

SLC (University of Delhi)
Shyam Lal College

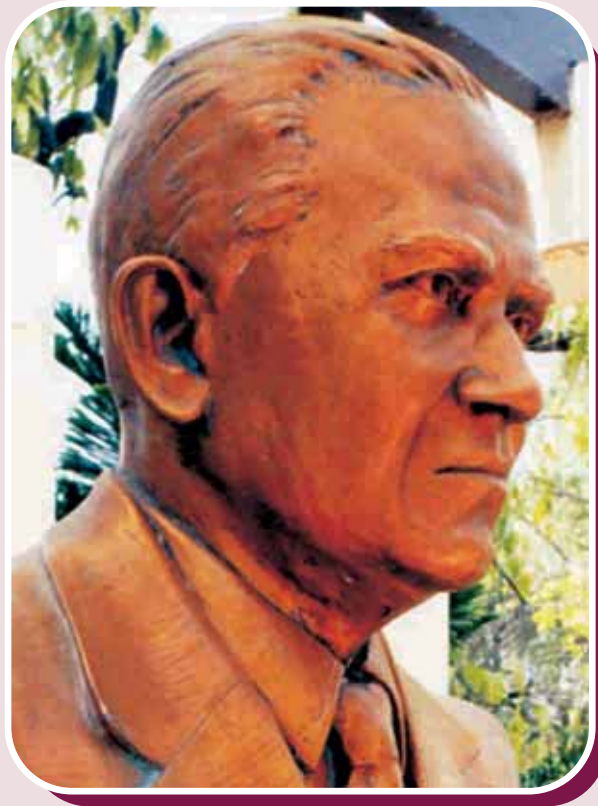


PROSPECTUS 2018 -19



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Key Governing Body / College Functionaries



Padmashree Late Shyam Lal Gupta

**Founder Chairman
Shyam Lal College**



**Smt. Savita Gupta
Chairperson, College Governing Body**

PRINCIPAL'S MESSAGE



I take this opportunity to greet you all. SLC, established in 1964 by a great visionary and entrepreneur, Padmashree (late) Shri Shyam Lal Gupta, the then Chairman of Shyam Lal charitable trust, aims to make quality education accessible to students, especially girls, from the economically and educationally disadvantaged community of East Delhi. SLC, being a leading higher education institute in East Delhi, imparts inclusive education through innovative teaching practices. Our vision is to “Educate, Enlighten and Empower” the learners in an attempt to make them aware human beings, responsible citizens and future leaders.

SLC offers 09 undergraduate courses in various streams of science, commerce and humanities and 01 postgraduate course (in Hindi). Two new courses – Mathematics (H) and Chemistry (H) are likely to be introduced from the academic session 2018-19. In order to keep up with the rising pedagogical demands, the college recently upgraded its infrastructure and other academic facilities. We have fully renovated our old building with 6 washrooms and 2 lifts that further make our college disabled friendly. We have also upgraded the Conference Hall, Board Room, Teachers facilitation centre with all the latest paraphernalia. The entire campus is a Wi-Fi zone with internet access to every student and the staff. The entire campus is under CCTV surveillance. Campus spaces such as the Library, Office, Knowledge Resource Centre and the Accounts section have been fully digitized with a view to embrace the government’s national call for ‘Digital India Program’ that ultimately empowers and increases the access to knowledge for all the stakeholders of the college.

The college implements the national policy of reservation with respect to admissions and appointments for faculty and non-teaching staff. We give preference to girl students with a concession of 1% marks at the time of admission. We regularly conduct workshops, counseling sessions and seminars on gender equality and sensitization to ensure gender parity in the campus. The college, in its effort to maximize the teaching-learning outcome, has established six important centres: Centre for Holistic Development (CHD), Centre for Industry Interaction and Skill Development (CIISD), Women Development Cell (WDC), Gandhi Study Circle (GSC), Ambedkar Study Circle (ASC) and Eco Innovation Centre (EIC).

The academic results of the students of the college have effectively resulted in steady progress over the years with a large number of students securing first division in different subjects and in the year 2017-18, I proudly announce that 992 number of students have secured 1st division. The faculty comprises of several experts in their respective fields, distinguished authors, researchers and scholars, with reputed international and national publications. To keep the students and the teachers abreast of the latest developments in the academic fields the college organizes International Winter school, International and National Conferences, seminars, workshops, virtual lectures and lectures & invites distinguished and eminent personalities on a regular basis. Luminaries from the world of academics, industry and policy makers graced these events. The college also promotes blended learning in which teachers make maximum utilization of digital, visual and online aids to lecture in the class. SLC regularly organizes virtual lectures with global experts through SKYPE software that give a unique opportunity to students to interact with academicians from all over the world.

I, with great pride and happiness announce that SLC is on 61 position in the NIRF rankings for colleges in India 2018 and we have also got B+ in the first cycle of NAAC accreditation.

SLC conducts a myriad of activities through its arts and cultural societies. The annual cultural festival ‘Anugoonj’ gives a platform to the students to showcase their talents in dance, music, theatre, fine arts and more in a grand show. SLC has taken an interesting initiative, in tandem with the Govt’s ‘Skill India’ program, by organizing an inter-college ‘University Chef Competition’ which has become a regular feature in the college calendar. We are the



foremost College in the East Delhi Campus of the University of Delhi with outstanding sports facilities for games like hockey, netball, volleyball, wrestling etc. SLC Inter-Varsity Invitational Hockey tournament is an integral part of the University calendar. The College promotes sports and games in the trans-Yamuna region of Delhi by providing opportunities and free coaching facilities to the young and talented players from low-income groups from neighbouring government schools or underprivileged sections of the society. The aim is also to promote indigenous games among the youth who are in some ways unaware of the vast career possibilities to be explored in our national games and sports.

With the primary objective of providing quality education to all, SLC organizes special classes – Remedial as well as Spoken English on continuous basis for the students who have difficulty in coping with the demands of the curriculum. We, at SLC, understand our responsibility towards conserving environment and thus take certain environment friendly initiatives such as conducting Green Audit of the campus. Contributing to the purpose of saving conventional resources of energy, the College has gone ahead with the installation of solar panels, which are fully functional now. The project is able to meet 45% of our peak demands and on non-productive days and holidays when the power demand is low, surplus power goes back to the Grid.

SLC is a premier educational institution offering vibrant inclusive environment for the development of excellence in academics, culture, sports and other student empowered activities. The whole SLC team including teachers, students and the non-teaching staff works towards promoting higher education in the country with a view to encourage a more ‘learner-centric’ approach. SLC strives to achieve these through regular curricular monitoring, academic innovations and continuous student involvement in all the activities.

With these words, I give my best wishes to the admission seekers and to all the stakeholders of SLC and hope that our association would be a fruitful experience for all.

Best Wishes

Rabi Narayan Kar Ph.D, FCS
Principal
principal@shyamlal.du.ac.in

IMPORTANT ADVISORY

BEWARE OF TOUTS/AGENTS WHO MAY PROMISE ADMISSION UNDER MANAGEMENT/ TEACHERS QUOTA AS THERE IS NO SUCH QUOTA.

ADMISSIONS ARE DONE STRICTLY ON THE BASIS OF MERIT BASED ON MARKS IN THE 12TH CLASS EXAMINATION. GENERAL CATEGORY CANDIDATES MAY BE DUPED BY THESE TOUTS/AGENTS WHEN THEY SEEK ADMISSION THROUGH IMPERSONATION BY SUBMITTING FAKE OBC/SC/ST CERTIFICATES.

ANY ONE FOUND INDULGING IN THESE PRACTICES SHALL BE SUBJECTED TO STRICT LEGAL ACTION INCLUDING CANCELLATION OF ADMISSION AND CRIMINAL PROCEEDINGS FOR CHEATING, FORGERY, IMPERSONATION ETC., AS PROVIDED UNDER INDIAN PENAL CODE.

IN CASE ANY TOUT/AGENT APPROACHES YOU, PLEASE REPORT THE MATTER TO THE COLLEGE PRINCIPAL/ADMISSION COMMITTEE/POLICE.

Prospectus Committee



Ms. Manila Kohli
Assistant Professor
Department of English, Member



Dr. Kusha Tiwari
Assistant Professor,
Department of English, Convenor



Dr. Prabhat Sharma
Assistant Professor
Department of Hindi, Member



Ms. Neelam Dabas
Assistant Professor
Department of Computer Science, Member



Mr. Pradeep Bist
Sr. P.A. to Principal, Member

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ABOUT THE COLLEGE

SLC

Shyam Lal College (SLC), a co-educational constituent college of the University of Delhi, was established in 1964 by the great visionary and entrepreneur Padmashree (late) Shri Shyam Lal Gupta, the then Chairman of Shyam Lal charitable trust. The College has become the center of academic excellence since its inception and aims to make quality education accessible to the students, especially girls, from economically and educationally disadvantaged community of East Delhi. Over a period of 54 years, the College has distinguished itself by providing a plethora of courses and a PG course with a rich contribution



from distinguished faculty in different departments. The College is fully equipped with state of the art Computer labs, Conference Hall, Teachers Facilitation Centre, Board Room, Science labs, Knowledge Resource Center and Library, Sports facilities to upgrade knowledge, skills and capabilities of the students needed for grooming them as future leaders. Our objective is to nourish, nurture and promote holistic higher education, providing equal opportunity to all. We develop our students as responsible citizens with critical thinking and analytical abilities, thereby contributing to the development of healthy environment and a society free from any kind of discrimination and bias.

Continuing with taking the brand SLC to newer heights, the College, under the dynamic Headship of Prof. Rabi Narayan Kar, successfully arranged the academic exchange programme between Shyam Lal College and three universities from Finland - Turku School of Economics/Pori Unit (University of Turku), South Eastern Finland University of Applied Sciences (XAMK), Turku University of Applied Sciences (Coordinator), Finland based on the project Responsible Business Professionals For Finland and India Trade (1st September 2016 – 31st August 2018) funded by The Center for International Mobility (CIMO), Finland.

VISION

SLC strives for meaningful transformation of learners to responsible citizens by providing them with an all inclusive and value based education.

MISSION

SLC provides a constantly caring, supportive and secure teaching and learning environment for engagement with the students and other stakeholders to achieve excellence in academics, sports, extra-curricular activities and develop analytical temper with a focus on instilling strong values to prepare them as leaders. SLC adopts environment friendly practices and formulates strategies for strengthening research and innovation in the College that expand the realm of knowledge.

CONNECTIVITY

The College is well-connected by the Metro Rail network and road. The Metro Stations of Welcome and Shahdara which fall on the Rithala-Dilshad Garden Metro route via Kashmiri Gate are both at a walkable distance from the College and provide the fastest and most convenient mode of transport for most parts of the city. In addition, the College is well-connected by road and bus services to various parts of the city. The famous Grand Trunk Road (G.T. Road) runs just adjacent to the College and



connects it to the neighbouring towns of U.P such as Sahibabad and Ghaziabad as well. The Inter State Bus Terminal (ISBT) at Kashmiri Gate and ISBT Anand Vihar are no more than 5 kilometers each from the College. The Anand Vihar railway station provides very good direct connectivity to the College for the students coming from eastern parts of the country.

SOCIAL ROLE

Shyam Lal College is a co-educational institution with a concession in marks of 1% in admission given to the female candidates to correct gender inequality prevalent in the Indian society. The College is also committed to making a contribution in removing the prevailing inequality in NCR region through imparting wholesome higher education to the under-privileged students coming from East Delhi as well as the nearby areas of U.P.

Beyond correcting the regional imbalance, SLC seeks to, and has largely succeeded in becoming a representative institution of the entire city. Students from far and wide, including those from north-eastern states, as well as foreign students are very much welcome to our institution.

Likewise, the College works within the norms of Delhi University to correct other discriminations in society such as those based on caste, tribe or disability. However, once admitted, the College goes beyond the norms to provide an enabling environment to all the students



WiFi MODERN CAMPUS

The College makes continuous endeavour that its infrastructure remains capable of meeting all the diverse needs of a healthy educational system in a dynamic environment. As recently as the academic year 2015-16, the College has added an entire new building - the Porta Block - to its existing infrastructure. This building has state-of-the-art infrastructure including CCTV surveillance system and a 100 seater dedicated conference hall, board room, teachers facilitation centre with up-to-date ICT facilities. The Staff Room, Library, Office and Cafeteria have been recently renovated into

fine air-conditioned spaces. The entire SLC campus is now a Wi-Fi zone with internet access available to each and every student and faculty member of the College. As a premier institution, SLC does not remain content with providing state-of-the-art infrastructure only, it also ensures that this infrastructure remains completely accessible to all its students and faculty, including the differently-abled.

FACULTY

We have a teaching faculty of around 70 highly qualified permanent members in various Departments capable of taking care of all the academic as well as other needs of the students. In addition, as and when needed, the College appoints ad-hoc and guest faculty with a clear objective of meeting the entire faculty requirement as per the needs of the curriculum. Even while appointing ad-hoc and guest faculty, the College ensures adherence to highest levels of quality. The SLC faculty, comprises of several experts in their respective fields, distinguished authors, researchers and scholars engaged in multi-disciplinary research, young as well as old, capable of providing an excellent learning experience to the students

THE TEACHER IN-CHARGES AND CONVENORS FOR THE ACADEMIC SESSION 2018-19



Dr. Ashu Gupta
Chemistry



Dr. Monika Gupta
Physics



Mr. Balram Kindra
Mathematics



Mr. Pawan Adewa
Commerce



Ms. Annie Thomas Rojer
English



Dr. Hemant Kukreti
Hindi



Dr. Neena Shireesh
Political Science



Ms. Priyanka Thakur
History



Ms. Jyoti Atri
Economics



Dr. Rajeshwari
B. A. Programme



Dr. Satish Chandra
Convenor, ECA



Mr. V.S. Jaggi
Convenor, Sports

SUPPORT STAFF

The College has an efficient support staff capable of providing the highest quality of services and assistance to students. The services provided by support staff cover administration, accounts, maintenance and laboratory services.

The support staff has the best technological support to efficiently carry out their work. They are also updated with adequate skills, through regular training programmes, to make the most of these resources for the betterment of the institution. At the same time, the College continually stresses on the support staff to be polite, soft-spoken and helpful in all their interactions with the students. A fully air-conditioned modular office and computers with up-to-date software and Wi-Fi connectivity further facilitates this process. The College has, in all, 65 members of highly capable support staff who are always ready to provide any information, support and counseling required by the students.

