



DAV CENTENARY COLLEGE, FARIDABAD

Admission Brochure 2019

There are two educations.
One should teach us how
to make a living and the
other how to live

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Our Friend, Philosopher and Guide



PADMA SHRI DR. PUNAM SURI

President, DAV College Managing Committee,
New Delhi

About Our Esteemed President

The leading light of the DAV movement who is very ably and dynamically guiding the destiny of the DAV College Managing Committee, New Delhi, as its Hon'ble President.

We are very fortunate to have him—the illustrious grandson of Mahatma Anandswami and a staunch Arya Samajist as well as a widely travelled and well-known media personality—at the helm of affairs in the DAV family that is a force to reckon with in the field of education in India and abroad.

He is very well-versed with the latest technology and wishes everyone to embrace technology for one's own benefit and the benefit of the society at large. His vision is not only for material prosperity but also for the spiritual uplift of the human society without which material advancement won't be of much consequence. He believes in organised, systematic and transparent working and wants this philosophy to percolate down to the lowest level. He has a smiling visage and wishes everyone to have the smile that comes of satisfaction born of good, honest and systematic work.

We salute our visionary leader with enormous qualities of head and heart which are not only immensely benefiting the DAV family but are a constant source of inspiration to anyone who comes in contact with him.



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
DAU Centenary College
Faridabad, affiliated to Maharshi Dayanand University, Haryana as
Accredited
with CGPA of 3.11 on four point scale
at A grade
valid up to November 14, 2020*

Date : November 15, 2015



D. Singh
Director

From the Principal's Desk

Since its inception D.A.V. Centenary College has spared no effort to establish and maintain high standards of all-round excellence and impart values espoused and cherished by the D.A.V. movement so that our students go out into the world as confident, awakened, morally sound and



well-rounded beings armed with sufficient general as well as specialized knowledge not only to successfully make their way through the maze of today's complex and rather formidable world but also to work for the larger good of society and humanity. The college has never lagged behind in innovating with and moulding traditional courses so that our young men and women face no problem in successfully and painlessly adapting themselves to the rapidly changing socioeconomic and technological environment in today's globalised world. That the pursuit of serious, diversified and multidimensional academic activity which is at the same time job-oriented and in sync with the times is always on the top of our agenda is further borne out by the fact that, apart from traditional UG and PG Courses like B.Sc., B.Com., B.Com.(Hons), B.A., M.A. (English), M.Sc.(Computer Science) & M.Com., the college is running a string of a professional courses like BBA, BBA(CAM), BCA and Bachelor of Tourism & Travel Management and vocational courses like B.Com.(CA), B.Com.(TPP), B.A.(Marketing)and B.A.(Journalism and Mass Communication). And seven years ago we started Add On Courses like Computer Graphics, Animation Multimedia and Web Designing, Oracle 9: DBA and Computer Hardware Networking and Ethical Hacking. Last year the college started Certificate Courses in Tally and Microsoft Excel Training in collabration with INNOVENZA. And from this year the college is starting 12 more Certificate Courses and 2 Diploma Courses in partnership with NIIT Limited with a view to further strenghtening the Vocational Stream in the college. The college also has a state-of-the-art Language Lab so that our students can acquire greater linguistic

skills. And this earnest quest of ours has translated into our students' consistently good showing in the university examinations through the years. Academic activity, being on the top of our agenda, includes serious classroom teaching round the year, extension lectures, talks, workshops, seminars and conferences including State Level Events and National and International Conferences, Seminars and Conclaves. For instance, during the last six years the college has hosted four International and five National Conferences/ Seminars with a NAAC sponsored National Seminar on Teaching and Learning Evaluation organised by the P.G. Department of Commerce and the College Internal Quality Assurance Cell held during the Session 2017-18. In the just-concluded session, the Department of Sanskrit organized a National Conference and the Department of Hindi a National Seminar. Also, with its focus on research, the college is at the moment publishing four refereed research journals. At the same time, with a view to promoting sound and creative thinking and writing skills among our students and the faculty, the college is now bringing out two magazines apart from the college magazine 'Shatabdi Pratigya'. But along with academics, sports and other extracurricular activities are our strong points and have always been vigorously promoted for the wholesome growth of our wards with consistently excellent results even at the National and International Level. Improving the overall ambience of the institution and providing the best possible facilities is high on our agenda. To this end, the Library Complex and the Computer Labs have been upgraded, revamped and expanded at considerable cost and the process is still on. In the same vein, smart classes have been set up and more such classes are in the process of being set up to minimize the chalk and talk method. A much needed two storey new building block came up a few years ago at a cost of Rs.3.5 crore to add to the already impressive and sprawling college buildings. It consists of 32 well-appointed classrooms, state-of-the-art computer labs with the latest software and hardware and a big sound –proof and airconditioned hall in the basement with a high quality sound system and acoustics which is now being extensively used for college activities and function as well as for big ticket event like International Film Festivals and

Theatre Festivals. There are departmental libraries and a well-equipped Health Centre with a full time Medical Officer. An impressive Yajna Shala is there where regular Havan Yajnas are performed and discourses given for the spiritual uplift of the students and the faculty. The spiritual quotient of the students and the faculty is further taken care of by organizing discourses by spiritually elevated souls, spiritual courses as well as discussion and bhajan sessions even on Sundays and other holidays. The aesthetically landscaped and painstakingly maintained and manicured lawns, with hundreds of potted plants and trees dotting the campus and a riot of colour in the form of thousand of flowers, further enrich its ambience. All steps have been taken to augment water supply and provide adequate power back-up. The college website is now very much operational so as to make all the important information related to the college available to the students and their parents/guardians at the click of a mouse. Also the system of online admission and online payment of fee is very much in place. At the same time all possible steps are taken to maintain discipline in the campus. To further improve the overall security environment, CCTV cameras have been installed at strategic places in the campus and constant vigil is maintained to prevent any untoward incident. The persistent focus of the college on overall quality maintenance and improvement was rewarded with the Peer Team from NAAC accrediting our institution with 'A' Grade in November, 2015. Since I took over a little more than thirteen years ago, I have made an earnest attempt to impart a new dynamism to the all-round growth of the college and am committed to carrying forward this process so that this institution becomes a role model in the university and the region. My efforts, in tandem with the good work put in by our competent and dedicated staff, are already showing excellent results. And we are determined to continue the good work.

My best wishes,

Dr. Satish Ahuja

Principal
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Outstanding Achievements and Notable Activities

MAJOR COLLEGE ACHIEVEMENTS AND EVENTS DURING 2018-19

They have bagged Merit Positions in University Exams

Sr.	Name	Class	Rank In Uni.
1.	ANJALI	BA JMC – 1st Sem	1st
2.	RIDDHI MANGLA	BA JMC – 3rd Sem	1st
3.	MONIKA SHARMA	BBA(CAM) – 3rd Sem	1st
4.	MOHAMMAD ALI	BBA(CAM) – 5th Sem	1st
5.	SAMRIDHI BAHUKHANDI	BCA – 1st Sem	1st
6.	KOMAL KUMARI	BTTM – 1st Sem	1st
7.	NISHU SHUKLA	BTTM – 5th Sem	1st
8.	SUMEDHA CHAWLA	BTTM – 7th Sem	1st
9.	NEHA MAURYA	BA JMC – 5th Sem	2nd
10.	BHAVYA ARORA	BBA(CAM) – 3rd Sem	2nd
11.	JYOTI SHARMA	BBA(CAM) – 5th Sem	2nd
12.	DEEPANSHU BISHT	B COM (Voca) – 3rd Sem	2nd
13.	KUMAR SHANU	BCA – 1st Sem	2nd
14.	CHEटना KOCHHAR	BTTM – 1st Sem	2nd
15.	PREETI KHANDELWAL	BTTM – 5th Sem	2nd
16.	SHYAM SUNDER SHARMA	BA JMC – 1st Sem	3rd
17.	VARSHA	BA JMC – 3rd Sem	3rd
18.	DEEPAK ARYA	BA JMC – 5th Sem	3rd
19.	GAURAV MITTAL	BBA(CAM) – 1st Sem	3rd
20.	RAVNEET KAUR BAKSHI	BBA(CAM) – 3rd Sem	3rd
21.	ROHAN MAKHIJA	BBA(CAM) – 5th Sem	3rd
22.	PRIYA YADAV	B COM (Hons) – 1st Sem	3rd
23.	HIMANI MALHOTRA	B COM (Hons) – 5th Sem	3rd

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24.	JYOTI	B COM (Voca) – 5th Sem	3rd
25	SUNNY	M COM - 3rd Sem	3rd
26.	DEEKSHA	BTTM – 1st Sem	3rd
27.	SAMIKSHA	BTTM – 3rd Sem	3rd
28.	ANJU KUMARI	BTTM – 5th Sem	3rd
29.	ONIKA MAHESHWARI	BA JMC – 3rd Sem	4th
30.	MANSI	B COM (Hons) – 1st Sem	4th
31.	FIRDOS	BTTM – 1st Sem	4th
32.	SHAHEEN ANJUM	BTTM – 3rd Sem	4th
33.	SHRUTI UPADHYAY	BTTM – 5th Sem	4th
34.	SONIKA	BA JMC – 3rd Sem	5th
35.	KRITI	BA JMC – 5th Sem	5th
36.	NEELESH VARSHNEY	BBA(CAM) – 1st Sem	5th
37.	PREETI PRAJAPATI	BBA(CAM) – 5th Sem	5th
38.	PRIYA SINGH	BBA(CAM) – 5th Sem	5th
39.	PREETI SHARMA	B COM (Voca) – 1st Sem	5th
40.	POOJA	M Sc (Comp. Sc.) – 3rd Sem	5th
41.	KAPILA DUA	BTTM – 1st Sem	5th
42.	RENU	BA JMC – 3rd Sem	6th
43.	SAGAR CHAUDHARY	BA JMC – 3rd Sem	6th
44.	ASHI AGARWAL	BA JMC – 5th Sem	6th
45.	SUSMITA GUPTA	BBA(CAM) – 3rd Sem	6th
46.	KOMAL SINGLA	B COM (Hons) – 5th Sem	6th
47.	MOHIT SHARMA	B COM (Voca) – 3rd Sem	6th
48.	UPENDER	BTTM – 1st Sem	6th
49.	BHARTI BHADANA	BTTM – 3rd Sem	6th
50.	APOORVE GAUR	BTTM – 7th Sem	6th
51.	ISHIKA DAS	BA JMC – 1st Sem	7th

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52.	MANJU	BA JMC – 3rd Sem	7th
53.	MOHAMMAD HAROON RASH	BA JMC – 5th Sem	7th
54.	NEELESH KUMAR	BA (Pass) – 1st Sem	7th
55.	HARSHIT	BBA(CAM) – 3rd Sem	7th
56.	DEVKI	BBA(CAM) – 5th Sem	7th
57.	ASTHA GARG	B COM (Voca) – 5th Sem	7th
58.	ALKA OJHA	BCA – 5th Sem	7th
59.	LAXMI	M Sc (Comp. Sc.) – 1st Sem	7th
60.	JYOTI	BTTM – 1st Sem	7th
61.	SAKHI	BTTM – 5th Sem	7th
62.	VISHAL KUMAR	BBA(CAM) – 1st Sem	8th
63.	POONAM	BBA(CAM) – 3rd Sem	8th
64.	DHEERAJ GANDHI	BBA(CAM) – 5th Sem	8th
65.	KARTIK SHARMA	BBA(CAM) – 5th Sem	8th
66.	NAMAN ARORA	BBA(CAM) – 5th Sem	8th
67.	KRITIKA	B COM (Voca) – 5th Sem	8th
68.	YOGITA TIWARI	B COM (Voca) – 5th Sem	8th
69.	NEHA BUNGLA	BTTM – 1st Sem	8th
70.	PRACHI SUNEJA	BTTM – 1st Sem	8th
71.	ANVESHIKA SINGH	BTTM – 5th Sem	8th
72.	ANJALI	BA JMC – 3rd Sem	9th
73.	NISHA ARORA	BA JMC – 3rd Sem	9th
74.	RAVI PANDEY	BA JMC – 5th Sem	9th
75.	MUSKAN RAJPUT	BBA(CAM) – 3rd Sem	9th
76.	ANSH CHAUDHARY	BBA(CAM) – 5th Sem	9th
77.	MAYANK SHARMA	B COM (Voca) – 1st Sem	9th
78.	SURBHI GOYAL	B COM (Voca) – 3rd Sem	9th
79.	BHAVYA BHARDWAJ	B COM (Voca) – 5th Sem	9th

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80.	BABLU RAWAT	BTTM – 1st Sem	9th
81.	AYUSHI RANI	BTTM – 5th Sem	9th
82.	SWEETY	BA JMC – 3rd Sem	10th
83.	ABHIMANYU SINGH	BA JMC – 5th Sem	10th
84.	KHUSHBOO SEHGAL	BBA – 1st Sem	10th
85.	SHIVANI SHARMA	BBA(CAM) – 1st Sem	10th
86.	NEHA DADWAL	BBA(CAM) – 3rd Sem	10th
87.	POOJA RANI	BBA(CAM) – 3rd Sem	10th
88.	POOJA YADAV	BBA(CAM) – 5th Sem	10th
89.	RAGINI	BCA – 3rd Sem	10th
90.	SHIKHAR BHARDWAJ	BCA – 3rd Sem	10th
91.	RAGINEE KUMARI	BCA – 5th Sem	10th
92.	HEMAN CHAUDHARY	BTTM – 1st Sem	10th
93.	SACHIN SINGH RAWAT	BTTM – 5th Sem	10th
94.	DEEPALI SINGH	BBA(CAM) – 1st Sem	11th
95.	TRIPTI BAREJA	BBA(CAM) – 3rd Sem	11th
96.	MANUKRITI	BCA – 5th Sem	11th
97.	MEGHA GARG	M COM – 1st Sem	11th
98.	SANCHIT SHARMA	BA JMC – 1st Sem	12th
99.	ANURAG KUMAR TRIPATH	BA JMC – 3rd Sem	12th
100.	KISHAN	BBA(CAM) – 1st Sem	12th
101.	TANYA DHINGRA	BBA(CAM) – 3rd Sem	12th
102.	ROHIT MISHRA	B COM (Voca) – 5th Sem	12th
103.	SAIZAL GUPTA	BCA – 3rd Sem	12th
104.	KASIREDDY JHANSI	BTTM – 1st Sem	12th
105.	ANURADHIKA SHARMA	BA JMC – 1st Sem	13th
106.	CHARU GOYAL	B COM (Hons) – 1st Sem	13th

