

**MAHARSHI DAYANAND UNIVERSITY ROHTAK**

The Executive Council in its meetings held on 12.08.2014 and 22.12.2014 has approved the amendments/modifications to various Ordinances and Rules & Regulations as per Annexure I & II, respectively. These amendments/modifications are being sent for keeping the record up-to-date.

REGISTRAR

Endst.No.AC-IV/CS/15/ 2412-91 Dated: 15-1-2015

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

1. The Secretary to Governor-Chancellor, Haryana Raj Bhavan, Chandigarh.
2. The Director General, Higher Education, Haryana, Shiksha Sadan, Sector-5, Panchkula.
3. The Registrar, Kurukshetra University, Kurukshetra.
4. The Controller of Examinations, M.D.University, Rohtak.
5. University Librarian, Vivekanand Library, M.D.University, Rohtak.
6. The Dean, Students' Welfare, M.D.University, Rohtak.
7. All the Heads of the University Teaching Departments, M.D.University, Rohtak.
8. The Provost (Boys), M.D.University, Rohtak.
9. The Provost (Girls), M.D.University, Rohtak.
10. All the Branch Officers, M.D.University, Rohtak.
11. The Joint Director (Audit), M.D.University, Rohtak.
12. Superintendent (Academic-II & III), M.D.University, Rohtak.
13. P.A. to Vice-Chancellor, M.D.University, Rohtak.
14. P.A. to Registrar, M.D.University, Rohtak.

*Upmandal*  
Officer on Special Duty (Academic)  
for REGISTRAR

*VCC/14/*  
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**MAHARSHI DAYANAND UNIVERSITY ROHTAK**  
**\*ORDINANCES\***

Amendment to Clause-3 and 14 of the Common Ordinance of Three Year Courses (Semester System)

Existing	Proposed
<p><b>Clause-3</b> A person who has passed the Senior Secondary Examination (10+2) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D.University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility condition e.g. percentage of marks in the qualifying examination subject(s) combination etc. etc. shall be notified in the Admission Brochure as approved by the Academic Council from time to time.</p>	<p><b>Clause-3</b> A person who has passed the Senior Secondary Examination (10+2) from Board of School Education Haryana, Bhiwani or any other examination recognized by M.D.University, Rohtak as equivalent thereto shall be eligible for admission. The detailed eligibility condition e.g. percentage of marks in the qualifying examination subject(s) combination etc. etc. shall be notified in the Admission Brochure as approved by the Academic Council from time to time.</p> <p>However, lateral entry in BBA-3<sup>rd</sup> Semester is allowed to those candidates who have passed Diploma in Business Management or an equivalent examination approved by the State Board of Technical Education, Haryana with at least 45% marks in aggregate.</p>
<p><b>Clause-14</b> The list of successful candidates after the sixth semester examination shall be arranged as under in three divisions on the basis of the aggregate marks obtained in the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her degree:</p> <p>a) Those who obtain 60% or more marks <b>First Division</b></p> <p>b) Those who obtained 50% or more marks but less than 60% marks <b>Second Division</b></p> <p>c) Those who obtain less than 50% marks. <b>Third Division</b></p>	<p><b>Clause-14</b> The list of successful candidates after the sixth semester examination shall be arranged as under in three divisions on the basis of the aggregate marks obtained in the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her degree:</p> <p>a) Those who obtain 60% or more marks <b>First Division</b></p> <p>b) Those who obtained 50% or more marks but less than 60% marks. <b>Second Division</b></p> <p>c) Those who obtain less than 50% marks. <b>Third Division</b></p> <p>For awarding degree to students admitted in BBA Course under lateral entry, aggregate of 3<sup>rd</sup> to 6<sup>th</sup> semester examination shall be considered for determining the division.</p>

[E.C. Reso. No.12 of 12.08.2014]

Introduction of Master of Hotel Management & Catering Technology 5-year course under SFS w.e.f. the session 2015-16 and prescription of fee structure thereof as Rs.30000/- (Rs.24000/- tuition fee + 6000/- development charges) + other University charges per annum for first module and Rs.40000/- (Rs.32000/- tuition fee + Rs.8000/- development charges) + other University charges per annum for second module.

[E.C. Reso. No.13 of 12.08.2014]

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Enhancement of scholarship for the University Research Scholars

Original	Revised
Rs.7000/- per month during the first two years	Rs.9000/- per month for the first two years
Rs.8000/- per month beyond the period	Rs.10000/- per month beyond the period

[E.C. Reso. No.14 of 12.08.2014]

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Prescription of new Ordinance for the Ph.D. Programme (Appendix C/1 pages 1-29).

[E.C. Reso. No.16 of 12.08.2014]

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Fee for M.Tech. courses being run in the affiliated Engineering Colleges shall be the same as that of B.Tech. courses in any college + usual University charges. However, the institutes shall pay a stipend of Rs.5000/- per month to the Non-GATE students of 2<sup>nd</sup> year with a teaching of 4 to 6 hours per week.

[E.C. Reso. No.16 of 22.12.2014]

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Introduction of PG Diploma in Yoga Science in the Department of Physical Education under SFS and prescription of fee thereof and that the fee of the course be prescribed as Rs.25000/- (Rs.20000/- tuition fee and Rs.5000/- as development fee) + other University charges (at par with B.P.Ed. course) from the Session 2014-15.

[E.C. Reso. No.36 of 22.12.2014]

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Introduction of M.A. Applied Psychology and P.G Diplomas in Human Resource Competencies and School Psychology in the Department of Psychology and prescription of fee and eligibility conditions thereof as under, w.e.f. the session 2014-15:

Sr. No.	Name of Course	Sanctioned Intake	Fees	Eligibility Condition
1.	M.A. Applied Psychology	20	Rs.3034/- (New Regn.) Rs.2834/- old Regn.	Bachelor Degree/Shastri examination (New Scheme) of three year duration with atleast 45% marks in aggregate or any other examination recognized by M.D.University, Rohtak as equivalent thereto.
2.	P.G Diplomas in Human Resource Competencies and School Psychology	20 each	Rs.2034/- per annum	a) M.A./M.Sc./M.Ed. in Psychology/ Educational Psychology/ Education/ Applied Psychology/ Social Work/ Child Development/ Human Development or any equivalent P.G.Degree in allied subject with 50% marks in aggregate or grade C in seven point scale. b) Post Graduate in any school subject having psychology at graduation level (B.A., B.Ed. B.B.A.)

[E.C. Reso. No.37 of 22.12.2014]

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Starting of LL.M. (two year) Course at UILMS, Gurgaon and LL.M. (two year Evening) Course in the Department of Law under Self Financing Scheme and prescription of fee thereof as Rs.50000/- (40000/- tuition fee + 10000/- development charges)+ other University charges, which shall also be applicable to affiliated colleges/Institutes running said course under Self Financing Scheme, w.e.f. the session 2014-15.

[E.C. Reso. No.38 of 22.12.2014]

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Prescription of Ordinance for the Bachelor of Architecture course (**Appendix C/2 pages 30-33**) and Master of Architecture/Planning (**Appendix C/3 pages 34-37**) be approved and made applicable from the session 2013-14 and 2012-13, respectively.

[E.C. Reso. No.39 of 22.12.2014]

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Amendments in the Ordinance(s): Evaluation/Re-evaluation of Answer Books/Conduct of Examinations:

**Guidelines for Evaluation of Answer Books:**

**Original  
Clause-4**

The Principal/Co-ordinator will be responsible to get the answer books evaluated from the eligible teachers and will make arrangements of evaluators at his/her own level.

No person shall be qualified for appointment as an examiner in a subject for any examination unless he holds a Master's Degree in the subject concerned and possesses three years teaching experience in that subject up to the standard of examination concerned.

**Amended  
Clause-4**

No change

No change

The Evaluator/Re-evaluator should give an undertaking about the subjects taught by him/her during the current and one preceding year. This should be authenticated by the Principal of the Institute/HOD concerned.

Every teacher, teaching in the College/UTD, must carry out the evaluation work. The Principal/HOD of UTD/Director should send a report to the C.O.E. every semester about the number of answer books evaluated by each teacher and also the name of teachers who have not carried out the evaluation. Similarly teacher-wise report should also be sent for invigilation duties.

**Ordinance: 'Conduct of Examinations':**

**Clause-(D)(2)**

Teachers of the recognized Colleges or Teaching Departments of University shall be eligible for appointment as Deputy Superintendents and Assistant Superintendents. In a special case, the Librarian, full time Research Scholars, Research Fellows, Research Assistants, and superannuated persons can also be appointed as Deputy Superintendents and Assistant Superintendents. Non-

**Clause-(D)(2)**

No change

teaching staff upto Class-III can be deputed as Assistant Superintendents only when the persons mentioned here are not available.

Note: The following persons shall not be eligible for appointment as Superintendents, Deputy Superintendents and Assistant Superintendents:

a) Disqualified persons

b) Persons whose wife/ husband/daughter/son/sister/ brother is appearing in that particular Centre.

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**NOTE-II:**

Principals/HODs/Directors should first of all put regular teaching staff for examination duties. Thereafter, only contractual teaching staff be put on these duties, if required.

Non-teaching staff upto Class-III can be deputed as Assistant Superintendents only when the persons mentioned here are not available.

Earlier Answer Books having 36, 38 and 40 pages are being used.

There should be uniform 38 pages of Answer Books (36+2 OMR pages) for all classes/ examinations.

**Ordinance: 'Re-evaluation of Answer Books':**

**Clause-1(b)(v)**

Where a student has obtained less than 20% marks or more than 60% marks in a particular paper (excluding sessional/ internal marks) is not eligible for re-evaluation of his/her answer book(s).

**Clause-1(b)(vi)**

In case the result of any student is delayed in the process of re-evaluation he/she will not be allowed consequential benefit on this account.

**Clause-1(b)(v)**

Where a student has obtained less than 20% marks in a particular paper (excluding sessional/ internal marks) is not eligible for re-evaluation of his/her answer book(s).

**Clause-1(b)(vi)**

No change

**Clause-1(b)(vii)**

Only in very exceptional/deserving cases where a student having less than 20% marks in original evaluation is not satisfied with his/her evaluation score, the case should be got examined from the concerned Head of the Department of the University



Teaching Department and if the case is found genuine, re-evaluation of answer-book be permitted by the Vice-Chancellor. The final result will be as per re-evaluation rules of the University.

**Clause-1(c)**

An application on prescribed form alongwith requisite fee must reach in the office of the Assistant Registrar (Reevaluation Branch), M.D.University, Rohtak either under registered cover or be submitted personally within 30 days after the date of declaration of the result of the particular examination (for this purpose the date printed on the result/gazette/notification shall be taken as the date of declaration or within 30 days of the dispatch of Detailed Marks Card by the University whichever is later.

**Clause-1(c)**

No change

Re-evaluation should be carried out expeditiously. The result of re-evaluation should be declared within 45 days of the application. The re-evaluation of result of final year/semester shall, however, be declared on priority.

**Clause-3(i)**

If the difference between re-evaluation score and the original marks in a paper does not exceed 15% of maximum marks of that paper, the average of the two scores will be taken as final awards. If the difference is more than 15%, the answer book will be referred to 2<sup>nd</sup> re-evaluator and the average of three scores will be taken as final awards.

xx                      xx                      xx

**Clause-3(i)**

If the difference between re-evaluation score and the original marks in a paper does not exceed 15% of maximum marks of that paper, the average of the two scores will be taken as final awards. If the difference is more than 15%, the answer book will be referred to 2<sup>nd</sup> re-evaluator and the average of best of two scores will be taken as final awards.

