

INDEX

Principal's Address

About the College

1. Courses offered: Undergraduate & Postgraduate

2. Admission Procedure

2.1 Admission Committee

2.2 List of Documents required at the time of admission

2.3 Procedure for calculation of 'Best Four' subjects' percentage for Honours (Arts and Humanities), Programme (B.A. and B.Sc.) and Science Courses

2.4 Concession for Girls

2.5 Grade Conversion

2.6 Reservations and Relaxations

2.7 Fee structure

2.8 Fee Concession and Stipends

2.9 Rules for Refund of Fee on account of withdrawal/cancellation of admission, migration, etc.

2.10 Admission Grievance Committee

2.11 Frequently Asked Questions (FAQs)

2.12 Important links regarding admission

3. Departments & Faculty Members

4. Administrative Staff

5. Staff Council Committees

Department Committees

Co-Curricular Activities

5.1 Department Societies

5.2 Cultural Events

5.3 Sports Events

- 5.4 Debating Events
- 5.5 National Cadet Corps (NCC)
- 5.6 National Service Scheme (NSS)
- 5.7 Gandhi Study Circle
- 5.8 Trekking, Mountaineering, Environmental Protection and Photography Club

6. College Cells

- 6.1 Women Development Cell (WDC)
- 6.2 Equal Opportunity Cell (EOC)
- 6.3 SC/ST Cell
- 6.4 Placement Cell

7. Other Important Committees and Officers

- 7.1 Anti Discriminatory Officer
- 7.2 Liaison Officer - SC/ST
- 7.3 Liaison Officer - OBC
- 7.4 Liaison Officer - PwD
- 7.5 Public Information Officer (PIO)
- 7.6 Nodal Public Grievances Officer
- 7.7 Professional Counsellor

8. Central Placement Cell/Cultural Council

9. Facilities in the College

10. Prizes and Scholarships

11. Internal assessment/ Attendance/ Promotion Rules

12. Identity card

13. Anti-smoking Zone

14. Basic Rules

15. University Rules and Ordinances

16. Orientation Programme for New Students

PRINCIPAL'S MESSAGE



It is indeed my pleasure to welcome our new students to this esteemed institution. Since its inception in 1964, our college has endeavored to impart quality education and to achieve excellence not only in academia but also in sports, literature, performance and public service with the unflinching support of our acclaimed faculty. Each subsequent year, our students and faculty have scaled newer heights, setting higher goals for the students to come. By now we take pride in a rich tradition that comprises of academic luminaries, sportspersons of national and international repute, a Padmashri awardee poet, famous media personalities, renowned theatre artists and top ranking civil servants.

The College aims to inculcate goodwill, respect, cooperation, and trust among the students through quality education which is essential for success in life. The college is well equipped with the infrastructural facilities in the form of laboratories, auditorium, and digital library with special software for the PWD students, hygienic canteen, seminar room and sports complex. Placement cell of the college further assists the outgoing students in finding appropriate jobs. Seminars, debates, cultural events and sports activities throughout the year maintain a lively and vibrant environment in college.

I along with my team of dedicated faculty and silent workers, intend to build a strong and unparalleled knowledge base and raise the standard of the college in all spheres to the zenith.

At Rajdhani College, we believe in Sanskrit saying: *TejasviNaav[au]-Adhiitam-Astu* – May our Study be Enlightening (taking us towards the true Essence underlying everything).

We look forward to an enriching and prolific association with you and hope you pass out as better human beings and successful persons in life.

Dr. Rajesh Giri
(Principal)

ABOUT THE COLLEGE



The motto of Rajdhani College is – *Tejaswinavadhitamastu* – May learning illuminate us (both the teacher and the taught).

For more than fifty years now, the College has adhered to its motto and scaled new heights of all round achievement.

Rajdhani College is a constituent College of the University of Delhi. In 1964, Delhi Administration established this college in Kirti Nagar, New Delhi. At that time it was called Delhi College. Subsequently, its governance was vested in an autonomous Governing Body and a New name – Rajdhani College – was given to it. The College acquired its current premises in 1976-77, when a new, spacious and well-furnished Building was constructed for it. Located in West Delhi on Mahatma Gandhi Marg (Ring Road) near Raja Garden, the college is accessible from all corners of Delhi and NCR. Ramesh Nagar and Rajouri Garden Metro stations are in close proximity, further increasing its accessibility from different corners of the city.

The college has made concerted effort to keep up with the ever increasing demands of infrastructural development. In addition to well lit, spacious classrooms, the college complex has an air- conditioned Auditorium, an air-conditioned Conference Room, and a well –stocked Library with computer and internet facility. A new Academic Block with the facility of a lift was recently added to further augment our infrastructural strength. The College believes in keeping pace with new technology. Apart from Science Laboratories, a Computer Science Laboratory and a Central Computer Lab, the college has dedicated Computer laboratories for several disciplines to further facilitate student interface with technology. Our verdant playground is our pride as it encourages outdoor recreation and sport among students who bring laurels to the college with remarkable regularity.



Regular participation and wins at various cultural events have established Rajdhani College as a cultural force to reckon with. Whether it is debating or dramatics, music or dance, NCC or NSS – with the able guidance of its dynamic and committed faculty, Rajdhani students have excelled in every field. We truly believe in honing

personalities, encouraging students to recognize their own potential and to develop it to achieve their goals. The dedication, scholarship and enthusiasm of our faculty make them a role model for our students.

The college offers courses in all three streams: Humanities and Social Science, Commerce and Science. Among the different honours course the college offers Bachelor with Honours in Economics, English, Hindi, History, Political Science and Sanskrit, Bachelor with Honours in Commerce and Bachelor with Honours in Chemistry, Electronics, Physics and Mathematics. In addition, the college also offers Bachelor Programmes in the Humanities and Social Science steam and the Science stream. Rajdhani College also offers Post Graduate Courses in English, Hindi, History and Commerce. This prospectus provides a brief introduction to our college.

COURSES OFFERED

1.1 UNDERGRADUATE COURSES:

COURSE	SEATS
1.1.1 COMMERCE	
Bachelor with Hons. Commerce	123
1.1.2 HUMANITIES & SOCIAL SCIENCE	
B. A. (Hons.) Economics	46
B. A. (Hons.) English	46
B. A. (Hons.) Hindi	46
B. A. (Hons.). History	46
B. A. (Hons.). Political Science	46
B. A. (Hons.). Sanskrit	46
B.A. Progs.	185
1.1.3 SCIENCE	
B. Sc. (Hons.) Chemistry	62
B. Sc. (Hons.). Electronics	31
B. Sc. (Hons.). Mathematics	62
B. Sc. (Hons.). Physics	62
B.Sc. Prog. with Chemistry	46
B.Sc. Prog. with Computer Science	46
B.Sc. Prog. with Electronics	31
B.Sc. Prog. with Industrial Chemistry	31

1.2. POSTGRADUATE COURSES:

The College offers Post Graduate Courses in English, Hindi, History and Commerce. Students who wish to join Post Graduate Courses must submit their applications to the college on the prescribed form after their registration in the University on the dates to be notified by the University of Delhi. The names of candidates accepted for admission to M.A. / M.Com will appear in the list to be notified by the University. M.A. / M.Com students are expected to attend tutorials in the College.

COURSE	SEATS
1.2.1 M.A. (English)	15
M.A. (Hindi)	15
M.A. (History)	15
M.Com.	23

For details visit: www.du.ac.in

2. ADMISSION PROCEDURE

2.1 Admission Committees 2017-18

S.NO.	DEPARTMENT	CONVENER	MEMBERS
1.	B.A. (Hons.) Economics	Dr. Sunil Babu	Ms. Mohini Aggarwal
2.	B.A. (Hons.) English	Dr. Ved Mitra Shukla	Dr. Varsha Gupta
3.	B.A. (Hons.) Hindi	Dr. Deo Kumar	Dr. SapnaChamadia
4.	B.A. (Hons.) History	Mr. Mahender S. Dhakad	Dr. Anil Kumar
5.	B.A. (Hons.) Political Sc.	Dr. G.P.Bairwa	Dr. Rajbir Singh
6.	B.A. (Hons.) Sanskrit	Dr. Savita Nigam	
7.	B.A. (Prog.)	Dr. Sushil Kumar Azad	Ms. Gayatri B Sahu Mr. Shafiqul Alam Dr. Chandra Shekhar Singh Dr. Ganita Bhupal
8.	B. Com. (Hons.)	Dr. Rajender Kumar	Dr. Renu Gambhir Ms. Mary C Lethil
9.	B. Sc. (Hons.) Chemistry	Dr. Suman Meena	Mr. Anand Prakash
10.	B. Sc. (Hons.) Mathematics	Mr. Ravindra Kumar	Dr. Urvashi Arora Ms. VandanaDhingra

11.	B. Sc. (Hons.) Physics	Mr. Sonia Lumb	Ms. A P Singh
12.	B. Sc. (Hons.) Electronics	Dr. Santi Nath	Dr. Swati Nagpal
13.	B. Sc. (Prog.) PCM	Mr. Harish Kumar	Mr. Nitin Kumar Dr. R D Sharma
14.	B. Sc. (Prog.) Computer Sc.	Ms. Surbhi Khanna	Dr. Arun Chaudhary
15.	B. Sc. (Prog.) Electronics	Dr. Jitesh Kumar	Dr. K. K. Arora Sh. M C Meena
16.	B. Sc. (Prog.) Industrial Chemistry	Dr. Vaishali V. Shahare	Dr. Arun Lal

2.2. Documents required at the time of admission:

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

1. Class X Board Examination Certificate
2. Class X Marks -Sheet
3. Class XII Marks-Sheet
4. Class XII Provisional Certificate / Original Certificate
5. Character Certificate (recent)
6. SC/ST/PwD/CW/KM Certificate (in the name of the candidate) issued by the competent authority
7. OBC (Non-Creamy Layer) Certificate (in the name of the Candidate) issued by competent authority (recent)
8. Transfer Certificate from school / college as well as Migration Certificate from Board / University are required from those students who have passed senior secondary exam from outside Delhi
9. At least two passport size self-attested photographs.

Notes:

- ◆ The University will accept self-attested copies of documents/papers provided by the students. It is made clear that if any false attestation/falsified records are detected, the student will be debarred from attending any course in the University/or its Colleges for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470, 471, 474 etc.) will be instituted against him/her.
- ◆ Candidates seeking admission under SC/ST/OBC Category should have certificates in their own name only.

For details, visit the Delhi University website: www.du.ac.in

2.3 Procedure for calculation of 'Best Four' subjects' percentage

2.3.1. Procedure for calculation of 'Best Four' subjects' percentage for Honours Courses (For admission to Arts/ Humanities Courses):

- a. One Language (Core/ Elective/ Functional)
- b. The subject in which admission is sought (If a candidate does not include the concerned subject whether studied or not, in 'Best Four' in which he/she is seeking admission in the honours course, then a deduction of

2.5% will be imposed on the calculated 'Best Four' percentage). For Honours in languages refer to point 12, also.

c. Any two other academic/ elective subjects as per List A.

Note:

- i. If a candidate does not include the subjects given in List A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.
- ii. All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on *pro rata* basis. These new marks will then be considered for calculation of 'Best Four'.

Examples: (1) If a candidate has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), and Chemistry 91(theory 52, practical 39; max. marks theory 60, practical 40) which is not in ratio of 70: 30, then the marks can be converted on *pro rata* basis

Pro rata marks in physics = $88.3 \left(\frac{50}{60} \times 70 + \frac{40}{40} \times 30 \right) = 58.33 + 30 = 88.33$

Pro rata marks in chemistry = $89.92 \left(\frac{52}{60} \times 70 + \frac{39}{40} \times 30 \right) = 60.67 + 29.25 = 89.92$

(2) If a candidate has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95 (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. The marks in Physics, Chemistry and Biology have less than 70% theory component and therefore have to be converted to 70:30 ratio on *pro rata* basis. For physics, it is $56.25 + 29.32 = 85.25$. $\left(\frac{45}{56} \times 70 + 29 = 56.25 + 29 = 85.25 \right)$

For chemistry, it is $60 + 30 = 90$. $\left(\frac{48}{56} \times 70 + 30 = 60 + 30 = 90 \right)$

For biology, it is $63.75 + 30 = 93.75$. $\left(\frac{51}{56} \times 70 + 30 = 63.75 + 30 = 93.75 \right)$

List A:

The following Discipline subjects must be treated as Academic/ Elective subjects for the purpose of undergraduate admissions. All other subjects offered by different boards may be treated as non-elective:

Arabic, Bengali, Botany, Chemistry, Commerce*, Computer Science, Economics, English, French, Geography, Geology, German, Hindi, History, Home Science, Italian, Legal Studies, Mathematics, Music, Persian, Philosophy, Physics, Political Science, Psychology, Punjabi, Sanskrit, Sociology, Spanish, Statistics, Urdu and Zoology.

