

***PANJAB UNIVERSITY, CHANDIGARH***

***INSTRUCTIONS FOR ADMISSION TO  
VARIOUS COURSES  
SESSION 2020-21***



## PANJAB UNIVERSITY CHANDIGARH

<p>From:-</p> <p>The Asstt. Registrar (R&amp;S), Panjab University, Administrative Office, Dewan Anand Kumar Hall, Chandigarh-160014.</p>	<p>To,</p> <ol style="list-style-type: none"><li>1. The Principals of all the affiliated Colleges.</li><li>2. The Chairpersons of all the Teaching Departments, P.U. Chandigarh</li><li>3. The Chairperson, Department of Evening Studies, P.U., Chandigarh</li><li>4. The Chairperson, University School of Open Learning, P.U. Chandigarh.</li><li>5. The Directors of all Regional Centres, P.U.</li><li>6. The Dean, College Development Council P.U., Chandigarh.</li></ol>
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No. 2163/R&S

Dated: 24.07.2020

By e-mail

### INSTRUCTIONS ADMISSION TO VARIOUS COURSES DURING THE SESSION 2020-21.

Respected Sir/Madam,

I am enclosing herewith a copy of Instructions for admission to various courses during the session 2020-21. In the wake of COVID-19 pandemic, all admissions are required to be made online/offline by the Colleges/Departments strictly in accordance with the Regulations/Rules contained in latest University Calendars/Guidelines/any other Instructions which have been issued/may be issued by the University, from time to time, for the respective Courses/Examinations. The enclosed Instructions in particular should be adhered to while making admission for the session 2020-21. After admission, the Registration Returns are to be sent in computerized form and it should be prepared as per instructions contained in item No.17 at Page No.16-19 of the enclosed instructions for admission to various Courses. **The Registration Returns shall not be accepted without affiliation of Colleges/classes/courses/subjects.**

**It is further advised that the Registration fee, Enrolment fee, Migration fee, Continuation fee and Affiliation fee etc. to be deposited in the University Account as per the instructions issued by the Colleges Branch.**

Encls: -As above.

Yours faithfully,

Sd/-  
Assistant Registrar(R&S)

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**PANJAB UNIVERSITY, CHANDIGARH**  
**INSTRUCTIONS FOR ADMISSION TO VARIOUS COURSES**  
**(SESSION 2020-2021)**

**1. GENERAL INFORMATION:-**

- (i) The candidates be admitted strictly in accordance with the Regulations/Rules contained in the latest University Calendars/Guidelines/any other Instructions which have been issued/may be issued by the University from time to time for the respective courses/examinations and in order of merit. The instructions given in these guidelines should in particular be adhered to while making admission for the Session 2020-21. The list of all such candidates selected for admission/waiting-list be displayed on the Notice Board/Website of the respective College.
- (ii) The admission forms should have separate columns for Father's and Mother's names. The name of mother and father should be mentioned in all records. However, in case some students do not wish to declare the name of both the parents (either of mother or father) they may not be insisted upon and no one be denied admission on this ground.
- (iii) Where the numbers of seats are fixed, the total number of students admitted to a particular class must not exceed the number of seats sanctioned by the University.
- (iv) The admission be made according to the schedule of dates approved by the University and circulated by the Deputy Registrar (Colleges) from time to time.
- (v) When an admission notice is given in the Newspapers by the respective College, it should be clearly mentioned therein that the candidates coming from other Universities/Boards/Councils/Bodies must bring their qualifying examination Certificates, in original, at the time of admission. Migration Certificate be submitted latest by **15<sup>th</sup> of October** in the University Office. If Result Gazette/original documents are not available, then student should submit an affidavit to the effect that if the documents are not found correct, his/her admission to the course will liable to be cancelled.
- (vi) For admission, fraction of marks less than the requisite percentage would not be rounded off to the advantage of the candidates, i.e. 32.9%, 39.9% and 49.9% shall not be rounded off to 33%, 40% and 50% etc.
- (vii) Permission of the Hon'ble Vice-Chancellor is mandatory for admission after the expiry of the last date. However, the candidates be admitted provisionally at their own risk and responsibility subject to approval of the late admission by the Hon'ble Vice-Chancellor and conveyed to concerned College/Deptt. by the University.
- (viii) A student whose result of +2 examinations in February/March conducted by a School Board is published late, **but not later than 10<sup>th</sup> August, 2020,** may be admitted without late fee within 15 working days of the declaration of the result and his/her attendance shall be counted from the date of admission. This would be applicable to an Open School Board also. After expiry of this period, the approval for late admission is required from the Hon'ble Vice-Chancellor. **(See Rule 10 at Page No. 363 of P.U. Calendar Vol-III, 2019).**

In the case of Panjab University students who have already appeared in any of its examination and the result is declared late for one reason or the other, the admission cannot be said to be a case of fresh admission. They are already midway of the class.

In these cases, admissions to the next class/course may be allowed within 10 working days, from the date of dispatch of result, without charging any late fee.

- (ix) To ensure transparency and credibility in their admission procedure, Universities and Institutions of higher education need to make liberal use of notice board, print media, electronic media, website etc. to declare their admission procedure.
- (x) Following admission, University and College authorities should take proactive action to communicate to newly admitted SC, ST, OBC, minorities students and students from low income families (regardless of the level of their course), the availability of tuition-waiver, free-ships, loan and scholarship available to these categories.
- (xi) The College(s) Prospectus should contain all the information in respect of different scholarships, in detail, offered by the Panjab University to its affiliated Colleges. The Colleges should display total number of Scholarship Scheme(s) on their notice boards.
- (xii) To make admission process more transparent, the Colleges should display fee-structure, merit-list etc. on their notice boards as well as upload the same on their College website.