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[E.C. Reso. No.40 of 22.12.2014]





## Amendment to Clause-23 of the Ordinance: "General Rules for Examinations"

Original	Amended
<p>The students will have to submit the Dissertations/Project Work/Term Paper/Training Report/Field Trip Report etc. Within the period as prescribed in the relevant Ordinance. However, after the last date the same may be accepted on payment of the following penalty:</p> <p>i) Within normal period: No penalty ii) After expiry of normal period:</p> <p>a) Upto 4 months: <b>Rs. 250/-</b> b) After 4 months and upto 6 months: <b>Rs.500/-</b> c) After 6 months and upto one year: <b>Rs.1000/-</b> d) After expiry of the extended period under Clause (c) above and upto one year: <b>Rs.2000/-</b></p> <p>No further extension will be granted and the result will be declared treating the candidate as absent, except that the Vice-Chancellor may allow further extension with further penalty as he may deem fit in a hard and deserving case to his satisfaction. A candidate, who submits his /her dissertation / project report etc. during the extended period with penalty as above, will not be entitled to the University Medal.</p>	<p>The students will have to submit the Dissertation/Project Work/Term Paper/ Training Report/Field Trip Report etc. (other than Ph.D.) within the period as prescribed in the relevant Ordinance. However, after the last date the same may be accepted on payment of the following penalty:</p> <p>i) Within normal period: No penalty ii) After expiry of normal period:</p> <p>a) Upto 6 months: <b>Rs.500/-</b> b) After 6 months and upto one year: <b>Rs.1000/-</b> c) After expiry of the extended period under Clause (b) above and upto one year: <b>Rs.2000/-</b></p> <p>No further extension will be granted and the result will be declared treating the candidate as absent, except that the Vice-Chancellor may allow further extension of not more than one year with further penalty of Rs. 3000/- (Total Rs. 5000/-) as he may deem fit in a hard and deserving case to his satisfaction. A candidate, who submits his /her dissertation /project report etc. during the extended period with penalty as above, will not be entitled to the University Medal.</p>

[E.C. Reso. No.41 of 22.12.2014]

Adoption of eligibility for admission, staff requirement and infrastructural facilities as prescribed by the RCI, New Delhi for admission to M.Ed. (Special Education) course from the session 2013-14 (**Appendix C/4 pages 38-42**).

[E.C. Reso. No.60 of 22.12.2014]

Change of nomenclature of Master of Hotel Management and Master of Tourism Management as Master of Hotel Management and Catering Technology and Master of Tourism and Travel Management respectively w.e.f. the current session

[E.C. Reso. No.67 of 22.12.2014]

Discontinuation of remuneration being paid to the members of the Unfairmeans Committee.

[E.C. Reso. No.70 of 22.12.2014]

Prescription of remuneration of the Supdt.-in-Chief equivalent to the remuneration of Centre Superintendent and that the Superintendent-in-Chief shall not be entitled to claim remuneration at double the rate during vacations/holidays as is applicable to Centre Superintendents.

[E.C. Reso. No.84 of 22.12.2014]

Addition of new provision in the Ordinance: 'Re-evaluation of Answer Books':

- On receipt of a complaint of mass scale failure (at least 90% failure in a paper(s) from Principals/Director/HOD of institutions, the Vice-Chancellor can order fresh evaluation of that paper(s). If after fresh evaluation, variation of 15% or more marks is reported in the awards given by both the examiners in at least 50% of the candidates, then the results of such candidates shall be revised and declared by following the rules as applicable in rules meant for re-evaluation, otherwise the awards given by the original examiner shall hold good.

[E.C. Reso. No.98 of 22.12.2014]

Amendments in Common Ordinance for 4-Year Courses to make it applicable for B.A. B.Ed./ B.Sc. B.Ed./ B.Com. B.Ed. programme also, from the session 2014-15:

Original	Amended
<p><b>Clause-7</b></p> <p>The candidate will be allowed to appear in the examination if he/she meets the following requirements:-</p> <ol style="list-style-type: none"> <li>a. Bears a good character</li> <li>b. Has been on the rolls of the Department/College/Institution during the semester.</li> <li>c. Has attended not less than 75% of lectures delivered in theory as well as practical. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/ Institute on the following grounds:               <ol style="list-style-type: none"> <li>i) Self-illness;</li> <li>ii) Illness/death of parents, brother, sister or any of the close family member;</li> <li>iii) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/ Department.</li> </ol> </li> </ol>	<p><b>Clause-7</b></p> <p>The candidate will be allowed to appear in the examination if he/she meets the following requirements:-</p> <ol style="list-style-type: none"> <li>a. Bears a good character</li> <li>b. Has been on the rolls of the Department/College/Institution during the semester.</li> <li>c. Has attended not less than 75% of lectures delivered in theory as well as practical. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/ Principal of the College/Institute on the following grounds:               <ol style="list-style-type: none"> <li>i) Self-illness;</li> <li>ii) Illness/death of parents, brother, sister or any of the close family member;</li> <li>iii) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/ Department.</li> </ol> </li> </ol>



	<p>d. <u>For B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. programme): has obtained not less than 25% marks in the aggregate of all the subjects calculated on the basis of result of the House Examination (in theory papers only) and two class test (in theory papers only) for 4-year Integrated B.Ed. programme.</u></p>
<p><b>Clause-8</b> Unless specifically provided in the syllabus, the medium of instruction and examination shall be English.</p>	<p><b>Clause-8</b> Unless specifically provided in the syllabus, the medium of instruction and examination shall be English (English and Hindi except for languages for B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. programme).</p>
<p><b>Clause-11</b></p> <p>(ii) A candidate shall get promoted to the next semester/class automatically subject to fulfilment of the conditions as prescribed in Clause-7 above. However, in Engineering and Pharmacy Course, candidates will be promoted to the Fifth semester if he/she has passed at least 50% papers of all the previous three semesters. Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester.</p>	<p><b>Clause-11</b></p> <p>(ii) A candidate shall get promoted to the next semester/class automatically subject to fulfilment of the conditions as prescribed in Clause-7 above. However, <u>for promotion to 3<sup>rd</sup> semester, he/she must clear 50% papers of 1<sup>st</sup> semester and for promotion to 5<sup>th</sup> semester, he/she must complete all his 1<sup>st</sup> semester papers.</u> Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester.</p> <p>(iii) <u>For B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. : if a candidate fails in the school Internship in teaching or is unable to complete internship in teaching but passes in all other subjects he/she will be required to repeat the complete 'internship in teaching' in the next academic session along with regular candidates.</u></p>
<p><b>Clause-15</b></p> <p>The list of successful candidates after the eight semester examination shall be arranged as under in three divisions on the basis of aggregate marks obtained in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her Degree:-</p> <p align="center">xx                      xx                      xx</p>	<p><b>Clause-15</b></p> <p>The list of successful candidates after the eight semester examination shall be arranged as under in three divisions on the basis of aggregate marks obtained in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her Degree:-</p> <p align="center">xx                      xx                      xx</p> <p><b>NOTE:</b> <u>The candidate will be eligible for the admission to higher studies i.e. M.A./M.Sc./M.Com./M.Ed. etc. after passing B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed. This degree will be considered as equivalent to B.A./B.Sc./B.Com. and B.Ed. as the case may be.</u></p>

<u>Eligibility for B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed.:</u>  -----	<u>Eligibility for B.A. B.Ed./B.Sc. B.Ed./ B.Com. B.Ed.:</u>  A person who has passed 10+2 examination with 60% marks (5% relaxation for SC/ST of Haryana only) from the Board of School Education, Bhiwani <b>OR</b> 3-Year professional diploma programmes conducted by the State Board of Technical Education Haryana without-passing English and Hindi subjects at 10+2 level <b>OR</b> Any other examination recognised by the University as equivalent thereto.
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[E.C. Reso. No.99 of 22.12.2014]

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Adoption of the decision conveyed by the Chief Secretary to Govt. of Haryana, Chandigarh vide letter dated 16.7.2014, in view of the judgement of Hon'ble Supreme Court passed in Civil Appeal No.7084/2011 (**Appendix C/5 page 43**), with regard to relaxation in minimum eligibility conditions for reserved categories in all the courses being run in the University Teaching Departments and colleges affiliated to the University w.e.f. the session 2015-16 and that wherever needed, the relevant Ordinances be taken as amended accordingly.

[E.C. Reso. No.100 of 22.12.2014]

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Officer on Special Duty (Academic)  
For REGISTRAR 





**ANNEXURE- A/2**  
**MAHARSHI DAYANAND UNIVERSITY ROHTAK**  
**\*RULES & REGULATIONS\***

Addition in Clause-14 of Leave Regulations (Chapter-23) of University Calendar Vol-III:

Original Clause-14 Casual Leave	Amended Clause-14 Casual Leave
a) The amount of casual leave that may be granted to non-teaching and teaching staff in one calendar year shall be as follows: 1. XX        XX        XX 2. XX        XX        XX 3. -XX        XX        XX	No change  However, in the case of Ex-Servicemen, the period of Military Service shall be counted towards civil service for grant of Casual Leave. XX        XX        XX

[E.C. Reso. No.28 of 12.08.2014]

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Prescription of qualifications and criteria for the post of Professor, Maharshi Dayanand Chair:

**Qualifications:**

- i) An eminent scholar with Ph.D. qualifications in the Vedic Studies and published work of high quality actively engaged in research with evidence of published work with a minimum of 10 publications as books and/ or research papers.
  - ii) A minimum of ten years of Post-Graduate teaching experience in University/College, and/ or experience in research at the University/ National level Institution, including experience of guiding candidates for research for doctoral level.
  - iii) Contribution to educational innovation, design of new curricula and courses and technological mediated teaching learning process.
  - iv) A minimum score of 400 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS)
- OR

An outstanding Scholar with established reputation who has made significant contribution to Vedic Knowledge with the perspective of Maharshi Dayanand Saraswati to be substantiated by credentials.

**Selection Criteria:**

Same as in the case of selection to the post of Professor.

[E.C. Reso. No.30 of 12.08.2014]

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Prescription of qualifications for the post of Principal and Lecturer(s)/Assistant Professor in SFS Colleges of Education and guidelines for selection of faculty in SFS Degree Colleges (Annexure C/6 pages 44-47).

[E.C. Reso. No.62 of 22.12.2014]

Amendment to Clause-6(v) of House Allotment Rules

Original	Amended
Besides the provision under Clause-6(ii), the Vice-Chancellor shall be competent to allot accommodation on priority basis to any regular employee of the University as per his/her entitlement. However, allotment under this category shall not exceed 15% of the total house of a category for allotment. In addition to above, the Vice-Chancellor on the recommendation of the Selection Committee shall be competent to offer accommodation to an employee on priority basis. This shall, however, be done only at the time of appointment.	Besides the provision under Clause-6(ii), the Vice-Chancellor shall be competent to allot accommodation on priority basis to any regular employee of the University as per his/her entitlement. However, allotment under this category shall not exceed 10% of the total house of a category for allotment. In addition to above, the Vice-Chancellor on the recommendation of the Selection Committee shall be competent to offer accommodation to an employee on priority basis. This shall, however, be done only at the time of appointment.

