



KESHAV MAHAVIDYALAYA

NAAC Accredited 'A' Grade

(University of Delhi)



Admission Prospectus

2019-2020

(Revised till 28/06/19)

Revised updates of UG admissions 2019-20 shall be available on College website (keshav.du.ac.in)



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 thoughts.
- 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 holistic learning. 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 has a unique personality and has the potential to develop if provided with ample opportunities to discover oneself and grow to broaden their perspectives. To provide a strong conceptual foundation to the students, rigorous academic training is provided. At the same time, college provides a platform for students to innovate and optimize their academic potentials through active participation in regular industry interactions, guest lectures, workshops, seminars etc. Students are motivated to develop critical thinking and logical reasoning abilities that help them to become creative and innovative thinkers of the future. The college has various departmental societies and takes keen interest in numerous 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 talents and pursue their passion to explore new horizons. The placement cell of the college works actively towards placement of its students with companies of repute.

The college looks forward 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 has always strived to maintain its place as one of the finest constituent off campus college of the prestigious University of Delhi. 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. former Lt. Governor of Delhi Mr. B.L. Joshi inaugurated the building on November 27, 2005. The college has completed 25 years of its existence.



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, dedicated faculty with adequate infrastructural support. It is one of the youngest colleges of Delhi University, but is considered one of the best off-campus co-educational 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 campus comprising of an air-conditioned Auditorium, Seminar Room, E-enabled Lecture theatres, well equipped laboratories, a well-stocked library, medical room, cafeteria, sports facilities and spacious ICT enabled classrooms. The College boasts of a spacious Girls Hostel with a capacity of 78 students on twin sharing basis. Equipped with all necessary facilities, the hostel provides its residents many opportunities to fulfil their academic and cultural 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 (Certificate and Diploma) in French and German Languages. In the current academic session, the student strength has been over 1600, under the supervision of approximately 100 eminent 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 to keep up with the pace of a dynamic, competitive and global environment.

The college provides Internet facility to its faculty and students available through the Computer Centre, University of Delhi via internet. All the labs in the College have access to e-journals subscribed by the University through its internet. The University has facilitated the College campus and Girls Hostel 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.



Schedule for Admissions to Undergraduate Courses 2019-20

Cut-off	Activity	Date
First Cut-off	Notification of First Cut-off List by the Colleges	28.06.2019
	Document verification, approval of admission and payment of fee	28.06.2019 to 1.07.2019 (except Sunday)
Second Cut-off	Notification of Second Cut-off List by the Colleges	04.07.2019
	Document verification, approval of admission and payment of fee	04.07.2019 to 06.07.2019
Third Cut-off	Notification of Third Cut-off List by the Colleges (if any)	09.07.2019
	Document verification, approval of admission and payment of fee	09.07.2019 to 11.07.2019
Fourth Cut-off	Notification of Fourth Cut-off List by the Colleges (if any)	15.07.2019
	Document verification, approval of admission and payment of fee	15.07.2019 to 17.07.2019
Fifth Cut-off	Notification of Fifth Cut-off List by the Colleges (if any)	20.07.2019
	Document verification, approval of admission and payment of fee	20.07.2019 to 23.07.2019 (except Sunday)

- ✓ *For Fee Payment: The applicant has to log on to the Undergraduate Admission Portal to make online payment of the fee. This may be done till 15:00 hrs. of the next day of the approval of Admission in the portal.*
- ✓ *Further Cut-off Lists schedule may be declared depending on the number of vacant seat(s)..*



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 Certificate (Mark-sheet or certificate) indicating date of birth and Parents' names* *(The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match in both sets of certificates).*
2. Class XII Mark-Sheet.
3. SC/ST/OBC/EWS/CW/KM Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates).
4. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates).
5. EWS Certificate from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates).
6. At least two recent passport size self-attested photographs.

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 course 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.



Undergraduate Courses in the College 2019-20

1% concession for Women applicant in B. Sc. (H) Computer Science, B. Sc. (H) Electronics, B. Sc. (H) Physics

Courses	Additional Eligibility Criteria and Course-wise Combination of Subjects for Merit List
B. Com. (H)	<p>An aggregate of 45% marks in the qualifying examination. The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B. Com. (Hons.). Selection shall be made on the basis of marks obtained in qualifying examination including one language and three best subjects as per the following: An aggregate of 45% or more in English/Hindi and combination of best three among the following subjects: Mathematics, Accountancy, Economics and Business Studies/ Commerce. Inclusion of any subject from List B other than mentioned above in the combination of best three will lead to a deduction of 1% per subject on the aggregate. Inclusion of any subject other than those in Lists A and B in the combination of best three will lead to a deduction of 2.5% per subject on the aggregate of the Best Four.</p>
B. Sc. (H) Computer Science	<p>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. The admission would be based on the aggregate of marks scored in class XII in best four academic subjects inclusive of one language, Mathematics and two out of Physics, Chemistry and Computer Science/ Informatics Practices. Applicants 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. 1% concession for Women applicant</p>
B. Sc. (H) Electronics	<p>The overall percentage in Physics, Chemistry and Mathematics should be 55% and one compulsory language should be 50% 1% concession for Women applicant</p>
B.Sc. (H) Mathematics	<p>50% marks in Mathematics and an aggregate of 45% marks in the qualifying examination. The Merit shall be determined on the basis of one language, Mathematics and two best elective /academic subjects</p>



Undergraduate Courses in the College 2019-20

1% concession for Women applicant in B. Sc. (H) Computer Science, B. Sc. (H) Electronics, B. Sc. (H) Physics