## **2. GENERAL CONDITIONS REGARDING ELIGIBILITY: -**

- (i) It must be ensured that the examination passed by a candidate on the basis of which he/she is seeking admission to the next higher class in the College stands recognized by the Panjab University. For this purpose, the Equivalency Booklet printed in the year 1999, be consulted along with the Consolidated Supplementary List, 2004 to 2007 already sent to all the Colleges by the General Branch. However, if any College does not have the printed Equivalency Booklet, 1999, the same may be obtained from the Printing Store of the University on payment of prescribed cost.
- (ii) Only eligible candidates be admitted to the course concerned. Responsibility for making wrong admission or allowing wrong combination of subjects to a student shall lie entirely with the College/Department authorities.
- (iii) All Foreign/NRI Students shall obtain **Eligibility Certificate** from the Deputy Registrar(General), Panjab University in all cases and the admission of the Foreign/NRI students to College/Teaching Departments would be governed by the Guidelines issued by the Dean, International Students. After obtaining the Eligibility Certificate, the candidate should submit the same to College/Department where he/she is seeking admission. **The eligibility form should be accompanied by a forwarding letter from the Principal of the College/Chairperson of the Teaching Department indicating the reason for denying the admission to the candidate.**
- (iv) An affidavit in duplicate from each candidate having gap year seeking admission to the College/Department to the effect that he/she was not disqualified by any Board/Body/Council/University and he/she was not already registered with the Panjab University (wherever applicable), must be obtained by the concerned College/Department before allowing admission. In case the candidate was disqualified, the period of disqualification and the activities in which the candidate was involved during the period of disqualification, should be indicated by the candidate in the said affidavit. A copy of the affidavit be sent to the University (R&S Branch) along with Registration Return. No candidate be admitted under any circumstances during the disqualification period.

In case of re-admission after a long spell, the candidate must quote his/her old Registration Number of the Panjab University.

- (v) That a candidate who has been placed under compartment/re-appear in one subject only with at least 20% marks (Theory & Practical taken together) in the subject in which he/she has been placed in compartment in the +2 examination conducted by the Open School Boards in India shall be eligible to seek admission to the 1<sup>st</sup> Semester of B.A./B.Sc.(General)/B.Com./B.B.A./B.C.A. course under 10+2+3 system of education. He/She should have cleared the compartment before the declaration of the first year result. If he/she could not submit the relevant papers/documents on the date of declaration of result then his/her admission will be automatically cancelled. {with effect from the academic session 2009-2010} (Amended vide Syndicate Para-16 dated 18.05.2014).
- (vi) The candidate who is admitted in first/third/fifth semester will be allowed to be promoted to second/fourth/sixth semester respectively. However, for promotion from second to third or from fourth to fifth semester the candidate will have to clear 50% of the total papers till that semester. It is further clarified that for calculating 50% fraction, like, 2.5, 3.5 or 4.5 will be considered as 3, 4 or 5 respectively.
- (vii) The candidates, who got admission in 1<sup>st</sup> Semester in a College and after completing the 1<sup>st</sup> Semester, could not get the admission in 2<sup>nd</sup> Semester due to one or other reason, are being allowed admission in the 2<sup>nd</sup> Semester next year with the condition that the candidate must have attended the classes/appeared in examination in the College in 1<sup>st</sup> Semester, this provision/facility be extended to the candidates of 3<sup>rd</sup> and 5<sup>th</sup> Semester as well. Such a facility be extended to Post-Graduate students also. To overcome this problem, few admission dates for 2<sup>nd</sup> semester should also be allotted in January i.e. **one week after the Winter Break as per P.U. Academic Calendar, 2020-21. (As per Syndicate Para 49 dated 01.05.2016).**
- (viii) The Vice-Chancellor has allowed to change a subject in any circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semesters examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree (**Vide Circular No. Misc./A-6/3295 dated 06-04-2018**).

### **3. RESERVATION OF SEATS/FEE CONCESSION: -**

- (i) The reservation of seats shall be governed by the Regulation 29.1 and 29.2 given at Page No.168 in P.U. Cal. Volume-I, 2007 and any intimation sent by the Deputy Registrar(Colleges).

However, it is clarified that the concession is not available in the case of candidates who are seeking admission to the next higher class on the basis of having earned compartment in +2 examination i.e. in the subject of compartment.

- (ii) (a) Two Additional Seats for One Girl Child out of the only Two Girl Children, per unit, per course, subject to maximum limit of four;  
(b) One Additional seat for Cancer Patients;  
(c) One Additional seat for AIDS Patients and;  
(d) One Additional seat for Thalassaemia Patients.

**As per circular No.Misc./A-6/83745-83945 Dated 03-05-2017 and Misc./A-6/2404 dated 14.03.2018 (Already circulated by the Colleges Branch).**

(e) Two Additional seats for Rural Area Students over and above (As per circular No.Misc./A-6/85782-85982 dated 01.06.2017 [Already circulated by the Colleges Branch]).

(f) One additional seat for Border Area students over and above the sanctioned seats for UG/PG Courses offered by the Teaching Departments/Regional Centres/and Colleges affiliated to Panjab University (As per circular No.Misc./A-6/85782-85982 dated 01.06.2017 [Already circulated by the Colleges Branch]).

