.”

Adjourned to 25.4.2016

It was deliberated and approved by the house that inspection committees for SFS B.Ed. colleges must be constituted and it was further decided that each committee shall comprise of one member from the university (not below the rank of Registrar/Dean/Professor), Principal of a Govt. College and a Principal of an Aided College or a member not below the rank of Associate Professor. It was also decided that the Vice Chancellors shall constitute about 40/50 such committees (15 from Maharishi Dayanand University, Rohtak, 12 from Kurukshetra University Kurukshetra, 10 from Chaudhary Devi Lal University, Sirsa, 5 each from Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur and Indira Gandhi University, Meerpur and the Vice Chancellors of non-affiliating universities may also constitute the committees from the members from other universities).

All the Vice Chancellors agreed to constitute the committees within two weeks from today positively. It was informed by Dean of Colleges, Maharishi Dayanand University, Rohtak that National Council for Teacher Education (NCTE), Jaipur has issued instructions to all colleges of education to appoint staff as per National Council for Teacher Education (NCTE) regulations by 02.05.2016. Therefore it was decided that the inspections shall be carried out by the committees' w.e.f. 05.05.2016.



It was also decided that necessary instructions would be issued by all affiliating universities to all Colleges of education to prepare the websites of colleges within three weeks with all mandatory disclosures viz. number of students , infrastructure available, name & designation of teaching and non teaching staff along with their photographs, failing which action will be taken as per the statutory provisions of the affiliating university. The information will be shared by the universities with the state government and the same shall be available on the portal of higher education department thereafter.

To maintain uniformity in inspection of colleges a format designed by the Department was discussed in the house and approved after some modifications. The format would be supplied to all universities to carry out inspections **(Annexure-A)**. It was also decided that each inspection committee shall submit its report along with photographs and the inspection shall also be video graphed. It was further decided that no TA/DA shall be charged from the institution being inspected and the same will be borne by the concerned affiliating university / Govt. College/affiliated private aided college i.e., the parent institution. However, the university will be free to charge inspection fee from the concerned college and the same shall be notified by each university. It was also decided that each member of the committee will be paid a remuneration of Rs. 2000/- per college for inspection and this will be borne by the affiliating university/department of higher education.

After due deliberations the house decided that the inspections may be carried randomly, including surprise inspections without prior intimation to the college. Addl. Chief Secretary Higher Education further informed the house that to monitor the inspections special committees will be constituted by the Addl. Chief Secretary Higher Education to check the colleges at random so as to verify and cross check the veracity of the reports of the inspection teams.



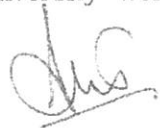
It was further decided that after the submission of inspection reports(s) the concerned university will take appropriate action as per the statutory provisions and procedure.

It was also desired by the Chairman that all the affiliating universities will supply a list of colleges where inspections have been carried out by the university in the last five years within 24 hours to the department of Higher Education.

Additional Chief Secretary, Higher Education, Govt. Haryana further directed Deputy Director Cadet Corps to supply a copy of the letter to all the Vice Chancellors which has been written to Regional Director, National Council for Teacher Education (NCTE), Jaipur vide which he has been informed about the ban on opening of new B.Ed. colleges, new integrated B.Ed colleges and new colleges of Physical education in Haryana during 2016-17 and 2017-18 years has been imposed by the State Government.

While deliberating on the second agenda item, Additional Chief Secretary, Higher Education, Govt. Haryana conveyed his displeasure as the universities had failed to implement Aadhaar Enabled Biometric Attendance System (AEBAS) and even failed to upload the data of employees on the system. He asked all the Vice Chancellors and Registrars to ensure implementation of Aadhaar Enabled Biometric Attendance System without any further delay else the matter will be brought to the notice of Hon'ble Chief Minister for non compliance of government instructions.

Deputy Director Cadet Corps brought to the notice of the house that the nodal officers of the universities are taking a casual approach regarding the complaints relating CM grievances and submitted a university wise summary of grievances pending with the universities and also supplied a hard copy of the clarifications sought by the Chief Minister office to all the concerned Vice Chancellors. The pending cases of Kurukshetra University Kurukshetra and Maharishi Dayanand University were discussed in detail. Additional Chief



67-

Secretary, Higher Education directed all the Registrars to ensure that all such pending issues may be resolved within a week since the Hon'ble Chief Minister will review the status soon. He further reiterated that the Vice Chancellors and the Registrars should review these at their own level, and should ensure to contact applicants randomly and give personal hearings to the applicants as well.

Deputy Director Cadet Corps pointed out that there is variation in the weightages being given to the students at the time of admissions in colleges and universities. The house agreed that common weightage should be implemented in all universities. Additional Chief Secretary, Higher Education constituted a committee of Registrars of Kurukshetra University, Kurukshetra, Maharshi Dayanand University, Rohtak and Chaudhary Devi Lal University, Sirsa and further directed that the committee shall submit its report to the government within a fortnight regarding the same.

It was brought to the notice of all that the response of the universities and colleges for uploading the data of All India Survey on Higher Education (AISHE) for 2015-16 is poor for Haryana as reported by Ministry of Human Resource Development (MHRD), Government of India. Additional Chief Secretary, Higher Education desired that all the Vice Chancellors and Registrars shall issue necessary instructions to all colleges /institutions under their control to upload the data for 2015-16 within next 10 days so that the funding under Rashtriya Uchchatar Shiksha Abhiyan (RUSA) and development grants to universities and colleges by University Grants Commission (UGC) may not be curtailed by the Ministry of Human Resource Development (MHRD).

It was brought to the notice of house that it has been observed that the websites of the universities are not being updated regularly and there is no mention of "the last updation" on the home page and besides the mandatory disclosures viz. students strength, faculty position, news and events, RTI Act, etc. are not being mentioned. Additional Chief Secretary, Higher Education



desired that the Registrars shall monitor the websites of the universities and they should be updated from time to time. All the Vice Chancellors, and Registrars were informed that the *department has created a separate link for the general information, instructions etc., to be issued to the universities on the web portal of higher education department. No separate directions / notices will be sent in hard copies from the directorate to the universities. It was also decided that an officer will be deputed by all universities for regularly visiting the portal of higher education department so as to avoid any inconvenience in future.*

On the issue of common on-line admissions in all state universities Vice Chancellor, Chaudhary Bansi Lal University (CBLU), Bhiwani gave a presentation and it was decided that on a pilot basis common on line admissions will be held in the universities as per the details given at Annexure-B. It was further decided that whether 15% seats in All India Category can be enhanced or not, the clarification will be issued by the higher education department.

The meeting ended with a vote of thanks to the chair.



5

-69

Appendix-C/9

TO BE READ WITH ITEM NO. 15 AS ANNEXURE –A/6A pages 144A-144E

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Copy of extract of Reso. No. 22 of Executive Council's meeting held on 12.06.2014.

22. Amendment in the Common Ordinances of Undergraduate, Postgraduate and 5-Year Integrated Courses (Semester System)

Considered the recommendations of the Academic Council made vide Reso. No. 6 of its meeting held on 29.04.2014 that the Common Ordinances of Undergraduate, Postgraduate and 5-Year Integrated Courses (Semester System) be amended as under to be applicable with effect from the session 2014-15:

1. Common 5 year Integrated course:

Existing	Proposed
Clause-12 A candidate shall be treated as promoted to the next semester/class automatically subject to fulfilment of conditions as laid down in Clause-9 above unless detained from appearing in an examination on any genuine grounds.	Clause-12 xx xx xx However, promotion to 7 th semester will be allowed only when he/she has cleared the 1 st Module (1 st to 6 th semesters).

2. Common 2 year (PG) courses:

Existing	Proposed
Clause-12 (ii) The candidate shall be treated as promoted to the next semester/class automatically subject to fulfilment of conditions as laid down in Clause-8 above.	Clause-12 (ii) The candidate shall be treated as promoted to the 2 nd and 4 th semester automatically but for promotion to 3 rd semester, he/she must clear 50% papers of 1 st semester, subject to fulfilment of conditions as laid down in Clause-8 above.

3. Common 3 year (UG) courses:

Existing	Proposed
Clause-11 (ii) The candidate shall be treated as promoted to the next semester/class automatically subject to fulfilment of conditions as prescribed in Clause-7 above.	Clause-11 (ii) The candidate shall be treated as promoted to the 2 nd , 4 th and 6 th semester automatically but for promotion to 3 rd semester, he/she must clear 50% papers of 1 st semester and for promotion to 5 th semester, he/she must clear 50% papers of 1 st , 2 nd and 3 rd semesters taken together, subject to fulfilment of conditions as laid down in Clause-7 above.

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Copy of extract of Reso. No. 99 of Executive Council's meeting held on 22.12.2014.

99. Amendments in Common Ordinance for 4-Year Courses

Considered recommendations of the Academic Council made vide Reso. No. 69 of its meeting held on 12.12.2014, based on the recommendations of the Faculty of Education (**Annexure A/139 pages 579-582, already circulated**) that Common Ordinance for 4-Year Courses be amended as under to make it applicable for B.A. B.Ed./ B.Sc. B.Ed./ B.Com. B.Ed. programme also, from the session 2014-15:

Existing	Proposed
<p>Clause-7</p> <p>The candidate will be allowed to appear in the examination if he/she meets the following requirements:-</p> <ul style="list-style-type: none"> a. Bears a good character b. Has been on the rolls of the Department/College/Institution during the semester. c. Has attended not less than 75% of lectures delivered in theory as well as practical. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/ Institute on the following grounds: <ul style="list-style-type: none"> i) Self-illness; ii) Illness/death of parents, brother, sister or any of the close family member; iii) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/ Department. 	<p>Clause-7</p> <p>The candidate will be allowed to appear in the examination if he/she meets the following requirements:-</p> <ul style="list-style-type: none"> a. Bears a good character b. Has been on the rolls of the Department/College/Institution during the semester. c. Has attended not less than 75% of lectures delivered in theory as well as practical. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/ Principal of the College/Institute on the following grounds: <ul style="list-style-type: none"> i) Self-illness; ii) Illness/death of parents, brother, sister or any of the close family member; iii) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/ Department. d. <u>For B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. programme): has obtained not less than 25% marks in the aggregate of all the subjects calculated on the basis of result of the House Examination (in theory papers only) and two class test (in theory papers only) for 4-year Integrated B.Ed. programme.</u>
<p>Clause-8</p> <p>Unless specifically provided in the syllabus, the medium of instruction and examination shall be English.</p>	<p>Clause-8</p> <p>Unless specifically provided in the syllabus, the medium of instruction and examination shall be English (<u>English and Hindi except for languages for B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. programme</u>).</p>

