



# KESHAV MAHAVIDYALAYA

NAAC Accredited 'A' Grade  
( University of Delhi )



## ADMISSION BROCHURE

### 2018-19

# Vision

To be a premier institute that nurtures creativity amongst students and instills moral values along with quality education to enable them to take on real life challenges with confidence.

# Mission

- To inculcate positivity in attitude and thought.
- To nurture creativity and problem solving skills.
- To sensitize students towards gender issues and respect for all human beings.
- To bring about awareness related to ecological enrichment and environmental factors.
- To encourage students to have vision and courage to initiate and manage change.
- To help in recognizing the challenges of a competitive world and learn to adapt.
- To create a clean and conducive atmosphere for the promotion of education.
- To give impetus to women empowerment.

# Objectives

- To develop students intellectually as well as holistically.
- To cater to the needs of the industry by equipping students with the required skills.
- To enhance the quality of teaching-learning process through the use of ICT and continuous assessment of the students.
- To educate/ train students to become responsible citizen and develop patriotic sense among them.
- To empower students to sustain in global competition.
- To produce dynamic and well balanced graduates with high employability.
- To prepare students for further higher studies.

## From the Principal's Desk



*"Never stop dreaming,  
never stop believing,  
never give up,  
never stop trying, and  
never stop learning."*

— Roy T. Bennett

Keshav Mahavidyalaya is an institution that has always believed in excellence through continuous learning by doing. We strive to create leaders of tomorrow by giving shape and providing direction to the aspirations and dreams of the young minds who step into this temple of learning. The NAAC accreditation of grade 'A' for the institution is a testimony to the fact that sky is not the limit for us in the pursuit of excellence.

Every student is a unique personality and has the potential to develop if provided ample opportunities to discover oneself and grow. To provide a strong conceptual foundation to the students, rigorous academic training is provided. At the same time, to help students experiment with theoretical concepts learnt, regular industry interactions, guest lectures, workshops, seminars etc. are organized. Students are motivated to develop critical thinking and logical reasoning abilities that help them become creative and innovative thinkers of the future. The college has various departmental societies and takes keen interest in different socio-cultural initiatives like Rotract Club, Environment Club, Women Development Cell, Equal Opportunity Cell, SPIC-MACAY etc. Cultural Societies for Debate, Dramatics, Music, Art, and Dance allow students to showcase their creative expression and pursue their passion. The placement cell of the college works actively towards placement of its students with companies of repute.

The college looks forward to welcoming another batch of students brimming with dreams and aspirations. We promise to make your formative years here at KMV the most memorable phase of your life by continuing our conscious and committed efforts for excellence in all our initiatives. I am delighted to welcome you and hope to see you blossom as a selfless patriot of this great nation who continually strives to build an inclusive society.

Dr. Madhu Pruthi  
Principal

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## COLLEGE PROFILE

Keshav Mahavidyalaya is one of the most preferred and one of the best off campus colleges. The college has been accredited Grade 'A' by National Assessment & Accreditation Council (NAAC). It was established by the Govt. of NCT of Delhi in 1994. The foundation stone of the campus was laid by Ms. Sheila Dikshit, the then Hon. Chief Minister, Govt. of NCT Delhi on March 23, 2003. Hon. Ex-Lt. Governor of Delhi Mr. B.L. Joshi inaugurated the building on November 27, 2005.



The college has successfully completed over two decades of excellence in both academic and co-curricular domains and has earned a great reputation, comparable to that of the campus colleges. Since its inception, the institution has moved on the path of success and is acclaimed for its achievements, faculty, and a world class infrastructure. It is one of the youngest colleges of Delhi University, but is considered one of the best off-campus co-ed colleges having carved a niche for itself by garnering University positions year after year. The college stands on a sprawling campus of more than 10 acres. It has one of the finest buildings comprising of an air-conditioned Auditorium, Seminar Room, E-enabled Lecture theatres, well equipped laboratories, a well-stocked library and spacious ICT enabled classrooms. The College boasts of a spacious and comfortable Girls' Hostel with a capacity of 78 students on twin sharing basis. Equipped with all basic and necessary facilities, the hostel provides its residents many opportunities to fulfil their academic, cultural and social needs.

The college at present offers nine courses in the disciplines of Science, Commerce, Management Studies, Psychology and Computer Science. The college also offers short-term courses in French and German Languages. In the current academic session, the student strength has been over 1600, under the supervision of approximately 100 faculty members and more than 60 nonteaching staff. Imparting education in different fields, the faculty recognizes its responsibility of training young minds holistically with their knowledge, zeal and energy to keep up with the pace of a fast changing globalised environment.

The College provides Internet facility to its faculty and students available through the Computer Centre, University of Delhi via intranet. All the labs in the College have access to e-journals subscribed by the University through its intranet. The University has facilitated the College campus with Wi-Fi connectivity that is vital for academic and research activity.

The college promotes organizing of Seminars, Workshops and Lectures in every field of Academics, Environmental and Health issues, Social service and other Co-curricular activities. With a view to provide help to economically weak or meritorious students, the college provides scholarships and fee concession facilities.

# INFRASTRUCTURE

## LABORATORIES

At Keshav Mahavidyalaya we believe in hands-on experience for the students. As theoretical knowledge alone is insufficient and incomplete, well equipped laboratories have been set up in all the relevant courses.



### Physics Lab

The college has two Physics Labs, equipped with the latest and sophisticated instruments, which are used for practical work related to mechanics, optics, heat and electrical circuits. Separate air-conditioned dark rooms are also available for performing experiments related to optics and ballistic galvanometer. The labs are continuously upgraded to ensure that the students are equipped with the latest skills. The facilities in the lab include:

- Digital storage oscilloscopes
- Hall Effect set up
- Michelson's interferometer
- Ultrasonic grating set up
- Set up for elliptically polarized light
- He- Ne laser interfacing facilities.
- Computer simulation facilities
- CRO & TV trainer kits
- Set up for PE Hysteresis

### Electronics Lab

These labs are used to perform experiments based on Analog electronics, Digital circuits and Systems, Instrumentation, Communication and Signal Processing and Micro-processor Applications. Students develop a working knowledge of various integrated circuit families, circuit designing, ROM, EPROM, and RAM. These labs are equipped with the latest 8085 and 8086 trainer kits.

### Chemistry and Biology Labs

Two chemistry labs, furnished with modern instruments like electronic balances, electrophoresis machine, digital pH meters, and potentiometers, are also available at Keshav Mahavidyalaya. A fully air-conditioned analytical technique laboratory is also being set up. The biology labs are well equipped too. Computer facility is also available in both labs for students use.

### Computer Lab

The Computer wing has three spacious computer labs equipped with the state-of-the-art facilities. All the systems are of latest configuration. The labs can accommodate approximately 90 systems apart from servers. There is a separate UPS room. The lab has a wireless LAN using Wi-Fi Routers. It also provides multimedia facilities and is equipped with an OHP, LCD Projector, and Scanner.

### Management Studies Computer Lab

The Department of Management Studies has a fully air conditioned computer lab with Internet facility and access to software like SPSS, Capitaline, ProjectLibre etc. It also has portable projectors and laptops for faculty and student use.

### **ICT Lab**

The College has dedicated ICT lab which have high end systems to run sophisticated software such as MATLAB, Mathematica etc. for commerce and mathematics student to work on computer and statistics.

### **Psychology Lab**

The Psychology lab of the college is well equipped with the latest Psychological tests and instruments such as 3 Digital Reaction Time Apparatus, 3 Mirror Drawing Apparatus, 4 Muller Lyer Apparatus with Stand, 3 Digital Arm Type Blood Pressure Monitor, 3 Digital Thermometer, 2 Memory Drums. Every year, new instruments and tests are added to give a wide exposure to students. The lab has a wide range of standardized Psychometric Tests applicable in clinical, organizational, social, neurocognitive and counselling settings. A total of 36 Psychometric Tests and Scales are available in the Laboratory.

### **E-ENABLED CLASSROOMS**

The college has six big lecture theatres and 28 classrooms equipped with e-learning facility. Almost all classrooms in the college are e-enabled.

### **AMPHITHEATRE**

The campus has a beautiful amphitheatre with five pillars symbolizing the five elements – air, water, sky, earth and fire. It is a host to a variety of performances, competitions, street plays etc. by students.



### **COLLEGE AUDITORIUM**

The college has a state-of-the-art auditorium with a seating capacity of 800 persons (Area~2569sq m). It is fully air conditioned, built with best acoustics, and high end light and sound facilities. It has two green-rooms, one for boys and the other for girls. The auditorium, since its inauguration, has borne testimony to the talented performances of renowned maestros including Ms. Shovana Narayan, Sh. Shiv Kumar Sharma, Smt. S. Kanaka, Warsi Brothers Mr. Shashank Subramanyam, Ronu Mukherjee and Haji Aslam Sabri. It has been the centre for all cultural and academic



activities of the college.

## LIBRARY

The college maintains a well-stocked double storey, spacious fully automated library comprising of a large reading room. The library has various sections consisting of around 24,900 books. It has a rich collection of text books, reference material and volumes of encyclopaedia of various fields. Large number of dailies, weeklies and periodicals of various subjects are being subscribed on a regular basis. 38 Magazines and 18 Newspapers are subscribed by the library for the readers. Library has more than 740 CDs and DVDs which are issued to various departments of the college. Besides, it also provides facility of accessing about 30,000 e-journals and research articles provided by Delhi University Library System (DULS) through internet to staff members and students. Library provides various services to its users like Circulation Service, Technical Services, Reservation Service, Internet Service, Reprographic Service i.e. Photocopier Service etc. The library has a separate Internet Lab for students and faculty. For the security purpose there are 16 CCTV Cameras in the college library. Keshav Mahavidyalaya Library has Braille Materials also for visually impaired user. The Library has one Lez Air Camera Scanner along with a laptop with Lex Air VAD software as well as



Braille face and Devnagari Software.

### Library Membership

Students need to furnish their fee receipt and college identity card to become a member of the library. Membership is yearly, and clearance needs to be taken at the end of every academic session. Library Reader Tickets( cards) are non-transferable.

### Library Cards

- Students are given four (04) Library Reader's Tickets (Computer Science (H)-05) which can be used at the same time to facilitate readings. On Library Reader's Ticket No. 4 book will be issue for one day only and on rest of the Library Reader Tickets books will be issued for fifteen days.
- For books not returned on time, an overdue charge of Rs.5/- per day per book will be levied for the first week, Rs.10/- per day for the second week, Rs.25/- per day for the third week and in fourth week if the book is not returned, the library membership of the student shall invite cancellation.
- In case of transfer of library tickets the ticket of the original card holder will be cancelled.
- If a Reader/member lost his/her library ticket, a duplicate library ticket will be issued to him/her in the next academic year to avoid any kind of misuse of the library tickets.
- Fine for lost Reader's Ticket will be Rs.100/- per card. Fine of Rs.50/- towards the issue of Duplicate Card will be charged.
- Duplicate cards due to repeated loss of Reader's Tickets shall be considered only after prior approval of the Principal.
- Books on loan can be called at any time without assigning any reason thereof.
- The Library Membership Form is to be submitted after admission is secured.

## SEMINAR HALL

A fully air-conditioned and well-equipped seminar hall is used to host a variety of events throughout the year. The seminar room has a seating capacity of around 100 delegates and is equipped with an LCD Projector, Interactive Board and audio conferencing public address system.



## GIRLS' HOSTEL

The College boasts of a spacious and comfortable Girls' Hostel with a capacity of 78 students. The Hostel provides safe and comfortable accommodation facilities to young girls aspiring for higher education at Keshav Mahavidyalaya, University of Delhi. The Hostel is located in the college campus which is surrounded by beautiful lawns and sprawls in an area of 10 acres. Most of the rooms are on twin sharing. Hostel mess provides residents with fresh food and nourishment. Medical services and laundry services are provided to the residents for their healthy and comfortable stay. Internet facility, telephone facility, an automatic sanitary napkin vending machine and many other facilities are also provided. A gymnasium, reading room and visitors' area are available for residents within the Hostel premises. A common room with a large LCD TV is available for the students to relax and have fun. A lady guard at the Hostel gate restricts the entry of unauthorized people into the Hostel and ensures residents' safety. Besides this the campus remains under CCTV surveillance for 24 hours. Hostel warden who resides within the Hostel premises extend care to the residents and make them feel at home. Observance of Hostel rules and regulations provides a conducive environment for the residents to grow holistically.



## FACILITIES

### Sports Facilities

The Sports Department is fast becoming one of the favourite with ample facilities and infrastructure for participation in sports both indoor and outdoor. A special room for playing table tennis, carom board and chess has been set up. The college campus also has badminton, lawn tennis, volleyball, basketball courts and a huge ground for playing cricket and football. It also offers gym facilities with latest equipment and machines for those interested in it.