The benefit of additional seats under the aforesaid categories **will not** be admissible to the students seeking admission in the courses falling under regulatory agencies such as **MCI, DCI, BCI and NCTE.**

(iii) The following concession be given for admission to various courses in Educational Institutions up to academic year 2020-21 only to those wards of martyrs/permanent disabled (up to 80% leading to incapacitation) of KARGIL WAR who have a valid certificate from the Ministry of Defence to this effect and the same be entered in the Pension Book of the family:-

- (a) 1% seats with minimum of 1 seat in the Departments and affiliated Colleges except in partially financed/self-financing courses.
- (b) Exemption of fee.
- (c) Exemption in hostel fee. (**Vide Syndicate Para 30 (XI) dated 29.7.2008.**)

(iv) (a) Blind students who join a regular degree / Post-graduate degree courses at the Panjab University would be allowed exemption from payment of tuition fee & would be provided free accommodation in the University Hostels. {**Approved vide Syndicate Para (iv) meeting held on 19.08.1996.**}

(b) The free education to the completely blind student belonging to below poverty line, as described by the relevant Government notification(s), in any course in the University and its affiliated Colleges, subject to the students being otherwise eligible and on merit, but the candidate has to submit an affidavit to this effect issued by the competent authority. Even the free hostel accommodation may also be considered, if required by the students, but he/she will have to pay the mess charges, which are already subsidized. A limited number of course books (one per paper) may also be considered which would be returnable after the completion of the course. (**Syndicate Para-1 dated 18.04.2009.**)

(v) Free education to children of persons killed in November, 1984 riots and terrorist violence in Punjab State. {**Approved vide Syndicate Para 5 (Statement 'A') dated 25.04.1987.**}

**4. ADMISSION TO BACHELOR OF COMPUTER APPLICATIONS (B.C.A.) 1<sup>st</sup> Semester: -**

(i) A person who has passed +2 examination in any discipline with at least 50% marks and passed Mathematics as one of the subject at Matriculation examination level shall be eligible to join the first semester class of B.C.A. Course.

**OR**

(ii) Any other examination recognized by the Syndicate as equivalent to (i) above.

Provided further that:-

A candidate who has been placed under compartment in the +2 examination conducted by a Board / Bodies / Councils / University in India shall be eligible to seek admission to the First Semester of BCA course, provided he/she fulfills the following conditions:-

- (a) He/she should have been placed compartment in one subject only;
- (b) He/she should have obtained at least 20% marks in the subject in which he/she had been placed in compartment and;
- (c) He/she should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after he/she has cleared the compartment in two consecutive chances subsequent to his/her admission. In case the candidate does not clear the compartment at any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.

**Explanation:-** In case of a compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed under compartment.

- (iii) Subject to the reservation made by the University, the admission shall be on merit.

**NOTE:-** (a) **10% weight-age be given for each subject of (Mathematics/Statistics) and (Computer Science/Computer Applications/Information Technology or equivalent) to the candidate who studied at 10+2 level at the time of admission in B.C.A. 1<sup>st</sup> Semester from the admissions of 2015.**

- (b) **That 20% weight-age in total to those students who studied Mathematics/Statistics) and (Computer Science or Computer Applications or Information Technology or Information System) at +2 level be given.**

**5. ADMISSION TO BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.) 1<sup>st</sup> Semester: -**

- (i) Admission to the first semester of BBA degree course shall be open to a person who has passed one of the following examinations conducted by a recognized Board/Council/University:-

- (a) +2 examination securing at least 50% marks in aggregate;
- (b) Any other examination recognized by the University as equivalent to (a) as given above with requisite percentage of marks.

Provided that a candidate seeking admission to the first semester should have passed in the subject of English at the +2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/Universities in India, the admission of the candidate shall be provisional and will be confirmed only after he/she has cleared the subject of English as a deficient subject from the parent Board/Body/Council/University in two consecutive chances subsequent to his/her admission.



In case a candidate does not clear the relevant subject at any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.

Provided further that:-

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of BBA course, provided he/she fulfills the following conditions:-

- (a) He/she should have been placed compartment in one subject only;
- (b) He/she should have obtained at least 20% marks in the subject in which he/she had been placed in compartment and;
- (c) He/she should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after he/she has cleared the compartment in two consecutive chances subsequent to his/her admission. In case the candidate does not clear the compartment at any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.

**Explanation:-** In case of a compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed under compartment.

- (ii) Subject to the reservation made by the University, the admission shall be on merit.

#### **6. ADMISSION TO B.A. /B.Sc./B.Sc.(Bio. Info.) – 1<sup>st</sup> Semester:-**

- (i) A person who has passed one of the following examinations with pass in English as one of the subjects shall be eligible to join the First Semester class of B.A. or B.Sc. (General/B.Sc. (Bio-Info.) and Honours) degree course in a College affiliated to this University, however, a person who has not qualified English as one of the subjects at the +2 examinations, shall be eligible to join B.A./B.Sc.-1<sup>st</sup> Semester provisionally subject to his/her qualifying the deficient subject of English from the parent Board/Body/Council/University in two consecutive chances subsequent to his/her admission, failing which his/her admission to B.A./B.Sc. 1<sup>st</sup> Semester and the result for the examination shall automatically stand cancelled:-

- (a) B.A./B.Sc./B.Com Part-I (Old Scheme)/Intermediate/Arts/Science/Agriculture examination of Panjab University;
- (b) the +2 examination under 10+2+3 system of education of a recognized University/Board/Council;
- (c) Prak Shastri/Vishard examination with compulsory English. (Vide Senate Para-LXXVII dated 06.12.2009);
- (d) any other examination recognized by the University as equivalent to (a), (b) and (c) above.

Provided that:-

- (a) a person joining the B.Sc. course must have obtained at least 40 percent marks in the aggregate of the qualifying examination;
- (b) a B.Sc. student must have out of the three elective subjects offered by him/her (**excepting Anthropology**) passed at least 2 Science subjects in the qualifying examination. He/she may offer the third elective subject from the Faculty of Science or Faculty of Arts.

Provided further that a student shall be eligible to opt the subject of:-

- (a) Computer Science at the B.A. /B.Sc. level, if he/she has passed the +2 examination with Science/Commerce/Economics/Mathematics and Computer related subject like Computer Science/Information Technology etc. as one of the elective subjects or optional subjects.
- (b) Biochemistry, if he/she passed the +2 examination with the following subject:-
  - 1. Physics                      2. Chemistry                      3.Mathematics/Biology
- (c) A student may opt for Computer Science in B.Sc. (General) (Non-Medical) as one of the elective subjects with the following combination (amended vide Syndicate Paragraph 32, dated 11.07.2005):-

- 1. Mathematics              2. Physics                      3.Computer Science

**NOTE:-** The candidates, who have passed computer related subject like Computer science/Information Technology etc. as one of the Elective subjects or optional subject at +2 level, be allowed to opt the subject of Computer Science at B.A./B.Sc. level w.e.f. the academic session 2012-13 (**Syndicate Para 18 dated 27.09.2011**).

