

PROSPECTUS

ADMISSION TO

BACHELOR OF PHARMACY COURSE

AT COLLEGE OF PHARMACY PGIMS, ROHTAK

2017



PT.B.D. SHARMA
UNIVERSITY OF HEALTH SCIENCES ROHTAK-124001
(HARYANA)

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**STATUTORY OFFICERS OF PT. B.D. SHARMA UNIVERSITY
OF HEALTH SCIENCES (UHSR), ROHTAK-124001, HARYANA,
INDIA**

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CHAPTER-I

ABOUT THE UNIVERSITY

Pandit Bhagwat Dayal Sharma University of Health Sciences, Rohtak has been established by the Haryana Act No.26 of 2008. This Act has come into force w.e.f. 2.6.2008 vide Haryana Government Notification No. S.O.74/ H.A. 26/2008/S.I./2008 dated 18-8-2008. The University has been established for the purposes of teaching and affiliating, ensuring proper and systematic instruction, training and research in Pharmaceutical Sciences, Modern and Indian System of Medicine and for the administration of the Pt. B. D. Sharma Post Graduate Institute of Medical Sciences, Rohtak. The University shall exercise its powers throughout the State. This University is the first University of Health Sciences in the State. It is located at a distance of 70 Km North-West of Delhi on the National Highway No. 10, spread over a sprawling 350 acres of land in the historic city of Rohtak. The College of Pharmacy, Pt. B. D. Sharma, PGIMS, Rohtak is approved by AICTE, PCI and governed by the Act of Pt. B. D. Sharma University of Health Sciences, Rohtak. 26 (Twenty six) Unaided/Private Pharmacy Colleges are affiliated to this University. The College is a part of University campus. The town of Rohtak is linked with railway and roads having frequent and easy transportation facilities. College of Pharmacy came into existence in 2007-2008 with the induction of 4 year B. Pharm. course. This course is highly specialized and multidisciplinary in nature and has high employment potential in India and abroad.

Aims and Objectives

1. To administer, manage and advance Pt. B.D. Sharma University of Health Sciences in addition to monitor and regulate the functions of affiliated colleges and institutes.
2. To establish uniformity in standards of education in all faculties.
3. To promote research in various disciplines of Pharmaceutical Sciences with special focus on social and economic relevance of such research and with emphasis on occupational and environmental health issues affecting the people.
4. To establish and develop study centers integrating all disciplines relevant to Health and Pharmaceutical sciences.
5. To promote the development and use of information technology as part of technological infrastructure.
6. To attain high standards of academic excellence by providing the necessary infrastructure.

CHAPTER - II
BASIS OF SELECTION

No entrance test will be conducted. Admissions will be done on the basis of Merit of PCB/PCM marks of 10+2 of HBSE/ CBSE/ any other State board recognized by State Government.

1.	Availability of forms on University website	23. 06.2017
2.	Last date of receipt of Application Form	13. 07.2017 Up to 05:00 PM
3.	Date of Declaration of Merit list	20. 07. 2017 (To be notified on university website)
4.	Date of 1st Counseling	27. 07. 2017 (Waiting list shall be generated for any vacancies in future)
Admission process shall be completed by 15th August, 2017		

IMPORTANT NOTE:

Admission shall be subject to eligibility/verification of documents/certificates etc. at the time of Counseling.

A candidate who fails to produce the original certificates, marks-sheets and other certificates on the basis of which he/she is claiming to be eligible for admission to the course even at time of counseling shall not be considered for admission even if he/she has been placed in the merit list.

CHAPTER – III ELIGIBILITY CONDITIONS

- A.** Any Indian Citizen will be eligible to appear in the B. Pharmacy course, however for reservation policy any of the following categories shall be considered:
- i) The candidates, who are bonafide residents of Haryana as per instructions issued by the Chief Secretary to Govt. Haryana Chandigarh vide letter No.62/1795-6GS1 dated 3.10.96 (**Appendix-B**) and submit relevant certificate of bonafide residents as laid down in letter no.22/28/2003-3GS-III dated 30.1.2004 (**Appendix-C**).
 - ii) The children/wards (if parents are not living)/dependents of the employees of Indian Defence Services/Para-Military Forces belonging to Haryana State at the time of entry into service as per their service record. (Such candidates will submit a certificate in the proforma given in **Appendix 'D'** from the Officer duly authorized by the Army/Navy/Air Force/concerned Para-Military Forces Headquarters, as the case may be).
 - iii) The children/wards (if parents are not living)/ dependents of Ex-employees of Indian Defence Services/Para-Military Forces belonging to Haryana State at the time of entry into service as per their service record who retired from service on or after first April of the preceding year of admission. (Such candidates will submit a certificate in the proforma given in **Appendix 'L'** from the Officer duly authorized by the Army/Navy/Air Force/concerned Para-Military Force Headquarters, as the case may be).
 - iv) The children/wards (if parents are not living)/dependents of Ex-employees of Indian Defence Services/Para-Military Forces belonging to Haryana State at the time of entry into service as per their service record, provided the candidate has studied 10+2 as a regular candidate in a recognized institution in Haryana. (Such candidates will submit a certificate in the proforma given in **Appendix 'L'** from the Officer duly authorized by the Army/Navy/Air Force/concerned Para-Military Forces Headquarters, as the case may be and also a certificate to the effect that he/she has studied 10+2 as a regular candidate in a recognized institution in Haryana from the Principal/Head of the Institution last attended in the proforma given in **Appendix 'A'**).

B. The candidates should also fulfill the FOLLOWING minimum conditions to become eligible for the admission:-

B. Pharmacy

- i) He/She should attain the age of 17 years or more on 31-12-2017. The age shall be determined as per entry in the Matriculation/Secondary school or its equivalent examination certificate.
- ii) Candidate shall have passed 10+2 examination conducted by the respective state/ central government authorities recognized as equivalent to 10+2 examination by the Association of Indian Universities (AIU) with English as one of the subjects and Physics, Chemistry, Mathematics (P.C.M.) and or Biology (P.C.B./ P.C.M.B.) as optional subjects individually. Any other qualification approved by the Pharmacy Council of India equivalent to any of the above examinations.

B. Pharmacy Lateral entry (Second year) (LEET)

A pass in D. Pharm. Course from an institution approved by the Pharmacy Council of India under section 12 of the Pharmacy Act.

Note :-

- To determine the minimum eligibility criteria, calculation of marks obtained in qualifying examination will be made as per instructions of the Chief Secretary to Govt. of Haryana bearing No. 22/129/2013-1GS-III dated 16.07.2014 (Annexure- H)

**CHAPTER-IV
ISSUES PERTAINING TO ADMISSION**

1. MEDICAL EXAMINATION

The selected candidates at the time of counseling will have to submit medical fitness certificate from any Govt. Medical Officer to the College of Pharmacy. The candidature of the candidate is liable to cancellation if found medically unfit. “The admission fee will be accepted only after getting positive medical fitness certificate”.

2. LEGAL JURISDICTION

All disputes pertaining to the admission and allotment shall fall within the jurisdiction of Rohtak only. The competent authority shall be the legal entity who may sue and be sued.

CHAPTER-V
NUMBER OF SEATS AND DISTRIBUTION

Distribution of seats: As per Haryana Government norms.
B. Pharmacy Course
Total No. of seats: 60

Sr. No.	Category	No. of seats
1.	All India Category including Haryana (15% of Intake seats)	9
2.	General Category (30 % of Haryana quota)	25 +1* ESM/FF
3.	SC Category (20%)	10
4.	BC-A Category (16%)	8
5.	BC-B Category (11%)	6
6.	Physically Handicapped Locomotors disability or cerebral palsy (PHL) (03%)	1
7.	Total no. of seats	60

NOTE:

*** Horizontal reservation for ESM/FF (Last year was from general category)**

B. Pharmacy (LEET) Course

Total No. of seats: 06

Sr. No.	Category	No. of seats
1.	All India Category including Haryana (15% of Intake seats)	1
2.	General Category (30 % of Haryana quota)	2
3.	SC Category (20%)	1
4.	BC-A Category (16%)	1
5.	BC-B Category (11%)	1
6.	Physically Handicapped Locomotors disability or cerebral palsy (PHL) (03%)	-
7.	Total no. of seats	6

CHAPTER-VI RESERVATION

1. The reservation policy is subject to revision/State Government decision and the same as applicable on the last date of submission of admission form shall be followed.
2. All candidates belonging to the Scheduled Castes/Scheduled Tribes and Backward Classes/ Special Backward Classes etc. must submit a certificate from the competent authority showing that they belong to these classes/castes, as given in **Appendix-C**. All such Certificates should only as per the proforma issued by the competent authority as prescribed by Haryana Govt. vide letter no. 22/28/2003-3GS-III dated 30.1.2004 will be accepted. Certificates issued by other than the prescribed authority shall not be accepted.
3. As per Haryana Govt. Letter No. No. 22/8/2004-3GSIII dated 7.6.2007 there would be no distinction between SC-A & SC-B category and 20% seats shall be reserved for Scheduled Caste candidates. (**Annexure A - III**)
4. If the seats from BC Block-A are not filled up, these may be filled from BC Block-B and vice-versa.
5. List of Backward Classes notified by the State Govt. vide circular No.../1883-SW, (1) dated 28.9.95 is available at **Appendix-I** and also circular No. 1170-SW (1)-95 dated 7.6.95 for excluding socially advanced persons/sections (creamy layer) from Backward Classes is available at (**Appendix-J**) and clarification regarding issuance of certificate to Haryana Backward Classes/Special Backward Classes given by the Haryana Govt. vide Letter No. 22.36/2000-3G.S. III dated 9th August, 2000 is at **Appendix-K**.
6. Dependents of Freedom Fighters who wish to be considered for reservation as such must submit a certificate from the Competent Authority (**Appendix-G**) along with an Affidavit (**Appendix-H**).
7. Only candidates having locomotor disability of lower limbs between 50% to 70% but otherwise medically fit for admission to the course will be considered for admission as physically handicapped. In case candidates are not available in that category then only candidates with disability of lower limbs between 40-50% may be considered for admission as per Govt. of India, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi, letter No.C.18018/2/2009-ME(P.1) dt. 17.2.2009 (Certificate as in **Appendix-E**). Disability certificate shall, however, be subject to verification by a Medical Board. The decision of the Medical Board shall be Final.
8. Children/Wards of Military personnel (including personnel of para-military Forces) killed in action or permanently disabled in action and boarded out from the services or Ex-servicemen and their wards will be considered for reservation as Ex-servicemen and their wards (**Appendix-F**).
9. Competition for reserved seats will be amongst the candidates belonging to the categories for which the seats have been reserved. Reserved seats remaining vacant on account of non-availability of eligible candidates would be placed under 'Open Merit' seats as per Haryana Govt. Law & Legislative Deptt. notification No. Leg18/2016 dated 12.05.2016.