### College Connectivity

The college is well connected by various means of public transport. College is well connected by DTC services i.e., 85Ext, 970 Ext, 196Spl, 442Spl, 951Ltd, 289D. The Metro Feeder bus connects the college to Netaji Subhash Place (Via Britannia), Kirti Nagar and Pitampura and Shakurpur Metro Stations. E-rickshaws are readily available outside the college.

### Bus Pass

The college provides the facility of concessional bus passes for its students, which is available on demand and has arrangement for the verification of DTC Bus Pass form.

### Cafeteria

The Cafeteria at Keshav Mahavidyalaya provides great food at affordable prices in a good atmosphere. This makes the cafeteria the most frequently visited place in the college. Cafeteria is the place where students from all the streams meet and interact, over steaming cups of tea/coffee.



### Rail Concession

The facilities for rail concession are available to the students at the college office for visiting their parents at their home town (to and fro) during vacations only. For this purpose, the permanent address declared in the admission form is considered. Any change in permanent address will be made only if the information is given to the office directly by the parents as soon as it takes place and not at the time when a concession is desired.

### Photocopying

The facility of photocopying is available during admission in the administrative office on paid basis.

### ATM

An ATM machine is installed in the college by Canara Bank for providing easy banking services to students and staff.

### Garden

The college has well developed gardens which provide a lavish green look to the campus. It also maintains a herbal garden, foliage for ecological balance and artistic look. Attractive lawns with blossoming flowers all around the campus present a delicate view.

### Medical Room

The college has a First-Aid Room for providing immediate medical assistance to students as well as staff. Moreover, Bhagwan Mahavir Hosiptal, which is located next to the college, is easily approachable in case of any emergency situation.

### Internet/Wi-Fi Access

The college campus is well connected through wired as well as wireless networks. Students have access to internet with 100 mbps connectivity by Fiber Optic/LAN cable backbone structure. The coverage of Wi-Fi is not only restricted to class rooms but also extends to all the areas including library, auditorium, amphitheatre and cafeteria. Eventually, it enables Keshav Mahavidyalaya to switch over to innovative and recent teaching and learning methodologies.

## STUDENT DEVELOPMENT CELLS

### NSS

The College also has a National Service Scheme (NSS) unit that promotes community service through events like cleanliness drives, free health check-up camps, blood donation camps, self-defence classes for girls, lectures on health and nutrition, educational camps in slums, anti-tobacco campaign, street rallies in nearby areas for spreading awareness about prevention of polio and dengue, etc.



### Rotract Club



Founded in 1995, the Rotract Club aims at developing a sense of responsibility in students through a variety for social welfare activities such as adult literacy, child welfare and relief programs. The club organizes blood donation camps and clothes donation drives and works in collaboration with NGOs every year to encourage the spirit of community service among students. The Rotract Club of the college aims to instill in the students a sense of community by actively engaging in socially responsible initiatives and contributing in whatever way they can to uplift the current state of being.

### **SPIC-MACAY**

SPIC-MACAY is a society that carries forward the torch of India's classical music and culture across to the new generation. Keshav Mahavidyalaya is proud to be associated with the society. The first concert of SPIC-MACAY was held under "VIRASAT 2001" series of concerts. The college has made efforts to keep alive our Indian culture through organizing events under SPIC MACAY.



### **Grievance Redressal Committee**

The college gives due consideration to redress of grievances of its students pertaining to different categories. For the said purpose, Nodal Officers have been appointed for individual categories. To address the grievances of students at another higher level a Grievance Redressal Committee has been constituted as per DU guidelines.

### **DWARIKA: College Magazine**

'DWARIKA, the college Magazine, is published every year. The magazine provides the students with a powerful medium for their creativity and writing skills by contributing their articles, poetry and write-ups in English as well as in Hindi. It also highlights the academic, cultural and sports events of the college. Art and sketches by the students are also showcased in the magazine.

### **Placement Cell**

The College has a well-organized and active Placement Cell that is linked with the Central Placement Cell of University of Delhi. The Placement Cell of the college works diligently throughout the year to reduce the gap between students and recruiters. Workshops and seminars are conducted regularly on topics ranging from writing a professional resume, handling guesstimates and personal interviews to mock HR-interviews. The cell recognizes its responsibility of training young minds to keep up with the fast changing, professional and global realities of the world. In sync with this, the cell motivates students to take up summer and winter internships that help them discover their interests, learn new skills and build confidence.

The Placement Cell has been successfully placing students with good packages in organizations of repute year after year that not only offer significant job profiles, but also opportunities for growth and higher learning. The highest package for the academic year 2017-18 was Rs.5.50 lacs per annum and average package Rs. 4.11 lacs per annum.

## SOME OF OUR TOP RECRUITERS



### Women's Development Cell

The WDC has been working in the direction of creating awareness about various women issues such as sexual harassment, gender equality, etc. Also, the cell has been constantly working to create awareness on health issues particularly relating to women, whereby talks on nutrition & breast and ovarian cancer awareness etc., are organized from time to time.

This year WDC along with Hostel Committee organized an Awareness programme: Women Empowerment and Hygiene on 10th October, 2017 during which a sanitary napkin vending machine was installed by Sh. Deen Dayal Agarwal, Chairman, CSR Research foundation supported by ONGC in the Girls Hostel of the College.

Women Development Cell also collaborated with Delhi Legal Services Authority (DLSA) and organized an awareness program on 'Domestic Violence and DLSA Schemes'. The eminent speakers Mr. Dharendra Rana (Secretary, DLSA-North) and Ms. Ruchika Singla (Secretary, DLSA, North-West) enlightened the faculty and students on the issues.



### Equal Opportunity Cell

The college is extremely sensitive to the problems faced by the differently abled, or of minority status, which stem from disabling environmental, economic and cultural barriers. To address these and other urgent issues concerning SC, ST, OBC and people with disabilities (PwD), the Equal Opportunity Cell was set up by the University of Delhi on June 27, 2006 & a policy draft was released ensuring a barrier free, equitable and accessible space to the PwD, in the field of higher education. Our college has made all efforts for improvement in the overall infrastructure, and in the learning and teaching process for the differently abled academic community irrespective of visual, hearing, orthopaedic or other kinds of impairments.

### Internal Quality Assurance Cell

An Internal Quality Assurance Cell (IQAC) has been formed to bring about consistent quality improvements in all spheres of the college as per mandate of NAAC. The prime task of the IQAC is to develop a system for conscious,

consistent and catalytic improvement in the overall performance of the college. For this, it channelizes all efforts and measures of the college towards promoting its holistic academic excellence.

### **Environment Club-PRAKRITI**

‘PRAKRITI - Let it Grow’ is the motto of the Environment Club of Keshav Mahavidyalaya. The club has always worked hard to promote the green culture - the cornerstone of Keshav Mahavidyalaya. The activities of the club attempt to impact the mindset of the students in both direct and indirect ways to appreciate and respect the environment. Recognizing the importance of environment as a holistic entity to be respected and not merely used, the club activities include planting trees, recycling waste, taking steps to control air/water pollution. It reiterates the idiom “TAT TVAM ASI” (that thou art) i.e. man is a constituent of his environment. From this point of view, a herbal garden is being maintained. This helps students to learn about benefits of growing herbs in a sustainable and environmentally responsible way. The Environment Club planned to create the multi-use garden to be more than just a set of raised herbal plants. Rather it will be an open and welcoming space that encourages students to not just sow the seeds of herbs but also the seeds of togetherness and creativity.

Further, the Club plans to make the space incredibly versatile with diverse species structure. In addition to this, there is a compost pit in one of the college gardens fulfilling the purpose of organic manure. In future, we plan for its expansion.



### **The Entrepreneurship Development Program Cell (EDPC)**

The Entrepreneurship Development Program Cell (EDPC) of Keshav Mahavidyalaya was constituted in October 2017. This Cell aims at providing a platform for encouraging the students of the college with innovative ideas towards implementation. The cell organized an interactive session on "From Ideas to Fruition" in October 2017.

### **Enactus - Student Entrepreneurship Cell**

The college has recently initiated this cell. It is an international non-profit organization dedicated to inspire students to improve the world through entrepreneurial action. The student coordinators for Enactus are Omkar Garg and Lakshay Syal of the Department of Management studies.

### **Nivesh - The Finance and Investment Cell**

The college has recently initiated this cell. It aims to inculcate financial awareness backed with reasoning and knowledge for the growth of all finance enthusiasts. Shubham Goel and Chaitanya Goel of the Department of Management studies are the student coordinators for this cell.

## DEPARTMENTAL SOCIETIES

### **BLITZ: The Computer Society**

Brilliant Information Technology Zealots computer society is developed to organize events such as seminars, debates and the Computer Festival, Blitzkreig. The aim of the society is to keep the students abreast of new advances in the fast changing world of information technology.



### **BIZWORLD: The Commerce Society**

The college has a commerce society named “BIZWORLD” which provides a platform to the students to express their views on current economic issues through events like debates, quiz, poster competitions, extempore and group discussions. It also organizes an annual commerce festival by the name of ‘Fledgling’.



### **METAMORPHOSIS: The Management Studies Society**

A society started by the students of Bachelor of Management Studies Department is a powerhouse of academic intelligence and practical application through exposure in the form of guest talks, and industry interactions. The society organizes events like its annual fest COGNIZANCE which is an intellectual cum fun filled extravaganza, which consists of a corporate seminar, business quiz, Mock stock and host of other competitions. Friday activity is an integral part of the event calendar in which students organize intellect stimulating management based activities.



### **MODULUS: The Mathematics Society**

Mathematics department has its society “MODULUS” which organizes various inter college competitions and its annual event.



### **ELECTRONIKA: The Electronics Society**

The Electronics society “ELECTRONIKA” organized various inter-college competitions and its annual event, the Electronics festival ‘ELEXONIA’.



### **COSMOS: The Physics Society**

Physics society named COSMOS, provides exposure to the students in the form of special lectures, poster presentations, debates and various competitions. The Physics society Cosmos also organizes its annual Physics Festival ‘Curiosity’



### **INPSYCH: The Psychology Society**

“INPSYCH” is the society of the Psychology department. The focus of the society is on organizing seminars, workshops, and field visits. It also organizes its annual Psychology Festival ‘Fenestra’ in which paper presentations and a host of other events like Quiz, JAM, Psychodrama, Treasure hunt, etc., are organized.



## CULTURAL SOCIETIES

### **ADVAITAA: The Western Dance Society**

The Western dance society of Keshav Mahavidyalaya was founded in year 2012-2013. The purpose of the society is to provide a platform to the students to showcase their talent.

### **Nrityaang - The Indian Dance Society**

It is one of the budding cultural societies of Keshav Mahavidyalaya. The society aims at providing a great learning experience and platform for the students and budding artistes by staying true to the Indian roots, and getting involved in Indian dancing. Be it, folk or classical forms of dance.

### **SHADES: The Theatre Society**

The college has a theatre society named 'SHADES' which gives a chance not only to actors but also to writers, directors and many others who are encouraged to bring forth their talent. It takes up social issues to the street each year and serves as home to theatre enthusiasts. The SHADES team has brought many laurels to the College.

### **ANHAD: The Music Society**

Anhad, the music society of Keshav Mahavidyalaya expanded its wings in 2014 and emerged as Anhad-The Band. The band has walked down its rhythmic journey of music and has won several awards with its very first title of ANTARDHVANI 2014 within a mere 3 months of its formation. The society is an assemblage of euphonious and virtuous artists. The classical choir of the society (formed in 2017-18) reflects the indigenous flavour of Indian classical music that captivates the minds of all and is applauded.

### **VAGMITA DEBSOC: The Debating Society**

Vagmita Debsoc, the debating society of the college is a platform for expression, and not just eloquence. To bring out the deepest thoughts, to express what is left unsaid, and to enrich the thought process, Vagmita Debsoc has worked on the growth of both the individuals as well as the society as a whole. With several wins in the conventional areas of debating, the society has also explored and aced several other unconventional forms of debating, such as turncoat and parliamentary debates.

### **VAGMITA: The Poetry Society**

VAGMITA, as the name suggests, is the eloquence- the art to express, to say the unsaid. Vagmita, as a poetry society, was established in the year 2012. They have successfully organized a number of poetry events in the past including an open mic as well as a featured poets event in association with Saitan Theatre group. The society has also benchmarked its existence in the Delhi circuit by an incessant number of wins.

### **MANIERA: The Art Society**

The Fine Arts Society of Keshav Mahavidyalaya provides a medium to students to express their creative selves with numerous activities like Rangoli making, decoration and creating the best out of waste. It's a very young society which in a short span of time bagged many positions in various events.

### **ILLUMINATI: The Photography Society**

The Photography Society of Keshav Mahavidyalaya started its journey in August 2014. From just a mere beginning with young photography enthusiasts to the most active members, it always aims to capture the happening moments of Keshav Mahavidyalaya.

