

## ADMISSION PROCEDURE

### Sri Venkateswara College is a constituent college of the University of Delhi.

- ✚ Admission to Sri Venkateswara College is as per guidelines laid by the University of Delhi.
- ✚ Please check DU Bulletin of Information for Admission to Undergraduate Courses (2019-20) at [http://www.du.ac.in/adm2019/pdf/17062019-UG\\_BULLETIN\\_JUNE17Revised.pdf](http://www.du.ac.in/adm2019/pdf/17062019-UG_BULLETIN_JUNE17Revised.pdf)
- ✚ Applicants seeking admission to Undergraduate Courses for session 2019-2020 are required to fill the Online Admission Form on the University of Delhi Undergraduate (UG) Admission Portal (<https://ug.du.ac.in/>)
- ✚ Applicants who wish to be considered for admission to various Undergraduate Courses based on merit are required to register online for all categories, including unreserved (UR) / SC / ST / OBC/EWS.
- ✚ Applicants seeking admission under supernumerary categories, namely Reservation of seats for Persons with Disabilities (PwD), Kashmiri Migrant (KM), Reservation for Armed Forces (CW) and Ward Quota shall also apply online on the UG admission portal.
- ✚ Extra-curricular and Sports 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 .Applicants seeking admissions under ECA/Sports have to register online at UG Admission Portal. The guidelines for admissions under ECA/Sports is available at [http://www.du.ac.in/adm2019/pdf/17062019-UG\\_BULLETIN\\_JUNE17Revised.pdf](http://www.du.ac.in/adm2019/pdf/17062019-UG_BULLETIN_JUNE17Revised.pdf). Details about the list of ECA and Sports for admission intake will be uploaded at [www.svc.ac.in](http://www.svc.ac.in). The admission of ECA applicants shall be administered through centralized trials by the University of Delhi.
- ✚ Applicants seeking admission under Foreign Students' category have to apply separately on Foreign Students' Registry website <http://fsr.du.ac.in/>

## **GENERAL INFORMATION**

**Source:** [http://www.du.ac.in/adm2019/pdf/17062019-UG\\_BULLETIN\\_JUNE17Revised.pdf](http://www.du.ac.in/adm2019/pdf/17062019-UG_BULLETIN_JUNE17Revised.pdf)

1. Admissions to undergraduate courses require physical presence of students and only eligible students will be given admissions on the basis of announced cut –offs.
2. The announcement of cut-off lists for all Programmes/ Categories of Applicants (UR/OBC/SC/ST/PwD/KM) will be made through the college notice board /University and College website in accordance with the DU schedule. There will be separate cut-offs for General, SC, ST, OBC , EWS , PwD and other Category students.
3. Rounding-off of fractions to determine eligibility is not permissible.
4. Gap year(s) will not be a bar for purposes of admission to the undergraduate courses.
5. Applicants with “compartment” results are not eligible to apply.
6. As per Ordinance-I of the University, there is no minimum age bar for admission to the undergraduate and postgraduate courses in the University and its colleges except in the courses where the respective regulatory bodies, such as Medical Council of India (MCI), All India Council of Technical Education (AICTE), Bar Council of India (BCI), National Council for Teacher Education (NCTE), Dental Council of India (DCI), etc. have prescribed the minimum age requirement in their regulations.
7. Verification of certificates will be carried out and the college retains its right to seek verification of information submitted from competent authorities. Concealment or misrepresentation of any material information is liable to lead to cancellation of admission, in addition to appropriate legal action.
8. All certificates are subject to verification by a competent authority. As per the University of Delhi rules, the college will accept self-attested copies of documents/papers provided by the applicant. However, if any false attestation/ falsified records are detected, the student will be debarred from attending any course at the University of Delhi and its colleges for the next five years. In addition, a criminal case under relevant section(s) of IPC (viz. 470, 471, 474, etc.) will be initiated.
9. The eligibility and admission criteria for each undergraduate course will be strictly as per the guidelines given by University of Delhi. [http://www.du.ac.in/adm2019/pdf/17062019-UG\\_BULLETIN\\_JUNE17Revised.pdf](http://www.du.ac.in/adm2019/pdf/17062019-UG_BULLETIN_JUNE17Revised.pdf).
10. The marks entered by the applicant will serve as the basis for computing the total marks for coursespecific combinations of “**Best Four” for admission in courses through the faculties of Arts, Commerce, Mathematical Sciences, Social Sciences, Applied Social Sciences & Humanities**, and “**Three Subjects” for admission in courses under faculties of Sciences and Applied Sciences**.
11. If the applicant has studied “Botany” and “Zoology” separately, the total of marks in both these papers must be entered in the respective fields for theory and practicals under the heading “Biology” in the field provided in your admission form
12. If the applicant's marksheets 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