<p>Clause-11</p> <p>(ii) A candidate shall get promoted to the next semester/class automatically subject to fulfilment of the conditions as prescribed in Clause-7 above. However, in Engineering and Pharmacy Course, candidates will be promoted to the Fifth semester if he/she has passed at least 50% papers of all the previous three semesters. Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester.</p>	<p>Clause-11</p> <p>(ii) A candidate shall get promoted to the next semester/class automatically subject to fulfilment of the conditions as prescribed in Clause-7 above. However, <u>for promotion to 3rd semester, he/she must clear 50% papers of 1st semester and for promotion to 5th semester, he/she must complete all his 1st semester papers.</u> Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester.</p> <p>(iii) <u>For B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed : if a candidate fails in the school internship in teaching or is unable to complete internship in teaching but passes in all other subjects he/she will be required to repeat the complete 'internship in teaching' in the next academic session along with regular candidates.</u></p>
<p>Clause-15</p> <p>The list of successful candidates after the eight semester examination shall be arranged as under in three divisions on the basis of aggregate marks obtained in 1st, 2nd, 3rd, 4th, 5th, 6th, 7th and 8th semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her Degree:-</p> <p>xx xx xx</p>	<p>Clause-15</p> <p>The list of successful candidates after the eight semester examination shall be arranged as under in three divisions on the basis of aggregate marks obtained in 1st, 2nd, 3rd, 4th, 5th, 6th, 7th and 8th semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her Degree:-</p> <p>xx xx xx</p> <p>NOTE: <u>The candidate will be eligible for the admission to higher studies i.e. M.A./M.Sc./M.Com./M.Ed. etc. after passing B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. This degree will be considered as equivalent to B.A./B.Sc./B.Com. and B.Ed. as the case may be.</u></p>

<p>Eligibility for B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed.:</p> <p>-----</p>	<p>Eligibility for B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed.:</p> <p>A person who has passed 10+2 examination with 60% marks (5% relaxation for SC/ST of Haryana only) from the Board of School Education, Bhiwani OR 3-Year professional diploma programmes conducted by the State Board of Technical Education Haryana without-passing English and Hindi subjects at 10+2 level OR Any other examination recognised by the University as equivalent thereto.</p>
---	---

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.



MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established Haryana Act No. XXV of 1975)

'A' Grade University Accredited by NAAC

No.AC-VI/16/13019-13668
Dated: 11.07.2016

To

- Ro-1356
12/07/16
1. All the Heads, University Teaching Departments, M.D.University, Rohtak.
 2. All the Principals of the Colleges, affiliated with M.D.University, Rohtak.

Sub: Promotion rules for various courses.

Sir/Madam,

I am directed to inform you that after considering various representations received from the students and also meeting with group of students, the Vice-Chancellor referred the matter of promotion rules to the Deans' Committee. The Committee deliberated on the issue and recommended that these promotion rules be made applicable on the students admitted in the 1st semester in the current session i.e. session 2016-17 instead of 2014-15, in all the courses governed under Common Ordinances for 2-year, 3-year, 4-year, 5-year and 6-year and not in the courses where there is separate Ordinance is prescribed e.g. B.Ed., M.Ed., B.Arch., M.Arch. etc. etc.

The Vice-Chancellor has approved these recommendations in anticipation approval of the Academic Council/Executive Council. Accordingly, the students who are admitted in 1st semester in the session 2016-17 will be promoted to the next semesters according to the rules given below:

*A student who has passed at least 50% papers of 1st semester shall be promoted to 3rd semester, a student who has passed all papers of 1st semester shall be promoted to 5th semester and a student who has passed 1st Module i.e. semester 1st to 6th will be promoted to 7th semester.
Students to the other semesters will be promoted automatically.*

You are requested to take further necessary action accordingly.

You are further requested to notify properly all such notifications for the information of the students to avoid any confusion so that the student may not agitate time and again.

Yours faithfully,

Incharge (Academic)

Endst. No. AC-VI/16/ 13669-85

Dated: 11.07.2016

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

1. The Dean Students' Welfare, M.D.University, Rohtak to get it displayed on the notice boards.
2. The Librarian, M.D.University, Rohtak to get it displayed on the notice boards.
3. The Director, University Computer Centre, M.D.University, Rohtak with the request to upload the same on University website today itself.
4. The Director, Public Relations Office, M.D.University, Rohtak
5. The A.R. (R&S/CollegesR-I/II/III/IV/Conduct/Secrecy), M.D.University, Rohtak.
6. P.A. to Vice-Chancellor/Registrar/COE for information of the later.
7. Superintendent (Academic), M.D.University, Rohtak.
8. Information Centre, M.D.University, Rohtak for displaying on the notice board.

Incharge (Academic)

AC-VI
13/7/16

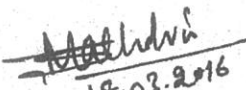
Proceedings of the meeting of the Committee constituted by the Vice-Chancellor to consider the representation made by the students of Department of Education with regard to results of Ph.D. Course Work for the session 2014-15, held on 18.03.2016 at 12.00 noon in the office of the Dean Academic Affairs.

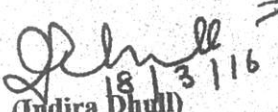
The following were present:

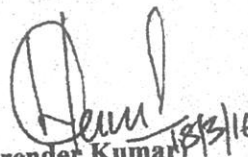
- 1. Prof. Sunita Malhotra
Dean Academic Affairs Chairperson
- 2. Prof. Indira Dhull
Head, Department of Education Member
- 3. Prof. Narender Kumar
Head Department of Commerce Member
- 4. Dr. B. S. Sindhu
Controller of Examinations Member

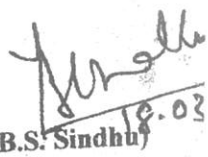
The Committee considered the representation made by the students of Department of Education with regard to results of Ph.D. Course Work for the session 2014-15. It was observed that the results of the students were not declared in accordance with the existing Ordinance of Ph.D. Course Work for the session 2014-15. The members opined that it may be due to the misinterpretation/lack of coordination amongst the concerned administrative branches that would lead to far reaching consequences.

Keeping in view the interest of the students and to avoid any litigation, the Committee resolved that the Pre-Ph.D. Ordinance (2013-14) be implemented to Ph.D. Programme (Course Work) for academic session 2014-15 for all the Departments. However, the Ordinance of Ph.D. Programme (Course Work) 2014-15 would be implemented from the session 2015-16 instead of 2014-15.


18.03.2016
(Sunita Malhotra)


18/3/16
(Indira Dhull)


(Narender Kumar) 18/3/16


(B.S. Sindhu) 18.03

DEPARTMENT OF PHYSICAL EDUCATION

No. Phy. Edu/16/
Dated: 4.2.2016

Subject: - Prospectus for the session 2016-17

Kindly refer to your letter No. AC-I/15/prospectus/102-40 dated 7.1.2016 on the subject cited above.

In this connection, I have to make the following suggestions/observations for inclusion in the prospectus for the session 2016-17:

Eligibility conditions for admission to B.P.Ed. 2years Course

BA/ B.Sc./B.Com/BCA/BBA/B.Tech/BHM with English as one of the subjects (except B.Sc./B.Com/BCA/BBA/B.Tech/BHM) or any other examination recognised by MDU Rohtak as equivalent thereto

Or

BPE three years degree course with at least 45% marks in aggregate

Or

BSH & PE 5 year course with atleast 45% marks in aggregate

Or

M.A/M.COM./M.SC. or any other PG course recognized by M.D.University Rohtak as equivalent there to

NOTE:-

1. Any candidate who have passed MA/M.P.Ed. or other higher degree course and having 45% marks is also eligible for admission in B.P.Ed. Course provided if he/she is fulfill the other eligibility conditions
2. The certificate of sports older than 4 years shall not be considered for eligibility and weightages purpose.
3. The Junior National tournaments in games recognized by ISUB(AIU) or Haryana State Sports Dept. shall also be considered for eligibility and weightages for admission to B.P.Ed. course.
4. Those candidates who have won positions in All India Inter University championship shall be exempted from PET if he/she got injured and having an authentic certificate from the medical practioner of a recognized Govt. Hospital. The authenticity of the certificates shall be ascertained by the panel of teachers of the Department of Physical Education.
5. Those candidates who have won position in All India Inter University championship shall be given 5% relaxation in eligibility condition of academic merit(Score)

B.S.A.
4/5/16

-76-

Eligibility conditions for admission to M.P.Ed. 2years Course

1. A candidate who have passed B.P.Ed. 1year, 2years and 3years with atleast 55% marks in aggregate
- or
2. B.Sc. Phy. Education, Health & Sports with atleast 55% marks in aggregate or

NOTE:

1. The candidate has taken part in the Inter University zonal or All India Inter University/Sr. National Tournaments in the games and sports recognized by the Inter University Sports Board(AIU) and position holder in Junion National is also eligible for admission to M.P.Ed. Course:

For Outstanding Sports Quota Seat

Justification : that every year a number of complaints made by students/parents regarding admission to outstanding sports quota seat while examining the composition , the committee which recommends the admission to different department of the university, it was observed that the composition of the committee is not proper, therefore, there is a scope for extension of the composition of the committee. In view of this, it s proposed that composition of the commit should be with the following members:

1. Dean, Faculty of Education
2. HOD Physical Education
3. Director Sports
4. Dy. Director Sports
5. One Coach of the specialized game

Applications received after the last date of submission of application forms for Sports Quota Seat shall not be considered at all under any circumstances.

1. The candidate better in sports will be admitted as per merit decided by the committee consisting of Dean, Faculty of Education, HOD Physical Education, Director Sports, Dy. Director Sports and a Coach of the concerned Game in which the students is taking the admission.
2. The candidate must possess the gradation certificate (other than University Tournaments) from the Sports Dept. of his/her state, on the basis of his/her representation/position at National/Inter-national/ Zonal/State level tournaments in the games recognized by AIU from time to time.
3. Incase, there is no availability of Coach in the University, for the game in which the student is seeking admission, then University will higher the services of the Coach from Sports Department of Haryana.

The above amendments may also be incorporated in the HBI for the session 2016-17


HOD Physical Education

-77-

PROCEEDINGS

Appendix C/12

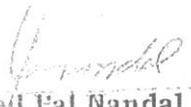
A meeting of the Committee was held in the office of the Secretary to Vice-Chancellor on 20.01.2016 at 11.30 A.M. to hold deliberations over the rationality of the prescribed criteria for promotion to the post of Personal Assistant as per Clause 13.4(e) of Chapter 8, University Calendar Vol.III and reframe the same in case of requirement. The following were present :-

1. Sh. Ved Pal Nandal, Secretary to Vice-Chancellor
2. Sh. Sohan Lal Gupta, Deputy Registrar (Establishment NT)
3. Sh. Satya Narain Sharma, In-charge, Colleges Branch.