- (ii) A candidate who has been placed under compartment at +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.A. /B.Sc./B.Sc.(Bio. Info.) course(s) he/she fulfills the following conditions:-
  - (a) He/she should have been placed in compartment in one subject only;
  - (b) He/she should have obtained at least 20% marks in the subject in which he/she had been placed in compartment and;
  - (c) He/she should have obtained the requisite percentage of marks in the aggregate of examination as laid down in the relevant regulations.

Provided that;

- (a) A candidate joining the B.A. First Semester should have obtained at least 33% marks in the aggregate of all the subjects (including the marks obtained by him/her in the subject of compartment, Theory & Practical(s) taken together) taken up by him/her at the +2 examination.
- (b) A candidate joining the B.Sc. First Semester should have obtained at least 40% marks in the aggregate of all the subjects (including the marks obtained by him/her in the subject of compartment, Theory & Practical(s) taken together) taken up by him/her at the +2 examination.

**NOTE: - The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.A./B.Sc./B.Com. Part-I courses, if they clear or secure 20% or more marks in the subject in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Hon'ble Vice-Chancellor, provided the seat(s) is/are available (Syndicate Para 43 (xiv) meeting held on 27.01.2013).**

**7. ADMISSION TO BACHELOR OF COMMERCE (B.Com.)-1<sup>st</sup> Semester:-**

(i) 3.1(A) Admission to the first semester of B.Com. Degree course shall be open to a person who has passed one of the following examinations conducted by a recognized Board/Council/University:-

(a) +2 examination or B.Com.- Part-I (Old scheme) of Panjab University with three of the following subjects securing **at least 45 per cent** marks in the aggregate:-

Commerce (or theory of commerce or foundation course in commerce)  
Accountancy (or book keeping and accountancy)  
Economics  
Business Organization (or Business Management or Theory and Practice of Management)  
Insurance (or General Insurance or Life Insurance)  
Banking and Trade  
Commercial Geography  
Office Management and Secretarial Practice (or Office Organization and Management)  
Mercantile Law (or any Company Law)  
Auditing  
Typewriting and Stenography/Computers (for typewriting)

**Additional subjects:**

Accountancy/Accounts/Accounting  
Accounting for Business  
Advance and Foreign Exchange  
Advanced Maths & Computer Applications  
Auditing  
Banking  
Booking Keeping and Accountancy  
Business Economics & Quantitative Methods  
Business Mathematics  
Business Organization & Management  
Business Studies  
Business Studies II  
Capital Market Operations  
Commerce  
Computerized Accounting II  
Cost Accounting  
Derivative Market Operation  
Economics Geography  
Economics  
E-Commerce  
Elements of Accounting

Elements of Cost Accounting and Auditing  
 Elements of Cost Accounting  
 Entrepreneurship  
 Factory Organisation/Office Administration/Financial Accounting  
 Financial Market Management  
 Fundamental of E-Business  
 Human Resource Management  
 Income Tax  
 Informatics Practices  
 Insurance  
 Introduction to Financial Markets  
 Investment Management  
 Legal Studies  
 Management and Marketing of Insurance  
 Management of Resources  
 Marketing  
 Marketing and Salesmanship  
 Marketing Management and Retail Business  
 Materials Management  
 Mathematics  
 Mathematics (B)  
 Management of Bank Office  
 Modern Office Practice-II  
 Office Communication  
 Office Procedures and Practices  
 Organization of Commerce  
 Principles and Practices of Life Insurance  
 Principle of Management & Economics  
 Retailing  
 Retail Management  
 Salesmanship  
 Secretarial Practices and Accounting  
 Shorthand  
 Statistics  
 Store Accounting  
 Type Writing  
 Theory and Practice of Commerce  
 Taxation

- (b) +2 Examination with at least two of the subjects mentioned in (a) securing at least 50% marks in aggregate.
- (c) +2 examination who does not covered in (a) and (b) securing at least 55% marks.
- (d) Any other examination recognized by the University as equivalent to (a) or (b) or (c) as given above with requisite percentage of marks given under each clause.

Provided that a candidate seeking admission to the first semester of B.Com. should have passed in the subject of English at the +2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/Universities in India, the admission of the candidate shall be provisional and will be confirmed only after he/she has cleared the subject of English as a deficient subject from the parent Board/Body/Council/University in two consecutive

chances subsequent to his/her admission. In case a candidate does not clear the relevant subject at any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.

Provided further that:-

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.Com course, provided he/she fulfills the following conditions:-

- (a) He/she should have been placed in compartment in one subject only;
- (b) He/she should have obtained at least 20% marks in the subject in which he/she had been placed in compartment and;
- (c) He/she should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after he/she has cleared the compartment in two consecutive chances subsequent to his/her admission. In case the candidate does not clear the compartment at any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.

- (ii) (B) Subject to the reservation made by the University, the admission shall be on merit. The merit for this purpose shall be determined on the basis of the score of a candidate to be computed as follows:-
  - (a) Percentage of marks in the qualifying examination;
  - (b) Add score of 4 for each of the subjects passed from the subjects referred in (i) 3.1(A) not exceeding 16 in total.