ORIENTATION PROGRAMME

Each year SLC organizes a department wise Orientation Programme on the first working day of the session for the newly admitted students. The Principal welcomes the students and the Teacher in-Charges of the department introduce the faculty to them. The students are apprised of the various facilities existing in the College for them as well as of their rights and responsibilities. The presence of senior students during the programme is comforting to the newly admitted students, and they look forward to quickly learning about College activities by interacting with their seniors.

INTERNATIONAL WINTER SCHOOL

IQAC, SLC took the pioneer initiative of organizing a one of its kind International Winter School on “Fostering Collaborative Innovations and Solutions for Sustainable Development” from 3-7 March, 2018 in collaboration with TUAS, XAMK and University of Turku (Pori Unit), Finland comprising of International Conference on “Developing Countries and Sustainable Development: Reconnecting Past with Present”, International Workshop I on “Entrepreneurship in Emerging Economies: The Path Ahead” and International Workshop II on “International Experiences of Skill Development and its Adoption”.



The International Winter School was attended by 300 delegates including 20 from Finland who deliberated over the two days on the issues relating to role of and scope for developing countries in contributing to the sustainable development agendas. Academia and practitioners from India and abroad including Ms. Nina Vaskunlahti, Hon'ble Ambassador, Finland, Prof. Kaisa Sorsa, Turku University of Applied Sciences, Finland, Dr. Anu Lahteenmaki-Uutela, University of Turku, Finland, Prof. Ari Lindeman, South-Eastern Finland University of Applied Sciences, Finland, Prof. Heli Soderlund, Turku University of Applied Sciences, Finland, Prof. Telle Tuominen, Turku University of Applied Sciences, Finland, Dr. Joachim Ramstrom, University of Turku, Finland, Prof. John McIntrye, ED, CIBER GT, USA, Prof. Santosh Panda, Vice-President, South Asian University, Delhi, Prof. Sushma Yadav, Member UGC, Prof. V. K Malhotra, Member Secretary, ICSSR, Prof. V.K. Kaul, Dean and Head, Department of Business Economics, University of Delhi, Prof. Kavita Sharma, Head, Department of Commerce, University of Delhi, Sh. Pawan K. Vijay, Former President, ICSI, Sh. Tapas Sengupta, Director (HR), MMTC, Sh. Shri Rajiv Saxena, Mazars India, Mr. Siddharth Mishra, President CRDJ & Senior Journalist, Prof. D. Jaganathan, Former Secretary ICWAI, Prof. Vanita Tripathi, Department of Commerce, DSE, Deputy Dean, Academics, University of Delhi, Prof. Shubhro Sen, Director SME Shiv Nadar University have already confirmed of their participation in our programme.

The International Winter School is a unique concept in a central university college in India that provided the students with an opportunity to engage and learn from cross cultural environment with academicians and their fellow students from different universities and countries. There is a need to give a larger exposure and a real feeling of no lesser than

any other best institution in India to our students so that they can widen their understanding of the emerging trends and expectations in academics and industry. It gave our students and faculty international exposure and experience in education and motivated them to explore greater career possibilities.

INTERNATIONAL CONFERENCE BY IQAC



IQAC, Shyam Lal College organized two day International Conference on “Developing Countries and Sustainable Development: Reconnecting Past with Present” on 5-6 March, 2018 as part of one week International Winter School on “Fostering Collaborative Innovations and Solutions for Sustainable Development” from 3-7 March, 2018 in collaboration with Turku University of Applied Sciences, South Eastern Finland University of Applied Sciences and Pori School of Economics, Finland.

The Conference saw a huge participation from delegates, faculties, research scholars, professionals, media

partners and students from different universities from India, abroad and policy makers had numerous sessions. There were three plenary sessions, one workshop, one Roundtable, nine parallel sessions, many working sessions for students and student presentation sessions as well. We received huge number of papers for the conference but could only accommodate 50 odd papers in the nine concurrent sessions. More than anything, it is the student engagement that has delighted us in this conference. We had many parallel working sessions for students from partnering Finnish universities and our own students. Fifty plus students engaged in many on the spot project assignments and presentations. This cultural and academic exchange between the students of all the four universities and institutions involved has been the best take away for all of us as this whole event was planned keeping in mind how best it can benefit our students. In the same spirit we also had best paper presentation awards for students.

INTERNATIONAL CONFERENCE BY DEPARTMENT OF POLITICAL SCIENCE

The International Conference on “*India’s Ascendancy in the Emerging World Transitional Dynamics: New Upsurges, Strategic Challenges and Opportunities*” was successfully organized by the Department of Political Science, Shyam Lal College (University of Delhi) in collaboration with an institute of world repute, Nehru Memorial Museum and Library (NMML), New Delhi (on 26th & 27th October, 2017). The International Conference was a grand success with the active engagement of known minds of the field in the two days’ International Conference.



This International Conference brought together over 65 professionals from the UK, Finland and India. The conference was structured around *Plenary Sessions* that included some of the well known experts and academicians like Prof. Ashwini Mohapatra, Prof. Chintamani Mahapatra, Rector, JNU, New Delhi, Prof. Anand Kumar, Fellow, IAS, Shimla, Prof. I.M. Kapahy, Member, UGC, New Delhi, JNU, New Delhi, Prof. Rajvir Sharma, University of Delhi, Prof. Bharat H. Desai, JNU, New Delhi, Sh. Sidharth Mishra, CRDJ, New Delhi, Prof. Navnita C. Behera, HoD, Department of Political Science, University of Delhi, New Delhi Prof. Sangit Ragi, Department of Political Science, University of Delhi, New Delhi, Prof. Sunil Choudhury, Department of Political Science, University of Delhi, New Delhi Prof. Shri Prakash Singh, Department of Political Science, University of Delhi, New Delhi and Dr. N K Kakkar.

NATIONAL SEMINAR BY DEPARTMENT OF HISTORY

The Department of History organized a 2 days National Seminar on “The Holy City of Banaras through the Ages” on 12th & 13th March, 2018 in the College which was sponsored by ICSSR.

This national seminar saw the confluence and convergence of many intellectual minds in this academic congress. Professors from Banaras Hindu University, Kashi Vidyapeeth, Jaunpur, Aligarh Muslim University, Jawaharlal Nehru University, Jamia Millia Islamia, University of Allahabad, Madhya Pradesh and Department of History, Delhi University graced the seminar.



NATIONAL SYMPOSIUM BY CHD

Centre for Holistic Development (CHD), established by Principal, Prof. Rabi Narayan Kar, for re-establishing the importance of ethics and values in society organized its first National level event. A National Symposium on the topic “Ethics and Values: Reconnecting Past with Present” was held on November 9, 2017 at India International Centre, New Delhi. The hon’ble Chief Guest Sh. K.G. Suresh, Director General, Indian Institute of Mass Communication (IIMC), New Delhi graced the event.

The keynote address was delivered by Sh. T. K. Sengupta, Director, MMTC Ltd. Other distinguished speakers from diverse fields were Prof. N. K. Kakkar, MATES; Sh. Rajeev Saxena, Mazars India; Prof J. K. Mitra, FMS, DU; Prof. Runa Sarkar, IIM Calcutta; Prof. Anil. K. Swain, Utkal University; Prof. Rabi Narayan Kar, SLC; Prof. K. Ramakrishnan, Researcher; Prof. Minakshi, DU; Prof. Kavita Sharma, Dept. of Commerce, DSE; Sh. Vineet Ahuja, IRR (Fitch Group).



ACADEMIC INNOVATIONS

SLC took the pioneering initiative, in the year 2015-16, by starting the Public lecture series under which the College has already organized four Virtual lectures with global experts through SKYPE software, which turned out to be a very enriching experience for the students as well as the faculty members. While the two virtual lectures were organized in the academic year 2015-16, two lectures were organized in the academic year 2016-17 and one lecture was organized in 2017-18.

Academic Affairs and Monitoring Committee and Department of Commerce, SLC organized the 5th Virtual Lecture on “International Business as a Key Research Question for Management Scholars in the US: Challenges and Impact” as part of the SLC Public Lecture Series on 8th August, 2017 with Prof. John R. McIntyre, Professor of Management & Executive Director GT-CIBER Scheller College of Business, Atlanta, GA, USA. Prof. John began his lecture by talking about the scope and opportunities for Indian investments in the US.



EXTENSION ACTIVITIES

During the course of the year, SLC organized several extension activities such as those for the benefit of students belonging to the under-privileged sections of society, or those meant to celebrate important events in the calendar of

the nation. For instance, remedial classes are organized under the aegis of Equal Opportunities Cell of the College for students from less privileged sections. Department of English, under the guidance of the Principal Prof. Rabi Narayan Kar, started Spoken English Course for the students of the College in the year 2016-17 which has now become a regular feature of the academic activities in the college. The course is primarily meant for those students who face difficulties and are unable to acquire English language skills properly. The Course runs successfully every semester on six or four weeks basis where the students are given course completion certificates.



CENTERS

The College, in its effort to maximize the teaching learning outcome, has established **six important centers** that offer a unique platform and opportunity to students to have a wholesome learning experience. The important events organized and initiatives taken by these centers have evidently opened the minds of students to newer ways of thinking. These centers have taken up cross-cutting issues related to modern lifestyle, gender, caste identity in India, professional challenges, social anomalies etc.

CENTRE FOR INDUSTRY INTERACTION AND SKILL DEVELOPMENT (CIISD)

The College has established the Centre for Industry Interaction and Skill Development (CIISD), under the convenorship of Mr. Anil Khurana, which provides an institution (SLC) vs. industry interaction interface. The Centre was conceived with the objective of imparting a better understanding of the needs of industry among our students. There is also an effort, in future, to draw up agreements, MoU's with companies to help the College develop students' skills in line with industry requirements and take more skill development initiatives. The Centre works towards organizing seminars and workshops to guide students on emerging career options, and to improve skills of the students for greater success in group discussions and personal interviews, and to invite experts from industry as well as academia to address and guide the students. The Centre is unique in its efforts to address the employability aspects of the differently-abled students of the College in terms of their special skill development needs, and to promote their placement, wherever possible, along with other students. The Centre comprises of:



THE PLACEMENT CELL

THE PLACEMENT CELL, with Mr. Anil Khurana as convenor, invites companies/ organizations to come into the campus and recruit candidates for various jobs. The Placement Cell undertakes training programmes, mock interviews, GDs etc. for the job-seeking students. The College makes students constantly aware of the changing trends/demands of the industry so as to equip them with the highest level of potential for cracking the tough selection procedures.



E-CELL

E-CELL team of SLC won the National level competition called National Entrepreneurship Challenge held at IIT-Bombay on 29th January, 2017. More than 300 teams from all over the country participated in the competition in which 15 teams reached the final round. The SLC team maintained the lead in all the rounds and emerged as winners in the end. The Convenor of E-Cell is Dr. Bharat Garg.



SKILL DEVELOPMENT COMMITTEE

SKILL DEVELOPMENT COMMITTEE of the College under the convenorship of Dr. Kavita Arora organizes several skill development and soft skill enhancement programmes in the College that fulfill the aim of the Institution to impart skill-based integrated education. The College has also initiated various **skill-based enrichment programmes** for the students that come under Pradhan Mantri Kaushal Vikas Yojana; Computer basics training; Online Trading, etc. under the auspices of Skill Development Committee.



WOMEN DEVELOPMENT CELL

As per the guidelines of the University of Delhi, SLC has formed the Women Development Cell (WDC) in the academic year 2015-2016. Since then WDC has taken up cross-cutting issues related to professional challenges and social anomalies etc. WDC, in collaboration with Internal Complaints Committee (ICC), has conducted workshops, counseling sessions, film screenings, and nukkad naatak for both students and staff members. WDC and ICC also organized workshops separately for students, teaching faculty and the office staff on “Gender Sensitization” by Ms. Kamla Bhasin, the eminent social and gender activist. Both WDC and ICC teacher members regularly attend workshops and training programmes organized by the WSDS, University of Delhi and other such agencies. WDC has started gender counseling on bimonthly basis from 2016-17 so as to provide a forum to students (both girls and boys) where they can unhesitatingly articulate and clear their gender and other behavioral related queries. WDC organized UGC-ICSSR sponsored National Conference on “Gender and Popular Culture: Representations and Embodiment” on 14-15 Dec, 2016. The Conference aimed at addressing the existing gender bias in the society as represented in the media and the cross-cultural context. Dr. Alka Sharma is the convenor of WDC.



CENTRE FOR HOLISTIC DEVELOPMENT

SLC is very sensitive towards societal changes and thus, under the leadership of the Principal, the College has established a Centre for Holistic Development (CHD) for ensuring a balanced development of our students. The Principal felt a strong need to establish this Centre because in today's scenario, where one is witness to a widespread degeneration of human values (principles, standards, convictions, and beliefs), it is our moral duty to groom these young scholars, enriching them with empathy and moral consciousness so that they become the torch bearers of the “Human Values” movement. This Centre focuses on developing and imparting



holistic education to our students to make them ethically strong. This would make them responsible citizens. Through this Centre, the College has collaborated with Academy of Value Management (A Unit of ISOL Foundation). This knowledge sharing collaboration organizes monthly lectures delivered by eminent speakers from diverse fields of life on topics that help people in getting connected to our ancient culture and heritage. Dr. Ruchika Ramakrishnan is the convenor of this Centre.

GANDHI STUDY CIRCLE

Gandhi Study Circle of SLC under the convenorship of Dr. Sitaram Kumbhar aims to revisit, review and debate Gandhi and his teachings with the young generation. It also tries to inculcate Gandhian values and ideals such as simplicity and selflessness among the students. The Circle works on the principle of reviving Gandhian teachings on the integrated view of life that unites the whole of humanity beyond the forces of religion and communalism.



AMBEDKAR STUDY CIRCLE

Starting with academic session 2016-17, SLC has taken another significant initiative by setting up an Ambedkar Study Circle. SLC celebrated the 125th birth anniversary of Dr. B.R. Ambedkar on April 13, 2016. Further, to highlight the role of Baba Saheb in nation building, the College celebrated Constitution Day on 24th November, 2015. The aim of this Circle is to organize activities related to the life and mission of Baba Saheb Ambedkar, and his contribution to the nation and society. It organizes activities such as debate and poster making competitions, seminars, as well as celebrates important days related to the life of Baba Saheb to create awareness among students about the role played by him in our nation. Mr. Sanoj Kumar is the convenor of this Centre.