1. Accountancy/ Business Studies/ Commerce shall be treated at par with academic/ elective subjects.
2. Biology/ Biotechnology and Business Studies will be treated as academic/ elective subjects.
3. Mass Media Studies will be treated as an academic subject for the purpose of admission to B.A. (H) Journalism (Hindi/ English).
4. Admission to B.A. (Hons.) Hindi Patrakarita and B.A (Hons.) Journalism will be based on 'Best Four' percentage as in B.A. (Hons.) Hindi and B.A (Hons.) English, respectively.
5. In case a candidate has studied both elective and core in a language, then core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
6. Admission to B.A. (Hons.) Applied Psychology will be based on 'Best Four' percentage as in B.A. (Hons.) Psychology.
7. Admission to B.A. (Hons.) Social Work and B.A. (Hons.) Philosophy will be based on 'Best Four' percentage including one language and three academic/elective subjects as per the above procedure.

8. The subject 'Informatics Practices' will be equivalent to Computer Science for admission to B.Sc. (Hons.) Computer Science only.
9. The candidates must have studied and passed Mathematics at the qualifying exam for admission to Honours in Economics and Commerce.
10. Business Mathematics will be treated as equivalent to Mathematics for admission to B.Com (H)/ B.Com only.
11. (a) For admission to Honours in any language course, advantage of 2% in the Best Four percentage may be given to those candidates who have studied that particular elective language.
- (b) In case, a candidate has not studied a language at qualifying exam and is seeking admission to Honours in that language (except for Honours in English and Hindi, refer (c)), deduction of 5% will be imposed on 'Best Four' percentage.
- (c) For admission to Honours in English and Hindi, the candidate must have studied and passed the respective language in the qualifying exam and should include respective language for calculation of 'Best Four' percentage.
12. University may define any other relevant subjects as an academic/ elective for a particular Honours course.

Examples for calculation of 'Best Four' Percentages are given below.

Example 1: If a candidate has scored: Accounts (90), Business Studies (92), English (88) and Economics (94). Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage for: B.Com is 91%, B.A(Hons.) English is 91%, Not eligible for B.A (Hons.) Economics, B.Com(Hons.) B.A(Hons.) Political Science is $91\% - 2.5\% = 88.5\%$.

Example 2: If a candidate has scored: Physics (96)*, Chemistry (92)*, English (90) and Mathematics (94). Total marks are $96+92+90+94=372$, Percentage is 93%. The effective percentage for : B.A (Hons.) History is $93\% - 2.5\% = 90.5\%$, B.A(Hons.) English 93%, B.A (Hons.) Economics $93\% - 2.5\% = 90.5\%$, B.Sc.(Hons.) Maths 93%.

Example 3: If a candidate scored: Accounts (88), English (92), Punjabi Elective (90), Maths (80) and Web Designing(96). Total marks are $88+92+90+96=366$, percentage is 91.5%. The effective percentage for : B.Com (Hons.) $91.5-2.5(WD) = 89\%$, B.A (Hons.) Hist. $91.5\%-2.5\%(WD)-2.5\%(Hist.) = 86.5\%$. B.A (Hons.) Punjabi $91.5\% - 2.5\%(WD) + 2\%(Elective) = 91\%$. B.Sc.(Hons.) Maths (English, Maths, Accounts, Punjabi) 87.5%.

Example 4: If a candidate has scored: Accounts (90), Business Studies (92), English (88) and Home Science (94), Maths (85). Then total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage for B.Com(Hons.) 91%. B.A(Hons.) Eng. 91% B.A (Hons.) Hist. $91\%-2.5\%(Hons.)= 88.5\%$. B.Sc.(Hons.) Maths $88+85+94+92=359$. The Percentage is: 89.75%

Example 5: If a candidate has scored: Physics (85)*, Chemistry (90)*, English (90) and Biology (85)* Physics, Chemistry and Biology have less than 70% theory component. Total marks in **PCBE** are: $85+90+85+90=350$. The percentage is 87.5%*. The effective percentage for: B.A (Hons.) English is 87.5% B.A (Hons.) Political Science $87.5\% - 2.5\% (Hons.) = 85\%$.

Example 6: If a candidate has scored: English Elective (92), History (65), Political Science (85), Geography (89) and Home Science (90). Total Marks 356 excluding history. The percentage is 89%. The effective percentage for: B.A (Hons.) English $89\% + 2\%(Elective)= 91\%$ B.A (Hons.) Political Science 89% B.A (Hons.) History $89 - 2.5\% = 86.5\%$ (History not included) B.A (Hons.) Psychology $89-2.5\% = 86.5\%$

***Marks in physics/chemistry/biology papers should be in the ratio of 70: 30 (theory: practical), otherwise, marks calculated on pro rata basis will be considered.**

2.3.2. Procedure for calculation of 'Best Four' subjects' percentage for B.A (Programme) /B.Com (Programme):

- One Language (Core/Elective/Functional)
- Any three elective subjects can be chosen. A deduction of up to 5% on 'Best Four' percentage may be imposed if there is a change of stream.
- One non-listed (List A) subject can be included in calculation of 'Best Four' without any deduction.
- For admission to B.A. (Vocational) only, related vocational subjects may be treated at par with academic/elective subjects and up to two vocational subjects which are in relationship with the course of study may be included for the calculation of 'Best Four.'
- If a candidate opts for MIL (Except Hindi) as a subject, an advantage of up to 10% may be given in Best Four' in those colleges where MIL is offered as a subject.

Notes:

- The college will have to notify the actual deduction up to 5% for change of stream beforehand by uploading on their website and intimating the same to the University.
- If more than one non-listed subject is included for calculation of "Best Four", a deduction of 2.5% each in 'Best Four' may be levied in addition to deduction due to change of stream, if any.
- All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on *pro rata* basis. These new marks will then be considered for calculation of 'Best Four' in addition to Note (i).

Examples for calculation of 'Best Four' Percentage are given below.

Example 7: If a candidate has scored in Accounts (90), Business Studies (92), English (88) and Economics (94). Total marks are $90+92+88+94=364$. The Percentage is 91%. The effective percentage for: B.Com 91% B.A(Prog) $91-5^{**}=86\%$.

Example 8: If a candidate has scored in Physics (96)*, Chemistry (92)*, English (90) and Mathematics (94). Total marks are $96+92+90+94=372$ and Percentage is 93%. The effective percentage for : B.A(Prog) $93-5^{**}=88\%$ B.Com is $93-5^{**}=88\%$.

Example 9: If a candidate scored: History (88), English (92), Political Science (90) and Web Designing (96).* Total marks are $88+92+90+96=366$, Percentage is 91.5%. The effective Percentage for : B.A(Prog) 91.5%.

Example 10: If a candidate has scored in Accounts (90), Business Studies (62), English (88), Web designing (94)* and Painting (95)*. Total marks are $90+95+88+94=367$. The Percentage is 91.75%. The effective percentage for :B.A(Prog) $91.75-5^{**}-2.5\#=84.25\%$,B.Com $91.75-2.5\#=89.25\%$

** is deduction due to change of stream.

is for second vocational subject.

*Marks in these papers should be in ratio of 70: 30 (theory, practical), otherwise, marks calculated on *pro rata* basis will be considered.

2.3.3. Procedure for calculation of marks in Science Courses

The Basis of Selection for Mathematical Sciences/Science/Home Science courses remains unchanged. All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on *pro rata* basis. These new marks will then be considered for calculation of PCM/PCB etc.

Example 11: If a candidate has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), Chemistry 91(theory 52, practical 39; max. marks theory 60, practical 40), English (90) and Mathematics (95), Physical Education (92). Physics and Chemistry have 60% theory component and 40% practical marks. Pro rata marks in physics = 88.3% Pro rata marks in chemistry = 89.92% Therefore, Total marks in PCM are: $88.33+89.92+95=273.25=91.08\%$ and PCME are: $88.3+89.92+95+90 = 363.25 = 90.81\%$.

Example 12: If a candidate has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95 (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. Physics, Chemistry and Biology have less than 70% theory component and must be converted to 70:30. For Physics, it is $56.25+29 = 85.25$; For chemistry, it is $60+30= 90$; For biology, it is $63.75+30= 93.75$. The PCB is 89.77% ; PCM is 89.19%

2.4. Concession for girls:

A concession of 1% in the cut off will be given to girl candidates for the following courses:

- | | |
|---|------------------------------------|
| 1. B.A. (H) Economics | 2. B.A. (H) Hindi |
| 3. B.A. (H) History | 4. B.A. (H) Political Science |
| 5. B.A. (H) Sanskrit | 6. B.A. (Prog.) |
| 7. B.Com (H) | 8. B.Sc. (H) Electronics |
| 9. B.Sc. (H) Mathematics | 10. B.Sc. (H) Physics |
| 11. B.Sc. (H) Chemistry | 12. B.Sc. (Prog.) with Chemistry |
| 13. B.Sc. (Prog.) with Computer Science | 14. B.Sc. (Prog.) with Electronics |
| 15. B.Sc. (Prog.) with Industrial Chemistry | |

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

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

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

1. Admission for IB Students (IB Grade to Marks Scheme)

Grade	Indian Equivalent Marks	
	From	To
7	96	100
6	83	95
5	70	82
4	56	69
3	41	55
2	21	40
1	1	20

2. Admission for ti University or Cambridge (International Examinations) Students

Grade	Percentage Uniform Mark Range	Cambridge Grade As	Percentage Uniform Mark Range
*A	90-100 (Midpoint 95)	95	
A	80-89 (Midpoint 85)	a	80-100 (Midpoint 90)
B	70-79 (Midpoint 75)	b	70-79 (Midpoint 75)
C	60-69 (Midpoint 65)	c	60-69 (Midpoint 65)
D	50-59 (Midpoint 55)	d	50-59 (Midpoint 55)
E	40-49 (Midpoint 45)	e	40-49 (Midpoint 45)

Further Details:

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

* The Candidates seeking admission to an Honours Course must have passed the subject at Advanced level. For Geology and Anthropology Honours Courses, the candidate must have passed one Science subject at Advanced level out of Physics/Chemistry/ Mathematics/ Biology.

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

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

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

2.6 Reservations and Relaxations

2.6.1. Reservation of Seats for Scheduled Caste/Tribecandidates

- 22½% of the total numbers of seats are reserved for candidates belonging to Scheduled Caste/Scheduled Tribes (15% for Scheduled Caste and 7½% for Scheduled Tribes, interchangeable, if necessary).

- It is a statutory obligation on the part of Colleges to fill all seats reserved for Scheduled Caste/Scheduled Tribe candidates.
- The College shall not refuse admission to any SC/ST candidate on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be removed, remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.
- Relaxation to the extent of 5% in the minimum marks will be given to the candidates belonging of Scheduled Caste and Scheduled Tribe to determine their eligibility and merit for admission to the course concerned.
- In case, after giving 5% relaxation, the reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill up all the reserved seats. (AC Resolution A88, 14.6.1983) (EC Resolution 157, 24121.2001). Eligibility in these cases is pass percentage.

Note: SC/ST students who get admission under open merit will not be included in the reserved quota i.e. 22.5%.

Candidates seeking admission under SC/ST/OBC category should have certificates in their own name only.

2.6.2. Reservation of Seats for Other Backward Classes (OBC)

- 27% seats are reserved for the candidates belonging to OBC.
- At the time of giving admission to an OBC candidate, the College will ensure that the caste is included in the Central List of OBC. The certificate must mention non-creamy layer status of the candidate;
- The OBC candidates shall be given a relaxation of 10% in the minimum eligibility marks of the said course and in the admission entrance test 10% of the minimum eligibility marks prescribed for General Category candidates.
- It is a statutory obligation on the part of College to fill all seats reserved for OBC candidates.
- The Colleges shall not refuse admission to any OBC candidate on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be removed, remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.
- If the seats meant for OBC remain vacant after arriving at the minimum eligibility, the same may be converted and filled up by other eligible candidates subject to approval from the University.