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107.	POOJA TIWARI	B COM (Hons) – 5th Sem	13th
108.	ANSHUMAN THAPA	BCA – 3rd Sem	13th
109.	BANDINI VERMA	BTTM – 1st Sem	13th
110.	ROHIT BHANDARI	BTTM – 3rd Sem	13th
111.	MADHU PRAJAPATI	BA JMC – 1st Sem	14th
112.	ARCHANA KUMARI	BA JMC – 5th Sem	14th
113.	VISHAL SINGH ADHIKAR	BA JMC – 5th Sem	14th
114.	BHUPENDER SINGH	BBA(CAM) – 1st Sem	14th
115.	SHIVANGI	BBA(CAM) – 5th Sem	14th
116.	SHIVANI	BBA(CAM) – 5th Sem	14th
117.	SILKY SHARMA	BCA – 5th Sem	14th
118.	DEEPAK MEHRA	BCA – 5th Sem	14th
119.	PRAGATI NAGAR	M COM – 1st Sem	14th
120.	PRAGYA DOBHAL	BTTM – 5th Sem	14th
121.	HANUMANTA WALIKAR	BA JMC – 3rd Sem	15th
122.	VAISHALI PAWAR	BA JMC – 5th Sem	15th
123.	SONALI JAIN	BBA(CAM) – 1st Sem	15th
124.	SESHENDER GERA	BBA(CAM) – 1st Sem	15th
125.	ANJALI SHARMA	BBA(CAM) – 3rd Sem	15th
126.	MANSI KATIYAR	B COM (Hons) – 1st Sem	15th
127.	MUSKAN SACHDEVA	B COM (Voca) – 3rd Sem	15th
128.	KHUSHBOO	BCA – 1st Sem	15th
129.	NEHA SAINI	BCA – 3rd Sem	15th
130.	JYOTI GUPTA	M COM – 3rd Sem	15th
131.	VIPIN SINGH MUKHEYA	BTTM – 1st Sem	15th
132.	ANIL GUPTA	BTTM – 5th Sem	15th
133.	GAURAV BABRA	BTTM – 7th Sem	15th

Outstanding Achievements and Notable Activities

- By virtue of the dedicated and persistent efforts of the College Placement Cell, 276 students have found placement so far this year in a number of prestigious companies and organizations like Wipro, TCS, Genpact, Kotak Mahindra Bank, Pin Click and Mobile Safety etc.
- Various Senior Faculty members of our college were invited as Resource Persons and Chaired Technical Sessions of several National and International Conferences and Seminars during the year.
- The Department of Hindi, under the aegis of the Uttar Pradesh Bhasha Sansthan, Lucknow, organized a National Seminar on 'Bhartiya Lok Sahitya ki Adhunik Yug Mein Prasangikta' in February, 2019, in which as many as 40 research papers were presented.
- The Department of Hindi also organized a Hasya Kavi Sammelan in March, 2019, in which 7 eminent poets from different parts of the country regaled the audience by reciting their poems.
- The Department of Sanskrit also organized a National Conference on 'Vartman Paripeksh Mein Vedic Vigyan' in January this year which was sponsored by Haryana Sanskrit Academy, Panchkula. The conference was attended by a large number of teachers and students and as many as 10 research papers were presented.
- Earlier in September, the Department of Sanskrit, at the direction of the office of the DHE, Haryana, also celebrated Sanskrit Week during which extension lectures and Subhashit Lekhan Pratiyogita and Quiz Competitions were organized.
- As for the achievements of the Geography Department, in the DGHE, Haryana, sponsored Inter-district Science Exhibition, the College Geography Model won the Second Prize.
- Coming to the achievements of the Computer Department, it organised a 7 Day Faculty Development Programme on Data Sciences and Big Data Analysis in the month of February this year. 20 teachers from different colleges participated in the programme.

Outstanding Achievements and Notable Activities

- Our bright EMA students cornered glory by lifting for the 11th time in a row the Overall Championship Trophy with a Cash Prize of Rs. 21,000/- and 24 First Prizes out of a total of 36 Prizes in the Zonal Youth Festival and the Overall Championship Trophy for the 7th time with a Cash Prize of Rs. 51,000/- and 11 First Prizes out of a total of 20 Prizes in the Inter-Zonal Youth Festival that followed.
- Our brilliant EMA students did the College proud by winning the Overall Trophy and 7 Prizes including 6 First Prizes in the National Youth Festival organized by the Central University, Mahendergarh.
- The College won the 1st Prize in Photography and the 3rd Prize in One Act Play and Mehndi respectively in the North Zone Inter-University Youth Festival during the Year.
- In the All India Inter-University Youth Festival hosted by Chandigarh University, Mohali, during the year, the college won the 1st Prize in Mehndi, the 2nd Prize in Photography and the 4th Prize in One Act Play. The college had the distinction of winning prizes in all the three events in which it represented M.D. University, Rohtak.
- The College Sports also went from strength to strength with 8 of our students participating in International Tournaments and Championships and winning as many as 1 Gold, 2 Silver and 2 Bronze Medals in the Asian Championships in sports like Roll Ball, Yoga and Roller Skating.
- As for National Championships and Tournaments, our students won as many as 30 medals including 10 Gold in diverse sports and games like Cricket, Badminton, Kick-Boxing, Wushu and Taekwondo.
- In the State Level Tournaments and Championships, our students bagged 100 Gold, 60 Silver and more than 20 Bronze Medals in different sports, making the college proud of their excellent performance.
- The college has lifted as many as 26 Inter-Zonal Sports Championships of the University this year including in Badminton, Roll Ball, Grapelling, Kick Boxing, Karate, Taekwondo, Cricket, Wushu, Kabaddi, Lawn Tennis and Soft Tennis.

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- As for NCC Boys' Wing, 1 cadet attended the RD Camp and took part in the Republic Day March Past at Rajpath, Delhi. He was honored for this feat by His Excellency the Governor of Haryana with a Cash Prize of Rs. 11,000/- and got another Cash Prize of Rs. 5,000/- from 1 Haryana Naval Unit. He has also been selected to take part in the Youth Exchange Programme and will be going to Russia for the purpose in June.
- A Cadet was adjudged the Best Cadet and won Gold Medal in DNT Camp-II held at Ropar, Punjab.
- Another Cadet won Silver Medal in the Service Subject in the above Camp. Still 2 other Cadets Won Bronze in the Firing Competition in the same Camp.
- A Cadet won Gold in Seamanship in the All India Nau Sainik Camp held at Ropar, Punjab.
- A Cadet won Gold for being declared the Best Cadet in the ATC Camp held at Sohna, Haryana. Our College Unit won Gold both in Volleyball and Drill in the same Camp.
- The College Unit won Silver in the District Level Independence Day Parade Competition.
- The College Unit organized a Maha Rally of 400 Cadets on 'Beti Bachao, Beti Padao' during the session.
- As for the NCC Girls' Wing, 2 of our Cadets not only attended the All India Nausainik Camp at Karwar in Karnataka but also won Gold in Seamanship Exam and Silver in Service Subject Exam respectively in the same Camp.
- 3 Cadets of the Girls' Unit attended the National Integration Camp at Amritsar, Punjab.
- 11 Cadets from the Girls' Unit attended the Directorate Naval Training Camp-II, 3 Cadets the Training Camp-III and 1 Cadet the Training Camp -IV, all organized by the Chandigarh Directorate at Ropar.

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- The College NSS Boys' and Girls' Units celebrated Swachhta Pakhwara in the month of August during which the NSS Volunteers visited schools, hospitals and community centres to spread awareness about cleanliness in general. They themselves undertook the cleaning work at these places, took out rallies and delivered lectures on the all-important issue.
- The NSS Units celebrated the Surgical Strike Day on 29th September, 2018. A Seminar and Poster Making and Essay Writing Competitions were organized to mark the day.
- The College NSS Units organized a Seven Day Camp and 2 One Day Camps in the college. The Boys' Unit undertook education, cleanliness, voter awareness and stationery distribution drives in Rahul Colony, a nearby slum, during these Camps. The volunteers of both the Units also visited an Old Age Home, the Arya Kanya Sadan housing orphan girls from slums, the Blind School of the National Association for Blind and the Gopal Gaushala during the course of the above Camps.
- As for the College Youth Red Cross Boys' and Girls' Units, they got together to organize a 5 Day District Level Training Camp on Health Awareness in February this year. 160 students from more than 10 colleges participated in the Camp.
- The YRCC Units also took out rallies on AIDS and Voter Awareness along with the NSS Boys' and Girls' Units at the behest of the District Red Cross and celebrated the Voluntary Blood Donation Day in the college in October last year. They got together with the College NCC and NSS Units to donate more than 150 units of blood during the Camp.
- The YRCC Units organized a One Day Health Checkup Camp in the college in April this year.
- The YRCC Units got together to organize a College Level 5 Day First Aid and Home Nursing Camp in May this year in which 50 students participated.
- The YRCC Counsellor (Boys' Unit) and the YRCC Counsellor (Girls' Unit) had the distinction of winning the Best YRCC Counsellor Awards in their respective

Outstanding Achievements and Notable Activities

categories. The Awards were given by the Faridabad Red Cross Society.

- Representing the College Legal Literacy Cell, our students won 10 prizes, including 5 First, 4 Second and 1 Third Prize at the District Level Competition, 3 Prizes including 2 First and 1 Third at the Division Level Competition and further on won 2 Prizes including First in Skit and Second in Documentary at the State Level Competition organized under the auspices of the Haryana Legal Services Authority and the office of the DGHE, Haryana.
- The Department of Business Administration organized a National Level Power Point Presentation Competition in which 24 colleges and universities from all over the county participated.
- The BBA Department also organised a Stock Mind Session conducted by ICICI Securities. It was a Stock Market Trading Competition Workshop in which 200 students participated. 2 students from BBA 1st and 2nd Year respectively qualified for the National Level Final Round.
- The BCA Department celebrated the AWF Cloud Literacy Day in the college. About 150 students participated in the crucial programme.
- The BTTM Department organised on the college campus a Tourism Mela in September last year. The Event showcased the cultural heritage of Haryana as well as that of the rest of India. People from near by villages were invited to the Mela with a view to promoting rural tourism entrepreneurship in India. The Event was organised by joining hands with a travel agency, True One Holidays Pvt. Ltd., and an NGO, Atulya Sanstha.
- Also the BTTM Department students have set up a travel agency in the college and have organised a couple of trips for our college students during the year.
- The PG Department of Commerce arranged in September a Talk on 'Swadeshi Way of Employment' which was delivered by an eminent speaker from the Swadeshi Jagran Manch, Faridabad.

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- In January this year the Department organised a Health Awareness Camp by joining hands with the Rashtriya Chetnashakti Foundation, Faridabad.
- The PG Department of Commerce also organised in the same month an important exercise on Learning through Communication Exercises where the Resource Person was the Chairperson of TIME.
- The Department went on to organised an extension lecture on GST delivered by an ace CA and a Career Counselling programme conducted by ICSI in the month of February this year.
- Also in the same month the Department organised a Poetry ki Pathshala by joining hand with Sehyog Club.
- March was the was the time for the Department to arrange for the students a Leisure trip to Wild Hawk, Dhauj, Faridabad.
- And the grand finale was a Seminar in April on Entrepreneurship conducted by a renowned Leadership Coach, human capital consultant and trainer from India Talent Services.
- As for the Department of Commerce (SFS), it organised in September a National Level One Day Faculty Development Programme on the theme 'Insight on Investment Avenues'. As many as 104 teachers from all over attended the programme.
- In October, the Department organised a National Level Inter-University Quiz with as many as 34 participants taking part in the Mega Event.
- In January the Department organised an Industry - Academia Workshop.
- The Department of Commerce (SFS) also organized a Budget Talk Show in the month of February this year in which a number of experts including CAs came to take part and threw light on various aspects of the budget and dwelt on its implications for the benefit of the assembled students and teachers.

Outstanding Achievements and Notable Activities

- In February itself, the Department organised a National Level Student Development Programme for the benefit of 110 students.
- The Department of Commerce (GIA) organised a State Level Quiz in which more than 15 teams from different institutions of the state participated.
- Apart from organising a Parent-Teacher Meet, the Department also arranged more than 5 Extension Lectures for the benefit of B.Com. (Pass Course) students.
- The Department of Commerce (GIA) also organised a Lecture on the Gita which was delivered by an eminent speaker from the Art of Living Foundation. All the students B.Com. (Pass Course) attended the lecture.
- The Department of Sanskrit organised a State level Shlokuchcharan and Sanskrit Declamation Contest in March this Year. Also a student of the Department won the First Prize in both Zonal and Inter-Zonal Youth Fests in Sanskrit Declamation.
- The Department of Economics organised an Inter-College Quiz on Economic for non-Economics students in which as many as 8 teams participated. Professor and Head, Department of Economics, BPS Mahila Vishwavidyalaya, Khanpur Kalan, was the Chief Guest on the occasion.
- The Department of Economics also took an initiative in association with the National Gandhi Museum, New Delhi, to organise a programme to mark the 150th Birth Anniversary of Mahatma Gandhi. The Director, National Gandhi Museum, was the Chief Guest. The Director, a member of the Governing Body as well as the Curator of the above Museum were the main speakers on the occasion and spoke on peace and non-violence as well as on communal harmony.
- As for the activities and achievements of the Science Department, in the Inter-District Science Exhibition organised at the behest of the DGHE, Haryana,

Outstanding Achievements and Notable Activities

both the Physics and Chemistry Models prepared by our Science students won the Second Prize.

- The Science Department organised in January this year a National Seminar on 'Critiques of Science and Technology'. There was a Panel Discussion and Talks by experts from the field. Around 400 students participated in the Seminar.
- The Science Department also organised an Inter-University Annual Science Marathon in February this year. Around 12 universities and colleges participated in Marathon. An On Stage Experiment Competition and a Spell Bee Competition were part of the Marathon.
- The Science Department also organised a Physics Workshop that by conducted by scientists from DRDO, Government of India.
- The Department also organised a Chemistry Workshop which was conducted by a noted academician, a former faculty member of the prestigious DAV College, Jalandhar.
- In addition, as many as 6 Extension Lectures and 2 PD Sessions were organised by the Science Department.
- As for the Department of Math, under the auspices of the newly formed Ramanujan Club, a Math Quiz was organised in March this year.
- As for the Department of English, it organised a National Level Event, IGNIDEA 2019, by joining hands with the Planning Forum and the Environment Club of the college in February this year. Hindi and English Debate, Quiz and Poster Making Competitions were the highlights of the Event. Teams from as many as 17 colleges and universities participated in the Event and made it a big success.
- In the month of September, the Department of Journalism and Mass Communication organised a function to mark the 59th anniversary of Doordarshan. The focus area was Television and Contemporary Journalism. The Chief Guest on the occasion was a renowned anchor from Aaj Tak. Other distinguished guests were the Research Head, Lok Shabha, Editor, DD News, and a noted Media Advisor. The

Outstanding Achievements and Notable Activities

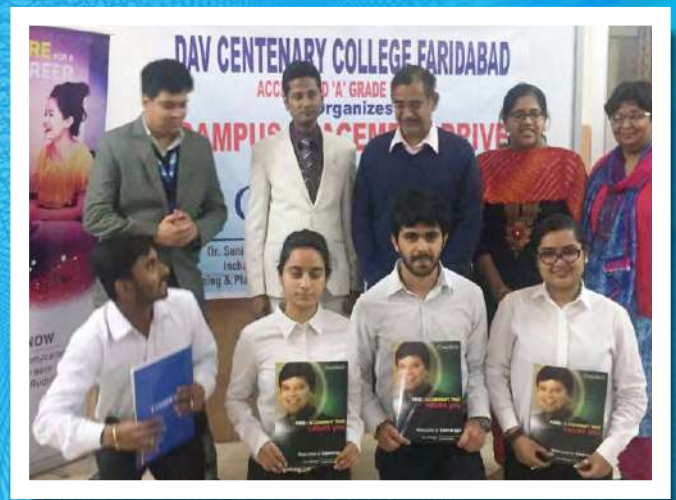
dignitaries threw light on the various facets of and challenges before the media in their fascinating conversations with the audience of faculty and students.

