



ST. STEPHEN'S COLLEGE, DELHI

Prospectus 2014-15



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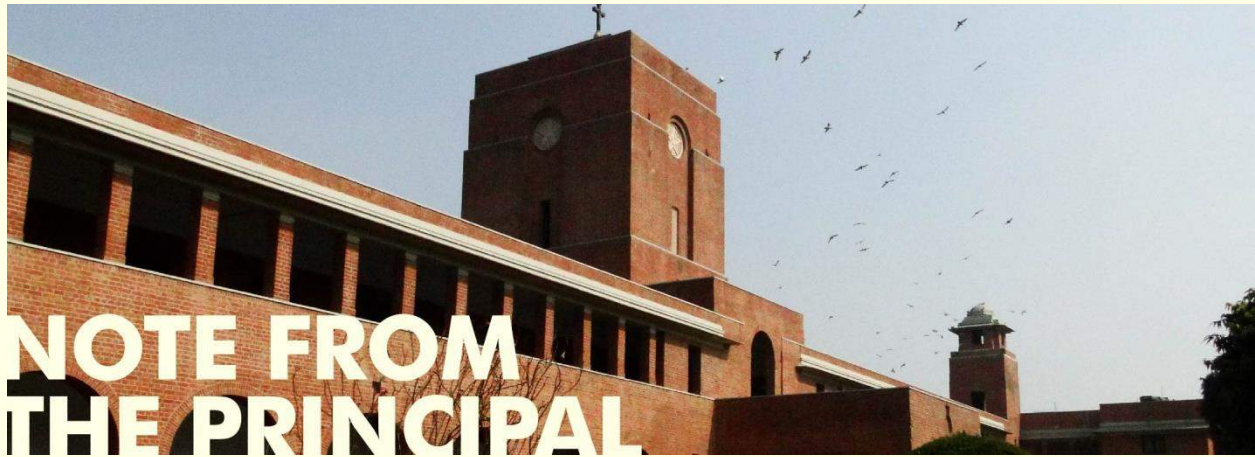
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Dear applicant,

Over forty years ago I was in your shoes! I was an anxious applicant. I do feel for you. Feel one with you.

St. Stephen's has moulded me into who I am today. I am a grateful Stephanian. You too could be. Who knows?

But ask yourself. Do you really want to be?

If you do, why?

Because the College excels in the pursuit of excellence?

Are you sure you know what this could require of you?

Excellence walks on two legs: hard work and discipline. Avoid St. Stephen's like a pestilence if all you want is a 'good time,' or a market savvy brand name. Run away for dear life if your heart is not on fire to attain the fullness of your stature and scope. Seek other havens if you prefer the cheap and the easy-going. There is much in the life and culture of the College that may not please you, if you are only a purveyor of the fashionable and the popular. Several of our customs and practices are 'old fashioned'. The mandatory morning assembly being only one such.

Be forewarned!

St. Stephen's College is not a precipitate of the avant-garde. It was inspired by a profound spiritual vision of education. This college is predicated on character building. The shaping vision of the College is 'total development'. We value ideals and values. Exercise your freedom of choice! Right now! Apply, not because this is the done thing. Apply only if this is the one thing you absolutely want to do.

Greatness is not a label. It is an inner treasure. It can only be acquired through passion and participation, through discipline and hard work. There is no shortcut to greatness.

Make sure you've read this Prospectus and the application form carefully. It could help you in the interview, in case you are short-listed for it. Perhaps you should apply to other institutions as well. Remember, only about 2% of those who apply are selected in the end. That's not such a calamity. There is life outside St. Stephen's too!

Understatement is the hallmark of the College. We abhor the loud, the gaudy and the showy. The College campus is a visual metaphor of the majesty of simplicity. A Stephanian is, by definition, sensitive to the environment and holds himself responsible for its health and wholeness.

St. Stephen's is a place of dignity. Every member of the College community is required to be dignified in conduct and decorous in dress. A spirit of appreciation and nobility of taste are basic to the culture of the College.

The development of whole person being the shaping goal of the education that the College imparts, students are encouraged to participate in various co-curricular and extra-curricular activities that abound on the campus. Every activity is envisaged to be a learning experience. This explains the distinctiveness that others see in Stephanians.

St. Stephen's is a strongly residential institution. Living in residence is a privilege, not a right. Sadly, we do not have enough residential facility to meet the needs of all outstation candidates. Those from the NCR of Delhi do not, normally, qualify for residence. A higher standard of academic achievement and regularity at work are required of those who live in residence. Residence is a nursery for national integration. Young people from all over the country live together and develop a deep bonding that transcends religious, regional and linguistic boundaries. Residential facility is allotted on an annual basis. The Principal shall, however, withdraw this facility from anyone if, in his opinion, he or she has misused it in any way. Continuation in residence is contingent on academic merit and a high order of attendance.

Student-teacher relationship is the very soul of St. Stephen's College. It is marked by love and respect. Being irregular at lectures and tutorials/practicals is deemed discourteous. Every member of the College community, including the non-teaching staff, shall be treated with courtesy. Except for reasons of ill-health or other imponderable circumstances, absence from academic work is unacceptable.

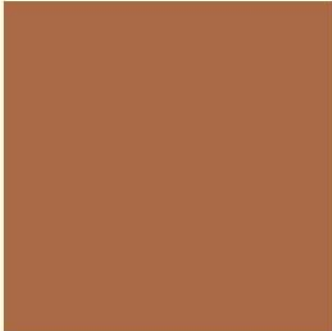
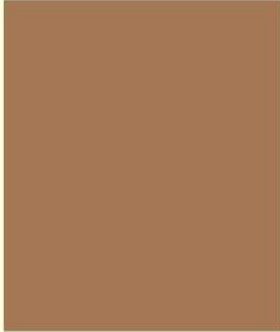
Morning assemblies –it merits emphasis- Mondays through Thursdays all the year round, are basic to St. Stephen's. Generations of Stephanians have found this to be a cementing factor for the College fraternity and a guiding light in the journey of their life. All first-year students are required to attend the morning assembly. Attendance at assemblies is deemed a significant index to the outlook of a student and, hence, given due weightage for continuing in residence and qualifying for scholarships and prizes. Junior Members are, likewise, expected to attend all College ceremonies, the foremost among them being the Founders Day and Dismissal Service.

Students are required to be dressed in a proper and dignified manner when they attend chapel services, morning assemblies, lectures, tutorials and practicals, eat in the College Mess or spend time in the library. The use of cell phone is not allowed in these venues.

St. Stephen's values the role of parents in the education of their children. We don't believe that parent-child relationships need to flounder in the storm of teenage tempestuousness. We welcome the continued participation of parents in the educational formation of their wards. Parents/local guardians of resident students are free to get in touch with the Principal and the Dean of Residence. Parents of day-scholars are advised to be in touch with the Senior Tutor.

Finally, admission to St. Stephen's is based solely on inter se merit. Any attempt to influence admission shall result in the disqualification of the candidate.

Principal
St. Stephen's College
Delhi | 110007



THE COLLEGE



2.1 COLLEGE PRAYER

“O God, the Eternal Wisdom who didst call Thy servant Saint Stephen to be in life and death a witness to Thy Truth, bless, we beseech Thee, this College named in his honour, that it may ever stand for what is true and beautiful and good. Fill it with Thy Holy Spirit, that by its life and learning it may lead men and women both into the knowledge of Thee and of Thy handiworks and into the love of Thee and of their fellow beings; and so fit them for their citizenship alike of earth and heaven.”

ST. STEPHEN'S COLLEGE draws its inspiration from the life and teachings of Jesus Christ and seeks to foster the intellectual, spiritual, moral and aesthetic formation of those who come to it. It is a minority educational institution of the Church of North India (CNI), Delhi Diocese. The essence of the College is encapsulated in its motto: **Ad Dei Gloriam**, or "to the Glory of God".

2.2 OVERVIEW

St. Stephen's College is much more than a premier educational institution of national standing. As a 'Stephanian', you become part of a vibrant platform with a 133-year old tradition, rich in culture and continuity. The College, named after St Stephen, the first Christian martyr, was founded on 1 February, 1881 by a Christian Mission from Cambridge (the Cambridge Mission to Delhi). The College crest, officially adopted in 1926, combines these various elements. It has the martyr's crown of gold ("Stephanos" means crown), placed on a field of martyr's blood red and Cambridge blue, with the five point Star of India. The Rev. Samuel Scott Allnutt was the first Principal, and the anniversary of his death is observed as the **Founder's Day** on the 7th of December every year.

St. Stephen's College is the oldest college in continuous existence in Delhi. In the beginning it was affiliated to Calcutta University, but it shifted its affiliation, in 1882, to the University of Punjab in Lahore: an examining University established in October 1882 out of the Lahore University College of Calcutta University. Forty years later, in 1922, St. Stephen's College became one of the three original constituent colleges of the University of Delhi, when it was established by an Act of the Legislature.

The College began with five students and three teachers in a house in Katra Khushal Rai, near Kinari Bazar in Chandni Chowk. In 1891 the College moved to a site within the Kashmere Gate, and from 1891 to 1941 it was housed in the building now occupied by the office of the Election Commissioner, NCT of Delhi, near St. James' Church. In 1941 it shifted to its present site in the

University Enclave. The first sod at the new site was cut in a ceremony on 26 February, 1939 and the foundation stone laid on 27 March, 1939 by Rev. C.F. Andrews. With the exception of some later additions, the present beautiful buildings of the College, in red brick and Delhi quartzite, were designed by the distinguished architect, Walter Sykes George.

2.3 ACADEMIC SYSTEM

Each and every course of St. Stephen's College gets truly customised through tutorial sessions. Students are required to go into reading lists that are specially prescribed by the course tutor. This lends character to the course, by taking into account the university syllabi and examinations, course objectives and tutor's methodologies. The departmental societies add to the exposure of students through international/national conferences, extension lectures, discussions and debates.

The College awards each year a number of prizes to students for high achievements in academic and extracurricular activities. Scholarships and various categories of financial aid are also given to deserving students on a need-cum-merit basis.