- 13. 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) .**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 only their total marks in the first field (“Theory”) for that paper in the online Registration Form, and enter zero (“0”) in any subsequent fields for that paper.
- 14. “Internal Assessment” marks mentioned in the marksheet will not be used for any calculations.**
- 15. 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**
- 16.** 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 given below. **The issuing authority for EWS certificate is the same as for SC/ST.**
- 17. Rechecking/Revaluation** The colleges shall consider admission of the applicants whose marks get increased in the process of rechecking/ revaluation by their respective boards within the prescribed period of admission provided that such applicant fulfills the other eligibility conditions laid down for admission and seats are available in course/ college. The college will be required to update all the information on University Admission portal as per the University rules.\
- 18. Information on Hostel admission can be checked at [www.svc.ac.in](http://www.svc.ac.in) or from Hostel office directly.**

**Annexure IV: Reservation for Economically Weaker Sections**

Proforma for Income and Asset Certificate:

<b>Annexure -I</b>
<b>Government of.....</b> <b>(Name &amp; Address of the authority issuing the certificate)</b>
<b>INCOME &amp; ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)</b>
Certificate No. _____ Date _____
<b>VALID FOR THE YEAR _____</b>
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 to Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:
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.
2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)
Signature with seal of Office _____ Name _____ Designation _____
Recent Passport size attested photograph of the applicant
<b>*Note 1.</b> Income covered all sources i.e. salary, agriculture, business, profession, etc.
<b>** Note 2.</b> The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and sibling below the age of 18 years as also his/her spouse and children below the age of 18 years.
<b>***Note 3.</b> The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

## Grade Conversion

[As per AC Resolution No. 319, Dt. 22.3.1976]

Formula/equivalence of the grade point average awarded in Cambridge School Certificate/ Overseas /African G.C.E./Examination School Certificate Examination and / or 12<sup>th</sup> Grade Examination of American Embassy School, New Delhi with the percentage of marks as are awarded in the Higher Secondary Examination of the Central Board of Secondary Education, New Delhi, for the purpose of admission to different courses in the University of Delhi.

Grade	Min.% of Each Grade	Grade	Mean Resultant Percentage
1	90	A	90
2	75	B	75
3	66	C	60
4	61	D	40
5	57	E	30
6	51	F	Fail
7	47		
8	40		
9	Fail		

### 10.4.1 Admission to IB Students (IB Grade to Marks Scheme)

Grade	Indian Equivalent Marks	
7	96-100	Midpoint 98
6	83-95	Midpoint 89
5	70-82	Midpoint 76
4	56-69	Midpoint 62.5
3	41-55	Midpoint 48
2	21-40	Midpoint 30.5
1	1-20	Midpoint 10.5

#### 10.4.2. Admission for University of Cambridge (International Examinations) Students

Grade	Percentage Uniform Mark Range	Mean Resultant Percentage
A*	90-100	Midpoint 95
A	80-89	Midpoint 85
B	70-79	Midpoint 75
C	60-69	Midpoint 65
D	50-59	Midpoint 55

- \* Wherever G.C.E. Certificate indicates the grades; it will be treated at par with the grades of Indian School Certificate Examination for purposes of Admission requirements. (See Grade Conversion)
- \* The Applicants seeking admission to an Honours Course must have passed the subject at Advanced level. For Geology and Anthropology Honours Courses, the applicant must have passed one Science subject at Advanced level out of Physics/Chemistry/ Mathematics/ Biology.

The Applicant seeking admission to Honours Course in Physics / Chemistry must have passed: Mathematics and Additional Mathematics at Ordinary level and at least one subject at Advanced Level out of (1) Pure Mathematics (2) Applied Mathematics (3) Mathematics (Pure and Applied) and (4) further, Mathematics or Additional Mathematics at Ordinary Level and one subject at advanced level.

The nomenclature of **Cambridge International Examinations** has been changed to **Cambridge Assessment International Education** w.e.f. 2017.

Further the University shall also treat the applicants passing the 10+2 exam from this board at par with the applicants passing 10+2 from other recognized boards and eligible for admission to UG courses of the University.

Further, the percentage uniform mark will be used by the University for admission purposes. Grades will not be converted to marks where percentage uniform marks are available.

**In case any board declares the percentage marks of individual subjects along with the grades, then marks shall be taken into consideration.**

# ADMISSION PROCESS AT SRI VENKATESWARA COLLEGE