**CHAPTER-VII
FEE STRUCTURE**

Fee structure for B. Pharmacy and B. Pharmacy (LEET) courses at College of Pharmacy, Pt. B.D. Sharma, University of Health Sciences, Rohtak for the session 2017-18

Sr. No.	Name of Dues	Amount
COLLEGE DUES:		
1.	Tuition Fee	Rs. 2000/-
2.	Annual Development fund	Rs. 2000/-
3.	Student fund per year	Rs. 1500/-
4.	Security refundable	Rs. 1500/-
	Total	Rs. 7000/-
UNIVERSITY CHARGES:		
1.	Registration-cum-Enrolment fee(only payable by new student)	Rs. 1000/-
2.	Examination Fee	Rs. 2000/-
3.	Sports Fees	Rs. 50/-
4.	Youth Welfare fee	Rs. 500/-
5.	Youth Red Cross Fund	Rs. 65/-
6.	Dr. Radha Krishnan fund	Rs. 100/-
7.	Development Fund	Rs. 1000/-
8.	NSS Fund	Rs. 10/-
9.	Holiday Home Fee	Rs. 10/-
	Total	Rs. 4735/-
GRAND TOTAL		Rs. 11, 735/-

Migration fee of Rs. 100/- will be charge from the student of any other University/Board of Education (other than Board of School Education, Haryana)

Hostel Fee:

1. Rs. 7500 /- per annum+ Rs. 2000/- Hostel security (refundable).
2. Normal electricity charges are Rs. 9000/- p.a..
3. Extra charges will have to be paid for extra electrical appliances.
4. Mess charges as applicable.

Note:

1. The fee can be increased as per decision of the competent authority.
2. Hostel fee if any will be charged extra on allotment of hostel accommodation from the students

REFUND OF FEE

Students withdrawing admission before 15th of August shall be refunded fee after deducting Rs 1000/- as processing fee. Students withdrawing admission on/or after 15th of August shall not be refunded any fee except security, as no seats can be filled after this date as per directive of honorable Supreme Court.

CHAPTER-VIII METHOD OF SELECTION AND ADMISSION

Merit List:

1. The Merit list will be displayed on the Website of the University i.e. **www.uhsr.ac.in**.
2. Directions for counseling shall also be notified on Website of the University i.e. **www.uhsr.ac.in**.

COUNSELING

1. The Counseling for admission to B. Pharmacy Course will be held at Committee Room, Director's office, Pt. B. D. Sharma PGIMS, Rohtak.
2. It is mandatory for the qualified candidates to appear before the Counseling Board in person. No relaxation will be given to candidates who are unable to appear before the Counseling Board on the fixed date(s).

Note: -If two or more candidates secure equal marks in 10+2 examination, the candidate older in age will be preferred.

METHOD OF ADMISSION

- 1) The allotment of the seats shall be made according to the merit.
- 2) During subsequent counseling(s) the seat will be allotted as per the merit of the candidate depending on the availability of seats on that particular day.
- 3) **“During the final counseling, a category wise waiting list of the eligible candidates, based on their merit will be prepared by the Counseling Board. In case any seat(s) falls vacant due to any reason, the same will be filled up from the wait listed candidates”.**
- 4) The admission in the Institution will be completed on/or before 15th August, 2017 and date of last counseling shall be notified on university website.
- 5) The name of the student(s) who remain(s) absent from classes for more than 15 days at a stretch after joining the said course will be struck off from the college rolls without giving any notice.

CHAPTER-IX
GENERAL INSTRUCTIONS

1. Application form for admission, duly complete in all respects must be accompanied by the following:-
 - a) Two copies of the recent photograph (passport size) duly attested by the Principal of the School/ College last attended bearing form No. on its back, other than to be pasted on the space provided in the application form.
 - b) Self attested copies of certificates of achievements in the sports (if claiming weightage for sports) issued by the Director of Sports of the state giving grade and period of participation.
 - c) Self attested copy of Matriculation/Secondary School certificate (or its equivalent) showing the date of birth of the candidate.
 - d) Original Certificates pertaining to the following:
 - i) Having studied in Haryana in class XI and class XII from the institution last attended as per proforma in **Appendix- 'A'**.
 - ii) Service Certificate from the employer as in **Appendix 'C'**.
 - iii) Certificate in the proforma in **Appendix 'D'** (in case of employees of Indian Defence Service/para-Military Force belonging to Haryana).
 - iv) Certificate in the proforma in **Appendix 'L'** (in case of ex-employees of Indian Defence Services/Para-Military Force belonging to Haryana).
 - e) Self Attested copies of the following certificates:-
 - i) Having passed/appeared in qualifying examination i.e. 10+2.
 - ii) Certificate of good conduct/character from the Principal of the Institution last attended.
 - iii) Certificate pertaining to claims for reservations (if claimed) Scheduled Castes (**Appendix-C**), Backward Classes (**Appendix-C**), Physically Handicapped (**Appendix-E**), Children of deceased/disabled/Ex-servicemen (**Appendix-F**) and Dependents of Freedom Fighters (**Appendix-G**).

NOTE :-

1. Certificates issued in the proforma prescribed by the competent authority mentioned in the Appendix(ces) will only be accepted.
2. **Prospectus can only be downloaded from university website www.uhsr.ac.in**
3. The Application Form complete in all respects along with a Demand Draft of Rs. 2400 /- (Rs. 600/- for SC/BC candidates of Haryana only) in favor of **Controller of Finance, Pt. B.D. Sharma University of Health Sciences, Rohtak** (Code 4735), must reach the office of **THE PRINCIPAL, COLLEGE OF PHARMACY, PT. B.D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK** on or before 13 July, 2017.
4. The authorities do not take any responsibility for delay of form or correspondence pertaining thereto in postal transit.
5. All the particulars in the application form must be written carefully and legibly. Applications which are incomplete in required particulars or enclosures will not be considered.
6. **The cost of Application form/Prospectus will not be refunded in any case.**

7. Any attempt on the part of a candidate, his friends or relatives to canvass or bring influence to bear upon the Competent Authority directly or indirectly for securing admission will be disqualification for admission.
8. The candidates placed in the merit list provisionally must produce the following documents in original along with their attested copies at the time of counseling:-
 - a) Certificate of good conduct and character from the Principal/Head of the College/School last attended by the candidate.
 - b) A certificate of having passed the qualifying examination as mentioned under the Chapter relating to the Eligibility.
 - c) Matriculation/ Secondary School (or its equivalent) certificate/showing the date of birth of the candidate.
 - d) Certificates pertaining to claims for reservations (if claimed) Scheduled Castes (**Appendix-C**); Backward Classes (**Appendix-C**); Physically Handicapped (**Appendix-E**); Children of deceased/disabled/Ex-servicemen (**Appendix-F**) and Dependents of Freedom Fighters (**Appendix-G**) and Undertaking (**Appendix-H**) **should be produced.**

Note:

All the selected candidates shall be required to deposit above original certificates (a to d or e). These will be returned after completion of the course. However, if a candidate withdraws his/her candidature then these will be returned immediately after that.

9. If a candidate is admitted on the basis of the information submitted by him but at any subsequent time it is discovered that any portion of his information is incorrect or false he shall be removed from the college and fee and other dues paid upto the date of such removal shall be forfeited. The Competent Authority may take any further action against the student and his guardian as is considered necessary.
10. The Counseling Board shall have the power to call for any document(s) from the candidate(s) in support of his/her claim and reject any certificate not considered valid. The decision of the Counseling Board in this regard shall be final.
11. No judicial proceeding will lie against the Competent Authorities i.e. Pt. B.D. Sharma University of Health Sciences, Rohtak for conducting test & declaring result and Director PGIMS, Rohtak for counseling & admissions.
12. All admissions to the B. Pharmacy are provisional i.e. subject to their registration with the Pt. B.D. Sharma University of Health Sciences, Rohtak, after completing necessary requirements as per rules/ordinances.
13. The candidate will deposit the prescribed fees within the stipulated period.
- 14. All admissions shall be made strictly on merit list based on PCB/PCM marks of 10+2.**
15. In case of ambiguity in the rules, interpretation of the same by the Competent Authority shall be final.
16. Application forms received after the due date and time due to any reason including postal delay will be rejected without any intimation to the candidates.

17. All certificates on the basis of which reservation is being sought will have to be appended with the application form for admission to the course. No claim made at a later stage shall be entertained.
18. No change in category(ies) will be entertained/permitted at the later stage. However, the candidate who has once admitted against the general category seat shall not be shifted to reserved category seat at later stage.
19. The selection for admission will be cancelled if the selected candidate does not join the college on the stipulated date fixed by the counseling board.
20. A candidate who applies either for reserved category or for both reserved and open categories will be considered first in Open Category. In case he/she is not selected in Open Category, he/she will be considered for reserved category.
21. Competition for reserved seats will be amongst the candidates belonging to the categories for which the seats have been reserved. Reserved seats remaining vacant on account of non-availability of eligible candidates would be placed under 'Open Merit' seats.
22. A candidate who applies for and qualifies for admission in more than one reserved category will be asked to exercise his/her choice at the time of counseling.
23. If any candidate or his/her parents or guardian are found to have submitted any false affidavit /certificate, not only the candidate's admission will be cancelled but the person filing the affidavit will also be liable to be prosecuted in accordance with law.
24. No foreign student shall be admitted to B. Pharmacy course whether provisionally or on firm basis unless in case of seats made available, he/she has been sponsored by the respective Ministry/Department of the Govt. of India.
25. The rules given herein are only provisional. These may be changed or modified by the Competent Authority without prior notice. Candidates cannot make any claim on the basis of information given in the prospectus.
26. All the admitted eligible SC/ST, OBC, PwD students etc. should submit their scholarship form for the academic year by February each year for scholarship.