St. Stephen's College actively cultivates research attitude in students through participation in innovation projects. The college now has 6 such projects in which faculty and students are working together. We also have collaborations with some of the leading universities in the United States of America, United Kingdom and Japan that facilitate student exchanges and joint research possibilities, providing exposure to learning in a global environment.

2.4 CULTURAL ASPECTS

Societies and Clubs are integral to the vision of "total education" that underlies the uniqueness of St. Stephen's College. For each subject there is a Society which organizes scholarly as well as popular lectures-cum-discussions. Junior members from all disciplines are encouraged to attend programmes organized under the auspices of various subject societies. This lends an interdisciplinary character to their formation in the college.

There are many other academic and cultural societies and clubs covering a wide range of activities, such as debating, quizzing, dramatics (the Shakespeare Society and the Shakespeare Sabha), mountaineering and adventure sports, film and music appreciation, photography and electronics- some of these are the oldest in the country.

2.5 FACILITIES

We have an exceptionally fine Library, housed in a separate wing, with more than a hundred thousand books, and a separate archival section which holds records pertaining to the history of the College.

Having been built up over many decades and in more propitious times when books were cheaper and grants further, the College Library is a resource unmatched by any undergraduate institution in Delhi. It has also moved with the times, and is now fully automated and air conditioned. In the digital section, students can access various e-resources. To cater to visually handicapped students, the library has a separate section comprising a designated audio section, books in Braille, and screen-reading software. It also provides seamless access to information through an online library at <http://www.library.ststephens.edu>, so that students can access the catalogues, online journals and online reference sources at any time, irrespective of location.

2.6 SPORTS

In keeping with its tradition of all-round education, with a purposive accent on sports and games, the College offers excellent sports infrastructure. This includes a football field on the College campus complete with a pavilion and changing-room facilities, a basketball court, two all-weather synthetic tennis courts, and a well-equipped gymnasium (with facilities for indoor courts for badminton and squash racquets as well as weight training). Our cricket ground is located in Mori Gate. An outdoor artificial climbing wall is attached to the gymnasium; the Hiking Club hosts an annual national artificial climbing competition at this wall. Besides these, the Junior Combination Room and the Ladies Common Room provide facilities for table-tennis and other indoor games.

2.7 CHAPEL

The College Chapel, designed by Walter George and built in 1952, is located at the geographic centre of the College, symbolizing the God-centredness of our vision for life and learning. It is open to all members of the College for prayer and meditation. Instruction in the life and teachings of Jesus Christ is imparted to first-year Christian students, for whom attendance at

these lectures is mandatory. Non-Christian students have the option of attending an alternative series of lectures titled "Engaging with an Unequal India".

2.8 SOCIAL COMMITMENT

St. Stephen's College thinks of education as a cultural enterprise with a social conscience. Responding to social issues is central to the vision of life in college. The Social Service League in college, an organization with a history of a century of selfless work, engages with the socially deprived inside and outside the campus in its attempt to work towards a more egalitarian future. Visits to slums and locations of natural disasters, blood donation camps and classes for the weaker and disadvantaged sections are some of the features of such work in college.

2.9 SPECIAL SUPPLEMENTARY COURSE AND CENTRES

St. Stephen's College offers a special supplementary course for its students in an attempt to deepen their understanding and widen their exposure.

The first course, **ENGAGING WITH AN UNEQUAL INDIA: JUSTICE, COMPASSION, DEMOCRACY AND CITIZENSHIP**, devised by the distinguished alumnus Harsh Mander, is mandatory for the first year students (except the Christian students who attend Religious Studies), offers an unprecedented opportunity to be educated about the lived realities of the 'other' India, including poverty, hunger, homelessness, untouchability, patriarchy and communalism. It will touch upon privilege and the denial of opportunities, the humanist and socialist ideals of the Constitution, and finally, the essentials of responsible, democratic citizenship. For first year students, this course is compulsory.

The Translation Studies Centre and the Centre for Gender, Culture and Social Processes organize workshops, courses and conferences for which students are welcome to sign up.

In addition to this, the College offers part-time **Certificate, Diploma and Advanced Diploma** courses in **French, German, Spanish, Chinese, and Japanese** which are open to students of the University of Delhi and the general public. The regular students of St. Stephen's College can also enrol themselves for these courses. The University of Delhi conducts the examination and awards Certificate, Diploma and Advanced Diploma for French and German. St. Stephen's

College does the same for Spanish, Chinese and Japanese. A student will be admitted to only one course at a time. The prospectus and admission forms will be available at the **St. Stephen's School of Languages Office** near the Rudra Gate of the campus from 20 June 2014. For more details, see the link on the college website.

2.10 LIFE IN COLLEGE

St. Stephen's endeavours to be a miniature India, reflecting its unity-in-diversity. The College has an all-India, all-religious texture and has students as well as teachers from every state and union territory. About a third of the students live on campus.

2.11 RESIDENCE

In St. Stephen's College a comparatively large proportion of the student body is provided residence. Nevertheless, given the all-India character of the College, it is only natural that a large number of students seek on-campus accommodation, and not everyone who wishes to stay on campus will be successful in securing it. All lady applicants are advised, in light of the limited residential facilities available, that they should be prepared to make safe and satisfactory arrangements for their stay outside the campus, in case they are not granted on-campus accommodation. It is to be noted clearly that admissions to residence are made annually (Refer to the section on residence). The Dean of Residence is assisted by Block Tutors and Wardens (in the case of ladies' blocks).

2.12 IMPORTANT CEREMONIES

Morning assemblies, Mondays through Thursdays all the year round, are unique to St. Stephen's. Generations of Stephanians have found this to be a cementing factor for the College fraternity and a guiding light in the journey of their life. All first-year students are required to attend the morning assembly. Attendance at assemblies is treated as a significant index to the

outlook of a student and, hence, given due weightage for various purposes that include continuation in residence. All Junior Members are, likewise, expected to attend the important College functions and ceremonies, the foremost among them being the Founders Day and the Dismissal Service.

The anniversary of the death of The Rev. Samuel Scott Allnutt, the first Principal of the college, is observed as the **Founder's Day** on the 7th of December every year. On the day, a special service is held in which the founder, his associates and all those who served the college in the past are commemorated.

The **Dismissal Service** is held at the end of every year at which we bid Godspeed to all graduating Stephanians.

2.13 ALUMNI

The College has one of the most distinguished alumni networks in the country. Our alumni serve the nation at the highest levels in diverse areas that include governance, corporate sector, art and culture, science and technology, politics, media, policy planning, and research. The College is fortified by the unreserved love and loyalty that all Stephanians, past and present, have for it. The alumni are involved in the life of the College by way of meeting its infrastructure needs, enriching its academic and co-curricular profile, interacting with the Junior Members and enlarging the frontiers for their multi-faceted training.

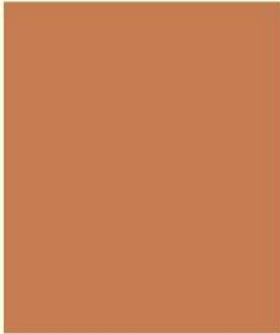
2.14 COLLEGE STUDENTS' UNION SOCIETY

Firmly committed as Stephanians are to the uniqueness of the College, the Junior Members are not members of the Delhi University Students Union (DUSU). We have, instead, a College Students Union Society that serves as the umbrella organization for several other Societies and Clubs. The affairs of the SUS are conducted with zest, élan and institution-wide participation, but always in harmony with the ethos and culture of the College.

2.15 EQUAL OPPORTUNITY CELL

St. Stephen's College is committed to provide enabling environment to all students with special needs and those from deprived backgrounds. A significant number of our students hail from the SC/ST background or are persons with disabilities. They are entitled to services provided by the Equal Opportunity Cell. The ground floor of the college main building and its rest rooms are wheel chair accessible, and every kind of care is taken that all classes of orthopaedically challenged students are held in accessible areas. The College library has specialized equipments like Jaws-enabled computers and Zoom-Ex, and a large collection of e-books for visually challenged students. These students can also issue out MP3 and Angel recording devices. These facilities are constantly updated and upgraded as the college attaches special significance to the participation of the visually challenged in its total life. The student volunteers of college Social Service League provide regular reading and examination writer services. The SSL also organizes Drishtikon, an inter-college cultural festival for these students. For the past four years the EOC has been organizing weekend treks for visually challenged students to help them experience outdoor adventure. This year students went on a hike in the Solang valley in Himachal Pradesh.

Perhaps more remarkable than the above mentioned formal institutional programmes is the informal community experience differently abled students enjoy in college. Among themselves they constitute a storehouse of knowledge about specialized software, e-books, and latest electronic gadgets, which regularly gets passed down from senior students to incoming students. Differently abled students excel not only in studies, but have also won prizes in sports, music, debating and theatre. In fact, the college Sportsperson of the Year award for 2013-14 was won by Ankur Dhama, a visually challenged student who currently holds the Asian record for 800 m.



UG PG COURSES



3.1 UNDERGRADUATE PROGRAMMES

As a constituent college of the University of Delhi, St. Stephen's abides by all University regulations, other than those that affect its minority status and rights under Article 30(1) of the Constitution of India. The University follows the semester system in all its undergraduate and graduate programmes. University examinations are now held *twice* a year, at the end of each of the semesters an academic year is divided into.

Every student is required to work towards a degree with a specific choice of courses. Bachelor's degree courses are taught in the College. The duration of a Bachelor's is four years (The University has decided to make it a four year programme with effect from the last academic year, 2013-14). The following degree programmes are offered by the College as prescribed by the University of Delhi:

B.A. (Honours) in Economics, English, History, Philosophy and Sanskrit.

B.Sc. (Honours) in Chemistry, Mathematics and Physics.

The medium of instruction in the College is English.

3.2 POSTGRADUATE PROGRAMMES

Master's degree courses are taught in the University. The duration of a Master's programme is two years.

M.A. in Economics, English, History, Mathematics, Operational Research, Philosophy and Sanskrit.

M.Sc. in Physics, Chemistry, Mathematics and Operational Research.

