



AAROH

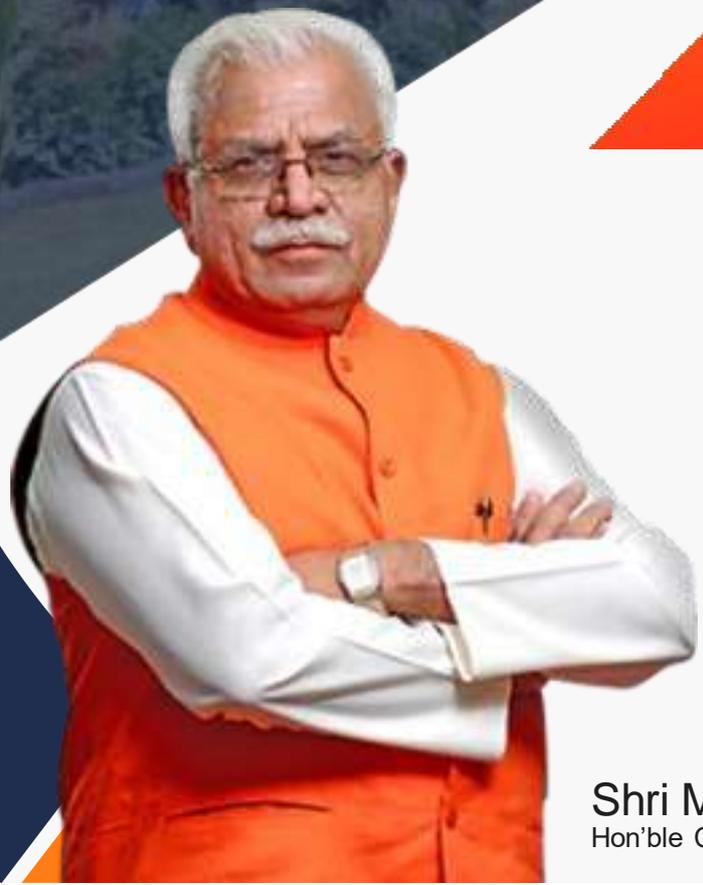
Go Higher

ONLINE

JOINT PROSPECTUS

2020-2021

ADMISSIONS



www.highereduhry.com



7419444449



Shiksha Sadan, Haryana



admissions2021@gmail.com

Shri Manohar Lal
Hon'ble Chief Minister, Haryana

OVERVIEW OF THE DEPARTMENT



The Department of Higher Education, Haryana is a unit of the Government of Haryana that looks after the colleges/universities in the state of Haryana. The Department understands the importance of benchmarking and adopting a balanced and evolved approach towards inculcating suitable changes for a holistic development of the Higher Education landscape. It further emphasizes on promoting best and honest practices in research, publication and all aspects of educational processes. The Department has developed e-resources to reduce the burden on finance and provide an ease of access. The Department has devised many programs, such as DRISHTI (Digital Revolution in Information Studies in Haryana for Transformation and Innovation) to boost digital and e-learning in all colleges.

For the overall development of all the sections of the society, the Department is keen on taking all the necessary by deploying Information, Communication and Technology and through effective human resource management and abundance of resources through public and private sources; the goal of this plan is to revamp, rejuvenate and recreate higher education landscape in Haryana and achieve the objectives of access, equity, employability, encourage highest standards in teaching and learning, promote best practices in research and innovation, and develop meaningful vocational training, skill education and entrepreneurship.

IMPORTANT INSTRUCTIONS FOR THE ONLINE ADMISSIONS



Weightage*, wherever applicable, would be given after verification of the uploaded documents and the applicant shall be provided with a maximum weightage of 10 percent.

List of Documents to be uploaded online by the applicant:

-  Scanned copy of Passport size photograph
-  Scanned copy of signature
-  Matric (10th) Marksheet
-  10+2 Marksheet
-  Migration Certificate (required in case of other than Haryana School EducationBoard)
-  Character Certificate
-  National Talent Award from the NCERT/NCC/NSS/Sports/
-  Bharat Scouts & Guides Certificate for weightage, wherever applicable
-  Bonafide Resident of Haryana Certificate, if applicable
-  Income Certificate required for claiming benefits of EWS or SC / BC
-  Scholarships, if applicable
-  Reserved Category Certificate, if applicable
-  Gap Year Undertaking, if applicable
-  Affidavit for Gap Year, if applicable



Name of the applicant will appear in the Merit List after online verification of documents as per eligibility/merit.



General category students can now opt for EWS (Economically Weaker Section) quota within the Haryana General Quota. However, they need to upload the required certificate for the same.

IMPORTANT INSTRUCTIONS FOR THE ONLINE ADMISSIONS



After final selection, the admission charges shall be paid through online mode only. There is no provision of payment of admission charges physically at the College.