Also, this society has grabbed a significant position because of its continuous achievements throughout this year.

### **NAKSH - The Society of Indian Dresses and Culture**

Naksh brings out the blend of culture and fashion through portrayal of societal confluences. With their walk they endeavour not just to make a statement, but a reflection. They emphasize on displaying glamour with an essence of vigour and grace.

## CULTURAL AND CO-CURRICULAR ACTIVITIES

### Orientation Day

An orientation day for students is organized on the first day of the academic session. Orientation Day Function will be organized on 20<sup>th</sup> July 2018 (Friday) at 10:00 a.m. in the College Auditorium.

### Freshers' Welcome

The academic session begins with a warm welcome for the newly joined first year students. The seniors hold a freshers' welcome which provides a platform for positive interaction amongst the seniors and the juniors. A strong exception is taken for any form of negative interactions like ragging. Rules pertaining to ragging are applicable as per Ordinance XV-C.



### Annual Cultural Festival

The Annual Cultural Festival 'Tryst', held every year in the months of February/March, is a cultural panorama on the college campus. It provides a forum for students to display their varied talents and compete with students of other colleges in different cultural events.



### Annual Day

The Annual Day is held in the college every year. On this day, the deserving students are felicitated. The University, College and House Examination toppers, and achievers in other extracurricular activities are rewarded for their achievements with certificates and medals.



## Sports Day

The Sports Department organizes a sports day every year which sees an enthusiastic participation by both students and teachers in various games. This year our Ball Badminton team secured third position in Delhi University Inter-college championship and one of our student secured II position in Princess Cup, Thailand Open in March 2017. He also secured II position in Delhi University Inter College Taekwondo Championship 2016-17. Another student secured II position in 100 Metres Race and III position in Long Jump event in Delhi State Para Athletics Meet 2016-17. College netball team and taekwondo players have also done us proud at national inter-university championships.



## Farewell

As the journey down the lane of undergraduate life draws to a close, the juniors bid adieu to the graduating students by holding a Farewell function in early April.



## ADMISSION SCHEDULE FOR THE ACADEMIC YEAR 2018-19

### Undergraduate Admissions 2018-2019

#### Important Dates

Starting Date for Online Registration	15 <sup>th</sup> May 2018
Closing Date for Online Registration	7 <sup>th</sup> June 2018
Notification of First Admission List	19 <sup>th</sup> June 2018
Commencement of Classes	20 <sup>th</sup> July 2018
Closing date of Admission	16 <sup>th</sup> August 2018

#### UG Merit-Based Admission procedure

- I. **Online Registration:** The applicants seeking admission to UG programme/Course must register through online registration.
- II. **Cut-offs:** The applicants must check the centralized Admission Web Portal (<http://admission.du.ac.in>) and respective college websites for detailed cut-offs for different programmes/courses.
- III. **Selection of Colleges/Programmes:** The applicants who meet the requisite cut-off should login to the UG admission portal using their registration account and select college/programme where the applicant wishes to take admission and meets the desired cut-off criterion.
- IV. **Verification of documents at Colleges:** The applicant shall take the print out of the admission/registration form and together with the list of documents/certificates, proceed to the respective college for verification of mark-sheet/certificates, calculation of cut-off percentage depending on the programme/course.
- V. **Approval of admission:** The College will retain the original certificates of an approved applicant in order to avoid multiple admissions. The certificates will remain with the colleges during the admission process. After this, the college will approve the admission on the UG admission portal. However, the colleges shall promptly return the documents in case the student withdraws/cancels the admission or student wishes to appear in counseling of any other university/institute.
- VI. **Online payment of Admission fee:** The applicant will then be required to log-in to the UG admission portal to make the online admission fee payment through the available online payment options. The approved applicant is permitted to make online admission fee payment till 12 noon of the next day of the last day of admission cut-off list (in which the admission is sought).

## Schedule for Announcement of Cut-off lists, Verification of Documents, Approval of Admission in Colleges and Payment of Admission Fee

Cut-off	Activity	Date
	Online Registration	15.05.2018 (Tuesday) 6 PM onwards to 07.06.2018 (Thursday) till 6 PM
<b>First Cut-off</b>	Notification of First Cut-off Marks List by the Colleges	19.06.2018 (Tuesday)
	Document verification, approval of admission and payment of fee	19.06.2018 (Tuesday) to 21.06.2018 (Thursday)
<b>Second Cut-off</b>	Notification of Second Cut-off Marks List by the Colleges	25.06.2018 (Monday)
	Document verification, approval of admission and payment of fee	25.06.2018 (Monday) to 27.06.2018 (Wednesday)
<b>Third Cut-off</b>	Notification of Third Cut-off Marks List by the Colleges (if any)	30.06.2018 (Saturday)
	Document verification, approval of admission and payment of fee	30.06.2018 (Saturday) to 03.07.2018 (Tuesday) (except Sunday)
<b>Fourth Cut-off</b>	Notification of Fourth Cut-off Marks List by the Colleges (if any)	06.07.2018 (Friday)
	Document verification, approval of admission and payment of fee	06.07.2018 (Friday) to 09.07.2018 (Monday) (except Sunday)
<b>Fifth Cut-off</b>	Notification of Fifth Cut-off Marks List by the Colleges (if any)	12.07.2018 (Thursday)
	Document verification, approval of admission and payment of fee	12.07.2018 (Thursday) to 14.07.2018 (Saturday)

**Note:**

1. For document verification and approval of admission following timing will be observed: 9.30 AM to 1:30 PM
2. After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the last day of that cut-off in which applicant is taking admission.

Further cut-off lists may be declared, depending on the vacant seats as per University of Delhi directives.

## List of Documents Required at the Time of Admission

The applicants shall be required to produce the following documents in original with two sets of self-attested photocopies at the time of admission:

1. Class X Board Examination Certificate
2. Class X Mark-Sheet
3. Class XII Mark-Sheet
4. Class XII Provisional Certificate/Original Certificate
5. Recent Character Certificate
6. SC/ST/PwD/CW/KM Certificate (in the name of the Applicant) issued by the competent authority **(at least three copies)**.
7. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) as in the central list issued by <http://ncbc.nic.in> **(at least three copies)**.
8. Transfer Certificate from school/college as well as Migration Certificate from Board/ University are required from those students who have passed the senior secondary exam from outside Delhi
9. At least two passport size self-attested photographs.

**Note: Original certificates are to be submitted to the College at the time of admission.**

**The college will accept self-attested copies of documents/papers provided by the students. It is made clear that if any false attestation/falsified records are detected, the student will be debarred from attending any programme in the University/its Colleges for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her.**

## Admission Schedule of Children/Widows of Eligible Armed Forces Personnel (CW)

The schedule of admission of Children/Widows of the Officers and Men of the Armed Forces, including Para-Military Personnel, Killed/Disabled in action or those who died/were disabled on duty, Gallantry Awardees, Ex-Servicemen, Serving personnel for admission to Undergraduate Programmes for the academic session 2018-19 is available on University of Delhi admission portal.

## Schedule of Admission to Girls' Hostel 2018-19

Activity	Last Date to Apply for Hostel	Display of List of Selected Students on College Website	Payment of Fees (9:00 am to 1:00 pm)
First List	28.06.2018 (Thursday)	29.06.2018 (Friday)	30.06.2018 (Saturday) to 03.07.2018 (Tuesday)
Second List (if any)	04.07.2018 (Wednesday)	05.07.2018 (Thursday)	06.07.2018 (Friday) to 09.07.2018 (Monday)
Third list (if any)	10.07.2018 (Tuesday)	11.07.2018 (Wednesday)	12.07.2018 (Thursday) to 14.07.2018 (Saturday)
Fourth list (if any)	16.07.2018 (Monday)	17.07.2018 (Tuesday)	18.07.2018 (Wednesday) to 20.07.2018 (Friday)

All admissions are subject to the availability of seats are merit based within the course. Information regarding subsequent lists, if any, will be notified on the college website.

### I. Hostel Fee:

#### Fresh Admission

(excluding Mess Charges):

Sem I: Rs. 50,000/- at the time of admission

Sem II : Rs. 15,300/-

#### Readmission

(excluding Mess Charges):

Sem I : Rs. 45,000/- at the time of admission

Sem II : Rs. 14,800/-

II. **Mess charges:** Rs. 2895/- per month

III. In Sem I, Mess charges shall be taken for 6 months in advance at the time of allotment of the hostel.

IV. If withdrawal is made within 10 days, then only Rs. 500/- shall be deducted.

V. If withdrawal is made after 10 days, then only Rs. 5000/- towards caution money will be refunded.

## Schedule of Admission to One Year Certificate Course in German/French 2018-19

Activity	Date	Time
Invite of Applications	20.06.2018 (Wednesday) to 06.07.2018 (Friday)	Up to 1 PM
Notification of First Admission List by the College	09.07.2018 (Monday)	4 PM
Document verification and Payment of Fees	10.07.2018 (Tuesday) and 11.07.2018 (Wednesday)	Up to 1 PM
Notification of Second Admission List by the College	12.07.2018 (Thursday)	4 PM
Document verification and Payment of Fees	13.07.2018 (Friday) and 14.07.2018 (Saturday)	Up to 1 PM
Notification of Third Admission List by the College	16.07.2018 (Monday)	4 PM
Document verification and Payment of Fees	17.07.2018 (Tuesday) and 18.07.2018 (Wednesday)	Up to 1 PM
Notification of Fourth Admission List by the College	19.07.2018 (Thursday)	4 PM
Document verification and Payment of Fees	20.07.2018 (Friday) and 21.07.2018 (Saturday)	Up to 1 PM

- I. Course Fee for Certificate Courses in French and German: Rs. 4200/- for college students and Rs. 7500/- for other than college students
- II. Subsequent lists, if required, shall be notified on the college website
- III. Classes will begin in the first week of August. However, the exact date shall be notified on the college website.

### **Schedule of Admission to One Year Diploma Course in German/French 2018-19**

<b>Activity</b>	<b>Date</b>	<b>Time</b>
Invite of Applications	20.06.2018 (Wednesday) to 18.07.2018 (Wednesday)	Up to 1 PM
Date of Entrance Examination	23.07.2018 (Monday)	3 PM
Notification of First Admission List by the College	27.07.2018 (Friday)	4 PM
Document verification and Payment of Fees	28.07.2018 (Saturday) and 30.07.2017 (Monday)	Up to 1 PM
Notification of Second Admission List by the College	31.07.2018 (Tuesday)	4 PM
Document verification and Payment of Fees	01.08.2018 (Wednesday) and 02.08.2018 (Thursday)	Up to 1 PM
Notification of Third Admission List by the College	03.08.2018 (Friday)	4 PM
Document verification and Payment of Fees	04.08.2018 (Saturday) and 06.08.2018 (Monday)	Up to 1 PM

- I. Course Fee for Diploma Courses in French and German: Rs. 10,000/- for all students
- II. Subsequent lists, if required, shall be notified on the college website
- III. Classes will begin in the first week of August. However, the exact date shall be notified on the college website.

### **Schedule of Admission To Short-Term Course In Radio Broadcasting 2018-19**

<b>Activity</b>	<b>Date</b>
Invite of Applications	20-07-2018 (Friday) to 03-08-2018 (Friday) Up to 4:00 PM
Criterion	On First Come First Serve Basis

Course Fee : Rs.4500/- for all students

Course Duration: 40 Hours approximately

Classes will begin in the first week of August. However, the exact date shall be notified on the college website.

## INTAKE TO THREE YEAR UNDERGRADUATE PROGRAMME 2018-19

Name of the Course	General	SC	ST	OBC	Total Seats	Pwd*	CW*
B. A. (H) Psychology	16	5	2	8	31	1	2
B. Com. (H)	77	23	12	42	154	5	8
B. Sc. Mathematical Sciences	24	7	3	12	46	1	2
B. Sc. (H) Computer Science	46	14	7	25	92	3	5
B. Sc. (H) Electronics	16	5	2	8	31	1	2
B. Sc. (H) Mathematics	24	7	3	12	46	1	2
B. Sc. (H) Physics	16	5	2	8	31	1	2
B. Sc. Physical Sciences	24	7	3	12	46	1	2
Bachelor of Management Studies (BMS) **	24	7	3	12	46	1	2
Total	267	80	37	139	523	15	27

\* Supernumerary Seats

\*\* Another Section of BMS may be added subject to approval from funding agency.