3.3 THE FOUR YEAR UNDERGRADUATE PROGRAMME

As in last year, students joining St. Stephen's College this academic year (2014) will be admitted to the Four Year Undergraduate Programme (FYUP). To get an honours degree, students have to successfully complete course work of four years. Students have the option of getting a Diploma and a Bachelor's Degree after successfully completing two years and three years of course work respectively. The new programme is still discipline-centric in the sense that each student will be admitted to a particular discipline (e.g., Physics or Economics), designated as Discipline Course I (DC I). Each Discipline Course I will consist of 20 papers spread over 8 Semesters. Each semester will have 14 weeks of teaching.

In addition to DC I papers, each student will be required to take 11 Foundation Courses and 1 compulsory Applied Language Course. These twelve courses are spread over the first two years.

These Foundation Courses and Applied Language Courses are as follows:

1. Language, Literature, and Creativity –I (Hindi /MIL /Sanskrit /Arabic /Persian / Indian Literature)
2. Language, Literature, and Creativity –II (English)
3. Information Technology
4. Business, Entrepreneurship, and Management
5. Governance and Citizenship
6. Philosophy, Psychology, Communication and Life Skills
7. Geographic and Socio-Economic Diversity
8. Science and Life
9. Indian History and Culture
10. Building Mathematical Ability
11. Environment and Public Health
12. Applied Course - Language

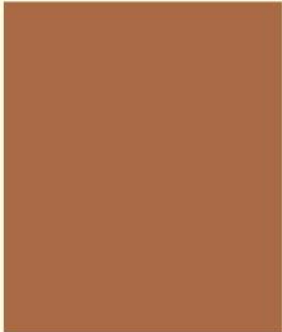
Alongside DC I and Foundation Courses there are 6 papers of Discipline Course II (DC II) which are offered from III to VIII (one in each semester). Students will choose their DC II at the end of second semester. DC II likely to be offered in St Stephen's College are:

1. Economics
2. English
3. History
4. Philosophy
5. Sanskrit

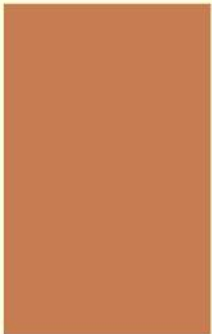
6. Physics
7. Chemistry
8. Mathematics
9. Political Science
10. Hindi
11. Computer Science
12. Urdu (compulsory for those who are admitted against seats reserved for Urdu optional language students).

Students can choose to do either all 6 papers of DC II offered by a particular department (e.g., all 6 papers in Political Science), or three papers each from amongst the papers offered by two departments (eg., 3 of Political Science and 3 of Economics). These choices will be subject to particular requirements of concerned departments.

In addition to DC II, students are also required to take 4 Application Courses, one in each of semesters III to VI. These application courses are offered by departments that offer DC I. Students are free to take any Application Course that is on offer, no matter which DC I they take.



HUMANITIES



4.1 B.A.ECONOMICS

BA (Honours) degree from the University of Delhi with major in Economics is, without any exaggeration, the finest undergraduate course in the discipline available in India. The coverage and levels of academic sophistication are at par with undergraduate Economics taught anywhere in the world. It is important, therefore, for the prospective applicant to have a realistic idea of what the subject is. It is technically demanding and requires strong mathematical and “quantitative” skills. It is *not* a simple extension of the Economics that a student may have encountered in school, and it is *not* primarily descriptive in character. In many respects, it has more in common with the physical sciences in its reliance on model-building as a guide to the “real world”; and the empirical testing of models (“theories”) requires sophisticated statistical tools.

Students who want to opt for Economics as Discipline I should be very comfortable with Class XII Mathematics and logical reasoning starting from clearly stated assumptions. A Class XII background in the sciences, especially school Physics, is in fact, very good preparatory training. If the student has the basic mathematical skills and the ability to reason logically, there is no need to have done Economics at Class XII since the course is entirely self-contained.

The major constituent units of the Economics Discipline Course I are: Mathematical Methods for Economics, Statistical Methods in Economics, Microeconomics, Macroeconomics, Money and Financial Markets, Econometrics, Indian Economic Development, International Economics, Development Theory and Experience, Political Economy, and Public Economics. In the seventh semester there will be a taught course on Research Methodology that will introduce the student to applied econometric analysis and will develop the skills required for empirical research in Economics. In the eighth semester the student will write a research paper under faculty guidance on a topic of her/his choice. Students will also have the option to choose upto four applied courses in Economics in addition to 20 Discipline I papers. The applied courses offered by economics department are Game Theory, Financial Economics, Public Finance, and Environmental Economics. Full details of the course structure are available on the College website.

A significant proportion of the graduating class pursues higher studies in Economics in India or abroad. There is a very distinguished list of former students of Economics in the College who have gone on to senior positions as economists in Government, in the World Bank or Asian Development Bank, the IMF and so on; many are in teaching positions at Universities in India (the Delhi School of Economics, Indian Statistical Institute, JNU, etc.) or abroad (Oxford, Cambridge, Columbia, Cornell, Carnegie-Mellon, Brown, Michigan, the London School of

Economics— the list is very long). But it is far from the case that studying Economics in St. Stephen's College leads only to academic or research careers. A very large number of students have chosen careers in civil service and some have reached the highest levels of policy making in the government as highest ranking officers or ministers. Many students go on to do management studies at one or the other of the business schools, and thence to the corporate sector. A very large number of top executives of leading multinational companies and many captains of Indian industry studied economics at St. Stephen's College. Many former students have distinguished themselves in the field of law. A fair proportion of students get jobs immediately after the undergraduate degree in a variety of private sector firms and in the print and electronic media.

4.2 B.A. ENGLISH

Each year the Department of English, St. Stephen's College, accepts students with a wide range of abilities and an openness to learning. Reading literatures in English with us enables the considerable promise young students start out with. The four year programme in literature offers a rigorous training in intellectual traditions and will require many foundational changes in you. You will develop skills to read literary works with critical engagement and always with alertness to a wide range of contextual frames—political, sociological and philosophical. The study of literary works with us becomes an agential practice. You will be part of a wonderful range of conversations that will prepare you for much else besides.

Discipline I courses are for students who have opted to specialize in literature. Across a four year period, these courses travel an impressive range, spanning long periods of time, genres and alternative locations. They encourage you to discern the politics of canon formation and challenge you to recalibrate your understanding of 'literature.' Many thresholds will be crossed here, and critical concepts fine-tuned. Even as you are trained in writing short papers, you will also gain confidence in developing your own research questions later in the programme. Discipline II courses are for students who major in subjects other than literature. The six papers offered acquaint students with upcoming fields of research within literary studies, especially those with a transdisciplinary focus. The Department also teaches Application and Foundation courses that illustrate many other aspects of our pedagogy, from language instruction to translation practice. Interested students are encouraged to read brief descriptions of Discipline I, Discipline II, Foundation and Application courses on offer, on the St. Stephen's College website.

Our faculty is trained in varied schools of scholarship and learning. Gender and film studies, African American literature, Indian writing, European drama, postcolonial studies, performance

studies and popular culture are some of the faculty's areas of research. We bring to lectures and tutorials our diverse enthusiasms. Often these interests take a life beyond the classroom – the Poetry Society, English Literary Society, Shakespeare Sabha, Shakespeare Society and Fine Arts Society are only some of the avenues where the extra-curricular lives of our faculty and students take shape. We also design and host an Annual International Conference that encourages our students and faculty to present research to an open audience.

4.3 B.A. HISTORY

The four year History course provides a broad exposure to history in the Discipline I category together with a set of papers in the Discipline II category. There are no options as far as the Discipline I papers in history are concerned. However, the students can choose their Discipline II papers from among those that individual Colleges are in a position to offer. This is intended to provide a second string to the bow: those who wish to pursue some subject at the post graduate level other than history can choose the appropriate Discipline II papers. Eleven compulsory foundation courses during the first two years provide a broad idea of various themes and subjects that are considered important for any graduate student today. Projects for these foundation courses aim to encourage curiosity about and linkages with the world around us. The basic objective is to postpone specialized study of any one discipline until later and to produce intelligent lay persons and citizens. Application courses are designed to utilize the knowledge of history for the study of art and popular culture or of institutions like museums and archives.

The emphasis on economic history that was once the benchmark for rigorous scholarship has been steadily whittled away by the rise of social and cultural history. Environment, gender, science and technology also feature in the new history syllabus. Almost all the courses deal with economic, social and cultural history but the proportions in which these elements feature vary considerably. Students are taught the economic and social history of the ancient world, about Greece and Rome, and the rise of major religions over two separate semesters in the first year. The history of ancient India is also taught during the first two semesters on the basis of literary, epigraphic and archaeological evidence. In the second year, during the third and fourth semesters, courses cover the rise of capitalism, the Renaissance and the Reformation. Early medieval India is taught with respect to salient developments in North as well as South India. A paper is also offered on prominent developments in the contemporary world from anti colonial movements to globalization by the end of the twentieth century. Therefore, even those students who exit at this point after two years get a broad idea of

history.

In the third year in College, the focus is on developments during the Mughal and British colonial periods. Revenue systems, popular religious movements, peasant rebellions are the subjects of study for both these papers. The Modern Indian History paper deals with the national movement and cultural developments up to the end of the nineteenth century. The history of Europe deals with crucial developments and trends from the French revolution to the rise of fascism and the outbreak of the Second World War. Social, economic and cultural developments in Europe until the end of the twentieth century will also be a part of the new syllabus. If some students exit after three years they will get a degree in History.

Those who wish to stay on for the fourth and final year will get an Honours degree in History. They will study the history of India during the twentieth century before and after independence over two semesters. The history of China in the seventh semester and that of Japan and Korea in the eighth is also being offered. In the paper on research methodology students will learn more systematically about the historian's craft and the methodology of eminent historians. The links between history and other branches of knowledge like psychology, literature and anthropology will be explored in detail. Students are also expected to write a research paper which will prepare them for higher studies in history.