Courses	Additional Eligibility Criteria and Course-wise Combination of Subjects for Merit List
B. Sc. (Prog.) Mathematical Sciences	<i>The Merit shall be determined on the basis of one language, Mathematics and two best elective/academic subjects</i>
Bachelor of Management Studies (BMS)	<p><i>Aggregate of 60% or more marks in the qualifying examination in four subjects: English, Mathematics and any two other subjects included in List B.</i></p> <p><i>Selection will be based on the rank computed from the combined weighted average of percentage scored in the entrance test and the percentage scored in the qualifying examination where the weights are:</i></p> <p><i>Entrance Test: 65%,</i></p> <p><i>Qualifying Examination: 35%.</i></p> <p><i>The entrance test will examine the following areas:</i></p> <p><i>Quantitative Ability, Reasoning and Analytical Ability, General English, Business and General Awareness</i></p>
B. Sc. Physical Sciences (Prog.) with Computer Science	<p><i>45% or more marks in the aggregate of Physics, Chemistry/Computer Science, Mathematics (Practical & Theory together) and passing in one compulsory language (i.e. English).</i></p> <p style="text-align: center;">OR</p> <p><i>45% or more marks in the aggregate of 3 subjects Physics, Chemistry/Computer Science, Mathematics (Practical & Theory together) and 40% in one compulsory language</i></p> <p><i>Selection will be made on the basis of marks in the aggregate of Physics, Chemistry/Computer Science, Mathematics</i></p>
B. Sc. (H) Physics	<p><i>The overall percentage in Physics, Chemistry and Mathematics should be 55% and one compulsory language should be 50%</i></p> <p>1% concession for Women applicant</p>
B. A. (H) Psychology	<p><i>An aggregate of 45% marks in the qualifying examination.</i></p> <p><i>The merit shall be determined on the basis of one language and three best academic/elective subjects.</i></p> <p><i>A maximum of two language subjects may be allowed for the calculation of marks for 'Best Four' Combination.</i></p> <p><i>Out of three academic/elective subjects chosen, one must be the concerned subject in which the admission is sought, failing which a deduction of 2.5% will be imposed on the calculated 'Best Four' percentage.</i></p>



Intake to Three Year Undergraduate Courses 2019-20

Name of the Course	UR	SC	ST	OBC	EWS	TOTAL	PH*	CW*	KM*	FS*
B. Com. (H)	77	26	13	46	8	170	9	9	9	9
B. Sc. (H) Computer Science	46	15	8	27	5	101	5	5	5	5
B. Sc. (H) Electronics	16	5	3	9	2	35	2	2	2	2
B. Sc. (H) Mathematics	24	8	4	14	2	52	3	3	3	3
B. Sc. (Prog.) Mathematical Sciences	24	8	4	14	2	52	3	3	3	3
Bachelor of Management Studies (BMS) **	24	8	4	14	2	52	3	3	-	3
B. Sc. (Prog.) Physical Sciences with Comp. Science	24	8	4	14	2	52	3	3	3	3
B. Sc. (H) Physics	16	5	3	9	2	35	2	2	2	2
B. A. (H) Psychology	16	5	3	9	2	35	2	2	2	2

*Supernumerary Seats

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

Intake to Certificate Course in French/German 2019-20

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 French/German 2019-20

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 Certificate Course in Radio Broadcasting 2019-20

Name of the course	No. of seats	Eligibility Criterion
Radio Broadcasting	20	Candidates must have passed 10+2 from a recognized board.



Fee Structure 2019-20

(All charges are in Indian Rupees (INR). Examination Fees extra to be paid later)

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

* REFUNDABLE



Consolidated Course Fee Structure 2019-20 (All charges are in Indian Rupees (INR))

Name of the Course	Gen/OBC	PwD	SC/ST
B. Com. (H)	9086	280	8906
B. Sc. (H) Computer Science	23906	280	23726
B. Sc. (H) Electronics	9086	280	8906
B. Sc. (H) Mathematics	9086	280	8906
B. Sc. (Prog.) Mathematical Sciences	9086	280	8906
Bachelor of Management Studies (BMS) **	14586	280	14406
B. Sc. (Prog.) Physical Sciences with Computer Science	9086	280	8906
B. Sc. (H) Physics	9086	280	8906
B. A. (H) Psychology	9086	280	8906
Certificate Course in French/German Language	5500	For College Students	
	8500	For Outside students	
Diploma Course in French/German Language	10,000		
Certificate Course in Radio Broadcasting	7000		

Cancellation of Admission and Refund of Fees

(as per DU admission Bulletin 2019-20)

Cancellation of admission and refund of fees will be made as per Delhi University rules. For further details on this, please refer to the bulletin of information 2019-20, for admission to undergraduate courses available on the University of Delhi website.

S. No.	Reasons for Seeking Refund	Quantum of Fee to be Refunded
1	When a student applies for withdrawal of admission up to last day of admission.	Full fee after deduction of Rs. 1000/- and full examination fee.
2	When admission is made inadvertently due to error/omission/commission on the part of the University/College	Full fee and full examination fee.
3	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.
4	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.
5	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.



Guidelines for Admission to Undergraduate Courses 2019-20

(as per DU admission bulletin 2019-20)

Admissions to undergraduate (UG) courses at the college are merit-based (that is, based on marks scored in Class XII Board/qualifying examinations) or entrance-based (that is, based on written/practical tests depending on the course selected by an aspiring student).

All applicants must register through the University of Delhi online admissions portal <http://admissions.du.ac.in>. All undergraduate admissions for 2019-20 will be administered only through this portal.

Eligibility Criteria for Undergraduate Courses

- The applicant must be a citizen of India. (Applicants seeking admission under Foreign Students' category to apply separately on Foreign Students' Registry website, <http://fsr.du.ac.in>.)
- The applicant should have passed the Class XII examination of any Board/ University examination in India or in any foreign country recognized as equivalent to the 10+2 system by the Association of Indian Universities (AIU).
- The applicant should have "passed" individually in each subject required (including practicals if any) for calculating merit and eligibility to the course they seek admission in. Applicants with "compartment" results are not eligible to apply.
- Applicants with gap year(s) will not be at any disadvantage for the purpose of admission to undergraduate courses.
- Applicants under the UR/SC/ST/OBC/EWS categories are eligible to seek admission based on both merit and entrance tests to courses in all Colleges/ Departments (except Minority Colleges, wherein some categories may not be applicable).
- Applicants from the Sikh and Christian minorities may also seek admission under the minority quota in the Minority Colleges of the University.
- The following categories are designated "supernumerary":
 - i. PwD (Persons with Disabilities);
 - ii. CW (Children/Widows of Personnel of the Armed Forces including Para-Military);
 - iii. KM (Kashmiri Migrants);
 - iv. Prime Minister's special scholarship for Jammu and Kashmir;
 - v. SS (Nominated Sikkimese Students);
 - vi. WQ (Ward Quota);
 - vii. ECA (Extra-Curricular Activities);
 - viii. Sports.