- The Department of JMC also organised for the students a visit to the Media Expo held in New Delhi.
- The Department also organised educational trips to Agra and the Sariska National Park during the course of the year.
- The Department also arranged an extension lecture on Creative Writing in January this year.
- The Women' Cell of the College celebrated International Women's Day on March 8 this year by joining hands with Swawlamban Trust, Faridabad. As part of the programme, a number of extension lectures on gender issues were delivered and as many as 20 women social activists, a few of them from NGOs, were honored for their notable social work.
- Before that the Women' Cell celebrated Raksha Bandhan at the direction of the DHE, Haryana. The programme included a Rally on Gender Issues, Pledge Taking, Slogan Writing and Extension Lectures to sensitize students regarding gender issues.
- As for spiritual activities, Havan Yajnas were held throughout the year and weekly discourses on the Gita by ISKCON and Courses of the Art of Living Foundation were organized by the college throughout the year.
- With a view to promoting the physical, mental and spiritual well - being of the students and the faculty, regular Yoga sessions were conducted for them on regular basis by a visiting Yoga faculty.
- As a part of its Outreach Programme, the college has adopted Village Pawta in Faridabad District to work for the betterment of its people. A 100 hour Swachh Bharat Summer Internship in the village has already been completed. The list of activities also includes Health Camps, Computer Education, Science Education and Yoga.

The Graph of College Placements Goes Only Up & Up



The Graph of College Placements Goes Only Up & Up



The Department of Hindi organizes a National Seminar on 'Bhartiya Lok Sahitya ki Adhunik Yug Mein Prasangikta'



The Department of Hindi organizes a National Seminar on 'Bhartiya Lok Sahitya ki Adhunik Yug Mein Prasangikta'



The Department of Sanskrit organizes a National Conference on 'Vartman ke Paripeksh mein Vedic Vigyan'



The Department of Sanskrit organizes a National Conference on 'Vartman ke Paripeksh mein Vedic Vigyan'



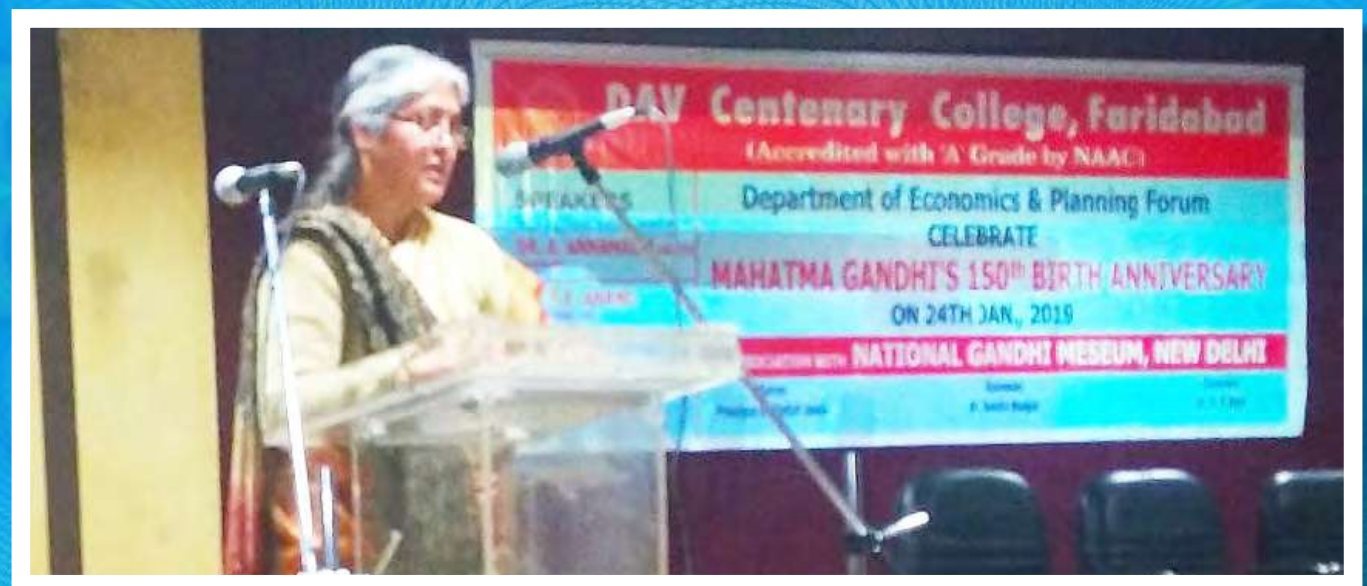
The Department of Economics organizes an Inter-College Quiz on Economics for non-Economics students



The Department of Economics also joins hands with the National Gandhi Museum, New Delhi, to organize a Seminar to mark the 150th Birth Anniversary of Mahatma Gandhi



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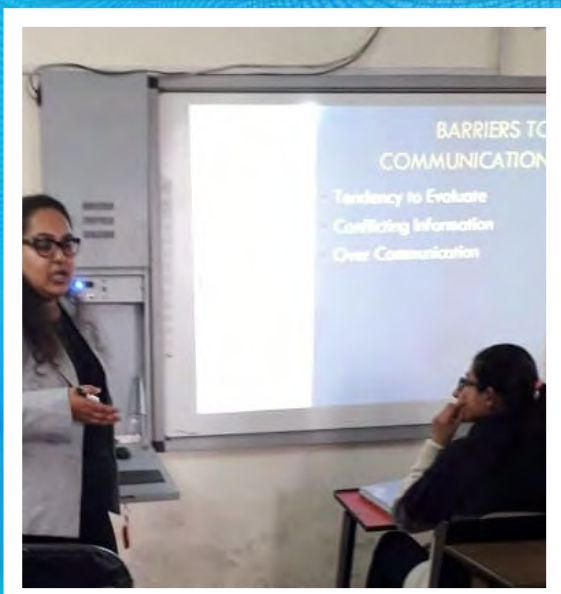
The Department of Commerce (SFS) organizes a National Level Faculty Development Programme, a National Level Inter-University Quiz, an Industry-Academia Workshop, a Budget Talk Show and a National Level Student Development Programme



The BBA Department organizes a National Power Point Presentation Competition, a Parent-Teacher Meet, an Industrial Visit for students and sends the faculty to take part in a National Conference



The PG Department of Commerce organizes Extension Lectures, Talks, a Health Awareness Camp, an Inter-College Extempore Competition, a Seminar on Entrepreneurship, a Learning through Communication Exercises Event and Leisure Trips for students



The PG Department of Commerce organizes Extension Lectures, Talks, a Health Awareness Camp, an Inter-College Extempore Competition, a Seminar on Entrepreneurship, a Learning through Communication Exercises Event and Leisure Trips for students



The BTTM Department organises a Tourism Mela for promoting Rural Tourism Entrepreneurship and educational tours for students as part of their curriculum



The Department of Journalism and Mass Communication organises a function to mark the 59th Anniversary of Doordarshan, a students' visit to the Media Expo in Delhi & Educational Trips for students



The Department of Journalism and Mass Communication organises a function to mark the 59th Anniversary of Doordarshan, a students' visit to the Media Expo in Delhi & Educational Trips for students



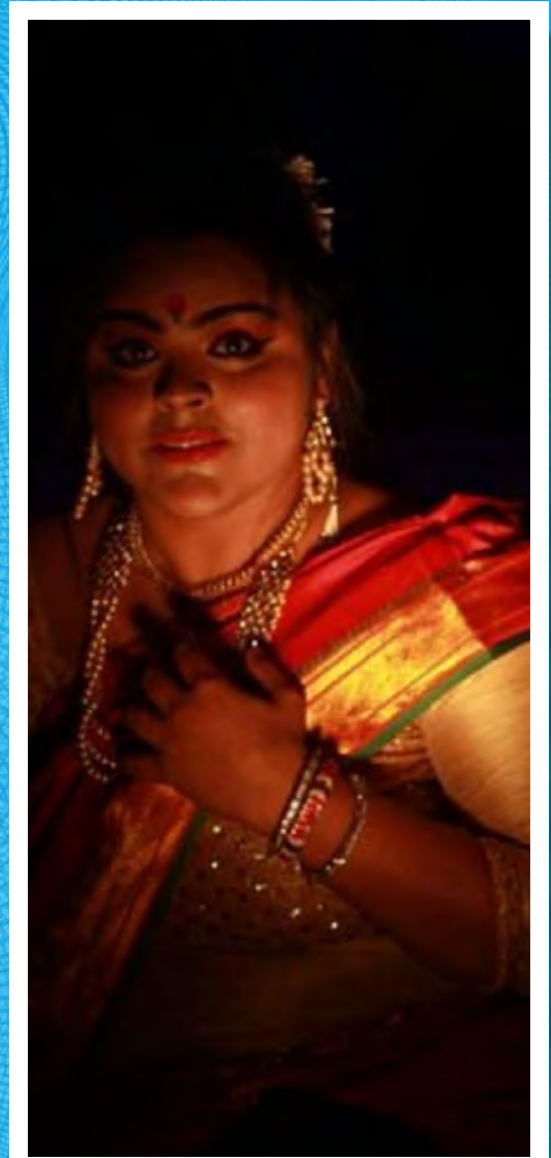
The Department of Commerce (Grant -in- Aid) organizes a lecture on the Gita, an Inter - College Quiz and a Farewell Function for the outgoing students



Multiple Activities Expand the mental horizons of our faculty and students



Sky is the limit for our EMA students who not only register their towering presence at the university and state level but also leave their imprint at the national and international level as a matter of course



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Sky is the limit for our EMA students who not only register their towering presence at the university and state level but also leave their imprint at the national and international level as a matter of course



Our sports persons excel from the district and zonal level to the international level and dominate the university sports scene



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Our outstanding NCC Cadets cover themselves with glory and give an excellent account of themselves at all levels



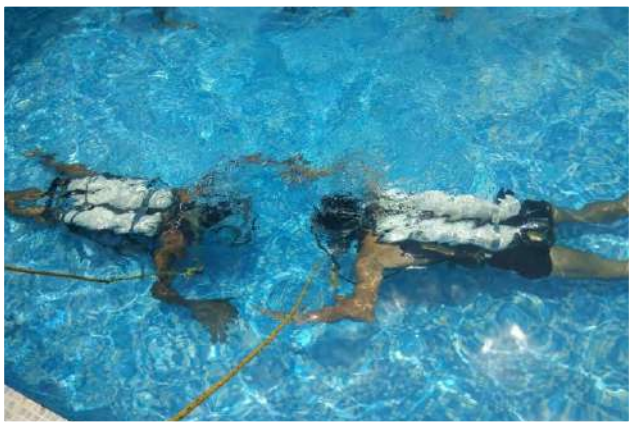
Our outstanding NCC Cadets cover themselves with glory and give an excellent account of themselves at all levels



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The volunteers of our NSS Boys' and Girls' Units render national service with a missionary zeal



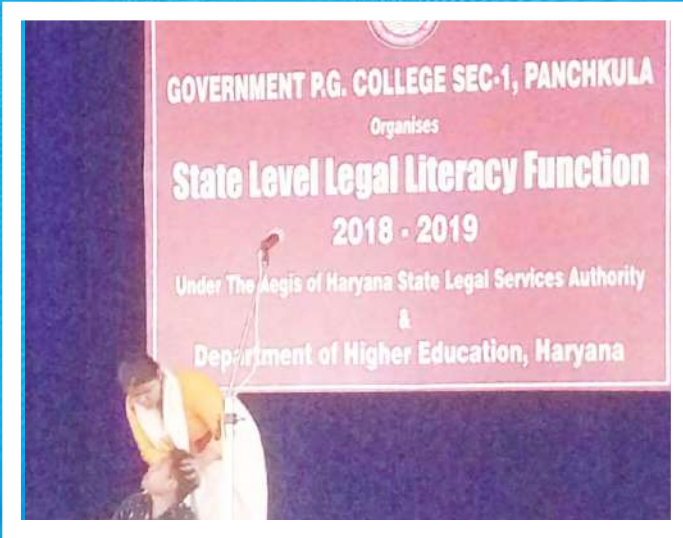
The volunteers of our NSS Boys' and Girls' Units render national service with a missionary zeal



Our Youth Red Cross Boys' and Girls' Units add another rich dimension to the extra-curricular activities of the college



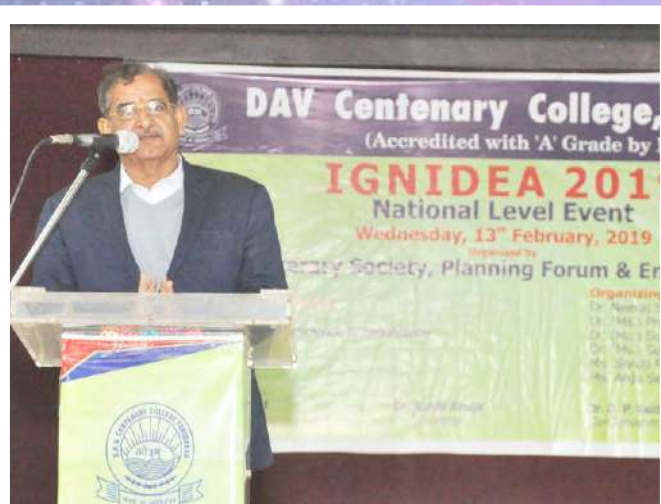
The redoubtable Legal Literacy Cell students stand tall in all the Competitions organized by the State Government from the District to the State Level



जिला स्तरीय कानूनी साक्षरता
प्रतियोगिताओं में डी.ए.वी शताब्दी कॉलेज
को मिले सर्वाधिक पुरस्कार



The National Level Event Ignidea, organised by the English Literary Society, the Planning Forum and the Environment Club, successfully fires the imagination of the youth through Debate, Quiz and Poster Making Competitions