Access to various academic journals provided by the Delhi University makes the work of consulting reliable and authentic work easier and faster than it has ever been. This is the golden age of access to a world of journals and e-books undreamt of in the past. Students need to combine wide reading with skill in writing clear and concise essays. The ability to express oneself clearly in one's own words is valuable in any academic discipline but particularly so in a subject like history.

The History Honours course is a valuable preparation for a whole host of courses and careers after graduation. The training in the study of history is a lifelong asset. Students who have studied history have excelled in various walks of life: law, the civil services, journalism, academics, social service and theatre. Law, media and management have become popular. Those who wish to engage with sub-specialities in history – like the evolution of personal laws and property rights, the position of women in the economy and polity, the emergence of caste and religious sects, the development of cinema and theatre, of art and architecture – can work on projects for the papers that they do each semester, in such a manner that they dovetail with long-term career plans.

4.4 B.A. PHILOSOPHY

Philosophy is one of the smaller departments at St. Stephen's. Taking advantage of this, classes are organized more in the mode of interactive group discussions than following the traditional lecture format. The department maintains a friendly and somewhat informal classroom atmosphere. Despite the general expansion occasioned by the four year undergraduate programme, classes in Philosophy will continue to remain small. In the new syllabus, the first semester will introduce the student to the elements of formal reasoning, an essential tool for deciphering and unraveling some of the complex arguments that will be analyzed over the next four years. A course in Ethics will complement this and the student will grapple with some of the fundamental questions of morality, both at the theoretical and practical level. In the second semester of the first year, important philosophical strands in classical Indian philosophy, including the 'Vedic' and the 'non-Vedic' schools, will be studied, along with a close encounter with some early Greek thinkers. In the second year after an introduction to problems of metaphysics and epistemology the student will study a range of concepts in western and Indian political philosophy. Later in the fourth semester, feminism and the philosophy of religion will attempt to cure you of the multiple ills of misplaced masculinity and dogmatic fervor. The feast goes on as courses in the third year include philosophical texts as well as a large helping of continental thought. This is followed by the philosophy of Law, and a more theoretical paper in Ethics. The fourth and final year offers a wide range of texts and themes in both Western and Indian philosophy: subjects from the philosophy of the language to philosophy of religion, with two compulsory papers on ethics and two major texts of Indian philosophy.

Given that philosophy is not taught at the high school level, it is not surprising that prospective students wonder 'what it is all about'. The department believes that nothing is outside the pale of philosophy, and during these four years there will indeed be opportunities to discuss a vast assortment of themes and topics.

So what is philosophy? Very briefly, it is an invitation to think. We believe that we provide an environment where you can learn to think logically and critically. This is of course a dangerous terrain, for the thinking man is an anathema to most, another reason for the small classes. The weekly meetings of the Philosophical Society are an additional forum where students and faculty present papers for discussion on a variety of issues.

For the right person, the undergraduate program in philosophy may prove to be a turning point. As one philosopher remarked, rather than ask what you can do with philosophy, you should consider what philosophy will do with you.

4.5 B.A. SANSKRIT

Sanskrit was the principal vehicle for all intellectual discourses in India for more than two thousand years. With the new FYUP placing more emphasis on inter-disciplinarity, Sanskrit syllabus has been redesigned to focus on India's own explorations and achievements in various fields such as language and literature studies, socio-political theories, philosophy, aesthetics and dramaturgy, science and mathematics etc.

The FYUP allows four openings for the study of Sanskrit. It can be read as DC I, DC II, Foundation and Application subjects.

DC I – Sanskrit is the major subject here with 20 papers to be done in eight semesters. It covers a wide range of areas like Vedas, Upanishads, grammar, literature - classical as well as modern, Indian social and political thought, poetics and aesthetics and Indian philosophy. A person desirous of opting for Sanskrit as DC I must be highly motivated and willing to work hard and must have studied Sanskrit up to class X at least. Knowledge of Sanskrit will be tested at the interview.

DC II - This is a minor course in Sanskrit with six papers to be done in as many semesters. It starts with an elementary language course and then covers discipline areas like social and economic thought, logic and debating techniques, astronomy and mathematics, aesthetics and Indian theatre. A student doing a major in any subject in science or humanities can opt for this course. A candidate desirous of studying Sanskrit as a DC II subject must have read Sanskrit at least up to class X and must prove the ability to handle advanced texts. College may devise its own ways to determine a candidate's competence in Sanskrit.

Application Courses – With lesser focus on texts, these are application based courses on basic use of language, fine arts, script writing, balanced living and personality development. A student doing a major in any subject in science or humanities can opt for this course.

Foundation Course – To be read in the first semester, this course seeks to use literature as a tool to enhance sensitivity towards issues of social concern. It has a language component and selections from Sanskrit literature which focus on issues like unity and harmony, freedom, motivation and initiative, sociology of expressions, human resource development through physical health and emotional stability. A student doing a major in any subject in science or humanities can opt for this course.

4.6 Hindi Courses for the Four Year Undergraduate Programmes

Hindi is offered as a Foundation Course called “Language, Literature and Creativity I (Hindi) and as an Applied Language Course in the first year. All first year students are expected to do the Foundation Course (Hindi). However, students who have studied Hindi only up to standard VIII in school may opt for Indian Literature (English) if they so wish. Students are free to choose Applied Language course in Hindi or English.

4.7 Urdu & Persian Courses for the Four Year Undergraduate Programme

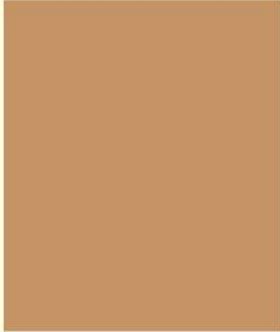
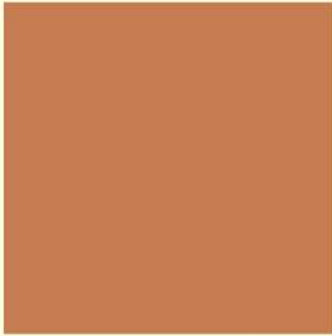
Urdu & Persian are offered as Discipline II subjects. In the new four year undergraduate programme, 6 seats are earmarked for the students who have studied Urdu till class 12th, in the humanities courses offered by the college (Economics, English, History, Philosophy). The students who get admitted to these seats have to study Urdu in the first semester as one of the Foundation Courses in Modern Indian Language (MIL) and from the second year onwards as the discipline two (DC II) option.

4.8 Political Science Courses for the Four Year Undergraduate Programme

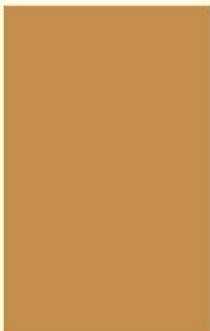
The Department of Political Science offers the following courses under the Four Year Undergraduate Programme, spanning over last 6 semesters:

1. Foundation Course: Governance and Citizenship (III and IV semester)
2. Discipline Centred II Courses:
 - a. Introduction to Politics: Offered in the III semester, this paper introduces key debates and theories of contemporary politics.

- b. Women, Power and Politics: In IV semester, students will be introduced to issues concerning gender inequality and the concomitant structures of oppression.
 - c. Understanding Ambedkar: This paper to be offered in V semester will introduce basic ideas of Ambedkar and their relevance in contemporary India.
 - d. Gandhi and Contemporary World: Offered in VI semester, this paper will appraise students with Gandhi's thought, enframed in global context and its practical implications.
 - e. Human Rights in a Comparative Perspective: The course introduces human rights and accompanying definition in a comparative context.
 - f. Understanding Global Politics: This course will give interesting insight into global issues to students in the VII semester.
3. Application Courses: The department will also offer four application courses, which will introduce students to the practical aspect of political processes, especially enabling an understanding of political structures such as parliament, law and public opinion.
- a. Your Laws, Your Rights
 - b. Parliamentary and Legislative Support
 - c. Public Opinion Research and Democracy
 - d. Conflict and Peace Building



SCIENCES



5.1 B.Sc. CHEMISTRY

The erstwhile three year integrated B.Sc. (Honours) Chemistry course has now been replaced by a four year degree programme, cast in the semester mode. Those students who want to major in chemistry (Discipline I/ DC-I, for short) will have to study a total of 20 papers in Chemistry which include inorganic, organic and physical chemistry, beginning from the first semester. Each paper has a theory as well as a practical component. In addition, there will be project work and two papers on research methodology in the seventh and eighth semester. A student pursuing chemistry will be eligible to take up Masters course in this discipline.

In addition to the major discipline i.e., chemistry, every student will need to do six papers of a different discipline as Discipline II options (DC-II), starting from the third semester. At the end of four years, students will be eligible to take up Masters course in their DC-II subject also, if they so wish, but only if they pursue all six papers in the same subject. There will also be 11 foundation courses, eight papers in the first year and three in the second year. The Chemistry Department will offer "Science and Life" as the foundation course in first year. The four applied courses offered by the Chemistry Department are: Computer Applications in Chemistry, Analytical Chemistry, Pharmaceutical Chemistry and Green Chemistry.

This course gives sufficient exposure to the students in theory and in practice to enable them to take up research in diverse fields such as Biochemistry, Nanotechnology, Bioinformatics, Genomics and Chemical biology. During the course of their studies, students will also participate in various seminars and informal discussions in and outside the classrooms. Presentations by students are a part of the curriculum.

The students will be equipped to pursue higher studies in prestigious institutes and universities in India and abroad. Many of our former students have won scholarships to study at reputed overseas universities that include Oxford and Cambridge. Every year a large number of undergraduate students are chosen to work in summer projects by Indian Academy of Sciences, Bangalore, POCE programme JNCASR, Bangalore, BARC and various IITs. Many of them later join integrated M.Sc. – PhD courses in the same institutions. Several of our students are placed in various Indian and foreign companies of high repute through campus recruitment. Many of our former students hold faculty positions in prestigious institutions in India and abroad.

5.2 B.Sc. MATHEMATICS

Admission will be on the basis of the choice of the First Discipline. Students of all streams- Science, Commerce and Humanities-are eligible to apply for Mathematics as a first Discipline, as

long as Mathematics was one of their subjects in Class XII. (The BFS calculated for this purpose must include Mathematics and at least one language.)