BAN ON RAGGING IN EDUCATIONAL INSTITUTIONS

Instructions for curbing ragging:

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which punishment may include expulsion from the institution, 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 scholarships or other benefits (ii) debarring from representation in events (iii) withholding results (iv) suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

The following will be termed as the Act of Ragging :

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 indisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or 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.

Note :

Besides above, the candidates would also observe the following instructions:-

- i) It must be noted by the candidates/parents/guardian etc. that ragging is banned in the institutions and in case anyone indulging in ragging is liable to be punished appropriately including expulsion from the Institution and/or imprisonment upto 3 years, and /or fine upto 25,000/-.
- ii) The concerned Institution will have the right that to prevent/prohibition of ragging under Act/Ordinance and if any, candidate admitted to the course found indulging in ragging will be cognizable offence and really means business and the Institutes will not hesitate to take stern action against the offenders.
- iii) A candidate admitted to the cause in an Institution shall submit an undertaking duly signed by him/her and countersigned by his/her parents/guardian at the time of admission to the effect that he/she is fully aware of the law regarding ragging as well as the punishment and that he/she if found guilty on this account is liable to be punished appropriately. Similar undertaking shall also be furnished by the parents/guardian that they are fully aware and noted the law in this regard and agrees to abide by the punishment meted out to his/her ward in case their ward, if admitted to the course is found guilty of ragging as per ANNEXURE-D.
- iv) Undertaking of similar nature as given under Sr. No. iii & above shall also be obtained from the admitted candidates in the application form for admission to the Hostels as well.
- v) **As per the order of the Hon'ble Supreme Court of India dated 16.05.2007 which is reproduced below :**
“If any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the institution”.
- vi) **Every student for the purpose of his/her admission shall furnish a Character Certificate from the institutions wherefrom he/she has passed his qualifying examination, which would mention the status of his/her behavioral pattern specially in terms as to whether he/she has displayed persistent violent or aggressive behavior or any desire to harm others(Annexure E).**

**CERTIFICATE FROM THE PRINCIPAL/HEAD OF THE INSTITUTION
LAST ATTENDED**

I Certify that Mr/Ms
Son/Daughter of Shri has studied in the 10+1 and
10+2 as a regular candidate in recognized institution(s) in Haryana as the case may be,
as per following details:-

Name of School/College and place where situated.	Class Board Roll No. in case of 12th class exam. and School/ College Roll. No. in case of 11th class exam.	When passed out/appeared for	Total Marks
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- (i) 11th
- (ii) 12th
- i) Attested photo copies are attached with this certificate
- ii) Permanent residential address recorded as under:

.....
.....
.....

Signature of the
Headmaster/Principal
of Institution
(with official Seal)

Date

Place

Appendix-B

Copy of letter No. 62/17/95-6 GSI Dated, Chandigarh, the 3rd October, 1996 received from the Chief Secretary to Government Haryana addressed to All Heads of Departments, Commissioners Ambala, Rohtak, Gurgaon and Hisar Divisions, All Deputy Commissioners and all Sub Divisional Officers (Civil) in Haryana, The Registrar, Punjab and Haryana High Court and all District and Session Judges in Haryana.

Subject: **“Bonafide residents of Haryana - Guidelines regarding”.**

I am directed to invite your attention to Haryana Govt. letters noted in the margin on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institution (including technical/medical institution). The matter has been reconsidered in the light of judgment delivered by the Hon’ble Supreme Court of India in the case of Dr. Pradeep Jain vs. Union of India and others reported as AIR 1984-SC-1421, wherein it has been held that instead of the word ‘Domicile’ the word ‘Resident’ be used in the instructions issued by the State Government and it has been decided to revise the Government instructions. Henceforth, the following categories of persons would be eligible for the grant of Resident Certificate: -

- i) Candidates, who have passed the examination qualifying there for selection in an institution from a school/college in Haryana.
- ii) Children / Wards (if parents are not living) / Dependents: -
 - (a) of the regular employees of Haryana State posted in or outside Haryana State or working on deputation;
 - (b) of the regular employees of the statutory bodies/corporations established by or under an act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana.
 - (c) of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government;
- iii) Children/wards (if parents not living)/dependents of persons who after retirement have permanently settled in Haryana and draw their pensions from the treasuries situated in the State of Haryana.
- iv) Children/wards (if parents are not living)/dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
- v) Children/Wards (if parents are not living)/dependents of persons, who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana;
- vi) The wives of such persons who are bonafide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage;
- vii) Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:
 - a) Citizen of India;
 - b) Produce an affidavit to the effect that they or their children/wards (if parents are not living)/dependents have not obtained the benefit of Resident in any other State.

2. All candidates claiming to be bonafide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/General Assistant to Deputy Commissioner or Sub-Divisional Officer (Civil) of the District/Sub-Divisions to which the candidates belong. Resident Certificates in respect of elsewhere or in respect of the Children/Wards/Dependents of Haryana Govt. employees who are posted at Chandigarh, Delhi or elsewhere or in respect of Children /Wards/ Dependents of pensioners of Haryana Govt. or in respect of the Children/Wards/ Department of the employees of the Government of India posted at Chandigarh or in Haryana in connection with the affairs of Haryana Government, or in respect of Children/Wards/Dependents of the employees and retirees of the Statutory Bodies/Corporations of Haryana established by or under an Act of the State of Haryana or a Central Act and located at Chandigarh, Haryana or outside Haryana, should be by their respective Heads of Departments.
3. Candidates seeking admission in educational institutions (including medical and technical institutions) located in Haryana, may not be required to produce Resident Certificate, if they have passed the examination from a school/college situated in Haryana. For this purpose, a certificate of the Principal/Headmaster from concerned institution where the children/wards studied last should be considered sufficient. The Principal/Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.
4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim was false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated. The Principal/Headmaster may take such other action against the student and his/her parents/guardians as he may deem proper in the circumstances of any particular case.
5. For the purpose of uniformity for issuing certificate of Residence in the case of various categories to be issued by the competent Authorities, proformae have been prescribed which are enclosed herewith.
6. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

U.O. No. 62/27/2003- 6 GSI

Dated, Chandigarh the July 29, 2003

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Departments in Haryana
2. The Commissioners Rohtak, Gurgaon, Hissar and Ambala divisions.
3. The Registrar, Punjab and Haryana High Court
4. All the Deputy Commissioners in Haryana
5. The Managing Directors of all Boards and Corporations in Haryana
6. The Registrars, MaharshiDayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hissar, Guru Jambheshwar University, Hissar and Ch. Devi Lal University, Sirsa

Sub : **Bonafide residents of Haryana – Guidelines regarding.**

Sir,

I am directed to invite your attention to Haryana Government circular letter No. 62/17/95-6GSI, dated 3.10.96 and No. 62/32/2000 - GSI, dated 23.5.2003 on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of resident purpose of admission to educational institutions (including technical/ medical institutions)

2. The matter has been reconsidered by the State Government in view of the problems faced by the children and wards of accredited journalists recognized by Government of Haryana and it has been decided that the children and wards of the accredited journalists residing at Chandigarh and recognized by Government of Haryana would also be eligible for the grant of Residence Certificate only for the purpose of admission in the academic institutions of Haryana State.

3. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

Yours faithfully,

Sd/-

Under Secretary General Administration
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government of Haryana for information and necessary action.

Sd/-

Under Secretary General Administration
for Chief Secretary to Government Haryana

Copy of letter No. 22/28/2003-3G.S.III Dated, Chandigarh the 30th January, 2004.

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments in Haryana.
2. The Commissioners, Rohtak, Gurgaon, Hisar and Ambala Divisions.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All the Deputy Commissioners in Haryana.
5. The Registrars, Maharshi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hisar and Ch. Devi Lal University, Sirsa (Haryana).

Dated, Chandigarh the 30th January, 2004.

Subject: “Streamlining the procedure in the offices regarding issuing of Resident /Income Certificates and the caste certificate to Scheduled Castes and Backward Classes”.

Sir,

I am directed to invite your attention to Haryana Government letters Nos. 62/17/95-2G.S.III, dated 03.10.96, No. 22/51/93-3G.S.III, dated 12.8.93 and even No. dated 14.10.97 on the subject noted above wherein instructions regarding the caste certificates (SC/BC/OBC), and Resident certificates have been issued.

2. The policy has been reviewed keeping in view the various courts judgments and the hardships caused to the individuals in obtaining above quoted certificates. Government is of the view that the procedure be institutionalized by delegating powers at proper level for ensuring speedy disposal of work without any harassment or exploitation. The present modification of the policy also aims at simplifying the procedure for obtaining certificate by an individual falling under the reserved categories. The matter has also been reconsidered in depth by the State Government in view of the problems being faced by the Government employees in obtaining these certificates. With a view to improve the existing system in issuing various certificates, it has been decided by the Government that henceforth Circle Revenue Officers (Tehsildar/NaibTehsildar-cum-Executive Magistrate) concerned will be authorized to issue Resident as well as Caste Certificates (SC/BC/OBC) after getting the verification done through the subordinate revenue staff in case of applicants residing in the rural area and through the Executive Officer/Secretary of the concerned Municipal Committee/Municipal Council/Municipal Corporation concerned in case of applicants residing in urban area. It has further been decided that in case of Haryana Government employees serving in the offices located at Chandigarh/Panchkula and residing at Chandigarh/Panchkula, the Resident certificates and caste certificate to SC/BC employees and for their children, may be issued by their respective Heads of Departments also.
3. The validity of Resident Certificate issued by the competent authority shall be as long as the holder of this certificate maintains his residential address in Haryana State.
4. SC certificate once issued shall be valid as long as the caste is not removed from the Schedule of the Constitution and BC certificate shall be valid for life from the date of

issue of the certificate or till the applicant does not fall into creamy layer category as defined from time to time. The applicant applying for BC certificate would also submit a self declaration on simple paper that he does not fall under creamy layer category. The format for this declaration is given at Annexure 'A' However, if the certificate has been obtained by fraud or misrepresentation or concealment of facts or by some other means, the said certificate shall be declared as invalid/non-est and benefit taken by the applicant will be withdrawn and a criminal case shall be registered against the applicant misrepresenting the facts as well as against the guilty officers/officials, if any. In addition, Social Justice & Empowerment Department, Haryana is being, directed to finalize the modalities and procedure to constitute the Scrutiny Committee.