All admissions done are provisional. College / University will cancel any such admission if the information provided by the students is found to be fictitious /bogus at any stage and the student concerned will be held solely responsible for this.



If any document of a student is rejected due to some reasons during the process of online verification, a system generated SMS will be sent to the applicant and applicant will be required to re-upload the correct document on the online admission portal by logging in his/her account within 48 hours of receiving that SMS. No physical presence of the applicant shall be required to revise the document.



In case of CGPA, convert it into marks/percentage as per the norms of Board.



A candidate can apply for multiple courses at a time. He/ she can choose up to five colleges and up to five courses in each college. The candidate can further select a minimum of one and up to as many combinations as he/she wants.

PROCEDURE TO APPLY FOR ONLINE ADMISSIONS FOR NEW STUDENTS

--Online-Centralised Admission-Process--



The link for the website directly opens the Online Admission Portal for the Department of Higher Education, Haryana. Click on <https://dheadmissions.nic.in/> to open the portal for registration and/or log in page to the admission form. The online portal shall direct the student to an integrated admission form, available to all who want to apply in any College/University of Haryana.



Procedure



Click on the “**Register**” tab for a new registration, if you are a new user.



A web page containing the “**Online Registration Form**” will open, with a series of information required for the registration process of the admission, such as name, father’s name, board roll number, year of passing, etc.



Fill all fields with the correct details. The fields **marked (*)** are mandatory.

NOTE: The mobile number shall be unique for every registration, which means that the same mobile number cannot be used for registration for more than one admission form. The mobile number used for registration of one student shall remain exclusive to his/her admission form, only.



Fill a valid password and then after confirming the password, click on “**REGISTER**”.



A pop-up dialogue box containing the registration ID of the student will appear on the webpage, confirming that the student has registered successfully.. The registration ID shall be sent to the registered mobile number via an SMS also. (Note the registration ID for future references.)



By clicking on “**OK**” in the pop-up dialogue box, the web page will be automatically directed to the login page of the portal.



Login with the **Registration ID / Mobile number** as username and enter the password, and the given captcha.



A dashboard with 7 tabs will appear on the web page after logging in.



Click on “**PERSONAL DETAILS**” to fill the same.



The details filled in the registration form will be pre-filled in the personal details section, and can be changed, if required*.

***Any information or details can be changed before the final submission at any point of time, if necessary.**



After filling all the fields correctly the student shall upload scanned copies of his/her passport size photograph and signature in the given fields.



Procedure



Both the photograph and the signature should be in .jpg format and the size should be **less than 200 kb**.



Click on “**UPDATE**” after filling all the details.



The tab for “**ADDRESS DETAILS**” will open directly.



All the details should be filled correctly. If the permanent address is the same as the correspondence address, then click on the check box given in front of “**SAME AS ABOVE**”.



Click on “**SAVE AND NEXT**” to fill “**General Details**”.



Information such as Nationality, Reservation category, Caste, etc. to be filled in this tab.



If the student wants to apply for any #Scholarship Scheme, he/she can provide the bank details in this tab.



Click on “**UPDATE**”.



The next tab that will be directed is “**QUALIFICATIONS**”.



The student is required to fill his/her results of class 10 and class 12.

NOTE: If the student received grades in class 10, then he/she will fill his/her CGPA grade, instead of percentage. There is no provision of CGPA grades for class 12, therefore she/he shall add percentage in this field.



The students who pursued Diploma, instead of class 12 can choose “12th or equivalent” in the drop down menu after class 10 details and **fill the details, accordingly**.



In the same tab, enter the marks obtained for your top five subjects, i.e. those 5 subjects which the student has scored the **maximum marks* in**.

***This is reflected in the merit list of the colleges that the students apply for, and these marks shall be used to determine the merit of the students.**



Click on “**SAVE AND NEXT**”, to get directed to the next tab, i.e. “**WEIGHTAGE DETAILS**”.

Procedure



This tab is important for the procedure of admission, as the fields will affect the applicants' weightage in the merit list.



The student can click on “**YES**” or “**NO**”, according to the options mentioned in the form, (#See “Weightage” in the prospectus for further details). He/She shall have to produce supporting documents if they apply for weightage under any given category.

NOTE: The maximum weightage given to the students shall be 10%.



Click on “**SAVE**”.



The next tab that opens will be “**CHOICE OF COURSES**” in which the applicants can select the college of their preference and the best suited subject combination for them.



Select the ‘**District**’, “**College**’, ‘**Course**’ AND ‘**Course Section**’ (main subject). Finally select the subject combination provided by the concerned college.



The student can click the tab “**ADD COLLEGE**”, if he/she wants to apply for more than one college.

NOTE: Students can apply for 5 subject combinations of their choice in one college (important for merit list), and can simultaneously apply in 5 more colleges. This gives them the liberty to choose from 25 different subject combinations.