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

2.6.3. Reservations of Seats for Persons with Disabilities (PwD)

Three per cent (3%) seats in all undergraduate and postgraduate institutions (including professional and technical institutions) are reserved for candidates having minimum 40% physical disabilities.

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

1. Consequent upon amendment to Ordinance X(4) of the University, the following provision has been added after Sub-clause 2 of Ordinance X(4) of the said Ordinance:
 "Provided that the Persons with Physical Disabilities shall be waived off all the fees payable including the Examination fee and other University fees, except Admission fee, subscription towards Delhi University Students' Union and Identity Card fee for pursuing under-graduate, post-graduate or other courses in the University or its Colleges."
2. In pursuance of the above, the students with physical disabilities pursuing various courses of study in the Faculties, Departments, Centres, and Institutions / Colleges of the University shall be exempted from payment

of fees, including examination fee and other University fees, except Admission fee, subscription towards Delhi University students' Union and Identity Card fee.

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

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

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

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

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

The following is the schedule (see Section 9.4 for categories definition) of admission of Children/Widows of the Officers and Men of the Armed Forces including Para-Military Personnel, Killed/Disabled in action or those who died/were disabled on duty, Gallantry Awardees, for admission to Undergraduate Programmes for the academic session 2017-18:

Online Registration	22.05.2017 to 12.06.2017 (As per the schedule applicable to all categories)
Category I	
Verification of documents	16.06.2017(Friday) and 17.06.2017 (Saturday) Time: 10.00 a.m. to 1.00 p.m.
Issue of Provisional Admission Slip	20.06.2017 (Tuesday)
Admission by the college*#	20.06.2017 (Tuesday) to 22.06.2017 (Thursday)
Category II	
Verification of documents	23.06.2017 (Friday) to 24.06.2017 (Saturday) Time : 10.00 a.m. to 1.00 p.m.
Issue of Provisional Admission Slip	27.06.2017 (Tuesday) Time : 10.00 a.m. to 1.00 p.m.
Admission by the college*#	27.06.2017 (Tuesday) to 28.06.2017 (Wednesday)
Category III	
Verification of documents	29.06.2017 (Thursday) to 30.06.2017 (Friday) Time : 10.00 a.m. to 1.00 p.m.
Issue of Provisional Admission Slip	03.07.2017 (Monday) Time : 10.00 a.m. to 1.00 p.m.

Admission by the college*#	03.07.2017 (Monday) to 04.07.2017 (Tuesday) Time : 10.00 a.m. to 1.00 p.m.
Category IV	
Verification of documents	05.07.2017 (Wednesday) to 06.07.2017 (Thursday) Time : 10.00 a.m. to 1.00 p.m.
Issue of Provisional Admission Slip	08.07.2017 (Saturday), Time: 10.00a.m. to 1.00 p.m.
Admission by the college*#	08.07.2017 (Saturday) to 10.07.2017 (Monday)
Category V	
Verification of documents	11.07.2017 (Tuesday) to 12.07.2017 (Wednesday) Time : 10.00 a.m. to 1.00 p.m.
Issue of Provisional Admission Slip	14.07.2017 (Friday), Time : 10.00 a.m. to 1.00 p.m.
Admission by the college*#	14.07.2017 (Friday) to 15.07.2017 (Saturday)
Document verification and issue of provisional admission slip to applicants who have not reported on the above dates subject to the availability of seats	17.07.2017 (Monday) Time: 10.00 a.m. to 1.00 p.m.
Issue of Provisional Admission Slip	18.07.2017 (Tuesday) Time : 10.00 a.m. to 1.00 p.m.
Admission made by the college/s *#	18.07.2017 (Tuesday) to 19.07.2017 (Wednesday)

Note: Verification of documents & Issue of Provisional Admission Slip at Conference Centre, near Botany Department, University of Delhi, Delhi-07

*Morning college: From 09.30 am to 01:30 pm; Evening college: From 04:00 pm to 07:00 pm

#After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the next day of the given admission list deadline.

FORMAT

(ON THE PROPER LETTER HEAD)

OFFICE OF THE

This is to certify that Mr. /Miss is son/daughter of (No.) resident of

The above named Officer/JCO/OR

- i. Killed in action on during
ii. Disabled in action on during
iii. Died in peace time on duty on with death attributable to military services.
iv. Disabled in peace time on duty with disability attributable to military service.
v. Gallantry Award:

Master/Miss. son/daughter of
Officer /JCO/OR is eligible for educational concession for admission in University of Delhi against the Armed Forces category under Priority No. .

.....Officer

No.:.....

Date:.....

(Signature)

Rubber stamp with Name & Designation

2.6.5. Registration and Relaxation for Kashmiri Migrants

1. All the Wards of Kashmiri Migrants who wish to be considered for admission to various undergraduate courses for university have to register online as per schedule notified by the University.
 2. Up to 5% seats are reserved course-wise in all Colleges for Wards of Kashmiri Migrants.
 3. All the Wards of Kashmiri Migrants will have to upload a certificate of registration as Kashmiri Migrants issued by Divisional Commissioner/ Relief Commissioner.
 4. A concession of maximum 10% in the last cut-off marks fixed for General category candidates shall be extended to the Kashmiri Migrants.
 5. Admission of Wards of Kashmiri Migrants will be based on cut-offs to be announced by the Colleges.
- (The candidates selected under special Scholarship Scheme for J&K will be admitted directly to colleges)

2.6.6. Reservation of Seats for Foreign Students

All foreign students, including those who have completed their schooling from an Indian Board may be treated as Foreign Students for the purpose of their registration /admission in various departments and Colleges of the University and they may be considered for admission under 5% quota prescribed for the foreign students. The Colleges/Departments are advised to keep a column of nationality in their admission form. The foreign candidates seeking admission to Undergraduate Courses should apply to Deputy Dean (Foreign Students), Conference Centre, University of Delhi-110007. Email: fsr_du@yahoo.com

2.6.7. Sports/ECA Quota

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

The existing provision of not more than 5% sports / ECA quota (subject- wise) be continued. The Colleges should be free to decide the actual number of seats to be filled on sports basis (not more than 5%) keeping in view the facilities available, requirement of the College and other relevant factors.

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

GUIDELINES FOR ADMISSIONS UNDER EXTRA CURRICULAR ACTIVITIES

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

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

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

1. Applicants seeking admission under ECA category will register online on DU Admission portal.
2. The charges for registration will be Rs. 100/- in addition to charges for (UR/OBC/SC/ST/PwD) registration.
3. The applicants are required to upload only one certificate (preferably the highest achievement one) issued after May 22, 2014 to May 21, 2017 in each activity they wish to apply for as a proof of their involvement in the relevant activity. They should carry all the relevant certificates for evaluation in case they are selected for final trials.
4. Trials will be held at two levels: (i) Preliminary trials (ii) Final trials.
5. The applicant shall be allowed to appear at the preliminary trials only once in an event. Any request for a second chance will not be permitted.
6. Not more than 15% concession in academic merit vis-a-vis unreserved category applicants (for the last relevant cut-off) may be given for admission to specific programmes (subject to the minimum eligibility of the programme).
7. The date/dates for the Preliminary / Final trials shall be notified and displayed on the University Website, College Website and Notice Board.
8. The list of the short listed applicants for final trials will be notified on the University Website, and the Website and Notice Board of the college that is conducting an ECA activity trial.
9. The Certificates will be evaluated only for students who qualify for final trials. They have to carry all the relevant certificates in original (and a self attested photocopy) for evaluation at the time of the final trial.
10. Weightage in the final trials will be given to the trials and certificates in the following ratio: Trials: 75%, Certificates: 25%.
11. The applicant must secure at least 50% marks in the final trials (38 out of 75) to be eligible for the final list of selected candidates.
12. The colleges will videograph the preliminary and final trials and should preserve the recordings.
13. The trials for admission under the ECA category shall be the conducted by the **ECA admission committee**. The following composition of experts in the ECA category is recommended:
 - a. Principal/ Principal Nominee
 - b. Two experts (to be nominated by the University Culture Council) –Eminent people from the cultural field from eminent institutions such as:
 - National School of Drama
 - Sri Ram Centre for Performing Arts
 - Faculty of Music & Fine Arts
 - Indian Council for Cultural Relations
 - College of Art
 - Sangeet Natak Academy
 - Sahitya Kala Parishad
 - All India Radio/Doordarshan ('A' Grade Artists) etc.

- Experts from University Fraternity in the relevant field.
 - Other experts / practitioners in the relevant field
- c. University Cultural Council nominee.
- d. College Cultural Council convenor/nominee.

The committee constituted hence should not only have expertise in the relevant cultural field but should also have the understanding of the cultural space of the University and its specific requirements.

Instructions

1. The allotment of the programme / subject to the qualified applicants shall conform to University regulations and will be the sole responsibility of the college.
2. An applicant being selected in the final list is not a guarantee of admission. Admission is subject to seats availability in a college.
3. The allotment of programme/subject may be finalized by ECA Admission Committee, which will include Chairperson (Principal), members of ECA/Cultural Committee and one faculty member nominated by the Staff Council.
4. The final list of selected applicants containing marks awarded for the ECA certificates and trials shall be displayed on the University Website for three days for applicants to take cognizance of the grievances, if any. All the grievances shall be resolved within three days.
5. Applicant having any grievance should apply either to the Central Grievance Committee or to College Grievance Committee.
6. Applicants will register in the colleges of their choice according to the schedule that will be notified.
7. The Merit List of the applicants selected for admission after the finals shall be notified on the respective College Website and Notice Board and University Website. The admission of the applicants thereafter will be completed on University Admission Portal.
8. In case of a tie in the final marks (out of 100), the candidate with higher marks in the trials (out of 75) will be placed higher in the merit list. In case of a tie there also, then both the candidates will have the same rank.
9. The ECA Admission Committee of the College shall verify the original ECA certificates of the applicants.
10. The selected candidates shall submit an Undertaking at the time of admission stating that the candidate will perform for the College and University for the entire period of the candidate's undergraduate programme of study. The college has a right to cancel their admissions if they violate the undertaking during their stay in college.
11. Any candidate submitting false / fake certificate will be debarred from admission to any programme in any college for three years. If a candidate seeks admission on the basis of false/fake certificates, not only will the admissions be cancelled, an FIR may also be registered.
12. The college shall maintain proper record of candidates admitted on the basis of ECA.
13. The decision of ECA Admission Committee shall be final.

The following categories have been approved by the admission committee for ECA. S.No.

	Category	Activities	Sub-categories
I	Culture	1. Creative Writing	1.1 Creative Writing : Hindi 1.2 Creative Writing : English
		1. Dance	2.1 Indian Classical 2.2 Indian Folk 2.3 Western 2.4 Choreography
		1. Debate	3.1 Debate : Hindi 3.2 Debate : English
		1. Digital Media	4.1 Still Photography 4.2 Film Making 4.3 Animation
		5. Fine Arts	5.1 Sketching & Painting 5.2 Sculpture
		6. Music (Instrumental)	6.1 Indian Vocal (Classical, Light and Folk) 6.2 Western (Classical and Light)
		8. Theatre	7.1 Indian Instrumental 7.2 Western Instrumental
		9. Quiz	
		10. Divinity for minority Colleges*	
		II	NCC
III	NSS	NSS	

*Applicable for admission to the following minority colleges:

1. Mata Sundri College
2. Sri Guru Nanak Dev Khalsa College
3. Sri Guru Tegh Bahadur Khalsa College
4. Sri Guru Gobind Singh College of Commerce

Check the college website / prospectus for the relevant details.

2.6.7. (b) Guidelines for admission on the basis of Sports in Undergraduate courses

The Colleges have to notify the actual number of seats under Sports Quota (supernumerary) and requirements of sportspersons in different Sports/Games along with the respective position / event on their College Website and Notice Board well in advance. The same would be notified on the University of Delhi Website.