The files relating to Caste and Resident certificate shall be retained for 10 years and Register shall be retained permanently. The proforma of the application form, Register and SC/BC certificates prescribed by the Government shall be followed by all the Departments/Institutions in letter and spirit as it has come to the notice of the Govt. that some Departments/Institutions demand such certificates in proforma which are at variance with the proforma in which these certificates are being issued by the competent authorities (Tehsildar / NaibTehsildar/ HODs). It is, therefore, decided that the Departments/Institutions shall accept these certificates only in the proforma in which these are being issued by the competent authorities which have been prescribed by the Govt. itself (copy enclosed).

5. To make institutional arrangements, it has also been decided that in future the Resident and Caste certificates will be issued to all the students studying in class 8th every year as per the time schedule given below:-
 - i. Filling of application form by the parents/students. 1st Nov. to 10th Nov. every year. ii. Verification by (a) Sarpanch/ Namberdar in case of rural areas and Municipal Councillors in case of Urban areas.
 - (b) Verification by Patwari in case of rural areas /EO/Secy. (MC) any other officer/official authorized by the local body for the purpose in case of urban areas. Upto 30th November every year.
 - (c) Head Teacher/Head Master Upto 15th Dec. iii. Forwarding of application to CRO by Head Teacher/Head Master 31st Dec. iv. Verification & issue of certificate by CRO Upto 31st January every year.
6. All application forms of a particular School may be sent to the Tehsildar / NaibTehsildar concerned preferably at one go so that the certificates are issued and sent back to the Head masters of Government Schools/Private Schools for distribution to the concerned students. The Head Teacher/Head Master shall be responsible for getting the application forms filled and files prepared of all the students presently studying in Class-VIII to XII will be issued these certificates during the months of January, 2004 to March, 2004. The schedule will be finalized by the concerned Deputy Commissioner in this regard.
7. It has been further decided that in case of SC/BC students claiming benefit under various welfare schemes upto Class IX, the benefits will be given by the Head Master/Head Teacher after getting the verification done from Sarpanch/ Namberdar/MC and a caste certificate issued by the CRO

(Tehsildar / NaibTehsildar) may not be demanded for this purpose by the School authorities.

8. The matter regarding issue of income certificate to the students for claiming various benefits in educational institutions has been considered and it has been decided that in future the income certificate for educational purpose will be issued by the CRO (Tehsildar / NaibTehsildar concerned) and income certificate for other purposes by the SDO (C) concerned taking into account income of the applicant from various sources including agriculture, trade, profession, salary etc. The verification will be got done through the subordinate revenue staff in case of applicants residing in rural areas and through the Executive Officers/Secretary of the concerned Municipal Committee/Council/Municipal Corporation in case of applicants residing in urban areas.
9. It has also been brought to the notice of the Government that when posts are advertised, fairly large number of candidates applies for such posts and Haryana Public Service Commission/Haryana Staff Selection Commission /Department demand attested copies of Resident/Caste certificates and other documents from the candidates. This creates not only financial problems for the unemployed youths but also increases the work load in the offices. Similar is the position in case of admission to educational/professional Engineering institutions. To give relief to the public, it has been decided that at the time of applying for job or for admission in educational institutions including technical/professional institutions etc. self attested photo copy of the certificate about the residence and caste status shall be sufficient and at the time of final interview/selection, original papers including castes and Resident certificate issued by the competent authorities may be obtained/examined/inspected by the concerned departments/institutions and attested copies thereof be kept in record. The fact may also be cross checked/ verified at the time of verification of the antecedents of the applicants before he/she joins the Government service. Similar practice will be followed for degrees/mark sheets/other certificates of academic qualifications. Necessary action to amend/revise the application form in this regard shall be taken by Haryana Public Service Commission/ Haryana Staff Selection Commission/Head of the Departments/Universities etc. at their own level under intimation to the Government. These instructions may be brought to the knowledge of all for strict compliance.

Yours faithfully,

Sd/-

**Special Secretary General Administration,
for Chief Secretary to Government Haryana**

AFFIDAVIT OF THE PARENT /GUARDIAN TO BE ATTESTED BY EXECUTIVE MAGISTRATE/OATH COMMISSIONER/NOTARY PUBLIC.

I.....father/mother/guardian of Miss/Mr..... resident of.....do hereby solemnly state and affirm as under:-

1. That I am a Citizen of India.
2. That neither the deponent nor the child/ward of the deponent have obtained the benefit of 'Residence in any other State.

Dated..... **DEPONENT**

VERIFICATION

Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Dated..... **DEPONENT**

RESIDENCE CERTIFICATE TO BE ISSUED BY THE DEPUTY COMMISSIONER, SUB DIVISIONAL OFFICER (CIVIL), G.A. TO D.C.D.R.O. EM AND TEHSILDAR.

Certified that Sh. S/o Sh. Father/guardian of Miss/Mr. hold (name of Child/ward with full address) immovable property at (place and District) in the State of Haryana for the past — years.

OR

Certified that Miss/Mr..... S/o Sh. Resident of was born in Haryana as per birth certificate.

Dated:

**Signature of the Authority
(mentioned above) (with seal)**

RESIDENCE CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT

Certified that Sh. _____ S/o Sh. _____ father of Miss/Mr. _____ is an employee of the _____ (Name of office) _____ of Haryana Government. He is working as _____, and is posted at _____. He has more than three years service at his credit.

Place:

Head of the Department

Dated:

(with seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEADMASTERS OF THE GOVERNMENT/RECOGNIZED SCHOOL/COLLEGE.

It is certified that Miss/Mr. D/o Sh. has been a student of this School/College for a period of Years, from to He left the school/college on

Dated

Signature of Principal/Headmaster of the school/college (with seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF THE EMPLOYEES OF GOVERNMENT OF INDIA

Certified that Sh. S/o Sh. father of Miss/Mr. is an employee of Government of India working as He has been posted at Chandigarh/Haryana in connection with the affairs of Haryana Government for the past three years.

Dated

Head of Department (with seal)

- **Any other format of Govt. of Haryana in force shall be applicable.**

CERTIFICATE OF SCHEDULED CASTE

Certified that Mr./Miss..... Son/Daughter of
Sh..... Village/Ward No.Teh.....
District Haryana belongs to Caste. Which has been declared
Scheduled Caste in the Constitution (Scheduled Castes) Order 1950.

Caste certificate shall be valid for life.

Dated.....

Tehsildar/NaibTehsildar-cum- Executive

Place :

Magistrate/Head of the Department

Certificate from no other authority will be accepted.

BACKWARD CLASS CERTIFICATE

Certified that Mr/Miss Son/Daughter of Sh
Resident of Village/Ward No..... TehsilDistrict
..... Haryana belongs to Caste, which
has been declared Backward Classes Block (A/B) by Haryana
Government. It is also certified that the applicant is not covered under creamy layer criteria as
notified by Haryana Govt. vide Circular No. 1170-SW(1) 95 dated 7-6-95 and No. 1883/SW
(1)-95 dated 28.9.1995.

Caste certificate shall be valid for life from the date of issue.

Dated.....

Tehsildar/NaibTehsildar-cum- Executive

Place :

Magistrate/Head of the Department

Certificate from no other authority will be accepted.

Appendix-D

**CERTIFICATE FROM THE EMPLOYER IN THE CASE OF
EMPLOYEES OF INDIAN DEFENCE SERVICES/PARA MILITARY FORCES**

I certify that Mr./Ms.....Son/Wife of Sh.....is a regular employee of Indian Defence Services/Para Military Forces belonging to Haryana State as per his/her service record at the time of entry into service and the home address given is.....(Distt.....).Haryana.

Sh./Ms.....is his/her son/daughter/dependent (if parents are not living).

Dated.....
Place.....

Signature
Officer Commanding
Competent Authority
(With official Seal & Stamp)

Appendix-E

PT. B.D. SHARMA P.G.I.M.S., ROHTAK

No..... Dated.....
Certified that Sh./Km./Smt. son/daughter/wife of shri resident of.....District.....appeared before the Medical Board for medical check up. On his/her Medical Examination, it is found that nature of handicap*/disability is as under :-

—

Dated
Medical Board, Place
(Signature of the Applicant)

Chairman
Pt. B.D.Sharma, PGIMS, Rohtak

**CERTIFICATE
(FOR DECEASED/DISABLED/DISCHARGED MILITARY/PARA MILITARY
PERSONNEL, SERVING MILITARY PERSONNEL EX-SERVICEMEN/EX-
PERSONNEL OF PARA MILITARY FORCES)**

Certified that Number
Rank Name S/o father of
..... resident of Village Post office
..... Tehsil..... Distt..... State of Haryana
has served in the Army/Air Force/Navy (Name of the Para-Military Force) from
..... to and subsequently invalided out of
service as under :-

1. Medical category
 - i) for JCO's.....
 - ii) for ORS : Shape-I,II,III etc.....
 - iii) for Rank/Designation (in case of Para-Military Forces).....
2. Reason of discharge/retirement.....
3. Death :i) whether killed in action.....
or any other reason :.....
4. If killed in action, Name of the war/operation.....
5. Disabled, whether disabled during the war/operation (name).....
6. Nature of disability :
 - i) whether permanent i.e. for life.....
 - ii) whether temporary (upto what extent).....

Next RSMB IS DUE

Name of Records :

Signature of the issuing authority
with designation and official seal & stamp

Case No.