**Explanation:** -In case of a compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed in compartment.

**NOTE: - The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.A./B.Sc./B.Com. Part-I courses, if they clear or secure 20% or more marks in the subject in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Hon'ble Vice-Chancellor, provided the seat(s) is/are available (Syndicate Para 43 (xiv) meeting held on 27.01.2013).**

## **8. ADMISSION CRITERIA FOR B.Sc. (AGRICULTURE) (4-YEAR COURSE) (SEMESTER SYSTEM):-**

Eligibility for admission to first semester will be clear pass in XII examination from a recognized Board, with:-

- Physics, Chemistry, Maths/Computers or (Non-Medical stream)
- Physics, Chemistry, Biology/Biotechnology/Agriculture (Medical Stream)
- +2 in Agriculture stream

The candidate with Physics, Chemistry, Maths/Computers will have to clear Botany and Zoology in First and Second semester. Candidate with Physics, Chemistry,

Biology/Biotechnology/Agriculture will have to clear Mathematics-I and Mathematics-II in first and second semesters. Candidate having both the options i.e. Maths and Biology at XII level will have to appear in Botany and Zoology if he/she has been admitted on Non-Medical seat and will have to appear in Maths-I and II if he/she has been admitted on Medical seat.

**9. ADMISSION TO B.SC.-I (FASHION DESIGNING), B.SC.-I (HOME SCIENCE), B.SC.-I (BIO-TECH.), & B.F.A (SEMESTER SYSTEM):-**

Sr.No.	Class	Eligibility Criteria
1.	B.Sc.-1 <sup>st</sup> (Fashion Designing)[Semester System]	Admission to first year of B.Sc. Fashion Designing shall be open to candidates with at least 50% marks (45% marks for SC & ST category candidates) in 10+2 examination from CBSE/Punjab School Education Board or any other equivalent examination or from recognized board with English as compulsory subject.
2.	B.Sc.-I (Home Science) [Semester System] w.e.f. 2014	Passed +2 examination from recognized board with English as a compulsory subject.
3.	B.Sc. (Hons.)-I (Bio.- Tech.) Semester System w.e.f. 2014	Passed +2 with examination 50% marks in Medical or Non-Medical science Group from recognized board.
4.	B.F.A-4 Year (Semester System) w.e.f. 2014	(i) candidate who has passed one of the following examinations shall be eligible to join the course:- (a) 10+2 examination of the Board of School Education of Panjab or Haryana or Himachal Pradesh, Central Board of School Education, Delhi (for the Union Territory of Chandigarh only) with at least 40% marks in the aggregate. (b) Any other examination recognized by the Syndicate as equivalent to (a) above with at least 40% marks in subjects. (c) In addition to the conditions laid down in 2.1 (a) a candidate must pass such test or tests, written and practical and/or oral as may be prescribed by the Principal.

**10. ADMISSION TO BACHELOR OF EDUCATION (B.Ed.) (General):-**

Admission to B.Ed. shall be made on merit on the basis of marks obtained in the entrance test or any other selection process as per policy of State Govt. /U.T. administration and the University.

A person who possesses the following qualification shall be eligible to join the course:

- (i) Candidates with at least **Fifty Percent** marks either in Bachelor's degree, and / or in the Master's degree in Science/Social Science/Humanities/Commerce/Home Science.

**OR**

Bachelors in Engineering or Technology with specialization in science and mathematics with 55% marks.

**OR**

Candidates who have passed B.A.LL.B. with at least Fifty Percent marks in a relevant school subject.

**OR**

A candidate having any other qualification equivalent thereto is eligible for admission to the programme.

- (ii) M.A. or M.Sc. or M.Sc. (Hons. School) or M.Com. degree of this University or any other recognized University with a minimum 50% marks in the aggregate in a relevant school subject. A candidate getting admission on the basis of Postgraduate degree shall have to opt for one of teaching subjects pursued by him/her at Master degree.
- (iii) The candidates who have passed additional subject at graduation level can opt for only those teaching subject, marks of which are taken into account for the purpose of calculating percentage of marks at graduation level.
- (iv) The reservation and relaxation for SC/ST/OBC/PwD and other categories shall be as per rules of the admission policy of State Govt./Chandigarh Union Territory Administration, as the case may be.

\*Admission to B.Ed. be made as per N.C.T.E. norms.

#### **11. ADMISSION TO BACHELOR OF EDUCATION (B.Ed.) (Yoga):-**

Admission to B.Ed. shall be made on merit on the basis of marks obtained in the entrance test or any other selection process as per policy of State Govt. /U.T. administration and the University.

A person who possesses the following qualification shall be eligible to join the course:-

- (i) A candidate required at least 50% (Fifty Percent) marks having the qualification i.e. B.A. (Yoga), M.A. (Yoga) or Graduation with one year diploma /certificate in Yoga Education equivalent thereto is eligible for admission to the programme and preference will be given to said qualifications.

**OR**

- (ii) Candidates with at least 50% (Fifty Percent) marks either in Bachelor's degree, and/or in the Master's degree in Science / Social Science / Commerce / Science / B.A.LL.B.

**OR**

- (iii) Candidates with at least 55% (Fifty five Percent) marks Engineering or Technology.

- (iv) The reservation and relaxation for SC/ST/OBC and other categories shall be as per rules of the admission policy of State Govt./Chandigarh Union Territory Administration, as the case may be.

\*Admission to B.Ed. be made as per N.C.T.E. norms.

12. **ADMISSION TO MASTER OF EDUCATION (M.Ed.) (General) Two year Course (Semester System):-**

A person who possesses one of the following qualifications shall be eligible to join the course:-

- (a) A degree in Bachelor of Education/equivalent degree of this University with 50% marks (45% in case SC/ST/BC candidates) or from any other University/Institutions recognized by AIU.  
**OR**
- (b) B.A.B.Ed. / B.Sc. B.Ed. (50% )  
**OR**
- (c) B.El.Ed. (50%)  
**OR**
- (d) D.El.Ed. with an undergraduate degree (with 50% marks).  
**OR**
- (e) Any other qualifications recognized by the Syndicate as equivalent to (a).

Reservation and relaxation for SC/ST/OBC/PwD and other applicable categories shall be as per the rules of the Central Government/State Government whichever is applicable.