[E.C. Reso. No.78 of 22.12.2014]

Revision of rates of Entry Fee for Zonal Youth Festival

Original	Amended
Entry fee for Zonal Youth Festival from all the college/institutions shall be Rs.2000/- having strength up to 300 students and Rs.3000/- if the students strength exceeds the above number. This shall apply even if a college participates in one event or even does not participate. The entry fee is mandatory. The Executive Council vide its Reso.No.20 dated 10.05.2008 has approved that the entry fee will be deposited to the Director Youth Welfare along with Youth Welfare Fee and H.H. fee in the starting of the session. The entry forms may be entertained upto five days before the date of commencement of the festival.	Entry fee for Zonal Youth Festival to be paid by all the college/institutions shall be as under : a) Up to 200 students Rs.1000/- b) Up to 500 students Rs.2000/- c) Above 500 students Rs.5000/- It shall be payable even if a college does not participate. The entry fee will be deposited with the Director Youth Welfare alongwith Youth Welfare Fee and Holiday Home fee in the starting of the session. Entry forms may, however, be entertained upto five days before the date of commencement of the festival.

[E.C. Reso. No.87 of 22.12.2014]

Prescription of booking charges for Dr. Radha Krishnan Sabhagar:

- |                                   |   |             |
|-----------------------------------|---|-------------|
| a) For outsiders                  | - | Rs.40,000/- |
| b) For Govt. Instts./Distt. Admn. | - | Rs.10,000/- |
| c) For U.T.D.                     | - | Rs. 5,000/- |
- (Only in cases where funds are received from other agencies, otherwise free of charge)

A refundable security of Rs.20,000/- (Except UTD) shall be deposited. The booking amount shall be deposited in Youth Welfare Fund as all the expenses are to be met out of this fund.

The proformae/documents to be used shall the same as prescribed in the rules for the Tagore Auditorium with change of name of the auditorium.

[E.C. Reso. No.88 of 22.12.2014]

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Prescription of qualifications for the post of Assistant Professors provided in the Chaudhry Ranbir Singh Institute of Social and Economic Change

***Essential Qualifications***

1. Good academic record with at least 55 % marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's level in the subject Economics/ Sociology/Rural development/Psychology/Demography/Statistics/Geography/ Social Work.
2. National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been laid down by the UGC through its regulations, and so adopted by the State Government vide letter no. 7/66-2003 C IV(3) dated 17.07.2009.

***Desirable***

Experience in conducting of socio-economic and demographic surveys, analyses of statistical data, use of computer software such as SPSS/STATA/CSPRO and research report writings. Publication of research papers in reputed journals will be an added advantage.

[E.C. Reso. No.89 of 22.12.2014]

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Amendment to Clause-9(ii) of the House Allotment Rules, contained in Calendar Volume-III at Page No. 354 under Chapter No. 50{

Original Clause-9(ii) Sr.No. 3		Amended Clause-9(ii) Sr.No. 3
Death of the allottee	One year	The family of the deceased employee may be allowed to retain the allotted house on usual charges at the existing rate i.e. HRA last-drawn + HRC and other usual charges till the date upto which University gives/provides financial aid to the family of deceased employee.

[E.C. Reso. No.90 of 22.12.2014]

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Officer on Special Duty (Academic)  
For REGISTRAR



**ORDINANCES FOR REGISTRATION AND AWARD OF DEGREE OF DOCTOR OF PHILOSOPHY (Ph.D.) IN VARIOUS FACULTIES**

1. The Degree of Doctor of Philosophy may be awarded in any Faculty of the University.
2. Subject to the general guidance of the Academic Council, research studies in the University leading to the Degree of Doctor of Philosophy shall be organized by the various Post Graduate Boards of Studies/ relevant Boards of Studies.

**3. ACADEMIC ELIGIBILITY**

A candidates seeking admission to the course of Ph.D. must satisfy the following relevant academic criteria:-

- (i) Master's degree with at least 55% marks in aggregate in the subject concerned or in an allied subject (50% for SC/ST candidates).

OR

- (ii) For Faculty of Management Sciences - Master's Degree or any other degree recognized equivalent thereto in (a) Business Administration or Economics or Commerce or in allied subjects with at least 55% marks OR (b) Post Graduate Diploma in Management recognized equivalent to MBA by AICTE with 55% marks or equivalent grade therein (50% for SC/ST candidates).
- (iii) Candidates with Qualifications as laid down in (ii) shall also be eligible for doing Ph.D. in Department of Economics, and Commerce.

OR

- (iv) For Faculty of Engineering and Technology- M.E/M.Tech degree or any other equivalent examinations including P.G degree in Applied Sciences in a relevant subject (PG degree in Applied Sciences means Master's Degree in the subjects of Mathematics/Mathematical Statistics/ Statistics/ Computer Science/Physics/ Chemistry/ Life Sciences and other Sciences) from any University recognized by the UGC or an equivalent examination recognized by this University with atleast 55% marks (50% for SC/ST candidates) in aggregate.

OR

- (v) M.Phil degree or a recognized equivalent degree beyond Master's degree level with atleast 55% marks (50% for SC candidates of Haryana only) or equivalent grade in the grading system and Master's degree with 50% marks in aggregate in the subject concerned or an allied subject.

#### 4. APPLICATION FOR ADMISSION

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

#### 5. ADMISISON PROCEDURE

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

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

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

## 6. CRITERIA FOR PREPARING MERIT LIST

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

- (a) 30% marks of the percentage of marks in the Master's degree examination.
- (b) 10% marks of the percentage of mark; in the Bachelor's degree examination.
- (c) (i) 30% marks of the percentage of marks in the entrance test.  
OR
- (ii) Weightage of 30 marks to those candidates who have qualified for JRF.  
OR
- (iii) Weightage of 25 marks to those candidates who have passed NET or its equivalent test.  
OR
- (iv) Weightage of 20 marks to those candidates who have passed SLET (State Level Eligibility Tests)/M. Phil/Pre-Ph.D. examination of M.D. University, Rohtak.  
OR
- (v) Weightage of 2 marks for each cumulative year of teaching experience as full time Assistant Professor in University/College after becoming eligible for the same subject to maximum of 20 marks.
- (d) Candidates who have passed Master's examination / M.Phil examination from M.D.U.= 5 marks.
- (e) Interview=10 marks
- (f) While granting admission to students to Ph. D programme, the Department/Institute will pay due attention to the State level Reservation Policy.
- (g) The number of seats for Ph.D. Course in each subject shall be decided by the concerned University Teaching Department/Institute and advertised accordingly by the University.
- (h) Admission Committee will consist of Head of the Department and two Professors, one Assoc. Professor and one Assistant Professor by seniority and rotation. All members must satisfy eligibility conditions to be Ph.D. Supervisor. In case a Department does not have requisite number of Professors/Associate Professors, the Admission Committee shall comprise minimum of three faculty members. Otherwise the Committee shall be constituted by the Vice-Chancellor on the request of the concerned Head of the Department.

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



## 7. COURSE WORK

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

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

- (ii) The course work of Ph.D. programme shall be of one semester duration.
- (iii) The following categories of candidates shall be exempted from the Ph. D course work:-
- Candidates who have obtained M.Phil degrees as a regular student based on entrance test.
  - Candidates who have passed Pre-Ph.D course of M.D. University, Rohtak.
- (iv) Every candidate shall be examined in the subject(s) as laid down in the syllabus prescribed by the Academic Council from time to time except the candidates who are exempted from the Ph.D. course work.
- (v) The amount of the examination fee to be paid shall be governed by the rules applicable from time to time.
- (vi) The Candidate will be allowed to appear in course work examination, if he/she meets the following requirements:
- Bears a good moral character.
  - Has been on the rolls of Department during the concerned semester.
  - Has attended not less than 75% of lectures delivered in theory as well as practicals.
- Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Institution/Department on the following grounds:
- Self-illness;
  - Illness/death of parents, brother, sister or any other close family member;
  - Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/Department.



- (vii) The medium of instructions and examination shall be English/ Hindi except in case of Hindi where it shall be Hindi and in case of Sanskrit it shall be English or Hindi or Sanskrit
- (viii) The minimum pass marks shall be:
- (a) 50% in each theory paper in semester examination.
  - (b) 50% in the aggregate.
- (ix) The examination of Ph.D. Course work shall consist of papers of 100 marks each out of which there shall be an internal assessment of 20 marks in each theory paper.
- The internal assessment in each paper shall be based on two assignments and one seminar presented by each candidate and their participation in seminar. The concerned teacher shall maintain the record on the basis of which internal assessment has been awarded for atleast three months after the declaration of results.
- (x) A candidate who fails to pass or having been eligible fails to appear in the examination will be allowed to clear the re-appear paper (s) in consequent two chances in subsequent semester(s) on such dates as may be fixed by the Controller of Examinations. In re-appear cases, the student will be exempted to appear in such papers in which he/she had obtained 50% marks as per Clause 7 (viii) above.
- (xi) The internal assessment awards of a candidate who fails in examination shall be carried forward to the next examination.
- (xii) If a candidate fails to pass Ph.D. course work examination within time stipulated in Clause 7 (x) above, his/her admission to Ph.D. programme shall be cancelled.
- (xiii) Soon after the termination of the examinations, the Controller of examination shall publish a list of candidates who have passed the Ph.D. course work examination.

## 8. PROCEDURE FOR REGISTRATION

- (i) The following categories of candidates from among those admitted to Ph.D. programme are eligible to apply for registration to Ph.D.:
- (a) Those who are exempted from Ph.D. course work in terms of Clause 7 (iii)
  - (b) Those who have passed Ph.D. coursework of the University in terms of Clause 7 (viii)

- (ii) The allocation of Supervisor of student eligible for Ph.D. registration shall be made by the Departmental Committee constituted as per Ph.D. Ordinance keeping into consideration the research interest of the student indicated during interview by the student and available specialization among faculty Supervisors. However consent of the Supervisor is desirable.
- (iii) Application(s) from eligible candidates from among those admitted to Ph.D. programme received upto 30<sup>th</sup> September/31<sup>st</sup> March (or as decided by the University from time to time) on the prescribed form for registration to Ph.D. programme alongwith synopsis /research proposal duly approved and signed by the proposed Supervisor shall be considered by the Departmental Committee twice a year.
- (iv) The Departmental Committee for considering the applications for registration to Ph.D. programme will consist of all Professors, Associate Professors and Assistant Professors of the Department provided they are otherwise eligible for appointment as Ph.D. Supervisors. The proposed supervisor will also be invited to attend the meeting of the Departmental Committee if he/she is not its member.
- (v) A copy of the synopsis/research proposal of each applicant shall be sent to all the members of the Departmental Committee at least seven days before its meeting in which the candidate will be required to defend his/ her research proposal. The Departmental Committee may:
- (a) Recommend the research proposal for consideration by Departmental Research Committee (DRC).
- OR
- (b) Suggest suitable changes in the research proposal.
- OR
- (c) Reject the proposal.
- (vi) Head of the Department shall place the application(s) along with the recommendations of the Departmental Committee before the Departmental Research Committee (DRC). The candidate(s) will be invited to defend synopsis/research proposal(s) before the DRC which shall consist of the following:-
- (I) Head of the Department concerned/ Director of the Institute - Chairman
- (II) (a) All Professors and Associate Professors of the concerned Department/ Institute
- (b) One Assistant Professor of the Department/ Institute to be nominated by the HOD/ Director seniority wise by rotation for a period of two years.