Dated

Note : Only the certificate issued by the officer duly authorised by the Army/Navy/Air Force/
concerned Para-Military Force Headquarters, as the case may be, shall be entertained.

(FOR DEPENDENTS OF FREEDOM FIGHTERS)
OFFICE OF THE CHIEF SECRETARY,
HARYANA, CHANDIGARH

No.....

Dated:.....

Certified that Shri.....
Son/daughter of Shri resident
of Village Police Station.....
Teshil..... District.....was a bonafide Freedom Fighter.

Dated.....

Signature of Officer authorised by
Chief Secretary, Haryana to issue
such certificate (with office seal
& stamp

EXECUTIVE MAGISTRATE
(WITH SEAL)

UNDERTAKING

I _____ S/D of
_____ aged _____ R/o
_____ Teh. _____

Distt. _____ hereby undertake as under:-

That Sh./Smt. _____ S/D of Sh.
_____ R/o _____ Teh.
_____ Distt. _____ is/was Freedom Fighter and
is/was my grandfather/grand mother (Paternal/Maternal)

Date:

Place:
the Candidate.

Signature of

It is verified that all the above contents are true to the best of our knowledge.

Signature of Father/Mother of Candidate
Candidate.
(who is/was dependent of Freedom Fighter)

Signature of the

LIST OF BACKWARD CLASSES INCLUDED IN BLOCK- 'A' & 'B'

BLOCK 'A'

1. Aheria, Aheri, Heri, Naik, Thori or Turi, Hari	35.	Kamboj
2. Barra	36.	Kanghera
3. Beta, Hensi or Hesi	37.	Kuchband
4. Bagria	38.	Labana
5. Barwar	39.	Lakhera, Manehar, Kachera
6. Barai, Tamboli	40.	Lohar, Panchal
7. Baragi, Bairagi, Swami Sadh	41.	Madari
8. Baffera	42.	Mochi
9. Bharbhujja, Bharbhunja	43.	Mirasi
10. Bhat, Bhatra, Darpi, Ramiya	44.	Nar
11. Bhuhalia Lohar	45.	Noongar
12. Ghangar	46.	Nalband
13. Chirimar	47.	Pinja, Penja
14. Chang	48.	Rehar, Rehare or Re
15. Chimba, Chhipi, Chimpa, Darzi, Rohilla	49.	Raigar
16. Daiya	50.	Rai Sikhs
17. Dhobis	51.	Rechband
18. Dakaut	52.	Shorgir, Shergir
19. Dhimar, Mallah, Kashyap, Rajpoot, Kahar, Jhinwar, Dhinwar, Khewat, Mehra, Nishad, Sekka, Bhisti, Sheikh-Abbasi	53.	Soi
20. Dhosali, Dosali	54.	Singhikant, Singiwala
21. Faquir	55.	Sunar, Zargar, Soni
22. Gwaria, Gauria or Gwar	56.	Thathera, Temera
23. Ghirath	57.	Teli
24. Ghasi, Ghasiara or Ghosi	58.	Vanzara, Banjara
25. Gorkhas	59.	Weaver(Jullaha)
26. Gawala, Gowala	60.	Bhattu/Chattu
27. Gadaria, Pal	61.	Badi/Baddo
28. Garhi-Lohar	62.	Mina
29. Hajjam, Nai, Nais, Sain	63.	Rahbari
30. Jhangra Brahman, Khati, Suthar, Dhiman, Tarkhan, Barhi, Baddi.	64.	Charan
31. Joginath, JogiNathJangamJogi, Yogi	65.	Chaaraj (Mahabrahman)
32. Kanjar or Kanchan	66.	Udasin
33. Kurmi	67.	Ramgarhia
34. Kumhars, Prajapati	68.	Rangrez, Lilgar, Nilgar, Lallari
	69.	Dawata, Soni-Dawala, Nayaria,
	70.	Bhar, Rajbhar.
	71.	Nat (Muslim)

At present Raigar, Mochi and Julaha castes find a mention in the list of the both scheduled castes and backward classes and it has been decided that persons belonging to these castes who are not covered under the scheduled castes being non Hindus are non sikh, can take the benefits under the backward classes only.

BLOCK 'B'

1. Ahir/Yadav		
2. Gujjar	4.	Saini
3. Meo	5.	Lodh/Lodha/Lodhi

Copy of letter No. 1170-SW (I)-95 dated 7.6.95 from the Commissioner & Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department, Haryana, Chandigarh.

Sub: Exclusion of socially advanced persons/sections-(Creamy Layer) from Backward Classes.

Sir,

I am directed to invite your attention to the subject mentioned above and to state that following the Supreme Court judgement in the Indira Sawhney and others versus Union of India case, the Haryana Government vide notification dated 12.10.1993 had set up the Haryana Second Backward Classes Commission. The terms of reference of this Commission were to entertain, examine and recommend upon requests for inclusion and complaints of over-inclusion and under-inclusion in the list of backward Classes. Vide notification dated 26-5-1994, the Commission was also assigned the function of specifying the basis, applying the relevant and requisite socio-economic criteria to exclude socially advanced persons/sections (Creamy Layer) from Backward Classes.

In its report submitted on 16.5.1995, the Haryana Second Backward Classes Commission had recommended the criteria for excluding socially advanced persons/sections (Creamy Layer) from Backward Classes. After considering these recommendations, the Government has decided that the benefit of reservation shall not apply to persons/sections mentioned in Annexure 'A', which is enclosed.

All the departments are requested to bring the above instructions to the notice of all the Heads of Departments and appointing authorities under their control for necessary compliance.

No. 22.36/2000-3 G.S. III

From

The Chief Secretary to Government of Haryana

To

1. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar, Panjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioner & Sub-Divisional Officers (civil) in Haryana.

Dated, Chandigarh, the 09th August, 2000.

Subject: Clarification regarding issuance of certificate of Haryana Backward Classes.

Sir,

I am directed to invite your attention to the Govt. of Haryana, Social Welfare Department letter No. 1170-SW (1) 95, dated 7.6.95 on the subject noted above, therein criteria was laid down to assess the creamy layer persons of Haryana Backward Classes in Haryana State. The Backward Classes of Haryana are facing difficulty in obtaining the Backward Classes certificate from the certificate issuing authority due to some understanding in the instructions dated 7.6.95. After careful consideration the Govt. of Haryana has decided to issue clear cut directions to all the Heads of Departments and Deputy Commissioners in the state for issuing Backward Classes Certificate without any further delay.

It is clarified that the income from salary will not be taken into account for the purpose of income/wealth tax in respect of service category and while calculating income or wealth test of the Government employee of Backward Classes who is not covered under Annexure-A, description of categories No. I, II (a,b,c,d) and III & IV, hence becoming entitled for the benefit of reservation under Backward Classes category, his salary should not be included but his other sources of income/wealth be included for income/wealth tax.

All the departments are requested to bring the above instructions to the notice of all the Head of Departments and appointing authorities under their control for necessary compliance.

Yours faithfully,

Sd/-

Joint Secretary General
Administration
for Chief Secretary to Govt.
Haryana.

CC

1. All the Financial Commissioners & Secretaries to Govt. Haryana.
2. All the Administrative Secretaries to Govt. Haryana.

**CERTIFICATE FOR THE EX- EMPLOYEES OF INDIAN
DEFENCE SERVICES/PARA-MILITARY FORCES**

Certified that Number.....
Rank
Name
S/o Shri.....
Father of
Resident of Village
Post Office
Tehsil
Distt
belonging to State of Haryana as per his/her service record at the time of entry into service, had served* in the Army/Navy/Air Force (Name of the Para-Military Force) from to and subsequently discharged/ retired from the service on..... as per his/her service record at the time of entry into service the home address given is (Distt.) Haryana.

Signature

Date.....

Officer Commanding/

Place.....

* (Strike out whichever is not applicable)

Competent Authority

(With official Seal & Stamp)

LIST OF SCHEDULED CASTES IN HARYANASTATE**Sr. No. Name of the Caste**

1.	Ad Dharmi	22.	Mazhabi
2.	Balmiki, Chuua, Bhangi	23.	Megh
3.	Bangali	24.	Nat
4.	Barar, Burar, Berar	25.	Od
5.	Chatwal	26.	Pasi
6.	Bauria, Bawaria	27.	Pema
7.	Bazigar	28.	Pherera
8.	Bhanjra	29.	Sanhai
9.	Chanal	30.	Sanhal
10.	Dagi	31.	Sansi, BhedkutManesh
11.	Darain	32.	Sansoe
12.	Desh, Dhaya, Deha	33.	Sapela
13.	Dhanak	34.	Sarera
14.	Dhogri, Dhangri, Siggi	35.	Sikligar
15.	Dunia, Mahasha, Doom	36.	Sirkiband
16.	Gagra	37.	Chamar
17.	Gandiala, Gandhil, Gondaloo	38.	JatiaChamar
18.	Kabirpanth, Julaha	39.	Rahgar
19.	Khatik	40.	Raigar
20.	Koi, Koli	41.	Ramdasi
21.	Marija, Marccha	42.	Ravidasi

DESCRIPTION OF CATEGORY TO WHOM RULE OF EXCLUSION WILL APPLY

- I. CONSTITUTIONAL POSTS** Son(s) and daughter(s) of -
- a) President of India;
 - b) Vice President of India;
 - c) Judges of the Supreme Court and of the High Courts;
 - d) Chairman and Members of UPSC and of the State Public Service Commission; Chief Election Commissioner; Comptroller and Auditor General of India;
 - e) Persons holding Constitutional positions of like nature.
- II. Service** Son(s) and daughter(s) of
- Category :
A-Group Class-I
Officers of the All India
- a) parents, both of whom are Class-I officers;
 - b) parents, either of whom is a Class-I officer;
 - c) parents, both of whom are Class-I Officers, but one of them dies or suffers permanent incapacitation.
 - d) parents, either of whom is a Class-I Officer and such parent dies or suffers permanent incapacitation and before such death or such incapacitation has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years.
 - e) parents, both of whom are Class-I Officers die or suffer permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years.
- Provided that the rule of exclusion shall not apply in the following cases:-
- a) Sons and daughters of parents either of whom or both of whom are Class-I Officers and such parent(s) dies/die or suffer permanent incapacitation.
 - b) A lady belonging to OBC Category has got married to a Class-I Officer and may herself like to apply for a job.
- B. Group B/Class II** Son(s) and daughter(s) of
- a) parents both of whom are Class-II Officers.
 - b) parents of whom only the husband is a Class-I Officer and he gets into Class-I at the age of 40 or earlier.
 - c) parents, both of whom are Class-II Officers and one of them dies or suffers permanent incapacitation and either one of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years before such death or permanent incapacitation;

- d) parents of whom the husband is a Class-I Officer (direct recruit or pre-forty promoted) and the wife is a Class II officer and the wife dies or suffers permanent incapacitation; and
- e) parents, of whom the wife is a Class-I Officer (Direct Recruit or pre-forty promoted) and the husband is a Class-II Officer & the husband dies or suffers permanent incapacitation.