Mathematics has rich potential as a platform for interdisciplinary study as well as application in almost all fields. Along with Mathematics, there are six papers in the Second Discipline which can be chosen from a variety of disciplines such as Economics, Philosophy, Political Science, History, Physics, Chemistry and English/Hindi Literature (To be studied from the III semester to the VIII semester).

The subject itself has more to do with a way of thinking rather than an assimilation of 'facts', with the authenticity of processes, rather than conclusions. Less than half of the course content has similarity with the mathematics studied in school. It is the remaining part, broadly classified as modern, pure, abstract mathematics that defines the core of the subject. The papers falling in this category are modern algebra and analysis, the main requirement for which is an aptitude for logical reasoning, much the same as that required for the 'logic' papers of Philosophy. On the other hand, there are a number of courses in applied mathematics and modeling, which draw examples from applications in diverse fields, including theoretical physics. Applicants who appear for the interview will be tested on their understanding of basic mathematical concepts studied in school as well as their reasoning ability.

The course offers eighteen papers in Mathematics along with two research level papers in the fourth year. All papers are compulsory. The sequence and contents of the papers can be found on the Delhi University website. These are distributed over eight semesters, with semester-end University examinations taking place in November and May each year. 75% weightage is given to theory examinations, and 25% to Internal assessment. A lot of emphasis has been given to 'hands-on' exposure to software such as Mathematica and Matlab through practicals.

The Mathematics department offers a foundation course which is a generalist's view of ideas and concepts as opposed to a specialized view. The idea is that a broad view of some ideas and concepts be studied so that the student becomes a well-informed person on a wide variety of topics. This course- Building Mathematical Ability- offers students an opportunity to get acquainted with various topics in mathematics which are related to real world problems and encourages development of analytical and logical thinking.

The student studies data collection and analysis, probability and its applications in the real world as in stock markets and weather predictions and encryption and decryption of codes using prime numbers, genetics and other topics which tie in with real world applications.

The graduating students of our department have pursued a variety of careers, and have excelled in their chosen field, whether it is teaching and research, management, law or the civil services, to name a few. Every year, a reasonable number opt for pursuing higher studies in pure or

applied mathematics in institutions such as TIFR (Mumbai and Bangalore), IISc. (Bangalore), Oxford, Cambridge and the London School of Economics. A popular option is an MA in Economics, which is extremely mathematical, giving our students a distinct advantage over Economics graduates. Finance, Risk Management, Actuarial Sciences, Linear Programming are other post-graduate options leading to decent career opportunities.

Within the time constraint, our teachers try to foster the joy of learning while maintaining the integrity of the discipline. Professors are more than willing to give extra time to students who are keen to enquire further and to those who may have got left behind for whatever reasons. Each first year student is assigned a senior as mentor to help in adjusting to the course, the college, and to the larger extra-curricular experience that is essential for holistic education.

The Mathematics Society organizes talks and discussions, an outstation trip, as well as a two-day mathematics festival called Integration. Above all, our department values the forging of human relationships through shared academic endeavor and strives hard to ensure that the overall college experience is a happy one for all our students.

5.3 B.Sc. PHYSICS

At St Stephen's College, as part of the four-year undergraduate programme (FYUP) introduced in Delhi University in July 2013, physics is offered as a primary discipline (DCI), a secondary discipline (DC II), and as applied courses (ACs).

The DCI track – which replaces the three-year BSc (Hons) – provides a strong foundation in physics. Mathematical physics, traditionally the strength of Physics Honours, remains strong in the new programme. Classical mechanics, electromagnetic theory, thermodynamics, optics, quantum mechanics, statistical mechanics, solid-state physics, and electronics are taught at a level comparable to that in good undergraduate programmes throughout the world. There continues to be a lot of lab time. In addition, there are opportunities in semesters 7 and 8 for students to engage in research. In other words, those who choose physics as DCI are trained for careers in physics teaching and research.

The physics courses offered in the DC II track – open from the second year and only to those who have chosen something other than physics as DC I – provides enough of an introduction to the subject for those who take them to get a good idea of the physicist's view of the world. Though less wide-ranging and intensive than DC I physics, the DC II courses are rigorous enough for a student who does all six of them to qualify for admission to a master's degree in

the subject. To be able to cope with DC II physics courses, a student should have done calculus-based physics and mathematics at the high school (plus 2) level.

The Applied Courses in physics are open to students from all disciplines from the second year and are technically less demanding.

Students who choose the DC I physics track get the full Stephanian physics experience. What makes this experience special, over and above the syllabus and course structure (the same in all of Delhi University), is – the dedication of its teachers, the quality of its students, and the unique atmosphere of the college. At their best our teachers require their students to learn honestly, think independently, recognize quality, and develop the confidence to create rather than merely reproduce. And our students, at *their* best, keep their teachers and one another on their toes. The quality of the students and the atmosphere of the college give teachers the freedom to go beyond the confines of the syllabus. Though the pressure of tests and projects cannot be denied, it is not relentless – there is time enough for discussion and dreaming, for participation in extra-curricular activities, and for fun and fellowship.

Outside the classroom we have the Physics Society. It organizes the annual Popli Memorial Lecture Series by a distinguished scientist. It has a problem-solving club, and once a year we have the Popli Memorial Aptitude test. There is the annual Meera Memorial Paper-presentation Competition for students. The Society runs a forum called the Feynman Club at which students, old students, and visitors present ideas and discoveries in physics. It has an Astronomy Club, which uses a couple of small telescopes to gaze at stars. It organizes trips to national labs and observatories (and hill stations!).

Physics at St Stephen's reaches beyond the College into the research institutes – IISc, IMSc, HRI, SINP, JNCASR, NCRA, TIFR and others – where many of our students do summer projects requiring exploration and discovery beyond the curriculum. The research component in the fourth year of the FYUP is intended to make such open-ended discovery a part of every student's college experience.

We believe that the best physics graduates from St Stephen's have a roundedness, a solidity, and an openness to possibilities that most fresh graduates elsewhere may lack. A significant fraction of our students do PhDs at places like IISc, TIFR, Harvard, Yale, Stony Brook, Cornell, and Cambridge, and go on to become scientists. The analytical skills learnt by our students prove useful also to those who move into fields like Computer Science, Engineering, Geophysics, Economics, and Finance.

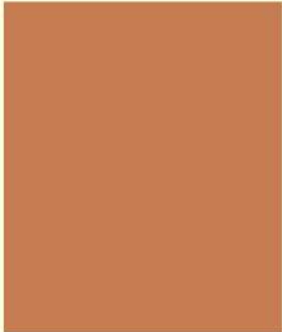
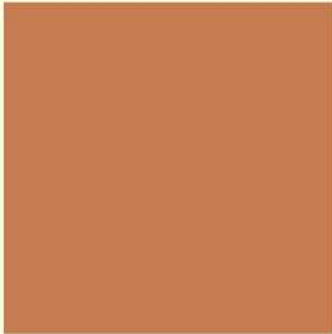
A student wishing to do DC I physics needs to have done physics, chemistry, and mathematics at the higher secondary (plus 2) level. Familiarity with differentiation and

integration is required, as all first-year courses are calculus-based.

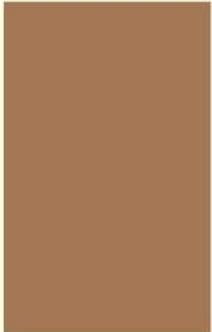
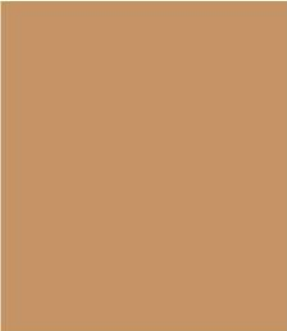
5.4 Computer Science Courses for the Four Year Programme Course

The DC-II course is designed to allow students of other disciplines to study Computer Science. Students pursuing DC-I course in Physics, Mathematics, Economics, Chemistry and those who had Computer Science in Class XII can benefit from this course. There are six papers of DC-II course in Computer Science which are spread over six semesters. These papers have been designed to provide necessary and useful theoretical knowledge in Computer Science, and programming skills along with practical training in several useful and popular areas of Computer Science with adequate exposure to contemporary IT software and tools. This feature is expected to make DC II papers in Computer Science very useful and fascinating to the students of other disciplines.

The theoretical and practical knowledge imparted through the DC II courses in Computer Science will enable students of other disciplines to make efficient use of Information Technology in their respective disciplines. These courses are also important and useful from the industry point of view and are likely to enhance the placement avenues of students of non-computer science discipline in the Computer Industry. Keeping these objectives in mind, papers like “Computer Networks and Internet Technology”, “Database Systems and Applications”, “Operating Systems and Open Source Softwares” and “Information security and E-Governance” have been incorporated in DC II curriculum of Computer Science. Also, the students opting for all six DC II papers in Computer Science will be eligible for the Master’s degree Programmes in Computer Science in the University of Delhi.



ADMISSIONS



6.1 ADMISSION GUIDELINES FOR 2014-15

1. All admissions shall be based on inter se merit.
2. The weightages for admission shall be:

Class XII marks:	85%
Interview:	15%
3. The merit differential between any category of reservation and the General Merit Category shall not exceed 15% in respect of admissions. However, the cap on merit differential may be relaxed by the Principal in respect of admissions falling in the following categories.
 - (a) Admissions 'supernumerary,' i. e. admissions under:
 - (i) The sports quota
 - (ii) Children of working or retired or deceased employees of St. Stephen's College.