- (III) Two outside experts to be nominated by the Vice-Chancellor for a period of two years out of the panel of six experts recommended by the Departmental Committee. The proceedings of the meeting of the Departmental Research Committee will be valid if at least one out of two experts attends the meeting.
- (IV) Dean of the Faculty.  
2/5<sup>th</sup> of the members shall form the quorum. Only those teachers will be the members of the DRC who are eligible to be appointed as Ph.D. Supervisors.
- (vii) Copies of research proposals recommended by the Departmental Committee will be sent to all the members of the DRC at least seven days before its meeting.
- (viii) The Departmental Research Committee will adopt the following procedure:
  - (a) While recommending the registration of the candidate for consideration by Post Graduate Board of Studies (PGBOS)/ Board of Studies (BOS), the DRC shall clearly state whether in its opinion the subject proposed for research is suitable or not;  
However, DRC may either reject the application or suggest suitable changes in the topic of research for reasons to be recorded.
  - (b) In special circumstances, viz. in the case of subjects of inter-disciplinary/inter-specialty nature, the DRC may recommend the appointment of Joint Supervisor who can be from other universities/ research institutes as well, for reasons to be recorded. In no case, there shall be more than two Supervisors. The qualifications for a joint supervisor will be the same as prescribed for the single Supervisor.
- (ix) The recommendations of the DRC for Ph.D. registration shall be placed before the PGBOS/BOS and Academic Council for its consideration and approval.
- (x) After the approval of the Academic Council, the candidate shall pay the registration fee etc. within a month of the date he/she is directed to deposit fee failing which his/her registration may stand cancelled automatically. However, the Vice-Chancellor may extend this period in special circumstances.
- (xi) The date of registration of the research scholar shall be the date on which the P.G. Board of Studies/Board of Studies recommends the registration of the candidate.
- (xii) Head of the Department shall provide infrastructural facilities to the scholars on continuous basis.

## 9. TOPIC MODIFICATION



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

#### 10. QUALIFICATIONS OF THE SUPERVISORS

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

OR

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

#### NOTES

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

#### 11. NUMBER OF RESEARCH SCHOLARS

The maximum number of Research Scholars to be registered under a Supervisor/Joint

Supervisor/Co-Supervisor shall be as under:

**University appointed teachers**

Professor	=	8
Associate Professor	=	6
Assistant Professor	=	4

**Teachers of Affiliated colleges/institutions**

Professor/ Principal (in Prof. Grade)	=	5
Associate Professor	=	4
Assistant Professor	=	3

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

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

**12. CHANGE OF SUPERVISOR**

The change of Supervisor may be allowed

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

OR

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

OR

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

### 13. PERIOD OF WORK

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

### 14. MEDIUM

In the language subjects, the thesis may be presented in English, Hindi or the language concerned. In other subjects, the research scholar shall have the option of submitting the thesis either in English or Hindi.



## 15. REQUIREMENTS DURING REGISTRATION PERIOD

- (i) Every research scholar will be required to show continuous progress during the period of his/her registration and it will be monitored by the supervisor of the candidate.
- (ii) Every research scholar shall be required to submit half yearly report on the prescribed Proforma on or before 5<sup>th</sup> of August and on or before 5<sup>th</sup> of February. The supervisor of the research scholar will give his assessment about the progress of the scholar.  
The Report shall be placed before the Departmental Research Committee for its evaluation in its meeting to be held preferably in the month of August/February.  
In case two consecutive six monthly reports are unsatisfactory, Head of the Department, on the recommendations of the Dean of the concerned faculty may recommend to the P.G. Board of Studies /Board of Studies for cancellation of the registration.
- (iii) Once in a year, the research scholar will present a seminar on his/her research conducted in the previous year, in research colloquium. This seminar will be organized by the concerned Head of the Department.
- (iv) Ph.D. student shall publish atleast two research papers in refereed ISSN No. Journals related to the thesis work before the submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint and append the same with the thesis.
- (v) Prior to submission of the thesis, the student shall make a pre Ph.D. presentation in Department that may be open to all Faculty members and research students for getting the feedback and comments which may be incorporated into the draft thesis under advice of the supervisor. The notice of Pre-submission Seminar shall be issued by the Head of the Department under intimation to the office of the Vice-Chancellor.
- (vi) Every candidate shall submit his/her thesis within a period of four years from the date of his/her registration, failing which his/her registration shall stand cancelled unless this period is extended by a maximum of two years by the Vice-Chancellor but not for more than one year at a time, on the recommendations of the Supervisor, the Head of the Department and Dean of the Faculty. The researcher will have to apply for extension well before the expiry of four years of initial registration. If the researcher still fails to complete his/her research work within the extended period and requires more extension, his/her request can be forwarded on the prescribed form duly recommended by the Supervisor, Head of the Department and Dean of the Faculty concerned requesting the Vice-Chancellor to grant extension after six years. It will be the prerogative of the Vice-Chancellor that he may refer

the matter to a Committee comprising the following for consideration of the request of the candidate:-

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

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

#### 16. CANCELLATION OF REGISTRATION

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

#### 17. APPOINTMENT OF EXAMINERS

- (i) On receiving application/request alongwith an abstract of the thesis from the research scholar duly certified by the Supervisor that his/her research work is complete and ready for submission, the P.G Board of Studies/Board of Studies shall approve a panel of eight external examiners who shall not be below the rank of Professor to evaluate the thesis.

However, the Board of Studies while approving the panel of examiners may ensure that the proposed examiners are from the area of specialization of the Ph.D. thesis. The Board of Studies may ensure that atleast 50% of the examiners in the panel of examiners recommended are from places outside the state.

Efforts should be made to recommend examiners of national and international repute belonging to the leading Institutes/ Universities in the country. It shall be up to the P.G Board of Studies/Boards of Studies concerned to recommend the examiners from outside the Country.

- (ii) The candidate shall submit his/her thesis within six months from the date on which the Board of Studies has approved the appointment of examiners provided that the Board of

Studies may, for satisfactory reasons, extend the period by a maximum of another six months only.

#### 18. GUIDELINES FOR SUBMISSION OF THESIS

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

##### **Declaration**

This is to certify that the material embodied in the present work entitled "-----" is based on my original research work. It has not been submitted in part or full for any other diploma or degree of any University. My indebtedness to other works has been duly acknowledged at the relevant places.

(Signature of the Candidate with date)

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

- (viii) A candidate shall also submit six copies of the summary of the thesis indicating how far the thesis embodies the result of his/her own research and in what respects his/her investigations appear to him/her to advance the knowledge of subject of his/her thesis.
- (ix) The research scholar may incorporate in his/her thesis the contents of any work which



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

## 19. EVALUATION OF THESIS

- (i) The thesis shall be referred to two examiners selected by the Vice-Chancellor out of the panel of external examiners already approved by him. At least one examiner shall be from outside the State/ Country. The examiners shall be requested to send their reports within two months.
- (ii) Each examiner shall give detailed report on the thesis and make a clear-cut recommendation whether:
  - a) The thesis be accepted.
  - OR
  - b) The thesis be rejected.
  - OR
  - c) The research scholar be asked to resubmit the thesis with improvements/revisions.

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

## 20. VIVA-VOCE EXAMINATION AND AWARD OF DEGREE

- (i) The viva-voce examination shall be held by a Board of Examiners consisting of Supervisor and one of the examiners who evaluated the thesis, to be nominated by the Vice-Chancellor, within a period of one month of the receipt of reports of evaluation of thesis.

In case both the examiners who evaluated the thesis are unable to conduct the viva-voce, the Vice-Chancellor shall appoint another examiner out of the panel to conduct the viva-voce examination. The viva-voce examination shall, unless ordered otherwise by the Vice-Chancellor, be held at Rohtak in the Department concerned. The date, time and the subject of the thesis shall be notified by the Head of the Department among the teachers and the research scholars of the concerned Faculty, who may be permitted to be present at the time of the viva-voce examination, but they shall have no right to put any question to the examinee.

- (ii) The reports of the examiners on the thesis as well as on the viva-voce, shall be placed before Research Degree Committee (RDC) consisting of the Vice-Chancellor, the Dean of the Faculty and the Head of the Department concerned, within one month of the viva-voce examination. The Controller of Examinations shall issue the notification of the award of Ph.D. Degree after clearance of the case by RDC. The Supervisor and the candidate shall also be invited in the RDC meeting. Atleast one week notice shall be issued for the meeting.
- (iii) If the Dean of the Faculty or Head of the Department somehow is not able to participate in the meeting, the Vice-Chancellor will co-opt any other senior member of the Faculty, in his/their place.
- (iv) Following the successful completion of the evaluation process and announcements of the award of Ph.D., the University shall submit a soft copy of Ph.D. thesis to UGC within a period of thirty days for hosting the same on INFLIBNET which shall be accessible to all Institutions/Universities.
- (v) Along with the Degree, the University shall issue a certificate certifying that the degree has been awarded in accordance with the provisions of the Ph.D. regulations of the UGC.

**21. FEE FOR Ph.D. WORK**

- I) Ph.D. coursework fee (to be paid by those who are required to complete coursework):
- |  |             |
|--|-------------|
| Course work fee for Engineering & Technology | Rs. 20000/- |
| Course work fee for others                   | Rs. 5000/-  |
- For Ph.D. Programme every research scholar shall pay fee as under:
- II) Registration Fee\* Rs.2000/-
- III) (a) Annual Fee except for the candidates having Laboratory subjects as mentioned at Sr. No.(ii) (b) & (ii) (c). Rs. 2000/-
- (b) Annual Fee for subjects involving use of Laboratory such as Psychology, Geography and theoretical fields in science subjects such as Maths, Statistics etc. Rs. 4000/-
- (c) Annual Laboratory fee for subjects in Science such as Physics, Chemistry, Pharmacy, Life Sciences, Engineering and Technology etc. Rs.8000/-
- (d) Annual Fee will be payable within 15 days of registration and annually thereafter.
- IV) Evaluation fee to be charged at the time of submission of Ph.D. thesis Rs.7500/-
- V) Late fee for delayed payment of annual fee:
- |                      |           |
|----------------------|-----------|
| a) upto six months   | Rs.500/-  |
| b) beyond six months | Rs.1000/- |

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

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

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



**23. PUBLICATION OF THESIS**

The permission for publication of the thesis if applied for by the concerned research scholar may be given by the Vice-Chancellor if the examiners have recommended that the thesis is suitable/fit for publication. If there is difference of opinion between the examiners regarding the publication of the thesis, the case shall be referred to the committee consisting of the following for consideration and recommendations:

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

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

**Annexure –I**

Original/Duplicate

Roll No. \_\_\_\_\_  
(To be assigned by Office)**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
Application Form for Admission to Ph.D (\_\_\_\_\_)

For Office Use

Received on _____ Dept. Regn. No. _____ Signature of Receiver _____
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**IMPORTANT INSTRUCTIONS:**

- (i) The candidates should study the instructions given in the Ph.D Ordinance carefully before filling this form.
- (ii) No Column should be left unfilled. Write "N.A" against the Columns which do not apply to you.  
Affix your passport size coloured photograph, not more than Three months old duly attested.
- (iii) Please enclose copies of all relevant documents alongwith a list of the same duly signed.

1. (i) Department \_\_\_\_\_ (ii) Name of Course \_\_\_\_\_
2. Name (in block letters) Mr. Miss/ Mrs. \_\_\_\_\_
3. (i) Name of Father \_\_\_\_\_ Occupation \_\_\_\_\_  
(ii) Name of Mother \_\_\_\_\_ Occupation \_\_\_\_\_  
( In case of single parent candidate can mention one name only)
4. Nationality \_\_\_\_\_
5. Guardian's Name and Address, if other than father \_\_\_\_\_
6. University Regn. No. if any \_\_\_\_\_
7. Married/ Unmarried \_\_\_\_\_
8. Date of Birth \_\_\_\_\_  
( as given in Matriculation or Higher Secondary Examination Certificate)
9. a) Address for Correspondence \_\_\_\_\_  
E-Mail ID \_\_\_\_\_ Ph. No. \_\_\_\_\_  
b) Permanent Address \_\_\_\_\_  
E-Mail ID \_\_\_\_\_ Ph. No. \_\_\_\_\_
10. i) Do you want to be considered for any of the reserved categories as provided in the Ph.D Ordinance  
(YES/NO)  
if yes, mention the name of the reserved categories in order of preference.  
(Write SC,BC (Block A or B), ESM, FF, PH, as the case may be)

1	2	3

## 11. Educational Qualification (please attach photocopy of marks sheet)

Exam Passed	Uni/Board	School College	Year of passing	Max. Marks	Marks Obt.	Subject
10+2 or equivalent						
B.A/B.Sc/B.Com Part –I						
B.A/B.Sc/B.Com Part –II						
B.A/B.Sc/B.Com Part –III						
M.A/M.Sc./M.Com or equivalent						
M.Phil/Pre Ph.D						
Any other Exam.						