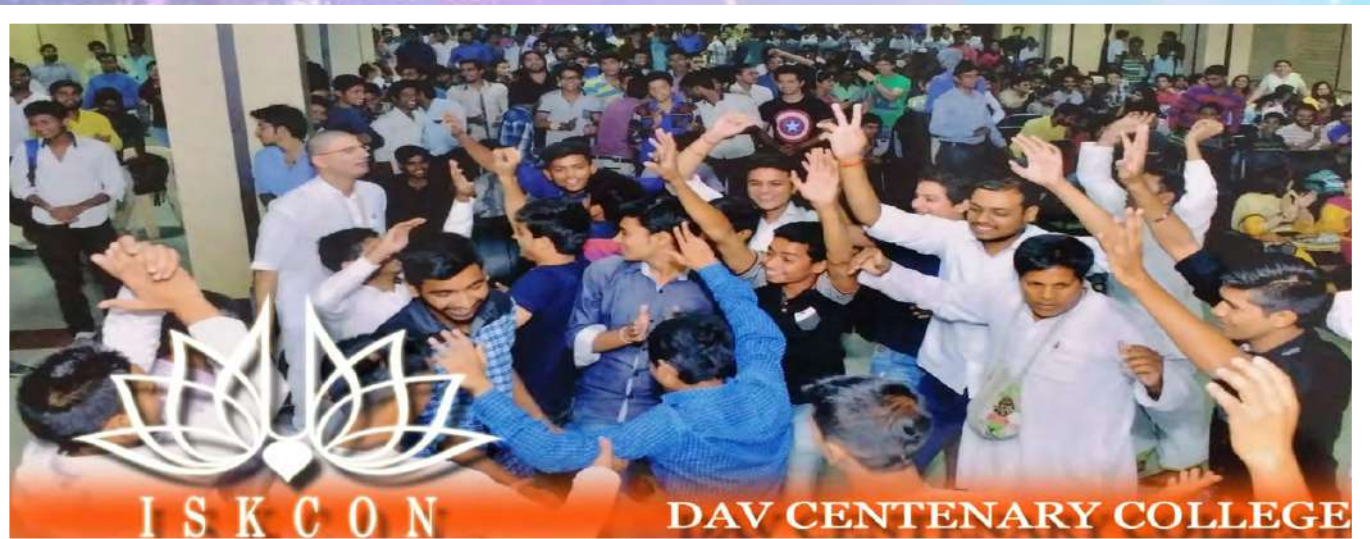
The National Level Event Ignidea, organised by the English Literary Society, the Planning Forum and the Environment Club, successfully fires the imagination of the youth through Debate, Quiz and Poster Making Competitions



The duly registered Alumni Association of the college organizes periodic get-togethers with the alumni to make them active partners in the progress of the college



Spiritual nourishment is integral to our academic life



STAFF LIST

MEMBERS OF STAFF UNDER GRANT-IN-AID SCHEME

(as on 30.04.2019)

1. Principal : Dr. Satish Ahuja, M.Com., M.B.A., M.Phil., Ph.D.
2. Mathematics : 1. Dr. Satish Saluja, M.Sc., M.Phil., Ph.D.
2. Mr. Satish Bansal, M.Sc., M.Phil.
3. English : 1. Mr. Arun Bhagat, M.A.
2. Dr. (Ms.) Suniti Ahuja, M.A., M. Phil., Ph.D.
3. Dr. Jitender Dhull, M.A., Ph.D., NET
4. Dr. (Ms.) Priyanka Angiras, M.A., M.Phil., Ph.D.
(under SFS)
5. Ms. Shruti, M.A., (under SFS)
6. Ms. Anju Sehwat, M.A., NET (under SFS)
7. Ms. Sonia Sharma, M.A. (under SFS)
8. Mr. Shivam Jhamb, M.A. (under SFS)
- 4 Hindi : 1. Ms. Mamta Kumari, M.A., M.Phil, NET (under SFS)
2. Ms. Pinki, M.A. (under SFS)
- 5 Sanskrit : 1. Dr. (Ms.) Divya Tripathi, M.A., Ph.D.
- 6 Economics : 1. Dr. (Ms.) Savita Bhagat, M.A., M.Phil., Ph.D.
2. Dr. D. P. Vaid, M.A., M.Phil., M.B.A., Ph. D.
- 7 Political Science : 1. Dr.(Ms.) Shivani , M.A., Ph.D.
- 8 Commerce : 1. Dr. (Ms.) Archana Bhatia, M.Com.(Gold Medalist),
M.Phil., Ph.D.
2. Mr. Mukesh Bansal, M.Com., M.Phil.(Gold
Medalist),M.B.A.
3. Dr. (Ms.) Anju Gupta, M.Com., Ph.D., NET
4. Dr. (Ms.) Archana Singhal, M.Com., Ph.D.
5. Vacant
- 9 Marketing : 1. ❖Dr. (Ms.) Jyoti Rana, M.Com., M.B.A.(Finance),
M.B.A.(Marketing), Ph.D.

- 10 Computer : 1. Ms. Sunita Dudeja, M.C.A., M.Phil.
- 11 Geography : 1. Dr. (Ms.) Vijay Wanti, M.A., M.Phil., Ph.D.
2. Ms. Rekha, M.A., M.Phil., NET (under SFS)
3. Mr. Rajesh Saini, M.A., NET (under SFS)
- 12 History : 1. Ms. Kamlesh, M.A., NET (under SFS)
- 13 Physical Education : 1. Dr. Narender Kumar, M.P.Ed., Ph.D., NET
- 14 Librarian : 1. Mr. R.B. Singh, M.A., M.Lib. I.Sc. (under SFS)
❖ Covered by Management

OFFICE STAFF UNDER GRANT-IN-AID SCHEME

(as on 30.04.2019)

1	Head Clerk-cum-Accountant	: Mr. Ashok Mangla, M.Com., M.B.A.
2	Clerk (Accounts, Audit & Scholarships)	: Ms. Anjana Dudeja, B.Com., M.B.A.
3	P.A./Steno to Principal	: Mr. Anand Singh, M.B.A.
4	Clerk (Fee and Securities)	: Mr. Amit, B.A. (under SFS)
5.	Clerk	: Vacant
6	Lab Attendant	: Mr. Ram Kumar, M.A., M.B.A.
7	Library Attendant	: Vacant
8	Peon (Principal's Office)	: Vacant
9	Peon	: Mr. Sudesh Pal
10	Principal's Orderly	: Mr. Gajanand
11	Night Watchman	: Vacant
12	Mali	: Mr. Hari Om
13	Safai Karamchari	: Ms. Sunita

ASSIGNMENTS

(GIA - 2019-2020)

- 1 Dean, Students' Welfare : Mr. Arun Bhagat
Supporting Staff : Mr. Ajay Kumar
Ms. Renu
- 2 Bursar : Dr. D.P. Vaid
- 3 Controller of Examinations : Dr. D.P. Vaid
Mr. Mukesh Bansal
Dr. (Ms.) Suniti Ahuja
Supporting Staff : Mr. Mahesh Chand
Ms. Geeta
- 4 Dean, Humanities & Social Sciences : Dr. (Ms.) Divya Tripathi
Dean, Commerce (GIA) : Dr. (Ms.) Archana Bhatia
Deputy Dean : Dr. (Ms.) Archana Singhal
- 5 Internal Quality Assurance Cell (IQAC) : Mr. Arun Bhagat, Member-Coordinator
Mr. Mukesh Bansal, Coordinator
Dr. (Ms.) Suniti Ahuja, Coordinator
Mr. Virender Bhasin
Dr (Ms.) Savita Bhagat
Mr. Satish Bansal
Dr. (Ms.) Archana Bhatia
Dr. (Ms.) Vijay Wanti
Dr. Narender Kumar
Dr. (Ms.) Archana Singhal
Dr. (Ms.) Ruchi Arora
Dr. (Ms.) Ankur Aggarwal
Ms. Anjali Manchanda
Ms. Urvashi Sapra

Mr. Saroj Kumar
Ms. Ankita Mohindra
Mr. Ravi Kumar
Ms. Lalita Dhingra
Colonel V.K. Gaur
Dr. D.V. Sethi
Dr. Ravinder Vinayak
Dr. Sanket Vij
Mr. Rajiv Chawla
Mr. Virender Singh
CA Anoop Modi
Ms. Monica Kochhar
Mr. Samit Kapoor
Mr. Ashok Mangla
Mr. Anand Singh
Mr. S.S. Tiwari
Mr. Ram Kumar
Mr. Mohinder Singh
Mr. Gulshan Sharma
Mr. Naresh Pratap
Ms. Yashika Katyal

6 Discipline-cum-Vigilance Committee
&
Anti Ragging Committee

: Dr. Satish Saluja, Advisor
Mr. Arun Bhagat, Convener
Dr. (Ms.) Archana Bhatia, Convener
Dr. (Ms.) Vijay Wanti, Co-Convener
Dr (Ms.) Savita Bhagat
Dr.(Ms.) Divya Tripathi
Mr. Satish Bansal
Mr. Mukesh Bansal
Dr. Narender Kumar
Mr. Jitender Dhull
Dr. (Ms.) Archana Singhal
Dr.(Ms) Anju Gupta

Dr. (Ms) Shivani
Ms. Sunita Dudeja
Ms. Urvashi Sapra
Ms. Anjali Manchanda
Mr. Virender Bhasin
Dr.(Ms) Priyanka Angiras
Ms. Surbhi
Ms. Lalita Dhingra
Mr. Ravi Kumar
Ms. Priya Kapoor
Dr. Neeraj Singh
Mr. Amit Kumar
Mr. Lekhraj
Mr. Neeraj Malik
Mr. Ram Kumar
Mr. Naresh Pratap
Mr. Mohinder Singh
Mr. Gulshan Sharma

- 7 Time Table Committee : Dr. D.P. Vaid, Convener
- 8 SC/ ST Cell Committee : Dr. Narender Kumar, Convener
Mr. Arun Bhagat, Dean, Students' Welfare
Dr. (Ms.) Anju Gupta
Dr.(Ms.) Archana Singhal
Dr. (Ms.) Shivani
Mr. Ashok Mangla, Head Clerk
Mr. S.S. Tiwari, Account Clerk
Mr. Ravi Dhiman
- 9 Staff Secretary : Mr. Arun Bhagat
- 10 Associate N.C.C. Officer (Boys) : Mr. Ravi Kumar
- 11 Associate N.C.C. Officer (Girls) : Capt. (Ms.) Sunita Dudeja
- 12 N.S.S. Programme Officer (Boys) : Mr. Jitender Dhull

- 13 N.S.S. Programme Officer (Girls) : Ms. Anjali Manchanda
- 14 Women's Cell Teachers Incharge : Dr. (Ms.) Divya Tripathi
Dr. (Ms.) Ruchi Arora
- 15 Publications
- Editor-in-Chief : Mr. Arun Bhagat
- (i) College Magazine : Shatabdi Pratigya
- (ii) Admission Brochures
- Editor-in-Chief : Dr.(Ms.) Suniti Ahuja
- (i) College Annual Report : Appraisal
- (ii) College Magazines : a) Amazing Technologies
b) Mind Guru
- (iii) International Journal : The Eternal Quest of Mankind
- Editor-in-Chief : Dr. (Ms.) Jyoti Rana
- (i) International Journal : DAVCC's Advance Management Research
- Editor-in-Chief : Dr. (Ms.) Divya Tripathi
- (i) Perianth : A Refereed Research Journal of Humanities and Social Sciences

Editors:

- (i) Shatabdi Pratigya : Dr. (Ms.) Priyanka Angiras
Ms. Sonia Sharma
Ms. Mamta Kumari
- (ii) College Annual Report : Dr. (Ms.) Priyanka Angiras
Ms. Anju Sehrawat
- (iii) Amazing Technologies : Ms. Urvashi Sapra
Ms. Ritu Sachdeva
Ms. Anita Rani
- (iv) Mind Guru : Dr. (Ms.) Priyanka Angiras
Ms. Anju Sehrawat
Ms. Priya Kapoor

- (v) The Eternal Quest of Mankind : Ms. Anjali Manchanda
Ms. Ritu Sachdeva
Ms. Anita Rani
- 16 Co-curricular Activities Committee : Mr. Mukesh Bansal, Dean
Dr. (Ms.) Suniti Ahuja, Incharge
Mr. Ravi Kumar, Deputy Dean
Dr. (Ms.) Divya Tripathi
Dr. (Ms.) Savita Bhagat
Mr. Arun Bhagat
Dr. (Ms.) Jyoti Rana
Dr. (Ms.) Anju Gupta
Mr. Jitender Dhull
Mr. Ashok Mangla
Mr. S.S. Tiwari
- 17 Transport Committee : Mr. Jitender Dhull, Convener
Mr. Ram Kumar
Mr. Padam Singh
Mr. Naresh Pratap
- 18 Canteen Committee : Mr. Mukesh Bansal, Convener
Mr. Arun Bhagat
Dr.(Ms.) Archana Bhatia
Dr. D.P. Vaid
Mr. Satish Bansal
Dr. Narender Kumar
Dr. (Ms.) Anju Gupta
Mr. Ashok Mangla
Mr. Ram Kumar
Mr. S.S. Tiwari
- 19 Committee for Cleanliness and Security of the Campus : Mr. Arun Bhagat, Convener
Dr. D.P. Vaid
Mr. Mukesh Bansal

- Dr.(Ms.) Suniti Ahuja
 Dr. Narender Kumar
 Mr. Ashok Mangla
 Mr. Anand Singh
 Mr. Ram Kumar
 Mr. S.S. Tiwari
- 20 Committee for Annual Maintance : Mr. Mukesh Bansal, Convener
 of Electrical Wiring, Fitting and Mr. Arun Bhagat, Co-Convener
 Equiptment/Computer/RO Systems/
 Water Coolers/Water Tanks Dr. D.P. Vaid
 Dr.(Ms.) Suniti Ahuja
 Mr. R.B. Singh
 Mr. Ashok Mangla
 Mr. Ram Kumar
 Mr. S.S. Tiwari
- 21 Sports Committee : Dr. (Ms.) Suniti Ahuja, Convener
 Mr. Satish Bansal, Co-Convener
 Dr. Narender Kumar, Secretary
 Dr.(Ms.) Anju Gupta
 Dr.(Ms.) Archana Singhal
 Mr. Jitender Dhull
 Ms. Sunita Dudeja
 Mr. Manoj Goel
 Mr. Umesh
 Dr.(Ms) Priyanka Angiras
 Ms. Priya Kapoor
 Mr. Ashok Mangla
 Mr. Padam Singh
- 22 Construction Committee : Mr. Mukesh Bansal, Convener
 Dr.(Ms.) Suniti Ahuja, Convener
 Mr. Satish Bansal, Co-Convener
 Dr. D. P. Vaid

