

From

**The Director, Higher Education, Haryana,
Shiksha Sadan, Sector-5, Panchkula.**

To

**All the Principals of Government Colleges
in the State of Haryana.**

Memo. No 3/1-2015 CI (1)

Dated, Panchkula, the 6/5/15

Subject: - Admission Guidelines for the Academic session 2015-16.

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Kindly refer to the subject cited above.

Admission Guidelines for the Academic session 2015-16 are being sent herewith. It is requested that these guidelines may be strictly adhered to while making admissions for the current academic session.



**Deputy Director, Cadet Corps
for Director, Higher Education Haryana,
Panchkula.**

Endst. No. Even

Dated, Panchkula, the 6/9/15

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

- 1. Registrar, Kurukshetra University, Kurukshetra**
- 2. Registrar, Maharishi DayaNand University, Rohtak**
- 3. Registrar, Chaudhary Devi Lal University, Sirsa.**


**Deputy Director, Cadet Corps,
for Director, Higher Education Haryana,
Panchkula.**

ADMISSION GUIDELINES FOR THE ACADEMIC SESSION 2015-16:

(I) GUIDELINES FOR TRADITIONAL DEGREE COURSES:

A) ELIGIBILITY CRITERIA:

- (i) The Admission to T.D.C-I (all faculties) will be made purely on merit basis. Marks obtained in the qualifying examination alongwith willingness, if any by the students shall be the sole criterion for admission.
- (ii) Compartment Candidates will be entertained on the last day of admission subject to availability of seats.
- (iii) Failed candidates in T.D.C-I are not allowed admission in T.D.C-I. These students may be encouraged to pursue higher education through Distance Education Programmers/Correspondence courses being offered by the State Universities, IGNOU and a large number of other Universities in the country.

(B) NUMBER OF SEATS ALLOTTED:

- i) The number of seats allotted for various streams/courses/subjects will remain the same in general as for the previous academic session. However, the change in number of seats, wherever applicable are annexed Annexure-A.
- ii) Principals must ensure that rationalization of all the subjects shall be made so that almost equal number of students get admissions in all the subjects.

C) Courses/Subjects introduced or discontinued.

The college-wise details of courses/subjects introduced or discontinued is enclosed as **Annexure 'A' & 'B'**.

D) MINIMUM NUMBER OF STUDENTS TO BE ENROLLED:

In order to have optimum utilization of the resources and faculty, the following criterion will be adopted for enrolment of students:

Arts Faculty:

A minimum of **40** students to be admitted for starting/ continuing a subject.

i) Commerce Faculty:

A minimum of **40** students to be admitted for starting/ continuing a subject.

ii) Science Faculty:

A minimum of **40** students to be admitted for starting/ continuing a subject.

iii) PG Courses

For MA-I Classes (where ever applicable) 40-60 students per subject and in case of Music 30 students need to be admitted.

E) ELECTIVE SUBJECTS:

The subjects like Hindi Compulsory/Elective, Sanskrit Compulsory/Elective, and Punjabi Compulsory/Elective should be offered only where there are a minimum of 30 students opting for each of these subjects.

It is clarified that no relaxation in the number of students will be given. The

Principals are advised not to make any correspondence in this regard.

F) LAST DATE OF SUBJECT CHANGE:

The students may be allowed change of subject(s) within 15 days of start of regular classes or as per the Affiliating University norms.

G) TEACHING WORKLOAD:

The Principals must work out teaching workload by **30th July, 2015**. College-wise schedule for submission of workload is enclosed as Annexure-III. This workload will be decided after taking into account the actual number of students attending the class in a particular subject/stream. Subject change must be taken into account while calculating / deciding the workload. It would be the

sole responsibility of the concerned Principal to ensure the exact assessment of the teaching workload. The guidelines regarding admissions issued by the Directorate from time to time alongwith the norms of University should be strictly followed. The information in enclosed proforma (students data) also be sent alongwith the workload. **Above information should be in re-writable C.D. as well as in the form of hard copy.**

H) GUIDELINES FOR JOB-ORIENTED COURSES/New Courses/PG Courses :

For the Job oriented courses, the minimum number of students permissible is 40. The Principal will take personal interest to see that there is required strength of PG, JOC, Science and Elective subjects upto maximum number as per norms of University/ directions from the Directorate.

(I) RESERVATION:

The reservation policy of the State Government regarding admissions must be strictly followed. Any violation of guidelines issued by the State Government will be viewed seriously and the Principal concerned will be held responsible for any lapse. According to the guidelines issued by the Chief Secretary vide No. 22/10/13-1 GS III dated 28-02-2013 the following reservation is to be provided to different categories:

Sr. No.	Category	Quantum of Reservation	Remarks
(a)	Scheduled Castes	20%	--
(b)	Backward Classes (A)	16%	--
(c)	Backward Classes (B)	11%	--
(D)	Special Backward Classes	10%	0--
(E)	Economically Backward Persons in the General Castes Category	10%	--
(F)	Physically Handicapped	3%	In the event of quota reserved for physically handicapped remain unutilized due to non availability of suitable category of handicapped candidates, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighter (1%).