## 12. Are you claiming weightage on any of the grounds mentioned below:

(If yes, please attach proof of it)

- i) Have you qualified JRF of UGC/CSIR? (YES/NO)
- ii) Have you qualified UGC NET or its equivalent test? (YES/NO)
- iii) Have you qualified SLET (State Level Eligibility Tests) (YES/NO)
- iv) Do you have teaching experience? (YES/NO)
- a) As full time Assistant Professor in University/College after becoming Eligible for the same (YES/NO)
- b) If yes, number of completed teaching years \_\_\_\_\_
- v) a) Do you have research papers published in refereed journals? (YES/NO)
- b) If yes, number of papers published \_\_\_\_\_
- vi) Have you passed Master's examinations from MDU? (YES/NO)

**Total Weightage claimed of all above :**

13. Have you attached Character Certificate from the Head of the Institution last attended (YES/NO)
14. Were you ever expelled/disqualified /rusticated/punished for misconduct or indiscipline by any of the institutions which you have studied in ? (YES/NO)
15. Are you employed? (If yes, please give the name and address of the employer and attach "No Objection Certificate) (YES/NO)
16. Are you enrolled in or seeking admission to any other course concurrently? (YES/NO)  
(if yes, State Class and Department/ College/Institution)
17. Are you applying for Hostel? (YES/NO)

Dated \_\_\_\_\_

Signature of the Applicant

## DECLARATION:

I \_\_\_\_\_ S/o Sh. \_\_\_\_\_ do hereby declare:

- (i) That I have carefully read the instructions given in the Ph.D Ordinance and the information as given above, including marks and percentage in column 11 and above is correct and nothing has been concealed.
- (ii) I undertake to observe proper standard of academic conduct.



- (iii) I shall abide by the Rules, Regulations and Ordinances in force, at present or that may be made thereafter by the M.D.U, Rohtak and I shall not participate in activities prejudicial to discipline in the University or in deviation from good conduct.
- (iv) If any particulars/declaration as above are found to be incurred the University may cancel my admission and I shall not have any right/claim for refund of any fee/damage etc. whatsoever.
- (v) I shall faithfully carry out the instructions issued by the Head of the Department and other University authorities from time to time.
- (vi) I hold myself responsible for due and prompt payment of fees and all other dues.
- (vii) I understand that I cannot concurrently be enrolled for more than one full time courses of studies at a time.
- (viii) I shall not indulge in any kind of ragging activities.

Dated \_\_\_\_\_

Signature of the Applicant

#### CERTIFICATE FROM FATHER/GUARDIAN

I certified that my son/daughter/ward has made this application with my consent and I hold myself responsible for his/her good conduct and payment of all his/her fees and dues during his/her stay in the Department and he/she will not indulge in any kind of ragging as a student of the University.

Dated \_\_\_\_\_

Signature of the Father/Guardian

#### CERTIFICATE OF EMPLOYER

It is certified that \_\_\_\_\_ S/o Sh. \_\_\_\_\_ is working as \_\_\_\_\_ in our Organization/Department. I have no objection to his/her pursuing in the whole time course in the M. D. University, Rohtak.

Dated \_\_\_\_\_

Signature & Designation of the employer  
(with seal)

## Annexure -II

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
**Application for Registration to Doctor of Philosophy (Ph. D)**

To

The Head  
 Department of \_\_\_\_\_  
 M. D. University, Rohtak

Affix passport  
 size photo here

Sir,

I intend to get myself registered for Ph.D. Programme in the Department of \_\_\_\_\_, M.D. University, Rohtak and submit the following particulars in support of my candidature. I have read the Ordinance for this course and undertake to abide by its provisions faithfully.

**PARTICULARS TO BE FILLED IN BY THE CANDIDATE**

1. Name (in block letters) Mr./ Miss/ Mrs. \_\_\_\_\_
2. (i) Father's Name \_\_\_\_\_  
 (ii) Mother's Name \_\_\_\_\_
3. Nationality \_\_\_\_\_ 4. Marital Status \_\_\_\_\_
5. Date of Birth (as given in Matriculation Certificate) \_\_\_\_\_
6. Registration No. (if already registered) \_\_\_\_\_
7. Category \_\_\_\_\_
8. Permanent address \_\_\_\_\_
9. Local address \_\_\_\_\_  
 (a) Mobile No. \_\_\_\_\_ (b) Email \_\_\_\_\_
10. Details of Previous Examinations-Passed

Examinations Passed	Name of the University	Year	Roll No.	Marks Obtained	Maximum Marks	Percentage of Marks/Grade	Subject/ Papers
12th (10+2)							
Graduation (B.A./B.Sc./ B.Com./etc)							
Post-Graduation (M.A./M.Sc./M.Com. etc.)							
M. Phil/ Pre Ph.D							

11. Any other qualification :
12. Proposed topic of research
13. Details of previous research experience, if any
14. Details of publications, if any \_\_\_\_\_
15. Languages known 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_
16. Are you employed? \_\_\_\_\_

If yes, write name of the institution and nature of work, i.e. Teaching or Non-teaching (A certificate signed by the Head of the Institution in which the candidate is employed to the effect that the application is being submitted with his / her consent and permission, be also attached).

Date: .....

Yours faithfully,  
(Signature of the Candidate)

17. Name and address of the proposed supervisor : .....
18. Details of the academic/research qualification experience of the proposed supervisor (details of experience at U.G. and P.G: level to be given separately).

	Post	Institution	Details/Period in year(s)
Academic qualification			
Teaching experience PG Level			
Teaching experience UG Level			
Post-Doctrol Research Experience			



**1. CERTIFICATE OF CONSENT BY SUPERVISOR(S)/JOINT SUPERVISOR**

I/We, am/are willing to act as his/her supervisor.

Dated.....

Signature of the Supervisor/  
Joint Supervisor

**2. CERTIFICATE OF ELIGIBILITY OF SUPERVISOR/JOINT SUPERVISOR**

Certified that Dr.....  
fulfills the eligibility conditions required for a supervisor as laid down under concerned  
clause of the Ph.D. Ordinance.

Dated .....

Head, Deptt. of.....,  
M.D. University, Rohtak

**3. CERTIFICATE OF ELIGIBILITY**

Certified that the applicant is eligible/not eligible for Ph.D. registration. If not  
eligible, give reasons.

Date:.....

Head, Deptt. of .....,  
M.D. University, Rohtak

**RECOMMENDATIONS OF THE DEPARTMENTAL RESEARCH COMMITTEE**

- i) Recommended / Not Recommended  
If not recommended, brief reasons are to be given \_\_\_\_\_
- ii) Proposed Supervisor, Jt. Supervisor (if registration recommended)
- iii) No. of Scholars he/she is currently supervising : \_\_\_\_\_

Date: .....

Chairman/Chairperson Departmental Research Committee

**RECOMMENDATIONS OF THE POSTGRADUATE BOARD OF STUDIES**

- i) Recommended/Not Recommended
- ii) If not recommended, brief reasons are to be given

Date: .....

Chairman/Chairperson  
P. G. Board of Studies**RECOMMENDATIONS OF THE JOINT FACULTY RESEARCH BOARD (JFRB)**

- i) Recommended/Not Recommended
- ii) If not recommended, brief reasons are to be given

Date: .....

Chairman/Chairperson, JFRB,  
M. D. U., Rohtak**Note:** The following documents are required to be submitted alongwith the application:

1. Matriculation certificate alongwith its photocopy for verification of the date of birth.
2. Original D.M.C. of M.A./M.Sc./M.Com/M.Ed./M.Phil and Degree certificate alongwith their photocopies.
3. Migration certificate (in case of student coming from another University).
4. No Objection Certificate from applicant's employer, if he/she is employed.

**PROFORMA FOR HALF YEARLY PROGRESS REPORT OF REGISTERED  
RESEARCH SCHOLARS FOR THE PERIOD ENDING**

**PROGRESS REPORT FROM \_\_\_\_\_ TO \_\_\_\_\_**

**PART - 1**

1. Name of Research Scholar \_\_\_\_\_
2. Father's Name \_\_\_\_\_
3. Permanent Address \_\_\_\_\_
4. Date of joining \_\_\_\_\_
5. Registration Number \_\_\_\_\_
6. Date of Ph.D. Registration \_\_\_\_\_
7. Name of the Department \_\_\_\_\_
8. Subject of studies \_\_\_\_\_
9. Topic of research as approved  
by the BOS/Academic Council \_\_\_\_\_
10. Nature of Fellowship, if any \_\_\_\_\_
11. Details of leave applied for  
during the period under report, if any \_\_\_\_\_
12. \* Research work done during the period  
under report \_\_\_\_\_
13. \* Research papers published \_\_\_\_\_
14. \* Any other information not covered above \_\_\_\_\_
15. Number of days the candidate was  
present where Supervisor/Joint Supervisor  
works (other than SRF/JRF/URS candidates) \_\_\_\_\_

Date : .....

(Signature of the Candidate)

\* Attach separate sheets, if required, for details.



**PART - II REPORT OF THE SUPERVISOR**

Conduct of the Research Scholar \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Overall assessment of the progress and specific comments of the Supervisor  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: .....

Signature of the Supervisor  
(with full address)

**PART - III**

**SPECIFIC RECOMMENDATIONS OF DEPARTMENTAL RESEARCH COMMITTEE**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: .....

Signature of Head of the Department

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK-124001**

Faculty of \_\_\_\_\_  
 Department of \_\_\_\_\_  
 Title of Thesis \_\_\_\_\_

**Ph.D Scholar Report Card**

1. Name of Research Scholar : \_\_\_\_\_
2. Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
3. Telephone No. & E-Mail : \_\_\_\_\_
4. Mother' Name : \_\_\_\_\_
5. Father's Name : \_\_\_\_\_
6. Name & Designation of Supervisor : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 \_\_\_\_\_
7. Name & Designation of Co-Supervisor, if any : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 \_\_\_\_\_
8. Mode of Admission Through M.Phil/ Pre Ph.D course : \_\_\_\_\_
9. Date of Registration in Ph.D programme vide letter No. \_\_\_\_\_ dt. \_\_\_\_\_ : \_\_\_\_\_

## 10. Progress Reports half yearly:

Sr. No.	Period	Date on which sent to Registration Branch	Progress Status
1.			
2.			
3.			
4.			

## 11. Details of Annual Seminar :

Sr. No.	Date of which Seminar presented
1.	
2.	
3.	
4.	

## 12. Key dates:

Date of Regn.	Regn. Cancelled on (if any)	Cancellation Revoked on	Date of extension (if any) and duration	Date of pre submission seminar	Thesis submitted on	Viva-voce exam held on

## 13. Research papers published out of thesis:

Sr. No.	Title of Paper	Name of Journal/ Volume/ Issue/ Year/ Page No. (s)	ISSN Number	Impact Factor
1.				
2.				
3.				
4.				
5.				