Mr. R. B. Singh
Mr. Ashok Mangla
Mr. S.S. Tiwari
Mr. Ram Kumar
Mr. Mohinder Singh
Mr. Naresh Pratap
23 Purchase and Disposal Committee : Mr. Satish Bansal, Convener
Mr. R. B. Singh, Co-Convener
Mr. Arun Bhagat
Dr. D.P. Vaid
Dr. (Ms.) Suniti Ahuja
Mr. Mukesh Bansal
Dr. Narender Kumar
Dr. (Ms.) Archana Singhal
Mr. Jitender Dhull
Dr. (Ms.) Ruchi Arora
Mr. Ravi Kumar
Ms. Lalita Dhingra
Dr.(Ms.) Priyanka Angiras
Ms. Anjali Manchanda
Ms. Urvashi Sapra
Ms. Minakshi Hooda
Dr.(Ms.) Ankur Aggarwal
Ms. Priya Kapoor
Ms. Ankita Mohindra
Mr. Amit Kumar
Mr. Ashok Mangla
Mr. Anand Singh
Mr. Ram Kumar
Mr. S.S. Tiwari
Mr. Mohinder Singh
Mr. Naresh Pratap
Mr. Gulshan Sharma

- 24 Grant of Scholarships/Stipends : Mr. Arun Bhagat, Convener
Monitoring Committee Dr. D. P. Vaid, Co-Convener
Mr. Mukesh Bansal
Dr.(Ms.) Suniti Ahuja
Dr. (Ms.) Vijay Wanti
Dr.(Ms.) Archana Bhatia
Mr. Satish Bansal
Dr.(Ms.) Jyoti Rana
Dr.(Ms.) Ruchi Arora
Mr. Ashok Mangla
Ms. Anjana Dudeja
Mr. S.S. Tiwari
Mr. Ravi Dhiman
- 25 Career Counselling, Training and : Dr. (Ms.) Suniti Ahuja, Convener
Placement Cell Ms. Urvashi Sapra, Convener
Ms. Anjali Manchanda, Co-Convener
Dr.(Ms.) Ankur Aggarwal
Mr. Saroj Kumar
Ms. Uttama Pandey
Ms. Kavita Sharma
Mr. Mohinder Singh
- 26 Arya Pradeshik Pratinidhi Upsabha, : Mr. R. B. Singh, Secretary
College Unit Dr.(Ms.) Suniti Ahuja
Mr. Ashok Mangla, Treasurer
- 27 Havan Yajna : Dr. (Ms.) Suniti Ahuja Convener
Mr. R.B. Singh, Co-Convener
Ms. Priya Kapoor, Co-Convener
Dr.(Ms.) Archana Singhal
Ms. Anjali Manchanda
Dr.(Ms) Priyanka Angiras
Ms. Minakshi Hooda
Ms. Surbhi
Ms. Lalita Dhingra
Mr. Ashok Mangla

- 29 Bharat Scouts and Guides : Mr. Mukesh Bansal
and University Youth Leadership
Training Camps
- 30 Library Advisory Committee : Dr. (Ms.) Savita Bhagat, Convener
Mr. R.B. Singh, Secretary
Mr. Arun Bhagat
Mr. Mukesh Bansal
Dr.(Ms.) Suniti Ahuja
Dr.(Ms.) Archana Bhatia
Dr.(Ms.) Vijay Wanti
Dr.(Ms.) Ruchi Arora
Mr. Virender Bhasin
Ms. Anjali Manchanda
Dr.(Ms) Priyanka Angiras
Dr. (Ms) Ankur Aggarwal
Ms. Ankita Mohindra
Mr. Amit Kumar
- 31 Youth Red Cross Committee : Principal Dr. Satish Ahuja, Chairperson
Dr. (Ms.) Vijay Wanti, College Y.R.C.Counselor (Girls)
Mr. Pankaj Kr. Sharma, College Y.R.C.Counselor (Boys)
Mr. Arun Bhagat, D.S.W.
Mr. Jitender Dhull, N.S.S. Programme Officer (Boys)
Ms. Anjali Manchanda, N.S.S. Programme Officer (Girls)
Capt. (Ms.) Sunita Dudeja, Asso. N.C.C. Officer(Girls)
Mr. Ravi Kumar, N.C.C. Officer (Boys)
Dr. (Ms.) Divya Tripathi, Incharge Women's Cell
Dr. (Ms.) Ruchi Arora, Incharge Women's Cell
Mr. Anand Singh, Lecturer First Aid & Home Nursing
- 32 Spiritual Affairs Committee : Mr. Arun Bhagat, Advisor
Dr.(Ms.) Vijay Wanti, Convener
Dr. (Ms.) Savita Bhagat, Co-Convener

- Dr. D.P. Vaid
Dr. (Ms.) Divya Tripathi
- 33 University Work : Dr. (Ms.) Suniti Ahuja, Incharge
Mr. Ashok Mangla
Mr. Mahesh Chand
Mr. Naresh Pratap
Mr. Mohinder
Mr. Gulshan Sharma
Mr. Padam Singh
- 34 I.T. & Skill Development Cell : Dr. D.P. Vaid, Convener
Mr. Mukesh Bansal, Convener
Ms. Anjali Manchanda, Co-Convener
Ms. Urvashi Sapra, Co-Convener
Mr. Saroj Kumar, Incharge
Mr. R.B. Singh
Mr. Virender Bhasin
Mr. Ravi Kumar
Mr. Pramod Kumar
Dr.(Ms.) Ankur Aggarwal
Ms. Minakshi Hooda
Mr. E.H. Ansari
Mr. Anand Singh
Mr. S.S. Tiwari
Mr. Mohinder Singh
Mr. Gulshan Sharma
Mr. Naresh Pratap
- 35 Entrepreneur Development Council : Mr. Mukesh Bansal, Convener
Dr.(Ms.) Suniti Ahuja, Convener
Mr. Ravi Kumar
Ms. Lalita Dhingra
Ms. Anjali Manchanda
Ms. Urvashi Sapra

- Dr.(Ms.) Ankur Aggarwal
Mr. Virender Bhasin
Ms. Ankita Mohindra
Mr. Amit Kumar
- 36 Academic Council : Staff Secretary
Dean, Students' Welfare
Controller of Examinations
All Heads, Deans & Coordinators of Departments
- 37 U.G.C. Committee : Mr. Arun Bhagat, Advisor
Dr.(Ms.) Suniti Ahuja, Convener
Dr.(Ms.) Jyoti Rana, Convener
Mr. Mukesh Bansal, Co-Convener
Mr. Ashok Mangla
Mr. Anand Singh
- 38 Anti-Tobacco Committee : Dr. (Ms.) Vijay Wanti, Convener
Dr. Narender Kumar, Convener
Mr. Arun Bhagat
Mr. Satish Bansal
Mr. Jitender Dhull
Dr.(Ms.) Shivani
Ms. Sunita Dudeja
Mr. Virender Bhasin
Mr. Ravi Kumar
Mr. Amit Kumar
- 39 Alumni Association Committee : Mr. Ravi Kumar, President
CA Anoop Modi, Vice President
CA Mahesh Gupta, Secretary

Mr. Pankaj Jha, Treasurer

Mr. Sandeep, Executive Member

Mr. Arti Kumari, Executive Member

Mr. Mukesh Bansal, B.Com (SFS), BBA & BTTM

Dr. (Ms.) Archana Bhatia, B.Com (Pass)

Dr. (Ms.) Suniti Ahuja, Computer Science,
BA (JMC) and MA (English)

Dr. (Ms.) Vijaywanti, Humanities

Dr. (Ms.) Ruchi Arora, PG Commerce

Ms. Anjali Manchanda, BCA

Ms. Urvashi Sapra, BCA

Ms. Minakshi Hooda, M.Sc.(C.Sc.)

Dr. (Ms.) Ankur Aggarwal, Science

Mr. Virender Bhasin, BBA

Ms. Ankita Mohindra, BBA

Ms. Surbhi, BBA

Mr. Amit Kumar, BTTM

Ms. Rachna Kasana, BA(JMC)

- 40 Voter Registration Process : Dr. (Ms) Anju Gupta
- 41 a) Subject Societies Teachers in charge
- 1) Commerce Association : Ms. Archana Bhatia
- 2) English Literary Society : Mr. Arun Bhagat
- 3) Sanskrit Parishad : Dr. (Ms.) Divya Tripathi
- 4) Planning Forum : Dr. D. P. Vaid
- 5) Marketing & Management Club : Dr. (Ms.) Ruchi Arora
- b) Other Societies and Clubs Teachers in charge
- 6) Community Service Club : Dr. (Ms.) Savita Bhagat

- 7) Youth Club : Dr. (Ms.) Anju Gupta
Dr. (Ms.) Archana Singhal
- 8) Complaints and Grievance : Dr. (Ms.) Suniti Ahuja
Redressal Cell for Girl Students
- 9) God and Science Club : Dr.(Ms.) Ankur Aggarwal
- 10) Legal Literacy Cell : Dr. Neeraj Singh
- 11) Red Ribbon Club : Mr. Pankaj Kumar Sharma
- 12) Disaster Management Cell : Dr.(Ms.) Vijay Wanti
- 13) Road Safety Awareness Cell : Dr. Narender Kumar
- 14) Technicia Club : Ms. Urvashi Sapra
Ms. Anjali Manchanda
- 15) Language Beats Club : Dr. (Ms.) Suniti Ahuja
Dr.(Ms.) Priyanka Angiras
- 16) Political Science Society : Dr.(Ms.) Shivani
- 17) Managerial Club : Ms. Lalita Dhingra
- 18) Solutions Squad : Dr.(Ms.) Ankur Aggarwal
- 19) Magnificent Curators : Ms. Ankita Mohindra

ADMISSION RULES

1. Candidates seeking admission must fulfil the eligibility conditions of that particular class. The college will not be responsible if the admission of any student is not confirmed by M.D. University, Rohtak. The M.D. University rules regarding admissions will be applicable to students and if any change is made by the university at any stage in the said rules, it will be binding on the students. **All admission are provisional, subject to approval by M.D. University, Rohtak. THE PRINCIPAL RESERVES THE RIGHT NOT TO GRANT ADMISSION TO ANY STUDENT WITHOUT ASSIGNING ANY REASON IN THE INTEREST OF THE DISCIPLINE OF THE COLLEGE.**
2. **The SC Candidates of Haryana shall be granted reduction/relaxation of 5% marks in the eligibility conditions in all the courses in the marks required for general category. The said reduction will be calculated as per the example given below:**
As per Govt. Instructions, in a course where a general candidate requires to have 50% marks by giving 5% relaxation the minimum eligibility marks for a SC/ST 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=5/100×50=2.50
This way, minimum less mark where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a reserved candidate will be 50-2.50=47.50 and not 45.
3. Students from the Board of School Education, Haryana, or other Boards and Universities recognized by M.D. University can be admitted to the class for which they are eligible under rules if they satisfy the conditions laid down by the University regarding their eligibility and admission.

NOTE:

If a candidate of another Board did not pass in the subject of English at 10+2 level, he/she may be allowed provisionally to join the B.A. / B.Com. Sem-I class as the case may be under new scheme of this University, subject to his/her qualifying in the subject of English of 10+2 examination at the supplementary examination of the same year or in the next annual exam. held in March from the Board concerned. Such a candidate shall have to furnish to the University proof of his/her having cleared the subject of English before the declaration of the result of B.A./B.Com. Sem-II examination failing which his/her result of B.A./B.Com. Sem-I & II examination shall stand automatically cancelled.

4. THE FOLLOWING CATEGORIES OF STUDENTS ARE NOT TO BE ADMITTED:

- (i) Candidates, who have been placed under compartment in the Class XII Examination of the Board of School Education, Haryana, or any other Board or any other examination recognised by the university as equivalent thereto, in the 1st year of any undergraduate or postgraduate degree programme.
- (ii) Candidates who have failed in a university examination are not to be readmitted. Such candidates may reappear in the examination as ex-students.
- (iii) Candidates who have been detained or absented themselves from the University Examinations for two years in the same class.
- (iv) Students who have an inexcusable break in their studies.
- (v) Students who indulged in undesirable activities/gross misconduct during the previous session in any other college or in this college.

5. Students from other Boards/Universities seeking admission to this college will have to produce at the time of interview original certificates of all the examinations passed prior to the class which they intend to join, original Inter-University/ Board Migration Certificate, Character Certificate and School/ College Leaving Certificate from the Principal of the institution last attended and the Detailed Marks Card/ Certificate of the qualifying examination. However, if they are admitted provisionally in the absence of any of the above documents, they will have to deposit all the original certificates along with two sets of the photocopies thereof with the college office latest by 10th August, failing which they will themselves be responsible for the consequences including the possible cancellation of their admission.

In case a candidate is not able to submit the migration certificate when his registration is sent to the university, the migration of such candidates will subsequently be forwarded in original to the Registration and Scholarship Branch of the University as per the schedule and the late fee mentioned below.

All U.G. Courses

- i) Upto 30th November - With late fee of Rs. 500/-
- ii) Upto 31st January - With late fee of Rs. 1000/-
- iii) Upto 31st March - With late fee of Rs. 2000/-

NOTE:

- (a) The University Roll Numbers will not be given to the students unless they are registered with M.D. University through the college office.
- (b) The students are advised to keep with themselves a photocopy of any documents submitted to the college office at the time of admission or later during the year.

6. RULES FOR CANDIDATES PLACED IN COMPARTMENT

The candidates admitted to B.A./ B.Com. Pass Course will be allowed compartment and the chances for clearing compartment as per the relevant university rules.

7. PROMOTION UNDER SEMESTER SYSTEM

Common Clause for all courses

- (i) The candidate will be allowed to appear in the examination if he/she meets the following requirements :
 - a) bears a good character
 - b) has been on the rolls of department during the semester/year.
 - c) has attended not less than 65% of Lectures delivered in theory as well as practical.
- (ii) It has been decided by the University that the students who were admitted in 1st semester in the Session 2016-17 will be promoted to the next semesters according to the provision stated below:

A student who has passed atleast 50% papers of 1st semester shall be promoted to 3rd semester, a student who has passed all the papers of 1st semester shall be promoted to 5th semester and a student who has passed the 1st Module i.e. Semester 1st to 6th will be promoted to the 7th semester.

Students to the other semesters will be promoted automatically.

Further, the students who have taken admission in 1st semester in any course prior to session 2016-17, all such students will be promoted automatically irrespective of passing the papers of 1st /3rd/ 5th semester unless otherwise specified in any other Ordinance.

8. RE-ADMISSION IN CASE THE NAME IS STRUCK OFF BECAUSE OF CONTINUOUS ABSENCE FROM COLLEGE WITHOUT ANY INFORMATION

The name of the students remaining absent for 15 consecutive days after the start or during the academic session without any notice shall be struck off from the rolls of the Institute. A fine of Rs. 5/- per lecture/day shall be charged on account of remaining absent from the classes.

However, re-admission may be allowed on payment of Rs. 1000/- alongwith the required fine within 15 days with the permission of the Vice-Chancellor. If a student fails to report within this time limit, the seat will be declared vacant to be filled according to the university rules. Re-admission may be allowed by the Vice-

Chancellor only once on the recommendation of the Principal on payment of the prescribed re-admission fee.