Quota for Supernumerary Seats

1. PwD Category: 3% of the seats in college
2. CW Category: 5% of the seats in each course
3. Kashmiri Migrants: Upto 5% seats course wise
4. Foreign Students: 5% of the seats in college
5. Sports /ECA Category: Not more than 5% sports / ECA quota (subject- wise)

## INTAKE TO CERTIFICATE COURSE IN GERMAN/ FRENCH 2018-19

Name of the Course	No. of Seats	Admission Criterion
Certificate Course in German	50	On the basis of aggregate marks obtained in Last Examination passed (XII/Graduation/Post Graduation). Minimum aggregate required is 45% in each Categories. Admission will be made strictly in order of merit in each category in the respective categories.
Certificate Course in French	50	

## INTAKE TO ONE YEAR DIPLOMA COURSE IN GERMAN/ FRENCH 2018-19

Name of the Course	No. of Seats	Admission Criterion
Diploma Course in German	25	Candidates who have passed the certificate Examination of Delhi University in the language concerned or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in the respective language. Admission will be made strictly in order of merit of the respective certificate course examination. Candidates who have obtained their certificate in the language from any other institution one year before the year of admission shall be required to appear in an admission test to be conducted by the college.
Diploma Course in French	25	

## INTAKE TO SHORT-TERM COURSE IN RADIO BROADCASTING 2018-19

Name of the Course	No. of Seats	Admission Criterion
Add-on Course in Radio Broadcasting	25	On the First Come First Serve basis

## FEE STRUCTURE (2018-19) \*\*\*

A. COLLEGE CHARGES	B.Sc. (H) Comp. Sc.	B.Com. (H)	B.Sc. (H) Physics	B.Sc. (H) Elec.	B.Sc. (H) Maths	B. A. (H) Psy.	BMS	B. Sc. Math.Sc.	B.Sc. Ph. Sc.
1. Admission Fee	10	10	10	10	10	10	10	10	10
2. Tuition Fee	180	180	180	180	180	180	180	180	180
3. Identity Card Fee	50	50	50	50	50	50	50	50	50
4. Library Fee	500	500	500	500	500	500	500	500	500
5. Reading Room Fee	50	50	50	50	50	50	50	50	50
6. Tut./House Exam.Fee	150	150	150	150	150	150	150	150	150
7. Garden Fee	150	150	150	150	150	150	150	150	150
8. Water & Elect. Fee	200	200	200	200	200	200	200	200	200
9. Magazine Fee	150	150	150	150	150	150	150	150	150
10. Estab./Maint.Fee	300	300	300	300	300	300	300	300	300
11.Sports & Games Fee	750	750	750	750	750	750	750	750	750
12. Laboratory Fee	36	36	36	36	36	36	36	36	36
13. Comp. infrastructure fee	14820								
<b>B. UNIV. CHARGES</b>									
1. Univ. Enrolment Fee	200	200	200	200	200	200	200	200	200
2. Cultural Fee	5	5	5	5	5	5	5	5	5
3. Athletic Fee	50	50	50	50	50	50	50	50	50
4. W.U.S. Fee	5	5	5	5	5	5	5	5	5
5. Development Fund	600	600	600	600	600	600	600	600	600
6, N.S.S. Fund	20	20	20	20	20	20	20	20	20
7. Prevention of sexual Harassment	2	2	2	2	2	2	2	2	2
8. Student's Union Fee	20	20	20	20	20	20	20	20	20
<b>C. STUDENT SOCIETIES</b>									
1. Student's Union Fund	200	200	200	200	200	200	200	200	200
2. Societies Fund	500	500	500	500	500	500	500	500	500
3. First Aid Fund	100	100	100	100	100	100	100	100	100
4. Student Aid Fund	100	100	100	100	100	100	100	100	100
5. Development Fund	700	700	700	700	700	700	700	700	700
6. Security Deposit *	1000	1000	1000	1000	1000	1000	1000	1000	1000
7. Computer Lab. Fee	1250	1250	1250	1250	1250	1250	1250	1250	1250
8. Student Activity Fund	1000	1000	1000	1000	1000	1000	1000	1000	1000
9. Spic Macay Fund	250	250	250	250	250	250	250	250	250
10. Prevention of sexual Harassment Fund	8	8	8	8	8	8	8	8	8
11. Placement Cell Fund	200	200	200	200	200	200	200	200	200
12. Women Development Cell Fund	150	150	150	150	150	150	150	150	150
13. Seminar & Inter College Activities Fund							500		
14. Corporate/Industry Interaction Fund							4000		
15. Social Function Fund							1000		
16.Alumni Interaction Fund	200	200	200	200	200	200	200	200	200
<b>TOTAL FEES</b>	<b>23906</b>	<b>9086</b>	<b>9086</b>	<b>9086</b>	<b>9086</b>	<b>9086</b>	<b>14586</b>	<b>9086</b>	<b>9086</b>

<sup>s</sup> All charges are in Indian Rupees (INR).

\*\*EXAMINATION FEES EXTRA

\* REFUNDABLE

# GUIDELINES FOR ADMISSION TO THREE YEAR UNDERGRADUATE COURSES

## 1 GUIDELINES FOR ADMISSION

### 1.1 Qualifying Examinations

Qualifying examinations for the purpose of admission to the first year of undergraduate courses offered by the University shall be Senior Secondary School Certificate Examination (Class12th) of the Central Board of Secondary Education or an examination recognized as equivalent thereto. Candidate seeking admission to the courses offered by the college should have passed the qualifying examination obtaining minimum marks as specified for each of the courses in subsequent sections.

### 1.2 Age Requirement

There is no minimum age bar for admission to undergraduate courses in the University colleges except in professional courses where regulatory body prescribes minimum age requirement (such as MCI, AICTE etc.) (Ordinance I). **Gap Year/s would be no bar for purposes of admission to the Undergraduate Courses.**

### 1.3 Equivalence Criteria

The applications for admission to the undergraduate courses in the Colleges in respect of candidates belonging to the Examining bodies of Boards/Universities recognized/accredited by the Association of Indian University/University Grants Commission, Ministry of Human Resource Development shall be considered by the College in terms of the recommendations as circulated in the University circular letter of 13-1-2005. For further details on this, please refer to the bulletin of information for admission to undergraduate courses available on Delhi University website.

**1.4** All the applicants of categories (General/OBC/SC/ST/PwD/KM/CW/Sports/ECA) interested in seeking admission in the courses offered by the college must have filled the centralised University pre-admission form online. This is mandatory for all candidates. There will be no pre-admission at the college level.

**1.5** The cut-offs notified by the university shall be displayed on the University website (<http://www.du.ac.in>), college website ([www.keshav.du.ac.in](http://www.keshav.du.ac.in)) and college notice board as per the admission schedule.

**1.6** The applicants who meet the requisite cut-off should login to the UG admission portal and select college/course where the candidate wishes to take admission and meets the desired cut-off criterion.

**1.7** The applicant shall take the print out of the admission form and together with the list of prescribed documents proceed to the college for verification of mark-sheets, calculation of cut-off percentage depending on the course and verification of other documents as per the admission schedule.

**1.8** The college will retain the certificates of approved applicant in order to avoid multiple admissions. The certificates will remain with the colleges during the admission process. However, the colleges shall promptly return the documents in case student withdraws/cancels the admission or student wishes to appear in counseling of any other university/ institute.

**1.9** After this, the college will approve the admission on the UG admission portal. The candidate will then be required to log-on to the UG admission portal to make the online Admission Fee payment through one of the available online payment options. The approved candidate is permitted to make online admission fee payment till 12 noon of the next day of the given admission list deadline.

**1.10** It may be noted that the applicant's admission in the college is completed only after payment of the online admission fee on the UG admission portal within the prescribed time-limit.

- 1.11** An applicant can take admission only in one programme in one college at any given time. In case a student wishes to withdraw/cancel the admission in a programme/college, one should approach the college where the admission is taken. Only after the college cancels the admission, the applicant can proceed to take admission in other programme/college. Admission fee will be adjusted automatically and student will pay the balance fee, if the fee is more in the new college/programme in which the admission is taken. In case the fee is less in the new college/programme in which the admission is taken, the balance would be refunded to the applicant's account as per the College/University rules after the admissions are closed (refer University Information Bulletin 2018-19).
- 1.12** The college shall admit all the applicants who meet the announced cut-off criteria. The policy will not be "first come first served."
- 1.13** The applicants who could not take admission in a given cut-off list can be considered for admission in the immediate next cut-off list only on the last date of admission, subject to availability of seats.
- 1.14** For Boards, like International Baccalaureate and others, whose results are declared late, applicants may be considered in whichever cut-off list their results are declared, subject to availability of seats and provided the applicant had completed the online registration process.
- 1.15** There shall not be any 'Additional Eligibility Criterion' for any category in any college/programme.
- 1.16** For the Bachelor of Management Studies (BMS) course, the admissions are done through entrance exam, and hence separate procedures as notified on University website from time to time shall apply.
- 1.17** The procedure for calculation of percentage of 'Best Four' subjects (only where admission is done on the basis of 'Best Four') is outlined in Section 5 and Annexure II of the University Information Bulletin.
- 1.18** The admission to the Sports and ECA (Extra Curricular Activities) categories shall be on the basis of University guidelines. For further details on this, please refer to the bulletin of information for admission to undergraduate programmes (Section 9.10.1 and Annexure IV for ECA, Section 9.10.2 and Annexure V for Sports) available on the University of Delhi website.
- 1.19** The College Grievance Committee shall be available in the College throughout the admission process. The details of the Grievance Committee members are also available on the college website and on college notice board.
- 1.20** The data of candidates admitted in college shall be made available on college website.
- 1.21** The merit list for the general category seats will comprise all the applicants in the order of merit. No one will be excluded from the same. In other words, it will also include SC/ST/OBC applicants, if they come in general merit. The applicant cannot be excluded from the general category merit list just because he belongs to SC/ST/OBC. Such applicant is entitled to be considered under the general category, as well as under the reserved category. Admission to open category seats will be strictly in the order of merit without excluding SC/ST/OBC applicants.
- 1.22** The college is having 78 seated girls' hostel, admission guidelines for which are provided in the prospectus.
- 1.23** The provisions of ordinance VII (2) shall be applicable as per university guidelines.

## **2 RESERVATIONS AND RELAXATION/CONCESSION**

### **2.1. Scheduled Caste/Scheduled tribes**

- 22.5% of the total numbers of seats is reserved for candidates belonging to Scheduled Caste/ Scheduled Tribes (15% for Scheduled Caste and 7.5% for Scheduled Tribes, interchangeable, if necessary).

- It is a statutory obligation on the part of Colleges to fill all seats reserved for Scheduled Caste/Scheduled Tribe candidates.
- The College shall not refuse admission to any SC/ST candidate on the basis of medium of instruction. Any deficiency in the knowledge of any particular language would be removed, remedial classes for which may be arranged by utilizing grants that are available from University Grants Commission.
- Relaxation to the extent of 5% in the minimum marks will be given to the candidates belonging to Scheduled Caste and Scheduled Tribes to determine their eligibility and merit for admission to the programme concerned.
- In case, after giving 5% relaxation, the reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill up all the reserved seats.(AC Resolution A88, 14.6.1983) (EC Resolution 157, 24121.2001).Eligibility in these cases is pass percentage.

Note: SC/ST students who get admission under open merit (unreserved) will not be included in the reserved quota i.e. 22.5%.

**Candidates seeking admission under SC/ST/OBC category should have certificates in their own name at the time of admission.**

## **2.2 Other Backward Classes (OBC)(Non-Creamy layer, Central List)**

- 27% seats will be reserved for the candidates belonging to OBC (Non-Creamy layer, Central List).
- At the time of giving admission to an OBC candidate, the College will ensure that the caste is included in the Central List of OBC (the OBC status is to be determined on the basis of the Central List of OBCs notified by the Ministry of Social Justice and Empowerment on the recommendations of the National Commission for Backward Classes available at the website: <http://ncbc.nic.in/backwardclasses/index.html>).
- The certificate must mention non-creamy layer status of the applicant (Non-creamy layer status issued by an authority mentioned in DOPT Office Memorandum no. 36012/22/93-Estt. (SCT) dated 15.11.1993).
- The OBC applicants who belong to the “Non-Creamy Layer” and whose caste appears in the Central List of the OBCs only, shall be eligible to be considered for admission under the OBC category (Validity period of OBC certificate in respect of non-creamy layer status of the applicants as per DOPT Office Memorandum No. 36036/2/2013-Estt. (Res-I) dated 31<sup>st</sup> March 2016). The validity of the non-creamy layer certificate shall be for the financial year 2017-18, issued after 31<sup>st</sup> March, 2018.
- If the applicant does not have the OBC non-creamy layer certificate of the latest financial year 2017-2018 at the time of registration, the applicant may upload the previously issued (older) OBC non-creamy layer certificate or the acknowledgement slip of OBC non-creamy layer certificate application. However, at the time of admission, the applicant must produce the recent financial year’s (2017-18) OBC non-creamy layer certificate, issued by the same competent authority. This additional certificate must have reference of his / her already issued original caste certificate.
- The OBC applicants shall be given a relaxation of 10% in the minimum eligibility marks of the said programme and for the admission entrance test a relaxation of 10% of the minimum eligibility marks prescribed for General/UR Category applicants.
- It is a statutory obligation on the part of Colleges to fill all the seats reserved for OBC applicants.