## 14.

Examiners	Thesis sent	Reports received on	Recommendations
First			
Second			

## 15. Main contributions made by the Research Scholar (less than 200 words):



16. Reports of Examiners (each less than 150 words)

Examiner 1:

Examiner 2:

17. Recommendations of External Examiners who conducted the Viva-Voce:

18. Corrections, if any indicated in the Reports: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19. Correction carried out or not : \_\_\_\_\_

Dated Signature of Supervisor

Countersigned by:  
Head of the Department

## ORDINANCE: BACHELOR OF ARCHITECTURE

1. The duration of the course shall be five academic years, divided into ten semesters. The examination for the first, third, fifth, seventh, ninth and tenth semesters shall ordinarily be held in the month of December/January and for the second, fourth, sixth, eighth, tenth and ninth semesters, in the month of May/June on such dates as may be notified by the Controller of Examinations.  
A supplementary examination for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semesters shall be held along with their regular 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semesters examinations. In the ninth and tenth semester, there shall be practical training. The practical training work will be evaluated through seminar/viva-voce as per scheme of examination.
2. The examination schedule containing the dates of receipt of examination forms with and without late fee shall be notified by the Controller of Examinations from time to time.
3. A candidate can be admitted to first semester of this course if s/he fulfills the following requirements:-

(a) That s/he has passed 10+2 examination of Haryana School Education Board or its equivalent examination from a recognized Board/university with Mathematics and must have obtained at least 50% (Minimum passing marks for SC/ST of Haryana) marks (without any rounding off) in the aggregate.

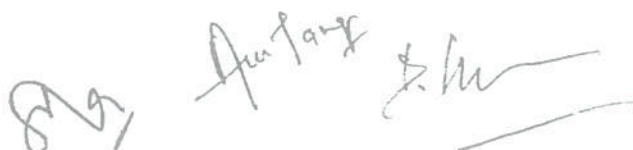
**AND**

- (b) The aptitude tests conducted as per Council of Architecture (COA) norms are mandatory for admission.
- (c) Admission may be allowed in the beginning of the session to the candidates who are permitted to migrate to the University in accordance with the migration rules of the University for B.Arch. course.

**Note:**

Candidates placed under compartment in the qualifying examination shall not be eligible for admission.

4. Every candidate shall be examined in the subject(s) as laid down in the syllabus and scheme of examination prescribed by the Academic Council from time to time. The fail/re-appear candidates will also appear in the examination as per syllabus applicable to regular students of that semester. The detailed information regarding sessionals, Portfolio, Thesis and Practical Training is available in Scheme of Examinations of this course.
5. Internal assessment shall be awarded as per provision in the Scheme of examination of the concerned course.  
The Head of the Department/Principal shall forward the internal assessment marks awarded by the concerned teacher on the basis of class test, written assignment and attendance in the classes etc. to the Controller of Examinations as per the following schedule:
  - i) The internal Assessment/sessionals marks shall be supplied by the Heads of the Departments/Principals of the Colleges/Heads of the Institutions invariably **within 20 days after commencement of the examination.**
  - ii) Thereafter, a late fee @ Rs.25/- per candidate per subject shall be charged from the Department/College/Institute concerned.
  - iii) No Internal Assessment/Sessionals marks shall be entertained if the same are received in the University after 30 days of the declaration of results. However, the Vice-Chancellor may condone the delay with late fee after taking into consideration the merit of each case.





6. The Head of the Department/Principal will preserve the records on the basis of which the internal assessment awards have been prepared for inspection, if needed by the University up to three months from the date of declaration of the semester exams results.
7. A candidate is allowed to take a theory paper, present the portfolio/thesis when:-
- Bears a good character.
  - The candidate has his name submitted to the Registrar/Controller of Examination by the Director of the College.
  - The candidate has passed in Sessional of the concerned subject in the semester.
  - Has attended not less than 75% of the total lectures (minimum 60% in each individual subject) delivered in theory as well as practical in that semester. Relaxation in shortage of lectures up to 20% will be allowed by the Head of the Department/Principal of the College/Institute on the following grounds:-
    - Self-illness;
    - Illness/death of parents, brother, sister or any of the close family member;
    - Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/Department.

**NOTE:**

A candidate, whose declaration of result is delayed for no fault of his/her, should attend classes of the next higher semester provisionally at his own risk and responsibility. His attendance and/or sessionals will be, however, credited subject to his/her passing the concerned semester exam. Such candidates shall also be governed by clause 11.

8. Unless specifically provided in the syllabus, the medium of instruction and examination shall be English.
9. The minimum percentage of marks to pass the examination in each semester shall be:-
- 40% in each theory paper
  - 50% in each Sessional/ Internal Assessment, Portfolio Evaluation, Thesis and Practical Training.

**Note:**

- Grace marks will be given by the University only in theory papers (not in sessional, portfolio, thesis or practical training) as per University rules.
  - Any student who secures less than 50% marks in the sessional part of any subject shall not be eligible to take the theory examination in that subject. Similarly in studio course and thesis any student who secures less than 50% marks in the sessional part of the subject shall not be eligible to make the portfolio presentation. He may be permitted to appear in the next examination in those subjects only if he has secured the pass marks in those subjects/thesis sessionals.
10. The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time.
- 11.1 A candidate who fails to pass or having been eligible, fails to appear in any semester examination will be allowed to clear the re-appear paper(s) and also for improvement of result after passing a semester examination within a period of eight years. While re-appearing to pass a semester examination, the candidate will be exempted from re-appearing in the papers in which he has secured 40% (50% in each Sessional/ Internal Assessment, Portfolio Evaluation, Thesis and Practical Training) pass marks.
- A candidate, who fails to pass the course within a period of eight years of his /her admission to the course, shall be deemed to be unfit for the course.
- 11.2 A candidate shall get promoted to the next semester/class and appear in that semester examination(s) mentioned in column(A) unless he/she has passed in the semester exam



mentioned in column(B) below:-

A	B
5 <sup>th</sup> semester onwards	1 <sup>st</sup> semester
6 <sup>th</sup> semester onwards	2 <sup>nd</sup> semester
7 <sup>th</sup> semester onwards	3 <sup>rd</sup> semester
8 <sup>th</sup> semester onwards	4 <sup>th</sup> semester

Provided that candidate must complete the first 6 semesters of the B.Arch. course within a maximum of 5 consecutive academic years.

**Note:**

- (a) For the purpose of promotion, each theory and practical in any subject shall be considered as separate paper.
- (b) A candidate who has paid dues for the Higher Semester/Class but subsequently becomes ineligible for promotion shall not be required to pay the dues again on the admission after meeting the above conditions.

- 12. The internal assessment awards as well as viva-voce awards of a candidate who fails in any semester examination shall be carried forward to the next examination.
- 13. Soon after the termination of the examination, the Controller of Examinations shall declare the result as early as possible. In case, where candidate who was permitted to take examination for higher semester, but has not cleared the lower semester examination, his result for the higher semester examination will be declared provisionally.
- 14.1 The list of successful candidate after the tenth semester examination shall be arranged as under in three divisions on the basis of aggregate marks as per clause 16 below, obtained in 1<sup>st</sup> to 10<sup>th</sup> semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her Degree:-

- |   |                 |
|---|-----------------|
| a) Those who obtain 60% or more marks                         | First Division  |
| b) Those who obtain 50% or more marks but less than 60% marks | Second Division |
| c) Those who obtain less than 50% marks                       | Third Division  |

If a candidate secures 70% or more marks in this course in first attempt, he/she will be awarded 1<sup>st</sup> Class Degree with Hons.

- 14.2 In order to determine the division in which the candidate shall be placed the scaled marks will be as under:

<u>Name of Examination</u>	<u>Scaled marks</u>
1 <sup>st</sup> and 2 <sup>nd</sup> semester	40 % of aggregate marks
3 <sup>rd</sup> and 4 <sup>th</sup> semester	60 % of aggregate marks
5 <sup>th</sup> and 6 <sup>th</sup> semester	80 % of aggregate marks
7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> & 10 <sup>th</sup> semester	100% of aggregate marks

**Note:**

A candidate who is permitted to migrate from any other University, the marks obtained by him in this University only will be taken into account. These marks, however, be increased/decreased proportionately to the level of maximum marks of M.D.U. Rohtak.

- 15. After passing each semester examination, a candidate will be allowed to appear for improvement of result in one or more theory papers only once within the period prescribed in Clause-11. Only improved marks (higher score) will be taken into account. The candidate will have to appear according to current syllabus.
- 16. The Sessional/Internal Assessment, Portfolio Evaluation, Thesis and Practical Training etc. wherever prescribed in the syllabus/scheme of examination and required to be submitted to the University must reach in the concerned office within 20 days after the commencement of the theory examinations.



17. If a candidate has after attending the course of studies in the college either not appeared or appeared in any semester examination and failed in one of more courses for that examination he can appear for such course(s) at subsequent examination(s) without attending a fresh course for the next semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).
18. Notwithstanding, the integrated nature of this course which is spread over more than one academic years, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any shall apply to all students, whether old or new.

SM



ARCHITECTURE

-34-

Appendix - C/3

ORDINANCE- M.Architectre/M.Planning

1. The duration of the M.Arch./M.Planning shall be two academic years, divided into four semesters. The examination for the 1<sup>st</sup> and 3<sup>rd</sup> semesters shall ordinarily be held in the month of December/January and for the 2<sup>nd</sup> and 4<sup>th</sup> semesters, in the month of May/June on such dates as may be notified by the Controller of Examinations.

A supplementary examination for 1<sup>st</sup> & 2<sup>nd</sup> semesters shall be held along with their regular 1<sup>st</sup> & 2<sup>nd</sup> semester examinations. However, the supplementary examination for 3<sup>rd</sup> and 4<sup>th</sup> semesters shall be held simultaneously after every six months.

2. The examination schedule containing the dates of receipt of examination forms with and without late fee, shall be notified by the Controller of Examinations from time to time.

3. A person shall be eligible for admission, who has passed the Bachelor's Degree in Architecture/planning or its equivalent examination obtaining 50% marks (without any rounding off) in the aggregate. However, the candidates belonging to SC/ST category of Haryana only are required to have minimum pass marks in the qualifying examination. Admission may be allowed in the beginning of the session to the candidates who are permitted to migrate to the University in accordance with the migration rules of the University for M.Arch./M.Planning course.

The detailed eligibility conditions e.g. percentage of marks in the qualifying examinations, subject (s) combination etc. etc. shall be notified in the Admission Brochure, as approved by the Academic Council from time to time.

**Candidates placed under compartment in the qualifying examination shall not be eligible for admission.**

4. Every candidate shall be examined in the subject(s)/portfolio/thesis etc. according to the syllabus and scheme of examination as prescribed by the Academic Council from time to time. The fail/re-appear candidates will also appear in the exam as per syllabus applicable to regular students of that semester.

5. The Distribution of marks for Internal Assessment(IA)/sessional shall be as under unless otherwise prescribed in the syllabus for certain subject:

- IA tests/Drawing submission/term work= 60% conducted through 2 best IA/sessional test out of 3 tests.
- Seminar/Assignment=20%
- Attendance=20%

The Head of the Department/Principal shall forward the internal assessment marks awarded by the concerned teacher on the basis of class test, written assignment and its presentation/seminar and attendance in the classes etc. to the Controller of Examinations as per the following schedule:

(i) The Internal Assessment/Sessionals marks should be supplied by the Heads of the Departments/Principals of the Colleges/Heads of the Institutions invariably **within 20 days after the commencement of the examination.**

(ii) Thereafter, a late fee @ Rs.25/- per candidate per subject shall be charged from the Department/College/Institute concerned.