9. INSTRUCTIONS REGARDING UNIVERSITY EXAMS

The students are directed to consult the University Website for all information related to their university examinations and not depend solely upon the college to provide such information to them. As directed by the University, It is their responsibility to get all such information themselves from the MD University website www.mdurohtak.com.

10. INSTRUCTIONS FOR S.C./ B.C. CANDIDATES

All the Scheduled Caste/ Backward Class candidates seeking admission to any class are directed to submit a certificate/ an affidavit in respect of income as well as another certificate by way of proof of caste/ class at the time of admission. The college is duty-bound to take such certificates from the candidates belonging to the above categories, in keeping with the commitment to this effect given by it to the Office of the Director General, Higher Education, Haryana.

11. RESERVATION OF SEATS

Reservation of seats, in view of Reservation Policy issued by Govt. of Haryana vide Notification No. 22/10/2013-IGSIII dated 28.2.2013 and instructions received from time to time in various programmes offered in Govt./Govt. aided educational/technical/professional institution is as detailed below:

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIO)	15% of the sanctioned intake
b) State Quota	85% of the sanctioned take
(b-1) Haryana Open General Category(HOGC)	50% of the State Quota i.e. 42.5% of total intake
(b-2) Reserved Categories of Haryana	50% of the State Quota i.e. 42.5% of total intake
Scheduled Caste (SC)	20% of State Quota (17% of total intake)
Backward Classes of Haryana (A)(BCA)	16% of State Quota (13.6% of total intake)

Backward Classes of Haryana (B)(BCB)	11% of State Quota (9.35% of total intake)
Physically Handicapped (PH)	3% of State quota (2.55% of total intake).

Note: The reservation of seats is as per Reservation Policy of the State Govt. of Haryana and is subject to change/amendment made by the State Govt. from time to time.

In the event of the quota reserved for physically handicapped candidates remaining unutilized due to non-availability of suitable category of handicapped candidates, it may be offered to Ex-Servicemen and their wards (1%) and the dependents of Freedom Fighters (1%). Further 3% reservation is also provided to Ex-servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission.

As far as Block allocation in Block-A and Block-B of Backward Classes Category is concerned, year wise rotational system will be adopted. For example, if Block-A of Backward classes are given seats in academic year 2013, the next Block i.e. Block-B of Backward Classes will be given seats in the next academic year i.e. 2014 and so on.

Moreover, one Sports seat in each course (over and above the sanctioned intake) where the sanctioned intake is 30 seats and two seats where the sanctioned intake is more than 30 have been earmarked for outstanding sportsperson(s) in B.A./B.Com. and all other U.G. Courses/ P.G. Courses subject to the fulfilment of certain conditions laid down by the university.

Two additional seats in each course on offer shall be earmarked for Kashmiri migrants. Admission against these seats shall be made on the basis of the merit of the qualifying examination.

One supernumerary seat in each college will be earmarked to promote cultural activities, subject to the fulfilment of certain conditions laid down by the University.

NOTE:

The Principal has full powers and unfettered discretion in all matters pertaining to internal administration of the college, such as:

- (a) Admission.**
- (b) Promotion and detention of students.**
- (c) Disciplinary action and imposition of penalties.**

FOREIGN STUDENTS

The admission of foreign students to the college will be governed by M. D. University rules.

RULES FOR WITHDRAWAL

Withdrawal from the college after getting admission will be allowed by the Principal on receipt of an application to that effect from the student concerned, duly endorsed by his father or guardian. A student who applies to the Principal for leaving the college during the session will have to pay the fee and other dues for the whole session. Refund of fee, if any, will be as per M.D. University rules. No student will be permitted to leave the college until he/she has cleared all dues.

LIBRARY

The college has a very well-stocked, well-furnished and fully computerised Central Library Complex with an impressive numbers of reference books and OPAC and INFLIBNET facility. The Library subscribes to a good number of journals, magazines and newspapers. It has a well-stocked Book Bank as well.

Note : The students of the Final Year of B.A. / B.Com. Degree Program, who do not return the library books issued against their names till 30th June of the academic session, will be charged fine after the expiry of that period. And if they do not return the books even by 31st Oct. of the next session, their college security will be forfeited against the cost of the books.

IDENTITY-CUM-LIBRARY CARD

A student who is admitted to the college gets his/her Identity-cum-Library Card within 7-10 days of depositing the fee. The card is issued from the Library and cannot be used by any other person. It is mandatory for a student to keep his/her Identity Card with him/her on the campus and produce it on demand by a staff member. In case the card is lost, the Librarian should be immediately informed about it. In such a case, a student will get a new Identity Card only on production of a copy of the FIR registered with the police and payment of Rs. 100/-

COURSES OF STUDY AND COMBINATIONS OF SUBJECTS

DETAILS OF SEATS AVAILABLE

1	B.A. (Pass Course).....	320 Seats
2	B.Com. (Pass Course).....	240 Seats

Note : Seats in respect of individual subjects are between 60 and 80.

COMMERCE FACULTY

I. B.Com. (Three Year Degree Course)

Students who have passed Class XII examination of the Board of School Education, Haryana, or any other Board or any other examination recognized by this University as equivalent thereto with English as one of the subjects and 40% marks in aggregate (minimum pass marks in case of SC/ST candidates) are eligible to join B.Com. Part-I comprising First and Second Semesters. However, the admission to this faculty will be given on merit.

Those who have passed B.Com. Part-I Examination of this University or any other examination recognized by this University as equivalent thereto are eligible to join B.Com. Part-II comprising Third and Fourth Semesters.

Those who have passed B.Com. Part-II Examination of this University or any other examination recognized by this University as equivalent thereto are eligible to join B.Com. Part-III comprising Fifth and Sixth Semesters.

Every student shall offer the following subjects:

First Semester	Second Semester
1.01 Financial Accounting - I	2.01 Financial Accounting - II
1.02 Business Mathematics - I	2.02 Business Mathematics - II
1.03 Business Economics - I	2.03 Business Economics - II
1.04 Business Management - I	2.04 Business Management - II
1.05 Business Communication Skills	2.05 Business Environment
1.06 Basics of Computers -I	2.06 Basics of Computers -II Theory Practical (Covering the syllabi of 1st and 2nd Sem.)
	Environmental Studies (Qualifying Paper)

Third Semester	Fourth Semester
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3.01 Corporate Accounting - I	4.01 Corporate Accounting - II
3.02 Business Statistics - I	4.02 Business Statistics - II
3.03 Business Regulatory Framework - I	4.03 Business Regulatory Framework - II
3.04 Corporate Law - I	4.04 Corporate Law - II
3.05 Macro Economics	4.05 Marketing Management
3.06 Human Resource Management	4.06 Business Ethics/ Basics of Retailing / Banking and Banking Law

Fifth Semester	Sixth Semester
5.01 Taxation Law-I	6.01 Taxation Law - II
5.02 Cost Accounting -I	6.02 Cost Accounting - II
5.03 Accounting for Management	6.03 Financial Management
5.04 Financial Market Operations	6.04 Auditing
5.05 Entrepreneurship and Small Scale Business	6.05 Indirect Taxes
5.06 International Business Environment	6.06 International Trade

ARTS FACULTY

II. a) B.A. Part-I (Three Year Degree Course)

Students who have passed the following examinations with 33% marks in aggregate will be eligible for admission to B.A. Part-I comprising First and Second Semesters:

- Class XII (of+2) examination of the Board of School Education, Haryana, with English as one of the subjects.*
 - Any other examination recognized by this University as equivalent thereto.*
- Every student shall offer the following subjects:

Compulsory Subjects:

- English
- Hindi
- Environmental Studies
- Computer Awareness Level-I

Elective Subjects (Combinations):

- Economics, Math
- Sanskrit, History
- Economics, Pol. Science
- History, Economics
- History, Geography
- History, Pol. Science
- Geography, Pol. Science
- Geography, Economics
- Geography, Math
- Sanskrit, Pol. Science
- Math, Sanskrit
- Economics, Marketing

of students in that subject does not meet the present Office of the Director General of Higher Education / M.D. University, Rohtak, norm of atleast 30 students in each class.

- b) Students from non-Hindi speaking areas and foreign students are allowed the option to offer the subject of Additional English in lieu of Compulsory Hindi.
- c) The duration of each period/lecture will be 45 minutes.

INTERNAL ASSESSMENT

For the students of all the three years of both the undergraduate courses, there shall be 20 marks or 20% marks for internal evaluation based upon attendance, Class Tests and Assignments in each theory paper as per the Scheme of Internal Assessment and weightage formulas decided upon by M.D. University, Rohtak.

CHANGE OF SUBJECT OR FACULTY

Change of subject or faculty may be allowed to T.D.C. Part-I(Sem-I) students at the discretion of the Principal only if a seat is available.

A student of T.D.C Part-I (Sem-I) may be permitted to change his/her faculty or subject(s) within one month from the commencement of the session or within one month from the date of joining whichever is later. However, in a genuine case such as parents' transfer, or a student coming from abroad, this rule may be relaxed on the recommendation of the Principal and the change- over from one subject to another may be allowed upto the end of the first term at the risk and responsibility of the student himself/herself.

ENVIRONMENTAL STUDIES PAPER

The subject of Environmental Studies has been included as a qualifying paper by the university in all Under Graduate Courses and the students will be required to qualify the same, otherwise the final result will not be declared and degree will not be awarded.

The examination in respect of the above paper in the case of B.A./B.Com. (Pass Course) will be conducted by the College.

UNIVERSITY EXAMINATIONS, CLASS TESTS & ASSIGNMENTS

- a) Only such students will be permitted to appear in the University Examination as fulfil the conditions specified under Special Regulations for University Examinations.
- b) **A student shall not be eligible to appear in the University Examination unless he/she has attended at least 65% of the full course of lectures delivered to his/her class in each of the subjects and fulfilled his/ her eligibility pertaining to Class Tests and Assignments.**
- c) **Students using unfair means in the Class Tests/University Examinations shall be strictly dealt with. All the concessions in fee etc. granted to such students shall be withdrawn. In serious cases the action may amount to heavy fine, expulsion from the college or rustication.**
- d) **Students who do not appear in a Class Test owing to any reason except that of illness shall be deemed to have secured zero marks in the paper(s) concerned and their fee concession will be withdrawn. In case of illness during the examination days, the students concerned will have to produce a medical certificate issued by an M.B.B.S. doctor.**
- e) **Student absenting themselves from Class Tests without leave shall be penalised as per the decision of the Examination Committee since it is compulsory for all the students to take Class Tests.**

RELIGIOUS AND MORAL EDUCATION

In order to help our young scholars imbibe a code of ethical conduct and to acquaint them with our rich cultural heritage and religious tradition, *the college lays special emphasis on* religious and moral education. Havan Yajnas are held regularly and discourses by eminent scholars and men of religion and meditation sessions are arranged from time to time. *All the students are advised to take special interest in these activities.*

INTERNAL QUALITY ASSURANCE CELL

The College has a very active Internal Quality Assurance Cell with members, as per the requirement of the National Assessment and Accreditation Council, drawn from the college teaching and non-teaching faculty, students, alumni, management, academia, industry and from the field of social work. All the activities of the IQAC are geared towards the quality maintenance and quality improvement of the institution with the result that the college has been accredited with 'A' Grade by NAAC consequent upon the visit of its Peer Team to our institution in November, 2015, for its reassessment and reaccreditation.

N.C.C.

Apart from the N.C.C. Naval Wing Boys' Unit, the college has the proud distinction of having been allotted a Naval Wing Girls' Unit as well. Joining the NCC brightens career prospects by facilitating entry into the armed forces and also gives one an opportunity to safeguard the frontiers and the freedom of the country. Every year a Boy and a Girl are adjudged the Best NCC Cadets by the college and honoured at the Annual Prize Distribution Function.

N.S.S.

To inculcate a sense of social responsibility, promote social activism and inspire our students to live up to the motto "*Service Before Self*", the National Service Scheme Boys' Unit of the college is rendering yeoman's service. Every year a student is adjudged the Best N.S.S. Volunteer by the college and honoured at the Prize Distribution Function. With effect from the academic session 2014-15, the NSS Girls' Unit has also come into being and put up a fine example of national service during a short span.

SPORTS

For the wholesome growth and fine-tuning of their personality, students are exhorted to take active part in various games and field events. Talented and committed sportspersons are encouraged even to make a career out of sports. **The College has in place a scheme of liberal scholarships and grants for promising sportspersons who have made a mark in sports.** Students should please note that the matter of the grant of these scholarships and stipends and the quantum thereof will be decided by a duly constituted Sports Committee on the basis of carefully and rationally worked out criteria.

CO-CURRICULAR ACTIVITIES

Various Subject Societies, Associations, Clubs and Fora have carried out diverse extracurricular activities over the years, giving the students an excellent opportunity to hone their talent and genius and fine-tune their personality.

Upon getting admission, all the students shall become members of one Subject Society (from Sr. No.1 to 5) and one Association/Club/Society (from Sr. No. 6 to 15) as mentioned under the heading 'Assignments.'

It is compulsory for all girl students to become members of the Women's Cell. Only such students can apply for nomination to the office of a Society as have attended at least 65% lectures upto the date of application for such nomination.

Extramural activities of a high standard are the norm in our college. Our talented and committed EMA students are not only a force to reckon with in Zonal and Inter-Zonal Youth Festivals of the University but also regularly win accolades at the All India Inter-University Youth Festivals as well as at other State, National and even International Level Cultural Events.

MAGAZINES

The College brings out its in-house magazine *Shatabdi Pratigya* with a view to promoting the habit of good purposeful writing among students as well as a record of the goings-on and developments in the college during the year. The College also brings out two more magazines, namely *Amazing Technologies* and *Mind Guru*.

JOURNALS

The Department of Marketing brings out its in-house journal *DAVCC's Advance Management Research : An International Journal*. The college also publishes two more research journals, namely *Perianth : A Refereed Research Journal of Humanities and Social Sciences* and *International Journal on The Eternal Quest of Mankind*.

MERIT CLASSES

Merit classes are held for bright and promising students to give them that little extra push needed to do really well in today's highly competitive world.

LIBRARY KNOWLEDGE GROUP

Previously the College Career Counselling-cum-Placement Cell, in collaboration with the Rastriya Chetnashakti Foundation, an NGO, was providing coaching for competitive exams to our students. Now the college has formed a Library Knowledge Group, again in collaboration with the above Foundation, which selects promising students to coach them for various competitive exams in batches of 40. A written test and interview for selecting a batch of 40 such students will be held in the first week of August. The coaching will be provided by the best possible experts available in different fields of

study.

PERSONALITY DEVELOPMENT PROGRAMME

The college is running a Personality Development Programme for the students of the college. A highly qualified and competent guest faculty has been involved in this programme so as to groom our students' overall personality and substantially improve their communication skills so that they can meet the challenges of the present day competitive world with confidence, elan and poise and succeed in their chosen fields. Plans are afoot to not only continue this extracurricular programme but also to strengthen it during the coming years.