The Committee again deliberated the issue in length and observed that in Clause 13.4(e) of Chapter-8 of University Calendar Vol.III, the post of Personal Assistant may be filled up from amongst the senior Stenographers on seniority-cum-merit basis subject to qualifying the written test to judge their ability in language, shorthand and computer typing whereas in Kurukshetra University, Kurukshetra and CCS HAU, Hisar, there is no such condition for promotion to the post of Personal Assistant.

The representation submitted by some officials that is placed as annexure 'R' with these proceedings has also been gone through and the attached rules showing promotional avenues for this cadre in our neighboring Universities have also been studied. There is a consensus on the basis of detailed discussions held during the meeting amongst the members that such discrimination needs to be done away with for this cadre and they need to be brought in the mainstream by eliminating the imposed conditions of written and computer typing tests.

In view of above, it is recommended that the condition of qualifying the written test to judge the ability in language, shorthand and computer typing for promotion to the post of Personal Assistant may be deleted from the Clause 13.4 (e).


Ved Pal Nandal


Sohan Lal Gupta


Satya Narain Sharma 20/1/16

-78-

Appendix-C/13

No. 11/102/2009-3FR/ 28067

From

The Additional Chief Secretary to Government Haryana,
Finance Department.

To

1. All Heads of Department, Haryana.
2. Commissioners of Divisions, Hisar, Ambala, Rohtak, Gurgaon.
3. All Deputy Commissioners in Haryana.
4. All the Sub Divisional Officers (Civil) in Haryana.
5. The Registrar (General), Punjab & Haryana High Court, Chandigarh.

Dated, Chandigarh, the 01.02.2016

Subject:- Introduction of Child Care Leave (CCL) for women Government employees

Sir/Madam,

I am directed to invite your attention to Haryana Government, Finance Department's instructions of even number dated 5th February, 2010, dated 3rd June, 2011 and dated 5th July, 2012 on the subject noted above and to say that the matter has been re-considered to grant the Child Care Leave (CCL) to Haryana Government Women Employees and decided that the condition to exhaust the earned leave at her credit before availing CCL has been withdrawn. Other terms and conditions will remain unchanged.

2. This will be effective from 1st January, 2016.
3. Copy of these orders is also available on website which can be downloaded from the www.finhry.gov.in.

Yours faithfully

Arun Rishi
(Arun Rishi)

Deputy Secretary Finance
for Additional Chief Secretary to Government Haryana,
Finance Department.

Endst No. 11/102/2009-3FR/ 28067

Dated 01.02.2016

A Copy is forwarded to Principal Accountant General, (A&E and Audit), Haryana, Chandigarh for information and necessary action.

Arun Rishi
(Arun Rishi)

Deputy Secretary Finance
for Additional Chief Secretary to Government Haryana,
Finance Department.

A copy is forwarded to all the Additional Chief Secretaries and Principal Secretaries to Government, Haryana and all the Administrative Secretaries to Government, Haryana and Home Secretary, Chandigarh Administration for information and necessary action.

(Arun Rishi)

Deputy Secretary Finance
for Additional Chief Secretary to Government Haryana,
Finance Department.

To

1. All the Additional Chief Secretaries to Government, Haryana.
2. All the Principal Secretaries to Government, Haryana.
3. All the Administrative Secretaries to Government, Haryana.
4. Home Secretary, Chandigarh Administration.

U.O. 11/102/2009-3FR/28067

Dated 01 .02.2016

A copy each is forwarded to the Principal Secretary/Additional Principal Secretary I,II/Officers on Special Duty I, II, III,IV & V /Senior Secretaries/Secretaries/Private Secretaries/Deputy Chairman- Planning Board for the information of Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries/Deputy Chairman Planning Board, Haryana.

(Arun Rishi)

Deputy Secretary Finance
for Additional Chief Secretary to Government Haryana,
Finance Department.

To

The Principal Secretary/Additional Principal Secretary /Officers on Special Duty I, II ,III, IV & V/ Senior Secretaries/Secretaries/ Private Secretaries/ Deputy Chairman Planning Board for the information of Chief Minister/Ministers/Ministers of State/Chief Parliamentary Secretaries/Deputy Chairman Planning Board, Haryana.

U.O. 11/102/2009-3FR/28067

Dated 01.02.2016

54011-CS-HGP, Chd.

QUALIFICATIONS FOR THE POST OF PGT, ENGLISH IN THE PAY BAND OF RS. 9300-34800+4800 G.P. RECOMMENDED BY THE COMMITTEE, CONSTITUTED BY THE VICE-CHANCELLOR, MADE IN ITS MEETING HELD ON 09.02.2016.

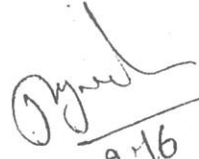
▪ Eligibility:-

- (a) Matric with Hindi/Sanskrit or 10+2/B.A. with Hindi as one of the subject.
- (b) Certificate of having qualified Haryana Teacher Eligibility Test (HTET)/School Teachers Eligibility Test (STET) of respective subject for the post applied, conducted by Board of School Education Haryana, Bhiwani.

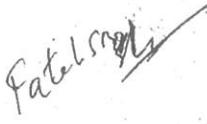
Note- The candidates those who are having/passed HTET till the date of interview after advertisement will be allowed for interview on the basis of acquiring HTET (Test) till the date of interview.

- (c) Consistent good academic record (See Note-1).
- (d) M.A. English with at least 50% marks and B.Ed. from recognized university.

Note 1. Consistent Good Academic Record implying that out of the lower qualification i.e. Matric/10+2/Graduation than requisite minimum qualification, one must secure at least 50% marks in two lower exams and 45% marks in third lower exam. If there are only two lower exams, then one must secure at least 50% marks in one exam and 45% marks in another.


9.2.16
(J.P. Yadav)


(Deewi Mandas)


Patel

- 81 -

- 2 -

SELECTION CRITERIA:

1. Matric (10th) Less than 60% 60% to less than 65% 65% to less than 70% 70% to less than 75% 75% to less than 80% 80% and above	0 Marks 1.0 Marks 2.0 Marks 3.0 Marks 4.0 Marks 5.0 Marks	Max. Marks 5.0
2. 10 + 2 Less than 60% 60% to less than 65% 65% to less than 70% 70% to less than 75% 75% to less than 80% 80% and above	0 Marks 1.0 Marks 2.0 Marks 3.0 Marks 4.0 Marks 5.0 Marks	Max. Marks 5.0
3. Graduation 50% to less than 60% 60% to less than 65% 65% to less than 70% 70% to less than 75% 75% and above	2.0 Marks 4.0 Marks 6.0 Marks 8.0 Marks 10.0 Marks	Max. Marks 10.0
4. Academic qualification (Post graduation) M.A in Concerned Subject Basic qualification (50%) to less than 60% 60% to less than 65% 65% to less than 70% 70% and above	4.0 Marks 7.0 Marks 10.0 Marks 12.0 Marks	Max. Marks 12.0
5. Additional Higher Qualification Regular M.Phil. in Concerned Subject Regular Ph.D. in Concerned Subject	2.0 Marks 4.0 Marks	Max. Marks 4.0
6. Experience: One mark for each completed year for teaching in concerned subject in Govt. School/Govt. aided School/Private school in the capacity of PGT. The experience certificate is valid only after counter signature of Concerned DEO/authorized person of CBSE.	5.0 Marks	Max. Marks 5.0
7. Sports Graduation Certificate issued by Haryana Sports Departments A-1 A-2 B-1 B-2 C-1 C-2 Or NSS Merit certificate issued by University/NCC 'C' certificate	3.0 Marks 2.5 Marks 2.0 Marks 1.5 Marks 1.0 Marks 0.5 Marks 3.0 Marks	Max. Marks 3.0
8. Interview	6.0 Marks	Max. Marks 6.0
	Total marks=	50 marks

(J. P. Yadav)
9.2.16
(ASST. HOMELAY)

F. K. Singh



MAHARSHI DAYANAND UNIVERSTY

(A State University established under Haryana
NAAC Accredited 'A' Grade)

Appendix - C/15
ROHTAK

F 1975)

REGD.

Endst. No. CB-8/Misc./2016/

Dated

11980

6.6.16

To,

The Director General,
Higher Education Haryana
Shiksh Sadan, Sector-5,
Panchkula

Sub: Regarding framing of Selction Criteria for appointment of Non-Teaching Posts in Non Govt Aided Colleges affiliated to this Univeresity.

Sir/Madam,

Kindly refer to your office Memo No.8/47-2015 C-IV (1) dated 12.05.2016 on the subject cited above.

In this connection, it is to inform you that the action taken by the Vice-Chacnellor under section 9-A (5) of the M. D. Univeristy Act and conveyed to the Colleges vide this office letter No.CB-8/Misc./2015/36688-37235 dated 24.12.2015 and No.CB-8/Misc./2016/6664-6707 dated 25.03.2016 regarding Selection Criteria for appointment of Non-Teaching posts in Non-Govt. Aided Colleges affiliated to this Univeristy has been withdrawn by the Vice-Chacellor with immediate effect.

This is for your kind information.

Yours faithfully,

C/S
6.6.16

Superintendent (Collges)

For D.C.D.C.

Endst. No. CB-8/Misc./2016/ 11981 - 12026

Dated 6.6.16

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

1. Dean Academic Affairs, M.D. University, Rohtak.
2. All the Principals, Non-Govt. Aided Colleges affiliated to M.D. University, Rohtak.
3. Director, University Computer Center, M.D. University, Rohtak with the request to upload the above said Criteria on the University Website at the earliest for information to all concerned.

C/S
6.6.16

Superintendent (Collges)

For D.C.D.C.

OR

M/S
6/6/16

83

email already received.

From

Director Higher Education,
Shiksha Sadan, Sector-5, Panchkula.

To

✓ Registrar
Maharshi Dayanand University,
Rohtak.

Reg. Gen
2015
30/5/16
ARL
27/5/16
Sc-IV
30/5/16
CB-VIII

CB-2947
26/5/16

Memo No.8/47-2015 C-IV (1)
Dated Panchkula, the 12-5-2016

Subject: Regarding framing of criteria for selection of Non-Teaching post in colleges application M.D.U Rohtak.

CD 3385
26.5.16

Kindly refer to your letter no CB-8/misc/2015/36688-37235 dated 24.12.2015 on

the subject cited above.

Vide above mentioned letter the MDU Rohtak has framed a criteria for the appointment of Non-Teaching staff in colleges affiliated to the University referring Section 9-A(5) of MDU Act. The Aided colleges affiliation your University had also been directed to implement this criteria.