(iii) No Internal Assessment/Sessionals marks shall be entertained, if the same are received into the University after 30 days of the declaration of results. However, Vice-Chancellor may condone the delay with late fee after taking into consideration the merit of each case.





3. The Head of the Department/Principal will preserve the records on the basis of which the internal assessment awards have been prepared for inspection, if needed by the University up to three months from the date of declaration of the semester examination results.
7. The candidate will be allowed to appear in the examination if s/he meet the following requirements:-
  - (a) Bears a good character
  - (b) Has been on the rolls of the Department/College/Institution during the semester.
  - (c) Has attended not less than 75% of lectures delivered in theory as well as practicals. Relaxation in shortage of lectures upto 20% will be allowed by the Head of the Department/Principal of the College/institute on the following grounds:
    - (i) Self-illness;
    - (ii) Illness/death of parents, brother, sister or any other close family member;
    - (iii) Any other reason beyond the control of the student to the satisfaction of the Head of the Institution/Department.
8. The medium of instructions in the examination shall be English.
9. The minimum percentage of marks to pass the examination in each semester shall be:
  - (i) 40% in each theory paper
  - (ii) 50% in each sessionals
  - (iii) 50% in Portfolio evaluation
  - (iv) 50% in thesis

**NOTE:**

Any student who secures less than 50% marks in the sessional part of any subject shall not be eligible to take the theory examination in that subject. Similarly in studio course and thesis any student who secures less than 50% marks in the sessional part of the subject shall not be eligible to make the portfolio presentation. He may be permitted to appear in the next examination in those subjects only if he has secured the pass marks in those subjects/thesis sessionals.

10. The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time. A candidate who appears in one or more papers shall pay the full examination fee.
11. (i) A candidate who fails to pass or having been eligible, fails to appear in any semester examination will be allowed to clear the re-appear paper(s) and also for improvement of result after passing the final examination within a period of five years. While re-appearing to pass a semester examination, the candidate will be exempted from re-appearing in the papers/practicals in which s/he has secured 40% pass marks.  
(ii) The candidate shall be promoted to the 3<sup>rd</sup> semester after passing 1<sup>st</sup> semester exam. and to the 4<sup>th</sup> semester after passing 2<sup>nd</sup> semester exam.
12. The internal assessment awards as well as viva-voce awards of a candidate who fails in any semester examination shall be carried forwards to the next examination.
13. Soon after the termination of the examination, the Controller of Examinations shall declare the result as early as possible
- ~~14. A candidate who is admitted to the University, the marks obtained by him in this University only will be taken into account. These marks, however, be increased/decreased proportionately, so as to bring them at par to the level of maximum marks of M.D.U. Rohtak.~~
15. After passing final examination, a candidate will be allowed to appear for improvement of result in one or more theory papers twice within the period prescribed in Clause-11 (i). Only improved marks (higher score) will be taken into account. The candidate will have to appear according to the current syllabus.



16. The grace marks will be allowed as per University rules only in theory papers and not in sessional, portfolio, thesis or practical training.
17. The Training Report/field Report/Project Report etc. wherever prescribed in the syllabus/scheme of examination and required to be submitted of the University must reach in the concerned office within 20 days after the commencement of the theory examination.
18. Notwithstanding the integrated nature of this course which is spread over more than one academic years, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance if any shall apply to all students, whether old or new.



**M.D. University, Rohtak (Haryana) Scheme of  
Studies & Examination for  
M. Architecture**

The performance of the students of M. Architecture Course shall be graded on the basis of percentage of marks and corresponding grades are mentioned below:

A)

Marks	Grade	Marks
85 $\leq$	A+ $\leq$	100
75 $\leq$	A $<$	85
65 $\leq$	B $<$	75
50 $\leq$	C $<$	65
40 $\leq$	D $<$	50
00 $\leq$	E $<$	40

Letter Grades	Performance	Divisionn
A+	Excellent	First
A	Very Good	First
B	Good	First
C	Fair	Second
D	Pass	Third
E	Repeat	Fail

Note:

The candidate who have passed all the semester examinations in the first attempt obtaining at least 75% marks in aggregate shall be declared to have passed in the first division with Distinction mentioned in the degree.

- B) Actual percentage of Marks Obtained and Corresponding grades should be mentioned on detailed mark certificate of student. To obtain 'D' grade a student must have secure at least 40% marks in each subject of the semester Examination.
- C) Student who earned and 'E' grade or less than 40% marks in any subject shall have reappear in that subject.



Norms and Regulations for M.Ed. (Special Education) prescribed by the R.C.I. New Delhi

9. **Eligibility for Admission**

The admission for the degree of M.Ed. (Special Education) degree shall be open to:

- a) A candidate who has successfully passed B.Ed (Special Education) in respective disability area from a recognised university or any other degree considered equivalent to B.Ed. (Special Education) from an affiliating university and/or teaching department under any university recognised by U.G.C.

OR

- b) A candidate who has successfully passed the B.Ed General course and has successfully completed a one year Diploma Course in special Education in respective disability area recognised by the Rehabilitation Council of India with minimum 50 per cent marks in each course.
- c) A student with B.Ed. in particular specialisation may be allowed for M.Ed. multi-category but the reverse is not allowed. B.Ed. with multi-category should not be admitted for specialisation in a single disability at the M.Ed. level.

16. **Staff Requirement**

As per RCI norms (Norms enclosed)

17. **Infrastructural Facilities**

The College of Education and University Departments offering M.Ed. special education course should have necessary infrastructural facilities such as the psychology laboratory, language laboratory, work experience laboratory, computer room, etc. Minimum 2 to 3 books should be available on each paper given in the references, however, more books should be added in subsequent years. In addition to the infrastructural facilities, aids and appliances necessary for the specialisation concerned should also be available. Moreover, the institution should have a model school with disabled children of specific category or all categories attached to it to provide relevant hands on experience during the course. For universities, until such a facility is made available at the campus, a model school in the vicinity can be adopted.

*H. K. Singh*

**Norms for Faculty Requirement for B.Ed. & M.Ed. Special Education courses (to be appointed through direct recruitment)**

Finalized on 4<sup>th</sup> May 2009 at RCI, New Delhi

**MINIMUM NUMBER OF FACULTY PER COURSE**

COURSE	Disability specialization faculty	Common paper faculty	Professor	Reader	Lecturer
B.Ed. (One Disability Specialization)	2	2	-	1	3
B.Ed. + M.Ed. (Same Disability Specialization)	3	2	1	1	3
B.Ed.+ M.Ed. (First Disability Specialization)+B.Ed. (Second Disability Specialization)	4	2	1	1	4
B.Ed.+M.Ed. (First Disability Specialization)+B.Ed+M.Ed. (Second Disability Specialization)	5*	3	1	2	5
B.Ed.+ M.Ed. (First Disability Specialization)+ B.Ed.+ M.Ed. (Second Disability Specialization)+ B.Ed. (Third Disability Specialization)	6*	3	1	2	6
B.Ed.+ M.Ed. (First Disability Specialization)+ B.Ed.+ M.Ed. (Second Disability Specialization)+ B.Ed.+ M.Ed.(Third Disability Specialization)	7*	3	2	2	6

\* Minimum 2 in each disability area

**Note:**

1. It is obligatory on the part of institute/ college offering B.Ed. / M.Ed. in Special Education to enter into an MOU with a College of Education offering B.Ed./ M.Ed. in General Education for teaching common papers or alternatively appoint guest faculties.
2. Faculty for common papers refers to general educators and psychologists.
3. Professors and Readers as indicated above must be from the field of Special Education in the concerned disability specialization.
4. Lecturers for Common papers and Disability Specialization papers are to be appointed proportionately in case of more courses than indicated in above table.
5. Minimum Intake of students in B.Ed. = 25  
Minimum Intake of students in M.Ed = 10  
Additional seats for Management quota, NRIs, and OBCs  
\*\_\*\_\*\_\*\_\*

*h. k. p. h.*

**DIRECT RECRUITMENT NORMS**

**MINIMUM QUALIFICATIONS FOR THE APPOINTMENT OF FACULTY FOR  
M ED/B ED IN SPECIAL EDUCATION**

Finalized on 4<sup>th</sup> May 2009 at RCI, New Delhi

S.No.	Designation	Essential Qualification	Desirable Additional Qualification
1	Lecturer (Disability papers)	a. Masters Degree in any discipline with not less than 50% of marks  b. M.Ed. Degree in specific disability area with not less than 55% of marks or an equivalent grade of B in 7 point scale Or An equivalent degree from a foreign university recognized by RCI.	Ph.D./M.Phil in Education with research emphasis on Special Education  Experience for a period of at least 3 years as teacher or researcher in the area of specific disability Or 3 years of teaching experience at Diploma level
2	Reader (Disability papers)	a. Masters Degree in any discipline with not less than 50% of marks  b. M.Ed. Degree in specific disability area with not less than 55% of marks Or an equivalent grade of B in 7-point scale Or An equivalent degree from a foreign university recognized by RCI.  c. Ph.D in Education with research emphasis on Special Education  d. Should have completed at least 5 years of experience as lecturer in specific disability area	Publications pertaining to Special Education in indexed journals and research experience





		e. Should have completed at least one general orientation course and two refresher courses in education/special education of UGC	
3	Professor (Disability papers)	a. Should have completed at least 5 years of experience as Reader in Special Education in relevant disability area  b. Eminent scholar with published work of high quality, actually engaged in research at doctoral level  Or  An outstanding scholar with established reputation who has made significant contribution to knowledge in Special Education	Publications pertaining to Special Education in indexed journals and research experience

**Note:**

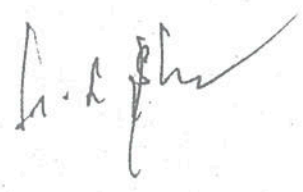
1. The qualifications prescribed above are valid for five years only i.e., up to May 2015.
2. The teacher – student ratio is 1:8.
3. The specific disability area mentioned in this document refers to visual impairment, hearing impairment, mental retardation, learning disability, multiple disability, locomotor disability etc. The specific disability areas are not interchangeable as a measure of maintenance of standards in Special Education. For example, a person who has specialized in B.Ed. Special Education in visual impairment cannot get admission in M.Ed. mental retardation, etc. The above condition applies to the Lecturers also who are recruited in these programmes.
4. For specialization in VI area, Masters degree in school subject will be required. Similarly for specialization areas in Mental Retardation and Hearing Impairment, Masters degree in Psychology, Child Development/Human Development, Sociology, Linguistics and Education will be preferred.
5. The teacher preparation programmes should have a model school or a section providing services to children with disabilities either in an inclusive, integrated and special school mode for providing more practical experience to the teacher trainees.





6. Part-time faculty is one who is on the rolls of the institute for taking a fixed number of classes per week/per month basis whereas a visiting faculty is invited as and when required or as per the availability of the faculty.
7. There is no separate designations such as Coordinator, Director, Administrator, etc., prescribed by the RCI for running teacher preparation courses. The qualifications of the head of the B.Ed/M.Ed. programme should be as that of the Reader as laid down by the RCI.
8. For Institutes offering only B.Ed. (Special Education) programme, the Senior faculty will be treated as Head of the Department.
9. For M.Ed. Special Education course appointment on contract basis should be for minimum of 12 months. Appointment on contract basis will be allowed for running M.Ed. course if B.Ed. course already exists at the institute in the field of Special Education.
10. In case of non-availability of a candidate with M.Ed. (Special Education) in particular disability specialization for faculty position at B.Ed. (Special Education) level, M.Ed. (Special Education ) in some other disability specialization / M.Ed. (General) preferably with dissertation / research work in Special Education with B.Ed. (Special Education) in respective disability area may be considered on temporary basis.
11. The Board of Studies of affiliating / concerned university to have a member nominated by RCI.