I. Super Category: Direct Admission without Sports Trials

Sports persons who have participated/represented the country in the following Competition(s):

- a. Olympic Games by International Olympic Committee
- b. World Championships under International Sports Federations (IOA and / or MYAS recognized /affiliated Games)
- c. Asian Games by Olympic Council of Asia
- d. Asian Championships under International Sports Federations (IOA and / or MYAS recognized /affiliated Games)
- e. Commonwealth Games, S.A.F. Games and Afro-Asian Games (IOA and / or MYAS recognized /affiliated Games)
- f. Paralympic Games (IOC/IOA and / or MYAS recognized / affiliated Games)

II. Admission through Sports Trials

- A. Maximum 50 Marks are for Sports Certificates (chart enclosed)
- B. It is essential for the candidate to qualify any one of the following Fitness Test items for consideration of admission in Archery, Chess and Shooting, and any two of the following Fitness Test items for consideration of admission in other Games/Sports as per the standards laid down by the University.

1.	Strength	Standing Broad Jump 1.65 mtrs. For Men 1.15 mtrs. For Women	Three attempts allowed
2.	Endurance	1000 mtrs. Run/Walk 5.00 min. for Men 6.00 min. for Women	One attempt allowed
3	Speed	50 mtrs. Dash 8.00 sec. for Men 9.00 sec. for Women	One attempt allowed

- i. The Colleges will be conducting Fitness Test and Sports Trials for a specific Sport/Game identified by Delhi University Sports Council (DUSC). The candidates should go through the notifications issued by the colleges and University on their Website.
- ii. The Colleges which have been identified for conducting Fitness Test and Sports Trials for a specific Sports/ Game but do not have facilities can contact DUSC by giving advance information.
- iii. If a candidate has opted for more than one Sports/Game and has qualified the Fitness Test in a particular college must be issued a Fitness Certificate by the college concerned in a particular format. This certificate will be accepted by the other colleges.
- iv. Fitness Test is the qualifying test for subsequent process of screening / evaluating class XII documents, marking of Sports Certificates and Sports Trials and does not entitle the candidate for admission on the basis of Sports.
- C. The Colleges should video-graph the Fitness Test and Sports Trials.
- D. Maximum 50 Marks are for Sports Trials which include skill test, game performance test, game specific fitness, fundamentals of the game / sport etc.

- i. Minimum 25 marks are required to be obtained by the candidate in the Sports Trials for admission on the basis of Sports.
- ii. Evaluation and Marking shall be done by the technical hands of Sports Admission Committee.

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

- i. Chairperson: Principal
- ii. Convenor: Teacher in-charge, Deptt. of Physical Education.
- iii. Physical Education Teacher(s) as Member(s).
- iv. Expert/s nominated by the Chairperson (Principal) from the confidential list sent by the DUSC.
- v. Nominee/s of the Delhi University Sports Council.
- vi. One Nominee of the Vice Chancellor (as Observer).

The Committee can co-opt one/two regular bonafide sports student/s (M/W) for assistance.

Note:

1. The allotment of course/ subject to the qualified candidates shall conform to University regulations and will be the sole responsibility of the College.
2. The allotment of course/subject may be finalized by the Sports Admission Committee which will include Chairperson (Principal), Convenor (Teacher in-charge, Deptt. of Physical Education), Physical Education Teacher(s) as Member(s) and One faculty member nominated by the Staff Council.
3. The list of finally selected candidates containing marks of the Sports Certificates and Sports Trials along with course/subject allotted shall be displayed on the College Website and Notice Board for three days to take cognizance of the grievances, if any. All the grievances must be resolved within next three days before admitting the candidates.
4. A candidate having grievances should apply to Grievance Committee of the College. Every College shall have its own Grievance Committee, the information about which shall be displayed on the Notice Board/Website of the College.
5. The details of admission on the basis of Sports by the College with respect Sports / Games, position / event etc. shall be notified on their College Website and Notice Board well in advance.
6. The Sports Admission Committee of the College shall
 - a. screen the applications / forms uploaded by the candidates
 - b. verify original Sports Certificate of the candidates as per marks allotted by DUSC
7. The candidate submitting false / fake certificate will be debarred from admission to any course in any College for three years. If a candidate is admitted on false/fake certificate, the admission will be cancelled and such cases will be notified to all the Colleges.
8. The level of competency of the candidate in the Sports / Games will be determined only for those who have achieved distinction in Sports / Games during the last three years in the Sports / Games recognized by AIU and IOA. Preference will be given to Sports/ Games in which Delhi University Inter-College and Inter-University Competitions / Tournaments are held.
9. The level of distinction of certificates will be determined from 1st April, 2013 to 31st March, 2016.
10. The College shall maintain proper record of the candidates admitted on the basis of Sports in their respective college.
11. The candidate as per their age must be eligible to participate in Inter-University Competitions/Tournaments for the next three years and should not be employed Part-time/Full time anywhere.

12. It is mandatory to submit an undertaking on Judicial Stamp paper of Rs. 100/- by the selected sportspersons at the time of admission stating that they will play for the College and University during their Undergraduate Course of Study.

As per circular No. Aca.I/Sports/2010-2011/178 dated May 29, 2010; the college has made provision for not more than 5% Sports and ECA quota. Of this, 3% and therefore not more than 29 seats are under ECA quota that is to be divided between admissions under various categories like athletics (Boys and Girls), Badminton (Boys and Girls), Ball Badminton (Girls), Cricket (Boys), Football (Boys), Volleyball (Boys) and Handball (Boys).

DELHI UNIVERSITY SPORTS COUNCIL

CRETIFICATE MARKING CRITERIA OUT OF MAXIMUM 50 MARKS

Category	Competition/ Tournament level	Certificate from	Certificate Marking Criteria 50 Marks (maximum)				Only for illustration		
			Position		Participation				Progression of Scores for 1st, 2nd & 3rd participation
			1st	2nd	3rd	participation			
A	Representation at International level in Individual Event/Team Event/s in any competition approved by Ministry of Sports/Sports Federations	Ministry of Youth Affairs & Sports/ National Federation/ Board of concerned game/s	48	46	44	40	All 3 Years Only 2 Years	2 pts. 1 pt.	50.49.48 48.47.46 46.45.44 42.41.40
B	Position and participation in Individual Event/Team Event/s in Senior/Junior National/National Games/ Federation Cup championship / Other tournaments at the National level recognized by various federations. National School Games under 19	National Federation/ Board of concerned game/s S.G.F.I	40	38	36	32	All 3 Years Only 2 Years	2 pts. 1 pt.	42.41.40 40.39.38 38.37.36 34.33.32
C	Position and participation in Individual/Team Event/s in National School Games under 17 / Women Sports Festival	National School Games Federation/ Directorate of Education of the Concerned State / MYAS / SAI	32	30	28	24	All 3 Years Only 2 Years	2 pts. 1 pt.	34.33.32 32.31.30 30.29.28 26.25.24

D	Position and participation in individual/team event/s in the All India Rural Sports/ CBSE Nationals	Concerned State Boards/ MYAS /SAI	24	22	20	16	All 3 Years Only2 Years	2 pts. 1 pt.	26.25.24 24.23.22 22.21.20 18.17.16
E	Position and participation in ICSE/ KVS/ IPSC National/ Inter Zonal championship/ B division league /State championship/ Inter District Tournament / All India Public School National/ Vidhya Bharti/ YMCA National Tournaments	All the State Boards, Director of Education and State Associations	16	14	12	8	All 3 Years Only 2 Years	2 pts. 1 pt.	18.17.16 16.15.14 14.13.12 10.9.8
F	Position and participation in Zonal level /CBSE Zonal/ Sainik Schools/ K.V.S. Regionals/Inter Block Rural Sports/Other School Board Regional's, organized school tournament at National Level only (e.g Inter D.A.V National National / Inter D.P.S/G.H.P.S)	Organized by the School Management Committee/ Dy. Director of Education of the concerned District and the CBSE Officer /Supervisor/ Sports Authorityof India	8	6	4	Not Eligible	All 3 Years Only 2 Years	2 pts. 1 pt.	10.9.8 8.7.6 6.5.4

Note

- In addition to the above, if the candidate has played in the above mentioned tournaments for two years, then he/she gets 1 additional point and if the candidate has played for three years, then he/she gets 2 additional points.
- Only last three years certificate will be considered for admission on the basis of Sports.
- Candidate should upload self-attested copies of certificates.

2.7 Fee Structure:

Fee Head list for the Session of 2017-2018

MAINTENANCE FUND:

1	Admission Fee	Admn.	5.00	2	Tuition	Tut. Fee	90.00
3	College Magazine Fee	C. Mag	100.00	4	Library and reading room	Lib.	600.00
5	Medical	Med	25.00	6	Gardening	Gard	50.00
7	Identity Card Fee	I. Card	30.00	8	Fine/Late Special Bonafide Library	F.L.B.L.	
9	Science Laboratory	Sci. Lab.	20.00	10	Science Lab Breakage Charges	S.L.B.CH	

11	Late Fee Fine	L.F.Fine	-	12	Policy against Sexual Harassment Fund	P.A.S.H	10.00
43	Duplicate Fee Receipt	DFR	-				

STUDENT FUND:

13	Caution Money	Cau.mon	500.00	14	Sports and Athletics	Sp.Athl.	200.00
15	Extra-Curricular Activates	Curr.act	300.00	16	Subject Societies	Sub. Soc.	200.00
17	Student Aid Fund Fee	St.Aid	200.00	18	Development Fund Fee	Dev.	60.00
19	Student Union Fund	S.U.Fund	100.00	20	Book Replacement	B. Repl.	10.00
21	Special Annual Fee	Un.Sp	10.00	22	General Amenities Fund	Gen.Amn.	2000.00
23	Computer Science Fund	Com.Sci	2000.00	24	Science Lab. Development Fund	Sci. Lab.	800.00
25	Campus Beautification Fund	Cam.Beau	500.00	26	Development Charges	Dev. Chg.	2000.00
27	D.U. Library Dev. Fee	D.L.D.F	200.00	28	D.U. Library Security	D.L.S.F.	1000.00
30	University Enrollment Fee	U.E.F.	200.00				
31	N.S.S. Fund	N.S.S.	20.00	32	W.D.C. Fund	W.D.C.	20.00
33	N.C.C. Fund	N.C.C.	100.00	34	Univ. Athletic Association Fee	U.A.A.	50.00
35	W.U.S. Fee	W.U.S.	5.00	36	Univ. Cultural Council Fee	U.C.C.	05.00
37	D.U.S.U.	D.U.S.U	20.00	38	Univ. Dev. Fee	U.D.F.	600.00
39	Univ. Exam Fee	U.E.F.					
41	Central Placement Cell	C.P.C.	100.00	42	Foreign Student		
44	Mountaineering Fee	M.T.F.	50.00				

Total:

Sl. No.	Fee	Course
1	Rs. 10,150/-	B.A. (Prog)/ B.A. (Hons)/ B.COM (Hons)/ B.SC. (Maths)
2	Rs. 10,970/-	All Science Courses
3	Rs.9,336/-	All Postgraduate Courses

2.8 Fee Concession and Stipends

The college awards fee concessions to needy, deserving and meritorious students to the extent of 20% of the total fees collected during the year according to rules. Application on prescribed forms is to be submitted to the Fee Concession Committee of the college. The college also provides exemption of tuition fee and admission fee to all

Scheduled Castes/Tribes students whose parents' income is below the taxable income, on production of a certificate obtainable from the office of their parents mentioning that they are not liable to pay income tax.

2.9 Rules for Refund of Fee on account of withdrawal/cancellation of admission, migration etc.*

(a) When a student applies for withdrawal of admission before the last date of admission.	Full fee after deduction of Rs. 250/-
(b) When a student applies for withdrawal of admission after the last date of admission and on or before 31st July, of the year of admission	Full fee after deduction of Rs. 500/-
(c) When a student applies for withdrawal of admission after 31st July and on or before 16th August of the year of admission.	Full fee after deduction of Rs. 1000/-
(d) When a Student applies for withdrawal of admission after 16th August of the year of admission.	No fee will be refunded.
(e) When cancellation of admission is due to concealment /falsification of facts, submission for false/fake certificate(s), providing misleading information by the student or for any error/ mistake on the part of the student.	No fee will be refunded.

***Change in fee refund rules, if any, will be notified separately.**

2.10 Admission Grievance Committee:

The College has an Admission Grievance Committee information about which shall be displayed on the Notice Board of the College. Candidates having grievances about admission should first apply to Grievance Committee of the College. If necessary, they may apply either to the Grievance Committee for the North or South Campus, subsequently. There will be separate Admission Grievance Committee to look into grievances of SC / ST / OBC / PwD category candidates.

