



# UNIVERSITY OF DELHI

## दिल्ली विश्वविद्यालय

OUT TODAY/BY HAND

No. Aca.I086/UG/Adm.-Procedure-Schedule /2013/ 23

May13, 2013

### NOTIFICATION

The University of Delhi hereby notifies the following guidelines and schedule of admission to be followed for admission to the four year Undergraduate Programmes in the Regular Colleges for the academic session 2013-2014:

#### I. Guidelines

1. There will be Pre-admission forms (physical and online) at the university level for General/OBC/SC/ST/PWD candidates. There will be no pre-admission form at the college level.
2. The college is free to publish its prospectus which may provide information regarding the college, the courses offered, fee structure, Extra Curricular Activities etc. No forms of any nature, pre-admission as well as admission, shall be included in the prospectus or sold/provided with the prospectus or otherwise before the announcement of cut-off lists.
3. There shall be no 'Additional Eligibility Criterion' for SC/ST/OBC/PWD categories. The 'Additional Eligibility Criterion' for General category students should also be discouraged or kept to the minimum which is justifiable.
4. The additional eligibility criteria for courses in various colleges, if any, for General category candidates, shall be published in the University's Information Bulletin displayed on the University web-site and college web-site. Colleges are not permitted to change these criteria at any stage during the admission process.
5. Admission to the four year Undergraduate degree course shall be based on Discipline -1 (Major Discipline).
6. The colleges shall convey the cut-off marks for the various courses (for the General/ OBC/SC/ST/PWD categories) to the University, as per the schedule announced by the University. As has been the practice in previous years, the college shall determine the cut-off marks on the basis of the past admissions related experience and the class XII results of the School Boards. The office of Dean Students' Welfare shall make available the information regarding the results of various School Boards to the colleges whichever is available (as previously).
7. The University on receiving the cut-off marks from the various colleges shall collate these in the office of Registrar and notify the same through print and electronic media as per schedule. The cut-offs will also be displayed on the University Web-site (<http://du.ac.in>). The cut-of shall also be displayed by the college on its website and notice board.

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8. The colleges shall admit all students who have marks that meet the announced cut-off criteria. No first-come-first served policy is permitted.
9. After declaration of the cut off lists by the University, the student will need to report to the college of his/her choice for admission within the stipulated period. At this stage, the student would be required to fill the college admission form and the University enrolment form. The student would then get his/her documents verified and pay the admission fees.
10. In case, a student cancels his admission in a college, in order to move to another college on declaration of a subsequent cut off lists or needs certificates for institutions outside Delhi University, the college must promptly return the documents to the student.
11. No student will be allowed to take admission in two courses/colleges simultaneously. In case, they are found to be admitted in two courses/colleges simultaneously, their admission will be cancelled.
12. The University will organize open days in order to disseminate information on various admission related aspects and also to answer any queries that the students may have. The colleges are free to organize open days at their end and to set up help lines and web based assistance.
13. For admission under the reserved categories of J&K Migrants/Children of War Widows, the admission process shall continue to be centralized and conducted at the University level by the office of Deputy Registrar, Academic.
14. In courses where admissions are done through entrance exams, separate procedures shall apply.
15. For admission under the Sports and ECA (Extra Curricular Activities) categories, the Colleges may use Sports/ECA application forms. These application forms shall be made available by the college. The admission to these categories shall be on the basis of guidelines issued by the university.
16. The University shall set up Special Admission Assistance Teams and monitoring committees which will visit colleges throughout the admission process for assistance to students and monitoring the entire admission process.
17. The schedule of the admission process for all categories shall be notified by the University.

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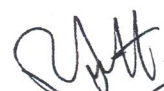




## II. Schedule

S.No.	Activity	Date	Time
1	Issue & Receipt of Registration Forms at the Registration centers.	Wednesday, 5 June to Wednesday, 19 June 2013	9 AM to 1 PM excluding Sundays
2	Notification of First Admission List by the Colleges	Thursday, 27 June 2013	9 AM
3	Admission and Payment of Fees	Thursday, 27 June to Saturday 29 June 2013	Upto 1 PM*
4	Notification of Second Admission List by the Colleges	Monday, 1 July 2013	9 AM
5	Admission and Payment of Fees	Monday, 1 July to Wednesday, 3 July 2013	Upto 1 PM*
6	Notification of Third Admission List by the Colleges	Thursday, 4 July 2013	9 AM
7	Admission and Payment of Fees	Thursday, 4 July to Saturday, 6 July 2013	Upto 1 PM*
8	Notification of Fourth Admission List by the Colleges (if any)	Monday, 8 July 2013	9 AM
9	Admission and Payment of Fees	Monday, 8 July to Wednesday, 10 July 2013	Upto 1 PM*
10	Notification of Fifth Admission List by the Colleges (if any)	Thursday, 11 July 2013	9 AM
11	Admission and Payment of Fees	Thursday, 11 July to Saturday, 13 July 2013	Upto 1 PM*
Further lists and conversions of OBC seats, if required, will be notified later along with the last date of admission.			

**\*For Evening Colleges, timing for depositing fees: 4:00 PM to 7:00 PM**

  
13/5/13

Ram Dutt

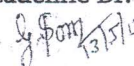
Deputy Registrar (Academic)

Copy for information and necessary action to:

1. The Dean, Students' Welfare
2. Deans of all Faculties
3. The Head of Deptt. of Hindi, Germanic & Romance Studies, Music
4. Dy. Dean Students' Welfare-SDC/Dy. Dean Information Centre
5. All Principals of the Colleges
6. The Deputy Registrar (SDC)/VCO
7. The P.S. to PVC/DC/DSC
8. The Assistant Registrar (Registrar's Office)
9. The Director, DUCC with a request to issue necessary instruction to upload this notification.



Section Officer (Academic Br.-I)

  
13/5/13