Provided that the rule of exclusion shall not apply in the following cases:-

Sons and daughters of -

- a) Parents both of whom are Class-II Officers and one of them dies or suffers permanent incapacitation.
- b) Parents, both of whom are Class-II Officers and both of them die or suffer permanent incapacitation, even though either of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation.

C. Employees in Public Sector Undertaking etc.

The criteria enumerated in A & B above in this Category will apply mutatis mutandi to officers holding equivalent or comparable posts in PSUs, Banks, Insurance Organisations, Universities etc. pending the evaluation of the posts on equivalent or comparable basis in these institutions, the criteria specified in Category-V below will apply to the officers in these Institutions.

III ARMED FORCES

Sons(s) and daughter(s) of parents either or both of whom is or are in the rank of colonel and above in the army and to equivalent posts in the Navy and the Air Force and the Para Military Forces :

Provided that-

- i) If the wife of an Armed Forces Officer is herself in the Armed Forces (i.e. the category under consideration) the rule of exclusion will apply only when she herself has reached the rank of colonel;
- ii) the service ranks below colonel of husband and wife shall not be clubbed together;
- iii) If the wife of an officer in the Armed Forces is in Civil employment, this will not be taken into account for applying the rule of exclusion unless she falls in the service category under item No.II in which case the criteria and conditions enumerated therein will apply to her independently.

IV PROPERTY OWNERS

Son(s) and daughter(s) of persons belonging to a family (father, mother and minor children) which owns land more than land permissible under the Ceiling Act of Haryana State.

V INCOME/WEALTH TAX

Son(s) and daughter(s) of-

- a) Persons having gross annual income of Rs.2.50 Lacs or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years.
- b) Persons in Categories I,II,III & IV who are not disentitled to the benefit of reservation but have Income from other sources of Wealth which will bring them within the income/wealth criteria mentioned in (a) above.

Explanation :

- i) Income from salaries or agricultural land shall not be clubbed;
- ii) The income criteria in terms of rupee will be modified taking into account the change in its value every three years. If the situation, however, so demands, the interrugnum may be less.
- iii) Where the husband is in some profession and the wife is in a Class-II or lower grade employment the income/wealth/Criteria man will apply only on the basis of the husband's income.
- iv) If the wife is in any profession and the husband is in employment in a Class-II or lower rank post, then the income/wealth criterion will apply only on the basis of the wife's income and the husband's income will not be clubbed with it.

Explanation : Wherever, the expression, 'permanent incapacitation' occurs in this schedule it shall mean incapacitation which results in putting an Officer out of service.

No. 22/34/98-3GSIII

DATED : 19.3.1999

From

The Chief Secretary to Govt., Haryana

To

All Head of Deptts. in Haryana State.

Sub : **RESERVATION FOR ADMISSION IN EDUCATIONAL PROFESSIONAL COLLEGES/INSTITUTIONS**

I am directed to invite your attention to the Haryana Government Letter No. 22/89/97-3GSIII, dated 12.11.97 and the instructions issued by the Welfare of Schedule Castes and Backward Classes Deptt. or any other Deptt. from time to time on the subject noted above and to say that for the purpose of admission in Educational/Professional/Medical/Dental/Ayurvedic/Engineering/I.T.I.s/Technical Education Institutions/Colleges the Haryana Govt. have now decided to provide reservation for different categories as under :-

- | | | |
|----|-------------------------------|--|
| 1. | Scheduled Castes | 20% (50% each 'A' and 'B' category) |
| 2. | Backward Classes | A Block 16%
B Block 11% |
| 3. | Orthopaedically Handicapped | 1% Amended vide Haryana Govt. Letter No. 22/89/97-3GSIII dated 7th August 2000 and |
| 4. | Dependent of Freedom Fighters | 1% No.18/52/2000 U.N.P. (I) dated 18.4.2001 at Annexure A-II & A-III. |
| 5. | E.S.M. and their Wards | 1% |

(2) These instructions should be brought to the notice of all concerned working under you for information and necessary action.

Yours faithfully,
sd/-

Under Secretary General Administration,
For Chief Secretary to Government,
Haryana

ANNEXURE-A-II

No. 22/89/97-3GS-III

From

The Chief Secretary to Govt. Haryana

To

1. All Heads of Depts. in Haryana State.
2. Registrar, Punjab and Haryana High Court.
3. All deputy Commissioners & Sub-Divisional Officer (Civil) in Haryana State

Dated, Chandigarh, the 7th, August, 2000

Subject :- Reservation for Admission in Educational/Professional and Technical Institutions.

Sir,

I am directed to invite your attention to the Haryana Govt. Letters No. 22/34/98-3GSIII dated 19.3.99 and dated 5.5.99 on the subject noted above, in which directions were given to reserved seats for admission in the Educational, Technical and Professional Institutions for S.C./B.C., Physically Handicapped, Ex-servicemen and Freedom Fighter candidates. In order to remove some difficulties facing the physically handicapped candidates, it has been decided that for the purpose of admission in Government as well as, in Government aided Educational/Professional/Medical/Engineering/I.T.I.'s/Technical Educational Institutions and Colleges, there will be 3% reservation for physically handicapped (1% for blindness or low vision, 1% for hearing impairment and 1% for locomotor disability or cerebral palsy). But in the event of the quota reserved for physically handicapped candidates, it may be offered to the Ex-servicemen and their wards, (1%) and the dependents of freedom fighters (1%).

(2) These instructions should be brought to the notice of all concerned working under you for information and necessary action.

Yours faithfully,

Sd/-

Joint-Secretary General Administration,
for Chief Secretary to Government, Haryana

A copy is forwarded to :-

1. All the Financial Commissioners and Secretaries to Government, Haryana
2. All the Administrative Secretaries to Government, Haryana for Information and necessary action.

Sd/-

Joint-Secretary General Administration,
for Chief Secretary to Government, Haryana

No. 22/8/2004-3GSIII

From

The Chief Secretary to Govt. Haryana

To

1. All the Heads of Department.
Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers
(Civil) in Haryana State
Dated Chandigarh, the 7-06-2007.

Subject :- Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir,

I am directed to refer to Haryana Government Letter No. 22/55/90-3GS-III, dated 9-11-1994 on the subject noted above which inter alia laid down that for the purpose of reservation in services, Scheduled Castes in Haryana would be put in two categories i.e. Block A and Block B in direct recruitment. These instructions had been challenged in the Hon'ble Punjab & Haryana High Court by way of Writ Petition 398 of 2004-Gajay Singh Muwal Vs. State of Haryana and other 3 Civil Writ Petitions. The Hon'ble Court vide its common judgment/orders dated 6-07-2006 has quashed the above instructions dated 9-11-1994 in the following terms :-

“We accordingly, find that the present controversy is fully covered by the decision of Supreme Court in the case E.V. Chinniah's case (Supra). We, accordingly, would quash the Notification No. 22/55/90-3GS-III, dated 9-11-1994 holding the same to be ultravires of the Constitution.”

The State Government has filed a Special Leave Petition CC No. 1789 of 2007-State of Haryana Vs. Gajay Singh Muwal along with an application for staying the operation of the judgment/orders dated 6-07-2006 of the Hon'ble High Court in the said case. Similar SLPs have been filed by some private respondents also. However, these SLPs have neither been listed for hearing nor any stay has been granted by the Hon'ble Supreme Court in India, so far.

Under these circumstances the State Government on reconsideration of the matter, has decided to withdraw instructions bearing No. 22/55/90-3GS-III, dated 9-11-1994 subject to the final decision of the Hon'ble Supreme Court in the SLPs referred to above. Consequently, there will be no categorization of the Scheduled Caste into A and B blocks. The vacancies meant for direct recruitment to reserved category of Scheduled Castes will be notified to the recruiting agencies without categorization of Scheduled Castes in A & B Blocks.

Similarly, the Govt. instructions bearing No. 22/34/98-3GS-III, dated 19-3-1999 and even number dated 5-5-1999 and letter No. 22/89/97-3GS-III dated 7-08-2000 regarding admissions in Govt. as well as in Govt. aided/self financing/Educational/Professional/Medical/Engineering/ITIs/Technical Educational Institutions and colleges will be deemed to have been modified to the extent indicated above.

It is requested that these instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

SD/-

(Sumita Misra)

Special Secretary General Administration,
For Chief Secretary to Government Haryana

ANNEXURE-A-IV

Copy of letter No. 18/52/2000 U.N.P. (1) dated 18.4.2001 from the Director, Higher Education, Haryana, Chandigarh addressed to the Registrar, Kurukshetra University, Kurukshetra and M.D. University, Rohtak.

Subject:- Reservation of seats in various courses offered by the University of Haryana to the next of kins of martyrs of “Operation Vijay”.

Will the Financial Commissioner & Secy. to Govt., Haryana, Education Deptt., kindly refer to his U.O. No. 47/36/2000-E-I (6) dated 27.9.2000 on the above subject?

2. In this regard attention is invited towards the instructions issued by the Haryana Govt. vide letter No. 22/89/97-3 GS III, dated 7th August, 2000. IN these instructions, there is a provision of 3% reservation for Physical Handicapped, but in the event of the quota reserved for Physically Handicapped remaining non-utilised due to non-availability for suitable category of handicapped candidates, 1% has been offered to the Ex-Servicemen and their wards and 1% to the dependents of freedom fighters.