For the academic session 2017-2018, following are the members of the Admission Grievance Committee:

Name	Phone Number	Department
1. Dr. Anand Prakash (Convenor)		Department of Chemistry
2. Dr. Jasvir Tyagi		Department of Hindi
3. Dr. Rajiv Ranjan Giri		Department of Hindi
4. Dr. Anil Kumar		Department of History
5. Dr. Dhanraj Meena		Department of Chemistry
6. Mr. Arun Lal		Department of Chemistry
7. Dr. Shikha Kaushik		Department of Chemistry
8. Dr. Sharmila Yadav		Department of Chemistry

2.11 Frequently Asked Questions (FAQs):

- Q.1.** Will there be any disadvantage for gap year students?
- A. 1.** No, all you need are the necessary documents.
- Q. 2.** How does one apply through the ECA or Sports quota?
- A. 2.** You can apply for ECA and Sports quota also online.
- Q. 3.** After the declaration of the cut-off, are students given admission on a first come, first served basis?
- A. 3.** Admission in the colleges are not based on first come first serve policy.
- Q. 4.** I have studied both commerce and accounts in my class XII. Which subject will I have to choose for my best four?
- A.4.** You can choose both the subjects in your "Best Four".
- Q. 5.** I am a science student. Can I apply for Bachelor with honours in Arts/Humanities subjects?
- A.5.** You can apply for Bachelor with honours in Arts/Humanities subjects provided you fulfill specific eligibility condition and meet the requisite cut off.
- Q. 6.** Once I have taken admission in a particular subject, can I change my subject during the course of study or after completing first year?
- A.6.** No, once you are admitted in a particular subject, you can change your subject only before the last date of admission provided seats are available and you meet the requisite cut off.
- Q.7.** I appeared in class 12th exam last year but failed to clear Mathematics. Then, I appeared in the compartment exam and cleared it. Now, I have two marks sheets, can I get admission?
- A.7.** Yes, you can get admission in Delhi University and you will not be at any disadvantage provided result of compartment exam is declared before the admission is completed.
- Q. 8.** Can I take admission in two different/same courses in different colleges after declaration of a cut off?
- A.8.** No, you cannot take admission simultaneously in two different courses or same courses in different colleges. In case you take admission at two places, your admission will be cancelled from both the colleges/courses.
- Q.9.** I was admitted under sports Quota last year but could not clear the first year. Can I apply afresh and also change my course?
- A.9.** You can clear your first year as an ex-student, if your internal assessment is complete (Including attendance. In case you have not completed the above said condition, then you must apply afresh.
- Q.10.** Is it important to have caste or tribe certificate in the name of candidate?
- A.10.** Yes, if you are applying under any reserved category (SC/ST/OBC/PH, you must have Caste/Tribe/PwD certificate in the name of candidate. The OBC certificate must also specify that candidates belong to non-creamy layer and caste is listed in the Central Government list.
- Q.11.** My result is yet to be declared, Can I still submit online registration form?
- A.11.** Yes, you can submit the online registration form by darkening the appropriate circle of result awaited under result section; however you have to fulfill the minimum eligibility condition/meeting cut off list of that course/college during stipulated period
- Q.12.** I have provided incorrect information while filling up the online registration form and also paid the online registration fees. What shall I do?
- A.12.** After payment of the online registration fee, corrections, additions, deletions etc. in any manner shall not be allowed in the registration form. The candidates are, therefore, advised to fill their forms carefully. Incorrect form will be summarily rejected. However, an applicant can start afresh by online registering again using new registration id and password and applicant will need to submit online registration fee again.s

2.12 Important links regarding admission:

You can get information about admission from the following sources:

University website: <http://www.du.ac.in>

University Information Centre- Phone no. 011-27006900/155215

Website: <http://uic.du.ac.in>

You can visit help desk conducted by the office of Dean Students' Welfare in Room no: 5, 1st floor, Conference Centre, opp. Botany department, North Campus. University conducts Open days before the admission process begins.

For any general queries related with the overall online registration or/and admission process, an applicant may write an email to the following email address:

For any technical query related with online registration or/and admission process, please send an email to the following email address:

3. DEPARTMENTS & FACULTY MEMBERS:

S.No.	Name of the Teacher	Designation
1.	Dr. Rajesh Giri	Officiating Principal
Department of Chemistry		
1.	Dr. K. A. Venugopalan	Associate Professor
2.	Dr. Mukta Sharma	Associate Professor
3.	Dr. Manisha Singhal	Associate Professor
4.	Dr. Yudhvir Singh Sharma	Associate Professor
5.	Dr. Sandeep Kumar Sharma	Associate Professor
6.	Dr. Poonam Pipil	Associate Professor
7.	Mr. Banty Kumar	Assistant Professor
8.	Dr. Anita Kumari Yadav	Assistant Professor
9.	Dr. Suman Meena (Teacher-in-Charge)	Assistant Professor
10.	Dr. Vaishali V. Shahare	Assistant Professor
11.	Dr. Shikha Kaushik	Assistant Professor
12.	Dr. Rajni	Assistant Professor
13.	Dr. Sharmila Yadav	Assistant Professor
14.	Mr. Anand Prakash	Assistant Professor
15.	Mr. Dhan Raj Meena	Assistant Professor
16.	Mr. Arun Lal	Assistant Professor
17.	Mr. Harish Kumar	Assistant Professor

18. Dr. Pawan Kumar Rai Assistant Professor

Department of Commerce

1. Dr. Renu Gambhir Associate Professor

2. Dr. Rajender Kumar (Teacher-in-Charge) Associate Professor

3. Dr. Priyanka Kaushik Sharma Assistant Professor

4. Dr. Megha Agarwal Assistant Professor

5. Ms. Mary C. Lethil Assistant Professor

Department of Computer Science

1. Dr. Suruchi Gautam Associate Professor

2. Ms. Meenakshi Sridhar Assistant Professor

3. Ms. Surbhi Khanna (Teacher-in-Charge) Assistant Professor

Department of Economics

1. Dr. Sunil Babu Assistant Professor

2. Dr. Ganita Bhupal Assistant Professor

3. Ms. Mohini Aggarwal Associate Professor

4. Ms. Enakshi Sinha Ray Chaudhary Assistant Professor

5. Ms. Rakhi Arora Sharma Assistant Professor

Department of English

1. Ms. Rachna Sethi Assistant Professor

2. Mr. Barun Kumar Mishra Assistant Professor

3. Ms. Divya Bajpai Jha Assistant Professor

4. Dr. Ved Mitra Shukla (Teacher-in-Charge) Assistant Professor

5. Dr. Varsha Gupta Assistant Professor

6. Mr. Shafiqul Alam Assistant Professor

7. Ms. Anubha Anushree (On Study Leave) Assistant Professor

8. Mr. Yuimirin Kapai (On Study Leave) Assistant Professor

Department of Hindi

1. Dr. Madhu Verma Associate Professor

2. Dr. Virender KumarYadav Associate Professor

3. Mr. Rakesh Kumar Tripathi Assistant Professor

4. Dr. Mahendra Singh Associate Professor

5. Dr. Anita Associate Professor

6. Dr. Jasvir Tyagi Associate Professor

7.	Dr. Deo Kumar (Teacher-in-Charge)	Assistant Professor
8.	Dr. Sapna Chamadia	Assistant Professor
9.	Dr. Nand Kishore Prasad	Assistant Professor
10.	Dr. Satya Prakash Singh	Assistant Professor
11.	Dr. Rajiv Ranjan Giri	Assistant Professor

Department of History

1.	Ms. Rashmi Seth	Associate Professor
2.	Ms. Gayatri Bhagwat Sahu	Associate Professor
3.	Dr. Surender Kumar (Extra Ordinary Leave)	Assistant Professor
4.	Mr. Sidheshwar Prasad Shukla	Assistant Professor
5.	Ms. Namrata Singh	Associate Professor
6.	Mr. Mahendra Singh Dhakad (Teacher-in-Charge)	Assistant Professor
7.	Dr. Anil Kumar	Assistant Professor

Department of Linguistics

1.	Dr. Chander Shekhar Singh (Teacher-in-charge)	Assistant Professor
----	---	---------------------

Department of Mathematics

1.	Dr. Sushil Kumar	Associate Professor
2.	Dr. Ratan Dev Sarma	Associate Professor
3.	Ms. Vandana Dhingra	Associate Professor
4.	Dr. Kewal Krishan Arora	Associate Professor
5.	Dr. Pankaj Kumar Garg	Associate Professor
6.	Ms. Krishna Threja	Associate Professor
7.	Mr. Umesh Kumar(On Extra Ordinary Leave)	Assistant Professor
8.	Dr. Urvashi Arora	Assistant Professor
9.	Mr. Ravindra Kumar (Teacher-in-Charge)	Assistant Professor
10.	Dr. Arun Chaudary	Assistant Professor

Department of Physical Education

1.	Dr. Anil Kumar Kalkal (On Extra Ordinary Leave)	Associate Professor
----	---	---------------------

Department of Physics & Electronics

1.	Dr. K. V. Ferdinand	Associate Professor
2.	Dr. Kanika Somani	Associate Professor
3.	Dr. Sangeeta Srivastava	Associate Professor
4.	Dr. Sunita Arya Chhokra	Associate Professor

5.	Dr. Sanjay Malhotra	Associate Professor
6.	Dr. Rajesh Giri	Associate Professor
7.	Dr. Surendra Kumar Dhaka	Associate Professor
8.	Dr. Saswati Sarkar	Associate Professor
9.	Dr. Akhileshwar Prasad Singh (Teacher-in-Charge)	Associate Professor
10.	Dr. Swati Nagpal	Associate Professor
11.	Dr. Amit Jain	Associate Professor
12.	Mr. Nitin Kumar	Assistant Professor
13.	Mr. Mahesh Chand Meena	Assistant Professor
14.	Mr. Jitesh Kumar	Assistant Professor
15.	Dr. Sarangthem Santinath Singh	Assistant Professor
16.	Ms. Divya Singh	Assistant Professor
17.	Dr. Sonia Lumb	Assistant Professor

Department of Political Science

1.	Dr. Sushil Dutt	Associate Professor
2.	Dr. Suman Kumar	Associate Professor
3.	Mr. Girraj Prasad Bairwa (Teacher-in-Charge)	Associate Professor
4.	Dr. Rajbir Singh	Assistant Professor
5.	Dr. Nawal Kishore	Associate Professor
6.	Dr. Rajesh Kumar Jha	Assistant Professor

Department of Sanskrit

1.	Dr. Savita Nigam (Teacher-in-Charge)	Associate Professor
----	--------------------------------------	---------------------

Library

1.	Mr. Sanjeev Sharma	Librarian
----	--------------------	-----------

4. ADMINISTRATIVE STAFF:

Administrative Officer: **Mr. Shri Bhagwan**

S.O. Administration: **Ms. Aruna Sharma**

S.O. Accounts: **Ms. Renuka Salwan**

5. STAFF COUNCIL COMMITTEES (2017-2018)

Chairperson: **Dr. Rajesh Giri**

Principal: **Dr. Rajesh Giri**

Secretary: **Mr. Barun Kumar Mishra**

Sl. No	Committee	Convenor	Members
1.	Time-Table	Dr. A. P. Singh	<ol style="list-style-type: none"> 1. Dr. Sushil Dutt 2. Ms. Namarata Singh 3. Dr. Mohini Aggarwal 4. Dr. Deo Kumar 5. Mr. Shafiqul Alam 6. Dr. Renu Gambhir 7. Ms. Surbhi Khanna 8. Dr. Rajni Grover 9. Dr. Amit Jain 10. Dr. Savita Nigam 11. Dr. Y. S. Sharma 12. Dr. K. K. Arora
2.	Proctorial Board	Dr. G. P. Bairwa	<ol style="list-style-type: none"> 1. Dr. Pawan Kumar Rai 2. Ms. Shafiqul Alam 3. Dr. Rajbir Singh 4. Dr. Sapna Chamadia 5. Dr. Deo Kumar 6. Dr. Rajender Kumar 7. Dr. R. D. Sharma 8. Dr. Enakshi Sinha Ray 9. Dr. Namrata Singh 10. Dr. Swati Nagpal 11. Dr. Shanti Nath Singh 12. Dr. Sharmila Yadav 13. Dr. Vaishali V. Shahare 14. Mrs. Surbhi Khanna 15. Dr. Sanjeev Kumar Sharma 16. Dr. Priyanka Kaushik 17. Dr. Anand Prakash 18. Dr. Anil Kumar
3.	Student Advisory	Mr. Jitesh Kumar	<ol style="list-style-type: none"> 1. Dr. Sushil Dutt 2. Mr. Nitin 3. Dr. Suman Kumar 4. Dr. Anil Kumar 5. Dr. Anita Gaur 6. Dr. Rajni Grover 7. Dr. Arun Lal 8. Dr. Sanjeev Sharma 9. Dr. Shanti Nath
4.	Sports	Dr. Ravindra Kumar	<ol style="list-style-type: none"> 1. Dr. Satya Prakash 2. Dr. Megha Aggarwal 3. Dr. K. K. Arora 4. Dr. Arun Choudhary 5. Dr. Nawal Kishor 6. Dr. A. P. Singh