ECO INNOVATION CENTRE

The mission of the Eco Innovation Centre is “Go Green initiative” to raise the students’ “interest” over environmental issues and to get the students actively involved in environmental matters from their own area. The centre under the convenorship of Dr. Arkaja Goswami also seeks to conserve nature’s heritage by education and direct conservation efforts to spread awareness about good environmental practices like ban on plastic, proper dumping of garbage, planting of trees etc. The Centre plays a vital role in creating environmental awareness amongst the future generation. It is actively engaged in overall environmental education by adopting various environment friendly approaches for conservation and preservation of environment.



SLC ALUMNI

The College has a very active Registered Alumni Association. The college feels proud of its alumni who have been holding key positions in govt/private sectors. The alumni of this institution have been giving their valuable contribution to the society. The college is continuously enhancing its alumni database creation. SLC organized an alumni interaction in the year 2016-17 which saw the participation of almost 100 plus prominent alumni of the

college. The SLC alumni, on this occasion, nostalgically and appreciatively shared fond memories of their stay in the college. The Principal, Prof. Rabi Narayan Kar while congratulating the alumni on their achievements in life also urged them to take the Association further and contribute to the well-being of the college.

ACADEMIC RESOURCES

CLASSROOMS

SLC has very spacious and sufficient classrooms and tutorial rooms. The rooms in the new Porta Block have big rooms equipped with all the latest ICT facilities. Most of the classrooms in the main building have been upgraded with LCD projectors and other necessary equipment.

LIBRARY

In any knowledge-imparting institution, the library as the storehouse of knowledge plays a pivotal role. It not only provides an additional space to the students and teachers to interact with each other but also facilitates in connecting them to the world of books, journals and the information industry of the newly emerging world system. Our College boasts of a well-stocked air conditioned Library with internet connection and a formal connectivity with the Delhi University library network which can be used in developing the data and knowledge base by both the students and the Faculty.

In addition to this, our Library has a rich collection of nearly 76,000 books as well as journals and periodicals, not only on subjects that form part of courses offered by the College, but also covering some of the other topics of general interest to the readers. The library has OPAC facility to search the collection. In the library, four OPAC machines are installed to help the users. The College has the facility of Electronic Resource Management package available through DULS. Users can use the federated search (K-Nimbus, JCCC of UGC Infonet) provided by University of Delhi to search articles/e-material from the multiple database within the campus network.

The Library has sufficient reading space with state-of-the-art facilities for the students and teachers, who can sit, interact and study during the college hours. There is a Knowledge Resource Centre in the Library where students and teachers can acquire abundant knowledge through e- resources by accessing world's best databases, E-Journals, E-books and reports in an easy and expeditious manner. The College proudly announces that it has constructed a state-of-the-art Reading Room with a seating capacity of 75. The library also has an important designated facility for the PwD students of the College in the form of PwD Facilitation Centre which has dedicated computer systems with all the relevant software installed so as to facilitate the smooth imparting of education to PwD students.



CONFERENCE HALL

A state-of-the-art air conditioned Conference Hall equipped with all the latest ICT facilities is a new addition to the existing infrastructure. The Conference Hall is fully functional and is utilized to conduct all the academic extension activities, conferences and seminars that are organized in the college. The one week International Winter School attended by 300 delegates including 20 delegates from Finland, was successfully organized inside the college campus in the newly renovated and constructed Conference Hall, Board Room, Knowledge resource centre, Reading room etc.



BOARD ROOM AND TEACHER FACILITATION CENTRE

There is a newly constructed Teacher Facilitation Centre to promote research aptitude among the teachers and a Board/Committee room with a seating capacity of 50.

MEDICAL FACILITY

The College has a dedicated medical room. A physician visits the college thrice a week. The students may also avail the W.U.S. (World University Service) Health Centre facility in B.R Ambedkar College.



COMPUTER CENTRE

The College has three computer laboratories and a dedicated Knowledge Resource Centre. SLC boasts of state-of-the-art computer centers equipped with servers, printers, desktops, laptops, LCD projectors and scanners of latest configuration. All the operations in the college library as well as administrative office are automated. The three Computer Labs of the College offer the very best in terms of hardware and software resources to the students and the faculty.



SCIENCE LABORATORIES

SLC strives to provide the best of facilities to its students with various science and computer laboratories. The Physics, Chemistry and Electronics labs with the very best equipment and efficient support services offer ideal conditions to science students to carry out their practical work. The Biology Lab was set up just a few years back in the college and is being rapidly brought up to the level of its other science labs. These science and computer labs provide an ideal environment to students for academic excellence, and for faculty to maintain the high standards that they have attained.



GCR

SLC very much recognizes the need for exclusive private spaces for its students, in view of the fact that students have to spend several hours in the College, not all of it inside the classroom. This makes the Girls Common Room an important area of the College. Equipped with very good recreational facilities, the GCR has recently been refurbished. The GCR Committee of the college took the pioneer step to install a Sanitary Napkin Vending machine in the GCR with the collaboration of CSR Research Foundation.

SECURITY

Located in the heart of East Delhi and with all major means of transport available right in front, the College has the great advantage of being located at a completely safe and secure part of the city. The fact that the Shahdara Police

Station is situated just adjacent to the College further enhances this sense of security. Further, the posting of police officers very close to the College premises imparts a sense of safety and security to the students travelling to and from the institution. Within the premises, the College tries to instill values of respect and mutual trust among all sections of the College in which everyone can work without fear and suspicion towards the achievement of his/her goals. Nevertheless, the College does not take security within the premises for granted, and keeps its infrastructure and human resources operating at all times to detect any security breaches, and to remain ready with penal and corrective actions as and when the situation demands. A case in point is the installation of CCTV cameras at all crucial points in the College. The College has an active Proctorial Board that takes action in case of any issue of indiscipline or misbehavior.



BEST PRACTICES

➤ Solar Power

The Solar Power plant of the College is fully functional and generates power covering 45% of our peak demand. The Solar

Power plant, installed in the college, is a collaborative initiative with IPGCL, Govt. of NCT of Delhi wherein the said govt. agency has borne the full cost of the installation of the Solar panels in the college. We have been saving power as well as financial resources since the plant became fully functional. The College also practices regular switch off drives so as to save and conserve energy. This successful energy conserving step could be seen as an achievement in itself.



➤ Green Initiative

Go Green Initiative: Conservation of environment has been focus of the college. The students and faculty of the college work in coordination to cultivate and preserve a green environment.

- The college is a tobacco-free, smoke-free zone and has said a loud 'NO' to crackers and plastic bags.
- The college takes special care to inculcate the habit of switching off fans and lights when these are not in use.
- All garden waste is used for making compost in compost pits.
- Burning of garden waste is strictly prohibited on the Campus to minimize air pollution.
- E waste is routed through appropriate channels for proper disposal
- In order to ensure safe drinking water, the College has installed ROs in the campus.
- College also engages in tree plantation in and around the campus.
- Renewable energy in the college is also an important focus area.
- College made efforts for carbon neutrality, with large green-patches, gardens, and a vast collection of trees.
- College has installed three LED screens to communicate with students and faculty to reduce the use of paper in printing official notices etc
- The College is increasingly shifting to the use of LED lights.



- E-waste generated in the campus is managed as per the E-Waste Management through a committee. The E-waste is disposed off to authorized recyclers.

The Garden Committee attempts to ensure the use of natural fertilizers and natural material for supporting plants and climbers

➤ **Rain Water Harvesting**

As an institution committed to zero water wastage and harnessing the power of every drop of this precious commodity, SLC has taken important measures like rain water harvesting system.

➤ **Recycling Papers**

SLC is sensitive towards the cause of conserving natural resources and promotes the culture of respecting nature. SLC, in collaboration with NGO Jaagruti, has started recycling of waste papers and in return has received 500 reams of paper.

➤ **LED Lights**

The usage of LED lights has reduced the power consumption heavily. The installation of LED lights following the installation of solar panels has helped the College to save its financial resources. In addition to it, switch-off drills are carried on regular basis to make the SLCians aware and alert regarding energy consumption and saving.

➤ **Assessment and Feedback**

The College has also successfully implemented the structured feedback system that ensures that the concerns of the students are heard and addressed. So far we have successfully completed two cycles of taking feedback from the students that have been analyzed and the raised issues have been addressed and rectified.

➤ **Opportunities for neighbourhood under-privileged school children to participate/coaching facility for different games (hockey, kabaddi, netball, judo etc.)**

SLC aims at promotion and improvement of sports and games in trans-Yamuna region of Delhi by providing opportunities and best coaching facilities to the young and talented players of the society. The endeavor is to provide a platform to young talented players with state-of-the-art amenities so that they learn, train and improve their standard in sports and games, and excel at the international and national level. For the purpose, the college has taken a new initiative to provide free and regular coaching in the above mentioned games to deserving and talented students from neighboring schools. The aim is also to promote indigenous games among the youth who are in some ways unaware of the vast career possibilities to be explored in our national games and sports.

➤ **Active participation in Cashless & Digital India**

The College has very efficiently and dedicatedly participated in MHRD's Digital Economy Project Vittiya Saksharata Abhiyan (VISAKA). The team has been able to convert 1000 households and about 200 vendors to adopt digital modes of payment. Within the College, the faculty are encouraged for adopting digital payment for payments made to vendors, the College canteen and others.

➤ **University Chef (Skill India)**

Another interesting initiative that the College has taken in tandem with Govt's 'Skill India' programme was the organization of an inter-college University Chef Competition which is an inception of the Principal, Prof. Rabi Narayan Kar who provided all the required encouragement to the participants. The effort has won acclaim from all including celebrated chefs like Nita Mehta. This unique effort is a step to enhance the creativity and application of precise thought process among the students.



INFRASTRUCTURE

The College makes continuous endeavour that its infrastructure remains capable of meeting all the diverse needs of a healthy educational system in a dynamic environment. As recently as the academic year 2015-16, the College has added an entire new building – the Porta Block – to its existing infrastructure. This building has state of the art infrastructure including CCTV surveillance system, and a 100 seater dedicated Conference Hall, Board Room and teachers facilitation centre with up-to-date ICT facilities. A modern and comfortable environment that enables our students to excel in all areas - academics, sports and extra-curricular activities - is what SLC continually endeavours to provide. In this direction, the Staff Room, the Library, the Office and the Canteen have been recently renovated into fine air-conditioned spaces. We have fully renewed our old building with 6 washrooms and 2 lifts. Proudly, the entire SLC is now a Wi-Fi zone with internet access available to each and every student of the College. As a premier institution, SLC does not remain content with providing state-of-art infrastructure, it also ensures that this infrastructure remains completely accessible to all its students and faculty, including to differently-abled. The new infrastructure additions in the campus are listed below.

- The College now has a state-of-the-art Reading Room with a seating capacity of 75.
- The College has also introduced an important designated facility for the PwD students of the College in the form of PwD Facilitation Centre which has dedicated computer systems with all the relevant software installed so as to facilitate the smooth imparting of education to PwD students.
- The College has also constructed a state-of-the-art Teacher Facilitation Centre and Board Room to promote research aptitude among the teachers. Board/Committee Room with a seating capacity of 50.
- The Conference Hall has also been refurbished.
- The College has also constructed an Amphitheatre for the benefit of the students.
- Over the last year, the College has also developed four Gardens including a herbal garden, two nurseries that have completely changed the outlook of the College building.
- SLC now has an AC furnished cafeteria.
- Bank with ATM.
- Office layout has also been changed to improve the functioning of the administration



EXTRA CURRICULAR ACTIVITIES

Life at SLC is not about classroom and academics alone, it goes far beyond that. The College believes that participation in an array of cultural and other activities creates a well-rounded personality; confident and socially aware individuals. Students are encouraged to participate in other activities of their interest, and every possible support is made available to them. Participation in extra-curricular activities not only brings diversity and colour to the lives of students, it enables them to shine in their respective fields, get recognition, as well as win prizes and awards from within and outside the College.

The support provided by SLC to students to enable them to excel in the activities of their interest broadly covers two areas. First, all faculty members are required, apart from taking their classes, to guide students in at least one activity that they are comfortable in. Secondly, the College regularly invites scholars, experts and distinguished personalities from various walks of life to enlighten the students and faculty alike on the latest ideas, trends, as well as



inputs and guidance for achieving excellence in those fields. This is done under the aegis of different Academic and Cultural Associations/Societies that exist in the College.

STUDENTS' UNION

SLC students have an active say in all affairs concerning the welfare of the students, and this say is exercised through the Students' Union, which is a body of all the students admitted to the College. This body not only leads to a healthy development of participatory and democratic practices among the students, it also enables them to articulate their needs and demands. Each year students get an opportunity to contest elections and get elected to this body. The Students' Union functions under the overall guidance and supervision of the Students' Union Advisory Committee, and it also organizes the Annual Cultural Festival, consisting of activities like dance, music and fashion show.

NCC

Students of SLC are expected to be sensitive and socially aware citizens. The College offers plenty of opportunities to students to put these values to practice through NCC and NSS. NCC imbues in its cadets values of discipline, hard work, and trains them to protect fellow citizens during times of adversity such as security threats to a community or to the nation itself. NCC girls of SLC participated and organized Self-defense Camp, Yoga Camp, Tree Plantation drive and save Yamuna Campaign. Delhi Police supported the NCC unit of the College in latter's Nirbhek Movement. Students enrolled with the NCC unit are instructed in rifle shooting, the use of ammunitions, basic first-aid, mountaineering and trekking through rigorous physical exercise and participation in drills and parades.



NSS

NSS unit of SLC is very dynamic and has been playing a major role towards the welfare of society by involving the youth in various social causes. The NSS unit of SLC regularly organizes Blood Donation Camps and social awareness campaigns in the College to expand social awareness among the students and help them participate in social welfare activities. Both NCC and NSS are headed by young, energetic faculty members, whose energy disseminates down to the students who join these organizations.