In this regard it is stated that Section 9-A (5) of MDU Act does not empowered university/vice-chancellor to frame such criteria for Aided Pvt. Colleges. As the service conditions including recruitment process of Teaching /Non-Teaching staff are Governed/regulated by Haryana Affiliated Colleges (Security of Service) 2006. It is the state Government who is competent to change/amend any provision of these rules. Many /Presidents of Governing bodies of Aided colleges represented against this action of the university saying that it is the selection committee who frames criteria with the consent of all the members of selection committee as per the provision of rule 2006.

After careful consideration in the matter, it has been decided to request you to reconsider its decision and withdraw the criteria qua the Aided colleges at the earliest and start to provide the nominee for selection committees as per previous practice.

2016

Deputy Director -IV
For Director Higher Education
Haryana, Panchkula

Endst. No. Even

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

1. All the Presidents of Governing Bodies of Govt. Aided Private Colleges situated in Haryana affiliated to M.D.U, Rohtak.
2. All the Principals of Govt. Aided Private Colleges situated in Haryana State affiliated to MDU Rohtak.
3. Supdt. College-II Branch (Local).

Deputy Director -IV
For Director Higher Education
Haryana, Panchkula

VIII

**SELECTION CRITERIA-CUM-MERIT LIST ONLY FOR THE POST OF CLERK-CUM-TYPIST IN S.F.S. COLLEGES AFFILIATED WITH
M.D. UNIVERSITY, ROHTAK
INTERVIEW HELD AT _____ ON _____**

Sr. No.	Candidate's Name	F/H Name S/Sh.	D.O.B	Post applied for	Actual Basic Qualification for the post	Exp. if any (yrs.)	Academic Qualification (out of 24 marks)				Additional weightage (out of 6 marks)		Exp. Marks (out of 8)	N.S.S./ N.C.C./ Cultural Activities (Out of 3)	Written Test & Typing/ Computer test (out of 25)	Interview (out of 9)	Total Marks	Reco mmendation	
							10 th	12 th	U.G	P.G	PGDCA (2)	M. Sc. (4)	MCA (6)						

According to above criteria, 75 marks shall be awarded as under:-

1. Matriculation (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 2. 10+2 (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 3. U.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 4. P.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 5. *Additional Weightage on account of Computer Knowledge subject to maximum 6 marks
PGDCA – (2 Marks) M.Sc. (Computer) – (4 Marks) M.C.A. (6 Marks)
 6. 1/2 mark for each year of experience subject to maximum 8 marks. (8 marks)
 7. N.S.S. (1 mark) – (1 Mark)
N.C.C. (1 mark) – (1 Mark)
Cultural Activities (1 mark)- Position at Inter-University/National Level (1 Mark)
'C' Certificate (1 Mark)
 8. There shall be a written test and Typing/ Computer test for the post of Clerk-cum-Typist (25 Marks)
 9. Interview (9 Marks)
- * PGDCA/M.Sc. (Computer Sci.)/M.C.A. shall also be given weightage in P.G. Category (cumulative degree holders shall get weightage of the highest level).

SELECTION CRITERIA-CUM-MERT LIST ONLY FOR THE POST OF ASSISTANT LIBRARIAN/ JUNIOR LIBRARIAN/ LIBRARY ATTENDANT/ RESTORER/ LAB. ATTENDANT/ LAB. ASSISTANT/ LAB. TECHNICIAN/LAB. INSTRUCTOR/ LECTURE ASSISTANT IN S.F.S. COLLEGES AFFILIATED WITH M.D. UNIVERSITY, ROHTAK

Sr. No.	Candidate's Name	F/H Name S/Sh.	D.O.B	Post applied for	Actual Basic Quali- fication for the post	Exp .if any (in yr)	Academic Qualification (out of 24 marks)	Additional weightage (out of 6 marks)	Adl. weighta ge for concern ed stream (3)	Exp. Marks (out of 8)	N.S.S./ N.C.C./ Cultural Activities (Out of 3)	Inter- view (out of 6)	Total Marks	Recomm endation
							10 th 12 th U.G P.G	PGD CA (2) M. Sc (4) M.C A (6)						

According to above criteria, 50 marks shall be awarded as under:-

1. Matriculation (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
 2. 10+2 (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
 3. U.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
 4. P.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
 5. *Additional Weightage on account of Computer Knowledge subject to maximum 6 marks
PGDCA - (2 Marks) M.Sc. (Computer) - (4 Marks) M.C.A. (6 Marks) (3 Marks)
 6. **Additional Weightage for concerned stream subject to maximum 3 marks (8 marks)
 7. 1/2 mark for each year of experience subject to maximum 8 marks. (1 Mark)
 8. N.S.S. (1 mark) - University Level/Merit certificate (1 Mark)
 - N.C.C. (1 mark) - 'C' Certificate (1 Mark)
 - Cultural Activities (1 mark)- Position at Inter-University/National Level (1 Mark)
 9. Interview (6 Marks)
- * PGDCA/M.Sc. (Computer Sci.)/M.C.A. shall also be given weightage in P.G. Category (cumulative degree holders shall get weightage of the highest level).
- ** The additional weightage of 3 marks shall be given to those candidates who have acquired degree in science stream/technology at graduation level in case of Laboratory related positions, whereas similarly to B.Lib./M.Lib. in case of library related positions.

**SELECTION CRITERIA-CUM-MERIT LIST ONLY FOR THE POST OF SUPERINTENDENT/ HEAD CLERK/ ASSISTANT/STORE KEEPER
IN S.F.S. COLLEGES AFFILIATED WITH M.D. UNIVERSITY, ROHTAK**

Sr. No.	Candidate's Name	F/H Name S/Sh.	D.O.B	Post applied for	Actual Basic Qualification for the post	Exp . if any in (Yr)	Academic Qualification (out of 24 marks)			Additional weightage (out of 6 marks)			Exp. Marks (out of 11)	N.S.S./ N.C.C./ Cultural Activities (Out of 3)	Inter-view (out of 6)	Total Marks	Recomm- endation
							10 th	12 th	U.G	P.G	PGDCA (2)	M.Sc (4)					

According to above criteria, **50** marks shall be awarded as under:-

- 1) Matriculation (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
- 2) 10+2 (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
- 3) U.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
- 4) P.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks) (6 marks)
- 5) *Additional Weightage on account of Computer Knowledge subject to maximum 6 marks
PGDCA – (2 Marks) M.Sc. (Computer) – (4 Marks) M.C.A. (6 Marks) (11 marks)
- 6) 1/2 mark for each year of experience subject to maximum 11 marks. (11 marks)
- 7) N.S.S. (1 mark) – University Level/Merit certificate (1 Mark)
- 8) N.C.C. (1 mark) – ‘C’ Certificate (1 Mark)
- 9) Cultural Activities (1 mark)- Position at Inter-University/National Level (1 Mark)
- 10) Interview (6 Marks) (6 Marks)

* PGDCA/M.Sc. (Computer Sci.)/M.C.A. shall also be given weightage in P.G. Category (cumulative degree holders shall get weightage of the highest level).

SELECTION CRITERIA-CUM-MERIT LIST ONLY FOR THE POST OF STENO-TYPIST/ STENOGRAPHER IN S.F.S. COLLEGES AFFILIATED WITH M.D. UNIVERSITY, ROHTAK

Sr. No.	Candidate's Name	F/H Name S/Sh.	D.O.B	Post applied for	Actual Basic Qualification for the post	Exp. if any in (yrs.)	Academic Qualification (out of 24 marks)	Additional weightage (out of 6 marks)	Exp. Marks (out of 8)	N.S.S./ N.C.C./ Cultural Activities (Out of 3)	Short Hand/ Computer test (out of 25)	Inter-view (out of 9)	Total Marks	Reco mmendation
							10 th 12 th U.G P.G	PGDCA (2) M. Sc. (4) MCA (6)						

According to above criteria, **75** marks shall be awarded as under:-

1. Matriculation (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 2. 10+2 (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 3. U.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 4. P.G. (Max. 6 marks)- 50% - upto 60% (2 marks) Above 60% - upto 70% (4 marks) Above 70% (6 marks)
 5. *Additional Weightage on account of Computer Knowledge subject to maximum 6 marks
PGDCA – (2 Marks) M.Sc. (Computer) – (4 Marks) M.C.A. (6 Marks)
 6. 1/2 mark for each year of experience subject to maximum 8 marks. (8 marks)
 7. N.S.S. (1 mark) – University Level/Merit certificate (1 Mark)
N.C.C. (1 mark) – 'C' Certificate (1 Mark)
Cultural Activities (1 mark)- Position at Inter-University/National Level (1 Mark)
 8. There shall be a shorthand test and Computer test for the post of Steno-Typist/Stenographer (25 Marks)
 9. Interview (9 Marks)
- * PGDCA/M.Sc. (Computer Sci.)/M.C.A. shall also be given weightage in P.G. Category (cumulative degree holders shall get weightage of the highest level).

**SELECTION CRITERIA-CUM-MERIT LIST ONLY FOR THE POST OF PEON/ SWEEPER/ CHOWKIDAR/ MALI IN S.F.S. COLLEGES
AFFILIATED WITH M.D. UNIVERSITY, ROHTAK**

Sr. No.	Candidate's Name	F/H Name S/Sh.	D.O.B	Post applied for	Actual Basic Qualification for the post	Exp. if any in (yrs.)	Academic Qualification (out of 15 marks) 10 th 12 th U.G.	Exp. Marks (out of 7)	Interview (out of 3)	Total Marks	Recommendation

According to above criteria, **25** marks shall be awarded as under:-

1. Matriculation (Max. 5 marks)- 50% - upto 60% **(2 marks)** Above 60% - upto 70% **(4 marks)** Above 70% **(5 marks)**
2. 10+2 (Max. 5 marks)- 50% - upto 60% **(2 marks)** Above 60% - upto 70% **(4 marks)** Above 70% **(5 marks)**
3. U.G. (Max. 5 marks)- 50% - upto 60% **(2 marks)** Above 60% - upto 70% **(4 marks)** Above 70% **(5 marks)**
4. 1/2 mark for each year of experience subject to maximum 7 marks. **(7 marks)**
5. Interview **(3 Marks)**

88

SELECTION CRITERIA-CUM-MERIT LIST ONLY FOR THE POST OF DATA ENTRY OPERATOR & COMPUTER OPERATOR, AND TECHNICAL ASSISTANT IN S.F.S. COLLEGES AFFILIATED WITH M.D. UNIVERSITY, ROHTAK
INTERVIEW HELD AT _____ ON _____