- The Colleges shall not refuse admission to any OBC applicant on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be addressed through remedial classes by utilizing grants that are available from University Grants Commission.
- If the seats meant for OBC remain vacant after arriving at the minimum eligibility, the same may be converted and filled up by other eligible applicants subject to approval from the University.

**Note: The merit list for the unreserved category (UR) seats will comprise all the applicants in order of merit. No one will be excluded from the same. In other words, it will also include SC/ST/OBC applicants, if they meet the criterion of merit for UR category. The applicant cannot be excluded from the UR category merit list just because the applicant belongs to or has applied under SC/ST/OBC category. Such an applicant is entitled to be considered under the UR category, as well as under the reserved category. Admission to UR category seats will be strictly in order of the merit without excluding SC/ST/OBC applicants.**

### 2.3 Persons with Disabilities (PwD) (Supernumerary Seats)

As per the provisions of Rights of Persons with Disabilities Act, 2016, not less than five percent (5%) seats are reserved for candidates having minimum 40% disabilities.

Concessional/Waiver of fees in respect of Persons with Disabilities (PwD)

- Consequent upon amendment to Ordinance X(4) of the University, the following provision has been added after Sub-clause 2 of Ordinance X( 4) of the said Ordinance:  
 “Provided that the Persons with Physical Disabilities shall be waived off all the fees payable including the Examination fee and other University fees, except Admission fee, subscription towards Delhi University Students’ Union and Identity Card fee for pursuing under-graduate, post-graduate or other courses in the University or its Colleges.”
- In pursuance of the above, the students with physical disabilities pursuing various courses of study in the Faculties, Depts., Centres, and Institutions/Colleges of the University shall be exempted from payment of fees, including examination fee and other University fees, except Admission fee, subscription towards Delhi University students’ Union and Identity Card fee.
- In pursuance of the Executive Council Resolution No. 50 dated 03.11.2012, it is notified that the students with physical disabilities residing in different Hostels/Halls of the University are exempted from payment of all hostel fees and charges except refundable caution fee and the mess fees. The Persons with Physical Disabilities students shall pay 50% of the Mess fee and the remaining 50% of the Mess Fee in respect of the PwD students is being met by the University. Similar norms are to be adopted by the Colleges in respect of PwD Students residing in various hostels of the Colleges.

It is clarified further that the PwD students who are getting fellowships/financial assistance shall be exempted from payment of fees/charges/mess fees subject to the following conditions:

Value of Fellowship	Exemption of Fees Waiver etc.
Up to Rs. 3000/- per month	Fees waiver + 50% Mess Subsidy
Rs. 3001 to 8000 per month	Fees waiver but no Mess Subsidy
Rs. 8001 and above per month	No fees waiver and no Hostel Subsidy

**All eligible SC/ST, OBC, PwD students who are admitted to the College should submit their scholarship form by February for processing of the scholarship.**

## 2.4 Children/Widows of the Eligible Armed Forces Personnel (CW Category)(Supernumerary Seats)

All candidates seeking admission to various undergraduate courses of University of Delhi must have registered online as per schedule notified by the University.

- 5% of seats are reserved for candidates under CW categories programme-wise in the college.
- All the CW candidates have to upload the Educational Concession certificate in the enclosed format to be issued by any of the following authorities on the proper letter head.
  - a) Secretary, Kendriya Sainik Board, Delhi.
  - b) Secretary, Rajya Zila Sainik Board.
  - c) Officer-in-Charge, Record Office.
  - d) 1st Class Stipendiary Magistrate.
  - e) Ministry of Home Affairs (For Police Personnel in receipt of Gallantry Awards)
- Admission may be offered to the Children/Widows of Officers and Men of the Armed Forces including Para-Military Personnel, in the following order of preference:
  - I. Widows/Wards of Defence personnel killed in action;
  - II. Wards of Defence Personnel disabled in action and Boarded out from service with disability attributable to military service;
  - III. Widows/Wards of Defence Personnel who died in peace time with death attributable to military service;
  - IV. Wards of Defence Personnel disabled in peace time and **Boarded out** with disability attributable to the military service; and
  - V. Wards of serving/ Ex-servicemen personnel including personnel of police forces who are in receipt of Gallantry Awards;

Gallantry Awards include: Param Vir Chakra, Ashok Chakra, Sarvottam Yudh Seva Medal, Maha Vir Chakra, Kirti Chakra, Uttam Yudh Seva Medal, Vir Chakra, Shaurya Chakra, Yudh Seva Medal, Sena, Nau Sena, Vayusena Medal, Mention-in-Despatches, President's Police Medal for Gallantry and Police Medal for Gallantry.

Applicants belonging to the above category shall report as per the admission schedule.

## 2.5 Kashmiri Migrants (Supernumerary Seats)

- All the Wards of Kashmiri Migrants who wish to be considered for admission to various undergraduate courses for university must have registered online as per schedule notified by the University.
  - Upto 5% seats are reserved course-wise in the college for Wards of Kashmiri Migrants.
  - All the Wards of Kashmiri Migrants will have to upload a certificate of registration as Kashmiri Migrants issued by Divisional Commissioner/ Relief Commissioner.
  - A concession of maximum 10% in the last cut-off marks fixed for General category candidates shall be extended to the Kashmiri Migrants.
  - Admission of Wards of Kashmiri Migrants will be based on cut-offs to be announced by the college.
- (The candidates selected under Prime Minister's special Scholarship Scheme for J&K will be admitted directly to the college)

## 2.6 Foreign Students (Supernumerary Seats)

All foreign applicants, including those who have completed their schooling from an Indian Board may be treated as Foreign Students for the purpose of their registration/admission and they may be considered for admission under 5% quota prescribed for the foreign students. The foreign applicants seeking admission to undergraduate programmes should apply online through Foreign Students' Registry portal <http://fsr.du.ac.in> and can contact Deputy Dean (Foreign Students' Registry), Conference Centre, University of Delhi-110007 for further details.

Email: [fsr\\_du@yahoo.com](mailto:fsr_du@yahoo.com)

Phone No. +91-11-27666756

## **2.7 Sports/ ECA Quota (Supernumerary Seats)**

The existing provision of not more than 5% Sports/ECA quota (subject-wise) shall be continued. The College would decide the actual number of seats to be filled on sports basis (not more than 5%) keeping in view the facilities available, requirement of the College and other relevant factors.

The guidelines for Admissions under Sports /ECA categories will be carried in accordance with the guidelines notified by the University from time to time. For further details on this, please refer to the bulletin of information for admission to undergraduate courses (Section 9.10.1, 9.10.2 and Annexure IV, V, VI, VII) available on Delhi University website.

## **2.8 Ward Quota (Supernumerary Seats)**

The admission to the wards of University and College employees, both teaching and non-teaching, to the various undergraduate programmes/courses, excluding professional programmes/courses and other courses where admission is made on the basis of entrance test, is made according to the following criteria:

- a) For admission of the wards (sons/daughters) of the employees at the college where employees are working be given on the basis of merit among such candidates subject to ordinarily one seat for every unit of upto sixty students in a course and subject to fulfillment of minimum eligibility conditions.
- b) For admission of the wards (sons/daughters) of the employees of the University/other colleges (teaching/non-teaching) the total number of seats for admission will not exceed six (three for the teaching and three for the non-teaching employees) on the basis of merit among such candidates subject to a maximum of ordinarily one seat for every unit of upto sixty students in a course and subject to fulfillment of minimum eligibility conditions.

The admissions on the above norms will be against seats over and above the normal strength.

The applicants who wish to apply for admission under ward quota must fill the online registration form. They need to choose the colleges from the list for which they wish to apply at the time of registration. The admissions under Ward Quota will be done along with fourth cut-off list and subsequently thereof. The procedure for admission under Ward Quota will also be online.

## **2.9 Admission in Non-Collegiate Women's Education Board**

The Non-Collegiate Women's Education Board (NCWEB) enables thousands of young women who cannot join regular college for various reasons to attend classes during Saturdays/Sundays and academic breaks to obtain Undergraduate and Postgraduate Degree from the University of Delhi. However, Non-Collegiate students are not allowed to simultaneously pursue any other full-time programmes.

NCWEB centre of our college facilitates the female students of NCT Delhi to take DU examinations with special coaching on Saturdays without attending the regular classes. NCWEB has emerged as an important academic option for female students. The women applicants (residents of NCT Delhi) will be considered eligible for admissions in NCWEB if they choose either B. A. programme or B. Com. or both during the online registration process.

Women applicants who satisfy the requirements must register online through centralized UG admission portal <http://www.du.ac.in/ug-ad.html>. They will be admitted by the teaching centres of Non-Collegiate Women's Education Board for admission to B. A. Programme/B.Com. (Three Year).

Admission Procedure to B. A. (Prog.)/B.Com Programmes:

- (i) Total no. of Seats in B. A. (Prog.) in each of teaching centres: 284
  - a. Total no. of Seats in B.Com. in each of teaching centres: 184
  - b. Number of seats in B. A. (Prog.) subject combinations are fixed.
  - c. Reservation for SC/ST/OBC/PwD/CW will apply as per University rules.
- (ii) The percentage for cut-off will be decided on the basis of marks obtained in the best four subjects in 10+2 as per Annexure II.
- (iii) The admission process to NCWEB will be same.
- (iv) Any student who takes admission in any one NCWEB centre, will not be allowed to change the centre at any later stage during the admission process.
- (v) The applicants will have to submit their original certificates at the time of admission.
- (vi) The annual fee would be approximately around Rs. 3500/-. No fee will be charged from PwD students.
- (vii) The Non-Collegiate students are not allowed to pursue any other full-time/degree programme.
- (viii) It is suggested that the students may take admission in a college near their residence, if possible.
- (ix) Residence proof of NCT Delhi (i.e., Aadhaar Card/Passport/Voter Id Card/Driving License/Ration Card) in original will have to be submitted.

For further information refer to:

[http://www.du.ac.in/du/uploads/Admissions/2018/UG/15052018\\_Admission\\_Schedule\\_Merit2018.pdf](http://www.du.ac.in/du/uploads/Admissions/2018/UG/15052018_Admission_Schedule_Merit2018.pdf)

The following is the schedule for women applicants seeking admissions to the Non-Collegiate Women's Education Board (NCWEB).

Activity	Date
Announcement of 1st List	30.06.2018 (Saturday)
Admission for 1st List	30.06.2018 (Saturday) to 03.07.2018 (Tuesday) (except Sunday)
Announcement of 2nd List	06.07.2018 (Friday)
Admission for 2nd List	06.07.2018 (Friday) to 09.07.2018 (Monday) (except Sunday)
Announcement of 3rd List	12.07.2018 (Thursday)
Admission for 3rd List	12.07.2018 (Thursday) to 14.07.2018 (Saturday)
Announcement of 4th List	18.07.2018 (Wednesday)
Admission for 4th List	18.07.2018 (Wednesday) to 20.07.2018 (Friday)
Announcement of 5th List	24.07.2018 (Tuesday)
Admission for 5th List	24.07.2018 (Tuesday) to 26.07.2018 (Thursday)

The further cut-off lists may be declared, depending on the vacant seats in the colleges.

TIME: 9.30 a.m. to 1:30 p.m.

The list shall be displayed at 9:30 a.m. at all centres and the NCWEB website

<http://www.ncweb.du.ac.in/ncweb/>

**Note:** After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12:00 noon of the next day of the given admission list deadline.

**Further cut-off lists may be declared, depending on the vacant seats in the colleges.**

### 3 ADMISSION CRITERIA FOR VARIOUS MERIT-BASED PROGRAMMES/ COURSES

#### 3.1 Arts/ Humanity Courses:

Course	Minimum Percentage Required	Specific Requirements (For details see Annexure-II of Bulletin of information (2018-2019), University of Delhi)
B. A. (H) Psychology	An aggregate of 45% marks in the qualifying examination	The merit shall be determined on the basis of one language and three best academic/elective subjects (List A).

**Note:** For admission to an undergraduate programme, where a particular subject or a group of subjects is required for admission, the applicants must have passed in the subject/each of the subjects concerned individually.

#### List A

The following Discipline subjects offered by the University of Delhi for admission to undergraduate courses must be treated as **Academic/Elective subjects** for the purpose of undergraduate admissions. All other subjects offered by different boards may be treated as non-elective.