Further, 3% Horizontal reservation is also provided to Ex-servicemen /Freedom Fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes category for admissions to the various educational institutions of the Government and Government aided/institutes Located in Haryana. As far as block allocation in Block A and Block B of Backward Classes category is concerned year-wise rotational system will be adopted. For example if block of Backward classes are given seats in the academic year 2006, the next block i.e. B Block of category of Backward classes will be given seats in the next academic year i.e. 2007 and so on.

(I) Guidelines regarding Online admissions:-

Detailed guidelines regarding online admissions are available at the webportal of department of Higher Education, Haryana <http://www.highereduhry.com>

(J) GENERAL:

- (i) The common admission schedule and admission guidelines of the affiliating University must be adhered to.

- (ii) Colleges are required to procure a copy of gazette from Haryana School Education Board, Bhiwani, CBSE, New Delhi and Chandigarh for the purpose of preparing merit list.
- (iii) Preference in admissions in evening classes (wherever applicable) be given to those candidates who are employed in some vocational job as per Govt. instructions on the subject(s).
- (iv) The number of students in a section will be upto 80. The composition group will be half of the section strength subject to a minimum of 40 students.
- (v) The Principals are to ensure that the tutorials should be held regularly in all classes.
- (vi) Principals shall also ensure that counselling of one week is undertaken with parents and students in the last week of June so that all their doubts and queries regarding subjects and courses are clarified. For this, necessary schedule may be prepared and published.

The Admission guidelines mentioned above must be strictly adhered to.



ANNEXURE A

Sr. No	Name of college	New subjects/courses to be introduced w.e.f. Academic session 2015-16	Subject/ courses to be discontinued
1	Govt.College,Loharu (Bhiwani)	i)B.Sc Medical ((One unit) ii)2)B.Sc Non Medical(One unit)	-
2	Govt.College, Bound Kalan (Bhiwani)	i)B.Com ii)Mathematics in B.A.	
3	Govt. College for women, Tosham (Bhiwani)	i)B.Sc Medical ((One unit) ii)2)B.Sc Non Medical(One unit) iii)Music (Vocal)	-
4	Govt.College, Bawani Khera (Bhiwani)	1)B.Sc Non Medical with Computer Science as a subject	
5	Govt.College, Badhra (Bhiwani)	1) One addl unit in B.A	
6	Govt.College Faridabad	1)B.A.Hons.Psychology, Economics. One additional unit of 80 students in B.Com (Evening)	
7	Govt.College, Tigaon	1)Music (Instrumental) ii)B.C.A	
8	Govt.College Jatauli, Haily Mandi, Gurgaonl	1) B.Sc Computer Science	
9	Govt.College, Sidhrawali (Gurgaon)	1)B.Com. One unit	BBA
10	Govt.College, Adampur (Hisar)	1)Additional 40 seats in B.Sc Computer Science and 20 seats in B.Sc Medical	Bio-technology
11	Govt. College, Nalwa (Hisar)	Psychology	
12	Govt.College Barwala (Hisar)	i) B.A.One unit (80 seats) ii)B.Sc Non medical with Computer Science	BCA
13	Govt. College, Narnaund (Hisar)	i)B.Sc Computer Science and ii)B.Sc Non medical.	
14	Govt.College for women, Jind	i)B.Sc Medical One unit	
15	Govt.College, Safidon (JIND)	1)One Additional unit each in B.Sc Medical and B.Sc Non Medical	
16	Govt. College Dujana (Jind)	B.Sc Non Medical	
17	Govt.College, Badli (Rohtak)	B.Sc Medical, and B.Sc Non Medical with Computer Science	
18	Govt.College, Birohar (Jhajjar)	Sociology	
19	Govt.College, Chhara (Jhajjar)	1)B.Com	
20	Govt. College Karnal	1)one section of B.Com 80 students	BBA
21	Govt. College, Assandh (Karnal)	1) B.Com	
22	Govt. College,	i)Philosphy, Music(Vocal)	