Sr. No.	Candidate's Name	F/H Name S/Sh.	D.O.B	Post applied for	Actual Basic Qualification for the post	Exp. if any in (yrs.)	Academic Qualification (out of 16 marks)			Exp. Marks (out of 5)	N.S.S./ N.C.C./ Cultural Activities (Out of 3)	Objective type Written Test and Practical (Out of 20 marks)	Inter-view (out of 6)	Total Marks	Recommendation
							10 th	12 th	U.G. P.G						

According to above criteria, 50 marks shall be awarded as under:-

1. Matriculation (Max. 4 marks)- Below 60% (2 marks) Above 60% (4 marks) (4 marks)
2. 10+2 (Max. 4 marks)- Below 60% (2 marks) Above 60% (4 marks) (4 marks)
3. U.G./3 years diploma in case of Technical Assistant Only(Max. 4 marks)- Below 60% (2 marks) Above 60% (4 marks) (4 marks)
4. P.G. (Max. 4 marks)- Below 60% (2 marks) Above 60% (4 marks) (4 marks)
5. 1/2 mark for each year of experience from a recognized Institute/registered Company subject to maximum 5 marks. (5 marks)
6. N.S.S. (1 mark) - University Level/Merit certificate (1 Mark)
- N.C.C. (1 mark) - 'C' Certificate (1 Mark)
- Cultural Activities (1 mark)- Position at Inter-University/National Level (1 Mark)
7. Objective type written test and Practical (20 Marks)
8. Interview (6 Marks)

68

90

Qualifications for the following posts in S.F.S. Colleges affiliated to M.D. University, Rohtak

1. Data Entry Operator and Computer Operator

- **B.A./B.Sc./B.Com or equivalent with one year diploma in computer from a recognized University/Institute OR**
- **BCA/B.E./B.Tech. in Computer Science or equivalent.**

2. Technical Assistant

- **B.E/B. Tech. in CSE/IT/ECE or BCA or 3-year Diploma in CSE/IT/ECE from State Technical Board or equivalent with two years experience in relevant field from a recognized Institute/registered Company.**

Desirable: Should be above to handle/maintain and repair the Electronics equipments personally.



-91-

Appendix C/18

University Grants Commission
Bahadur Shah Zafar Marg
New Delhi - 110002

U.G.C./5/1034(25)

November, 2015

Technical Colleges
Bhambhata Engineering University
Bhilai

EC-11
23.11.2015
CB-11

23 NOV 2015

Subject: Latest qualifications for Assistant Professors in various subjects reg.

15/11/2015
Mr.
[Signature]

With reference to your letter No.CB-3/2015/4-52/32078 dated 23.10.2015 on the subject cited above, I am directed to inform you that as on today the eligibility conditions for appointment of Assistant Professor as prescribed under clause 4.4.0 of UGC Regulation on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standard in Higher Education 2010 is must, which states as under:-

ASSISTANT PROFESSOR

Arts, Humanities, Sciences, Social Sciences, Commerce, Education, Languages, Law, Journalism and Mass Communication

i. Good academic record as defined by the concerned university with at least 55%marks (or an equivalent grade in a point scale wherever grading system is followed)at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.

ii. Candidates fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) or selected by the UGC, CSIR or similar test accredited by the UGC like SET/SET.

iii. Candidates holding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, candidates who are, have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions.

iv. NET/SET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SET/SET is not conducted.

Yours faithfully

[Signature]

(Sudh Kumar)

Under Secretary

-92-

ANNEXURE

QUALIFICATION FOR THE POST OF PRINCIPAL AND ASSISTANT PROFESSORS IN SELF FINANCING COLLEGES OF EDUCATION FOR B.ED. COURSE

(A) PRINCIPAL

- i) Postgraduate degree in Arts/Sciences/Social Sciences/Humanities/Commerce with minimum 55% marks;
 - ii) M.Ed. with minimum 55% marks;
- OR
- M.A. in Education and B.Ed. with 55% marks in each
- iii) Ph.D. in Education or in any pedagogic subject offered in the institution; and
 - iv) Eight years of teaching experience in a Secondary Teacher Education Institution after eligibility

(B) PERSPECTIVES IN EDUCATION OR FOUNDATION COURSES

- i) Postgraduate degree in Social Sciences with minimum 55% marks;
- ii) M.Ed. degree from a recognized university with minimum 55% marks; and
- iii) NET in Education/Ph.D in Education as per UGC Regulations 2009

OR

- i) Postgraduate (MA) degree in Education with minimum 55% marks;
- ii) B.Ed./B.El.Ed. Degree with minimum 55% marks; and
NET in Education/ Ph.D in Education as per UGC Regulations 2009

(C) CURRICULUM AND PEDAGOGIC COURSES

- i) Postgraduate degree in Sciences/Mathematics/Social Sciences/ Languages with minimum 55% marks;
- ii) M.Ed. degree with minimum 55% marks;

OR

M.A. in Education and B.Ed./B.El.Ed. with 55% marks in each; and

- 93-
- iii) NET in Education/Ph.D in Education as per UGC Regulations 2009 OR in any Pedagogic subject offered in the institution

(D) SPECIALISED COURSES

I. PHYSICAL EDUCATION

- (i) Master of Physical Education (M.P.Ed./M.A. Physical Education) with minimum 55% marks; and
- (ii) NET in Physical Education/ Ph.D in Physical Education as per UGC Regulations 2009

II. Visual Arts

- (i) Post Graduate Degree in Fine Arts (MFA) with minimum 55% marks; and
- (ii) NET in Fine Arts/ Ph.D in Fine Arts as per UGC Regulations 2009

III. Performing Arts

- (i) Post Graduate Degree in Music/Dance/Theatre Arts with minimum 55% marks; and
- (ii) NET in concerned subject/ Ph.D in concerned subject as per UGC Regulations 2009



**MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 18.03.2016 AT 3:00 P.M.
TO CONSIDER THE GUIDELINES FOR CURRICULAR ASPECTS, ASSESSMENT
CRITERIA AND CREDIT SYSTEM IN SKILL BASED VOCATIONAL COURSES UNDER
NSQF.**

Members present:-

1. Dr. Sunita Malhotra Chairperson
Dean, Academic Affairs
2. Dr. V.K. Sharma
Dean, Faculty of Physical Sciences
3. Dr. Gulshan Taneja
Director, IQAC
4. Dr. Nasib Singh Gill
Head, Department of Computer Science and Applications

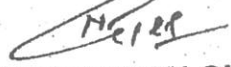
The following decisions were taken:-

- (1). The UGC guidelines for curricular aspects, assessment criteria and credit system in skill based vocational courses under National Skills Qualification Framework (NSQF) may be implemented from the session 2016-17 and the matter be referred to the Academic Council/ Executive Council for approval.
- (2). The Scheme of Examination of B.Voc, IT as recommended by the UGBOS in Computer Science and Applications in its meeting held on 07.12.15 was considered and it was resolved that in the Scheme of Examination of the above course, the maximum marks be kept as 100 instead of 40 and 60 with respect to general Education Credits and Skill Component Credit, respectively.
- (3). Accordingly, the Scheme of Examination of B.Voc (Marketing Management) may also be recommended by UG Board of Studies in Management Sciences.


(SUNITA MALHOTRA)


(GULSHAN TANEJA)


(V.K.SHARMA)


(NASIB SINGH GILL)

-95-

**Guidelines for Curricular Aspects, Assessment
Criteria and Credit System in Skill based Vocational
Courses under NSQF**



UNIVERSITY GRANTS COMMISSION

BAHADURSHAH ZAFAR MARG

NEW DELHI

Website : www.ugc.ac.in

UGC GUIDELINES FOR CURRICULAR ASPECTS, ASSESSMENT CRITERIA AND CREDIT SYSTEM IN SKILL BASED VOCATIONAL COURSES UNDER NATIONAL SKILLS QUALIFICATION FRAMEWORK (NSQF)

1. PROGRAMMES AND CURRICULA:

In order to make education relevant and to create 'industry fit' skilled workforce, the institutions recognized under Community Colleges / B.Voc Degree programme, and Deen Dayal Upadhyay KAUSHAL Kendras offering skill based courses will have to be in constant dialogue with the industry and respective Sector Skill Council(s) so that they remain updated on the requirements of the workforce for the local economy. There will be credit-based modular programmes, wherein banking of credits for skill and general education components shall be permitted so as to enable multiple exit and entry. This would enable the learner to seek employment after any level of Award and join back as and when feasible to upgrade her / his qualification / skill competency either to move higher in her / his job or in the higher educational system. This will also provide the learner an opportunity for vertical mobility to second year of B.Voc degree programme after one year diploma and to third year of B.Voc degree programme after a two year advanced diploma. The students may further move to masters and research degree programmes (NSQF Level 8 – 10)

As the CBSE and many other school boards are initiating skill based vocational courses with certification at NSQF Level 4 for students completing 10+2, there may be three types of learners getting admission to first semester of skill based courses under NSQF:

Category – 1 : students already acquired NSQF certification Level 4 in a particular industry sector and opted admission in the skill based courses under NSQF in the institutions recognized under Community Colleges / B.Voc Degree programme / Deen Dayal Upadhyay KAUSHAL Kendras in same trade with job role for which he / she was previously certified at school level.

Category – 2 : students who have acquired NSQF certification Level 4 but may like to change their trade and may enter into skill based courses in a different trade.

Category – 3 : students passed 10+2 examination with conventional schooling without any background of vocational training.

The institutions / community college / KAUSHAL Kendras will develop curriculum and arrange for skill intensive training / teaching for the learners belonging to the

97

category-2 and 3 as above during the first six months who will be assessed and certified for NSQF Level 4 of skill competency by concerned SSC at the end of first semester. However, learners belonging to category-1 will not require such certification as they were already having NSQF level 4 certificates in same industry sector / job role required for specified skill credits.