Arabic	English	Italian	Psychology
Bengali	French	Legal studies	Sanskrit
Botany	Geography	Mathematics	Sociology
Biology/ Biotechnology	Geology	Persian	Spanish
Chemistry	German	Philosophy	Statistics
Commerce/ Business Studies	Hindi	Physics	Urdu
Computer Science/ Informatics Practices	History	Political Science	Zoology
Economics	Home Science	Punjabi	Accountancy

#### Basis of calculation of Best Four

- Mass Media Studies will be treated as an academic subject for the purpose of admission to B. A. (H) Journalism (Hindi/ English).
- In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
- Admission to B. A. (H) Applied Psychology will be based on 'Best Four' percentage as in B. A. (H) Psychology.
- Admission to B. A. (H) Social Work and B. A. (H) Philosophy will be based on 'Best Four' percentage including one language and three academic/elective subjects as per the above procedure.
- The applicants must have studied and passed Mathematics at the qualifying exam for admission to B. A. (H) in Economics.
- (a) For admission to Honours in any language programme, advantage of 2% in the 'Best Four' percentage will be given to those applicants who have studied that particular elective.  
(b) In case, an applicant has not studied a language at qualifying exam and is seeking admission to Honours in that language (except for Honours in English and Hindi, refer (c)), deduction of 5% will be imposed on 'Best Four' percentage.  
(c) For admission to Honours in English and Hindi, the applicant must have studied and passed the respective language in the qualifying exam and should include respective language for calculation of 'Best Four' percentage.
- University may define any other relevant subjects as an academic/ elective for a particular Honours programme.

**Procedure for calculation of 'Best Four' subjects percentage for Honours Courses (For Admission to Arts/ Humanities Courses):**

- The merit shall be determined on the basis of one language and three best academic/elective subjects from LIST A.
- The subject in which admission is sought (if a candidate does not include the concerned subject whether studied or not, in 'Best Four' in which he/she is seeking admission in an Honours course, then a deduction of 2.5% will be imposed on the calculated 'Best Four' percentage).
- Any two other academic/ elective subjects as per **List A**.

**Notes:**

- If a candidate doesn't include the subjects given in **List A** in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.
- All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on pro rata basis. These new marks will then be considered for calculation of 'Best Four'

**Examples for calculation of 'Best Four Percentage' are given below:**

<p><b>Example 1:</b> If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and Economics (94). Total marks in four subject are <math>90+92+88+94=364</math>, Percentage is 91%. The effective percentage for: B.A (H) English is 91%, Not eligible for B. A. (H) Economics (Maths not studied and passed) B.A(H) Pol.Sci <math>91\%-2.5\% = 88.5\%</math> (Political Science not studied and passed)</p>	<p><b>Example 2:</b> If an applicant has scored: Physics (96), Chemistry (92), English Core (90) and Mathematics (94), Economics (83). Case1: Total marks in four subject are <math>96+92+90+94=372</math>, Percentage is 93%. The effective percentage for: B. A. (H) History is <math>93\% - 2.5\% = 90.5\%</math>, B. A. (H) English is 93%, B. A. (H) Economics is 90.5% (as economics is not considered in best four)  Case2: Total marks are <math>96+90+94+83=363</math>, Percentage is 90.75%. The effective percentage for: B. A. (H) History is <math>90.75\% - 2.5\% = 88.25\%</math>, B. A. (H) English 93%, B. A. (H) Economics 90.75%  <b>Comparing Case1 &amp; Case2, Best Four for</b> <b>B. A. (H) History is 90.5%</b> <b>B. A. (H) English 93%,</b> <b>B. A. (H) Economics 90.75%</b></p>
<p><b>Example 3:</b> If an applicant scored: Accounts (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Total marks are <math>88+92+90+96 = 366</math>, Percentage is 91.5%. The effective percentage for: B. A. (H) History is <math>91.5\% - 2.5\% - 2.5\% = 86.5\%</math> B. A. (H) Punjabi is <math>91.5\% - 2.5\% + 2\% = 91\%</math> B. A. (H) English is <math>91.5\% - 2.5\% = 89\%</math></p>	<p><b>Example 4:</b> If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Case1: Total marks in four subjects are <math>90+92+88+94=364</math>, Percentage is 91%. The effective percentage for B. A. (H) Psychology is <math>91 - 2.5 = 88.5\%</math> The effective percentage for B. A. (H) Economics is <math>91 - 2.5 = 88.5\%</math> The effective percentage for B. A. (H) English is 91%</p>

<p><b>Example 5:</b></p> <p>If an applicant has scored: Physics (85), Chemistry (90), English Core (90) and Biology (85), Mathematics (75).</p> <p>Total marks in Best Four are: <math>85+90+85+90=350</math></p> <p>The percentage is 87.5%</p> <p>The effective percentage for:</p> <p>B. A. (H) English is 87.5%</p> <p>B. A. (H) Political Science is <math>87.5\% - 2.5\% = 85\%</math></p> <p>B. A. (H) Economics is <math>87.5\% - 2.5\% = 85\%</math></p>	<p><b>Example 6:</b></p> <p>If an applicant has scored: English Elective (92), History (65), Political Science (85), Geography (89) and Home Science (90).</p> <p>Total Marks in four subjects are = 356, excluding History.</p> <p>The percentage is 89%. The effective percentage for:</p> <p>B. A. (H) English is <math>89\% + 2\%</math> (Elective)= 91%</p> <p>B. A. (H) Political Science is 89%</p> <p>B. A. (H) History <math>89 - 2.5\% = 86.5\%</math> (History not included)</p> <p>B. A. (H) Psychology <math>89-2.5\% = 86.5\%</math></p>
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### 3.2 Commerce:

Course	Minimum Percentage Required	Specific Requirements (For details see Annexure-II of Bulletin of information (2018-2019), University of Delhi)
B. Com. (H)	An aggregate of 45% marks in the qualifying examination and must have studied and passed Mathematics/ Business Mathematics	<p>Selection shall be made on the basis of marks obtained in qualifying examination including one language and three best subjects as per the following:</p> <p>One Language from Part 1 of List C1 (Annexure II of Bulletin of Information 2018-2019, University of Delhi) + three best subjects out of Part 2 of List C1 (Annexure II of Bulletin of Information 2018-2019, University of Delhi).</p> <p><b>OR</b></p> <p>One Language from Part 1 of List C1 (Annexure II of Bulletin of Information 2018-2019, University of Delhi) + any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). In such a case, the deduction of marks from aggregate percentage of 'Best Four' shall be as follows:</p> <p>i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four';</p> <p>ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.</p>

#### Notes:

- The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B. Com. (H).
- The computation of 'Best Four' subjects in the above framework should lead to an effective and unique 'Best Four' which would be higher than any other combination of four subjects.

**LIST C1 – List of Core Subjects for B. Com. (H)/B. Com.**

<b>PART 1 (Language)</b>	<b>PART 2 (Core Subjects)</b>
English	Mathematics
Hindi	Accountancy
	Business Studies / Commerce
	Economics

**LIST C2 – ADDITIONAL LIST of Subjects for B. Com. (H)/ B. Com.**

Botany	Geography	Philosophy	Statistics
Business Mathematics	Geology	Physics	Zoology
Biology/ Biotechnology	History	Political Science	
Chemistry	Home Science	Psychology	
Computer Science/ Informatics Practices	Legal Studies	Sociology	

**Examples for calculation of ‘Best Four Percentage’ are given below:**

<p><b>Example 1:</b> If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks are <math>90+92+88+94 = 364</math>, Percentage is 91%. Not eligible for B. Com. (H) The effective percentage for B. Com. is 91%</p>	<p><b>Example 2:</b> If an applicant has scored: Physics (96)*, Chemistry (92), English Core (90) and Mathematics (94). Total marks are <math>96+92+90+94 = 372</math>, Percentage is 93%. The effective percentage for both B. Com. (H) &amp; B. Com. is <math>= 93 - 2 \times 1\% = 90\%</math></p>
<p><b>Example 3:</b> If an applicant scored: Accountancy (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Case1: Total marks are <math>88+92+90+96 = 366</math>, Percentage is 91.5%. The effective percentage is <math>91.5 - 2 \times 2.5\% = 86.5</math> Case2: Total marks are <math>88+92+82+96 = 358</math> Percentage is 89.5%, The effective percentage is <math>89.5\% - 2.5\% = 87\%</math> Case 2 is unique ‘Best Four’, so effective percentage for both B. Com. (H) &amp; B. Com. is 87%</p>	<p><b>Example 4:</b> If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Case1: Total marks are <math>90+92+88+94=364</math>, Percentage is 91%. The effective percentage is <math>91\% - 1\% = 90\%</math> Case2: Total marks are <math>90+92+88+85=355</math>, Percentage is 88.75%. The effective percentage is 88.75% Case 1 is unique ‘Best Four’, so effective percentage for both B. Com. (H) &amp; B. Com. is 90%</p>
<p><b>Example 5:</b> If an applicant scored: History (88), English Core (92), Political Science (90), Philosophy (67) and Web Designing (96). Total marks are <math>88+92+90+96=366</math>, Percentage is 91.5%. Not eligible for B. Com. (H) The effective Percentage for B. Com. is <math>91.5\% - 1\% - 1\% - 2.5\% = 87\%</math></p>	<p><b>Example 6:</b> If an applicant has scored in Mathematics (90), Business Studies (82), Hindi (88), Web designing (94)* and Painting (95)*. Case1: Total marks are <math>90+88+94+95=367</math>. The Percentage is 91.75%. The effective percentage is <math>91.75\% - 2 \times 2.5\% = 86.75</math> Case2: Total marks are <math>90+82+88+95=354</math>. The Percentage is 88.75%. The effective percentage is <math>88.75\% - 2.5\% = 86.25</math> Case 1 is unique ‘Best Four’, so effective percentage for both B. Com. (H) &amp; B. Com. is 86.75%</p>

### 3.3 Mathematical Sciences:

Course	Requirement of Subjects Studied and Passed	Minimum Percentage	Specific Requirements (For details see Annexure-II of Bulletin of information (2018-2019), University of Delhi)
B. Sc. (H) Computer Science	Mathematics, one language and two other subjects listed as academic subjects	Should have secured: a. 60% or more marks in Mathematics b. 60% or more marks in aggregate of four subjects including Mathematics, one language and two other subjects listed as academic subjects (List A)	Selection will be made on the basis of best four academic subjects including one language, Mathematics and two subjects out of Physics, Chemistry and Computer Science / Informatics Practices.  The students from other streams, (with Mathematics in Class XII), will have a disadvantage of 2% in aggregate of required four subjects, i.e. Mathematics + one language + two academic subjects from those streams.
B. Sc. (H) Mathematics	50% marks in Mathematics and an aggregate of 45% marks in the qualifying exam	The Merit shall be determined on the basis of one language, Mathematics and two best elective /academic subjects (LIST A)	

**Note:** Refer to List A (for Academic/ Elective subjects)

### 3.4 Science Courses:

Course	Requirement of Subjects Studied and Passed	Minimum Percentage	Specific Requirements (For details see Annexure-II of Bulletin of information (2018-2019), University of Delhi)
B. Sc. Mathematical Sciences	The Merit shall be determined on the basis of one language, Mathematics and two best elective/academic subjects (LIST A).		
B. Sc. (H) Physics, B. Sc. (H) Electronics	Physics, Chemistry and Mathematics	The overall percentage in 3 subjects in relevant column 2 should be 55% and one compulsory language should be 50%	Selection will be made on the basis of marks in the aggregate of 3 Science subjects as mentioned in column 2 for each Honours Course

B. Sc. Physical Sciences with Computer Science	Physics, Chemistry/ Computer Science, Mathematics	45% or more marks in the aggregate of 3 subjects as mentioned in column 2 (Practical & Theory together) and passing in one compulsory language (i.e. English).  <b>OR</b> 45% or more marks in the aggregate of 3 subjects as mentioned in column 2 (Practical & Theory together) and 40% in one compulsory language	Selection will be made on the basis of marks in the aggregate of 3 Science subjects as mentioned in column 2
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**Notes:**

- Refer to List A (for Academic/Elective subjects)
- All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of examination. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on pro rata basis. These new marks will then be considered for calculation of PCM/PCB etc.
- For admission to an undergraduate programme, where a particular subject or a group of subjects is required for admission, the applicants must have passed in the subject/each of the subjects concerned individually.
- The Applicant should have passed theory and practical separately, except the applicant who has passed the qualifying examination from Council for Indian School Certificate Examination, New Delhi.