Categories i-viii above are applicable to courses where admission is based on merit. Only categories i and ii above are applicable to courses where admission is based on entrance tests



Fees for Online Registration

Registration fee for Merit-based courses for UR/OBC	Rs. 250
Registration fee for SC/ST/PwD/EWS	Rs. 100
Additional Registration fee for ECA/Sports	Rs. 100
Additional Registration fee for each Entrance-based course for UR/OBC	Rs. 750
Additional Registration fee for each Entrance-based course for SC/ST/PwD/EWS	Rs. 300

The **online registration process is completed only after realization** of the online registration fee. Registration fee **will not be refunded** in any circumstances, including if **the applicant is found ineligible for the course or respective category at a later stage**. The applicant is advised to check that they satisfy all eligibility criteria for the course(s) for which they are applying.

Permission to appear in the entrance test is **subject to the applicant's fulfilling the eligibility requirements prescribed** for applying to the concerned course of study. In case an applicant does not meet any eligibility criteria prescribed for applying to the concerned course and appears in the entrance test, **it is at the applicant's own risk and cost. If at any stage, it is found that eligibility requirements are not fulfilled, the admission, if granted, shall be cancelled ipso facto.**

Merit-Based Admission to Undergraduate Courses offered by the College

Undergraduate courses are offered by the University through its affiliated colleges in various streams of studies under different faculties namely Arts, Social Sciences, Applied Social Sciences and Humanities, Commerce and Business Studies, Mathematical Sciences, Sciences and Inter-Disciplinary and Applied Sciences. Courses and the various criteria for eligibility are listed below. ***Applicants must check these thoroughly to see if they satisfy the requirements.***

The marks entered by the applicant will serve as the basis for computing the total marks for course-specific combinations of – **"Best Four"** for admission in courses through the faculties of Arts, Commerce, Mathematical Sciences, Music, Social Sciences, Applied Social Sciences & Humanities, and – **"Three Subjects"** for admission in courses under faculties of Sciences and Applied Sciences. This may be displayed on the DU Admissions portal before the declaration of First Cut-Off marks by the Colleges/ Departments. A separate updated merit list will be published as an Annexure for applicants whose marks are updated after the publication of the Suggested Course and Category-wise merit list. In order to facilitate the said Merit List, the applicant may choose subjects as relevant from List A (*section 1.5, pg 23*) and List B (*section 1.5, pg 23*).

Relaxations in Course-specific Eligibility Criteria

- To determine their eligibility and merit, applicants from the SC/ST categories shall be given a relaxation to the extent of 5% in the respective eligibility criteria and merit for admission prescribed for applicants from the UR category. If, after giving 5% relaxation, these reserved seats still remain vacant, further relaxation would be given to the extent required in order to fill all the reserved seats in the course concerned. Eligibility in such cases is pass percentage.
- To determine the eligibility and merit, applicants from the OBC category shall be given a relaxation in the respective eligibility in the qualifying examination to the extent of 10% of the eligibility marks prescribed for applicants from the UR Category. For example, if the minimum eligibility for admission to a course is 50% for the UR Category applicants, the minimum eligibility for the OBC category will be 45% (i.e. 50% minus 10% of 50%).
- Applicants from the PwD category shall be given a relaxation in the respective eligibility for the course concerned in the qualifying examination to the extent of 5%.
- Applicants from the CW category shall be given a relaxation of 5% in the respective eligibility for the course concerned in the qualifying examination.
- Eligibility Criteria for merit-based admissions under the EWS category shall be identical to that of UR category.

List of Subjects

List A: Language Subjects					
List A1					List A2
Assamese Core/ Assamese Elective	Gujarati Core/ Gujarati Elective	Maithili Core/ Maithili Elective	Odia Core/ Odia Elective	Tamil Core/ Tamil Elective	Arabic Core/ Arabic Elective
Bengali Core/ Bengali Elective	Hindi Core/ Hindi Elective	Malayalam Core/ Malayalam Elective	Punjabi Core/ Punjabi Elective	Telegu Core/ Telegu Elective	French Core/ French Elective
Bodo Core/ Bodo Elective	Kannada Core/ Kannada Elective	Manipuri Core/ Manipuri Elective	Sanskrit Core/ Sanskrit Elective	Urdu Core/ Urdu Elective	German Core/ German Elective
Dogri Core/ Dogri Elective	Kashmiri Core/ Kashmiri Elective	Marathi Core/ Marathi Elective	Santhali Core/ Santhali Elective		Italian Core/ Italian Elective
English Core/ English Elective	Konkani Core/ Konkani Elective	Nepali Core/ Nepali Elective	Sindhi Core/ Sindhi Elective		Spanish Core/ Spanish Elective



List of Subjects Contd..

List B (Elective Subjects)		
Accountancy	Computer Science/ Computer Applications/ Informatics Practices	Mathematics
Anthropology	Economics	Philosophy/Logic and Philosophy
Biology/Biochemistry/ Biotechnology	Geography	Physics
Business Mathematics	Geology	Political Science
Chemistry	History	Psychology
Civics	Home Science	Sociology
Commerce/Business Studies	Legal Studies	Statistics

The University may define any other relevant subjects as academic/elective for a particular course.

In case an applicant has studied elective and core languages, the core/elective language subject will be treated as language, while elective language can be considered as academic/elective subject.

Special Instructions for Boards other than CBSE

- If a paper's title does not match with what is specified in *List A* and *List B* above, it is mandatory for the applicant to provide a content equivalence certificate from the Principal/Head of the Institution last attended, certifying that the paper's content is equivalent to NCERT Class XII syllabus for that paper. This equivalence certificate must be accompanied by a copy of the syllabus of the paper attested by the Principal/Head of the Institution. However, the University of Delhi's decision on the matter will be final and binding.
- If the applicant's marksheet contain both Class XI and XII marks, the applicant must enter **only the Class XII marks** in the respective fields provided in the admission forms.
- Applicants should have passed theory and practical separately. Any paper with both theory and practical component will be considered only in the ratio **70 (theory) : 30 (practical)** if the theory component of the paper is less than 70%. The applicant should separately fill into the online Admission Form the marks obtained and maximum marks for theory and practical each, and the totals, as per their marksheet. In case the **theory/practical breakup is not specified**, the applicant will be required to enter "0" (zero) in the concerned theory/practical fields, and enter only the total in the online Admission Form.
- "Internal Assessment" marks mentioned in the marksheet will not be used for any calculations.
- Any discrepancy in the entry of marks pertaining to theory, practicals or totals will be the sole responsibility of the applicant. Your application form may be summarily rejected.