	Bherian, Pehowa (Kurukshetra)		
23	Govt. College Mahendergarh	1)M.A.Hindi	-
24	Govt. College of Education, Narnaul	2 additional units of B.Ed(100 students per unit)& One Unit of M.Ed (60 students)	
25	Govt. College, Ateli (Narnaul)	Sociology as a subject	B.B.A
26	Govt. College, Krishan Nagar (Narnaul)	1)BCA	
27	Govt. College, Nanagal Chaudhry (Narnaul)	Mathematics in B.A	
28	Govt. College for women, Nangal Chaudhry (Narnaul)	i)B.Sc Medical ii)B.Sc Non Medical iii)One addl.Unit in B.A	
29	Govt. College Israna (Panipat)	B.Sc Non Medical	
30	Govt. College for women, Madlauda (Panipat),	Psychology	
31	Govt,College, Panipat	i)B.Sc Medical(40 seats) ii)B.Sc Non Medical(40 seats) iii)One addl.Unit in B.A iv)M.Com(60 seats)	
32	Govt. College, Sector-1 Panchkula	1)M.A. Economics	
33	Govt. College, Barwala (Panchkula)	1)B.Sc Non Medical with Computer Science as a subject ii)One additional unit in B.A	
34	Govt. College, Bhodia khera (Fatehabad)	B.Sc.Medical	
35	Govt. College Ratia (Fatehabad)	i) B.Sc Computer Science ii)B.Sc Medical	
36	GCW. Rewari	M.Com	
37	Govt.College for Women, Pali (Mehendergarh)	one additional section in arts of 80 students	
38	G.C. Gurawara (Rewari)	Economics.	
39	Govt. College for Women, Rohtak	One additional unit in B.Com	B.Com Vocational
40	Govt. College Meham (Rohtak)		Psycholog y and Medical Science
41	Govt. College for Women Sampla (Rohtak)	Psychology	
42	Government College, Gohana (Sonepat)	B.Com. Hon's	
43	Government College, Chhachhrauli (Yamunanagar)	M.A. History	
44	Government College, Dabwali (Sirsa)	M.A.Punjabi	

Q/S

NOTE: Government College Punhana (Gurgaon) is being started w.e.f.2015-16 and Arts and Commerce faculties are to be sanctioned. In Arts 01 unit of 80 students with English, Hindi, Political Science, History and Economics are sanctioned. In Commerce 01 unit of 80 students is also sanctioned.

Besides the above the following courses are also sanctioned in the colleges as per detail given below:-

Sr.No.	Name of college	Courses sanctioned
1	Government College for Women, Tosham (Bhiwani)	Mass Communication
2	Government College, Chhachhrauli (Yamunanagar)	Mass Communication and B.Sc Medical
3	Government College , Narnaund	Mass Communication
4	Government College , Tigaon (Faridabad)	Mass Communication
5	Government College for women Lakhan Majra (Rohtak)	B.Sc Medical, B.Sc Computer Science
6	Government College , Gurawara (Rewari)	B.Sc Non Medical with Computer Science
7	Government College, Barwala (Panchkula)	Mass Communication
8	Government College, Saha (Ambala)	Mass Communication, Home Science
9	Government College for Women, Murthal (Sonepat)	Home Science

In addition to above the Post Graduate Course in the following selected colleges are also sanctioned as per details given below:-

1	Government College, Bhiwani	M..Sc Chemistry
2	Government College, Sirsa	M..Sc Chemistry
3	Government College, Faridabad	M..Sc Mathematics
4	Government College, Karnal	M..Sc Mathematics
5	Government College for Girls Sector-14, Gurgaon	M..Sc Physics
6	NRS Government College, Rohtak	M..Sc Physics

q/s

Annexure-B

Sr.No	College Name	Subject	Sanctioned No. of seats in Phy.Edu as an elective subject in B.A.
1	D.Govt College Gurgaon	Physical Education	80
2	G.C.W. Bawani khera	Physical Education	40
3	Government College, Bahadurgarh	Physical Education	40
4	Government P.G College, Sector 14 Gurgaon	Physical Education	80
5	Govt College for Women, Faridabad	Physical Education	40
6	Govt College for Women, Tosham, Bhiwani	Physical Education	40
7	Govt College Narnaund	Physical Education	40
8	Govt College Of Girls, Sector-14, Panchkula	Physical Education	40
9	Govt College, Baund Kalan (Bhiwani)	Physical Education	40
10	Govt College, Jatauli H. Mandi	Physical Education	40
11	Govt National College, Sirsa	Physical Education	80
12	Govt. College Bherian	Physical Education	40
13	Govt. College for Women, Hisar	Physical Education	40
14	Govt. College for Women, Karnal	Physical Education	40
15	Govt. College for Women, Rewari	Physical Education	40
16	Govt. College for Women, Rohtak	Physical Education	80
17	Govt. College Tigaon.	Physical Education	40
18	Govt.College Bhiwani	Physical Education	80
19	Govt.College, Hisar	Physical Education	80
20	Govt.College, Jind	Physical Education	80
21	K.T.Govt.College,Ratia (Fatehabad)	Physical Education	40
22	P.I.G Govt. College For Women, Jind	Physical Education	40
23	Pt. Chiranji Lal Sharma, Govt. P.G. College, Karnal	Physical Education	80
24	PT. J.L.N. Govt.College, Faridabad	Physical Education	80
25	Pt. NRS Govt. College, Rohtak	Physical Education	80
26	Rajiv Gandhi Govt.College, Saha	Physical Education	40
27	Smt. Aruna Asaf Ali Govt. P. G. College, Kalka	Physical Education	40