**Examples for calculating PCM/PCB etc. on pro-rata basis:**

<p><b>Example 1:</b></p> <p>If an applicant has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), Chemistry 91(theory 52, practical 39; max. marks theory 60, practical 40), English (90) and Mathematics (95), Physical Education (92). Physics and Chemistry have 60% theory component and 40% practical marks.</p> <p>Pro rata marks in physics = 88.33%</p> <p>Pro rata marks in chemistry = 89.92%</p> <p>Therefore, Total marks in PCM are: 88.33+89.92+95=273.25=91.08% and PCME are: 88.3+89.92+95+90 = 363.25 = 90.81%.</p>	<p><b>Example 2:</b></p> <p>If an applicant has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95 (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. Physics, Chemistry and Biology have less than 70% theory component and must be converted to 70:30.</p> <p>For Physics, it is <math>56.25+29 = 85.25</math>; For chemistry, it is <math>60+30= 90</math>; For biology, it is <math>63.75+30= 93.75</math>. The PCB is 89.77% ; PCM is 89.19%</p>
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## RECHECKING/REVALUATION AND COMPARTMENT CASES

The colleges shall consider admission of the applicants whose marks get increased in the process of rechecking/ revaluation by their respective boards within the prescribed period of admission provided that such applicant fulfils the other eligibility conditions laid down for admission.

## CANCELLATION OF ADMISSION & FEE REFUND

Cancellation of admission and refund of fees will be made as per Delhi University rules.

**RULES FOR REFUND OF FEE ON ACCOUNT OF WITHDRAWAL/CANCELLATION OF ADMISSION (As per notifications Acad.-I/2015-16/Refund of fee/541 dated 26th June, 2015& Acad.-I/2015-16/Refund of fee/586 dated 08.07.2015)**

Sr. No.	Reasons for seeking refund	Quantum of fee to be refunded
1	When a student applies for withdrawal of admission upto 31st July.	Full fee after deduction of Rs. 500/- and full examination fee.
2	When a student applies for withdrawal of admission on or after 1st August till three working days before the last date of admission (including the last day of admission).	Full fee after deduction of Rs. 1000/- and full examination fee.
3	When admission is made inadvertently due to error/omission/commission on the part of the University/College	Full fee and full examination fee.
4	When cancellation of admission is due to concealment/falsification of facts, submission of false/fake certificates(s), providing misleading information by the student or for any error/mistake on the part of the student.	No fee will be refunded.
5	In case of Migration of a student in III semester from one college to another college (If permissible under the University rules), up to 31st August of the year of migration.	Full fee after deduction of 20% of the total fee and full examination fee.
6	When a student of Self Financing course applies for withdrawal of admission on or before the last date of admission.	Full fee after deduction of Rs. 1000/- and full examination fee.
7	If a student provisionally admitted to a course on declaration of the result of his qualifying examination/compartamental examination becomes ineligible for admission and his/her admission is cancelled.	Full fee after deduction of Rs. 1000/- provided that he/she applies for refund in the same Financial Year.
8	In case a student after his/her admission expires within one month of the last date of admission.	Full fee including examination fee will be refunded to his/her parents.
9	When a student has been allowed to change the course of study in the same college or within the departments of the University.	After adjustment of fees already paid the student will be required to pay the remaining amount due as prescribed for the new course. In case the student paid in the previous course more than the amount due for the second course, the excess amount will be refunded/adjusted towards further month(s) fees.

## GUIDELINES FOR ADMISSION IN GIRLS' HOSTEL

### I. Eligibility Criteria

Any outstation/ NCR girl student who has secured admission to any course offered by the college is eligible for Hostel Accommodation.

### II. Admission Procedure

- a. Girl students (Outstation / NCR) admitted in any regular undergraduate course at the college have to submit the duly filled 'Hostel Admission Application Form' (available free of cost) after showing College Admission Fee Receipt to Warden.
- b. The selected student has to submit all the forms (available in the Hostel Information Bulletin) duly filled in together with the required documents to the Warden. After this the student is required to pay the annual Hostel fees, and mess charges (for one semester only) within the stipulated time. (For further details, refer to the Hostel Information Bulletin).
- c. The student who fails to deposit the Hostel fee within the stipulated time shall lose the Hostel seat, and may be considered at the end only if seats are vacant.
- d. The final admission/ re-admission to the Hostel shall be subject to the fulfillment of eligibility conditions. The final decision in this regard shall remain with the college authority.
- e. Students are advised to regularly check the College/Hostel Notice Board and College Website for relevant information. No individual intimation will be sent in this regard.

#### **Note:**

If a student does not avail the hostel seat according to the admission schedule, she loses her priority in the hostel admission list. Late applicants and those students who do not deposit the Hostel fee in the stipulated time will have no claim on the hostel seat.

## IMPORTANT INFORMATION

1. The students are advised to see college website and college notice boards on regular basis.
2. Parents are informed that monthly attendance of their ward will be uploaded on college website by 7<sup>th</sup> of every month.

### LIBRARY MEMBERSHIP

Students need to furnish their fee receipt and college identity card to become a member of the library. Membership is yearly, and clearance needs to be taken at the end of every academic session. Library Reader Tickets (Cards) are non-transferable.

### IDENTITY CARD

Every student will be issued an identity card which he/she should always carry and produce on demand. Failure to do so is liable for disciplinary action. I-card must be returned when student leaves the college. Loss of I-card should be reported to the office immediately.

### STUDENT AID FUND/FEE CONCESSION

The college gives assistance to students belonging to relatively weaker sections of society in form of text books and cash. The college also gives fee concession to the deserving students. All the students can apply for same in the beginning of the session.

### NOTICE BOARD

All notices regarding schedule of classes, holidays, examinations activities and other relevant information are posted on the notice boards. It is important for students to read these notices regularly. Ignorance of any notice will not be accepted as a plea for delay in any matter.

### DISCIPLINE

The college expects its students to conduct themselves in a disciplined and dignified manner in the college and outside. For this purpose, some provisions are as follows:

1. Students are responsible for their conduct to the Principal and are prohibited from doing anything, whether inside or outside the college, that will amount to a breach of discipline or interference in the discipline and normal working of the college. A student shall be liable to disciplinary action for violation of any of the rules of discipline. Disciplinary action may involve warning and/or fine, and/or suspension from classes, from the examination, from use of the college Library or even from the college as such or any such actions as provided for in ordinance XV (B) and XV (C) of the Rules of discipline of the University of Delhi.
2. Students shall conduct themselves in gentlemanly, manner both towards the members of the staff (teaching and administrative) and towards their fellow students. Insubordination language or ungentlemanly conduct including teasing etc. shall be severely dealt with.
3. Students shall maintain perfect silence in classrooms and resist from demonstrations or disorderly behaviour. They must not loiter in the corridors or in front of classrooms or office room, and must keep as quiet as possible at all times. During their free periods, students should work, quietly in Library or reading room or spend the time in the student's common room but without causing any disturbance.
4. Delhi University is partnering with Delhi Police and World Lung Foundation South Asia, in promoting a tobacco free environment. As a step in that direction, smoking is banned in the college. The Anti-Smoking Nodal officer is Dr. Dhanpal Singh.

5. Students shall take proper care of the college furniture and premises and they must not spoil or cause any damage to or temper with college property, furniture and fittings. Cleanliness of the college premises and lawn must be maintained.
6. No Society can be formed in the college without permission of the Principal nor shall any person be invited to address a meeting in the college without prior permission of the Principal.
7. Students suffering from any contagious or infectious disease will not be permitted to attend the college.
8. Ragging in any form is strictly prohibited within the college premises. Any individual or collective act or practice of ragging constitute gross indiscipline and shall be dealt under ordinance XV.

## DISCIPLINARY ALERTS

The following activities are strictly prohibited:

1. Ragging
2. Stealing of any kind.
3. Defacing /Damaging the college walls, property and infrastructure.
4. Use of Mobile phones during classes.
5. Playing of music through mobile phones/ i-pods/ car-stereo etc.
6. Misbehaviour with peers, teaching and non-teaching staff.
7. Sitting on the stairs and loitering in the corridors.
8. Smoking and consumption of alcohol (in any form) in college premises.
9. Playing with crakes and hooliganism during festivals.
10. Littering in the college premises.

The students found guilty of indulging in any of the above or related activities would be appropriately punished and heavily penalized.

### **Ordinance XV – B: Maintenance of Discipline among students of the University**

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generality of power to enforce discipline under the Ordinance, the following shall amount to acts of gross indiscipline:
  - (a) Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution/ Department and against any student within the University of Delhi;
  - (b) Carrying of /or threat of use of any weapons;
  - (c) Any violation of the provisions of the Civil Rights Protection act, 1976;
  - (d) Violation of the status, dignity and honour of students, belonging to the scheduled castes and tribes;
  - (e) Any practice-whether verbal or otherwise derogatory of women;
  - (f) Any attempt at bribing or Corruption in any manner;
  - (g) Willful destruction of institutional property;
  - (h) Creating ill-will or intolerance on religious or communal grounds;
  - (i) Causing disruption in any manner of academic functioning of the University system; Ragging as per Ordinance XV – C.
4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor may in the exercise of his/her power aforesaid:
  - (a) Order or direct that any student or students be expelled; or
  - (b) Any student or students be, for a stated period, rusticated; or
  - (c) Any student or students be not for a stated period admitted to a course or courses of study in a college, department or institution of the University; or
  - (d) Any student or students be fined a sum of rupees that may be specified; or

- (e) Any student or students be debarred from taking a University or college or departmental examination or examinations for one or more years; or
  - (f) That the result of the student or students concerned – in the examinations in which he/she or they have appeared be cancelled.
5. The Principals of the Colleges, Heads of the Halls, Deans of Faculties, Heads Teaching Departments in the University, the Principal, School of Correspondence Courses and Continuing Education and Librarian shall have the authority, to exercise all such disciplinary powers over students in their respective colleges, Institutions, Faculties and Teaching Departments in the University as may be necessary for the proper conduct of the institution, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to, such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.
  6. With our prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of the Halls, Deans of Faculties, Heads Teaching Departments in the University. Each student shall be expected to provide himself/herself with a copy of these rules.
  7. At the time of admissions, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice Chancellor and the several authorities of the University who may be vested with the authority to exercise discipline under the acts, the Statutes, the Ordinances and the rules that have been framed there under by the University.

### **Prohibition and Punishment for Ragging**

**Ragging in any forms is strictly prohibited. The complaints of ragging shall be dealt under regulations 2009 notified on DU website: [www.du.ac.in](http://www.du.ac.in). In addition to the provisions of Ordinance XV C, all other measures decided upon by the Honourable Supreme Court of India, Ministry of HRD and the UGC would be binding on the University, Colleges.**

### **Ordinance XV-C: Prohibition of and Punishment of Ragging**

1. Ragging in any form is strictly prohibited, within the premises of College/Department of Institution and any part of Delhi University system as well as on public transport.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under the Ordinance.
3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts of practices which
  - (a) Involve physical assault or threat or use of physical force;
  - (b) Violate the status, dignity and honour of women students;
  - (c) Violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
  - (d) Expose students to ridicule and contempt and affect their self-esteem;
  - (e) Entail verbal abuse and aggression, indecent gestures and obscene behaviour.
4. The Principal of a College, the Head of Department or an institution, the authorities of College or University Hostels or Halls or Residence shall take immediate action on any information of the occurrence of ragging.
5. No withstanding anything in Clause (4) above, the Proctor may sue moto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advice the Vice-Chancellor accordingly.

8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in clause 3 (a), (b) and (c), the Vice- Chancellor shall direct or order rustication of a student or students for a specific number of years.
10. The Vice-Chancellor may in other cases of ragging order or direct that a student or students be expelled or be not for a stated period admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case where students who have obtained degrees or diplomas of Delhi University are found guilty under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degrees or diploma conferred by the University.
12. For the purpose of this Ordinance, abetment to ragging will also amount to ragging.
13. All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under the Ordinance and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

**NOTE:**

**“Order of the Vice-Chancellor in pursuance of ordinance XV (c) : Where incident (s) of ragging are reported to the Vice-Chancellor by any authority under this ordinance, the student(s) involved in ragging shall be expelled for a specified term designated in the order; non-students involved in reports of ragging will be proceeded with under the Criminal Law of India, they will also be rendered ineligible for a period of 5 years from seeking enrolment in any of the institutions of the University of Delhi. Students against whom necessary action is taken under this note will be given post decisional hearing, with strict adherence to the rules of natural justice.”**

**INTERNAL COLLEGE COMPLAINTS COMMITTEE**

As per Ordinance XV-D of University of Delhi based on the policy against sexual harassment, (details on University website), an Internal College Complaints Committee (ICC) is set up for the prevention, prohibition, and redressal of sexual harassment of woman so as to create and maintain an academic environment free of sexual harassment of students and staff (teaching and non-teaching).

Last year the ICC, the NSS and the WDC in association with Google, India and AIWEFA (All India Women Education Fund Association, Lady Irwin College) organized a workshop on 'Cyber Security Threat' to make cyber world a safe place for all.