3. The Govt. has decided that the wards of those killed in “Operation Vijay” can be covered under the provisions of the above quoted instructions, because no separate reservation can be given, as there is already 50% vertical reservation for the admission in Educational Technical & Engineering Institutions.

4. He is requested to take further action in the matter accordingly.

Sd/-

Superintendent General Services-II
for Chief Secretary to Govt.,
Haryana

To

The Financial Commissioner & Secy. to
Govt., Haryana, Education Department.

U.O. No. 36/44/99-5 GS II Dated 10/16.1.2001

No. 22/27/2004-2GSIII

From

The Chief Secretary to Government Haryana.

To

1. All Heads of Departments in the Haryana State
2. The Registrar, Punjab and Haryana High Court, Chandigarh.
3. All Deputy Commissioner and Sub-Divisional Officer (Civil) in Haryana State.
Dated Chandigarh, the October 20, 2005

Subject : - Reservation for admission in educational/professional Colleges/Institutions.

Sir/Madam,

I am directed to invite your attention to Haryana Government instruction issued vide letter No. 22/34/98-3GSIII, dated 19.03.99, followed by letters of even number dated 5.05.99 and letter No. 22/89/97-3GSIII, dated 07.08.2000 on the subject noted above, wherein provision for reservation of seats in the educational, technical and professional institutes for the candidates of various categories was made as under :-

1. Scheduled Caste 20% (50 % each 'A' and 'B' Block)*
2. Backward Classes 16% A Block
11% B Block
3. Physically handicapped 3% In the event of quota reserved for physically handicapped remain unutilize due to non availability for suitable category of handicapped candidates, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighters (1%)

On further consideration of the matter, it has been decided to allow 3% horizontal reservation to Ex-serviceman/ freedom fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes category for admission to the various educational institutions of the Government and Government aided/self financing colleges/institutes located in Haryana. As far as block allocation in Block A and Block B of Scheduled Castes and Backward Classes categories is concerned, year-wise rotational system will be adopted. For example, if block A of scheduled castes and backward classes are given seats in the academic year 2006, the next block i.e. B Block of categories of scheduled castes and backward classes will be given seats in the next academic year i.e. 2007 and so on .

These instructions should be brought to the notice of all concerned working under your control for strict compliance.

Yours faithfully,

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioners and Secretaries to Government Haryana for information and necessary action.

Deputy Secretary General Administration,
for Chief Secretary to Government Haryana

*As per The Chief Secretary to Government Haryana letter No. 22/8/2004-3GSIII dated 7/6/2007 there will be no categorization into A and B blocks (Annexure A-III)

ANNEXURE-B

List of Self Styled Institutes/ Universities/Boards which have been declared bogus by the University Grants Commission and other Govt. Bodies.

LIST OF FAKE UNIVERSITIES

1. All India Board of Secondary Education, New Delhi.
2. Board of Adult Education & Uttar Madhyamic Exam. Training/ Proad Shiksha Sansthan, New Delhi.
3. The Central Board of Higher Intermediate Education, Patel Nagar, New Delhi.
4. Central Board of Higher Education Uttam Nagar (New Delhi).
5. Bombay Hindi Vidhayapith Bombay.
6. MaharshiValmikiNationalUniversity, Delhi.
7. Maithili University/vishwavidyala, Darbhanga, Bihar
8. TakshilaKenderyaVishwavidyalayaUttam Nagar, New Delhi.
9. Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University), Prayag, Allahabad (UP)
10. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP)/Jagatpuri, Delhi.
11. Commercial University Ltd., Daryaganj Delhi.
12. TestatorResearchUniversityBodihayaRanur (Tamil Nadu).
13. Shri Narayana Open University Quilon (Kerala).
14. Gandhi Hindi Vidyapith, Prayag, Allahabad (UP)
15. NationalUniversity of Electro Complex Homeopathy, Kanpur
16. University NewjerusalemKathuparambaCannore (Kerla)
17. WorldSocialWorkUniversity, Perumguzhi (Kerla).
18. NetajiSubhashChandraBoseUniversity (Open University), Achaltal, Aligarh (UP).
19. ShrimatiMahadeviVerma Open University, Mughal Sarai (UP)
20. D.D.B.SanskritUniversity, Putur, Trichi, Tamil Nadu
21. AmritsarUniversity, Amritsar (Punjab)
22. AryaUniversitySrinagar (Jammu & Kashmir)
23. BibleUniversity, Ambur (North Arcot)
24. Eastern OrthodoxUniversity, Ambur (North Arcot)
25. Blobe University of Science, Kumbaronam
26. St. John'sUniversity, Kizhan attam, Kerla
27. National 324eUniversity, Nagpur.
28. SelfCultureUniversity, Kizhanatlani
29. United NationsUniversity, Delhi
30. Vocational University, Delhi.
31. WesternUniversity of Kapurthala.
32. Uttar PradeshVishwavidyala, KosiKalan, Mathura (UP)
33. MaharanaPratapShikshaNiketanVishwavidyalaya, Pratapgarh (UP).
34. Indian Education Council of U.P. Lucknow (U.P.)
- *35. BhartiyaShikshaParishad (UP) Open Vishwavidyalay, Lucknow (UP)
36. RajaArabiaUniversity, Nagpur.
37. UrduUniversity, M.L.Park, Bhopal.
38. Vocational University, Amritsar and Delhi.
39. KesarwaniVibyapith, Jabalpur (MP).
40. DelhiVishwaVidyapeeth, 233, TagoraPark, ModelTown, Delhi.
41. Badagnvi Sarkar World Open University EducationSociety, Gorav, Belgaum (Karnatka)
42. ADR- Centric Judicial University, New Delhi.

Note:- Before finalizing the admissions, the up-dated lists of recognized examinations of Haryana School Education Board, Bhiwani/Other Boards/Universities is /are also required to be consulted.

* Bhartiya Shiksha Parishad is a fake institution functioning in contravention of the UGC Act, 1958. The Hon'ble Civil Court (JD) Lucknow has granted interim stay to the Parishad and has restrained UGC from calling it as fake or treating it fake till the final decision in the matter. The UGC has initiated action to get the stay vacated. However, in compliance of the order of the Hon'ble Court the UGC has for the time being decided to exclude the name of the Bhartiya Shiksha Parishad from the list of fake institutions.

EXTRACT OF ORDINANCE ON MAINTENANCE OF DISCIPLINE AMONG STUDENTS OF PANDIT BHAGWAT DAYAL SHARMA, UNIVERSITY OF HEALTH SCINECES ROHTAK (HARYANA)

Prohibition of ragging and penalties thereof

- (1) Ragging in any form shall be strictly prohibited within the premises of the University, a college or an institution, as the case may be, or in any part of the University system as well as on public transport or at any other place, public or private.
- (2) Any individual or collective or practice of ragging shall constitute an act of gross indiscipline and shall be dealt with under the provisions of this ordinance.
- (3) Ragging for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or status of senior students is brought to bear upon the students who are in any way considered junior or inferior by the former and includes individual or collective acts as practices which -
 - (a) Involve physical assault or threat to use physical force;
 - (b) Violate the status, dignity and honor of students, in particular Women students and those belonging to scheduled caste or a scheduled tribe;
 - (c) Expose students to ridicule or contempt or commit an act which may lower their self esteem; and
 - (d) Entail verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behavior.
- (4) The Dean of the Faculty, Chief Warden, Director of the institution or the Principal of the college, as the case may be shall take immediate action on the receipt of any information that ragging has taken place or is likely to take place.
- (5) Notwithstanding anything contained in clause (4), the chairman of the Board of Discipline of University and its maintained college or the chairman of the Board of Discipline of an affiliated college or institution may also *suomotu* inquire into any incident of ragging or likelihood of such incident and make a report to the Vice- Chancellor or Director/ Principal of the affiliated college/ institution, as the case may be, clearly pinpointing, among other details, the identity of the student or the students who were involved in the incident the nature of the incident.
- (6) The chairman of the Board of Discipline may also submit an interim report to the Vice-Chancellor in the case of University and its maintained colleges or to the Principal/ Director of the affiliated colleges, as the case may be, establishing the identity of the perpetrators of ragging and the nature of the incident.
- (7) If the chairman of a Board of Discipline is satisfied that for any reason, to be recorded in writing, it is not feasible to hold an inquiry referred to in clauses (4) and (5), he may so advise the Vice-Chancellor or Director/ Principal of the affiliated college/ institution as the case may be accordingly.
- (8) Where the Vice-Chancellor or the Director/ Principal in case of affiliated colleges is satisfied, on receipt of a recommendation to this effect or otherwise, that it is not expedient to hold an inquiry into an incident of ragging, he shall order accordingly for reasons to be recorded in writing.

UNDERTAKING AT THE TIME OF JOINING

(All admitted candidates and their parents will give the following undertaking at the time of joining)

IS/O, D/O Sh.admitted to B. Pharmacy Course Session 2017-18 do hereby undertake :-

- i) That after joining the course I will abide by the rules regulations of College and Hostel.
- ii) I am aware that violation of rules/law/instructions regarding ragging would attract Penal /disciplinary action against me.
- iii) That I will abide by the rules/law/instructions issued from time to time.
- iv) That I will abide by the dress/uniform code.
- v) That while residing in Hostel of the Institution, I will not keep Scooter/ Motor Cycle/ Car.
- vi) That I will not consume any INTOXICANTS in Hostel/ College premises.
- vii) That I have read the relevant instructions/regulations against ragging, as well as punishment. I will comply the instructions/regulations and in case I found guilty at any stage, disciplinary action as per above guidelines may be taken against me.

Signature of the Candidate

Address:

I father/Guardian of Mr./Ms._____ gone through/have read the relevant instructions about the rules and regulations against ragging as well as punishment. My ward will abide by all the rules regulations of College & Hostel. In case my ward has been found guilty I have no objection for initiated any disciplinary action against my ward.

Signature of the Father/Guardian

Address:

Mob./Ph. No.