Note: The children of working or retired or deceased employees of St. Stephen's College shall not, however, have the right to choose courses at will. The decision on the courses to which they are to be admitted shall rest with the Principal. His decision in this regard shall be final.
 - (b) Those who opt for Urdu as their optional language. Not more than 6 candidates shall, however, be admitted under this provision. They shall be distributed as follows-

Economics	- 1
History	- 3
English	- 1
Philosophy	- 1
Total 6 seats.	
 - (c) The PwD category {mandatorily 3% across all categories}.
4. Subject to the provision as set out in clause 3, up to 50% of seats shall be set apart for Christian candidates. They shall be filled as follows:
 - (a) 17% of the seats (or 8.5% of the total seats) for Christian applicants for Christian-ST.
 - (b) 3% {or 1.5% of the total seats} for Christian physically challenged students.
 - (c) Up to 40% (or up to 20% of the total seats) for the Church of North India. Of the 40% seats earmarked for the Church of North India 50% (i. e. 10% of the total) shall be filled by applicants from the Delhi Diocese which manages the College.
5. The remaining 40% (i. e. 20% of the total seats) shall be filled with candidates from

all other Christian denominations to be referred to as "Non-CNI Churches".

6. Certificate of baptism shall be mandatory for determining the Christian status of the applicant. No baptism undergone less than a year before the date of application shall, however, be admissible for this purpose.
7. Candidates who have not undergone baptism for being members of churches that practice adult or believer's baptism be required to submit the baptism certificates of either of their parents and a certificate from the pastor concerned that the candidate is a practising Christian. All Christian candidates shall be required to submit a letter of recommendation from the parish priest concerned.
8. The remaining seats i. e. In non-Christian category shall be filled as follows:
 - (a) 17% for SC/ST (non-Christian) {8.5% of the total}
 - (b) 3% for the physically challenged [1.5% of the total]
 - (c) Remaining 80% for the General Merit Category. [40% of the total]
9. Three percent (3%) of all seats shall be reserved horizontally across all categories for the PwD candidates. In case 3% seats in the Christian category cannot be filled by PwD candidates the same shall be shifted to the General PH category so as to ensure that the PwD candidates admitted do not fall below 3% of the total admissions.
10. Candidates shall be short listed for interviews based on their Class XII marks (as in the past) in the ratio of 1:4 (approximately) for Humanities and 1:6 (approximately) for science subjects. The cut-offs for each of the courses shall be determined by the Principal accordingly.
11. In order to ensure that sanctioned seats and students admitted against them match as far as possible, category-wise patterns of dropout rates may be taken into account in finalizing the admission list and the waiting list in respect of each course.
12. Admissions from the Sports category shall be 5% of the sanctioned seats [or, 21 seats]. They shall be supernumerary. A Committee chaired by the Principal shall oversee/ organize admissions to this category. The selection procedure shall comprise
 - (i) Selection Trials conducted by the Department of Physical Education
 - (ii) Interview.

The composite merit of the sports candidates, on the basis of which they shall be admitted, comprises the following weightages:

- | | | |
|-------|---|-------|
| (i) | Merit in sports (College trials and certificates) | - 60% |
| (ii) | Class 12 marks (BFS / PCM) | - 25% |
| (iii) | Interview | - 15% |

6.2 REQUIREMENTS FOR ADMISSIONS

The applicant must satisfy the eligibility conditions laid down by the University of Delhi. Admission is given on the basis of the candidate's academic record and performance at the interview (that is, composite merit), keeping in mind her/his all-round competence, capacity to benefit from being in this College and potential to contribute to the life of the College. The previous academic record should be of a very high quality.

For admission to the first year of the four year Bachelor's programme an applicant must have passed the Senior School Certificate or an equivalent examination.

The College admits students only to the first year of the courses of study offered. Migration from other institutions at any stage is not allowed.

The requirements to qualify for the interview for the different Discipline I courses are as given below:

Applicants shall be short-listed for interviews as follows-

- (a) Chemistry and Physics: based on Physics, Chemistry and Mathematics (PCM)
- (b) All other courses: based on Best Four Subjects (BFS) which must include marks scored in a language. For details see below.

For applicants from Boards that include class XI marks also into the final results the BFS/PCM will be calculated by combining the marks obtained in class XI and XII.

List of Academic Subjects and Procedure for Calculating Percentage of Marks in Best Four Subjects (BFS) for the purpose of Calculating Composite Merit

(For courses to which admission is done on the basis of BFS, i.e., Economics, English, History, Mathematics, Philosophy, and Sanskrit)

- I. The following subjects shall be treated as Academic/Elective subjects for the purpose of admission. All other subjects offered by different Boards shall be treated as non-elective. Academic/Elective subjects must have at least 70% weightage for theory examinations (theory

examinations do not include internal assessment/continuous evaluation etc.) in the qualifying examination for the purpose of being treated as Academic/Elective subject.

Physics	Chemistry	Botany	Geology
Zoology	Anthropology	Microbiology	Biochemistry
Biomedical Sciences	Mathematics	Statistics	Computer Science
Instrumentation	Food Technology	Psychology	Electronics
English	Hindi	Sanskrit	Arabic
Bengali	Urdu	Persian	Commerce*
Economics	Political Science	History	Geography
Philosophy	Biology	Business studies	Sociology
Polymer Science	Spanish	Punjabi	Social work
French	German	Italian	

*Accountancy will be treated as equivalent to Commerce wherever any board is not offering commerce as a subject.

II. **Procedure for calculating 'Best Four Subjects' (BFS) percentage:-**

- a. One Language (Core/Elective/Functional)
- b. Subject in which admission is sought (Discipline I)
- c. Any two other Academic/Elective subjects (as defined earlier)

BFS/PCM scores will be the basis of short-listing candidates for interviews. These BFS/PCM values shall, however, be adjusted at the time of computing the composite merit in accordance with the following regulations.

1. A candidate who has not studied the subject to which he/she seeks admission as Discipline I or does not want to include the same in calculating the Best Four Subjects (BFS) shall be imposed a disadvantage of 2%.
2. Only the Academic/Elective subjects shall be included for calculating Best Four Subjects (BFS) percentage, subject to clause 3 below.
3. In case a candidate includes non-elective subject(s) for calculating Best Four Subjects (BFS) percentage, a disadvantage of 10% of the maximum marks shall be levied on each non-elective subject(s) included for calculating the Best Four Subjects (BFS) percentage. For example, if a candidate is seeking admission to Honours in English having studied: History (90), Economics (92), English (88) and Home Science (94), his/her total marks in Best Four Subjects are 364 ($90+92+88+94=364$), and the BFS percentage (unadjusted) is 91%. But, total effective marks in Best Four Subjects are 354 ($90+92+88+84$ (i. e. $94-10$) = 354) and effective/adjusted BFS percentage is 88.5%.

4. Academic/Elective subjects should have at least 70% weightage for theory examinations (theory examinations do not include internal assessment/continuous evaluation etc.), failing which they will be treated as non-elective.
5. In case a candidate has studied both elective and core courses in a language, the core shall be treated as language course and elective as the Academic/Elective subject.
6. For admission to Discipline I in any language course, an advantage of 2% in the Best Four Subjects (BFS) percentage shall be granted to those who have studied the elective course in that language. A disadvantage of 2% in the BFS percentage shall be imposed on those who have studied only the functional course in that language. In case, a candidate who has not studied the language at the qualifying examination seeks admission in Discipline I in that language, he/she shall be imposed a disadvantage of 5% in the Best Four Subjects (BFS) percentage. However, for admission to Honours in English, the candidate must have studied English and it has to be included for calculating the Best Four Subjects (BFS) percentage.
7. Candidates seeking admission to Discipline I in Economics must have studied mathematics at the qualifying examination.
8. Admission to Science courses, other than Mathematics, shall be based on the percentage of marks scored in PCM, provided that the courses thus included have at least 70% component of theory exams (theory exam does not include internal assessment/continuous evaluation etc.) in the qualifying examination, failing which a disadvantage of 10% of the maximum marks may be levied on each such subject. For Mathematics, percentage of scores in the BFS, including scores in Mathematics, shall apply.

6.3 PERSONS WITH DISABILITIES (PWD) CATEGORY

Procedure of filling online application forms for applicants belonging to the PwD category is the same as that for anybody else. However, no application fee will be charged from them. PwD candidates are, required to either take a printout of acknowledgment slip after successfully submitting the form and mail/courier/submit the slip to the Tutor for Admissions, St. Stephen's College, Delhi- 110007 along with a copy of the disability certificate from a competent authority (Competent authorities are listed in Section 6.12 Documents to be Brought at the Time of the Interview) or upload a scanned copy of the disability certificate before submitting their application. Those uploading the disability certificate online need not print the acknowledgement slip and mail it to College. Applications of candidates belonging to the above category will be considered only if the disability certificate is uploaded online or printout of the acknowledgment

slip along with the disability certificate is received by the Tutor for Admission on or before 16 June 2014.

6.4 CANDIDATES APPLYING UNDER THE URDU CATEGORY

Applicants seeking admission against seats reserved for Urdu candidates must have studied Urdu till Class XII. Such candidates will undertake to do Urdu as the Modern Indian Language Foundation Course and all six Urdu papers in Discipline Course II. An undertaking to this effect has to be executed at the time of the interview. Please be warned that failure to comply with this requirement will result in the cancellation of admission to College. No excuse of any kind for non-compliance shall be entertained.

6.5 CANDIDATES FROM FOREIGN BOARDS

Candidates from foreign boards or schools are eligible to apply, provided the qualifications obtained are recognized by the University of Delhi or the Association of Indian Universities (AIU). BFS for these candidates shall be calculated on the basis of the relevant grade conversion scheme provided by the University of Delhi. Results should have been officially declared before the interview. ***Predicted grades/results are not acceptable.***

6.6 FOREIGN NATIONALS

Foreign students are required to register themselves with:

FOREIGN STUDENTS REGISTRY OFFICE

Room No. 11, First Floor

Conference Center

University of Delhi, Delhi - 110 007

Phone No : 011-27666756

E_mail : fsr_du@yahoo.com, dydean_fs@du.ac.in

More information is available at <http://www.du.ac.in/index.php?id=146>

Foreign nationals will have to bring proof of registration with Foreign Students Registry Office of Delhi University at the time of the interview.