Note:- 1. The admissions in Physical Education as an elective subject in B.A. shall be made as per the guidelines given below:-

1. Under no circumstances the number of admitted students should exceed the prescribed seat limit.

2. The students who will be allotted physical education as a subject must have passed the subject (Physical Education) in 10+2 and must have attained a position at a district level tournament and a proof of position shall be attached with the application form.

ANNEXURE III

Schedule for Submission of Workload in the Directorate

Date	Sr.No	Name of Colleges	Date	Sr.No	Name of College
10.8.2015	1	G.C. Panchkula	18.8.2015	57	G.C. Birohar
	2	G.C.W Panchkula		58	G.C. Bahu
	3	G.C. Barwala		59	G.C Chhara
	4	G.C. Kalka		60	G.C.W. Jassaur Kheri
	5	G.C. Ambala Cantt.		61	G.C. Matanhail
	6	G.C. Naraingarh		62	G.C.W. Bahadurgarh
	7	G.C. Saha		63	G.C.W Rohtak
	8	G.C.W. Ambala City		64	NRS G.C. Rohtak
	9	G.C. Chhachhrauli		65	G.C. Meham
11.8.2015	10	G.C. Karnal	19.8.2015	66	G.C.W Sampla
	11	G.C.W Karnal		67	G.C.W Lakhna Majra
	12	G.C. Gharaunda		68	G.C. Sampla
	13	G.C. Matak Majri		69	G.C. Jassia
	14	G.C. Assandh		70	G.C. Mokhra
	15	G.C. Bherian		71	G.C. Gohana
	16	G.C. Bapauli		72	G.C.W Murthal
	17	G.C. Israna		73	G.C. Kharkhoda
	18	G.C.W. Madlauda		74	DG.C. Gurgaon
	19	G.C. Panipat		75	G.C. Sec-14 Gurgaon
12.8.2015	20	G.C. Kaithal	20.8.2015	76	G.C. Sec-9 Gurgaon
	21	G.C. Bhiwani		77	G.C.J.H. Mandi
	22	G.C. Edu. Bhiwani		78	G.C. Sidhrawali
	23	G.C.W Bhiwani		79	G.C. Tauru
	24	G.C. Loharu		80	G.C. Nagina
	25	G.C. Bound Kalan		81	G.C.W Salaheri (Nuh)
	26	G.C. Siwani		82	GCW Punhana
	27	G.C.W Tosham		83	G.C. Faridabad
	28	G.C.W. Bawani Khera		84	G.C.W Faridabad
	29	G.C.W. Behal		85	G.C. Tigaon
13.8.2015	30	G.C.W. Badhra	21.8.2015	86	G.C. Mahendergarh
	31	G.C. Hisar		87	G.C.W Mahendergarh
	32	G.C.W Hisar		88	G.C. Narnaul
	33	G.C. Adampur		89	G.C.W Narnaul
	34	G.C. Hansi		90	G.C. Edu. Narnaul
	35	G.C. Nalwa		91	G.C. Ateli
	36	G.C. Barwala		92	G.C. Krishan Nagar
	37	G.C. Narnaund		93	G.C. Nangal Chaudhary
	38	G.C. Sirsa		94	G.C.W. Satnali
	39	G.C. Ellenabad		95	G.C.W. Nangal Chaudhary
	40	G.C. Mandi Dabwali		96	G.C. Kanina
14.8.2015	41	G.C. Bhattu Kalan	24.8.2015	97	G.C. Hodal
	42	G.C. Tohana		98	G.C. Palwal
	43	G.C.W Bhodia Khera		99	G.C.W Rewari
	44	G.C. Ratia		100	G.C. Bawal
	45	G.C.W. Ratia		101	G.C. Kanwali
	46	G.C. Jind		102	G.C. Nahar
	47	G.C.W Jind		103	G.C.W Gurawara
	48	G.C. Narwana		104	G.C. Kharkhara
	49	G.C. Jullana		105	G.C. Kosli
	50	G.C. Safidon		106	G.C.W. Pali
	51	G.C.W Safidon			
18.8.2015	52	G.C. Jhajjar			
	53	G.C. Bahadurgarh			
	54	G.C. Dujana			
	55	G.C. Dubaldhan			
	56	G.C. Badli			