The last tab is where all the documents such as Marksheet, Migration Certificate, Reservation Certificate, proof for weightage, etc. will be uploaded by the students. The tab includes a declaration and pledge, undertaking against anti-ragging and pledge for the parents/guardians. Click on the check box against “**I AGREE**” to proceed.



Click on “**UPLOAD**”, and then “**PREVIEW**”.



Check all the data in the preview and when confirmed that all the details are correct, click “**FINAL SUBMIT**”.

NOTE:

No changes can be made after Final Submission of the admission form.

The registration fee has been waived off for the session 2020-21, but the tuition fee shall be charged during admission.

All the uploaded documents shall be verified by the colleges at the time of admission.

IMPORTANT DATES OF ADMISSION (TENTATIVE SCHEDULE)



Tentative Schedule for admission in Under-Graduate (including Hons.) Certificate / Diploma / Professional and other U.G. Courses in the affiliated Colleges/Institutes for the session 2020-2021

Sr. No.	Title	Date/ Timelines
1.	Publication of Notice	2 nd September (Tuesday)
2.	Online submission of Admission form- Start Date	7 th September (Monday)
3.	Online submission of Admission form- End Date	21 st September (Monday)
4.	Document Verification & preparation of Merit List	22 nd to 25 th September (Tuesday to Friday)
5.	Display of 1st Merit List	26 th September (Saturday)
6.	Submission of fee	26 th to 29 th September, (Saturday to Tuesday)
7.	Display of 2 nd Merit List	30 th September, (Wednesday)
8.	Submission of Fee	1 st October to 5 th October (Thursday to Monday)
9.	Commencement of teaching	6 th October (Tuesday)
10.	Open Counseling	6 th October (Tuesday)

In case of seats remaining vacant after the last date of submission of online admission forms, late admission will be allowed on merit basis with late fee.

Refer the concerned University for the late fee charges.



ELIGIBILITY CRITERIA FOR ALL COURSES

Course Eligible	Subjects required	Minimum Percentage	12th Stream or Equivalent	Universities
BA	English Compulsory	33%	Arts, Commerce, Science (Non-Medical), Science (Medical)	All
BCom	English Compulsory	40%	Commerce Stream only	Kurukshetra University Affiliated Colleges
		50%	Arts, Science (Non-Medical), Science (Medical)	
	English Compulsory	40%	Arts, Commerce, Science (Non-Medical), Science (Medical)	Rohtak University Affiliated Colleges
BSC Medical	English, Physics, Chemistry & Biology Compulsory	40%	Science (Medical)	Kurukshetra University Affiliated Colleges
		45%		
BSC Non-Medical	English, Physics, Chemistry &	40%	Science (Medical) (Non-Medical)	Kurukshetra University Affiliated Colleges
	Mathematics Compulsory	45%		
				Rohtak University Affiliated Colleges

ELIGIBILITY CRITERIA FOR ALL COURSES

BCA	English Compulsory	50%	Arts, Commerce, Science (Non-Medical), Science (Medical)	Kurukshetra University Affiliated Colleges
		45%		Rohtak University Affiliated Colleges
	English Mathematics & Compulsory	50%	Any stream but with Maths	Guru Jambheshwar University Hisar
BBA	English Compulsory	40%	Arts, Commerce, Science (Non-	Kurukshetra University Affiliated Colleges
		45%	Medical), Science (Medical)	Rohtak University Affiliated Colleges

SC/ST Haryana Candidates will have 5% relaxation for all Courses except BA. **For e.g. if minimum 50% is required for Bcom, then for SC/ST, the minimum percentage required would be 5% of 50% = 47.5%**

Candidates reappearing for 12th can take admission for affiliated Colleges under Kurukshetra University.

Only those students who have passed in 12th class can apply for admission in Colleges affiliated to Rohtak University.

Students of 12th Commerce opting for B.Com. shall be given 5% weightage.

Kurukshetra University pattern is followed by- CSRU JIND, CDLU SIRSA, Guru Jambheshwar Hisar

Rohtak University pattern is followed by - BPSMV Khanpur, IGU Meerpur, CBLU Bhiwani, Gurugram University

NOTE: The eligibility criteria may differ for various Universities, in the State. Kindly, refer to the guidelines and eligibility criteria of the concerned University before applying.

WEIGHTAGES

Weightage marks are given to the students who have performed or participated in extra-curricular activities. It creates a level of preference for the students who have been active in various development areas and/or causes for the society.