SPORTS

Sports, for us at SLC, ranks as an extremely vital part of students' life, at par with academics. Sports, as a hobby, provides an option to students for healthy and stress free living, and as a profession, provides an attractive career option to the students who have the discipline to work hard and excel in this area. The College sports boasts of not only producing players of University, State and National levels but also of the existence of rich expertise, capable infrastructure and efficient support staff



available in-house, apart from hiring coaches and experts for various sports from outside. SLC takes pride in the fact that the College has one of the biggest, lush green and well-maintained sports grounds in the University. All students enrolled in the College can use the ground for various sports activities, events, practices etc. The College students, particularly those enrolled under the Sports quota, have, over the years, displayed exemplary performance in their respective sports. SLC's Inter-varsity.

Invitational Hockey Tournament in the fond memory of its Founder Chairman Padmashree Late Shri Lala Shyam Lal Gupta has already become an integral part of the University's sports calendar. Similar tournaments for other sports are also being planned.

ACADEMIC SOCIETIES

SLC has nine departments, classified on the basis of academic subjects taught by the faculty. These are: Chemistry, Commerce, Economics, English, History, Hindi, Mathematics, Physics and Political Science. Each of these departments has its respective Academic Association. These associations organize seminars, conferences, workshops and talks specific to that subject, as well as cultural events and competitions on an intra-departmental basis. For instance, the Economics Association could organize a debating competition on any topic related to Economics. Likewise the Commerce Association could organize talks and seminars on subjects related to marketing, internal business and finance. Literary activities in the College would come in the domain of English Association or the Hindi Association.

ARTS AND CULTURAL SOCIETIES

The Fine Arts and Cultural Society of the College is exceptionally active. Most of the extra-curricular and cultural activities that students have an opportunity to engage in, are covered under the Fine Arts and Culture Society of SLC. In view of the increasing importance being accorded to activities of this society, starting from Academic Year 2016-17, it has been split into three societies for greater focus, viz. Fine Arts and Culture Society for Performing Arts, and Arts and Sculpture Society and Debating Society. The Fine Arts Performing Arts Society comprises of the Dramatics Society, the Music Society, the College Band, the Dance Society, the Film Club, the Fine Arts and Photography Society, the Quiz Society and the Poetry Society. These societies give quite an array of options to students to show and improve their skills in areas of their interest. Other than various events held by its societies, the Committee also organizes its annual cultural festival Anugoonj and an annual Dramatic, Music and Dance festival dedicated to music legends. We have had two curative shows one in the memory of music legend R. D. Burman and another on Sahir Ludhianvi this year.



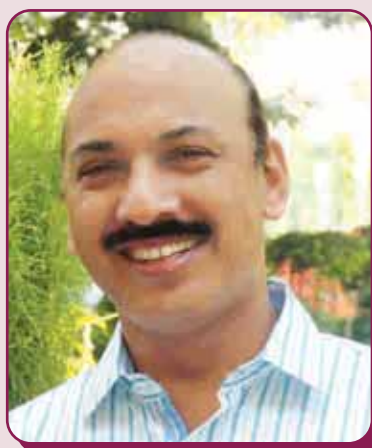
COLLEGE ADMINISTRATION



Prof. Rabi Narayan Kar
Principal



Mr. Vinod Kumar
Bursar



Mr. Jagat Singh Chauhan
Administrative Officer



Mr. V.S. Jaggi
Secretary Staff Council



Mr. Atul Kumar Jain
Section Officer (Accounts)



Mr. Pradeep Bist
Sr. P.A. to Principal

LIAISON OFFICERS/ NODAL OFFICERS



Dr. Sitaram Kumbhar
Liaison Officer, SC/ST



Dr. Rohan Mandal
Liaison Officer, OBC



Mr. Anil Khurana
Nodal Officer, PwD



Mr. Pankaj Kr. Chaudhary
Nodal Officer, SC/ST, Scholarship



Mr. Rajarshi Kalita
Nodal Officer, North-East Students



Mr. Subodh Kumar
Convenor, EOC



Ms. Jyoti Atri
NCC



Dr. Kavita Arora
NSS

STATUTORY COMMITTEES

Central Admission Committee (Academic Year 2018-2019)

1. Principal, Chairperson
2. Secretary, Staff Council, Convenor
3. All Teacher-in-charges (TICs) (Ex-Officio Members/Convenors, Sports & ECA)

(a) **Ms. Annie Thomas Rojer**
Department of English

Admission Scrutiny Committees:

Mr. V.S. Jaggi
Secretary, Staff Council

(b) **Dr. Hemant Kukreti**
Department of Hindi

Arts:

1. Dr. Samrendra Kumar
2. Mr. Pankaj Kr. Chaudhary

(c) **Ms. Jyoti Atri**
Department of Economics

Commerce:

1. Mr. Vinod Kumar
2. Dr. S B Rathore

(d) **Ms. Priyanka Thakur**
Department of History

Science:

1. Dr. Komila Suri
2. Mr. Subodh Kumar
3. Dr. Rita Sharma

(e) **Dr. Neena Shireesh**
Department of Political Science

Admission Grievance Committee

1. Mr. Pankaj Chaudhary
2. Mr. V.S. Jaggi
3. Mr. Anil Khurana
4. Ms. Veena Tiwari

(g) **Mr. Pawan Adewa**
Department of Commerce

Special Categories Enabling Admission Committee

1. Mr. Anil Khurana, Convenor
2. Mr. Pankaj Chaudhary
3. Dr. Sitaram Kumbhar

(h) **Dr. Monika Gupta**
Department of Physics

Help Desk Committee

1. Mr. Pankaj Kumar Chaudhary
2. Dr. Sitaram Kumbhar
3. Dr. Supriti Mishra
4. Mr. Rakesh Singh

(i) **Dr. Ashu Gupta**
Department of Chemistry

SC/ST/OBC Help Desk

1. Dr. Sitaram Kumbhar
2. Dr. Rohan Mandal
3. Mr. Manoj Kumar

(j) **Mr. Balram Kindra**
Department of Mathematics

(k) **Mr. V.S. Jaggi**
Convenor, Sports

(l) **Dr. Rajeshwari**
Convenor, B.A. (Prog)

AWARDS AND PRIZES

ROLL OF HONOUR

In the academic session 2016-17, the college has instituted Roll of Honour awards for exceptionally meritorious students from each stream having proven credentials of all round abilities.

WORLD BROTHERHOOD SCHOLARSHIP

World Brotherhood Organization offers educational scholarships to eligible students every year.

DR. RAM KUMAR MEMORIAL AWARD

Smt. Urmila Aggarwal, the wife of late Dr. Ram Kumar Aggarwal, former Principal of this college, has instituted the award in memory of her husband. An award of Rs.500/- is to be given to the student of B.Sc. III year who gets the highest marks in Mathematics.

DR. O.P. SINGH MERIT PRIZES

Dr. O. P. Singh, a retired colleague from the Dept, of History has set up three prizes of Rs.250/- each to be awarded annually to the toppers of History (Hons) I, II, III year.

KANCHAN NAGPAL MEMORIAL TROPHIES & PRIZES

Shri P. N. Nagpal, father of late Miss Kanchan Nagpal, an ex-student of this college, has instituted in memory of his daughter two trophies and two prizes of Rs.250/- each to be awarded to the topper of B. A. Part-I and B. A. Eng. (Hons) Part-I Exams.

SHRI SUNDER LAL ROHATGI & SMT. ROOPWATI ROHATGI MEMORIAL PRIZES

Late Shri B. B. Rohatgi, Chairman, S. R. Charitable Trust (Regd.) Delhi and Treasurer, Shyam Lal College Governing Body, had instituted in memory of his parents five prizes of Rs. 250/- each to be awarded annually to the toppers of final year classes of B.A. (Programme), B.Com. (Pass), B.Com. (Hons) and B.Sc.

RATHORE TAX EXCELLENCE PRIZES

S.B. Rathore, Reader in Commerce has set up two prizes of Rs.500/- each. First cash prize of Rs.500/- is to be awarded to a student of B.Com (Hons.) Part III who secures highest marks in Paper No. XXX (Business Tax Procedures and Management) and passes third year examination with a minimum of 60% in aggregate. The condition of 60 percent in aggregate is to be waived in case of girls. Second cash prize of Rs. 500/- is to be awarded to a student of B.Com (Hons.) Part II who secures highest marks in Paper No. XIII (Income Tax: Law & Practice) and passes the second year examination with a minimum of 60% in aggregate. The condition of 60 per cent in aggregate is to be waived in case of girls.

SHRI JAGDISH PRASAD JAIN MEMORIAL AWARD

An award of Rs.250/- is to be given to a student of B.Com (H) Part-III who secured the highest marks. SHRI R. K. SHARMA MEMORIAL AWARD

Two awards of Rs. 500/- each one to the Topper in History and one to the Best Cricketer — to be given to the students of the College on the Annual Day in memory of Late Shri R. K. Sharma

GAURADEVI GOSWAMI MEMORIAL AWARD

Dr. Arkaja Goswami from the Department of Chemistry has instituted, in the memory of her mother-in-law, an award of Rs. 5100/- to be given to the B.Sc. IIIrd Year Topper of the College.

SHYAMLAL GUPTA MEMORIAL AWARD

A cash prize of Rs. 11,000/- will be equally distributed among the toppers of the Arts, Commerce and Science stream of College by the Chairperson, Shyam Lal College Governing Body.

SH. WASISHAT KUMAR SHARMA MEMORIAL AWARD

A cash prize of Rs. 2500/- has been instituted as “Sh. Wasishat Kumar Sharma Memorial Award” in the memory of Sh. Wasishat Kumar Sharma. The prize is to be given to student of B.Com. Part – III who has secured the highest percentage of marks in aggregate in examination.

SMT. PREM LATA SHARMA MEMORIAL AWARD

A cash prize of Rs. 2500/- has been instituted as “Smt. Prem Lata Sharma Memorial Award” in the memory of Sh. Prem Lata Sharma. The prize is to be given to student of B.Com (Hons.) Part – III who has secured the highest percentage of marks in aggregate in examination.

LIST OF STAFF COUNCIL COMMITTEES, 2018-2019

Fee Concession Committee (Commerce)

- 1 Dr. Usha Kashyap, **Convenor**
- 2 Dr. S.B.Rathore
- 3 Dr. Mast Ram

Fee Concession Committee (Arts)

- 1 Dr. Satya Priya Pandey, **Convenor**
- 2 Dr. Gayatri Chaturvedi
- 3 Ms. Deepti Sharma
- 4 Dr. Amitabh Kumar

Fee Concession Committee (Science)

- 1 Dr. Vijay Sharma, **Convenor**
- 2 Mr Balram Kindra
- 3 Dr. Ashu Gupta

Girl's Common Room Committee

- 1 Dr. Jaya Kakkar, **Convenor**
- 2 Ms. Priyanka Thakur
- 3 Dr. Sujata Tewatia
- 4 Ms. Jyoti Atri

Canteen Committee

- 1 Dr. Rakesh Meena, **Convenor**
- 2 Ms. Annie Thomas Rojer
- 3 Dr. Rajeshwari
- 4 Dr. Komilla Suri
- 5 Dr. Ashu Gupta
- 6 Dr. Jasvir Singh
- 7 Dr. Kinshuk Majumdar
- 8 Mr. Sanjeev Kumar
- 9 Mr. Anil Khurana

Garden Committee

- 1 Ms. Priyanka Thakur, **Convenor**
- 2 Ms. Manila Kohli
- 3 Dr. Usha Kashyap
- 4 Mr. Balram Kindra
- 5 Dr. Jasvir Singh
- 6 Dr. Komila Suri
- 7 Dr. Satya Priya Pandey

Conference Allowance & Students Funds Allocation Committee

- 1 Dr. S.B.Rathore, **Convenor**
- 2 Ms. Annie Thomas Rojer
- 3 Dr. Raj Kumar Prasad
- 4 Dr. Neena Shireesh
- 5 Dr. Ruchika Ramakrishnan
- 6 Dr. Kavita Arora
- 7 Dr. Vinor Kumar (Chemistry)
- 8 Mr. Sanoj Kumar

Examination Committee

- 1 Mr. Sanoj Kumar, **Convenor**
- 2 Dr. Rakesh Meena
- 3 Dr. Hemant Kukreti
- 4 Dr. Rohan Mandal
- 5 Mr. Vinod Nehra
- 6 Mr. Pawan Kumar Adewa
- 7 Mr. Jitendra Meena
- 8 Dr. Mast Ram

Sports Committee

- 1 Mr. V.S.Jaggi, **Convenor**
- 2 Dr. Neena Shireesh
- 3 Dr. Hemant Kukreti
- 4 Dr. Raj Kumar Prasad
- 5 Dr. Supriti Mishra
- 6 Dr. Vinod Kumar (Chemistry)
- 7 Mr. Subodh Kumar
- 8 Dr. Seema Dabas
- 9 Dr. Bharat Bhushan

Development Committee

- 1 Mr. Pankaj Chaudhary, **Convenor**
- 2 Dr. Satish Chandra
- 3 Dr. Prabhat Sharma
- 4 Dr. Sanjay Kumar
- 5 Dr. Ravindra Kumar
- 6 Mr. V.S.Jaggi

Prospectus Committee

- 1 Dr. Kusha Tiwari, **Convenor**

LIST OF STAFF COUNCIL COMMITTEES, 2018-2019

Computer Committee / I.T.Committee

- 1 Mr. Pawan Kumar Adewa, **Convenor**
- 2 Dr. Bharat Bhushan
- 3 Dr. Rohan Mandal
- 4 Dr. Ravindra Kumar
- 5 Dr. Prabhat Sharma
- 6 Mr. M.Abbasuddin Tapadar
- 7 Dr. Nand Kishor
- 8 Dr. Sita Ram Kumbhar
- 9 Mr. Sanjeev Kumar

Work Load Committee

- 1 Dr. Samrendra Kumar, **Convenor**
- 2 Mr. Pankaj Chaudhary
- 3 Dr. Arkaja Goswami

Magazine Committee

- 1 Ms. Manila Kohli, **Convenor**
- 2 Mr. Jitendra Meena
- 3 Dr. Kinshuk Majumdar
- 4 Dr. Nand Kishor
- 5 Ms. Jyoti Atri

Time-Table Committee (Science)

- 1 Dr. Monika Goyal, **Convenor**
- 2 Dr. Narendra Singh
- 3 Mr. Subodh Kumar
- 4 Dr. Sanjay Kumar

Time - Table Committee (Arts)