13. **ADMISSION TO B.P.ED. – 2 YEAR COURSE (SEMESTER SYSTEM)\*:-**

- (i) Bachelor's degree in any discipline with 50% marks and having at least participation in the Inter-College/Inter-Zonal/District/School competition in sports and games as recognized by the AIU/IOA/SGFI/Govt. of India.  
**OR**
- (ii) Bachelor's degree in Physical Education with 45% marks.  
**OR**
- (iii) Bachelor's degree in any discipline with 45% marks and studied Physical Education as compulsory/elective subject.  
**OR**
- (iv) Bachelor's degree with 45% marks and having participated in National/Inter-University/State competitions or secured 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> position in Inter College/Inter-Zonal/District/School competition in sports and games as recognized by the AIU/IOA/SGFI/Govt. of India.  
**OR**
- (v) Bachelor's degree with participation in International competitions or secured 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> position in National/Inter-University competition in sports and games as recognized by respective Federations/AIU/IOA/SGFI/Govt. of India.  
**OR**
- (vi) Graduation with 45% marks and at least three years of teaching experience (for deputed in-service candidates i.e. trained physical education teachers/coaches).  
**OR**
- (vii) Any other qualification recognized by the Syndicate as equivalent thereto.

The relaxation in the percentage of marks in the qualifying examination and in the reservation of seats for SC/ST/OBC and other categories shall be as per the rules of the Central Government/State Government, whichever is applicable.

\*Admission to B.P.ED. be made as per N.C.T.E. norms.



**14. ADMISSION TO M.P.Ed. COURSE:-**

A person who possesses one of the following qualifications shall be eligible to join the course:-

(a) Bachelor of Physical Education (B.P.Ed.) or equivalent with at least 50% marks.

**OR**

Bachelor of Science (B.Sc.) in Health and Physical Education with at least 50% marks.

**OR**

Any other qualification recognized by the Syndicate as equivalent thereto.

(b) The reservation in seats and relaxation in the qualifying marks for SC/ST/OBC/PwD and other categories shall be as per the rules of the Central Government/State Government, whichever is applicable.

**15. ADMISSION TO POST-GRADUATE COURSES:-**

(i) (a) The admission will be made strictly in order of merit.

(b) For admission to Post-Graduate courses, where admissions are made on the basis of Aptitude/Entrance Test, the following procedure will be followed besides the Rules/Regulations of Panjab University governing eligibility, in a particular subject.

(c) **ACADEMIC WEIGHTAGE:-** : **60%**

- |                           |   |     |
|---------------------------|---|-----|
| 1. 10 <sup>th</sup> class | : | 10% |
| 2. 10+2 class             | : | 10% |
| 3. B.A./B.Sc./B.Com.      | : | 40% |

(d) **WRITTEN AND ORAL/APTITUDE TEST** : **40%**

(e) 15% weightage will be given for Honours subject for pursuing M.A./M.Sc./M.Com. Courses in the related subject.

(f) 5% weightage for graduate student of Panjab University.

The Merit-list of students to be admitted in a College be displayed on the College notice-board and upload the same on the College website.

(ii) **ADMISSION TO M.Sc. (I.T.) Semester System COURSE:-**

“A person who has passed **one of the following examinations** shall be eligible to join Part-I of M.Sc. (I.T.) (First Semester):-

(a) B.C.A. examination from the Panjab University.

(b) B.E./B.Tech. in Computer Science/Information Technology from the Panjab University.

(c) B.C.A./B.Sc. (Hons.) in Computer Science/B.Sc. (H.S.) in Mathematics & Computing or any other graduation with Computer Science/I.T./Computer Applications and Mathematics in all three years of graduation.

- (d) B.Voc (Software Development). B.Voc (Hardware and Networking) & B.Voc Multimedia (Graphic & Animation) course.
- (e) Any examination of another University recognized by Panjab University, Chandigarh as equivalent to any of the above examination.”

(iii) **Admission to P.G.D.C.A. (Semester System):-**

- (a) Bachelor’s degree of Panjab University under 10+2+3 system of examination with atleast 50% marks in any discipline.  
OR
- (b) B.E. / B.Tech.  
OR
- (c) B.Voc (Software Development). B.Voc (Hardware and Networking) & B.Voc Multimedia (Graphic & Animation) course.  
OR
- (d) Any other examination recognized by the Syndicate as equivalent to(a) or(b) above.

(iv) **Admission to P.G. Courses for B.Voc. Graduates:-**

“Students with B.Voc. Degree should be considered eligible for the trans-disciplinary vertical mobility into such courses where entry qualification is a Bachelor Degree without specific requirement in a particular discipline”, as per U.G.C. Notification No.D.O. No.F.-2-7/2017 (CC/NVEQF)/Misc. dated 3<sup>rd</sup>/4<sup>th</sup> August, 2016, Point No.(ii).

(v) **ADMISSION TO ALL DIPLOMA/CERTIFICATE AND OTHER COURSES FACULTY OF ART/SCIENCE/LANGUAGE etc.-**

Follow the Panjab University Calendar Volume-II, 2007 which is also available at Store Section of Panjab University and also on the website <https://puchd.ac.in/important-documents.php>

16. **MIGRATION/DEFICIENT SUBJECT(S):-**

A candidate who has passed his/her 1<sup>st</sup> Semester and 2nd Semester of B.A./B.Sc. (General)/B.Com./B.B.A./B.C.A. Course conducted by another University/College affiliated to another university in India under specific authorization by the University concerned, be allowed to migrate to a college affiliated to this University/Department of Evening Studies/University School of Open Learning in the 3<sup>rd</sup> semester/5<sup>th</sup> semester of the respective course (as per rules prescribed under Chapter XIV –‘Migration of Students’ Page No.292 to 309 of P.U. Calendar Volume-III, 2019) on the condition that such a candidate will have to clear the deficient subject(s) if any, within the permissible chances.