Undergraduate Merit-Based Admission Process

(as per DU admission bulletin 2019-20)

Step 1: Applicant uses the university portal to create their personal username and password, fills in their registration form, chooses their courses of interest, and uploads the required documents. *(See Annexure I of bulletin of information for admission to undergraduate courses available on the University of Delhi website).* **Exercise extreme care in filling up your form.** Much of the information you enter into the form will not be possible to edit and correct after submission of the form. Updation of marks will be permitted till the last date of admissions.

Step 2: Complete the registration by paying the **registration fee** in online mode only. Keep the records of transaction ID, Credit Card/ Debit card/Net banking details and date of transaction as proof for future reference.

Step 3: On declaration of the List of Cut-Off marks, applicants are advised to log in to the admission portal to **choose a college and course** from the list of colleges and courses they are eligible for.

Step 4: The applicant proceeds to the respective college for admission with a print out of the form from the admissions portal, and the required supporting original documents along with their photocopies, and 3 recent passport size photographs *(Refer section 11 of admission bulletin 2019-20).*

Step 5: The applicant presents the documents in the college and produces their originals for verification, after which the Principal of the college approves the admission. In case all documents cannot be verified online, the College will give provisional admission. Admitted provisional students have to produce the originals of the required mandatory documents to the College within a week after the last day of UG Admissions for forensic verification, failing which the admission of the said provisional student may be cancelled by the College.

Step 6: The applicant will receive a link on their online portal to pay the fee, which **can only be paid online through the portal**. The applicant is advised to **pay the fee without delay within 24 hrs** after the approval of admission by the Head of Institution and **save the acknowledgement slip** bearing transaction ID, Credit Card/ Debit card/ Net banking details and date of transaction as a proof for future reference. On successful payment of fees, the applicant is granted provisional admission to the said college.

The applicant is now provisional student of University of Delhi, subject to verification of all your documents and satisfying all other eligibility and merit criteria.

Step 7: Change of course/college: If, in subsequent lists, the applicant finds themselves eligible for admission to any other colleges/courses, they should ensure their eligibility by visiting the College/ Department. **Applicants are advised to exercise extreme care to ensure that they meet the requirements for the College/ Course.** Once they are certain, they are to cancel their previous admission through the online portal and go with their new application form and complete steps 4-6.



Advisory: Please ensure that you qualify for the cut-off in the college you wish to shift to by checking in person before you cancel your admission. Once cancelled, you cannot be re-admitted in the eventuality that you do not secure admission in the next college.

Step 8: When the applicant cancels their previous admission in the subsequent Cut-Off List, the refunded fee amount will be visible in the “Wallet” section of the Dashboard. A cancellation fee of Rs. 1,000 (Rupees One thousand only) will be deducted and this will be reflected in the refunded amount visible in the “wallet”. Only one cancellation is allowed per Cut-off List. The number of cancellations will be restricted to **(n-1)**, where “n” is the total number of Cut-off Lists.

Step 9: When the applicant pays the admission fee, as in Step 6, through the Dashboard after the admission is approved, the admission fee will be adjusted automatically and the applicant will have to pay only the balance fee if it is more than the fees already paid at the previous college. If the fee in the latter college is less, the balance will be refunded to the applicant’s account or to an account declared by the applicant as per the College/University rules after the admissions are closed.

Step 10: Once the applicant has gained admission, they will have to sign a declaration stating —I shall abide by all the rules and regulations laid down by the University and the College. *Applicants are advised to read and familiarize themselves with all relevant Ordinances of the University including those given in Annexure XIII of bulletin of information for admission to undergraduate courses available on the University of Delhi website).*

Some Examples for Calculation of PCM/Best four

(as per DU admission bulletin 2019-20)

<p>Example 1: If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Total marks in four subjects are $90+92+88+94=364$, Percentage is 91%. The effective percentage for B.A. (Hons.) Psychology is $91 - 2.5 = 88.5\%$</p>	<p>Example 2: If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks are $90+92+88+94=364$, Percentage is 91%. Not eligible for B.Com. (Hons.) The effective percentage for B.Com. is 91%</p>
<p>Example 3: If an applicant has scored: Physics (96)*, Chemistry (92), English Core (90) and Mathematics (94). Total marks are $96+92+90+94=372$, Percentage is 93%. The effective percentage for both B.Com. (Hons.) & B.Com. is $93 - 2 \times 1\% = 91\%$</p>	<p>Example 4: If an applicant scored: Accountancy (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Case 1: Total marks are $88+92+90+96=366$, Percentage is 91.5%. The effective percentage is $91.5 - 2 \times 2.5\% = 86.5$ Case 2: Total marks are $88+92+82+96=358$ Percentage is 89.5%, The effective percentage is $89.5\% - 2.5\% = 87\%$ Case 2 is unique "best four", so effective percentage for both B.Com. (Hons.) & B.Com. is 87%</p>
<p>Example 5: If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Case 1: Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage is $91\% - 1\% = 90\%$ Case 2: Total marks are $90+92+88+85=355$, Percentage is 88.75%. The effective percentage is 88.75% Case 1 is the "best four", so effective percentage for both B.Com. (Hons.) & B.Com. is 90%</p>	<p>Example 6: If an applicant scored: History (88), English Core (92), Political Science (90), Philosophy (67) and Web Designing (96). Total marks are $88+92+90+96=366$, Percentage is 91.5%. Not eligible for B.Com. (Hons.) The effective Percentage for B.Com. is $91.5\% - 1\% - 1\% - 2.5\% = 87\%$</p>



Some Examples for Calculation of PCM/Best four

(as per DU admission bulletin 2019-20)

<p>Example 7: If an applicant has scored in Mathematics (90), Business Studies (82), Hindi (88), Web designing (94)* and Painting (95)*. Case 1: Total marks are $90+88+94+95=367$. The Percentage is 91.75%. The effective percentage is $91.75\% - 2 \times 2.5\% = 86.75$ Case 2: Total marks are $90+82+88+95=354$. The Percentage is 88.75%. The effective percentage is $88.75\% - 2.5\% = 86.25$ Case 1 is the “best four”, so effective percentage for both B.Com. (Hons.) & B.Com. is 86.75%</p>	<p>Example 8: 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. Pro rata marks in physics = 88.33% Pro rata marks in chemistry = 89.92% 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>Example 9: 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. For Physics, it is $56.25+29 = 85.25$; For chemistry, it is $60+30= 90$; For biology, it is $63.75+30= 93.75$. The PCB is 89.77% ; PCM is 89.19%</p>	

Reservations and Relaxation/Concession

(as per DU admission bulletin 2019-20)

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 course 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, 24.12.2001). Eligibility in these cases is pass percentage.