CAREER COUNSELLING-CUM-PLACEMENT CELL

The college has in place a Career Counselling-cum-Placement Cell which effectively helps the students make the right career choices. The Cell also strives to ensure that the maximum number of students get good jobs and career openings upon passing out from the college.

WOMEN'S CELL

The Women's Cell set up under the auspices of the National Commission for Women and as per the directive of the Office of the Director General of Higher Education, Haryana, is very active. Over the years it has organised successful Legal Literacy Campaigns for college and school girls, State Level Workshops, seminars, discussions, debates, talks and inter-college declamation contests on women's issues and has a number of ambitious programmes lined up for the future.

LEGAL LITERACY CELL

The College has a Legal Literacy Cell which is very active in the matter of spreading legal awareness among the students and the staff. It not only organises different events like debates, declamations, poetic recitation, essay writing and poster making etc., focusing on the legal aspect of important socio-political and other issues, at the college level but also sends our students to participate in all such events held under the auspices of the Haryana State Legal Services Authority and the Directorate General, Higher Education, Haryana, at the district, divisional and state level where the participants from our college have done exceedingly well over the years.

STIPENDS & SCHOLARSHIPS

A number of charitable organisations like the R.K.M. Trust, Prerna Dham, Faridabad, and

the Sita Ram Jindal Foundation, New Delhi, offer liberal assistance to deserving students in the form of stipends, subsidies and scholarships. The D.A.V. College Managing Committee, New Delhi, has instituted one Smt. Lajwanti Maharaj Singh Scholarship on a yearly basis which is awarded to a poor and deserving student of this college @ Rs. 200/- per month. Several government agencies and departments like the Office of the Director General of Higher Education, Haryana, and the State Social Welfare Dept. etc., also render financial help on a regular basis to our SC/ BC, physically disabled and meritorious students. The university also grants scholarships to deserving students from the college out of Radhakrishnan Fund.

Note:The SC/ST/OBC/PwD(Persons with Disabilities) students eligible for government scholarship are directed to submit their scholarship forms for the Academic Year 2017-18 by February, 2017, for the purpose of processing their scholarship.

AWARDS AND PRIZES

A boy and a girl from among the final year students will be given the Best Boy Student and the Best Girl Student Award as well as College Colour conferred on them on the basis of their overall performance in the college including their score in the preceding University Examination. College Colour will also be conferred upon students who top in University Examinations.

Students, who secure any position between 1st and 15th in the Merit Lists of the University Semester Exams, will be given prizes at the Annual Prize Distribution Function. Prizes are also given for singular and outstanding achievements in sports and other co-curricular activities. Also the college gives away to outstanding students, who secure first, second or third position in academics at the university level, special trophies / medals from its own resources.

Note : The details of the various categories of prizes given by the college from its own resources to students for their outstanding achievements in different fields and the amount thereof are as under:

CATEGORY	AMOUNT
1. ACADEMICS	
a) First in University Merit List	Rs. 3100/-
b) Second in University Merit List	Rs. 2100/-
c) Third in University Merit List	Rs. 1100/-

d) Any position between 4th and 15th in University Merit List Rs. 500/-

2. EXTRAMURAL ACTIVITIES

a) National / All India Inter-University level achievement
(Prize / Participation) Rs. 400/-

b) North Zone Inter-University level achievement
(Prize / Participation) Rs. 350/-

c) (i) State / Directorate level achievement
(Prize / Participation) Rs. 300/-

(ii) Inter-Zonal level / University level achievement
1st / IInd Prize Rs.300/-

d) District / Zonal level achievement
1st Prize Rs. 200/-

3. BEST BOY/GIRL OF THE COLLEGE Rs. 350/-

4. BEST NCC CADET (BOY/GIRL) Rs. 250/-

5. BEST NSS VOLUNTEER Rs. 250/-

NOTE :- Students will be eligible for academic prizes on the basis of University examinations only if they have the required attendance as per M.D. University rules.

HEALTH CARE

The college has been running a Health Centre in the campus for the last seven years. For that purpose the necessary infrastructure has been put in place and a full time College Medical Officer and a paramedic appointed. Consultation and medicines for students and the staff are free of charge.

ADVISORY COUNCIL

With a view to streamlining the students' activities, suggesting ways and means for the betterment of the college in different fields like academics, sports, extracurricular activities etc., the college has put in place an Advisory Council the composition of which is as follows:

1. President– Dean, Students' Welfare.
2. Vice-President – Teacher Incharge, Discipline-cum-Vigilance Committee
3. Secretary – Controller of Examinations
4. Mr. Mukesh Bansal, Senior Faculty

5. Dr. (Ms.) Suniti Ahuja, Senior Faculty

Members:

All the toppers of 2nd Year studying in the Final Year of Under Graduate Courses and all the toppers of 1st year studying in Final Year of Post Graduate Courses.

GRIEVANCE REDRESSAL CELL

With a view to redressing the students' grievances, if any, the college has in place a Grievance Redressal Cell the composition of which is as follows:

1. Mr. Arun Bhagat, Nodal Officer
2. Dr. (Ms.) Savita Bhagat
3. Dr. (Ms.) Archana Bhatia
4. Mr. Mukesh Bansal
5. Dr. (Ms.) Vijay Wanti

6. Dr.(Ms.) Babita Singh

SEXUAL HARASSMENT COMMITTEE

To effectively deal with the serious and sensitive issue of sexual harassment, the college has put in place a Sexual Harassment Committee the composition which is as follows:

1. Principal Dr. Satish Ahuja, Chairperson
2. Dr. (Ms.) Suniti Ahuja, Teacher-in-charge, Women's Cell
3. Mr. Arun Bhagat, Dean, Students' Welfare
4. Dr. (Ms.) Shubh Darshan
5. Dr. (Ms.) Archana Bhatia
6. Dr.(Ms.) Divya Tripathi
7. Ms. Anjana Dudeja, Member, Office Staff
8. Female Topper of BA-II

ANTI-CORRUPTION CELL

Mr. Mukesh Bansal as Nodal Officer and Mr. Arun Bhagat, Dean, Students' Welfare, and Dr. D.P. Vaid, Controller of Examinations, as members constitute the Anti-Corruption Cell of the College.

LEAVE RULES

Leave can be availed of only with the prior permission of the Head of the Department/
Course Co-ordinator on the prescribed proforma available in the College Library.

NOTE :Students should take care not to bring outsiders to the college canteen or to while away their time there when their classes are on. Also girls and boys shall take care to sit separately in their respective sections in the college canteen.

COLLEGE FEE

A	MONTHLY CHARGES	AMOUNT (in Rs.)
1	Tuition Fee	
	B.A./ B.Com. I, II, III	: 35.00
2.	Commerce Fee	: 06.00
3.	Geography Fee	: 08.00
4.	Computer Fee B.A.	100.00
	B.Com.	: 200.00
5.	Amalgamated Fund	: 25.00
6.	Campus Maintenance Fee	: 300.00
7.	Incidental Charges	: 30.00
8.	Dharam Shiksha Fee-cum-Moral Education Fund	: 15.00
9.	Health Care Fund	: 50.00
10.	Electricity and Water Charges	: 100.00
11.	Building Fund	: 50.00
12.	I.T. Charges	: 50.00
B.	ANNUAL CHARGES :	

1.	Admission Fee	:	15.00
2.	Readmission Fee	:	100.00
3.	Environmental Studies Fee (for 1st year students only)	:	240.00
4.	Magazine and other Publications	:	150.00
5.	Schedule of Work Fee	:	50.00
6.	Class Tests Fee	:	150.00
7.	Audio Visual Aids and Tours	:	75.00
8.	Dilapidation Fee	:	15.00
9.	Book Bank Fund	:	100.00
10.	Red Ribbon Fund	:	20.00
11.	Annual Function	:	250.00
12.	Correspondence Fee	:	200.00
13.	Students' Aid Fund	:	40.00
14.	Youth Red Cross Fee	:	60.00
15.	Radhakrishnan Fund	:	70.00
16.	Furniture Maintenance Charges	:	250.00
17.	(a) Arya Yuvak Samaj Fee	:	20.00
	(b) Arya Pradeshik Pratinidhi Sabha Fee	:	10.00
18.	Society Fee	:	50.00
19.	Genset Maintenance Fee	:	600.00
20.	Bharat Scouts and Guides Fee	:	10.00
21.	Identity-cum-Library Card	:	100.00
22.	N.C.C. Cadet Indemnity Fund (for N.C.C. Cadets)	:	20.00
23.	N.C.C. Regimental Fund	:	07.00
24.	Convocation Fund (for all Final Year students)	:	250.00

25.	M.C.F. Taxes	:	135.00
26.	Insurance Premium	:	120.00
27.	Alumni Association Fund (for all Final Year students)	:	250.00

C. SECURITIES (REFUNDABLE)

1.	College Security	:	500.00
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D. UNIVERSITY CHARGES

1.	Registration Fee		
	Pass Courses	:	300.00
2.	Curriculum Charges	:	50.00
3.	Development Fee	:	150.00
4.	Sports Fee	:	120.00
5.	Holiday Home Fee	:	20.00
6.	Youth Welfare Fee	:	60.00
7.	N.S.S. Fee (for all students)	:	20.00
8.	Continuation Fee	:	100.00
9.	University Examination Fee (B.Com. I, II & III)		
	per semester	:	400.00
10.	University Examination Fee (B.A. I, II & III)		
	per semester	:	400.00

Note : a) In addition to normal fee, a student of B.A. with Marketing will be charged Development Fund of Rs. 5000/- per annum.

b) Parking Charges will be applicable only to those students who avail of this facility. The monthly charges for cycle and scooter/ bike will be Rs. 30/- and Rs. 60/- respectively. Once a student has opted for this facility, he/she will allowed to opt out only after informing the contractor in writing.

SCHEDULE OF PAYMENT OF FEE

At the time of admission

I) University Charges

II) Annual Charges

III) Fee for the months of July 2017- June 2018

NOTE:

- 1) Payment of fee (in case of the 2nd and Final Year students of all UG Courses and the Final Year students of all PG Courses) through bank draft in favour of 'Principal, D.A.V. Centenary College, Faridabad'/ Credit Card/ Debit Card/ Net Banking will be accepted. Detailed instructions regarding depositing dues online have been given in this Admission Brochure.
- 2) Refund of fee, if any, will be as per M.D. University rules mentioned in the University Admission Brochure. Late Fee paid by a student shall not be refunded under any circumstances.
- 3) The names of students absenting themselves from the college for a continuous period of 10 days will be struck off the college rolls. They will have to seek readmission in case they are keen and the college is willing to readmit them.
- 4) The outgoing students are requested to collect their refundable security from the college office latest by 31st December of the following session. No request for refund of security will be entertained after that date.

FINE FOR LATE PAYMENT OF FEE

If fee is not paid on the fixed dates notified by the college, an additional fine for late payment of the college fee will be charged at the rate of Rs. 10/- per day subject to a maximum fine of Rs. 100/-. After 10 days the name of the student concerned shall be struck off the college rolls. Clearance of arrears of Fee and payment of Readmission Fee will be required for readmission which will be given at the discretion of the Principal.

ABSENCE FINE:

Per lecture/day	Rs. 5.00
Practical/Composition (per day)	Rs. 5.00

FEE CONCESSION, SCHOLARSHIPS & OTHER FINANCIAL ASSISTANCE

The college grants fee concession to financially hard-up but deserving students. Brilliant students are also given suitable incentives and concessions by the college. Applications for Merit and Merit-cum-Means Concessions will be invited in due course about which the students will be duly notified.

In the college there is provision for Students' Aid Fund from which money can be given to poor and deserving students for purchasing books, meeting their expenses on Tuition Fee and University Fee and for other needs. Help can be rendered to poor students from the Red Cross Fund also.

Financial assistance is available for the students under the various schemes of the Govt. of India and the Govt. of Haryana like The Post Matric Scholarship Scheme of the Govt. of India (only for students belonging to Scheduled Castes / Backward Classes/ Minorities) and the State Merit Scholarship Scheme of the Govt. of Haryana. Interested students should contact the college office for details regarding the above schemes, the prescribed application forms thereof and the last date for applying for the scholarship on offer.

QUARTERLY BUS PASS

1. Applications for concessional Bus Passes will be entertained only in the months of July, October, January and April. Charges for a minimum of three months' period will have to be paid by the interested students by the 5th of the above months. The charges will be as per Haryana Roadways rules.
2. The students are required to return the Passes before leaving the college.

RAIL CONCESSION

Such concession is permissible only to outstation students for travelling to and from their hometowns during vacation period. The relevant address mentioned in the Admission Form will be the basis of consideration for the purpose. Daily commuters shall apply for railway concession within a week from the beginning of each term of the academic session.

NOTE:

In case of loss of Bus/Rail Pass, an FIR will have to be lodged and a copy of the same submitted for getting a new Pass issued. In case renewal of a Pass is sought, the old Pass will have to be submitted and deposited for the purpose.

CYCLE/SCOOTER/BIKE PARKING FEE

Interested students will be charged the Cycle/Scooter/Bike Parking Fee for parking their vehicles in the Parking Stand inside the Campus for the entire session unless allowed otherwise in mid-session. If any student parks his/her vehicle without locking it properly, the college will not be responsible for any resultant loss.

BAN ON RAGGING IN EDUCATIONAL INSTITUTIONS

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately. The punishment may include expulsion/suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding or withdrawing scholarships or fellowships and other benefits (ii) forfeiting campus placement opportunities or recommendations. (iii) debarring from appearing in any test or examination or other evaluation process (iv) debarring from representing the educational institution in any regional, national or international meet, tournament, youth festival, etc. (v) withholding results (vi) suspension or expulsion from hostel or mess (vii) cancellation of admission (viii) lodging of FIR with the local police. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indisplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear apprehension thereof in freshers or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely effect the physique or psyche of a fresher or a junior student or any type of abuse through electronic media or wrongful confinement, use of criminal force, assault as well as sexual offence, trespass, defamation or threat to defame will be deemed an act of ragging.

Hon^{ble} Supreme Court of India in SPL (C) No. 24295/2004 in the matter of University of Kerala V/s Council of Principals, Colleges of Kerala and others has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain to if his/ her explanation is not found satisfactory,

the authority would expel him/her from the Institution.

GENERAL GUIDELINES AND INSTRUCTIONS FOR ONLINE ADMISSIONS TO THE 1ST YEAR OF ALL UG & PG COURSES

HOW AND WHERE TO APPLY?