7. Dr. Rajesh Kr. Jha
8. Dr. Vaishali Shahare
9. Dr. Marry C. Lethil
10. Dr. Sanjeev Sharma
11. Dr. Priyanka Kaushik

5.	Cultural	Dr. Mohini Aggarwal	<ol style="list-style-type: none"> 1. Dr. Ved Mitra Shukla 2. Dr. Jasvir Tyagi 3. Dr. Shikha Kaushik 4. Dr. Krishna Thareja 5. Dr. Gayatri Bhagwat Sahu 6. Dr. Pawan Kumar Rai 7. Dr. Priyanka Kaushik 8. Dr. Anita Gaur 9. Dr. Pankaj Garg 10. Dr. Divya Bajpai Jha 11. Dr. Suman Kumar
6.	Debating Society	Dr. Varsha Gupta	<ol style="list-style-type: none"> 1. Dr. Madhu Verma 2. Dr. Savita Nigam 3. Dr. S. P. Shukla 4. Dr. Rajiv Ranjan Giri 5. Dr. Anita Kr. Yadav 6. Dr. Sunita Arya 7. Dr. Saswati Sarkar 8. Dr. Rashmi Seth
7.	Magazine	Dr. Namrata Singh	<ol style="list-style-type: none"> 1. Dr. Chandra Shekhar Singh 2. Dr. Saswati Sarkar 3. Dr. Rachna Sethi 4. Dr. Jasvir Tyagi 5. Dr. Gayatri Bhagwat Sahu 6. Dr. Madhu Verma 7. Dr. Ved Mitra Shukla
8.	Prospectus	Dr. Barun Kumar Mishra	<ol style="list-style-type: none"> 1. Dr. Satya Prakash 2. Mr. Arun Lal
9.	Canteen	Mr. Arun Lal	<ol style="list-style-type: none"> 1. Mr. Anand Prakash 2. Dr. Anil Kumar 3. Dr. Mahender Singh 4. Mr. Sushil Dutt 5. Dr. Suman Meena 6. Dr. Meenakshi Sridhar 7. Dr. Poonam Pipil 8. Dr. A. P. Singh
10.	Gardening	Dr. Poonam Pipil	<ol style="list-style-type: none"> 1. Dr. Sonia Lumb 2. Dr. Harish Kumar 3. Dr. Rajbir Singh 4. Dr. Ganita Bhupal

11.	Campus Beautification	Dr. Sushil Kumar Azad	<ol style="list-style-type: none"> 1. Dr. Virender Kumar Yadav 2. Mr. Rakesh Kumar Tripathi 3. Dr. Vandana Dhingra 4. Dr. Sanjay Malhotra 5. Dr. K. A. Venugopalan 6. Dr. S K Dhaka
12.	Health & Hygiene	Dr. Sonia Lumb	<ol style="list-style-type: none"> 1. Dr. Mukta Sharma 2. Mr. Mahesh Chand Meena 3. Dr. S. Shanti Nath 4. Dr. S. K. Dhaka 5. Dr. Rashmi Seth 6. Dr. Mahender Singh Dhakad 7. Dr. Suman Meena
13.	Rajdhani College Alumni Association	Dr. Y. S. Sharma	<ol style="list-style-type: none"> 1. Dr. Sharmila Yadav 2. Dr. Kanika Somani 3. Dr. Sangeeta Srivastva 4. Dr. Rachna 5. Dr. Jasvir Tyagi
14.	North-East Student's Welfare	Mr. Shafiqul Alam	<ol style="list-style-type: none"> 1. Dr. Marry C. Lethil 2. Dr. S. Shanti Nath 3. Dr. Mahender Singh
15.	Boys' Common Room	Mr. Harish Kumar	<ol style="list-style-type: none"> 1. Mr. Arun Lal 2. Dr. Sunil Babu 3. Mr. Mahesh Chand Meena 4. Dr. Virendra Kumar Yadav
16.	Girls' Common Room	Dr. Anita Kumari Yadav	<ol style="list-style-type: none"> 1. Dr. Vaishali V. Shahare 2. Dr. Ganita Bhupal 3. Dr. Swati Nagpal 4. Dr. Shikha Kaushik 5. Ms. Rakhi Arora 6. Dr. Krishna Thareja
17.	Trekking, Mountaineering Club	Dr. Anand Prakash	<ol style="list-style-type: none"> 1. Mr. Arun Lal 2. Dr. Rajender Kumar 3. Dr. Rajbir Singh 4. Dr. Savita Nigam 5. Dr. Urvashi Arora 6. Dr. Nawal Kishor 7. Dr. Rachna Sethi
18.	Central Purchasing	Dr. Arun Chaudhary	All TIC's are its member
19.	Extension Lecture Series	Dr. Sunil Babu	<ol style="list-style-type: none"> 1. Dr. S. K. Dhaka 2. Dr. Rajiv Ranjan Giri 3. Dr. Nawal Kishor 4. Dr. Ved Mitra Shukla 5. Dr. Sandeep Kumar Sharma

20.	Research Affairs	Dr. R. D. Sharma	<ol style="list-style-type: none"> 1. Dr. Amit Jain 2. Mr. Jitesh Kumar 3. Dr. Anita Kumari Yadav 4. Dr. Mahender Singh 5. Dr. Rachna Sethi 6. Dr. Mahendra Singh Dhakad 7. Dr. Ved Mitra Shukla 8. Dr. Pawan Kumar Rai 9. Dr. Satya Prakash Singh 10. Dr. Urvashi Arora
21.	Website Committee	Mr. Nitin	<ol style="list-style-type: none"> 1. Mr. Dhanraj Meena 2. Dr. Sonia Lumb 3. Dr. Divya Bajpai Jha 4. Dr. Suruchi Gautam 5. Dr. Ravindra Kumar 6. Dr. Arun Chaudhary
22.	Fee Concession	Mr. Dhanraj Meena	<ol style="list-style-type: none"> 1. Dr. Manisha Singhal 2. Dr. Anita K. Yadav 3. Dr. Sanjeev Sharma 4. Dr. Nand Kishor Prashad 5. Dr. Mahendra Singh Dhakad 6. Dr. Savita Nigam
23.	SAF	Dr. Deo Kumar	<ol style="list-style-type: none"> 1. Dr. Rajesh Kumar Jha 2. Dr. S. P. Shukla 3. Dr. Sunil Babu 4. Dr. Rajiv Ranjan Giri 5. Dr. Divya Bajpai Jha 6. Dr. Renu Gambhir 7. Dr. Manisha Singhal 8. Dr. S. Shanti Nath 9. Dr. Krishna Thareja
24.	Environmental Related issues	Dr. Pankaj Garg	<ol style="list-style-type: none"> 1. Mr. Dhanraj Meena 2. Dr. Sunita Arya 3. Dr. Shikha Kaushik 4. Dr. Sharmila Yadav 5. Dr. Suman Meena
25.	Library Committee	Mr. Sanjeev Kumar Sharma	<ol style="list-style-type: none"> 1. Dr. G. P. Bairwa 2. Ms. Rashmi Seth 3. Dr. Suruchi Gautam 4. Dr. Y. S. Sharma 5. Ms. Enakshi Sinha Ray 6. Dr. Deo Kumar 7. Mr. Barun Kumar Mishra 8. Dr. Marry C. Lethil 9. Dr. A. P. Singh 10. Dr. Arun Chaudhary

26.	Photography Society	Dr. Savita Nigam	1. Dr. Manisha Singhal 2. Dr. Rachna Sethi 3. Dr. Arun Chaudhary 4. Dr. Anand Prakash 5. Dr. Sushil Azad 6. Dr. Suruchi Gautam 7. Dr. Pawan Kumar Rai
26.	Disaster Preparedness Committee	Dr. Swati Nagpal	1. Dr. Anita K. Yadav 2. Dr. Suman Meena 3. Mr. Anand Prakash 4. Mr. Mahesh Meena
27.	Academic Appraisal Committee	Mr. Barun Kumar Mishra	All TIC as its member
28.	ICT Committee	Dr. Amit Jain	All TIC as its member and Librarian
29.	Staff Council Nominee for Sports Admission	Dr. Ravindra Kumar	1. Dr. Arun Chaudhary
30	Extra Curricular Admissions	Dr. Mohini Aggarwal	Dr. Jasbir Tyagi Staff Council Nominee

DEPARTMENT COMMITTEES

Sl. No.	Department	Time-Table	Planning	Society	Library
1.	Chemistry	Dr. Rajini Grover	Dr. Suman Meena	Mr. Dhanraj Meena	Dr. Y. S. Sharma
2.	Commerce	Dr. Renu Gambhir	Dr. Renu Gambhir	Dr. Rajender Kumar	Dr. Marry C. Lethil
3.	Computer Science	Dr. Suruchi Gautam	Dr. Suruchi Gautam	Ms. Surbhi Khanna	Dr. Suruchi Gautam
4.	Economics	Ms Mohini Aggarwal	Ms Mohini Aggarwal	Dr. Ganita Bhupal	Ms. Enakshi Sinha Ray
5.	English	Mr. Shafiqal Alam	Mr. Barun Kumar Mishra	Ms. Rachna Sethi (English Literary Association)	Mr. Barun Kumar Mishra
6.	Hindi	Dr. Deo Kumar	Dr. Deo Kumar	Dr. Nand Kishor Prasad	Dr. Deo Kumar
7.	History	Ms. Namrata Singh	Ms. Namrata Singh	Dr. Anil Kumar	Ms. Rashmi Seth
8.	Mathematics	Dr. K. K. Arora	Dr. Pankaj Garg	Dr. R. D. Sharma	Dr. Arun Chaudhary
9.	Physics & Electronics	Dr. Amit Jain	Dr. A. P. Singh	Dr. S. K. Dhaka	Dr. A. P. Singh
10.	Political Science	Dr. Sushil Dutt	Dr. Nawal Kishor	Dr. Suman Kumar	Dr. G.P. Bairwa
11.	Linguistics	Dr. Chandra Shekhar Singh	Dr. Chandra Shekhar Singh	Dr. Chandra Shekhar Singh	Dr. Chandra Shekhar Singh
12.	Sanskrit	Dr. Savita Nigam	Dr. Savita Nigam	Dr. Savita Nigam	Dr. Savita Nigam

CO-CURRICULAR ACTIVITIES

The college has many societies that promote extra-curricular activities. Students are encouraged to join these societies and participate in the various activities so that they can build up their self-confidence, sharpen their skills and bring their latent talent to the fore. This will enable them to participate very successfully in various intra and inter-college competitions as well as at the inter –university level events held round the year.

5.1 DEPARTMENT SOCIETIES

Each teaching department has its own departmental society, which is responsible for conducting regular academic programmes and events. The Economics Society, English Literary association (ELA), Sanskrit Society (Nashtha), Physics and Electronics Society and the society of the Mathematics department are some of the societies that remain vibrantly active throughout the year. The students can contact the respective teacher- in-charge of their subject department for participating in such activities.

5.2 CULTURAL EVENTS

The Cultural Committee is dedicated to creating and providing a forum for students to participate in cultural offerings of Rajdhani College and other affiliated colleges of the University of Delhi. A committee comprising of the faculty members is constituted at the beginning of every academic year. The Cultural Committee of the college works with the objective to bring to light the hidden talents of the students, improving their capabilities to work as a team and raising their level of self-confidence while performing. The cultural activities are carried out throughout the year and students get opportunities to participate in various intra/inter-college competitions such as Mehndi, Rangoli, Collage Making, Poem Recitation, Short Plays, Singing (Solo & Group), Dance (Solo & Group), etc. Winners of the competitions are awarded certificates, trophies and cash prizes. Students interested in participation (and volunteer work) in various cultural activities can contact any member of the cultural committee.