(for further details please refer DU admission bulletin 2019-20)

Note: SC/ST students who get admission under open merit (unreserved) will not be included in the reserved quota i.e. 22.5% (15% for SC and 7.5% for ST).

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

- 27% seats will be reserved for the applicants belonging to Other Backward Classes (OBC) (non-creamy layer, central list).
- At the time of giving admission to an OBC applicant, 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 (Govt. of India) 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/backward_classes/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 March 2016). **The validity of the non-creamy layer certificate shall be for the financial year 2018-2019, issued after 31st March, 2019.**
- If the applicant does not have the OBC non-creamy layer certificate of the latest financial year 2018-2019 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 (2018-19) OBC non-creamy layer certificate, issued by the same competent authority. This additional certificate must have reference of the applicant's already issued original caste certificate.
- The OBC applicants shall be given a relaxation of 10% in the minimum eligibility marks of the said course 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 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, the merit list will also include SC / ST / OBC / EWS applicants, irrespective of category, if they meet the criterion of merit for UR category. No applicant can be excluded from the UR category merit list just because the applicant belongs to or has applied under SC/ST/OBC/EWS 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 merit without excluding SC/ST/OBC/EWS applicants. Discrimination on the basis of category/ caste is completely unlawful. The University of Delhi does not tolerate discrimination against any applicant/student on this basis. Strict action will be taken against any violations. Applicants seeking admission under SC/ST/OBC/EWS category will have to produce for verification certificates in their own names.

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 (*For details refer Delhi University Bulletin 2019-20*).

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 Fee Waiver
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, EWS students who are admitted to the College should submit their scholarship form by February for processing of the scholarship.

Economically Weaker Sections (EWS)

As per the University of Delhi notifications, Reference No. Aca. I / Reservation of EWSs / 2019 / 63 Dated 28th March 2019 and Reference No. Aca. I / Reservation of EWSs / 2019 / 101 Dated 15th May 2019, for the reservation for Economically Weaker Sections (EWSs) Category, the University Departments / Centres / Colleges have reserved 10% seats for admission for the same from this Academic Year, 2019-20. The eligibility of such applicants will be decided on the basis of fulfilling criteria prescribed in the above notifications, and subject to submission of documents, issued by the competent authority, in the format provided in Annexure IV. For further details applicants can visit: <http://www.du.ac.in/du/uploads/Notifications/04042019-Notification-EWS.pdf>

www.du.ac.in/du/index.php?mact=News,cntnt01,detail,0&cntnt01articleid=23723&cntnt01returnid=83

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

- 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:
 - a) Widows/Wards of Defence personnel killed in action;
 - b) Wards of Defence Personnel disabled in action and Boarded out from service with disability attributable to military service;
 - c) Widows/Wards of Defence Personnel who died in peace time with death attributable to military service;
 - d) Wards of Defence Personnel disabled in peace time and Boarded out with disability attributable to the military service; and
 - e) Wards of serving/ Ex-servicemen personnel including personnel of police forces who are in receipt of Gallantry Awards (for further details please refer to the bulletin of information for 2019-20, admission to undergraduate courses (Section 5.2) available on Delhi University website;

(For details refer Delhi University Bulletin 2019-20)

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.
- Admission of Wards of Kashmiri Migrants will be based on cut-offs to be announced by the Colleges. A concession of maximum 10% in the last cut-off marks fixed for unreserved category applicants shall be extended to the Kashmiri Migrants.
- Reservation under this category is not available in courses where admission is based on entrance tests.

(The candidates selected under Prime Minister's special Scholarship Scheme for J&K will be admitted directly to the college and Sikkimese students nominated by the Govt. of Sikkim shall be considered for admission by the University in Colleges where hostel facilities are available (AC Resolutions 51 dated 05/06/1980 and 122 dated 17/12/1990). *for further details please refer to the bulletin of information 2019-20 available on Delhi University website.*

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.

Sports/ ECA Quota (Supernumerary Seats)

It is mandatory for Colleges to provide sports facilities and encourage all students to participate in sports and extracurricular activities by introducing inter-class competitions and mass sports. Representation of at least 1% each (of total intake capacity of the college) of ECA and Sports is mandatory for all colleges, subject to a ceiling of 5% (of total intake capacity of the college) in total for ECA and Sports together. The actual number of seats to be filled on ECA and sports basis is decided keeping in view the facilities available, requirements of the Colleges and other relevant factors. Additional information regarding schedule (including preliminary and final trials) and availability of seats will be notified on the University website. Reservation under ECA and Sports categories is not available in courses where admission is based on entrance tests. *For further details please refer to the bulletin of information 2019-20, for admission to undergraduate courses (Section 6) available on Delhi University website*

Ward Quota (Supernumerary Seats)

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

- Admission to wards (children) of the permanent in-service employees at the college where employees are working be given on the basis of merit among such applicants subject to ordinarily one seat for every unit of up to sixty students in a course and subject to fulfilment of course-specific eligibility conditions.
- For admission of the wards (sons/daughters) of the permanent in-service 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 applicants subject to a maximum of ordinarily one seat for every



unit of up to sixty students in a course and subject to fulfilment of course-specific eligibility conditions.

- The admissions on the above norms will be against seats over and above the normal strength.
- 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 schedule and process for admission under Ward Quota will be notified on the University website.

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 during academic breaks to obtain Undergraduate and Postgraduate Degrees from the University of Delhi. NCWEB facilitates the female students of NCT Delhi to take University of Delhi examinations with special coaching once a week without attending the regular classes. NCWEB has emerged as an important academic option for female students.

For further details please refer to the bulletin of information, 2019-20 for admission to undergraduate courses (Section 8) available on Delhi University website.

Guidelines for Admission in Girl's Hostel

Please refer to Hostel admission prospectus available on college website (Keshav.du.ac.in)

<p>Important: Keshav Mahavidyalaya being a constituent college of University of Delhi, all rules and regulations/instructions for admission regarding various courses shall be in accordance with University of Delhi guidelines as amended from time to time.</p>



Important Information

- *The students are advised to see college website and college notice boards on regular basis.*
- *Parents are informed that monthly attendance of their ward will be uploaded on college website by 7th 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:

- 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.
- 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.
- 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.