Deficiencies should be determined by the Principal/Chairperson at the time of admission under intimation to the University (i.e. on the Registration Return and examination forms) as well as to the students as per University Rule No.6 given at Page No.310-311 of P.U. Calendar Volume – III, 2019.

**17. SUBMISSION OF REGISTRATION RETURNS: -**

- (i) The Online PUPIN System has been made available to all the Panjab University affiliated Colleges and various Departments of Panjab University. A Web Interface has been made available under this System over P.U. Virtual Private Network.
- (ii) Registration Return Data is to be provided Online through this Interface and the PUPIN Cards will be made available Online through this system.
- (iii) The PUPIN should work only as Registration Number. The students are required to retain this PUPIN till they are attached with the Panjab University. The Examination Roll Numbers will be separately made available Online under the U.G. and P.G. examination website i.e. ([ugexam.puchd.ac.in](http://ugexam.puchd.ac.in)) & ([pgexam.puchd.ac.in](http://pgexam.puchd.ac.in))

(a) **Registration Return of 1<sup>st</sup> Year (Semester-I) students is to be submitted through Online PUPIN System under PU-VPN.**

(b) **The Students Photograph & Signature is to be uploaded through Online PUPIN System. The CD/DVD of the same is to be submitted by the College to the Computer Unit, as per previous practice.**

(c) Separate Online Registration Return for the Add-on courses be sent to the University by the Colleges.

(d) PUPIN Number will also be allotted to the regular courses of all U.G. and P.G. Classes/Courses. The same criteria of PUPIN system is adopted for the current session which has been adopted in the previous session i.e. through Online PUPIN Interface.

(e) All the affiliated Colleges and Teaching Departments are required to provide the Computerized Registration Return for First semester students of all the U.G. and P.G. Courses and Computerized Continuation Return for all semester students of all the Undergraduate and Postgraduate courses along with the **hardcopy duly checked and signed by the Principal/Chairperson.**

(f) **Student's Registration-cum-PUPIN Card will be made available Online to all the affiliated Colleges under PUPIN System for downloading and taking the printout by the respective Colleges and Teaching Departments at their own level, as per the previous practice.**

The particulars of the failure students who are already registered with this University and are re-admitted in 1<sup>st</sup> year course should be sent in the Continuation Fee Return Performa in hardcopy format as well as under Failed PUPIN/Non-PUPIN Category under Online PUPIN System.

(g) The same PUPIN Web Application will be used for admission for the Current Session which was used in the previous sessions.

The Registration Return and Candidate's Photograph/Signature are to be entered/uploaded on the same PUPIN Web Interface which was used in the previous session.

- (iv) The Registration Return Performa for other courses shall be made available to the College/Department in sufficient number, which should be prepared as per instructions given on reverse of each Performa.

In the Registration Returns, the Registration Return data to be sent by the Colleges/Departments through Web application software the spellings of student's name, father's name and mother's name should be the same as written in the certificate of qualifying examination passed by the students. The Registration/PUPIN cards will be prepared according to the particulars written in the Registration Returns, the wrong data entries in the Registration Return through Web application software entered by the Colleges/Teaching Departments tend to wrong entries in Registration Cards and PUPIN Cards.

**The last date for receipt of Registration Return and data entered through Web application software with regard to Registration Returns of various courses along with complete documents from the Principals of the Colleges/Chairpersons of the University Teaching Departments be fixed as 15<sup>th</sup> October of the year of admission. Thereafter, these shall be accepted with penalty per student as under:-**

16 <sup>th</sup> October to 14 <sup>th</sup> November	:	Rs.1,000/-
15 <sup>th</sup> November to 15 <sup>th</sup> December	:	Rs.2,000/-
16 <sup>th</sup> December to 28 <sup>th</sup> February (of the year following the admission)	:	Rs.5,000/-

The Vice-Chancellor shall have the authority to accept the documents in the case of hardship, beyond 28<sup>th</sup> February up to 7 working days before the commencement of semester examination (Page No.310-311 of P.U. Calendar Volume-III, 2019).

**The following documents must be attached with the Return: -**

- Original compartment earned certificate of +2 Examination for Compartment Cases on the basis of which the student is admitted (in case of compartment candidates).
- Original lower examination pass and Migration Certificate on the basis which the student is admitted (in the case of the students who came from other Universities/Boards/Bodies/Councils).
- Certificate from the Principal of the College concerned regarding the students coming from other Universities.
  - The deficient subject(s) to be cleared by the candidate.
  - No deficiency (in case of no deficient subject).
- Late admission approval from the Hon'ble Vice-Chancellor in case of students admitted, after the normal dates prescribed by the University;
- Eligibility Certificate (if required) along with other documents required therein;
- Entrance Test pass certificate, in original, wherever required;
- Original SC/ST/BC Certificate where 5% concession has been allowed;

- (h) Original Experience Certificate, wherever required;
- (i) Any other required document(s).
- (j) Computerized Registration Return will also be accepted for the courses other than BA/B.Sc./B.Com./BCA/BBA/B.Sc. Bio-informatics (Hons.) and B.Sc.(Bio-Tech) (Hons.), if a different type of paper or sticker is used for red and green type of Registration Return OR with some kind of identification. However, the columns of computerized Registration Return should be the same and in same sequence as provided in the printed proforma. Each page of computerized Registration Return should have the Certificate as mentioned on reverse of **Registration Return Proforma duly stamped and signed by the Principal/Chairperson at the proper place.**

**NOTE:-** The CD/DVD containing Scanned Photograph and Signature of the Candidate Registered in the First Semester are required to be submitted to the Computer Unit in the prescribed format. **A fine of Rs.1,000/- (per student) will be imposed by the Panjab University for late submission of scanned Photograph and Signature of the student after one month from the last date of submission of Registration Return.**