- 1 Ms. Deepti Sharma, **Convenor**
- 2 Dr. Rajeshwari

Time - Table Committee (Commerce)

- 1 Dr. Vinod Nehra, **Convenor**

Fine Arts Committee (Performing)

- 1 Dr. Satish Chandra, **Convenor**
- 2 Mr. M.Abbasuddin Tapadar
- 3 Dr. Supriti Mishra

Arts & Sculpture Committee

- 1 Dr. Alka Sharma, **Convenor**
- 2 Ms. Shivali Kharbanda

Debating Committee

- 1 Dr. Seema Dabas, **Convenor**

Proctorial Board

- 1 Dr. Arkaja Goswami, **Convenor**

Academic Affairs & Monitoring Committee

- 1 Dr. Kusha Tiwari, **Convenor**

Students Union Advisory Committee

- 1 Ms. Shivali Kharbanda, **Convenor**
- 2 Dr. Samrendra Kumar
- 3 Dr. Reeta Sharma
- 4 Dr. Alka Sharma

Website Committee

- 1 Dr. Ruchika Ramakrishnan, **Convenor**
- 2 Dr. Gayatri Chaturvedi

Library Committee : (In-Charges' Ex-Officio members)

- 1 Mr. Pawan Kumar Adewa, **Convenor**

Students Attendance (In-Charges' Ex-Officio members)

- 1 Sh. V.S.Jaggi, Secretary, Staff Council, **Convenor**

ABOUT THE ADMISSION

ADMISSION SCHEDULE FOR THE SESSION 2018-2019

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

Cut-off	Activity	Date
	Online Registration	15.05.2018 (Tuesday) 6 PM onwards to 07.06.2018 (Thursday) Till 6 PM
First Cut-off	Notification of First Cut-off Marks List by the Colleges	19.06.2018 (Tuesday)
	Document verification, approval of admission and payment of fee	19.06.2018 (Tuesday) to 21.06.2018 (Thursday)
Second Cut-off	Notification of Second Cut-off Marks List by the Colleges	25.06.2018 (Monday)
	Document verification, approval of admission and payment of fee	25.06.2018 (Monday) to 27.06.2018 (Wednesday)
Third Cut-off	Notification of Third Cut-off Marks List by the Colleges (if any)	30.06.2018 (Saturday)
	Document verification, approval of admission and payment of fee	30.06.2018 (Saturday) to 03.07.2018 (Tuesday) (except Sunday)
Fourth Cut-off	Notification of Fourth Cut-off Marks List by the Colleges (if any)	06.07.2018 (Friday)
	Document verification, approval of admission and payment of fee	06.07.2018 (Friday) to 09.07.2018 (Monday) (except Sunday)
Fifth Cut-off	Notification of fifth Cut-off Marks List by the Colleges (if any)	12.07.2018 (Thursday)
	Document verification, approval of admission and payment of fee	12.07.2018 (Thursday) to 14.07.2018 (Saturday)

Note:

- For document verification and approval of admission following timing will be observed. Morning College: 9.30 a.m. to 1.30 p.m.
- After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the day of the last day of that cut-off in which applicant is taking admission.

Further Cut-offs / Spot Counseling schedule may be declared depending on the vacant seats

DISCLAIMER

Every Care has been taken to verify the authenticity of the contents of this Prospectus. However, the information contained in relevant Rules, Regulations, Ordinances and Statutes of the University will be final and will prevail over corresponding college rules. The data Contained in this Prospectus Bulletin is indicative only and must not be used for legal purposes.

A. UNDERGRADUATE COURSES

S. No.	Course	Number of Seats	Gen	SC	ST	OBC	PH
1	B.A. (Prog.)	154	74	23	12	42	3
2	B.A. (H) Economics	46	23	7	3	12	1
3	B.A. (H) English	46	23	7	3	12	1
4	B.A. (H) Hindi	46	23	7	3	12	1
5	B.A. (H) History	46	23	7	3	12	1
6	B.A. (H) Pol.Science	46	23	7	3	12	1
7	B.Com	154	74	23	12	42	3
8	B.Com (Hons.)	185	89	28	14	50	4
9	B.Sc(Prog.) Physical Science	231	112	35	17	62	5

B. POSTGRADUATE COURSE

10	M.A. Hindi	15 Seats to be allotted by the Department of Hindi, University of Delhi
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Note: It should be noted that all the courses shall be taught in semester mode in the academic session 2017-18. Admission to M.A. Hindi shall be made as per the University of Delhi guidelines.

NOTIFICATION

Sub: Guidelines of admission to various under-graduate courses for the academic session 2018-2019.

The following guidelines and Schedule of admission to various undergraduate courses in the colleges of the University for the academic session 2018-2019 shall be followed by all concerned:

1. The registration of candidates (Unreserved/OBC/SC/ST/PwD) will be done online. The charges of registration will be Rs. 150/- for Unreserved/OBC and Rs. 75/- for SC/ST/PwD.
2. The registration to SC/ST/OBC categories is as follows:
 - a. 22 ½% of the total numbers of seats is reserved for candidates belonging to Scheduled Caste Scheduled Tribes (15% for Scheduled Caste and 7 ½% 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. If the candidates do not have the SC or ST caste/tribe certificate at the time of upload, the candidate may upload the acknowledgement slip of the SC or ST caste/tribe certificate application. However, at the time of admission, the candidate will have to produce the valid SC or ST caste/tribe certificate.
 - b. There will be 27% reservation of seats for Other Backward Classes (OBC) Non-Creamy layer (Central List). If the candidates do not have the OBC non-creamy layer certificate of the financial year 2017-2018 at the time of upload. The candidate may upload old OBC non-creamy layer certificate/acknowledgement slip of OBC non-creamy layer certificate application. However, at the time of admission, the candidate will have to produce the OBC non-creamy layer certificate of the financial year 2017-2018.
3. The registration to various supernumerary categories will be as follows:
 - i. a. The registration of candidates under Sports and/or ECA categories shall also be done online. The charges for registration will be Rs. 100/- separately for sports and ECA in addition to charges for (UR/OBC/SC/ST/PwD) registration. The applicants are required to upload only the highest certificate issued after May 1, 2015 to April 30, 2018 in each sport/game/ECA category they wish to apply.
 - b. For Sports/ECA quota only the highest level certificate will be uploaded for each sport/ECA category. The Sports/ECA certificates will be evaluated and marks will be updated on the University web portal.

- c. The list of activities under which admission to ECA categories for various colleges is given in Annexure-IV.
- d. The list of games/sports in each college is given in Annexure VI.
- ii.
 - a. The registration of candidates under CW (Children/Wards of the Officers and Men of the Armed Forces including Para-Military Personnel) and Kashmiri Migrants will also be done online. The registration charges will be as per University guidelines.
 - b. The applicants selected under Prime Minister's Special Scholarship Scheme for J&K students will be admitted directly to colleges.
 - c. Guidelines for PwD Applicants: As per the provisions of Rights of Persons with Disabilities Act, 2016, not less than five percent (5%) seats are reserved for Persons with Benchmark Disabilities, where "person with benchmark disability" means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority. It may be noted that the erstwhile Persons with Disability Act, 1995, under which reservation for Persons with Disabilities in admissions was provided earlier has now been repealed.
- iii. Candidates seeking admission under the ward quota must also apply online. There will be no additional charges for this category. The candidate will enter details of guardian, i.e. name, designation and place of work (employer) in the online form.
4. Our college has also a Helpdesk to provide assistance to applicants for completing online registration process.
5. There shall be no limit on the number of courses for which a candidate can apply in a single undergraduate admission registration form.
6. The announcement of all cut-off lists for all programmes /categories (UR/OBC/SC/ST/PwD/KM) will be made through University website only. The colleges will be able to modify the seats/fee course- wise/category-wise on the dashboard provided to them through DU web portal. The colleges will also notify the cut offs for each course and category on the web portal.
7. The University on receiving the cut-off marks from the various colleges will collate the data in the office of the Registrar. The Registrar office will notify the same through print and electronic media as per schedule. The cut-offs will also be displayed on the university website (<http://du.ac.in>), college website and college notice board.
8. The colleges shall admit all the applicants who meet the announced cut-off criteria. There will not be any "first come first served" policy
9.
 - a. Admission Process
 - i. The applicants must check the centralized Admission Web Portal and respective college website for cut-offs for different Programmes.
 - ii. The applicants who meet the requisite cut-off should login to the UG admission portal into their registration account and select college/programme where the applicant wishes to take admission and meets the desired cut-off criterion.
 - iii. The applicant shall take the print out of the admission form and together with the list of documents/certificates, and proceed to the respective college for verification of mark-sheet/certificates, calculation of cut-off percentage depending on the programme/course.
 - iv. The college will retain the certificates of approved applicant in order to avoid multiple admissions. The certificates will remain with the colleges during the admission process. However, the colleges shall promptly return the documents in case student withdraws/cancels the admission or student wishes to appear in counselling of any other university/ institute.
 - v. After this, the college will approve the admission on the UG admission portal. The applicant will then be required to log-on to the UG admission portal to make the online Admission Fee payment

through the available online payment options. The approved applicant is permitted to make online admission fee payment till 12 noon of the next day of the given admission list deadline.

- b. The colleges may engage forensic/other experts for verification of documents.
10. There shall be no limit on the number of times a candidate is allowed to change from one college/course to another college/course.
11. i. The applicants who could not take admission in a given cut-off list may be considered for admission on the last day of admission in the immediate next cut-off list only, subject to availability of seats.
ii. For Boards, like International Baccalaureate and others, whose results are declared late, applicants may be considered in whichever cut-off list their results are declared, subject to availability of seats and provided the applicant had completed the online registration process.
12. The colleges will admit the students as per the cut-off schedule, wherein the admissions will continue till six cut-off lists (as per the vacant seats) and the further cut-off lists may be declared, depending on the vacant seats in the colleges.
13. There shall be no 'Additional Eligibility Criterion' for any category in any college/course.
14. The colleges shall strictly follow the university guidelines with respect to gap year policy. Gap year(s) would be no bar for the purpose of admission to the undergraduate courses.
15. The colleges shall promptly return the documents in case the student cancels his/ her admission or has to appear in counseling of any other university/ institute.
16. Criteria for Admission to B. Com. (Honours)/B.Com.:
One Language from Part 1 of List C1 (Annexure II) + three best subjects out of Part 2 of List C1 (Annexure II).

OR

One Language from Part 1 of List C1 (Annexure II) + any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). In such a case, the deduction of marks from aggregate percentage of 'Best Four' shall be as follows:

- i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four'
- ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.

Note:

1. 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.
2. The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B.Com. (Hons.).
3. The computation of Best Four subjects in the above framework should lead to an effective and unique Best Four which would be higher than any other combination of four subjects.
17. Uniform 1% concession to girl's candidates in cut-off will be granted by the colleges for courses as per Annexure-III.
18. In case a student wishes to withdraw/cancel the admission in a programme/college, one should approach the college where the admission is taken. Only after the college cancels the admission, the applicant can proceed to take admission in other programme/college. Admission fee will be adjusted automatically and student will pay the balance fee, if the fee is more in the new college/programme in which the admission is taken. In case the fee is less in the new college/programme in which the admission is taken, the balance would be refunded to the applicant's account as per the College/University rules after the admissions are closed as per Annexure-X.

19. There will be a Central Admission Grievance Committees, located in the Dean Students Welfare Office. Every College shall have its own Grievance Committee. The student can send an email by using the link provided on the University Undergraduate Portal under “Grievance” tab. The details of Grievance Committees of various colleges are provided in Annexure - VIII and shall also be displayed on the Notice Board of the respective college. Applicants having grievances about admission should first apply to Grievance Committee of the college. If the grievance is not resolved within reasonable time applicant may approach to the Central Admission Grievance Committee.

There will be Grievance Sub-Committee to look into grievances of SC/ST/OBC and another one for PwD applicants. Each college will also have a separate grievance committee for SC/ST/OBC, which will consist of three members with liaison officer as its convener. The colleges will display the name, contact number & email address of the members of the grievance committee members for SC/ST/OBC applicants on the college website and notice board to facilitate and address the needs/queries of aspiring applicants.

20. Applicant may also contact colleges for any specific college related information. Each college has a separate helpdesk committee and applicant can contact the college helpdesk committee for any query related to admissions in a particular college. The list of colleges & the Helpdesk Committee for each college is given in Annexure-IX. For PwD candidates a special Helpdesk has been setup at North Campus

Equal Opportunity Cell, Arts Faculty Tutorial Building, North Campus,
University of Delhi, Delhi - 110007.

21. The last date of admission for undergraduate courses will be 14.07.2018 as notified by University of Delhi.

AMENDMENTS TO ORDINANCE-IV OF THE UNIVERSITY (MIGRATION & RE-ADMISSION)

It is notified that the Ordinance IV of the Ordinances of the University relating to Inter-University/Inter-College Migration, Re-admission and Change of Subjects has been amended and is hereby notified to all concerned for information and necessary compliance w.e.f. the academic session 2012-2013.

The amended Ordinance is as follows:

ORDINANCE -IV – (MIGRATION & RE-ADMISSION)

MIGRATION

1. Inter-university migration may be permitted only in the beginning of the III Semester of only the B.A. Programme and B.Com Programme under semester mode on production of (i) leaving certificate from the Principal of the College or from the Registrar of the University he is leaving and (ii) marks sheets of the examinations already passed and (iii) documentary evidences in support of the ground on which migration has been Sought.

Provided that such a student will have to pass all the papers of the I & II semester examinations of the said course of the University of Delhi.

Provided further that their marks shall be proportionately upgraded in the I & II Semester examinations in the absence of the Internal Assessment Marks.

2. Admission of a student to the University in the III Semester of study for B.A./B.Com degree examination may only be allowed on the ground that the parent or guardian of the student is residing in or has migrated to Delhi.
3. a. Inter College migration within the University of Delhi in the III Semester of B.A, B.Com, B.Sc., B.A.(H), B.Com (H), B.Sc. (H) Courses under the semester mode may be allowed subject to availability of seats and consent of Principals of both the colleges.
- b. Inter College migration will not be allowed at the post-graduate level. (c) The last date for migration will be 31 st August.

Applications for migration from one college of the University to another shall only be entertained by the Principal if forwarded by the Principal of the college from which migration is sought, and the necessary alteration in the

enrolment entries shall only be made in the University Register by the Registrar after obtaining the consent in writing of both Principals.