- Smoking is banned in the college. The Anti-Smoking Nodal officer is Dr. Divya Haridas.
- 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.
- 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.
- Students suffering from any contagious or infectious disease will not be permitted to attend the college.
- 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/or 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 crackers 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.

Infrastructure

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 well equipped air conditioned Physics Labs, equipped with the latest and sophisticated instruments, which are used for practical work related to mechanics, optics, heat and electrical circuits, , computer programming, solid state physics etc. 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, Four Probe set up and Set up for PE Hysteresis.

Electronics Lab

The Department of Electronics has well-equipped laboratories which are the backbone of the Department and contribute significantly to the practical adeptness of the students. 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

There are two chemistry labs designated for performing Organic, Inorganic, Physical, and Analytical experiments and are furnished with modern instruments like electronic balances, electrophoresis machine, digital pH meters, and potentiometers. 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.

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 ~2569 sq 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, Ms. Shubha Mudgal, 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 is 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. Wi-Fi facility is also provided to resident students in hostel. 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.



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.



Open Gym Facility

Regular exercise is best for maintaining good physical & mental health which helps to live a healthy and happy life. College provides an open gym facility for its students which can significantly increase their daily physical activity opportunities.



College Connectivity

The college is well connected by various means of public transport. College is well connected by DTC services i.e., 85Ext, 970Ext, 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

DTC provides the facility of concessional bus passes for college students which are available on demand, college facilitates the students by providing arrangement for the verification of DTC Bus Pass form. The facility for verification for rail concession is 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.

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.



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 with an artistic look. Attractive lawns with blossoming flowers all around the campus present a spectacular 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. A separate Wi-Fi facility is also provided to Girls Hostel. Eventually, it facilitates Keshav Mahavidyalaya to switch over to innovative 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 , 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.



HLA typing for detection of Thalassemia

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 redressal 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 2018-19 was Rs. 6,40,160 per annum and average package was Rs.2,93,806 per annum.



ANUBHAV: THE PSYCHOLOGY INTERNSHIP CELL

The Department of Psychology launched ANUBHAV: The Psychology Internship Cell on 28th August 2018 with an internship fair in which 20 organizations participated. ANUBHAV: TPIC, launched under the able convenorship of Dr. Harpreet Bhatia and its team of dedicated faculty members, aims at bridging the academia-industry gap by forming a liaison between students and various organisations in the field of psychology. The objective of the cell is to bring awareness among students about the diverse fields of psychology that they may be attracted to and suitable for through hands-on experience.



ANUBHAV: TPIC organized a day-long workshop titled LEVEL 1 BASIC COURSE: STARTUP LAUNCHPAD “TO BE THE NEXT THING” on 7th September 2018. Students of Psychology from various colleges of University of Delhi participated in the course and learnt about how to build their own start-ups.

An extensive 3-Day Counselling Skills Training Program was also organized, in collaboration with REBOOT WELLNESS, on 17th, 21st and 28th January 2019. The certified program comprising of 12 workshops of 90 minutes each was meant to provide opportunities to students to explore themselves as psychology professionals as well as develop skills through situational exercises, role plays, and introspection guided by the training team of practising counsellors and psychologists. The workshop not only imparted skills, a time gap between the workshops was designed for the students to practice what they had learnt during the workshops.

The department plans to conduct several such events and workshops under ANUBHAV: TPIC in the coming academic year, for professional growth of students.

Women's Development Cell

Women Development Cell is a vibrant and incessantly active initiative of the college. It is an essay towards the empowerment of women in society and plays a vital role in addressing their issues in higher education, encouraging them to reflect upon women and gender studies and broadening the perspectives towards each gender. It also focuses on multidisciplinary perspectives of class, race, ethnicity, age, along with several other contemporary socio-political 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 “TATTVAM 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. There are compost pits in the college gardens fulfilling the purpose of organic manure. In addition to this, as a part of eco-friendly practices, compost machine was also installed at college campus to ensure use of natural manure produced from kitchen and garden waste. Also, free distribution of saplings is undertaken by the garden committee to ensure the tree plantation activity during mass campaign.



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 EDP cell of the college has organized various events in this year such as “how to do a start-up”. Moreover, cell also has organised a presentation and interactive session by the eminent speakers Dr. S. Lakshmi Devi (Founder Principal of Shaheed Rajguru College of Applied Sciences) and Prof. Palhan (Founder Director of Great Lakes Institute of Management, Gurugram) for the students. The EDP Cell is currently in the process of forming a student body which will be associated with the EDP Cell of the college for initiating more such throughout the year.



SC/ST/OBC/Minorities Scholarships

Scholarship on e-district portal: This wing deals with assisting the students in procuring scholarships from various schemes run by Government of NCT of Delhi. NSP 2.0 portal wing helps the students in obtaining scholarships from numerous schemes run by Government of India, Department of Higher Education. These are the two schemes under which the students can apply scholarships. In 2018-19, 36(fresh) and 12(renewal) applicants have been benefitted under NSP 2.0 portal through the direct credit of scholarships into their account.

Fee Concession Committee

College provides financial assistance to students hailing from economically weaker sections, either through waiving of their college fees (excluding exam fee) or in the form of books grant.

Enactus - Student Entrepreneurship Cell

Enactus is the world's largest experiential learning platform dedicated to creating a better world while developing the next generation of entrepreneurial leaders and social innovators. The students successfully established Enactus in the college in the year 2018. As of now, Enactus KMV has completed Project Ehsaas, in which the underprivileged sections made eco-friendly diyas using one time plastic. Also, there are three ongoing projects namely, Project Pehel, Project Sahaayta, Project Oral Hygiene

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. The year brimmed with knowledge for the members as regular sessions on topics of key importance - Nirav Modi PNB fraud, 2008 Global Financial Crisis, Greek Debt Crisis, Jet Airways crisis, Value Investing, Efficient Market Theory were held. The student members discussed available options in trading and investing their savings. Further, the cell held sessions for fundamental and technical analysis and the usage of money control and ET Now mobile applications. Also members designed and conducted few mock stocks for its members.