All the learners continuing to Diploma courses or further will be treated at par from second semester onwards. Students may exit after six months with a Certificate (NSQF Level 4) or may continue for diploma or advanced diploma level courses. An academic progression for the students in vocational stream is illustrated below:

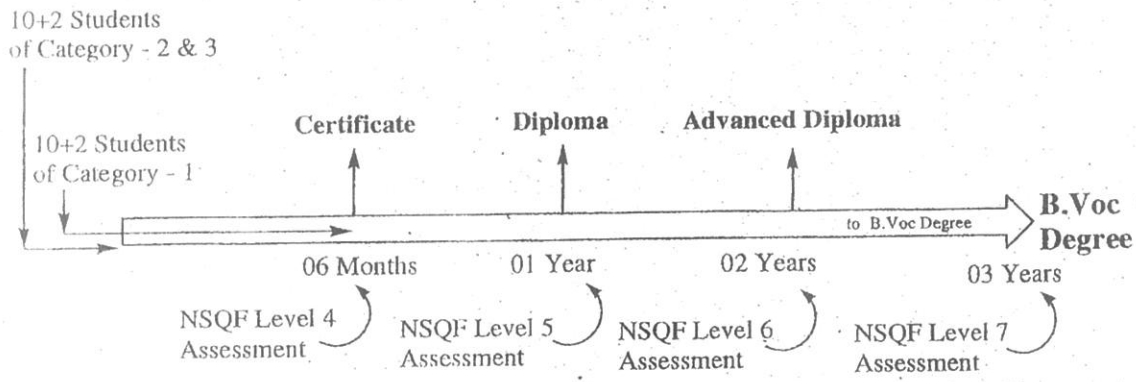


Fig. 1: Assessment of Skill Component under NSQF in Vocational Courses

As an illustration, awards could be given at each stage as per Table 1 below for cumulative credits awarded to the learners in skill based vocational courses.

TABLE - 1

NSQF Level	Skill Component Credits	General Education Credits	Total Credits for Award	Normal Duration	Exit Points / Awards
7	108	72	180	Six Semesters	B.Voc Degree
6	72	48	120	Four semesters	Advanced Diploma
5	36	24	60	Two semesters	Diploma
4	18	12	30	One semester	Certificate

The NSQF Levels in above illustrations indicate that there should be at least one job role at the concerned NSQF Level in the curriculum to be assessed and certified for skill component. The normal training hours for skilling should be proportionate to the weightage for skill credits and an appropriate component of skill training may be imparted as on-site training at actual work place.

2. ASSESSMENT

2.1. The Skill component of the course will be assessed and certified by the respective Sector Skill Councils. In case, there is no Sector Skill Council for a specific trade, the assessment may be done by an allied Sector Council or the Industry partner. The certifying bodies may comply with and obtain accreditation from the National Accreditation Board for Certification Bodies (NABCB) set up under Quality Council of India (QCI). Wherever the university/college may deem fit, it may issue a joint certificate for the courses with the respective Sector Skill Councils.

2.2. The credits regarding skill component will be awarded in terms of NSQF level certification which will have 60% weightage of total credits of the course in following manner.

- Certificate courses: **NSQF level 4 certificate - 18 credits**
- Diploma courses: **NSQF level 5 certificate - 36 credits**
- Advanced diploma courses: **NSQF level 6 certificate - 72 credits**
- B.Voc. Degree : **NSQF level 7 certificate - 108 credits**

The learners will be assessed for skill components at various levels as illustrated in Fig. 1. The skill credits indicated above at a particular level are cumulative to the level concerned i.e. a candidate in advanced diploma level will be assessed for NSQF level - 6 to acquire 72 credits of skill component will considered for overall 72 credits only. However, candidate would have been assessed for NSQF level 4 and 5 in previous semesters; these credits will not be added to skill credits after one acquires higher level of skill competency. Similarly for B.Voc degree, the 108 credits of NSQF level 7 are inclusive of the credits awarded at NSQF level 4, 5 and 6 for the skill competence of candidate assessed at different stages before he/she acquired the skill competence at NSQF level 7.

2.3. The general education component will be assessed by the concerned institutions themselves as per the norms for university / collegiate education. The

following formula may be used for the credit calculation in general education component of the courses:

- General Education credit refers to a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week. Accordingly, one Credit would mean equivalent of 14-15 periods of 60 minutes each or 28 – 30 hrs of workshops / labs.
- For internship / field work, the credit weightage for equivalent hours shall be 50% of that for lectures / tutorials.
- For self-learning, based on e-content or otherwise, the credit weightage for equivalent hours of study shall be 50% of that for lectures / tutorials.

2.4. The award of 'Certificate' / 'Diploma' / 'Advanced Diploma' / Degree to the successful learners in both skills and general education components of the curriculum may be done as illustrated at Table 1.

2.5. The institutions recognized under Community Colleges / B.Voc Degree programme, and Deen Dayal Upadhyay KAUSHAL Kendras should adopt and integrate the guidelines and recommendations of the respective Sector Skill Councils (SSCs) for the assessment and evaluation of the vocational component, wherever available.

✓ 2.6. Letter Grades and Grade Points: The UGC recommends a 10-point grading system with the following Letter grades as given below:

Table 2: Grades and Grade Points

Letter Grade	Grade Point
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Above Average)	6
C (Average)	5
P (Pass)	4
F(Fail)	0
Ab (Absent)	0

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

2.7. Computation of SGPA and CGPA: Following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) may be adopted:

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the course components taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where 'C_i' is the number of credits of the ith course component and 'G_i' is the grade point scored by the student in the ith course component.

- The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where 'S_i' is the SGPA of the ith semester and C_i is the total number of credits in that semester.

- The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- The skill component would be taken as one of the course component in calculation of SGPA and CGPA with given credit weightage at respective level.
- UGC guidelines on Choice Based Credit System (CBCS) may be referred for further illustration on computation of SGPA, CGPA etc.

Existing Rules	Proposed Rules
These rules shall be called Maharshi Dayanand University Faculty House Rules, 2008 and the same supercede all earlier rules /regulations and orders made/issued in the name of rules for the Faculty House.	These rules shall be called Maharshi Dayanand University Faculty House Rules, 2016 and the same shall supersede all earlier rules (regulations and orders made/issued in the name of rules for the Faculty House.
1. A. Transit Facility	1. A. Transit Facility
Faculty House is a transit facility for lodging and boarding at the University campus for visitors governed by the rules stipulated hereinafter. It shall not be treated as a Guest House	Faculty House is a transit facility for lodging and boarding at the University campus for visitors governed by the rules stipulated hereinafter and for academic purposes as well as to facilitate the university employees as hosts purely for their personal and domestic functions. It shall not be treated as a Guest House and shall not be used for any commercial purpose, whatsoever.
2. Free Boarding & Lodging Facility	2. Free Boarding & Lodging Facility
Faculty House will afford free boarding and lodging facility to the following)	No Change
(i) The Guests allowed to be treated as University Guest(s) by the Vice-Chancellor.	No Change
(ii) Members of the Court/Executive Council/Academic Council/ Finance Committee/Establishment Committee/ Selection Committee/Boards of Studies / Departmental Research Committee, while on visit to the University in connection with the meetings of these bodies.	(ii) Members of the Court/Executive Council/Academic Council/Finance Committee/ Establishment Committee/ Selection Committee/Boards of Studies/ Departmental Research Committee, while on visit to the University in connection with the meetings of these bodies and members of departmental audit committee.
iii) Resource Persons, teachers of other Universities coming to attend official meetings at MDU.	No Change
iv) Vice-Chancellor(s) and Registrar(s) of the Universities in the State of Haryana.	iv) Vice-Chancellor(s) and Registrar(s) of the State Universities in Haryana for a maximum of 3 days. (Free boarding and lodging).
v) Former Vice-Chancellors of the Universities in the State of Haryana.	v) Former Vice-Chancellors of the State Universities in Haryana for a maximum of 2 days. (Free boarding and lodging).
3. Lodging charges for persons other than those mentioned at (i) & Sr. No. (ii) of Para 2 above :	3. Lodging charges for persons other than those mentioned in Para 2 above.

Note : No D.A will be paid to those who enjoy the free boarding and lodging facilities of the Faculty House.

Regd
10/10/16
Sumesh

4. Boarding Charges for persons other than those mentioned at Sr. No 2 above :	4. Boarding Charges for persons other than those mentioned at Para 2 above :
--	--

S/No	Meal	Existing Rates	Proposed Rates
1.	Breakfast Two Parantha + Curd + Tea OR Cornflakes with milk 200 gm OR Bread with butter slice-4 with milk 200 gm Or Puri + Potato Veg. + Tea	50/-	No Change
2.	Normal Meal Chapaties, Dal, One Seasonal Vegetable, Plane Rice Amended as : Chapaties, Dal, One Seasonal Vegetable, Plane Rice, Curd, Salad	50/-	80/-
3.	Special Meal One Paneer Veg One Seasonal Veg One Dal/Rajma/Chholley Raita Rice Pulao Salad Chapatti One Sweet Dish : Kheer/Ice-Cream/custard/One piece Gulab Jamun/Rasgulla etc.	125/-	150/-
4.	Additional Items	20/-	No Change
	(a) Soup		
	(b) Sweet Dish	25/-	No Change
	(c) One extra Veg with Paneer	30/-	40/-
	(d) Simple Dal/Seasonal Veg.	35/-	No Change
	(e) Cold Drinks, Biscuit, Bisleri	M.R.P.	No Change
	(f) Tea Ordinary	8/-	No Change
	(g) Tea Dip-Dip/Coffee	10/-	No Change
	(h) Extra Salad half plate	20/-	No Change
	(i) Veg Pakoda	200/- per Kg	225/- per Kg


 Sumeet
 12/12

-104-

MESS CHARGES

(j) Paneer Pakoda	270/- per Kg	300/- per Kg
(k) Butter 1 piece	5/-	No Change
(l) Ghee Shakkar per head	20/- per head	No Change
(j) Fruits	As per market rates	No Change
(k) Extra Parantha	10/- each	15/-
(l) Extra Curd (100 gms)	No rate	10/-
5. Use of Lawns, Lounge and/or lounge and dining hall :	No Change	
i) The use of lawns and/or lounge and dining hall shall be strictly restricted to official functions of the University.	No Change	
ii) The Lawns and / or lounge and dining hall can be used free of cost, with permission of the Vice-Chancellor/Registrar, for farewell functions of University employee(s).	No Change	
6. Only the Vice-Chancellor is competent to allow use of VVIP/VIP suite.	6. Only the Vice-Chancellor is competent to allow use of Chancellor's Suite, CM's Suite & VC,s Suite .	
7. A.C. rooms shall be allotted with the permission of the Registrar/ Vice-Chancellor..	7. A.C. rooms including VIP suites (1 & 2) shall be allotted with the permission of the Registrar/Vice-Chancellor during office hours beyond which the Manager (Hospitality) shall permit usage for only bona fide purposes and seek post facto sanction.	
8. Non-A.C. rooms shall be allotted with the permission of the Officer-in-Charge of General Admn. during office hours and with permission of the Faculty House Incharge after office hours.	8. Non-A.C. rooms shall be allotted with the permission of the Manager In-charge Hospitality.	