RE-ADMISSION

5. a. A student of the University having failed to pass any examination of the University will be registered as an Ex-student for re-appearing in the said examination subject to the conditions laid down under the Regulations of the University relating to Conditions of Admission to University Examinations .
- b. A student of the University who was not allowed to appear in the examinations due to shortage of attendance will be re-admitted to the class he studied last in his College/Department, within the prescribed period of registration.
- c. If a student's name is struck off the rolls of his College, he may be re-admitted to the same class at the discretion of his Principal in the same academic year or within the period of registration, if re-admission is sought in any subsequent year. No enrolment fee shall be charged in such a case and a remark in the University Register shall be deemed as equivalent to fresh enrolment.

The term "his college" means the College last attended by the Student.

CHANGE OF SUBJECTS

6. No change in the optional or elective subjects or subsidiary subjects in any semester of the Post-graduate or Under-graduate courses is permitted.

FEE STRUCTURE FOR THE ACADEMIC YEAR 2018-2019

S. No.	FEE HEADS	B.A.(H)-Hindi, English, Economics, History, Political Science/ B.COM/B.Com(h)/B.A. (P)	B.Sc. Physical Sciences	M.A. Hindi
1	Tuition fees	180.00	180.00	216.00
2	Admission Fees	20.00	20.00	20.00
3	Identity Card	50.00	50.00	50.00
4	Library & Reading Room Fee	150.00	150.00	150.00
5	Electricity & Water Fee	100.00	100.00	100.00
6	Medical Fee	250.00	250.00	250.00
7	Garden Fee	100.00	100.00	100.00
8	Magazine Fee	100.00	100.00	100.00
9	Laboratory Fee (UGC)	70.00		
10	College Development Fund	3000.00	3000.00	3000.00
11	Student Aid Fund	60.00	60.00	60.00
12	Games & Sports	1000.00	1000.00	1000.00
13	N.C.C.	100.00	100.00	100.00
14	Common Room	100.00	100.00	100.00
15	Societies	100.00	100.00	100.00
16	Student Union Fee	250.00	250.00	250.00
17	Social Gathering	500.00	500.00	500.00
18	Ambedkar Society	50.00	50.00	50.00
19	Entrepreneurship Cell	70.00	70.00	70.00
20	Centre for Holistic Development	50.00	50.00	50.00
21	Eco & innovation club	100.00	100.00	100.00
22	Gandhi Study Circle	50.00	50.00	50.00
23	Skill Development Fund	100.00	100.00	100.00
24	Women Development Committee	100.00	100.00	100.00
25	Placement Cell	100.00	100.00	100.00
26	Academic Affairs	100.00	100.00	100.00
27	Computer Fee	700.00	700.00	
28	Internal Complaints Committee	100.00	100.00	100.00
29	Electricity Repair & Maintenance	400.00	400.00	400.00
30	Sports Ground Maintenance	300.00	300.00	300.00
31	Lawns Maintenance	200.00	200.00	200.00
32	General Amenities	1200.00	1200.00	1200.00
33	Laboratory Fee	500.00		
34	Library Automation Fee	500.00	500.00	500.00
35	Fine Arts & Debating Fee	300.00	300.00	300.00
36	Security Arrangement Fee	1250.00	1250.00	1250.00
37	Seminar Fee	600.00	600.00	600.00
38	Science Practical	100.00		
39	I.A. Exam Fee	50.00	50.00	
40	Enrolment Fee	200.00	200.00	200.00
41	D.U.S.U	20.00	20.00	20.00
42	Athletic Association Fee	50.00	50.00	50.00
43	W.U.S	5.00	5.00	5.00
44	University Development Fee	600.00	600.00	600.00
45	N.S.S.	20.00	20.00	20.00
46	Cultural Fee	5.00	5.00	5.00
47	University Library Fee	3.00		
48	University Library Security	1000.00		
49	University Library Development Fund	200.00		
	TOTAL	13280.00	13950.00	13769.00
50	Library Security (Refundable)	500.00	500.00	500.00
51	Laboratory Security (Refundable)	30.00		
	GRAND TOTAL	13780.00	14480.00	14269.00

RULES FOR REFUND OF FEES

RULES FOR REFUND OF FEE ON ACCOUNT OF WITHDRAWAL/ CANCELLATION OF ADMISSION

(As per notifications Acad.-I/2015-16/Refund of fee/541 dated 26th June, 2015
& Acad.-I/2015-16/Refund of fee/586 dated 08.07.2015)

Sr. No.	Reasons for seeking refund refunded	Quantum of fee to be
1	When a student applies for withdrawal of admission upto 31 st July.	Full fee after deduction of Rs. 500/- and full examination fee.
2	When a student applies for withdrawal of admission on or after 1 st August till three working days before the last date of admission (including the last day of admission).	Full fee after deduction of Rs. 1000/- and full examination fee.
3	When admission is made inadvertently due to error/omission/commission University/College	Full fee and full examination on the part of the fee.
4	When cancellation of admission is due to concealment/ falsification of facts, submission of false/fake certificates(s), providing misleading information by the student or for any error/mistake on the part of the student.	No fee will be refunded.
5	In case of Migration of a student in III semester from one college to another college (If permissible under the University rules), up to 31 st August of the year of migration.	Full fee after deduction of 20% of the total fee and full examination fee.
6	When a student of Self Financing course applies for withdrawal of admission on or before the last date of admission.	Full fee after deduction of Rs. 1000/- and full examination fee.
7	If a student provisionally admitted to a course on declaration of the result of his qualifying examination/compartmental examination becomes ineligible for admission and his/her admission is cancelled.	Full fee after deduction of Rs. 1000/- provided that he/she applies for refund in the same Financial Year.
8	In case a student after his/her admission expires within one month of the last date of admission.	Full Fee including examination fee will be refunded to his/her parents.
9	When a student has been allowed to change the course of study in the same college or within the departments of the University.	After adjustment of fees already paid the student will be required to pay the remaining amount due as prescribed For the new course. In case the student paid in the previous course more than the amount due for the second course, the excess amount will be refunded/adjusted towards further month(s) fees.

FINANCIAL ASSISTANCE TO STUDENTS

- a. Meritorious and deserving students belonging to the economically weaker sections are eligible for fee concession.
- b. The college has established a Student Aids Fund for the benefit of the students.
- c. There is a Students Books Aid Section in the Library which lends textbooks the students.
- d. Scholarships: Students belonging to SC/ST are given scholarships by the Govt, of Delhi. Such students are required to apply on the prescribed application form within the notified period through the College. However, these students are not eligible for fee concession/ stipend from the college.
- e. Students seeking fee concession may apply for the same with the college office.

CONCESSION/WAIVER OF FEES IN RESPECT OF PERSONS WITH PHYSICAL DISABILITIES (PWD)

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:

1. 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 Programmes in the University or its Colleges.
2. In pursuance of the above, the applicants with physical disabilities pursuing various Programmes of study in the Faculties, Departments, Centers, and Institutions / Colleges of the University shall be exempted from payment of fees, including examination fee and other University fees, except Admission fee, subscription towards Delhi University students' Union and Identity Card fee.
3. PwD applicants who will meet the cut-off for the unreserved category and will take admission in the unreserved category (UR) will pay the fee relevant for PwD applicant.
4. In pursuance of the Executive Council Resolution No. 50 dated 03.11.2012, it is notified that the students with physical disabilities residing in different Hostels / Halls of the University are exempted from payment of all hostel fees and charges except refundable caution fee and the mess fees. The Persons with Physical Disabilities students shall pay 50% of the Mess fee and the remaining 50% of the Mess Fee-in respect of the PwD students is being met by the University of Delhi. Similar norms are to be adopted by the Colleges in respect of PwD Students residing in various hostels of the Colleges.

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

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

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

REQUIREMENTS FOR ADMISSION

Qualifying Examinations

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

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

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

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

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

Admission to IB Students (IB Grade to Marks Scheme)

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

Admission for University of Cambridge (International Examinations) Students

Grade	Percentage Uniform Mark Range	Cambridge Grade As	Percentage Uniform Mark Range
*A	90-100 (Midpoint 95)	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)

More Details:

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

* The Applicants seeking admission to an Honours Programme must have passed the subject at Advanced level. For Geology and Anthropology Honours Programmes, the applicant must have passed one Science subject at Advanced level out of Physics/Chemistry/ Mathematics/ Biology.

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

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

Cambridge International Examinations to Cambridge Assessment International Education in 2017.

Sl. No.	Name of the University in the Bulletin of Information 4.4.2 2017-2018.	Changed its name
1.	Cambridge International Examinations	Cambridge Assessment International Education

Further the University shall also treat the candidates passing the 10+2 exam from this board at par with the candidates passing 10+2 from other recognized boards and eligible for admission to UG courses of the University.

Procedure for Calculating ‘Best Four’

I. Procedure for calculation of Best Four subjects percentage for Honours Programmes (For admission to Arts/ Humanities Programmes):

- The merit shall be determined on the basis of one language and three best academic/elective subjects from LIST A.
- Out of three, academic/elective subject chosen above, one must be the concerned subject in which the admission is sought, failing which a deduction of 2.5% will be imposed on the calculated Best Four percentage.

For honours in languages refer to point 6 of Basis of calculation of Best four given below.

Note:

- If an applicant doesn't 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.
- 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

- If an applicant 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 = 88.33; $((50/60) \times 70 + (40/40) \times 30) = 58.33 + 30 = 88.33$

Pro rata marks in chemistry = 89.92; $((52/60) \times 70 + (39/40) \times 30) = 60.66 + 29.25 = 89.91$

- If an applicant has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95 (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. 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 $56.25 + 29 = 85.25$; $((45/56) \times 70 + (29/30) \times 30) = 56.25 + 29.3 = 85.55$ For Chemistry, it is $60 + 30 = 90$; $((48/56) \times 70 + (30/30) \times 30) = 60 + 30 = 90$

For Biology, it is $63.75 + 30 = 93.75$; $((51/56) \times 70 + (30/30) \times 30) = 63.75 + 30 = 93.75$

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.

LIST A
(Academic/Elective Subjects)

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

Basis of calculation of Best Four

- Mass Media Studies will be treated as an academic subject for the purpose of admission to B.A. (Hons.) Journalism (Hindi/ English).
- In case an applicant has studied elective and core languages, the core/ elective language subject will be treated as language, while elective language can be considered as academic/ music elective subject.
- Admission to B.A. (Hons.) Applied Psychology will be based on Best Four percentage as in B.A. (Hons.) Psychology.
- 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.
- The applicants must have studied and passed Mathematics at the qualifying exam for admission to B.A. (Honours) in Economics.
- For admission to Honours in any language programme, advantage of 2% in the Best Four percentage will be given to those applicants who have studied that particular elective language.
 - In case, an applicant 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.
 - For admission to Honours in English and Hindi, the applicant must have studied and passed the respective language in the qualifying exam and should include respective language for calculation of Best Four percentage.
- University may define any other relevant subjects as an academic/ elective for a particular Honours programme.

Example 1:

If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks in four subjects are $90+92+88+94=364$, Percentage is 91%.

The effective percentage for:

B.A. (Hons.) English is 91%, Not eligible for B.A. (Hons.) Economics, (Maths not studied passed)

B.A. (Hons.) Political Science is $91\% - 2.5\% = 88.5\%$. (Political Science not studied & passed)

Example 2:

If an applicant has scored: Physics (96), Chemistry (92), English Core (90) and Mathematics (94), Economics (83).

Case1: Total marks in four subjects 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 is 93%, As economics is not considered in Best Four

Case2: Total marks in four subjects are $96+90+94+83=363$, Percentage is 90.75%.

The effective percentage for:

B.A. (Hons.) Economics is 90.75%

Comparing Case1 & Case2, Best Four for B.A. (Hons.) Economics is 90.75%

<p>Example 3: If an applicant scored: Accounts (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Total marks in four subjects are $88+92+90+96=366$, Percentage is 91.5%. The effective percentage for: B.A. (Hons.) History is $91.5\% - 2.5\% - 2.5\% = 86.5\%$ B.A. (Hons.) Punjabi is $95\% + 2\% = 92.5\%$ B.A. (Hons.) English is $90.5\% = 89\%$. 2.5% is deducted as Web Designing not listed subject (List A)</p>	<p>Example 4: If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Total marks in four subjects are $90+92+88+94=364$, Percentage is 91%. The effective percentage for B.A. (Hons.) Psychology is $91 - 2.5 = 88.5\%$ The effective percentage for B.A. (Hons.) Economics is $91 - 2.5 = 88.5\%$ The effective percentage for B.A. (Hons.) English is 91%</p>
<p>Example 5: If an applicant has scored: Physics (85), Chemistry (90), English Core (90), Biology (85) and Mathematics (75). Total marks in Best four 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 is $87.5\% - 2.5\% = 85\%$ B.A. (Hons.) Economics is $87.5\% - 2.5\% = 85\%$</p>	<p>Example 6: If an applicant has scored: English Elective (92), History (65), Political Science (85), Geography (89) and Home Science (90). Total Marks in four subjects are $92+85+89+90=356$, excluding History. The percentage is 89%. The effective percentage for: B.A. (Hons.) English is $89\% + 2\%$ (Elective) = 91% B.A. (Hons.) Political Science is 89% B.A. (Hons.) History is $89 - 2.5\% = 86.5\%$ (History not included) B.A. (Hons.) Psychology is $89 - 2.5\% = 86.5\%$</p>

II. Procedure for calculation of ‘Best Four‘ subjects percentage for B. Com. (Honours)/B.Com.:

One Language from Part 1 of List C1 + three best subjects out of Part 2 of List C1.

OR

One Language from Part 1 of List C1 + any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). In such a case, the deduction of marks from aggregate percentage of ‘Best Four‘ shall be as follows:

- iii. For every subject included from List C2, a deduction of one percent in aggregate percentage of ‘Best Four‘;
- iv. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of ‘Best Four‘.

Note:

1. The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B. Com. (Hons.).
2. The computation of best four subjects in the above framework should lead to an effective and unique best four which would be higher than any other combination of best four subjects.

LIST C1 – List of Core Subjects for B.Com.(Hons.)/B.Com.