The cell organised 1st edition of 'Arthvyawastha- Finance Convention of Keshav Mahavidyalaya' on February 2019 with invited talk on the theme- 'Current Scenario of Indian Financial System' by the eminent speakers: Mr. Rakesh Mohan, Additional General Manager (Loan Recovery), Power Finance Corporation Ltd., CA Ashutosh Chaturvedi, Partner in PwC's M&A Tax team, Dr Niti Nandini Chatnani- Associate Professor (Finance), Controller of Examinations at Indian Institute of Foreign Trade (IIFT). The cell published its 1st newsletter- 'Nivesh Express'. Three competitive events- The Versatile Folio, VittNeeti, Switch Hit were organized. The event witnessed a total footfall of 270 participants from various colleges of Delhi NCR. In the Academic Year 2018-19 the society members actively participated in many inter college competitions and secured 54 wins at 27 colleges of Delhi University, IPU and NSUT. Also, at Shri Guru Tegh Bahadur Khalsa College's Event- 'BIMA BACHAT NIVESH', the members secured all three positions.

Alumni Association

A strong bonding with alumni is utmost important for the growth of an institution. Keshav Mahavidyalaya is really proud of its alumni who have excelled in every walk of life. Although all the staff members are well connected with our former students, yet the college has made efforts

to start Alumni Association. The faculty coordinators, Dr. Priti Sehgal and Dr. Anupama initiated the process by formation of coordination committee for organising an Alumni Meet. With the efforts of the committee consisting of alumni volunteers and student volunteers from different courses of current batches, first Alumni Reunion was organized on Dec 23, 2017. The event was attended by many alumni ranging across various batches, right from the first batch to recent batches. The event was stimulating and enjoyable.

The Inaugural session was followed by cultural programme by our present students. Great ambience was observed everywhere with old students reliving their old memories with their teachers, batch mates, seniors and juniors. Many students from current batches were also seen interacting with their pass out seniors and learning from their experiences. First KMV Alumni Association was formalized.

Keshav Mahavidyalaya Student Union (KMVSU)

The academic year 2018-19 witnessed the formulation of 'Keshav Mahavidyalaya Students' Union (KMVSU) in the college. KMVSU is affiliated to Delhi University Students' Union (DUSU). All members of the KMVSU Council were elected through the electoral process as per the DUSU guidelines. The Union has actively contributed in organizing various extra-curricular and co-curricular activities in the college, namely- Diwali Mela, inter-college debate competition, sports' events, Tiranga Yatra and Tryst, the cultural festival of the college.



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 ‘PSYPHORIA’ 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 ached 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 aim 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 19th July 2019 (Saturday) 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 College University 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. Our students participated in North Zone Shooting Championship in small bore Rifle/Pistol Event held at Dehradun and in National Ball Badminton Championship held at Bengaluru. One of our student Secured 1st Position in Delhi State KorfBall Championship. Another student secured 3rd Position in 200 Meter Free Style Swimming Inter College Tournament 2018-2019. Our college Ball Badminton (Men) Team secured 4th position in Delhi University Inter College Championship 2018-2019. Our College also participated in Delhi University Inter College Tournament 2018-2019: Table Tennis (Men & Women), Basketball (Men), Netball (Men), Athletics (Men), Volleyball (Men) Cricket (Men), Ball Badminton (Men & Women), Swimming (Men), Football (Men), Kabbadi (Men) & Shooting (Men) etc.



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.





Right To Information Act (RTI)

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

Dr. Madhu Pruthi	Dr. Kanupriya Goswami	Mr. Raj Kumar
Principal	Associate Professor, Dept. of Physics	Section Officer, Admin.
First Appellate Authority H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9811017002 Email: rti@keshav.du.ac.in	Public Information Officer H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9811098220 Email: rti@keshav.du.ac.in	Asstt. Public Information Officer H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9312220525 Email: rti@keshav.du.ac.in
Dr. Vinita Jindal	Mr. Akhilesh Sharma	
Assistant Professor, Dept. of Computer Science	Lab Assistant, Dept. of Computer Science	
Nodal Officer, RTI H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 9810100377 Email: rti@keshav.du.ac.in	Secretariat/ RTI Cell H-4-5 Zone, Pitampura, Delhi - 110034 Ph.: 011-27018805 Fax: 011-27018806 Mob: 8860576634 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

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. In addition to the provisions of Ordinance XV-C, all other measures decided upon by the Honorable 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 motto 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 (refer DU bulletin) of University of Delhi based on the policy against sexual harassment, (details on University website), a 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).

Faculty

Dr. Madhu Pruthi	-	Principal
Dr. Kanupriya Goswami	-	Bursar
Dr. Kanupriya Goswami	-	Public Information Officer (PIO)
Mr. Raj Kumar	-	Assistant Public Information Officer (APIO)
Dr. Vinita Jindal	-	Online RTI, Nodal Officer
Mr. Praveen Kumar	-	Secretary, Staff Council
Dr. Amanjot Sachdeva	-	NSS Program Officer
Dr. Vinita Jindal	-	Coordinator, French and German Language Courses
Dr. Anjali Thukral	-	Coordinator, Radio Broadcasting Course
Ms. Meenakshi		Liaison officer SC/ST
Dr. Jasmeet Singh		Liaison officer OBC
Dr. Deepak Srivastava		Liaison officer PwD
Dr. Arpana Sharma		Liaison officer EWS
Department of Chemistry		Department of Management Studies
1. Dr. Mukesh Gupta (TIC)		1. Dr. Subodh Pandit
Department of Commerce		2. Dr. Amanjot Sachdeva (TIC)
1. Dr. Shalini Kumar		3. Ms. Sonu Mehta
2. Dr. Anju Arora		
3. Dr. Pardeep Kumar		Department of Mathematics
4. Dr. Padmasai Arora		1. Dr. Rubina Mittal (TIC)
5. Dr. Vipin Negi		2. Dr. Rajni Mendiratta
6. Dr. Shalini Devi		3. Dr. Arpana Sharma
7. Dr. Deepak Srivastava		4. Dr. Ritu Arora
8. Ms. Anita Mendiratta		5. Dr. Ashish Bansal
9. Mr. Sandeep Vodwal (on SL)		6. Dr. Dhanpal Singh
10. Mr. Praveen Kumar (TIC)		Department of Physical Education
Department of Computer Science		1. Dr. Surender Singh (TIC)
1. Dr. Priti Sehgal		Department of Physics
2. Dr. Anjali Thukral		1. Dr. A. K. Arora
3. Dr. Roli Bansal		2. Dr. V. K. Verma (on Sb.L.)
4. Dr. Bhavna Gupta		3. Dr. Kanupriya Goswami
5. Dr. Richa Sharma		4. Dr. Anupama
6. Dr. Vinita Jindal		5. Dr. Vandana Arora
7. Mr. Ravi Kumar Yadav		6. Dr. Divya Haridas
8. Ms. Richa Garg		7. Dr. Jasmeet Singh (TIC)
9. Ms. Maulein Pathak (TIC)		8. Ms. Meenakshi
Department of Electronics		9. Ms. Chetna
1. Dr. Vinod Kumar Sharma		Department of Psychology
2. Dr. Neha Sharma		1. Dr. Harpreet Bhatia
3. Dr. Jagneet Kaur Anand (TIC)		2. Dr. Daisy Sharma (TIC)
4. Dr. Jyoti Anand		
Department of English		SL :Study leave
1. Dr. Manjari Singh (TIC)		SbL: Sabbatical Leave
		TIC: TeacherInCharge