6.7 APPLICATIONS FOR ADMISSION

6.7.1 Postgraduate Courses

Online applications are not available to postgraduate students. The College admits students to postgraduate studies only if they are cleared as eligible for admission by the University Department/Faculty concerned. Therefore, besides applying to St. Stephen's College in the prescribed form, which will be available from 20 June 2014, they are required also to apply to the corresponding departments in the University. Further information in this regard should be obtained from the office of the University Faculty or Department concerned. Completed forms should be submitted to the College within three days of the announcement of the respective University MA/MSc admission list.

6.7.2 Undergraduate Courses

Only online applications facility will be available.

Application Forms can be submitted online with the following charges:

- | | |
|---------------------------------|------------------|
| (i) Application fee per course: | Rs. 50 |
| (ii) Residence application fee: | Rs. 150 |
| (iii) Sports form: | Rs. 200 per game |

The deadline for submission of application forms is **16 June, 2014**. We advise you to apply well before the closing date in order to avoid last minute rush and unforeseeable contingencies. No online application is complete unless the payment is successfully made.

Any wrong or misleading information in the application will disqualify the applicant. If the candidate is already admitted, it will result in the cancellation of admission. Applications, incomplete in any respect, shall be rejected.

In general, certificates are not to be uploaded with the application (See instructions for foreign board, PwD and sports category applicants below). Certificates are required only at the time of interview and admission (see **Interview Schedule** and **Admission Schedule** below).

However, candidates from foreign boards should upload the equivalence certificate, grade conversion scheme and other relevant documents while submitting their applications. Candidates applying through sports quota should upload scanned copies of certificates of their highest representations in each of the past three years. Persons with Disability (PwD) should read the next section for information regarding uploading the disability certificate.

6.8 INSTRUCTIONS FOR APPLYING ONLINE

Online application can be accessed through the link provided in the College website:
www.ststephens.edu.

- Access to the online application form is available after registering your email address when you login for the first time. You are responsible for maintaining the confidentiality of your login account and password.
- If you forget your password, please use the “Can’t access your account?” link located on the login screen to submit a request to the technical team to send you the required information.
- Please make sure that you provide a valid and accurate email address so that you can receive important information and reminders.
- There are nine dropdown sections in which information is to be filled in the online form. Each of these sections is labelled. You can move from one section to another by clicking on its label.

- You can choose a category and a subcategory, if applicable. For example, if you belong to the General category and are also a person with disability, you can select General category and subcategory *PwD (Person with Disability)*.
- Subsections may open up, depending on the selections you make in the checkboxes provided. For example if you select Sports subcategory in the CATEGORY section the sports form will open up.
- In the section EDUCATIONAL RECORD you have to select the subjects from the dropdown list provided. Please remember to select the checkbox given against a subject, if you want it to be included in calculating the BFS percentage. If you want to include a subject not listed in the dropdown list, you can manually enter the subject under 'Non-elective Subject'.
- In case you have applied for Mathematics, do include mathematics in addition to at least one language among the four subjects you have selected to calculate BFS and select checkboxes under BFS (Maths). If you have applied for any humanities course in addition to Mathematics, you should also select four checkboxes under BFS (Other). The selection of subjects under BFS (Other) need not be the same as what you have selected under BFS (Maths).
- Every mandatory field in each section must be completed for your application form to be submitted. You do not have to complete the online form in one sitting. You may access your form and modify the information as many times as you like *prior* to submission.
- No changes will be accepted after submission. You should, therefore, make sure that all information given is correct and complete before you submit your form.
- Once you have completed the form, you should submit your application by clicking the "Submit" button. This will take you through the steps to make payment of the application fees.
- Applicants belonging to the PwD category do not have to make any payments. They will be directed to take printouts of the acknowledgement slip or to upload a scanned copy of the disability certificate.
- An email confirming that your form has been successfully submitted will be immediately sent to you. If you do not receive confirmation, send an email to admissions@ststephens.edu
- Payment of fee for applications can be made online either by using a credit card or a debit card issued by any bank. Alternatively, you can pay by cash at any branch of the State Bank of India using a printout of the payment *challan* generated by the system. Choose the method most convenient to you. Please note that cash payment at SBI branches will be accepted **only one day after** you have generated the *challan* for payment. You can find payment status by clicking on PAYMENT HISTORY in the MAKE PAYMENT SECTION.

- You will be able to apply for additional subjects even after completing the submission of your application by logging in, choosing new subjects and making additional payment for these.
- Online applications will close on 16 June, 2014. However, those who have successfully submitted the application forms before the deadline of 16 June and have opted to make payments through challan in the bank will be permitted to do so up to 2:00 pm on 17 June 2014.

6.9 ADMISSIONS UNDER THE SPORTS CATEGORY

St. Stephen's College has a rich sports tradition and participation in healthy outdoor activities is deemed basic to the "total education" that the college imparts.

Outstanding sports persons, who have played at the international, national or state level or have secured the first or second place in zonal school games, are eligible to apply under the sports category.

The college will consider only the following games for admission of students on sports basis:

Women and Men – Aquatics, Badminton, Basketball, Lawn Tennis, Shooting (10 meter Air Rifle and Air Pistol) and Table Tennis

Only Men – Cricket, Football and Squash Rackets.

There are no printed forms for applying under this category. You can fill in the details by selecting the appropriate fields provided in the sports dropdown section in the online form. You are free to apply for more than one sport/game.

Candidates applying for admission under the sports category are called for sports trials. The dates for these trials will be announced later. **Candidates are strongly urged to regularly consult the College Notice Boards and website for the announcement.** Those short listed at the trials are required to appear for an academic interview where the final decision on their admission is taken. Appearance at the academic interview is essential.

Sports admissions will be done based on the composite merit of the applicants assessed on the scheme of weightage given below:

Sports merit (certificates and field trials) : 60%

BFS/PCM at Class XII : 25%

Interview : 15%

Admissions in this category are carried out by a Sports Selection Committee comprising the Principal, the members of the Department of Physical Education, and two teachers of the College selected on a departmental basis.

6.10 PROCEDURE FOR ADMISSIONS

6.10.1 Postgraduate Courses

Admission to an MA/MSc course is subject to the applicant's securing admission in the University Faculty/Department concerned, and an interview conducted by St. Stephen's College. Dates for interviews will be notified later.

6.10.2 Undergraduate Courses

Admission is based on two components with the following weights:

- (i) Class XII marks: 85% of effective BFS percentage
- (ii) Interview: 15%

The College interviews approximately:

- four applicants per seat for Economics, History and English
- five per seat for Mathematics
- six per seat for Sanskrit, Philosophy, Chemistry and Physics

In each subject, the marks of the last candidate in this list become the 'eligibility marks' (referred to as the 'cut-off marks') for being called for the interview.

For details of the subjects to be taken into account and additional eligibility requirements, if any, in determining the 'cut-off' marks for various Discipline I Courses refer to the Requirements for Admissions section.

Broadly speaking, an interview has the following components:

- (a) **Academic:** The candidate's academic potential and suitability for the subject chosen, beyond what is indicated by marks alone.
- (b) **Co-Curricular:** The potential to participate in the co-curricular activities of the College and to contribute to its total life. The College does not have a separate "ECA" (extra-curricular activities) quota, but proficiency in ECA is taken into account during the interview.
- (c) **General Awareness and Sense of Values:** A candidate's personal outlook, sense of values, level of awareness and motivation.

The candidate's statements on the admission form about himself or herself, his or her interests, goals etc. form vital interview material.

The list of short-listed applicants along with their interview schedules will be put up on the College notice board on June 18, 2014. Applicants called for the interview will get an interview call letter at their registered email address. They can also generate the interview call letter from the College website.

Applicants called for interview are required to bring a printout of the call letter at the time of appearing for the interview.

6.11 INTERVIEW SCHEDULE

The interviews for admission to the first-year undergraduate courses will be held according to the following tentative schedule. The confirmed schedule will be put up on the College notice board and College website by June 18, 2014.

Economics Honours	: 20,21,23,24 and 25 June
Sanskrit Honours	: 20 June
Physics Honours	: 20, 21, 23 and 24 June
Mathematics Honours	: 27, 28, 30 June and 1 July
English Honours	: 26,27,28 and 30 June
Chemistry Honours	: 25,26 and 27 June
History Honours	: 1, 2, 3 and 4 July

Philosophy Honours : 4 July
Sports Admissions : 5 July

6.12 DOCUMENTS TO BE BROUGHT AT THE TIME OF INTERVIEW

Applicants appearing for the interview will be interviewed only if they have the following documents with them:

- (a) Two recent passport size photographs.
- (b) The printout of the interview call letter.
- (c) The following documents, in original and one set of self-attested copies:
 - (i) Certificate of date of birth (normally the Secondary School Certificate).
 - (ii) Mark-sheet of the qualifying examination.
 - (iii) Baptism Certificate and a letter of recommendation from the parish priest concerned, SC/ST Certificate from a competent authority*, Physical Disability Certificate**, Equivalence Certificate (for candidates from foreign examining bodies), as and where applicable.

* Officers competent to issue Scheduled Caste/Scheduled Tribe certificates:

- (i) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-divisional Officer of the area where the candidate and/ or his family normally reside(s).
- (v) Administrator / Secretary to Administrator / Development Officer (Lakshdweep Island).

** A Physical Disability Certificate has to be issued from a Government Hospital. In the event of any doubt on the part of the Principal of the College as to the genuineness of the certificate, or the extent of the disability of the candidate concerned, or in regard to the entitlement of the candidate to seek admission under the category of physically disabled candidates, it is open to the Principal to refer the candidate to a Medical Board to be constituted by the University, and/or take such other steps as may be required to ascertain the correct facts and entitlement of the candidate concerned, and if it is found that the candidate is not eligible or entitled under this category, to cancel the admission after issuing a show cause notice to the candidate concerned, giving him 15 days' time to reply.

Certificates issued by any non-competent authorities will not be accepted.

The self- attested copies will be retained while the originals will be returned after scrutiny. Applicants should make sure that they take back their original certificates after their interview.(In exceptional cases a candidate may be permitted to produce the original certificates at a later stage.)