PART 1 (Language)	PART 2 (Core Subjects)
English	Mathematics
Hindi	Accountancy
	Business Studies / Commerce
	Economics

LIST C2 – Additional List of Subjects for B. Com. (Hons.)/ B.Com.

Botany	Geography	Philosophy	Statistics
Business Mathematics	Geology	Physics	Zoology
Biology/ Biotechnology	History	Political Science	
Chemistry	Home Science	Psychology	
Computer Science/ Informatics Practices	Legal Studies	Sociology	

<p>Example 7: If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks are $90+92+88+94=364$, Percentage is 91%. Not eligible for B.Com. (Hons.) The effective percentage for B.Com. is 91%</p>	<p>Example 8: If an applicant has scored: Physics (96)*, Chemistry (92), English Core (90) and Mathematics (94). Total marks are $96+92+90+94=372$, Percentage is 93%. The effective percentage for both B.Com. (Hons.) & B.Com. is $93 - 2 \times 1\% = 90\%$</p>
<p>Example 9: If an applicant scored: Accountancy (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Case 1: Total marks are $88+92+90+96=366$, Percentage is 91.5%. The effective percentage is $91.5 - 2 \times 2.5\% = 86.5$ Case 2: Total marks are $88+92+82+96= 358$ Percentage is 89.5%, The effective percentage is $89.5\% - 2.5\% = 87\%$ Case 2 is unique —best four , so effective percentage for both B.Com. (Hons.) & B.Com. is 87%</p>	<p>Example 10: If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Case 1: Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage is $91\% - 1\% = 90\%$ Case 2: Total marks are $90+92+88+85=355$, Percentage is 88.75%. The effective percentage is 88.75% Case 1 is the —best four , so effective percentage for both B.Com. (Hons.) & B.Com. is 90%</p>
<p>Example 11: If an applicant scored: History (88), English Core (92), Political Science (90), Philosophy (67) and Web Designing (96). Total marks are $88+92+90+96=366$, Percentage is 91.5%. Not eligible for B.Com. (Hons.) The effective Percentage for B.Com. is $91.5\% - 1\% - 1\% - 2.5\% = 87\%$</p>	<p>Example 12: If an applicant has scored in Mathematics (90), Business Studies (82), Hindi (88), Web designing (94)* and Painting (95)*. Case 1: Total marks are $90+88+94+95=367$. The Percentage is 91.75%. The effective percentage is $91.75\% - 2 \times 2.5\% = 86.75$ Case 2: Total marks are $90+82+88+95=354$. The Percentage is 88.75%. The effective percentage is $88.75\% - 2.5\% = 86.25$ Case 1 is the —best four , so effective percentage for both B.Com. (Hons.) & B.Com. is 86.75%</p>

II. Procedure for calculation of ‘Best Four‘ subjects percentage for B.A. programme:

- One Language (Core/Elective/Functional)
- Any three elective subjects can be chosen. A deduction of upto 5% on Best Four percentage may be imposed if there is a change of stream for admission to B.A. programme, which means either from Commerce stream to or Science stream to Arts/Humanities/Social Sciences.
- One non-listed (LIST A of Annexure II) subject can be included in calculation of Best Four without any deduction.

- d. For admission to B.A. (Vocational) only, related vocational subjects may be treated at par with academic/elective subjects and upto two vocational subjects, which are in relationship with the programme of study may be included for the calculation of Best Four.
- e. If an applicant opts for Modern Indian Language (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.

Note:

- i. The college will have to notify the actual deduction upto 5% for change of stream before hand by uploading on their website and intimating the same to the University.
- ii. 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.

Examples for calculation of Best Four Percentage are given below.

<p>Example 13: If an applicant has scored in Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks are $90+92+88+94=364$. The Percentage is 91%. The effective percentage for B.A. programme is $91\% - 5\% = 86\%$</p>	<p>Example 14: If an applicant has scored in Physics (96)*, Chemistry (92)*, English Core (90) and Mathematics (94). Total marks are $96+92+90+94=372$ and Percentage is 93%. The effective percentage for B.A. programme is $93\% - 5\% = 88\%$</p>
<p>Example 15: If an applicant scored: History (88), English Core (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. programme is 91.5%</p>	<p>Example 16: If an applicant has scored in Accountancy (90), Business Studies (62), English Core (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. programme is $91.75\% - 5\% = 86.75\%$</p>

** is deduction due to change of stream.

is for second vocational subject.

Admission to Science Programmes

The Basis of Selection for Mathematical Sciences/Science/Interdisciplinary & Applied Sciences programmes is listed in Section 5.1.4 and Section 5.1.5. All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of examination. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on pro rata basis. These new marks will then be considered for calculation of PCM/PCB etc.

<p>Example 17: If an applicant has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), Chemistry 91(theory 52, practical 39; max. marks theory 60, practical 40), English (90) and Mathematics (95), Physical Education (92). Physics and Chemistry have 60% theory component and 40% practical marks. Pro rata marks in physics = 88.33% Pro rata marks in chemistry = 89.92% Therefore, Total marks in PCM are: $88.33+89.92+95=273.25=91.08\%$ and PCM Eare: $88.3+89.92+95+90 = 363.25 = 90.81\%$.</p>	<p>Example 18: If an applicant has scored: Physics 88 (theory 45,IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95(theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. 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%</p>
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Programmes	Requirement of Subjects Studied and Passed	Minimum Percentage Required	Basis of Selection
B.Sc. in Physical Science/Applied Physical Science(s)	Physics, Chemistry/ Computer Science, Mathematics	45% or more marks in the aggregate of 3 subjects as mentioned in column 3 (Practical & Theory together) and passing in one compulsory language (i.e. English). OR 45% or more marks in the aggregate of 3 subjects as mentioned in column 3 (Practical & Theory together) and 40% in one compulsory language	Selection will be made on the basis of marks in the aggregate of 3 Science subjects as mentioned in column 3

AGE REQUIREMENT

As per Ordinance-I of the University, there is no minimum age bar for admission to the under-graduate and postgraduate programmes in the University and its colleges except in the programmes where the respective regulatory bodies, such as Medical Council of India (MCI), All India Council of Technical Education (AICTE), Bar Council of India (BCI), National Council for Teacher Education (NCTE), Dental Council of India (DCI), etc. have prescribed the minimum age requirement in their regulations.

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

EQUIVALENCE CRITERIA

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

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

Admission in any programme/course shall not be granted on the basis of projected scores issued by any Board / School.

List of Documents required at the time of Admission

The applicants shall be required to produce the 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 Mark-Sheet
3. Class XII Mark-Sheet
4. Class XII Provisional Certificate / Original Certificate
5. Recent Character Certificate
6. SC/ST/PwD/CW/KM Certificate (in the name of the Applicant) issued by the competent authority
7. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) caste must be in central list issued by <http://ncbc.nic.in>.
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.

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

RESERVATIONS

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

22½ % of the total numbers of seats is reserved for applicants 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 applicants.
- The Colleges shall not refuse admission to any SC/ST Applicant on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be addressed; for this purpose remedial classes may be arranged by the College by utilizing grants available from University Grants Commission.
- Relaxation to the extent of 5% in the minimum marks shall be given to the applicants belonging to SC and ST to determine their eligibility and merit for admission to the programme concerned.
- In case, after giving 5% relaxation, the reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill all the reserved seats. (AC Resolution A88, 14.6.1983) (EC Resolution 157, 24.12.2001). It is obligatory for all Colleges/Departments to fill all the the seats reserved for SC/ST candidates. Eligibility in these cases is pass percentage.

The following are empowered to issue the requisite SC/ST certificate:

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

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

Schedule. The Caste Certificate should clearly state: (a) Name of his/ her caste/ tribe (b) whether applicant belongs to SC or ST (c) District and the State or Union Territory of applicant's usual place of residence, and (d) the appropriate Govt. of India Schedule under which his/ her caste/ tribe is approved as SC or ST.

(a) Name of his/ her caste/ tribe (b) whether applicant belongs to SC or ST (c) District and the State or Union Territory of applicant's usual place of residence, and (d) the appropriate Govt. of India Schedule under which his/ her caste/ tribe is approved as SC or ST.

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

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

Note: SC/ST applicants, who get admission under open merit (unreserved) shall not be included in the reserved quota, i.e. 22.5% (15% for SC and 7.5% for ST).

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

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

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

- At the time of giving admission to an OBC applicant, the College will ensure that the caste is included in the Central List of OBC (the OBC status is to be determined on the basis of the Central (Govt. of India) List of OBCs notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at the website http://ncbc.nic.in/backward_classes/index.html.)
- The certificate must mention non-creamy layer status of the applicant (Non-creamy layer status issued by an authority mentioned in DOPT Office Memorandum no. 36012/22/93-Estt. (SCT) dated 15.11.1993).
The OBC applicants who belong to the Non-Creamy Layer' and whose caste appears in the Central List of the OBCs only, shall be eligible to be considered for admission under the OBC category (Validity period of OBC certificate in respect of creamy layer' status of the applicants as per DOPT Office Memorandum No. 36036/2/2013-Estt. (Res-I) dated 31 March 2016). **The validity of the non-creamy layer certificate shall be for the financial year 2017-2018, issued after 31st March, 2018.**
- If the applicant does not have the OBC non-creamy layer certificate of the latest financial year 2017-2018 at the time of registration, the applicant may upload the previously issued (older) OBC non-creamy layer certificate or the acknowledgement slip of OBC non-creamy layer certificate application. However, at the time of admission, the applicant must produce the recent financial year's (2017-18) OBC non-creamy layer certificate, issued by the same competent authority. This additional certificate must have reference of his / her already issued original caste certificate.
- The OBC applicants shall be given a relaxation of 10% in the minimum eligibility marks of the said programme and for the admission entrance test a relaxation of 10% of the minimum eligibility marks prescribed for General/UR Category applicants.
- It is a statutory obligation on the part of Colleges to fill all the seats reserved for OBC applicants.
- The Colleges shall not refuse admission to any OBC applicant on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be addressed through remedial classes by utilizing grants that are available from University Grants Commission.
- If the seats meant for OBC remain vacant after arriving at the minimum eligibility, the same may be converted and filled up by other eligible applicants subject to approval from the University.

Note: The merit list for the unreserved category (UR) seats will comprise all the applicants in order of merit. No one will be excluded from the same. In other words, it will also include SC / ST / OBC applicants, if they meet the criterion of merit for UR category. The applicant cannot be excluded from the UR category merit list

just because the applicant belongs to or has applied under SC/ST/OBC category. Such an applicant is entitled to be considered under the UR category, as well as under the reserved category. Admission to UR category seats will be strictly in order of the merit without excluding SC/ST/OBC applicants.

SUPERNUMERARY SEATS

a. RESERVATION OF SEATS FOR PERSONS WITH DISABILITIES (PWD)

Five percent (5%) seats are reserved for Persons with **Physical disability, Intellectual disability and Mental behavior.**

Physical disability including Locomotor disability, Visual impairment and Hearing impairment. Intellectual disability including specific learning disabilities and autism spectrum disorder (interchangeable in case of non-availability of candidates in the sub-categories) in all undergraduate and postgraduate programmes will be reserved for candidates having minimum 40% physical disabilities. Rest of the things are governed as per University admission bulletin, page no-55.

b. RESERVATION FOR ARMED FORCES

5% of the seats in each course have been reserved for the Children/ Widow/ Wives of the Officers and Men of the Armed Forces including Para-Military Personnel, as per University Rules in this regard. Such candidates will be required to get their names registered on the University portal and upload their Educational Concession certificate in the enclosed format issued by competent authorities as per laid down in University guideline.

c. RESERVATION OF SEATS FOR FOREIGN STUDENTS

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

Email: fsr_du@yahoo.com

Phone No. +91-11-27666756

Foreign Students are advised to contact the nodal officer, foreign students affairs , SLC

d. Kashmiri Migrants:

5% of seats in each course have been reserved for the Wards of Kashmiri migrants who have been issued certificates across the country and will be considered for admission as per Delhi University guidelines. Candidates wishing to be considered under this category must register online as per schedule notified by the university and upload Migrant certificate issued by the competent authority. The applicants selected under **Prime Minister's Special Scholarship Scheme for J&K students** will be admitted directly to colleges.

e. Employee's Ward Cases:

Subject to minimum eligibility conditions laid down by the College, six seats are reserved over and above the normal strength for the wards (sons/daughters) of the employees who are working in this college/other colleges/University of Delhi or who have served these institutions for at least ten years. Candidates seeking admission under the ward quota must apply online on the University portal. The candidate will enter details of guardian, i.e. name, designation and place of work (employer) in the online form.

RELAXATIONS/CONCESSIONS

1. The candidates belonging to the Scheduled Caste, Scheduled Tribe and Persons with Physical Disability shall be charged the admission form/entrance examination fee at concessional rates.
2. A concession of maximum 10% in the last cut-off marks fixed for general category candidates shall be extended to the candidates seeking admission under the 'Wards of Kashmiri Migrants' category. However, such candidates will have to fulfill the minimum eligibility requirements prescribed by the University/College for admission to various courses.
3. Women candidates will be given 1% concession in aggregate marks for admission to various courses but no concession will be given in the minimum requirement of aggregate and subject marks. Their eligibility will be determined after allowing 1% concession in aggregate of the cut off marks.

SPORTS/ECA QUOTA

CRITERIA FOR ADMISSION ON THE BASIS OF SPORTS IN UNDER-GRADUATE COURSES 2018

There would be a Centralized admission mechanism for seats reserved under Sports/ ECA category. Candidates seeking admission under Sports/ ECA categories shall register on the University portal. The College will notify the actual number of seats under Sports Quota (supernumerary) and requirement of sportspersons in different Sports/Games along with the respective position / event on the University website, College Website and Notice Board. The College is 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 College will be conducting Fitness Test and Sports Trials for a specific Sport/Game identified by Delhi University Sports Council (DUSC). Candidates seeking admission in the College on the basis of Sports Quota are hereby instructed to go through the notifications issued by the college and University on their Websites for schedule of trials and other details.