- (v) The particulars of the students who are already registered with the Panjab University be sent on **Continuation Fee Return Proforma after proper checking i.e. number of sanctioned seats** and required percentage of marks in the lower examination as required under regulations alongwith prescribed Continuation Fee.  
The students earlier registered with this University, but migrated to some other Board/University and now re-admitted, are not to be included in the Proforma. Their particulars be sent on the Green Registration Return Proforma. Such students are required to intimate their old Registration Number. If they do not do so, a second Registration Number is allotted by the University Office being unaware of previous Registration Number. **For the cancellation of Second Registration Number a penalty of Rs.100/- shall be imposed. The students be made well aware of it.**
- (vi) The Registration Return of the candidates admitted in B.Sc. Course should **be sent separately indicated Medical or Non-medical stream.**
- (vii) The name(s) of the candidate(s) admitted under the order of the Court, if any, should be sent on a separate Registration Return Proforma, giving full details of the case along with a photocopy of the Court Judgment and also late admission approval from the Hon'ble Vice-Chancellor, if required.
- (viii) In the case of Foreign/NRI students, eligibility certificate obtained by the students from this University and the documents required therein (if any), must be attached with the Registration Return. Wherever necessary, a certificate has also to be given by the Principal/Chairperson to the effect that the student visa was checked at the time of admission and it was found in order.
- (ix) The information regarding Foreign/NRI students who are to be registered with the Panjab University for the first time be provided on the Registration Return Proforma.

The Foreign/NRI students registering for the first time are required to pay the prescribed Registration Fee as amended from time to time: -

- (a) Foreign/NRI Students admitted against seats in General Categories.
- (b) Students admitted under Foreign/NRI Category irrespective of lower examination passed by them in Foreign/Indian University Board.

The prescribed fee as applicable OR of equivalent amount in Indian Currency out of NRI Account, are to be made through Internet/RTGS, with details be sent by the Principal to the Assistant Registrar(Accounts) with a copy to the Assistant Registrar(R&S). **However, the following categories of students have to pay the prescribed fee as Registration Fee:-**

**Tibetan refugee students.**

**Foreign/NRI students who have been admitted under the ICCR's various scholarship schemes.**

- (x) Intimation about the criteria and the category-wise distribution of seats in various courses for admission as also the documents on the basis of which different categories are defined must be sent to the University along with returns.
- (xi) The Change in the Student's subject/Medium of Instructions/Option/Faculty is allowed within one month from the commencement of the session or within one month from the date of joining, whichever is later as per the Rules mentioned in **Chapter XXIII Page No.360-361, P.U. Calendar Vol.- III, 2019.**
- (xii) The Students Returns of any College will be received by the Colleges Branch first and after satisfying itself that the College is currently having the affiliation from the University, it (Colleges Branch) will forward it to the R&S Branch.

#### **18. INFORMATION REGARDING COMPARTMENT CANDIDATES OF OTHER UNIVERSITIES:-**

- (i) **A student of any other University who is placed in compartment in 1<sup>st</sup> & 2<sup>nd</sup> Semester/ 3<sup>rd</sup> & 4<sup>th</sup> Semester of B.A./B.Sc./B.Com./BCA/BBA Course be not allowed to join the 3<sup>rd</sup> & 5<sup>th</sup> Semester Course of this University.**
- (ii) **Compartment Candidates of +2 Examination seeking admission to first degree level running parallel utility-oriented certificate/Diploma/Advances Diploma and add-on Courses Programme along with B.A./B.Sc./B.Com./BCA/BBA Part-I Course.**

With a view to vocationalize the education at first-degree level during X<sup>th</sup> plan period, parallel utility-oriented certificate/Diploma/Advanced Diploma Programs have been introduced. The candidates who are placed in compartment in +2 examination having been admitted provisionally to B.A./B.Sc./B.Com. Part-I Class shall also be considered to have been admitted provisionally in these courses. The eligibility requirements and Regulations/Rules for certificate/Diploma/Advanced Diploma Courses sanctioned by the U.G.C. under Career Orientation Programme to various affiliated Colleges from the admissions of 2004 as Add-On Courses for B.A./B.Sc./B.Com. (Semester System) (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>) will be same as for admission to B.A./B.Sc./B.Com. Course (Semester System).

**19. ENTRANCE TEST: -**

No student be admitted unless he/she had qualified the Entrance Test for the Courses concerned where entrance test is conducted for admission.

**20. REMMITANCE OF FEE:-**

Remittance of the Registration & Enrolment, Continuation, Migration, Continuation of affiliation fee etc. is to be made through online. The Colleges concerned shall forward the receipt of the same along with the full details of the amount to the Registrar, Panjab University, Chandigarh.

**21. REMMITANCE OF COLLEGE DEVELOPMENT COUNCIL FEE:-**

Every student enrolled in the affiliated Colleges of Panjab University will make annual contribution to the College Development Council Fee as decided by the Syndicate every year and Principals must remit amount on account of CDC Fee to the Dean, CDC, Panjab University.

**22. ENVIRONMENT, ROAD SAFETY EDUCATION AND VIOLENCE AGAINST WOMEN & CHILDREN AND DRUG:-**

Environment, Road Safety Education and Violence against Women & Children and Drug is a compulsory paper, which the candidates are required to pass with at least 33% marks either in the First Year (Semester System) or in Second Year/Third Year of the Course, failing which the Degree will not be issued.

**23. IMPORTANT NOTE:-**

- (i) **Panjab University Calendar Volume-I, II and III which contains Rules and Regulations are available at the University website <https://pujhd.ac.in/important-documents.php> The amendments/additions/certain deletion/Rules/Regulations for newly introduced courses which have been sent to the Govt. of India for approval are also available on the University website.**
- (ii) The rules incorporated in the instructions are subject to the overriding effect of the relevant Regulations and Rules contained in the Panjab University Calendars as also the resolutions adopted by the Syndicate. In case of any inconsistency between what is said in instructions and that in the Calendar (Regulations & Rules etc.), the provisions of Calendar shall prevail; if it is rule latest Syndicate decision shall prevail.

Sd/-  
Assistant Registrar(R&S)