Agir
Prakash
Suneet
lurd

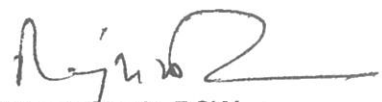
9. Payment towards reservation of room(s) will have to be remitted in advance. For requests received by post, rent will be charged on occupation of room.	9. Payment towards reservation of room(s) & Meal Charges will have to be remitted in advance. For requests received by post, rent will be charged on occupation of room.
10. Check-out time shall be 12.00 noon.	No Change
11. Telephone charges @ Rs. 3/- per private local calls and actual charges for trunk calls shall have to be paid by the users.	No Change
12. No person shall ordinarily be permitted to stay in Faculty House for a period exceeding seven days except in the case of MDU employee joining on first appointment or on transfer. Stay beyond seven days shall be allowed only with the permission of Vice-Chancellor. In such cases, Rs. 25/- per day as electricity and water charges shall be charged for duration of stay beyond seven days.	No Change
13. Consumption of liquor in Faculty House is strictly prohibited.	No Change
14. Meal services will not be provided in the rooms of Faculty House.	No Change
15. Only authorized persons will be allowed to stay in Faculty House.	No Change
16. Entry into the Faculty House after 10.00 p.m. by the guests is prohibited.	No Change
17. All the dues must be cleared by the guests and key must be handed over to the In-Charge Faculty House or to the official deputed by him after handing over the articles to the caretaker at the time of departure.	17. All the dues must be cleared by the guests and key must be handed over to the official deputed by the In-Charge Faculty House after handing over the articles. The damage, if any, will be born by the occupant .
18. The Vice-Chancellor is competent to cancel any allotment in case of any exigency requiring such a step and the Vice-Chancellor/Registrar reserve the right to inspect/order of inspection of any room at any time without notice.	No Change

Rajendra Singh Suneel

<p>NOTE :</p> <p>The Vice-Chancellor may, wherever he considers necessary, waive off the boarding and lodging charges in addition to exceptions provided in these rules.</p> <p>Rules for Transit Hostel</p> <p>NO RULES</p>	<p>NOTE :</p> <p>No Change</p> <p>Rules for Transit Hostel</p> <p>The rates and all other conditions for usage of the Transit Hostel shall remain the same as are applicable in the Faculty House. However, the Transit Hostel shall be used and booked only for official functions and no private usage shall be allowed in any case.</p>
---	--



Registrar



Dr Rajbir Singh, DSW



MAHARISHI DAYANAND UNIVERSITY ROHTAK
National Service Scheme

Appendix-119

-107-

Minutes of the Meeting of University Level NSS Advisory Committee, M.D. University,
Rohtak, held on 18.05.2015 at 11:00 am in the Conference Hall of the Vice-Chancellor's Office,
M.D. University Rohtak.

A meeting of the NSS Advisory Committee was held on 18.05.2015 at 11:00 am under the
Chairmanship of Vice- Chancellor, M.D. University, Rohtak.

The following ~~members~~ were present: -

1.	The Vice-Chancellor, M. D. University, Rohtak.	In Chair
2.	Dean Students Welfare, M. D. University, Rohtak.	Member
3.	Provost, Boys Hostal, M. D. University, Rohtak.	Member
4.	Provost, Girls Hostal, M. D. University, Rohtak.	Member
5.	The Registrar, M. D. University, Rohtak.	Member
6.	Assistant Programme Advisor, NSS Regional Centre, New Delhi, Ministry of Youth Affairs & Sports, Govt. of India.	Member
7.	Dr. Anjali , Govt.(P.G.)College, Jhajjar	Member
8.	Dr. V. P. Singh, Pt. NRS Govt. College, Rohtak	Member
9.	Dr. Joyti Juneja, G.V.M.Girls College, Sonapat	Member
10.	Dr. Indu Jain, Govt.College. Sec-14, Gurgaon.	Member
11.	Dr. J.P.S Chauchan, Govt. College Tauru, Mewat	Member
12.	Dr. Suchitra, Ch. Bansi Lal G.C (w) College, Tosham.	Member
13.	Dr. Sushila, Pt. J.L. Nehru Govt. College, Faridabad	Member
14.	Dr. Jai Singh, D.A.V. College, Kosli	Member
15.	Programme Co-ordinator (NSS), M. D. University, Rohtak.	Ex-office member Secretary

First of all Dr. Ranbir Singh Gulia, Programme Co-ordinator (NSS), welcomed the
chairman, Shri. Sudhir Rajpal, IAS Principal Secretary to Govt. Haryana & Vice-
Chancellor and all the members of the NSS Advisory Committee and also introduced the
members. After that, the Chairman welcomed all the members of the University level NSS
Advisory Committee and then the agenda was taken up for consideration: -

Following resolutions were passed after detailed deliberations on each point:-

1. The Minutes of the previous meeting of University Level NSS Advisory Committee held on 25.03.2014 were confirmed.
2. The Committee noted the NSS activities undertaken by the office of the Programme Co-Ordinator of University during the session 2015-16 were considered and approved.

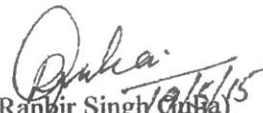
3. Considered and approved the calendar of activities of the PC NSS office for the year 2015-16 (Annexure- I).
4. Considered and approved the prizes to be given to best NSS Programme officers and to the best NSS Volunteers”.
5. Considered and approved the Income and Expenditure statement for the year 2014-15 (Annexure- II).
6. Considered and approved the Budget Estimates of the NSS office for the year 2015-16 (01.04.2015 to 31.03.2016), (Annexure- III).
7. Those colleges /institutions want another NSS unit; (Under the self finance Scheme) they may write the letter PC NSS of M.D. University, Rohtak up to 30-05-2015. After that Hon'ble V.C. writes a letter with their recommendation to the Higher Education Commissioner.
8. It was further resolved to increase the number of units in various colleges. There must be one unit in all the affiliated colleges including self finance college. The matter may be taken up by DCDC with colleges.
9. Further resolved that themes for various camps (one day as well seven days camps) this year shall be 'Yoga' and "Swachach Bharat Abhiyan
10. It was further resolved that hence forth all the colleges shall adopt one village each and to organize camps for some years in the same villages, so that change due their volunteer services could be noticed and documented.
11. During the discussion it was also resolved Some new members be included in the University Level NSS Advisory Committee as under:
 - i) The Dean of Colleges M. D. U. Rohtak.
 - ii) Programme Co-ordinator, Youth Red Cross, M. D. U. Rohtak.
 - iii) One best Volunteer of Boys Unit of M. D. U. Rohtak of current session.
 - iv) One best Volunteer of Girls Unit of M. D. U. Rohtak of current session.
 - v) The required changes in NSS ordinance be initiated through proper channel.

In the end, the Chairman thanked the members of the M.D. University, Level NSS Advisory Committee for valuable services and co-operation. The Programme Co-ordinator NSS, also thanked the members and the District Co-ordinator for their valuable services and the contribution in strengthening the NSS activities in the University and its affiliated colleges.

The meeting ended with the vote of thanks to the chair.

Submitted for approval please.


Vice-Chancellor


(Dr. Ranbir Singh) 19/11/15
Programme Co-Ordinator (NSS)
National Service Scheme
M.D. University, Rohtak

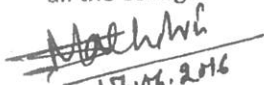
MINUTES OF THE MEETING HELD IN THE OFFICE OF THE DEAN ACADEMIC AFFAIRS ON 17.06.2016 AT 11.30 A.M. TO DECIDE/FRAME THE QUALIFICATIONS FOR APPOINTMENT TO THE POST OF ASSISTANT PROFESSOR/ASSOCIATE PROFESSOR/PROFESSOR/PRINCIPAL/DIRECTOR/PROFESSOR (DESIGN CHAIR) IN ARCHITECTURAL COLLEGES/INSTITUTES AFFILIATED TO THIS UNIVERSITY.

The following were present:

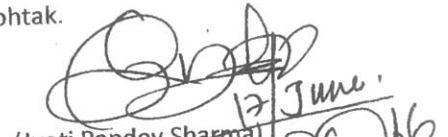
- | | |
|--|----------|
| 1. Dean Academic Affairs, M.D.U. Rohtak | Convenor |
| 2. Director, U.I.E.T., M.D.U. Rohtak | Member |
| 3. H.O.D. Architecture, D.C.R.U.S.T, Murthal | Member |

The Committee considered the latest qualifications as prescribed by the Council of Architecture in the year 2015 for appointment to the post of Assistant Professor/Associate Professor/Professor/Principal/ Director/Professor (Design Chair) in Architectural Colleges/Institutes. Being Technical Institutes the affiliation to such Colleges are being granted as per Norms of C.O.A., therefore, the Committee is of the view that the minimum qualifications, experience and structure for teaching posts in degree level Architectural Institutions be adopted by the University as prescribed by the Apex Body- Council of Architecture (Appendix-B1) for S.F.S. Architecture Colleges affiliated to this University as is being done in case of Engineering Colleges.

Further, the Committee observed that there is a dire need to establish the Dept. Of Architecture & Planning at the University Campus, so that an effective monitoring can be made on all the colleges of Architecture & Planning affiliated to M.D. University, Rohtak.


17.06.2016
(Sunita Malhotra)



17.6.16
(Rahul Rishi)


17 June
(Jyoti Pandey Sharma)

MINIMUM QUALIFICATIONS, EXPERIENCE AND STRUCTURE FOR TEACHING POSTS IN DEGREE LEVEL ARCHITECTURAL INSTITUTIONS

Sr	Cadre	Educational Qualifications	Experience* (Excluding time period for acquisition of PG/Ph.D. qualifications)
1	Assistant Professor	First class Bachelor's Degree in Architecture OR Bachelor's Degree in Architecture AND First class M.Arch. or equivalent.	One year experience. (Relaxation in experience may be given to candidates having M.Arch. degree (or equivalent) from University recognised by UGC or other competent authority)
2	Associate Professor	First class Bachelor's Degree in Architecture AND M.Arch. or equivalent OR Bachelor's Degree in Architecture AND First class M.Arch. or Equivalent OR First class Bachelor's Degree in Architecture AND Ph.D. in Architecture.	Eight years experience out of which - Minimum Three years Teaching experience as full time** Faculty / Five years Teaching experience as Visiting Faculty. OR Ten years Practice experience. (Relaxation up to three years in teaching experience may be given to candidates having M.Arch. degree (or equivalent) and Ph.D. in Architecture from University recognised by UGC or other competent authority)
3	Professor	First class Bachelor's Degree in Architecture AND M.Arch. or equivalent OR Bachelor's Degree in Architecture AND First class M.Arch., or equivalent OR First class Bachelor's Degree in Architecture AND Ph.D. in Architecture.	Thirteen years experience out of which - Minimum Five years Teaching experience as Associate Professor. OR Fifteen years Practice experience out of which - Five years Teaching experience as Visiting Faculty. (Relaxation up to three years in teaching experience may be given to candidates having M.Arch. degree (or equivalent) and Ph.D. in Architecture from University recognised by UGC or other competent authority)


17-06-2016


17.6.16


17 June 2016

= 111 -

Sr	Cadre	Educational Qualifications	Experience* (Excluding time period for acquisition of PG/Ph.D. qualifications)
4	Principal / Director	First class Bachelor's Degree in Architecture AND M.Arch., or Equivalent OR Bachelor's Degree in Architecture AND First class M.Arch., or Equivalent OR First class Bachelor's Degree in Architecture AND Ph.D. in Architecture.	Eighteen years experience out of which - Minimum Eight years as Associate Professor. OR Twenty years Practice experience out of which - Ten years teaching experience as Visiting Faculty. (Relaxation up to three years in teaching experience may be given to candidates having M.Arch. degree (or equivalent) and Ph.D. in Architecture from University recognised by UGC or other competent authority) Desirable 1. Five years experience as Professor. 2. Experience in Administration at responsible position.
5	Professor (Design Chair) Each institution may have one position per intake of 40 on this chair.	Bachelor's Degree in Architecture or Equivalent.	Twenty years of experience with commendable and acknowledged work/experience in Practice/Teaching.