I. Super Category: Direct Admission without Sports Trials

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

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

II. Admission on the Basis of Sports Trial

A. Maximum 40 Marks for Sports Certificate

1. Criteria for Marking of Merit/Participation Sports Certificate displays the Marks for different levels of Game/Sport Competitions.
2. Sports Certificate of Invitational / Memorial / Open / Prize Money League / Ranking Competitions will not be considered.
3. Applicants are required to upload Self-Attested copies of three Merit/Participation Sports Certificate. However, only the Highest Merit/ Participation Sports Certificate will be considered for Marking.
4. Merit/Participation Sports Certificate of preceding three years will be considered from 1st May 2015 to 30th April 2018.
5. Level of competency of the applicant will be determined only for those who have achieved distinction only during the preceding three years in those Games/ Sport recognized by AIU / MYAS in which Inter-University Competitions are held and preferences are given by the constituent Colleges.
Applicant should upload self -attested copy of Sports Certificate.

B. Maximum 60 Marks for Sports Trial

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

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

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

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

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

Note:

1. The allotment of Programme to the eligible applicant shall conform to University regulations and will be the sole responsibility of the College and may be finalized by the Sports Admission Committee of the College which will include :
 - a. Chairperson : Principal
 - b. Convener : Teacher in-charge, Department of Physical Education
 - c. Member/s : Teacher/s, Department of Physical Education
 - d. Nominee : One faculty member of the Staff Council
2. The Sports Admission Committee of the College shall :
 - a. Screen the application form uploaded by the applicant
 - b. Verify original Merit/Participation Sports Certificate of the applicant as per marks allotted by DUSC
3. In Case of Tie : Applicants securing same marks in the same Game/ Sport eligible to take admission in the same Programme in the college, it may be resolved by the Sports Admission Committee of the College.
 - a. Applicant securing higher marks in Sports Trials will be placed/given higher preference.
 - b. If the Tie still persists, all the applicants may be admitted.
4. The grievance related to allocation of marks for Merit/Participation Sports Certificate and Sports Trial shall be redressed by the UG Sports Grievance Committee of the DUSC.
5. The list of finally selected applicants containing marks of the Sports Certificates and Sports Trials along with Programmes allotted shall be displayed on the Website and Notice Board of the College for three days, to take cognizance of the grievances, if any. The Grievance Committee of the College must resolve all the grievances within next three working days before admitting the applicants.
6. The list (soft and hard copy) of finally admitted applicant on the basis of Sports shall be sent to DUSC within seven days from the last date of admission of the University by the constituent Colleges.
7. The College shall maintain a proper record of the applicants admitted on the basis of Sports.
8. The applicant as per their age must be eligible to participate in Inter-University Competitions for the next three years and should not be employed on Part-time / Full-time basis anywhere.
9. Any injury/ casualty caused to the applicant during Sports Trials shall be the sole responsibility of the applicant.
10. It is mandatory to submit an Undertaking on Non-Judicial Stamp Paper of Rs. 100/- by the applicant at the time of admission stating that he/she will play for the College and University during their Under-Graduate Programmes of study.

CERTIFICATE MARKING CRITERIA CHART (OUT OF 40 MARKS)

Category	Level of competition	Certificate Issuing Authority	Maximum Marks Out of 40			
			1 st Position	2 nd Position	3 rd Position	4 th Position
A-1	Represented India in Olympic Games/ World Championship/ World Cup/ Commonwealth Games/ Asian Games / Asian Championship/ South Asian Federation Games/ Paralympic Games	IOC/ ISFs/ CGF/ OCA/ SASC/ IPC/ IOA/ NSF recognized and/or funded by Ministry of Youth Affairs & Sports (MYAS)	DIRECT ADMISSION			
A-2	Position and/ or Participation in International Youth/Junior Competition	International Sport Federation (ISF/ NSF) recognized and/or funded by Ministry of Youth Affairs & Sports (MYAS)	40	38	36	34
B-1	Position and/ or Participation in National Games / Federation Cup/ Senior National / Inter-Zonal National/ National Competition	IOA/ NSF recognized and/or funded by Ministry of Youth Affairs & Sports (MYAS)	33	31	29	27
B-2	Position and/or Participation in National School Games Under 19/17, Khelo India National School Games Under 17/ Youth/ Junior National/ National Women Sports Competition/ Sub-Junior / Cadet National Competition/ Zonal National Competition	School Games Federation of India (SGFI)/ NSF recognized and/or funded by Ministry of Youth Affairs & Sports (MYAS)	25	23	21	19
C	Position in State Competition/ State Women Sports Competition/ Inter-Zonal/ Inter-District/ CBSE National/ KVS National/ IPSC National/ ICSE National/ DAV National/ NVS National/ Vidya Bharti National Competition	State Sports Association, State Directorate of Education/ School Boards	16	14	12	Not Eligible
D	Position in District/Zonal, CBSE-Cluster/Zonal, KVS/NVS - Regional, DAV/ Vidya Bharti-Zonal, Subroto Cup, other School Boards Competition	District Sports Association, District/Zonal/Regional Directorate of Education/ School Boards	08	06	04	Not Eligible

Note:

1. Sports Certificate of Invitational / Memorial / Open / Prize Money League / Ranking competitions will not be considered.
2. Merit/Participation Sports Certificate of preceding three years will be considered from 1st May 2015 to 30th April 2018.
3. Applicants are required to upload Self-Attested copies of three Merit/Participation Sports Certificate.
4. Only the Highest Merit/Participation Sports Certificate will be considered for Marking.

CRITERIA FOR ADMISSION ON THE BASIS OF ECA IN UNDER-GRADUATE COURSES 2018

Guidelines for Admissions under Extra Curricular Activities Quota

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

The dates for preliminary and final trials will be notified on 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/- (per event) 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 1, 2015 to April 30, 2018 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 in the preliminary trials only once in an event. **Any request for a second chance of trial will not be permitted.**
6. Not more than 15% concession/relaxation in academic merit vis-à-vis UR 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 the College Notice Board.
8. The list of the short-listed applicants for final trials will be notified on the University Website, the College Website, and the College Notice Board conducting an ECA activity trial.
9. The Certificates will be evaluated only for students who qualify for the final trials. The applicants must 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 till the last date of admission.
13. The trials for admission under the ECA category shall be conducted by an **ECA committee (Admissions) appointed by the University Admission Committee and approved by the competent authority**. The composition of the expert committee in the ECA category shall be as follows:
 - 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
 - University Cultural Council nominee.
- c. 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 the University regulations and shall be the sole responsibility of the college.
2. An applicant being selected in the final list does not a guarantee admission. Admission is subject to the availability of seats in a course/college.
3. The allotment of programme/subject may be finalized by the ECA Committee, which will include Chairperson (Principal), members of ECA/Cultural Committee and one faculty member nominated by the Staff Council.
4. The final list of selected applicants containing marks awarded for the ECA certificates and trials shall be displayed on the University Website for three days for applicants to register grievances, if any. All the grievances shall be resolved within three days.
5. Applicant having any grievance should apply either to the Central Grievance Committee (DSW's Office) or to the 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 final trials shall be notified on the respective College Website, the College Notice Board and the University Website. The admission of 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, both the candidates will have the same rank.
9. The ECA 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.
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
		2. Dance	2.1 Indian Classical 2.2 Indian Folk 2.3 Western 2.4 Choreography
		3. Debate	3.1 Debate : Hindi 3.2 Debate : English
		4. 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 (Vocal)	6.1 Indian Vocal (Classical, Light and Folk) 6.2 Western (Classical and Light)
		7. Music (Instrumental)	7.1 Indian Instrumental 7.2 Western Instrumental
		8. Theatre	
		9. Quiz	
		10. Divinity for minority colleges*	
II	NCC	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 TeghBahadurKhalsa College
4. Sri Guru Gobind Singh College of Commerce

Check the college website / prospectus for the relevant details.

IMPORTANT STUDENT RELATED INFORMATION

IDENTITY CARD

Every student is issued an Identity Card by the college immediately after admission. He/she is expected to carry his/her identity card with him/her at all times. She/he will have to produce the same whenever required to do so by any member of the College staff in the college premises or outside or when he/she visits the college office for payment of fees or for any other purpose or when he/she goes to the College Library. If the identity card is lost, a fee of 100/- will be charged for issuing a duplicate card.

ATTENDANCE REGULATIONS

Every student must complete at least, two-thirds attendance of the total lectures/practicals held during the academic year to be eligible to appear in the University Examination failing which the students would not be allowed to appear in the examination. **Student attendance is strictly governed by Ordinance VII of University of Delhi. Shortage of attendance may lead to debarring the student for appearing in examination.**

Parents/guardians are expected to know the status of attendance of their ward at the end of each semester. The students falling short of attendance at the end of each semester are notified by the College Students Attendance Committee.

UNIVERSITY EXAMINATION

University of Delhi holds Examination/s for different courses for the final assessment of the students at the end of each semester. For details, students should regularly check the college notice board as well as college/University website.

Note: No student shall be deemed to have qualified for appearing in the University examination unless he/she fulfills the required attendance rules and other conditions.

MIGRATION

1. As per University Rules, no migration is allowed in the first year.
2. Migration to the II year from other colleges of University of Delhi may be allowed as per University Guidelines, subject to availability of seats and minimum percentage of marks as decided by the College.

DISCIPLINE OF THE COLLEGE

1. Students are expected to maintain a high standard of discipline and shall endeavor to promote the reputation of the Brand SLC and to inculcate camaraderie, mutual respect and healthy fellow feelings.

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. Willful 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 programme or programmes 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 who 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.
2. Student against whom disciplinary action has been taken may not be granted re-admission. Such a student, apart from disciplinary action against him/her, will be liable to forfeit any prizes won or position held, if so, decided by the College Proctorial Board. The College has a very active Proctorial Board and presently Dr. Arkaja Goswami is the convenor of the Board. Students may contact the Proctorial Board for any kind of information, assistance and emergency. The college has also deployed a very active security agency and in case of any assistance or emergency, students may contact the security supervisor at his office near the college gate (All emergency/helpline numbers are displayed at the college gate).

CODE OF CONDUCT FOR STUDENTS

1. Student shall refrain from;
 - a. Misbehaviour towards members of the staff (teaching and administrative) and fellow students;
 - b. Smoking, drinking, gambling and drug-taking in any form;
 - c. Eve-teasing;
 - d. Obstructing passage in the verandah;
 - e. Causing damage to college building, furniture, fixtures, garden, canteen crockery, or to any other property;
 - f. Making noise in or outside the class-rooms;
 - g. Associating with outsiders to create indiscipline in any form in the college. No outsider will be allowed in the college without any expressed purpose and all visitors will have to make entry in the visitors register.
 - h. Unauthorized entry in the college building on holidays;
 - i. Unauthorized vehicle parking inside the College premises.
2. Students are liable to summary punishment for any of the offences listed at clause (a) to (i) above or any other behaviour considered as misconduct by the Proctorial Board.
3. Students are expected to be regular in their classes.
4. Students must keep the College neat and clean.
5. Students must observe complete silence in the Library and obey standing orders. They are expected to utilize the facilities properly.
6. Students may participate in their favorite games or sports, abiding by rules and regulations framed by the Sports Committee.
7. Students must always keep their Identity card with them, and produce it as and when asked for.
8. Students are advised to see the General Notice Board, the Sports Notice Board and the Library Notice Board as well as College website daily for obtaining up-to-date information of College notices/activities/programmes.
9. West Bengal Prevention of Defacement of Property Act has been promulgated in Delhi to keep the city clean. Punishment for contravention of its provisions is an imprisonment for a term of six months or a fine of 1000/- or both.
10. Students are expected not to invite any guest during the teaching hours in the College.
11. Suggestions from students are always welcome and will be given due attention.

The students are required fill up the undertaking to maintain the Code of Conduct as notified by the University of Delhi failing which they might be subjected to disciplinary action.

PROHIBITION AND PUNISHMENT FOR RAGGING

Ragging in any form is strictly prohibited within the premises of the College and any part of the Delhi University system as well as public transport.

Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under Ordinance XV-C.

Ragging, for the purpose of this Ordinance, ordinarily means any act, conduct or practice by which the dominant power or status of senior student is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students.

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 suomoto 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 programme 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 the University of Delhi 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.

IMPORTANT

ANYONE FOUND GUILTY OF RAGGING SHALL BE SUBJECTED TO THE FOLLOWING PUNISHMENT:

- Rustication from the College
- Suspension from the College or Classes for a limited period
- Fine with a public apology
- Withholding scholarships and other benefits
- Debarring from representation in College events
- Withholding results
- Handing over the case to Police, if need be.

The Students are required to submit an online undertaking as regards prohibition of ragging by visiting the College website.

INTERNAL COMPLAINTS COMMITTEE (ICC)

The college has constituted the Internal Complaints Committee (ICC) in accordance with the section 4(1) of the sexual harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013) in terms of University notification No.072/2013/CB-II/50 dated 29.01.2014. The following are the members of this committee.

1. Dr. Usha Kashyap, Department of Commerce & Presiding officer
2. Dr. Vinod Kumar, Department of Chemistry
3. Dr. Jaya Kakkar, Department of History
4. Dr. Prabhat Sharma, Department of Hindi
5. Ms Veena Tiwari, Office Assistant
6. Ms. Radha Doni, Legal Expert

All the complaints shall be dealt and resolved by the Committee according to the provisions of the section 4(1) of Act, 2013. Complaint, if any, should be made immediately to the Presiding Officer of the Committee or the Principal.

UGC-ICC GRIEVANCE REDRESSAL COMMITTEE

1. Dr. Neena Shireesh, Department of Political Science & Presiding officer
2. Dr. Usha Kashyap, Department of Commerce
3. Dr. Ruchika Ramakrishnan, Department of Commerce
4. Dr. Prabhat Sharma, Department of Hindi
5. Mr. Atul Jain, S.O Accounts
6. Ms Veena Tiwari, Office Assistant
7. Ms. Deepa Roy Chowdhury, Social Worker
8. Ms. Taru Jain, Student member
9. Mr. Ankit Pal, Student member
10. Ms. Pooja, Student member

Map, Shyam Lal College





Faculty



Support Staff

Think Big... Dream Big... Learn to Lead

61st amongst best Colleges of India in NIRF Rankings, 2018



SLC (University of Delhi)
Shyam Lal College (B+ NAAC Accredited)

G.T. Road, Shahdara, Delhi-110032
Tel: +91-11-22324086 (O), Fax: 011-22322201
Website: shyamlal.du.ac.in, E-mail: slcm@shyamlal.du.ac.in

Published by:
The Principal, Shyam Lal College

Price: Rs. 100/-