5.3 SPORTS EVENTS

Outdoor and indoor games like Cricket, Hockey, Football, Volleyball, Badminton, Table Tennis, etc. are available for all students of the college. Various training programmes and competitions are held throughout the year in the various fields. A Grand Sports Day is organized every year which sees the enthusiastic participation of not only the students but of the teaching and non- teaching faculty of the college.

5.4 DEBATING EVENTS

The Debating society offers various opportunities to the college students to participate in debating events. Inter and intra- college events are organized in the college and the students are encouraged and prepared for debating events at various forum.

5.5 NATIONAL CADET CORPS (NCC)

The NCC aims at the development of leadership, character, comradeship, spirit of sportsmanship and the ideal of service. It creates a force of disciplined and trained manpower that, in a national emergency could be of assistance to the country. It provides training to students with the view to develop officer-like qualities in them. The College has NCC Wings for boys and girls. The College has two companies of NCC Infantry Wing (boys) and Naval Wing (girls), both commanded by commissioned NCC officers. The cadets are given training in drill, map reading, shooting, field craft, first aid and fire fighting. The cadets are also sent to attend various adventure camps like mountaineering, rock climbing, paragliding, trekking and various leadership and advance leadership camps at different places. Students can join either Infantry or Naval Wing of NCC by applying in the prescribed form available with the College NCC Officer.

Dr. Dhanraj Meena (Department of Chemistry) is the NCC Incharge (Boys) while Dr. Suman Meena (Department of Chemistry) is the NCC Incharge (Girls) for the year 2017-2018.

5.6 NATIONAL SERVICE SCHEME (NSS)

The NSS is promoted by the Ministry of Human Resources and Development and has for its objective the development of a sense of social commitment in the students. The scheme encourages nationally accepted objectives e.g. pride in being Indian, democracy, socialism, secularism, national integration and development of a scientific temper and work ethos. The students work with NGOs and social work organizations. They also organize blood-donation camps and assist in relief works as and when necessary. In order to create interest in social service among students and to employ their spare time gainfully, the NSS unit of the College is active throughout the year in programmes like institutional development, blood-donation, campus cleanliness, clean Yamuna campaign, hobbies in specialized fields, e.g. painting, music etc.

The Programme Officer for NSS for the academic year 2017-2018 is Dr. Anil Kumar (Department of History).

5.7 GANDHI STUDY CIRCLE

The Gandhi Study Circle is instituted to create awareness about the Father of the Nation among youth of today. The Circle is mandated to organize events about Gandhiji, his life and his teachings.

The Convenor of the circle for 2017-2018 is Dr. Ved Mitra Shukla and Dr. Rajiv Ranjan (Member).

5.8 TREKKING, MOUNTAINEERING CLUB

Ever since inception, the Club has attracted students and faculty members who are keen on hill-walking and trekking. The members participate sporadically in various trekking programmes organized by the club. The club also offers opportunities for personality development and enrichment by means of promoting environmental appreciation, awareness, and protection programmes among students.

5.9 PHOTOGRAPHY SOCIETY

This year, the College is adding another feather to its cap - a Photography Club to give students a chance to explore and develop their photography skills.

6. COLLEGE CELLS**6.1 WOMEN DEVELOPMENT CELL (WDC)**

The WDC has been established in the college with the purpose of creating a campus free from all bias and prejudice against females. A committee consisting of the faculty members looks after the issue of safety of all females (students, teachers and staff members) within the campus. It also looks into the matter of solving any kind of gender based physical, mental or psychological discrimination faced by any female. The committee is actively involved in organizing various functions like self-defence programmes, debates, plays and talks by several women activists, etc. Members of the Faculty of Law and well known activists also visit the college regularly to enlighten the female students about their legal rights.

Dr. Anita Gaur (Department of Hindi) is the Incharge of this cell for the current academic year.

6.2 EQUAL OPPORTUNITY CELL (EOC)

The Equal Opportunity Cell was established by the University of Delhi on 27th June 2006 to address the issues related to SC/ST, the OBC and minorities and the physically challenged on a continual basis. The main problems faced by people viewed as disabled, or with disabilities, or of minority status, stems from disabling environmental, economic and cultural barriers.

Disability and minority are therefore equal rights issues on a par with other forms of unjustifiable discrimination and prejudices. As part of its mission statement, the EOC ensures the following:

1. Affirmative action's concerning SC, ST and OBC
2. A barrier free access to all buildings of Colleges, Departments, Libraries, Hostels and Officers of the University.
3. Smooth and efficient running of a Resource Centre that specializes in addressing the needs of PWDs in all categories including Visual, Hearing, Orthopedic, and Neurological.

For the academic year 2017-2018, Dr. Mahendra Singh Dhakad (Department of History) is the Convenor of this cell. In addition, Ms. Namrata Singh (Department of History), Dr. Ved Mitra Shukla (Department of English), Dr. Vaishali V. Shahare (Department of Chemistry) and Dr. Deo Kumar (Department of Hindi) are the members of this cell.

6.3 SC/ST CELL

The SC/ST Cell of the College was constituted to ensure that adequate representation is given to SC/ST candidates in the matter of appointments to the teaching and non-teaching posts, allotment of quarters and admission in various courses of studies and also to ensure effective implementation of the reservation policies and programmes. The Cell organizes a Scholarship Camp not only for the SC, ST and OBC students, but also for the students belonging to poor and minority background every year. In this camp, the needy students from all the above-mentioned categories are informed about various scholarship schemes of the Delhi Administration as well as the Central Government. The Cell actively works for the welfare of the students by focusing on the establishment of a counter for admission assistance and distribution of free scholarship forms to students during the admission period.

Dr. Mahendra Singh (Department of Hindi) is the Convenor of the SC/ST Cell for the year 2017-2018.

6.4 PLACEMENT CELL

A Placement Cell has been set up by the college to help students find the right guidance and assistance for employment after college. Dr. Marry C. Lethil (Department of Commerce) is the Convenor of this cell for the year 2017-2018. The members are Dr. Mohini Aggarwal, Dr. Arun Lal and Dr. Shikha Kaushik.

7. OTHER IMPORTANT COMMITTEES AND OFFICERS

7.1 ANTI DISCRIMINATORY OFFICER

Dr. Nitin Kumar (Department of Physics) is the Anti- Discriminatory Officer for the year 2017-2018.

The Following Liaison Officers are appointed in the College for handling problems faced by persons of privileged categories.

7.2 LIAISON OFFICER: SC/ST: Dr. G.P. Bairwa (Department of Political Science)

7.3 LIAISON OFFICER: OBC: Dr. Anita Kr. Yadav (Department of Chemisty)

7.4 LIAISON OFFICER: PWD: Dr. Ved Mitra Shukla

7.5 PUBLIC INFORMATION OFFICER (PIO): Dr. R. D. Sharma

7.6 NODAL PUBLIC GRIEVANCE OFFICER: Dr. Nawal Kishor

7.7 PROFESSIONAL COUNSELLOR: Dr. Nand Kishor Prasad

A Professional Counsellor has been appointed by the College for students, teaching and non-teaching staff.

8. CENTRAL PLACEMENT CELL/ CULTURAL COUNCIL

The Central Placement Cell (CPC) is an initiative undertaken by the University of Delhi under the Office of the Dean, Students' Welfare. The CPC provides an online platform where the Companies and Organizations get themselves registered. Final Year Students of all courses can get themselves registered with CPC through their respective Colleges / Departments. All the registered students with CPC are entitled to placement assistance and counselling for employment. The CPC acts as an interface between industries and students for career options. Kindly refer website <http://www.placement.du.ac.in>

The Cultural Council is a statutory body of the University of Delhi functioning under the Dean, Students Welfare. It reaches out to all bonafide students of colleges and departments of the University of Delhi. It is a vibrant cultural body which organizes a variety of cultural programmes/ competitions at the Inter College level.

9. FACILITIES IN THE COLLEGE

9.1 INFRASTRUCTURE

9.1.1 New Academic Block

The College has recently enhanced its facilities by building the new academic block. The two storied block has eight new classrooms, one Computer Laboratory and one Biology Laboratory along with a lift.

9.1.2 Auditorium

The College has a spacious air-conditioned auditorium which is used for organizing various events and is regularly used for Academic, Co-curricular and Extra-curricular activities.

Located on the ground floor of the Arts Block, the Auditorium has seats for 200 people. It has wonderful acoustics and warm & welcoming ambience. It is a perfect venue for musical, dance and theatre performances, film screenings, lectures, conferences, workshops and farewell parties.

9.1.3 Seminar Room

Located on the first floor in the Arts Block, the Seminar Room is multi-media equipped. It is spacious, air-conditioned and facilitated with a LCD Projector and audio-speakers for organizing various activities like seminars, presentations, talks, debating competitions, workshops, etc.

9.1.4 Central Computer Laboratory

The Central Computer Laboratory in the College provides students an opportunity for hands-on training and enhancing their computer skills. With the introduction of a number of revised and restructured courses, computer education, knowledge and accessibility has become an integral part of the Undergraduate College Curriculum. The Lab is equipped with networked personal computers, printers, and other computer equipment. The students can make use of the facilities as an integral part of their daily operations.

9.1.5 Medical Room

Medical facility is available to students during college hours. The College provides basic first aid to students and can cater to the medical needs of the students for casual and minor ailments under the guidance of a part-time doctor. Regular health check-ups are conducted in college by trained medical professionals.

9.1.6 Girls' Common Room

The College provides a Common Room for female students which can be used as a restroom by them. Located inside the Arts Block, the Girls' Common Room (GCR) is a spacious and comfortable place where female students can study, unwind, have informal discussions with friends and interact with seniors in the free time available. It

helps them learn the ropes of college life and get familiar with the campus, which is their second home for the next three years.

9.1.7 Playground & Lawns

An added attraction for the potential sportspersons is the College Playground. It is well maintained and spacious. It offers facilities for playing Cricket, Volleyball, Basketball and Athletics to all sports-inclined students and also makes available the excellent equipment for the same.

The College also has beautiful lawns with trees and flowering plants. The lush green grass and the cool shade of the trees provide relief in the summer. Students are welcome to fully utilize the above facilities for sitting, rehearsing, practicing or studying, but littering is strictly forbidden.

9.1.8 Cafeteria

The College has a modern and spacious cafeteria to serve refreshments at regulated/ controlled rates, with sitting arrangements both inside and outside the cafe. It can accommodate more than 80 students at a time. This is where the action and fun is! Students can eat good and hygienic food at reasonable prices. It is also a place where students from all the streams meet and interact.

9.2 LIBRARY

9.2.1 A Spacious and Updated Library

The library has an exclusive Faculty Reading Corner, Computers with internet facility and subscription to e-journals, intended to meet the expectations of the current net savvy generation. Our library has more than one lakh scholarly books on various subjects and subscribes to 32 newspapers and around 43 magazines and research journals and periodicals of varied interests. Automation process has been speeded up in the last academic session. The computer cataloguing is in progress and once this is completed our students will have details of all the books at the click of a button. Library has also started newspaper clipping service focusing on higher education. Rajdhani College Library also provides its users access to 3800 + e-journals and 80000 + e-books through N-List program. The Library has a separate corner for disabled Students and photocopy facility will also start within Library from the coming session.

9.2.2 Library Cards

Library issues library cards to community members wishing to borrow books. Reader's or borrower's cards or other identity records are to be shown, if demanded, at the time of entering into the library or whenever asked for in the library. **Undergraduate students are issued five (5) reader's ticket and Postgraduate students are entitled to six (6) reader's tickets.**

9.2.3 Library Net-Cafe

The College library also has internet facility, with 28 computers available for users. Internet facility is available for the members, which they can use for accessing e-journals and databases of various websites.

9.2.4 Timings

Reading Room: 9.00 a.m. to 5.00 p.m.

Daily Issue/Return: 9.00 a.m. to 3.00 p.m.

Renewal/Issue of Duplicate Reader's Tickets: 3.00 pm. to 5.30 pm (Daily)

9.2.5 Basic Rules

While in the library, all persons shall observe all basic and elementary principles of library ethics, obey the rules and procedures of the library and submit to discipline enforced by the University of Delhi.