1.0 Explanations:

- 1.1 *Experience shall mean experience in Practice and/or Teaching and/or Research in the field of Architecture. Experience in Practice may be substantiated by Experience certificates from employers, Work orders, Completion certificates & Sample Drawings of the projects undertaken as the case may be.
- 1.2 **Full time faculty means a registered architect, who has put up full time service as a faculty member with the institutions approved by COA, either on regular (Permanent) or tenure basis.
- 1.3 The equivalent PG programmes to that of M. Arch. degree shall be notified by Council of Architecture from time to time. The existing List of Post graduate programmes considered equivalent to M.Arch. degree for the purpose of employment in the Institutions imparting Architectural education shall be as per Table No. 1.4.
- 1.4 Undergraduate qualifications acquired through self study / non-formal mode though acceptable for purpose of Registration shall not be considered as equivalent Qualification for recruitment as Teacher. However, such candidates with Post Graduate qualification in Architecture through formal mode are acceptable for Teaching.
- 1.5 Ph.D. in Architecture shall be Ph.D. degrees conferred by recognised Indian Universities on any topic related to various subjects taught in Architecture. Ph.D. in Architecture awarded by universities outside India shall be considered equivalent only after such certification from Association of Indian Universities and/or any other competent authority of the Central/State Government.

2.0 Notes :

- 2.1 Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the above posts.


17.06.2016


17.6.16


17 June



- 2.2 All the qualifications appearing in the schedule of qualifications under section 14 or notified under 15 of the Architects' Act 1972 shall be considered at par with Bachelor's Degree in Architecture for the purpose of recruitment as faculty member.
- 2.3 Each Institution shall have minimum staff structure of 12 full time faculty members for an intake of 40, in addition to the Principal / Director / Head of Department in the cadre ratio of: Professors – 1: Associate Professors – 2: Assistant Professors – 4
For intake more than 40, proportionate increase in the above posts shall be made.

Of these full time faculty members, minimum 50% must be on permanent posts and rest may be on tenure basis. However, Principal / Head of Institution has to be a regular (permanent) Employee.
- 2.4 Approximately 25% of the teaching load should be allotted to the Visiting faculty drawn from the Profession.
- 2.5 In addition to above full time faculty members institutions may recruit qualified persons in the field of Engineering / Quantity Surveying / Fine Arts / Humanities, etc. depending on actual requirements, on full time / part time / clock hour basis. For such full-time faculty members the qualifications and service conditions shall be as prescribed by UGC/ University / Central or State Government as the case may be.
- 2.6 If class / division are not awarded, a minimum of 60% marks in aggregate shall be considered equivalent to first class / division. If a grade point system is adopted the CGPA will be converted into equivalent marks as given in the table E-6 of the notification no. 1-65/NEC/98-99, March 15, 2000 (Degree level – Government institutions) and May 3, 2000 (Degree level – Self financing institutions)

Grade point	Percentage of Marks
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

- 2.7 All full time, regular faculty members must be paid the remuneration/ salary prescribed by University Grants Commission or such other Government body, in force at the time of appointment and duly revised from time to time till further notification from Council of Architecture.
- 2.8 To recognize the services rendered by senior faculty members who do not fit into above requirements, and are already in full-time employment at the same Institution for 15 years, the requirement of qualifications may be relaxed only once in the career for promotion to higher post, except for the post of Principal / Head of Institution.
- 2.9 The norm of First class at B.Arch. level may be relaxed for recruitment at Assistant Professor level for deserving candidates having minimum TEN years of experience. Such appointments shall be Tenure basis only.
- 2.10 All faculty members must be encouraged to actively pursue practice / research without neglecting their duties towards Institution / students and institutes may support faculty members in such activities.
- 2.11 The post of Professor (Design Chair) will be considered under the posts of professors on Tenure basis.
- 2.12 The procedure to decide on the equivalence of Ph.D. awarded by faculties other than Architecture, research works in referred journals or significant professional work with Ph.D. in Architecture will be determined by the Council of Architecture only. In case the institution or University wishes to decide such equivalence, it will be mandatory to have one nominee from the Council of Architecture on the committee deciding such equivalence.
- 2.13 Service conditions of affiliating university and respective government for faculty members shall be applicable to all full time permanent faculty members.


17.06.2016


17.6.16


17 June 2016

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO EXAMINE THE MATTER REGARDING GRANT OF HONORARIUM TO THE OFFICERS/ OFFICIALS OF THE UNIVERSITY FOR PERFORMING ADDITIONAL DUTIES/ ARDUOUS NATURE OF DUTIES HELD ON 03.05.2016 IN THE O/O DEAN STUDENTS WELFARE, M.D.UNIVERSITY, ROHTAK

The following were present:-

1. Dean Students Welfare
2. Prof. J.P.Yadav
3. Registrar
4. Controller of Examinations


The Committee re-considered the recommendations already made in its meeting held on 05.02.2015 and discussed the issue at length. The Committee also observed that the University is facing acute shortage of staff in all Branches/ Departments. Therefore, the employees have to work beyond their duty hours and beyond their capacity for the last many years. The University has given some additional/ prolonged assignments to the employees.

After deliberating, in addition to earlier recommendations dated 05.02.2015, the Committee recommends as under:-

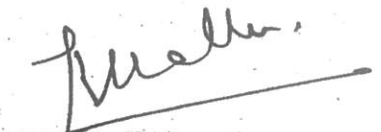
1. The recommendations already made for honorarium shall be for additional/arduous nature of duties/ prolonged duties and on holidays in general etc.
2. All the employees, who have to work whole day on holidays, will be entitled to get the salary of one day, nearest his/ her skills, as per current prevailing D.C. rates.
3. The Branch Officer shall maintain a separate register of the employees for working on holidays.
4. This is not related to speedy work already prevailing in Registration and Examination Branches.

The Committee further resolved that the official concerned will be deputed for additional work within the Department/Office or nearest his original duty place.


(Rajbir Singh)


(J.P. Yadav)


(Jitender K. Bhardwaj)


(B.S. Sindhu)

114

PROCEEDINGS OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO EXAMINE THE MATTER REGARDING GRANT OF HONORARIUM TO THE OFFICERS/OFFICIALS OF THE UNIVERSITY FOR PERFORMING ADDITIONAL DUTIES/ARDUOUS NATURE OF DUTIES HELD ON 05.02.2015

The following were present:

1. Dean, Students' Welfare
2. Prof. S.P.S. Dahiya
3. Registrar
4. Controller of Examinations

RECOMMENDATIONS:

The committee met on 17.09.2014, 26.11.2014 and finally on 05.02.2015 and discussed the issue at length. After deliberating, the Committee recommends following honorarium for additional assignment other than extra classes to all the Teaching and Non Teaching Employees:-

S.No.	Category	Proposed Honorarium
1.	Grade Pay of Rs. 1300 to 1800 (All Class-IV)	Rs. 500/- PM
2.	Grade Pay of Rs. 1900 to 3600/- 4000/- per	Rs. 750/- PM
3.	Grade Pay from Rs. 4200 to 7600/-	Rs. 1000/- PM
4.	Grade Pay from Rs. 8000 and above	Rs. 1500/- PM

The Committee further proposes that the following committee may be constituted to examine and recommend the requests of the employees for grant of honorarium:-

1. Registrar
2. Controller of Examination
3. Finance Officer
4. Concerned Branch Officer

The above recommendations shall not cover overtime and work on holidays for which separate rules exist. However, it should be at par for all employees for which above Committee has been proposed.


(Rajbir Singh)


(S.P.S. Dahiya)


(S.P. Vats)


(B.S. Sindhu)

Pb-10077
7-6-16

Circulate among all the sets. M/s. 1

115

Appendix C/227/6/16
5-1004

Government of Haryana
Department of Industries & Commerce
G.O. No. 2/2/2016-4I BII dated 10-6-2016

P-III

Subject: Fixing of uniform minimum threshold value of e-Tendering in respect of procurement of Stores/ Goods/ Works/ Services.

CD 4096
9-2/6/16

The matter regarding fixing of uniform minimum threshold value of e-Tendering in respect of procurement of Stores/ Goods/ Works/ Services in the State has been inviting attention of the State Government since some time.

Having considered the relevant issue, the Government has decided that the minimum threshold value of e-Tendering in respect of procurement of Stores/ Goods/ Works/ Services to the State is Rs.1 Lac in each case (without any splitting of orders).

Raj
27/6/16
MMS

The above instructions may be brought to the notice of all concerned.

Dated: 08.06.2016

Mr. MMS / Manager
27/6

Devender Singh
Principal Secretary to Government Haryana,
Industries & Commerce Department

Endst. No.2/2/2016-4I-B II

Dated, the 10-6-2016

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

1. All the Administrative Secretaries to Govt. Haryana.
2. All the Heads of Departments, Govt. of Haryana.
3. All the MDs/ CEOs of Boards/ Corporations/ Federations in the State of Haryana.
4. All the Divisional Commissioners in the State of Haryana.
5. All Deputy Commissioner in the State of Haryana.

S/O
27/6/16
Raj

Rajm Singh
Superintendent Industries-II,
For Principal Secretary to Government Haryana,
Industries & Commerce Department

Endst. No.2/2/2016-4I B II

Dated, the 10-6-2016

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

1. Director, Supplies & Disposals, Haryana, Panchkula.
2. Principal Accountant General (Audit), Haryana, Sector-33, Chandigarh.

Rajm Singh
Superintendent Industries-II,
For Principal Secretary to Government Haryana,
Industries & Commerce Department