Non-Teaching Members

Administration

Mr. Raj Kumar (Section Officer, Admin.)
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

Ms. Nidhi Sikri
Mr. An Singh Mehra
Mr. Ram Kumar
Mr. Vinod Kumar

Library

Dr. (Ms.) 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

Contractual Staff

Mr. P. K. Bhatia (Section Officer)
Mr. Arvind Kumar
Mr. Akhilesh Sharma
Mr. Amit Kumar
Mr. Suraj Kumar
Mr. Santosh Kumar
Mr. Chander Pal
Mr. Rahul Kumar
Mr. Sanjay Kumars/o Sh. Ram Prakash
Mr. Sanjay Kumar s/o Sh. Bhawani Prasad
Mr. Hari Chand Meena
Mr. Sangram Singh Yadav
Mr. Surender Kumar
Mr. Punit Thakur
Mr. Manish
Mr. Shakeel Ahmad
Mr. Lovkesh
Mr. Mohit
Mr. Karam Veer
Mr. Sanam Pathania
Mr. Abhishek

Girls Hostel (Contractual Staff)

Ms. Anju Tyagi (Warden)
Ms. Himanshi Sharma
Ms. Baby
Mr. Ajay



Important Committees related to Admission

Central Admission Committee

Dr. Praveen Kumar (Convenor)
Dr. Shalini Devi
Ms. Maulein Pathak
Dr. Harpreet Bhatia
Dr. Ravi Kumar
Ms. Rajat Arora
Mr. Prashant Kumar

Prospectus Committee

Dr. Bhavna Gupta (Convenor)
Dr. Padma Sai Arora
Dr. Vinita Jindal
Dr. Divya Haridas
Mr. Himanshu Kushwah
Dr. Geetanjali Sageena

Internal College Complaint Committee

Dr. Arpana Sharma (Convenor)
Dr. Neha Sharma (Teacher Representative)
Dr. Harpreet Bhatia (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. Priyanka Sharma (Advocate)

Staff Council Nominee for Sports Admission

Dr. Vinod Sharma

Special Category Admission Enabling Committee

Name	Contact Number
Dr. Deepak Srivastava (Convenor)	9818078452
Dr. Richa Sharma	9811171868
Dr. Vinod Kumar Sharma	9811431443

Grievance Committee for Admissions

Name	Contact Details
Dr. Pardeep Kumar (Convenor)	E- mail id : grievance.admissions@keshav.du.ac.in Contact Number : 011- 27018805
Dr. Neha Sharma	
Dr. Dhanpal Singh	
Mr. Ravi Kumar Yadav	
Ms. Meenakshi	



Anti-Ragging Committee (College + Hostel)

Name	Contact Number
Dr. Anupama (Convenor)	9873084652
Dr. Ashish Bansal	9891011050
Dr. Dhanpal Singh	9811447977
Dr. Mukesh Gupta	9891303900
Ms. Chetna	9210744293

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
Dr. Vinita Jindal	9810100377	Online RTI for Delhi Govt. and CIC
Dr. Dhanpal Singh	9811447977	SC/ST/OBC/Minority Scholarships, DSP 1.0
Dr. Ritu Arora	9810480690	SC/ST/OBC/Minority Scholarships, NSP 2.0

For Admission related Queries:

Email-id: admissions@keshav.du.ac.in

Contact : 011-27018805



Annexure : Reservation for Economically Weaker Sections

Proforma for Income and Asset Certificate:

Annexure III	
Government of _____ (Name & Address of the authority issuing the certificate)	
INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)	
Certificate No. _____	Date: _____
VALID FOR THE YEAR _____	
<p>This is to certify that Shri / Smt./ Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post _____ Office _____ District _____ _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "family***" is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:</p> <ul style="list-style-type: none">I. 5 acres of agricultural land and above;II. Residential flat of 1000 sq. ft. and above;III. Residential plot of 100 sq. yards and above in notified municipalities;IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities. <p>2. Shri/Smt./Kumari _____ belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).</p>	
<div style="border: 1px solid black; padding: 5px; min-height: 100px;">Recent Passport size Attested Photograph of the Applicant</div>	<p>Signature with seal of Office _____ Name _____ Designation _____</p>



Academic Calender (2019-20)

SEMESTER I / III / V / VII	
Classes Begin	20 th July, 2019 (Saturday)
Mid-Semester break	07 th October, 2019 (Monday) to 13 th October, 2019 (Sunday) Note: Dusshera on 08-10-2019 (Tuesday)
Classes begin after Mid-Semester break	14 th October, 2019 (Monday)
Dispersal of Classes, Preparation leave and Practical Examinations begin	16 th November, 2019 (Saturday)
Theory Examinations begin	30 th November, 2019 (Saturday)
Winter Break	17 th December, 2019 (Tuesday) to 31 st December, 2019 (Tuesday)
SEMESTER II / IV / VI / VIII	
Classes Begin	1 st January, 2020 (Wednesday)
Mid-Semester break	09 th March, 2020 (Monday) to 15 th March, 2020 (Sunday) Note: Holi on 10-03-2020 (Tuesday)
Classes begin after Mid-Semester break	16 th March, 2020 (Monday)
Dispersal of Classes, Preparation leave and Practical Examinations begin	28 th April, 2020 (Tuesday)
Theory Examinations begin	11 th May, 2020 (Monday)
Summer Break	26 th May, 2020 (Tuesday) to 19 th July, 2020 (Sunday)