Recipients of National Talent Award from the NCERT	5 marks
For B.Com. Ist Semester, Students who have passed 10+2 examinations with commerce OR N.C.C Cadets who possess the 'B' Certificate OR Holders of Bharat Scouts & Guides Certificate awarded by the President of India (for admission to under graduate course only) OR Sports Certificate for the admission to UG courses.	5 marks

***Weightage (maximum 10 marks)**

GUIDELINES FOR SPORTS WEIGHTAGE

Sports Certificate for weightage will only be considered, if the candidate produces the State/National position holder certificate from the respective State Government/Sports Department. In case, any state does not issue the Gradation Certificate, the following criteria will be adopted:

- a) In case of International/National participation or State Position Holder, a certificate of authenticity will be required from the concerned National Federation/State Association.
- b) The game/event must be in the scheduled list of the Association of Indian University Sports Calendar.
- c) The tournament must be organised by a recognised Federation/Association duly affiliated with State Olympic Association/ Indian Olympic Association and Ministry of Youth Affairs & Sports.

WEIGHTAGES

No weightage will be given for participating/winning positions in the sports and games organised by Nehru Yuva Kendra/CBSE National, Vidya Bharti Nationals/ Rural Tournaments / Panchayat Tournaments/ Navodaya Nationals and participation in non- recognised tournaments/ sports festivals.

- If 10+2 examination has been passed from a Rural Area of Haryana (5 marks)

1. The weightage section is important for the procedure of admission, as the fields will affect the weightage in the merit list.

2. The above are the weightage questions. For each weightage, 5 percent marks shall be given which shall be added to the applicants' total percentage and thus, a merit list will be prepared.

3. The weightage marks are given based on extra-curriculars performed or participated in by the students.

4. The students can avail a maximum of 10 percent for weightage.

5. Students from 10+2 commerce applying for B.Com will automatically get 5 % weightage added to their marks.

6. The applicant must have all the valid proofs and certificates to support their claims.

Category C:

1st/2nd/3rd position in zonal Inter-University tournaments/ Zonal National Tournaments/ representation in Inter- University Tournament(s).

The eligibility rules for the admission against sports seat are applied only for those games which are recognized and adopted by the Inter University Sports Board of India/MDUSC and approved by AIU, and will be considered for determining admission against sports seats

III) The candidates should be eligible for Inter University Tournaments during the year of admission.

IV) There should be continuity of participation of the applicant at various levels including Inter-Varsity Tournaments and his/her performance should not be more than one year old.

V) The candidate better in sports will be admitted as per merit decided by the Committee at college level. It should be formed by the principal and merit for admission against sport quota seats should be decided at college level.

VI) The candidate better in sports will be admitted as per merit prepared by the Admission Committee of the concerned Department/ College. However, the Director Sports will approve the merit list prepared by the Admission Committee with regard to checking the genuineness of the certificates/merit.

VII) In case of tie in sports merit, the candidate better in academic merit be given preference.

VIII) The age of the student should not exceed 25 years.

IX) The sports certificate and photograph of the player must be attested by the Secretary of the concerned federation.

X) 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/International/Zonal/State Level Tournament in the games recognized by AIU from time to time.

ADMISSION AGAINST SUPERNUMERARY SEATS IN THE CATEGORY OF OUTSTANDING SPORTS PERSON

XI) In case, there is no availability of Coach in the University, for the game in which the student is seeking admission, then University will hire the services of the Coach from the Sports Department of Haryana.

XII) Only those games which are recognized and adopted by the Inter-University Sports Board of India and approved by AIU will be considered for determining admission against sports seat.

XIII) It will be mandatory for the admitted students to consistently participate in the Sports activities of his/her Department/University.

NOTE: The application form received for outstanding sports quota seat up to last date of applying for admission shall be sent to the Director Sports within three days after the 3rd counseling of the concerned Department, if required any clarification/guidance. Thereafter, the Admission Committee will decide the case for admission within 10 days after the 3rd counseling. No late fee shall be charged from such candidates.



CONDITIONS FOR ADMISSION AGAINST SPORTS SEATS (UG COURSES)

One seat in each course (over and above the sanctioned intake) where the sanctioned intake is 30 seats and two seats where the sanctioned intake is more than 30 be earmarked in B.A/B.Sc./B.Voc./B.Com. and all other UG Courses (excluding Technical).

Professional Courses (subject to the following conditions):

- i) The Candidates should fulfill the minimum eligibility conditions prescribed in the Admission Brochure/Ordinances.
- ii) VII/III position/participation at the School National Tournaments.
- iii) VII/III position/participation at the School National Games and Sports.
- iv) VII/III position holder at the State level Tournaments.
- v) The candidate better in sports will be admitted as per merit decided by the Committee on the College level. It shall be formed by the concerned Principal of the College and merit for admission against Sports Quota Seats shall be decided at the College level.
- vi) In case of tie in sports merit, the candidate better in academic merit must be given preference.
- vii) The age of the student should not exceed to 23 years.



- viii) It will be mandatory for the admitted students to participate in the sports activities of his/her Department/College/ Institution and should have consistently participated in the sports activities.