## RIGHT TO INFORMATION ACT, 2005

### Procedure for seeking information under the right to information Act, 2005

<b>Dr. Madhu Pruthi</b>	<b>Dr. Kanupriya Goswami</b>	<b>Mr. Parveen Kumar Bhatia</b>	<b>Ms. Vinita Jindal</b>
Principal	Associate Professor, Dept. of Physics	Section Officer, Accounts	Assistant Professor, Dept. of Computer Science
<b>First Appellate Authority</b> H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9811017002 Email: rti@keshav.du.ac.in	<b>Public Information Officer</b> H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9811098220 Email: rti@keshav.du.ac.in	<b>Asstt. Public Information Officer</b> H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9312220525 Email: rti@keshav.du.ac.in	<b>Nodal Officer, RTI</b> H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9810100377 Email: rti@keshav.du.ac.in

1. An application for obtaining information under the Right to Information Act, 2005 can be addressed to the Public Information Officer.
2. The prescribed fee for filling the application i.e. ₹10 and other fee for obtaining the information may be deposited by way of cash against proper receipt to Cashier, Accounts department of the college or by way of bank demand draft or banker's cheque or Indian postal order payable to the Principal, Keshav Mahavidyalaya, Delhi.
3. An appeal can be preferred before the First Appellate Authority against the decision of the Public Information Officer of the College.
4. Proactive Disclosure/Manuals prepared under Section 4(1)(b) of the Right to Information act, 2005 are available on the website of the college <http://keshav.du.ac.in>
5. RTI Cell is available in the account section of the college

## FACULTY

<b>Dr. Madhu Pruthi</b>	-	<b>Principal</b>
<b>Dr. Kanupriya Goswami</b>	-	<b>Bursar</b>
<b>Dr. Kanupriya Goswami</b>	-	<b>Public Information Officer (PIO)</b>
<b>Mr. Praveen Kumar Bhatia</b>	-	<b>Assistant Public Information Officer (APIO)</b>
<b>Ms. Vinita Jindal</b>	-	<b>Online RTI, Nodal Officer</b>
<b>Dr. Dhanpal Singh</b>	-	<b>Secretary, Staff Council</b>
<b>Dr. Amanjot Sachdeva</b>	-	<b>NSS Program Officer</b>

### Department of Chemistry

1. Dr. Mukesh Gupta (TIC)

### Department of Commerce

1. Dr. Shalini Kumar
2. Dr. Anju Arora
3. Dr. Pardeep Kumar
4. Dr. Padmasai Arora
5. Dr. Vipin Negi
6. Dr. Shalini Devi
7. Dr. Deepak Srivastava
8. Ms. Anita Mendiratta (TIC)
9. Mr. Sandeep Vodwal
10. Mr. Praveen Kumar

### Department of Computer Science

1. Dr. Priti Sehgal
2. Dr. Anjali Thukral
3. Dr. Roli Bansal
4. Dr. Bhavna Gupta
5. Dr. Richa Sharma
6. Ms. Vinita Jindal (TIC)
7. Mr. Ravi Kumar Yadav
8. Ms. Richa Gupta
9. Ms. Maulein Pathak

### Department of Electronics

1. Dr. Vinod Kumar Sharma (on Sb.L.)
2. Dr. Neha Sharma (TIC)
3. Dr. Jagneet Kaur Anand
4. Dr. Jyoti Anand

### Department of English

1. Dr. Manjari Singh (TIC)

SL	: Study Leave
DL	: Deputation Leave
E.O.L	: Extra Ordinary Leave
LL	: Leave and Lien
Sb.L.	: Sabbatical Leave

### Department of Management Studies

1. Dr. Subodh Pandit (TIC)
2. Dr. Amanjot Sachdeva
3. Ms. Sonu Mehta

### Department of Mathematics

1. Dr. Rubina Mittal
2. Dr. Rajni Mendiratta
3. Dr. Arpana Sharma
4. Dr. Ritu Arora
5. Dr. Ashish Bansal (TIC)
6. Dr. Dhanpal Singh

### Department of Physical Education

1. Dr. Surender Singh (TIC)

### Department of Physics

1. Dr. A. K. Arora
2. Dr. V. K. Verma
3. Dr. Kanupriya Goswami
4. Dr. Anupama
5. Dr. Vandana Arora
6. Dr. Divya Haridas
7. Dr. Jasmeet Singh
8. Ms. Meenakshi (TIC)
9. Ms. Chetna

### Department of Psychology

1. Dr. Dimpy Mahanta (on LL)
2. Dr. Harpreet Bhatia (TIC)
3. Dr. Daisy Sharma

## NON - TEACHING MEMBERS

### Administration

Mr. Raj Kumar (Section Officer)  
Mr. Shiv Narain  
Mr. Kamal Gulati  
Mr. R. D. Kaushik  
Mr. Deepak Singh Saun  
Mr. Narender Pal Singh  
Mr. Rajender Kumar  
Mr. Bhairav Dutt  
Mr. Ram Sukh  
Mr. Umesh Chand  
Mr. Nirala Ram  
Mr. Sanjay Kumar Deshbandhu  
Mr. Vijay Pal Singh  
Ms. Neetu Singh  
Ms. Saroj Bala  
Mr. Ajay  
Mr. Ashok Kumar

### Accounts Section

Mr. P. K. Bhatia (Section Officer)  
Ms. Nidhi Sikri  
Mr. An Singh Mehra  
Mr. Ram Kumar  
Mr. Vinod Kumar

### Library

Dr. Rittu Sethi - Librarian  
Mr. Naveen Sharma  
Mr. R. S. Mehra  
Mr. Gajender Pal  
Mr. Pawan Kumar

### Computer Science

Mr. Rajesh Wadhwa  
Ms. Anuradha Chadha  
Mr. Lovkesh Jairath  
Ms. Pooja Chawla  
Mr. Ritesh Gupta

### Electronics

Mr. Rajesh Kumar  
Mr. Ram Kumar

### Physics

Mr. Prem Singh  
Mr. Chander Prakash  
Mr. Arun Kumar Sharma  
Mr. Jasbir Singh

## Important Committees related to Admissions

### Central Admission Committee

Dr. Dhanpal Singh (Convenor)  
Dr. Neha Sharma/Dr. Jyoti Anand  
Dr. Pardeep Kumar  
Dr. Bhavna Gupta  
Dr. Manjari Singh

### Prospectus Committee

Dr. Richa Sharma (Convenor)  
Dr. Anupama Sachdeva  
Ms. Vinita Jindal  
Ms. Nidhi Passi  
Mr. Himanshu Kushwah

Ms. Astha Kanjlia

### Internal College Complaint Committee

Dr. Arpana Sharma (Convenor)  
Dr. Neha Sharma (Teacher Representative)  
Dr. Bhavna Gupta (Teacher Representative)  
Dr. Rittu Sethi (Non-Teaching Member)  
Mr. An Singh Mehra (Non-Teaching Member)  
Ms. Vishwambhara Rathore (Student)  
Mr. Rishav Kumar (Student)  
Mr. Mohit Dagar (Student)  
Ms. Anisha Mathur (Lawyer)

### Special Category Admission Enabling Committee

Name	Contact Number
Dr. Deepak Srivastava (Convenor)	9818078452
Dr. Anju Arora	9999607894
Mr. Ravi Kumar Yadav	98102 61600

### Anti-Ragging Committee (College + Hostel)

Name	Contact Number
Dr. Roli Bansal (Convenor)	9810839573
Dr. Padmasai Arora	9891441401
Dr. Surender Singh	9810323797
Dr. Subodh Pandit	9818063879

### Nodal Officers for Redressal of Grievance of Students

Name	Contact No.	Nodal Officer for
Dr. Kanupriya Goswami	9811098220	Gender Champions
Dr. Arpana Sharma	9810507274	Gender Champions
Dr. Deepak Srivastava	9818078452	PwD students
Dr. Dhanpal Singh	9811447977	OBC Students
Ms. Meenakshi	9999111902	SC/ST Students
Dr. Roli Bansal	9810839573	Girl students
Dr. Arpana Sharma	9810507274	North-East students
Dr. Amanjot Sachdeva	9953013928	Mentor for Foreign Students
Dr. Divya Haridas	9868331663	Tobacco Control Program
Dr. Kanupriya Goswami	9811098220	Public Grievance Officer
Ms. Vinita Jindal	9810100377	Online RTI
Mr. Sandeep Vodwal	8527320092	SC/ST/OBC/Minority Scholarships
Dr. Ritu Arora	9810480690	SC/ST/OBC/Minority Scholarships

### Grievance Committee for Admissions

Name	Contact Details
Dr. Arpana Sharma (Convenor)	E – Mail id : grievance.admissions@keshav.du.ac.in  Contact Number : 011- 27018805
Dr. Anupama Sachdeva	
Dr. Roli Bansal	
Ms. Meenakshi	

**For any Admission related queries, please either**

**Mail us at:**

**[admissions@keshav.du.ac.in](mailto:admissions@keshav.du.ac.in)**

**or**

**Contact us at:**

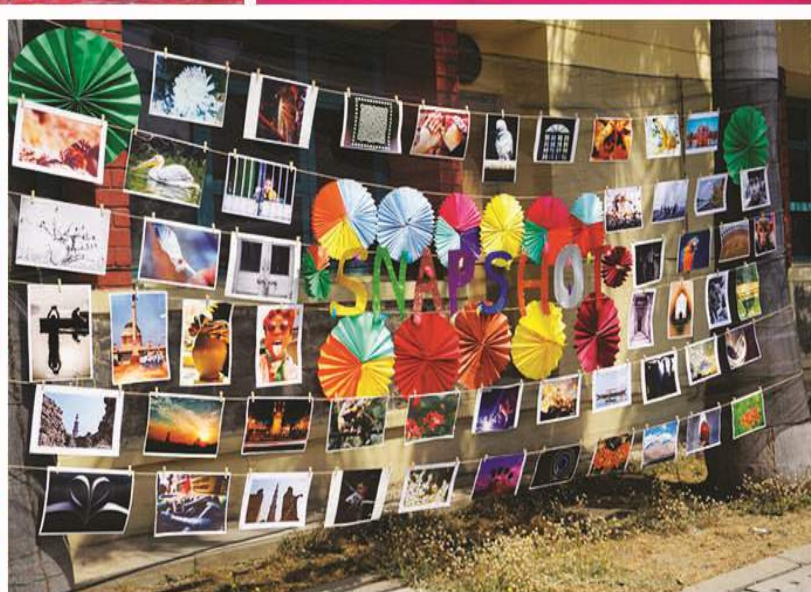
**011-27018805**

## ACADEMIC CALENDAR (2018-19)

SEMESTER I / III / V / VII	
Classes Begin	20 <sup>th</sup> July, 2018 (Friday)
Mid-Semester break	15 <sup>th</sup> October, 2018 (Monday) to 21 <sup>st</sup> October, 2018 (Sunday) Note: Dussehra on 19-10-2018 (Friday)
Classes begin after Mid-Semester break	22 <sup>nd</sup> October, 2018 (Monday)
Dispersal of Classes, Preparation leave and Practical Examinations begin	16 <sup>th</sup> November, 2018 (Friday)
Theory Examinations begin	30 <sup>th</sup> November, 2018 (Friday)
Winter Break	17 <sup>th</sup> December, 2018 (Monday) to 31 <sup>st</sup> December, 2018 (Monday)
SEMESTER II / IV / VI / VIII	
Classes Begin	1 <sup>st</sup> January, 2019 (Tuesday)
Mid-Semester break	18 <sup>th</sup> March, 2019 (Monday) to 24 <sup>th</sup> March, 2019 (Sunday) Note: Holi on 20-03-2019 (Wednesday)
Classes begin after Mid-Semester break	25 <sup>th</sup> March, 2019 (Monday)
Dispersal of Classes, Preparation leave and Practical Examinations begin	29 <sup>th</sup> April, 2019 (Monday)
Theory Examinations begin	10 <sup>th</sup> May, 2019 (Friday)
Summer Break	26 <sup>th</sup> May, 2019 (Sunday) to 19 <sup>th</sup> July, 2019 (Friday)

**Orientation Day shall be held on  
20<sup>th</sup> July 2018 (Friday) at 10:00 a.m. in College Auditorium.**

Disclaimer: The information provided in the prospectus is as per the University of Delhi directives and subject to change.



## COLLEGE ROAD MAP AND CONTACT DETAILS



Metro feeder buses available for the college from following Metro Stations

1. Netaji Subhash Place (NSP) (Red Line)
2. Kohat Enclave (Red Line)
3. Pitampura (Red Line)
4. Kirti Nagar (Blue Line)
5. Shakurpur Metro (Pink Line)

Bus Routes to the College :

85 Ext., 970 Ext., 196 Spl., 442 Spl., 951 Ltd., 289 D

## Keshav Mahavidyalaya

(University of Delhi)

Address : H-4-5 Zone, Road No. 43, Pitampura Near Sainik Vihar, Delhi - 110034

Phone : 011-27018805 Telefax : 011-27018806

E-mail : [principal@keshav.du.ac.in](mailto:principal@keshav.du.ac.in)

College Website : <http://keshav.du.ac.in>