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-43-

Appendix - C/5

Government of Haryana  
General Administration Department  
General Services-III Branch  
No. 22/129/2013-1GSIII

Dated Chandigarh, the 16-07-2014

To

1. All the Administrative Secretaries to Government Haryana.
2. All Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala/ Hisar/ Rohtak/ Gurgaon Division.
4. All the CAS/MDs of all Boards/Corporations/Public Sector Undertakings in Haryana.
5. The Registrar General of Punjab & Haryana High Court, Chandigarh.
6. All the Deputy Commissioners in the State of Haryana.
7. All the Sub Divisional Officers (Civil) in the State of Haryana.
8. The Registrars of all the Universities in the State of Haryana.

**Subject:** Regarding prescribing minimum eligibility qualification for the various courses.

Sir/Madam,

I am directed to invite your kind attention towards Government instructions No. 3870-WGI-ASOII-64/20069 dated 6<sup>th</sup>/9<sup>th</sup> October, 1964 whereby the candidates of Scheduled Castes and Scheduled Tribes provided 5% reduction in marks in the minimum eligibility qualification for admissions in various courses.

It has come to the notice of the Government that at present where a General Category candidate is required to have 50% marks in a prescribed qualification for admission in any course, as per the above instructions a reserve category candidate is required to have 45% marks giving him 5% reduction in the minimum qualification. Vide judgment of Hon'ble Supreme Court in Civil Appeal No. 7084/2011, it has been observed that the practice is wrong and the relaxation of 5% should be reduced from the minimum required marks on a general category candidate for e.g. :-

In a course, a general candidate requires to have 50% marks, than as per Govt. instructions by giving 5% relaxation the minimum eligibility marks for a reserved caste candidate should be calculated as under :-

- Out of 100 Marks needs to less = 5
- Out of 1 Marks needs to less = 5 / 100
- Out of 50 Marks needs to less = 5 / 100 X 50 = 2.50

This way minimum less marks where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a reserved candidates will be 50 - 2.50 = 47.50 and not 45.

All concerned are requested to implement the instructions as per the above procedure in the compliance of the judgment of Hon'ble Supreme Court passed in CWP No. 7084/2011.

*Narender Kumar*  
Superintendent General Services-III  
for Chief Secretary to Govt., Haryana. 15/7/2014

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M.D. University, Rohtak

**PROCEEDINGS OF THE MEETING OF THE COMMITTEE HELD ON 30.09.2014 TO DISCUSS THE MATTER WITH REGARD TO PRESCRIPTION OF QUALIFICATIONS FOR THE POST OF PRINCIPAL AND LECTURER(S) AS PER NCTE REGULATIONS 2009 AND FURTHER AMMENDMENTS VIDE NCTE REGULATIONS 2010 IN EDUCATION COLLEGES AND TO PRESCRIBE GUIDELINES FOR SELECTION OF FACULTY IN S.F.S. DEGREE COLLEGES**

A meeting of the committee constituted by the Vice-Chancellor for the above said purpose was held on 30.9.2014 at 3.00 p.m in the office of the Dean Academic Affairs. The following were present:-

1. Dean Academic Affairs - Convener
2. Dean College Dev. Council - Member
3. Dr.A.K.Kalia, Deptt. of Education- Member

After considering the whole matter, the committee unanimously recommended as under:-

1. The qualifications as prescribed by the NCTE regulations 2009 and subsequent amendments vide NCTE regulations 2010 be implemented as under:-

Existing Qualifications	Proposed qualifications as per NCTE regulations 2009 and 2010
<p><b>PRINCIPAL</b></p> <p>(i) Ph.D. in Education, Master's degree in a school subject with minimum 50% marks and M.Ed./M.A.(Education) with 55% marks and B.Ed.</p> <p style="text-align: center;">OR</p> <p>Ph.D. in Education, M.Ed./M.A. Education with minimum 55% marks and B.Ed.</p> <p>(ii) 10 years, experience of teaching including five years' teaching in a secondary teacher education institution.</p> <p>In the event of non-availability of eligible and suitable candidates for appointment as Principal as per above eligibility criteria it would be permissible to appoint retired Professor/Reader in Education on contract basis for a period not exceeding one year at a time till such time the candidates complete 65 years of Post-retirement contract service.</p> <p><b>LECTURER:-</b></p> <p>(I) M.Ed./M.A.(Education) with minimum 55% marks and B.Ed.</p> <p style="text-align: center;">OR</p> <p>Master's degree in a school subject with minimum 50% marks and M.Ed./M.A. Education with 55% marks and B.Ed.</p> <p>(II) Two years school teaching experience is desirable.</p>	<p><b>PRINCIPAL</b></p> <p>(i) Academic and professional qualifications will be as prescribed for the post of lecturer; and</p> <p>(ii) Ph.D. in Education</p> <p>(iii) Ten years teaching experience out of which at least five years teaching experience in a Secondary Teacher Education Institution.</p> <p><b>Note :-</b> In the event of non-availability of eligible and suitable candidates for appointment as Principal/Head as per above eligibility criteria, it would be permissible to appoint retired Professor/Head in Education/Principal on contract basis for a period not exceeding one year at a time till such time the candidates complete 70 years of age.</p> <p><b>LECTURER:-</b></p> <p>(a) <b>Foundation Courses</b></p> <p>(one)</p> <p>(i) Master's Degree in science/humanities/arts with fifty percent marks</p> <p>(ii) M.Ed. with at least fifty five percent marks or its equivalent grade and</p> <p>(iii) Any other stipulation prescribed by the UGC / affiliating body / State Govt. from time to time for the positions of Principal and lecturers shall be mandatory</p> <p style="text-align: center;">OR</p>

*Dr. Kalia*



<p>(III) Apart from the above, candidate shall have to clear NET/SLET or any other qualifications as may be prescribed by the UGC / State Govt.</p>	<p>i) M.A. in Education with fifty five percent marks or its equivalent grade ii) B.Ed. with at least fifty five percent marks and iii) Any other stipulation prescribed by the UGC / affiliating body / State Govt. from time to time for the positions of principal and lecturers shall be mandatory.</p> <p>However, a candidate having M.Phil Degree in Education may also be considered for the post of Lecturer in Education in the Self-financing Colleges of Education subject to the condition that he/she will have to obtain the Ph.D Degree/pass NET in Education on or before 30-6-16 and that if he/she fails to produce proof of obtaining Ph.D degree/pass NET in Education on or before 30-6-2016, the approval already granted by the University to such lecturers shall stand automatically withdrawn.</p> <p><b>(b) Methodology Courses (Six)</b></p> <p>(i) Master's degree in a school subject with fifty percent marks (ii) M.Ed. degree with at least fifty five percent marks or its equivalent grade and (iii) Any other stipulation prescribed by the UGC / affiliating body / State Govt. from time to time for the positions of principal and lecturers shall be mandatory.</p> <p>However, a candidate having M.Phil Degree in Education may also be considered for the post of Lecturer in Education in the Self-financing Colleges of Education subject to the condition that he/she will have to obtain the Ph.D Degree/pass NET in Education on or before 30-6-16 and that if he/she fails to produce proof of obtaining Ph.D degree/pass NET in Education on or before 30-6-2016, the approval already granted by the University to such lecturers shall stand automatically withdrawn.</p>
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For recruitment of Professor for M.Ed course, the word 65 years may also be substituted as 70 years. Further, in case of affiliated colleges, offering Bachelor of Education and Master of Education Programmes, in place of a Professor, one Principal/Head of the Department with same eligibility conditions as specified for a Professor shall be appointed in the Professor's grade:

Provided that the recruitment of Faculty in such Institutions shall be one Principal or Head of Department in Professor's grade, one Reader or Associate Professor and 9 lecturers, both for Bachelor of Education (one Unit) and Master

*Dr. Arshad*

of Education (one Unit).

**3 Guidelines for selection of teaching faculty in SFS Degree Colleges**

1. The vacant regular post(s) must be advertised in two National Dailies/News Papers(One Hindi and One English) of which one must have a National circulation and other a regional circulation
2. In the advertisement, it must also be specified that:-
  - i) the application form must be collected from the college's office during office hours.
  - ii) Applications must be in duplicate. One copy of the application should be submitted in the office of the Principal of the College and the other to the Dean Colleges Development Council, M.D.University, Rohtak by Registered post or by hand against proper receipt. Application by ordinary post in no case will be considered.
  - iii) Last date for submission of application must be mentioned in the advertisement. Application received after the expiry of the last date will not be considered in any case
  - iv) Advertisement must be made by the President Governing Body of the College
3. While making request for appointment of Vice-Chancellor's Nominee(s) and panel of subject experts, the following documents must invariably accompany the request:
  - i) Photo copies of the advertisement duly attested
  - ii) Complete synopsis of all the applicants who have applied upto the last date, duly authenticated by the Principal
4. The date of Interview should be fixed in consultation with the Vice-Chancellor's nominee(s) and subject expert(s).
5. The proceedings of the Selection Committee along with relevant documents must be sent to the University immediately after the interview by the college concerned.
6. In no case appointment letter be issued to the candidate(s) thus, selected unless the proceedings of the selection committee are approved by the University.
7. Thereafter, Complete Teachers Return along with all relevant documents must be sent to the University for approval of appointment.
8. The qualifications and the selection criteria for the appointment of Principal and Lecturers would be applicable as already prescribed for the post of Lecturers and Principal in Govt. Aided Colleges.
9. Constitution of the Selection Committee will be as under:-

**FOR PRINCIPAL(DEGREE COLLEGES SFS)**

1. Two Vice-Chancellor's nominees out of whom one should be a subject expert.
2. Three subject experts comprising of the Principal of a college, a Professor and an educationist not below the rank of Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.
3. Two persons may be President and his nominee from the Society/College Management.

**NOTE:**

1. Both the Vice-Chancellor's nominees and at least two subject experts (01 Professor and 01 Principal) must be present in the Selection Committee.
2. The Vice-Chancellor's nominee shall submit the proceedings of the Selection Committee to the Dean College Dev. Council, along with a set of applications and synopsis of the candidates duly certified by all the

*Dr. Akhila*

-67-

members.

**QUORUM:** At least four (04) members including two Vice-Chancellor's nominees and two experts should be present to fulfill the quorum

**FOR LECTURER(DEGREE COLLEGES SFS)**

1. Chairperson of the Governing Body of the College or his/her nominee.
2. Principal of the concerned college (if in position).
3. Two nominees of the Vice-Chancellor out of whom one should be a subject expert.
4. At least two subject experts to be chosen by Managing Committee out of a panel of three recommended by the Vice-Chancellor.

**NOTE:**

5. Both the Vice-Chancellor's nominees and at least two subject experts must be present in the Selection Committee.
6. The Vice-Chancellor's nominee shall submit the proceedings of the Selection Committee to the Dean College Dev. Council along with a set of applications and synopsis of the candidates duly certified by all the members.

**QUORUM:-** At least four (04) members including two Vice-Chancellor's nominees and two experts should be present to fulfill the quorum.

10. In case of receipt of only one application against one post, the request of the college concerned for appointment of the Vice-Chancellor's nominee and panel of subject experts will also be considered if the course(s) are being run under SFS.
11. All the above said guidelines shall also be applicable in case of appointment of lecturers in Govt. aided colleges for filling up the posts if the course(s) is being run under SFS scheme.

  
(RAVINDER VINAYAK)

  
20/9/14  
(INDIRA DHULL)

  
(A.K. KALIA)