Log on to DAV Centenary College, Faridabad, website www.davccfbd.com and click on 'Apply Now'
or

Directly log on to the Department of Higher Education, Haryana, website www.highereduhry.com and go to the link 'Online Admission' or 'online.highereduhry.ac.in'

OTHER INSTRUCTIONS

1. Aadhar No. and bank account number is "Mandatory".
2. Photograph and scanned signature are "Mandatory".
3. Application fee is Rs. 150.00 only even if the candidate is applying for multiple courses in the College.
4. Centralized Online Admission will be mandatory for all courses (both Budgeted and SFS at 1st year- entry level in both Undergraduate and Post Graduate programs).
5. Mode of payment may be online/Paytm/Mobiwick/CSC, Internet Banking/ATM Card/ Debit Card/POS machines etc. However, cash payment cannot be denied. But in each case of cash payment, e-challan has to be generated.
6. Students must carry the following before filling the application form:-

1) Photograph scanned	2) Signature Scanned
3) Copy of 10th certificate	4) Copy of 10+2 certificate
5) Caste Certificate	6) Weightage Certificate
7) Copy of Aadhar Number	8) Mobile Number
8) Copy of Bank Account Number and name of the bank with branch	
7. University admission guidelines will be available in the first step.
8. Hard copy of the Application Form has to be deposited at college counters along with copies of all testimonials and weightage, Aadhar, Bank details etc. at the time of admission.
9. After each successful step the student will be notified through SMS.
10. At the HQ 3 Toll free number with 6 lines will be available from 8:30 a.m. to 6.00 p.m. on all working days.
11. A visual demo will be available on the Website for all users.
12. During the filling of application form the applicant will be warned for correctness of

mandatory fields through 'pop ups' at least thrice before saving the application form.

13. The admission process will begin w.e.f. 08.06.2017 (calendar time) and will be closed on 30.06.2017 (midnight).

Documents to be attached with Filled in Form at the time of appearing before the Admission Committee (for UG-First Year only)

Character Certificate (Original & 2 Self-attested Copies)

10th (2 Self-attested Copies)

10+2 (2 Self-attested Copies)

Original Migration Certificate (2 Self-attested Copies)

SC/ST/BC Certificate (2 Self-attested Copies)

Income Certificate (2 Self-attested Copies) wherever required (only for SC/BC Candidates from Haryana)

Anti-ragging Self-declaration Certificates by the applicant and his parent respectively to be downloaded from the College Website.

Identity Proof (Aadhar Card only) & Residence Proof (Ration Card etc.)

Proof of the applicant's Bank Account.

BPL Card if the candidate belongs to the BPL category.

Any other Certificate

ADMISSION RULES

1. Candidates seeking admission must fulfil the eligibility conditions of that particular class. The college will not be responsible if the admission of any student is not confirmed by M.D. University, Rohtak. The M.D. University rules regarding admissions will be applicable to students and if any change is made by the university at any stage in the said rules, it will be binding on the students. **All admission are provisional, subject to approval by M.D. University, Rohtak. THE PRINCIPAL RESERVES THE RIGHT NOT TO GRANT ADMISSION TO ANY STUDENT WITHOUT ASSIGNING ANY REASON IN THE INTEREST OF THE DISCIPLINE OF THE COLLEGE.**
2. **The SC Candidates of Haryana shall be granted reduction/relaxation of 5% marks in the eligibility conditions in all the courses in the marks required for general category. The said reduction will be calculated as per the example given below:**
As per Govt. Instructions, in a course where a general candidate requires to have 50% marks by giving 5% relaxation the minimum eligibility marks for a SC/ST 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=5/100×50=2.50
This way, minimum less mark where general category candidates are required to have 50% in a prescribed qualification, the total required marks for a reserved candidate will be 50-2.50=47.50 and not 45.
3. Students from the Board of School Education, Haryana, or other Boards and Universities recognized by M.D. University can be admitted to the class for which they are eligible under rules if they satisfy the conditions laid down by the University regarding their eligibility and admission.

NOTE:

If a candidate of another Board did not pass in the subject of English at 10+2 level, he/she may be allowed provisionally to join the B.A. / B.Com. Sem-I class as the case may be under new scheme of this University, subject to his/her qualifying in

the subject of English of 10+2 examination at the supplementary examination of the same year or in the next annual exam. held in March from the Board concerned. Such a candidate shall have to furnish to the University proof of his/her having cleared the subject of English before the declaration of the result of B.A./B.Com. Sem-II examination failing which his/her result of B.A./B.Com. Sem-I & II examination shall stand automatically cancelled.

4. THE FOLLOWING CATEGORIES OF STUDENTS ARE NOT TO BE ADMITTED:

- (i) Candidates, who have been placed under compartment in the Class XII Examination of the Board of School Education, Haryana, or any other Board or any other examination recognised by the university as equivalent thereto, in the 1st year of any undergraduate or postgraduate degree programme.
- (ii) Candidates who have failed in a university examination are not to be readmitted. Such candidates may reappear in the examination as ex-students.
- (iii) Candidates who have been detained or absented themselves from the University Examinations for two years in the same class.
- (iv) Students who have an inexcusable break in their studies.
- (v) Students who indulged in undesirable activities/gross misconduct during the previous session in any other college or in this college.

5. Students from other Boards/Universities seeking admission to this college will have to produce at the time of interview original certificates of all the examinations passed prior to the class which they intend to join, original Inter-University/ Board Migration Certificate, Character Certificate and School/ College Leaving Certificate from the Principal of the institution last attended and the Detailed Marks Card/ Certificate of the qualifying examination. However, if they are admitted provisionally in the absence of any of the above documents, they will have to deposit all the original certificates along with two sets of the photocopies thereof with the college office latest by 10th August, failing which they will themselves be responsible for the consequences including the cancellation of their admission.

In case a candidate is not able to submit the migration certificate when his registration is sent to the university, the migration of such candidates will subsequently be forwarded in original to the Registration and Scholarship Branch of the University as per the schedule and the late fee mentioned below.

All U.G. Courses

- i) Upto 30th November - With late fee of Rs. 500/-
- ii) Upto 31st January - With late fee of Rs. 1000/-
- iii) Upto 31st March - With late fee of Rs. 2000/-

NOTE:

- A. The University Roll Numbers will not be given to the students unless they are registered with M.D. University through the college office.
- B. The students are advised to keep with themselves a photocopy of any documents submitted to the college office at the time of admission or later during the year.

6. RULES FOR CANDIDATES PLACED IN COMPARTMENT

The candidates admitted to B.A./ B.Com. Pass Course will be allowed compartment and the chances for clearing compartment as per the relevant university rules.

7. PROMOTION UNDER SEMESTER SYSTEM

Common Clause for all courses

- (i) The candidate will be allowed to appear in the examination if he/she meets the following requirements :
 - a. bears a good character
 - b. has been on the rolls of department during the semester/year.
 - c. has attended not less than 65% of Lectures delivered in theory as well as practical.
- (ii) The students studying in different semesters will be promoted to the next higher semesters as per the rules laid down by the university.

8. RE-ADMISSION IN CASE THE NAME IS STRUCK OFF BECAUSE OF CONTINUOUS ABSENCE FROM COLLEGE WITHOUT ANY INFORMATION

The name of the students remaining absent for 15 consecutive days after the start or during the academic session without any notice shall be struck off from the rolls of the Institute. A fine of Rs. 5/- per lecture/day shall be charged on account of remaining absent from the classes.

However, re-admission may be allowed on payment of Rs. 1000/- along with the required fine within 15 days with the permission of the Vice-Chancellor. If a student fails to report within this time limit, the seat will be declared vacant to be filled according to the university rules. Re-admission may be allowed by the Vice- Chancellor only once on the recommendation of the Principal on payment of the prescribed re-admission fee.

9. INSTRUCTIONS REGARDING UNIVERSITY EXAMS

The students are directed to consult the University Website for all information related to their university examinations and not depend solely upon the college to provide such information to them. As directed by the University, It is their responsibility to get all such information themselves from the MD University website www.mdurohtak.com.

10. INSTRUCTIONS FOR S.C./ B.C. CANDIDATES

All the Scheduled Caste/ Backward Class candidates seeking admission to any class are directed to submit a certificate/ an affidavit in respect of income as well as another certificate by way of proof of caste/ class at the time of admission. The college is duty-bound to take such certificates from the candidates belonging to the above categories, in keeping with the commitment to this effect given by it to the Office of the Director General, Higher Education, Haryana.

11. DISTRIBUTION AND RESERVATION OF SEATS

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIO)	15% of the sanctioned intake
b) State Quota	85% of the sanctioned take
(b-1) Haryana Open General Category(HOGC)	50% of the State Quota i.e. 42.5% of total intake
(b-2) Reserved Categories of Haryana	50% of the State Quota i.e. 42.5% of total intake
Scheduled Caste (SC)	20% of State Quota (17% of total intake)
Backward Classes of Haryana (A)(BCA)	16% of State Quota (13.6% of total intake)
Backward Classes of Haryana (B)(BCB)	11% of State Quota (9.35% of total intake)
Physically Handicapped (PH)	3% of State quota (2.55% of total intake).

Note: The reservation of seats is as per Reservation Policy of the State Govt. of Haryana and is subject to change/amendment made by the State Govt. from time to time.

In the event of quota reserved for Physically Handicapped remain unutilized due to non availability for suitable category of handicapped candidates, it may be offered to Ex-Servicemen and their wards (1% and the dependant of Freedom Fighter 1%). Further, 3%

reservation is also provided to Ex-serviceman/ Freedom Fighter and their dependants by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided / Institutes located in Haryana. As far as Block allocation in Block-A and Block-B of Backward Classes category is concerned year wise rotational system will be adopted. For example if Block-A of Backward Classes are given seats in academic year 2013, the next Block i.e. (B) Block of Category of Backward Classes will be given seats in the next academic year 2014 and so on.

Note: A roster register for reservation of seats for ex-servicemen/freedom fighter shall be maintained and carry forward all fractions till one seat is accumulated through different fractions over the years. As and when the total comes to one, a seat will be provided in the Prospectus (Chief Secretary to Govt. Haryana letter No. 23/27/2004-2GS-III dated 05.12.2008).

2. Guidelines for Reservation

- I. A candidate who applies for a reserved category or for both reserved and general categories will be considered first in general category. In case, he is not selected in general category, he/she will be considered for reserve category. The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/ backward classes, rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes, Department, Chandigarh).
- II. Benefit of reservation will be given to all the reserved categories upto 3rd counselling according to the reservation policy given in the Information Brochure. In case at the time of 3rd counselling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available, these vacant seats may be thrown open to Haryana General Category. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category
- III. If any seat remains vacant in sub-categories of BC(A) and BC(B), the same will be filled up through the candidates belonging to other category. For example, if any seat in BC(B) category remains vacant, the same will be filled up from BC(A) category and vice-versa.
- IV. A candidate having a minimum of 40% permanent disability will be considered physically handicapped for admission to a course, provided that the candidate is otherwise medically fit for the particular course. Such candidate will be admitted to the relevant courses on the basis

SELF DECLARATION

(Self Declaration to be submitted by students against ragging at the time of admission)

1. I, (Full Name of the Student with admission/ registration/ enrollment No.) S/o, D/o Mr./Mrs./Ms. _____ having been admitted to _____ (name of the institution) _____ have carefully read “THE HARYANA PROHIBITION OF RAGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012” and fully understood the provisions contained in the said ordinance.
2. I have, in particular, perused clause 2(f) of the ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:
 - (a) I will not indulge in any behavior or act that may be constituted as ragging under the ordinance.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the county on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Student

Name:

Self Declaration by the Parent/ Guardian

1. I, Mr./Mrs./Ms____(Full name of parent/ guardian)_____father/mother/guardian of, ____(Full name of student with University Roll No.__), having been admitted to _____(name of the institution)_____ have carefully read “THE HARYANA PROHIBITION OF RAGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012” and fully understood the provisions contained in the said ordinance.
2. I have, in particular, perused clause 2(f) of the ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:
 - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under the ordinance.
 - (b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the county on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Parent/ Guardian

Name:

Address:

Telephone/ Mobile No.

E-mail id

2019-2020 SESSION AT A GLANCE

A. (i) ADMISSION SCHEDULE FOR UNDER GRADUATE COURSES

Calling of application admission forms	:	08.06.2019
Las date of receipt of forms	:	28.06.2019
Display of 1st Merit List	:	02.07.2019
Display of 2nd Merit Llst	:	09.07.2019
Commencement of teaching	:	16.07.2019

(ii) In case of seats remaining vacant after 15 July, 2019, late admission may be allowed on merit basis by the Principal with late fee as under:

16 th July, 2019 to 24 th July, 2019	:	Rs. 100/-
25 th July,2019 to 31 st July, 2019	:	Rs. 200/-
01 st August, 2019 to 08 th August, 2019	:	Rs. 500/-
09 th August, 2019 to 15 th August, 2019	:	Rs. 1000/-
16 th August, 2019 to 22 nd August, 2019	:	Rs. 2000/- (with the permissioin of the Vice-Chancellor)

B. TERMS AND VACATIONS

ODD SEMESTER

a) 1 st Teaching Term	:	16.07.2019 to 23.10.2019
b) Vacation-I (Diwali)	:	24.10.2019 to 30.10.2019
c) 2 nd Teaching Term	:	31.10.2019 to 18.11.2019
d) Examinations	:	19.11.2019 onwards
e) Winter Vacation-II	:	20.12.2019 to 31.12.2019

EVEN SEMESTER

a) 1 st Teaching Term	:	01.01.2020 to 07.03.2020
b) Vacation-I (Holi)	:	08.03.2020 to 15.03.2020
c) 2 nd Teaching Term	:	16.03.2020 to 30.04.2020
d) Examinations	:	01.05.2020 onwards
e) Practical Examinations	:	Before/After Theory Examinations
f) Summer Vacations	:	20.05.2020 to 30.06.2020

The Academic Session 2019-20 will start from 01.07.2019

TEN PRINCIPLES OF ARYA SAMAJ

- 1) God is the primary source of all true knowledge and of all that can be known through it.
- 2) God is existent, intelligent and blissful. He is formless, almighty, just, merciful, unborn, infinite, unchallengeable, beginningless, incomparable, the support and lord of all, omniscient, imperishable, immortal, fearless, eternal, holy and the maker of the universe. To Him alone worship is due.
- 3) The VEDAS are scriptures of true knowledge. It is the duty of all Aryans to read them, hear them being read and recite them to others.
- 4) We should always be ready to accept truth and give up untruth.
- 5) All actions should be performed in conformity with dharma i.e. after due consideration of right and wrong.
- 6) The primary aim of the Arya Samaj is to do good to all i.e. promote their physical, spiritual and social well-being.
- 7) We should treat all people with love, fairness and due regard for their merit.
- 8) We should aim at dispelling ignorance and promoting knowledge.
- 9) One should not only be content with one's own welfare, but should also look for contentment in the welfare of others.
- 10). One should regard oneself under restriction to follow the altruistic rulings of society. While following rules of individual welfare, all should be free.



DAV CENTENARY COLLEGE

'A' Grade Accredited by NAAC

(Under the Direct of D.A.V. College Managing Committee, New Delhi)

NH-3, N.I.T., Faridabad-121001, Phone No. : 0129-2415044

Website : www.davccfbd.com, E-mail : info@davccfbd.com