1. Books are issued to the members for fifteen (15) days.

2. The overdue charge is Re. 1/- per book per day.
3. Library cards or other identity records are to be shown, if demanded, at the time of entering into the library or whenever asked for in the library.
4. Undesirable or unauthorized persons shall have no access to the library and if found in the Library, they shall be liable to expulsion from the library by the Librarian/ the Principal.
5. Conversation, talking, sleeping, smoking, and loitering are not allowed in the library. Use of Mobile Phones is not allowed within the library premises.
6. At the time of entering the library, all personal belongings and books not belonging to the College Library and books though borrowed from the library but not meant to be returned to the library, shall be deposited at the Property Counter/Locker at the entrance to the library.
7. Every member of the library shall be responsible for the safe custody of any library book borrowed by him/her for the study in the Library Reading Room or for use at home.
8. Students held responsible for loss, damage, defacement or mutilation of books shall be liable to compensate the library in such way as may be determined by the Library Committee.

9.2.6 Library Clearance

Each student is required to take a clearance from the library before the university Admit card/Examination Hall Ticket is issued to him/her.

9.3 RAKA: COLLEGE MAGAZINE

The College has its official annual magazine titled *RAKA*. Released every year in March, *RAKA* marks the culmination of all activities of Rajdhani College for the current year. It provides an opportunity for the students to explore topics of interest and share their ideas with fellow students. It showcases the best articles that are handpicked by the editorial committee comprising of faculty members and students. Thus, the magazine is instrumental in encapsulating the literary skills and various talents of the students. The magazine has one section each in English, Hindi and Sanskrit. It projects a professional image while maintaining the distinctive Rajdhani flavour and spirit.

OTHER FACILITIES

9.4 STUDENT'S AID FUND

The objective of the student Aid Fund is to render financial assistance to needy undergraduate students towards their tuition fees and cost of textbooks. Forms are made available from the College Office, in the first week of August. The eligibility/ineligibility for SAF will be reviewed by the college committee.

9.5 BUS PASS

Students can enjoy travel concession privileges with the concessional bus pass. DTC has deployed about 3106 CNG buses for the city/NCR service. They are plying on about 773 routes on Delhi Roads. DTC issues students with an All Route concessional bus pass that can be availed through the college. With its economical student bus passes, DTC is a very viable and popular option of transport for students. Students can avail the facility by filling up required form.

9.6 RAILWAY CONCESSION

Student of recognized Institutions can avail a travel concession (50% for general category and up to 75% for SC/ST) to travel to hometown or for educational purposes in 2nd class trains in only Sleeper Class (Mail/Express) through the Principal. To avail this concession, a student has to produce the Student concession form and identity card along with the purchased ticket (only i-ticket) to get discounted ticket.

9.7 BANK

An extension counter of Central Bank of India, a government-owned and one of the oldest and largest commercial banks, is located inside the Arts Block. Apart from opening their account, students can also take advantage from a number of innovative and unique banking services and activities that have been launched especially for them.

9.8 PHOTOSTAT CENTER

The college has a Photostat centre which is located within the college premises. It offers Photostat facilities at extremely reasonable rates.

10. PRIZES & SCHOLARSHIPS**10.1 All India Entrance Scholarship**

Delhi University holds a competitive examination in the month of October each year for the award for All India Entrance Scholarships of Rs. 250.00 per month, each tenable for three years. Any Honours Course Student with at least 55% marks in the aggregate may apply along with the examination fees of Rs. 50.00 latest by 25 August in the prescribed form which can be obtained from the Examination Branch VII (I) of the University of Delhi.

10.2 Dr. S. S. Rao Memorial Prize in Physics

The Prize has been instituted in the memory of Dr. Surendra Singh Rao, Formerly Reader in Physics Department, Rajdhani College. Dr. S. S. Rao Memorial Prize of Rs. 1,000/- is awarded to a student of Bachelor with Honours Physics of Rajdhani College for exemplary merit.

10.3 Dr. Sanjay Malik Memorial Award

An amount of Rs 3,000 is paid to first meritorious student of Bachelor with Honours Physics II year in memory of late Dr. Sanjay Malik, Associate Professor, Department of Physics and Electronics.

10.4 Dr. N. K. Anand Memorial Prize in Chemistry

The Prize has been instituted in the memory of Dr. N. K. Anand, formerly Reader in Chemistry Department, Rajdhani College. Dr. N. K. Anand Memorial Prize of Rs. 800/- is awarded to the topper of Bachelor with Honours Chemistry II year of Rajdhani College.

10.5 Shri Sultan Chand & Co. Memorial Scholarship in Commerce

It is meant for meritorious students of Bachelor with Honours Commerce.

10.6 Smt. Krishnawati Gautam Memorial Prize in B.Sc.

Smt. Krishnawati Gautam Memorial Prize has been instituted to encourage meritorious performance in science stream.

10.7 Shri S. C. Gautam Memorial Prize in Chemistry

Shri S. C. Gautam Memorial Prize in Chemistry would be awarded to the topper of Bachelor with Honours Chemistry I and II year combined in Rajdhani College in DU examination.

10.8 Smt. Radhika and Rama Shankar Memorial Prize in Computer Science**10.9 Shri Shiv Nandan Sharma Memorial Prize in Hindi**

10.10 Maa Murti Devi Smriti Puraskar in Hindi

Maa Murti Devi Smriti Puraskar in Hindi is offered to the topper of Bachelor with Honours Hindi.

10.11 Pujya Shri Ram Chander Smriti Puraskar

Annual Prize of Rs. 3000/- every year for the highest marks in M.A. Hindi Final Year.

[For details of these prizes, visit college website.]

10.12 Scholarship to SC/ST Students

These scholarships are awarded by the Directorate of Education, Government of Delhi, to bonafide Scheduled Caste/Scheduled Tribe Students belonging to Delhi, on receipt of completed applications submitted through the college. Application Forms can be obtained from the College Office. The last date for submission of applications to the Directorate of Education is August 31, every year. Certificate of caste and of parents income, duly attested by the Principal, must accompany the Application Form.

11. INTERNAL ASSESSMENT/ ATTENDANCE/ PROMOTION RULES

1. Internal assessment (25 marks) shall consist of Group presentation/Assignment for 10 marks and Class test for 10 marks. Each group of 5-10 students in a class shall make their presentation during the semester. 5 marks for are for attendance.
2. Evaluation of group presentations would be based on consideration of factors such as effectiveness in communication, content and ability to deal with questions/observations raised by the teachers. Students of other groups present in the class shall be encouraged to ask questions/make observations which would be moderated by the teacher to provide a better understanding of the topic of the presentation.
3. There shall be no internal assessment in the practical papers.
4. There shall be no reappearance in Internal Assessments/practical examination.

For details visit Delhi University website: www.du.ac.in

12. IDENTITY CARD

College provides identity cards to all the students. College Identity Card is an essential feature of life as it serves as a security pass which will allow students to enter the college premises. Students may be required to produce their identity card when using various College and student facilities, on and off campus. Students must display their identity card on their desk during all examinations. Students should carry their card at all times and ensure its safe-keeping. If your card is lost or stolen, please report this as soon as possible to the college office.

13. ANTI-SMOKING ZONE

University of Delhi, in partnership with Delhi Police and World Lung Foundation, South Asia, is actively promoting a tobacco-free environment. In pursuance with the University policy, smoking within or near the college is completely banned. Dr. Anil Kumar, NSS Officer is appointed as the Nodal Officer for anti-smoking campaign in the College.

14. BASIC RULES

1. Unlawful activities in the College campus/premises are strictly prohibited.
2. Each student must carry and show on demand her/his Identity Card provided by the College.
3. Mobile phones must be out of bounds in areas specified by College authorities.

4. The student should not invite friends/relatives in the college without the prior permission of the Principal.
5. Sitting on stairs is strictly prohibited.
6. Students are not allowed to bring their personal vehicles inside the College premises.

Warning: Violation of these rules will lead to monetary fine or rustication or expulsion depending upon the severity of offence.

COMPLAINT/SUGGESTION BOX

A Complaint/suggestion box is maintained in front of the Principal's office. Students may drop their complaints or suggestions in the box.

15. UNIVERSITY RULES AND ORDINANCES:

Every student admitted to the college is required to maintain discipline and good conduct in and outside the college during the period of his/her stay in the college. Ragging in any form is strictly prohibited. Violation of discipline rules and acts of ragging are punishable according to Ordinances XV-B and XV-C of the University. Students are required to read these rules carefully and ensure good conduct on their part all times during their stay in the college.

15.1 ORDINANCE XV-B

Maintenance of discipline among Students of the University

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers as he / she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generality of power to enforce discipline under the Ordinance the following shall amount to acts of gross indiscipline:
 - a. Physical assault, or threat to use physical force, against any member of the teaching and non- teaching staff of any Institution / Department and against any student within the University of Delhi
 - b. Carrying of, use of or threat to use of any weapons
 - c. Any violation of the provisions of the Civil Rights Protection Act, 1976
 - d. Violation of the status, dignity and honour of students belonging to the scheduled castes and tribes
 - e. Any practice-whether verbal or otherwise derogatory of women
 - f. Any attempt at bribing or corruption in any manner
 - g. Wilful destruction of institutional property
 - h. Creating ill-will or intolerance on religious or communal grounds
 - i. Causing disruption in any manner of the academic functioning of the University system;
 - j. Prohibition of Ragging as per Ordinance XV-C.
4. Without prejudice to the generality of his / her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor, may in the exercise of his / her powers aforesaid order or direct that any student or students -
 - a. be expelled; or
 - b. be, for a stated period rusticated; or
 - c. be not for a stated period, admitted to a course or courses of study in a College, Department or Institution of the University; or

- d. be fined with a sum of rupees that may be specified; or
 - e. be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or that the result of the student or students concerned in the Examination or Examinations in which he /she or they have appeared be cancelled.
5. Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.
 6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself / herself with a copy of these rules. At the time of admission, every student shall be required to sign a declaration that on admission he /she submits himself / herself to the disciplinary jurisdiction of the Vice-Chancellor and several authorities of the University which may be vested with the authority to exercise discipline under the Acts, the Statutes, the Ordinances and the rules that have been framed therein by the University.

15.2 ORDINANCE XV-C

Prohibition and Punishment for Ragging

1. Ragging in any form is strictly prohibited, within the premises of College / Department or Institution and any part of Delhi University system as well as on public transport.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students; and includes individual or collective acts or practices which
 - a. involve physical assault or threat to use of physical force.
 - b. violate the status, dignity and honour of women students.
 - c. violate the status, dignity and honour of students belonging to the scheduled caste and tribe.
 - d. expose students to ridicule and contempt and affect their self-esteem.
 - e. entail verbal abuse and aggression, indecent gestures and obscene behavior.
4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, or University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Proctor may also suo moto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/ she may so advise the Vice-Chancellor accordingly.
8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/ her decision shall be final.
9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c), the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.

10. The Vice-chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case any students who have obtained degrees or diplomas of Delhi University are found guilty; under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degrees or diploma conferred by the University.
12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.
13. All Institutions within the Delhi University system shall be obligated to carry out instructions / directions issued under this Ordinance, and to give aid assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

Note: Order of the Vice-Chancellor in pursuance of Ordinance XV-C:

Where incident(s) of ragging are reported to the Vice-Chancellor by any authority under this Ordinance, the students(s) involved in ragging, shall be expelled for a specified term, designated in the order. Non-students involved in reports of ragging will be proceeded with under the criminal law of India; they will also be rendered ineligible for a period of five years from seeking enrolment in any of the institutions of the University of Delhi. Students against whom necessary action is taken under this note, will be given post decisional hearing, with strict adherence to the rules of natural justice.

15.3 The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (MINISTRY OF LAW AND JUSTICE)

An Act to provide protection against sexual harassment of women at work place and for the prevention and redressal of complaints of sexual harassment and for matters connected there with incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognized human rights by international conventions and instruments such as Convention on the Elimination of all forms of discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India.

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

For details, please see the website: <http://indiacode.nic.in/acts-inpdf/142013.pdf>.

16. ORIENTATION PROGRAMME FOR THE NEW STUDENTS

The details of the Orientation Programme for students of the First Semester would be announced on the College website.

**RAGGING IS STRICTLY PROHIBITED.
FOR ANY COMPLAINTS AGAINST RAGGING
PLEASE CONTACT CHIEF PROCTOR**