ANNEXURE – E

CHARACTER CERTIFICATE FROM THE PRINCIPAL/HEAD OF THE INSTITUTION LAST ATTENDED.

Certified that Mr./Ms.
Son/Daughter of Shri passed
examination from this school/institute for the session

During his stay in this school/institute his/her conduct remained and he/she
has not displayed persistent violent or aggressive behavior or any desire to harm others.

Date:

Signature of the Headmaster/ Principal of
Institution.
(with official seal)

**GOVERNMENT OF HARYANA
General Administration Department
General Services – III Branch**

No. 22/129/2013-IGS III
16.07.2014

Dated Chandigarh the

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

Subject: Regarding prescribing minimum eligibility qualification for the various courses.
Sir/ Madam

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

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

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

Out of 100 marks needs to less = 5

Out of 1 Marks needs to less = 5/100

Out of 50 marks needs to less = 5/100 X 50 = 2.50

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

All concerned are requested to implement the instructions as per the above procedure in compliance of the judgment of Hon'ble Supreme Court passed in CWP 7084/2011.

**Superintendent General Services – III
For Chief Secretary to Govt., Haryana**

HARYANA GOVERNMENT

WELFARE OF SCHEDULED CASTES AND BACKWARD CLASSES DEPARTMENT

NOTIFICATION

The 24th January, 2013

No. 60 SW(1)-2013 The Governor of Haryana is pleased to provide 10% reservation in jobs under Government/Government Undertakings and Local Bodies as well as in educational institutions for Economically Backward Persons in the General Caste's Category of the State. The criteria for consideration as economically backward will be as under:

- (i) 'Family' for the purposes of the applicant seeking reservation as 'economically backward' is defined as follows:-
 - (a) Head of Family and his/her spouse;
 - (b) Dependent children and their spouses;
 - (c) Unmarried dependent brothers and sister;
 - (ii) The total annual income of the family of the applicant should not cumulatively exceed Rs. 4,50,000/-* per annum from all sources including agricultural income.
 - (iii) In case any person in the family, as described in (i) above, is income-tax/wealth tax payee, benefit of reservation shall not be extended.
 - (iv) Applicant or family as described in (i) above should not be in Class-I/Class-II services of Government of India or State Government level or equivalent or hold any equivalent post in any statutory board/corporation/university/society/trust or an equivalent position in any public/private limited company or in any international organization.
Family shall be deemed to be in-service as mentioned above when a person in family has superannuated and/or has sought voluntary retirement or has been dismissed/terminated/compulsory retired from such service.
 - (v) In case, family as described in (i) above, is engaged in a profession as doctor, lawyer, chartered accountant, income tax consultant, financial or management consultant, engineer, architect, computer specialist, film/TV artist, playwright, author, model, media personnel or holds any elected/appointed office either under the constitution or in terms of any statute out of which emolument/salary is paid, criteria of income as described in (ii) above shall be applicable.
 - (vi) Family, as described above, should not be employed in any Military or para-Military services with Union of India in the rank of 'Second Lieutenant' or above in the Army or any equivalent rank in other forces or para-Military forces.
1. Reservation for economically backward persons shall be vertical and not horizontal.
 2. The person who claims benefit of reservation under other categories shall not be entitled in this category.

Dated, Chandigarh the 23.01.2013

R.R. Jowel
Principal Secretary to Govt. Haryana
Welfare of Scheduled Castes and
Backward Classes Department

- Reference: <http://www.igovernment.in/site/Creamy-layer-slab-hiked-to-Rs-4.5-lakh>

U.O. No. 60 SW (1)-2013

Dated: 23.01.2013

A copy is forwarded to the Chief Secretary to Government Haryana (in services III Branch) for information and necessary action.

Deputy Secretary
For Principal Secretary to Govt. Haryana
Welfare of Scheduled Castes and
Backward Classes Department

U.O.No. 60 SW (1)-2013

Dated: 23.01.2013

A copy is forwarded to the Controller, Printing and Stationery, Haryana for publishing the said notification in the Haryana Govt. Gazette Extra ordinary of today i.e. the 23th January, 2013. He is requested to sent 500 spare printed copies of the notification to the Government.

Deputy Secretary
For Principal Secretary to Govt. Haryana
Welfare of Scheduled Castes and
Backward Classes Department

U.O.No. 60 SW (1)-2013

Dated: 23.01.2013

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

1. All Additional Chief Secretaries to Government Haryana.
2. All Principal Secretaries to Government Haryana.
3. All Head of Departments, State of Haryana.
4. All Commissioners, Ambala, Hissar, Rohtak, Gurgaon Divisions State of Haryana.
5. The Registrar, Punjab & Haryana High Court, Chandigarh.
6. All the Deputy Commissioners, State of Haryana.
7. Secretary, Haryana Backward Classes Commission, Chandigarh.
8. All the Sub-Divisional Officers(Civil), State of Haryana.
9. All the Managing Directors of Board/Corporation/Public Undertaking State of Haryana.
10. All the Registrar of the Universities, State of Haryana.

Deputy Secretary
For Principal Secretary to Govt. Haryana
Welfare of Scheduled Castes and
Backward Classes Department

U.O.No. 60 SW (1)-2013

Dated: 23.01.2013

A copy is forwarded to the Chief Secretary to Government Haryana (in services III Branch) for information and necessary action.

Deputy Secretary
For Principal Secretary to Govt. Haryana
Welfare of Scheduled Castes and
Backward Classes Department

IMPORTANT INFORMATION

Last date of Receipt of Application Form	: 13.07.2017 upto 5.00 P.M.
Display of Merit list	: 20.07. 2017
Date of Ist Counseling	: 27.07.2017 (Waiting list shall be generated for any vacancies in last counseling)
Venue of Counseling	: Committee Room, Director's office, Pt. B. D. Sharma PGIMS, Rohtak

Prospectus can only be downloaded from university websites

www.uhsr.ac.in

Note:- For any latest information regarding admission, please visit the University website regularly.

Pt. B.D. Sharma University of Health Sciences, Rohtak

APPLICATION FORM

BACHELOR OF PHARMACY / BACHELOR OF PHARMACY (LEET) ADMISSION-2017

Important Instructions: The Candidates are required to submit Application Form within stipulated time.

LIST OF DOCUMENT ATTACHED

1. 5.
 2. 6.
 3. 7.
 4. 8.
 Total Number (in words).....

1. Full name (in block letters):

2. Sex M F Transgender

3. i) Father's Name (in block letters)

ii) Mother's Name (in block letters)

4. Date of Birth Date Month Year

5. Full Postal Address (in block letters)

.....
Pin Code.....
 Telephone Number (if any):.....

Mobile Number..... Email:.....

6. Details of Studies of 10th ,10+1,10+2 Classes:

Name of Class	Name of School/College where studied	Roll No.	Month & Year of Passing the Exam.	Name of Board/Univ.	Result/Marks Obtained	Max Marks
10 th						
10+1						
10+2						

7.(i) Details of Marks Obtained in 10+2 or Equivalent Exam.

Subject	Max. Marks	Marks Obtained	Percentage
Physics			
Chemistry			
Biology/Mathematics (whichever is higher)			
Grand Total			
7.(ii) D. Pharmacy			

8. i) Tick Mark the Category

General	Reserved
Yes	No

ii) Do you want to be considered in any of the reserved Categories as provided in the Prospectus? 'Yes or No'

iii) if 'yes mentioned the name (s) of the Reserved Category (ies) in order of Preference SC/BC (A), BC(B)/ PHB, PHL, ESM, Dependent of FF

I _{st} Preference	1.	<input type="text"/>
II _{nd} Preference	2.	<input type="text"/>
III _{rd} Preference	3.	<input type="text"/>

Declaration:

I.....(Candidate) son/daughter of Shri..... and resident of Village/Town/City..... Tehsil..... District..... do solemnly declare and affirm as under:

- The information given in the application is absolutely correct and true.
- I undertake that if I am admitted, I will strictly obey all rules and regulation in force at present or that may be made/alterd/modified hereafter by the Private, Govt. College and will do nothing either inside the college or outside which will interfere with its orderly administration and discipline.
- If at any time subsequent to my admission, it is discovered that any information given in this application or in the attached certificate or in documents produced hereafter is false, I may be removed from the College and all fees paid by me confiscated. The authorities may also take any further action against me or my father /guardian as it deem fit.
- In case my admission is made to Bachelor of Pharmacy course of Pt. B.D. Sharma University of Health Sciences, Rohtak. I shall abide by the decision of the State Govt. regarding distribution of seats and payment of fee etc.
- I am fully aware of the law regarding ragging as well as the punishment and that if found guilty on this account I am liable to be punished appropriately.

Signature of the Father/Guardian

Date.....

Place.....

Signature of the Applicant

Date.....

Place.....

Both Thumb Impressions

Left

Right

I certify that particulars of the candidate as mentioned in this form are true to the best of my knowledge.

Write full name and address
of the attesting officer(in
Capital letter)

Signature of the attesting officer with his
official Seal

OR

(Principal of the Institute /College last
attended or 1stClass Magistrate)

FOR OFFICE USE ONLY

Eligible	Document Required	Not Eligible
Signature	1. 2. 3. 4. Signature	Reason Signature

Admitted Provisionally to Bachelor of Pharmacy course at Pt. B.D. Sharma University of Health Sciences, Rohtak

SIGNATURE

Address for correspondence
(to be filled in by the candidate
neatly in block letters)

Address for correspondence
(to be filled in by the
candidate neatly in block letters)

Roll No.....

Roll No.....

Name.....

Name.....

Address.....

Address.....

.....

.....

Pin Code

Pin Code.....

Phone (With STD Code).....

Phone (With STD Code).....

E-mail.....

E-mail.....

Address for correspondence
(to be filled by in the candidate
neatly in block letter)

Address for correspondence
(to be filled in by the candidate
neatly in block letter)

Roll No.....

Roll No.....

Name.....

Name.....

Address.....

Address.....

.....

.....

Pin code

Pin code.....

Phone (With STD Code).....

Phone (With STD Code).....

E-mail.....

E-mail.....