6.13 IMPORTANT DATES

2 June : Online application facility opens

16 June: Online application facility closes

17 June: Declaration of cut-offs for interviews

18 June: Publication of interview list

6.14 ACCOMMODATION IN COLLEGE DURING INTERVIEWS

Accommodation on the campus, with facilities for dining, is available to a limited extent for outstation candidates and their parents/guardians during the interviews. The College does not, however, guarantee the availability of accommodation for all. Those wishing to take advantage of this facility should apply at accommodation@ststephens.edu. Those allotted accommodation will be required to pay the prescribed tariffs for food and lodging, at the time of room allotment.

6.15 ADMISSION SCHEDULE

The list of applicants selected for admission will be put up on the Notice Boards in the College and on the College website after 4:00 pm the day after the interviews for a particular course have been completed. A Waiting List, in order of merit, for different categories will be put up at the same time.

Those selected for admission should submit their original certificates and two passport-sized photographs at the time of paying their fees and completing admission formalities. If for unavoidable reasons, it is not possible to submit the original certificates at the time of admission, they should be submitted as soon as possible thereafter, **but not later than two weeks after the commencement of the academic year, failing which admission shall be cancelled.**

The original certificates will be retained by the College till the time the student finishes her/his course or leave the College.

6.16 ACTIVATION OF WAITING LIST

Depending on availability of seats, admissions from the applicants on the Waiting List will be made after the first list has been exhausted. These will be displayed on the College notice boards. Every effort will be made to inform applicants individually, but applicants are advised to consult the College Notice Boards and keep in touch with the College. **All admissions will close on the date notified by the University of Delhi.**

6.17 FIRST MEETING AND REGISTRATION

All first year students are required to attend the inaugural assembly in the College Hall at 10.15 a.m. on Sunday, 20th July, 2014. After the assembly, they will meet their teachers and fill in the registration forms. This will be followed by the Fresher's Lunch in the Dining Hall at 12.30 p.m.



7.1 Fees

FEES 2014-15

Particulars	Semester I Fee payable within four days of admission			Semester II Fee payable by the last Friday in January 2014			Total fee for the year 2013-14		
	Humanities	Physics & Chemistry	Mathematics	Humanities	Physics & Chemistry	Mathematics	Humanities	Physics & Chemistry	Mathematics
College Fee *	Rs. 13330	Rs. 14320	Rs. 13510	Rs. 10330	Rs. 11335	Rs. 10510	Rs. 23660	Rs. 25655	Rs. 24020
Residence Fee **	Rs. 24000			Rs. 20450			Rs. 44450		
Initial Mess deposit/Actual Mess Charges **	Rs. 12000			Actual Mess charges of the first semester			Actual Mess charges for the year		

NOTE: STUDENTS BELONGING TO PWD CATEGORY ARE EXEMPTED FROM ALL FEES EXCEPT UNIVERSITY EXAMINATION FEE AND IDENTITY CARD CHARGES. THEY ARE, HOWEVER, TO BEAR 50% OF THE MESS CHARGES, IF STAYING IN RESIDENCE.

* Payable by all students

** Payable only by resident students

- The amounts above are for **undergraduate** students. The fees for **MA/MSc** students are similar, though there are minor differences in the University fee and other charges.
- The College fee includes Rs. 500 as caution money that is refundable when the student leaves College.

- University examination fee is not included.
- The Residence fee includes a refundable deposit of Rs. 3000.
- Mess charges will be based on actual expenses.
- The initial mess deposit will be refunded when the student leaves College.

Fees should be paid in cash or by a demand draft made payable to “The Principal, St. Stephen’s College”.

Students are required to pay the fees at the commencement of each semester. A student whose fees are not paid in time is liable to have his or her name removed from the rolls of the College.

7.1.1 Financial Assistance

Financial assistance to students is provided by the College on the basis of need and academic merit. Up to 20% of students may be given Freeships (remission of tuition, games and library fees). Ad hoc grants for books, stationery, towards mess charges etc are given from the Students’ Aid Fund. A few Christian Bursaries are available for Christian students. A large number of merit-cum-means scholarships of varying amounts are also available and are awarded each year. Continuation of these scholarships is subject to satisfactory academic progress.

7.2 DISCIPLINE

Every student is required to attend all lectures, tutorials and practicals, except for a good reason for which due leave should be obtained. Applications for leave on medical grounds, countersigned by a parent (or by the concerned Tutor/Warden and Dean for resident students) and duly supported by a medical certificate, must be submitted **within seven working days** of returning to College; thereafter such applications shall not be accepted. Resident Scholars should submit medical certificates **only** from the College doctor and the certificate should be countersigned by the Block Tutor/Warden/Dean. The Principal **may** consider condoning the attendance requirement in exceptional cases of serious illness or accident.

No undergraduate Junior Member will be permitted to take the University examinations at the end of each semester unless he or she has attended at least two-thirds of lectures and tutorials/practicals, **taken separately**, in that semester. In addition to this attendance requirement, every student must perform satisfactorily at all oral and/or written assignments/tutorials/tests that may be held during the academic year.

Students are required to be dressed in a dignified manner when they attend lectures, tutorials and practicals, eat in the College Mess/ Café or are in the library. No casual approach is acceptable, as it influences attitudes and affects the total learning milieu which every Stephanian is duty-bound to respect and enrich.

All first-year Junior Members are required to attend the Assembly which is held each morning from Monday to Thursday. **Attendance is marked at the assemblies and the record of it is taken into account as a parameter for awarding scholarships and prizes.**

All first-year Christian students are required to attend the Religious Studies class which is held every Friday.

Smoking is strictly prohibited on the College campus.

No student who invites any disciplinary action shall be eligible for special recognition from college. This includes prizes, scholarships, financial assistance, nominations within the students exchange programmes with foreign Universities, and college colours and sports certificates.

7.3 TWO SPECIAL WARNINGS

St. Stephen's College is a zone of "zero-tolerance" for ragging and sexual harassment.

Ragging: in any form will be treated as a criminal offence. If it occurs, in every instance an F.I.R. is required to be filed with the police – this is a statutory obligation. All Junior Members are expressly warned to steer clear of the anti-social and barbaric practice of ragging. Those found ragging or abetting ragging will be punished severely even to the extent of expulsion from College. An abridged version of

Ordinance XV–C of the University of Delhi is provided in the Annexure at the end of this Prospectus. This sets out what will be construed as ragging, and lays down punishments.

Sexual Harassment. St. Stephen's College is committed to upholding the dignity of all members of the College community, especially the lady members. The policy against Sexual Harassment enshrined in Sexual Harassment of Women in the Workplace Act of 2013 seeks to create and maintain an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the University. The Act applies to outsiders and residents alike while on the College or University campus. Sexual harassment includes any unwelcome sexually determined behaviour, whether directly or by implication, and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

At St. Stephen's College, an Internal Complaints Committee (ICC), is responsible for the implementation of the policy against sexual harassment. The Committee takes cognizance of complaints about sexual harassment, conducts enquiries, provides assistance and redressal to the victims, recommends penalties and takes action against the harasser, if necessary.

On receiving a complaint of sexual harassment, if a *prima facie* case is established by the ICC, then it shall set up an enquiry committee which will submit a report. The committee is bound to maintain confidentiality during the time of the enquiry. After the report has been finalized, confidentiality will be maintained, if the complainant so desires, by withholding the complainant's name and other particulars that would identify him or her. On the basis of the report, appropriate disciplinary action will be taken against the offender.

Extracts from the Act are in the Annexure at the end of this Prospectus. All students should read this carefully and be aware of what amounts to "sexual harassment" and what the penalties could be, if found guilty of so, for harassing anyone.

7.4 ANNEXURES

7.4.1 ANNEXURE I: DISCIPLINE, RAGGING AND SEXUAL HARASSMENT

Abridged extracts from the University of Delhi Ordinances are provided here. **For the full texts of Ordinances XV-B, XV-C the applicant is referred to the University Calendar or the University of Delhi website (www.du.ac.in)**

7.4.2 ORD. XV-B. Maintenance of Discipline among Students of the University

1. All powers relating to discipline and disciplinary action are vested in the Principal.
2. 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, use of, or threat to 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) Wilful destruction of institutional property;
 - (h) Creating ill-will or intolerance on religious or communal grounds;
 - (i) Causing disruption in any manner of the academic functioning of the University system;
 - (j) Ragging as per Ordinance XV-C.
3. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Principal.

7.4.3 ORD. XV-C. Prohibition of and Punishment for Ragging

1. Ragging in any form is strictly prohibited, within the premises of College 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 this 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 or practices which
 - (a) Involve physical assault or threat to 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 shall take immediate action on any information of the occurrence of ragging. The punishment may range from expulsion from the College to suspension for a period of time.
 5. The University has the power to withdraw the degrees issued to those who are found guilty of ragging.
 6. Abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.

7.4.4 Sexual Harrassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013

1. Sexual harassment is considered as a violation of the fundamental right of a woman to equality as guaranteed under Articles 14 and 15 of the Constitution of India and her right to life and to live with dignity as per Article 21 of the Constitution. It has also been considered as a violation of a right to practice or to carry out any occupation, trade or business under Article 19(1)(g) of the Constitution, which includes a right to a safe environment free from harassment.
2. The objective of Sexual Harassment Act is to provide protection to women against sexual harassment at the workplace and for the prevention and redressal of complaints of sexual harassment.
3. The definition of sexual harassment in the Sexual Harassment Act includes any unwelcome sexually determined behaviour (whether directly or by implication), such as physical contact and advances, demand or request for sexual favours, sexually coloured remarks, showing pornography, or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.
4. The Sexual Harassment Act stipulates that a woman shall not be subjected to sexual harassment at any workplace. As per the statute, presence or occurrence of circumstances of implied or explicit promise of preferential treatment in employment; threat of detrimental treatment in employment; threat about present or future employment; interference with work or creating an intimidating or offensive or hostile work environment; or humiliating treatment likely to affect the lady employee's health or safety may amount to sexual harassment.
5. Internal Complaints Committee and Local Complaints Committee : The Sexual Harassment Act requires an employer to set up an 'Internal Complaints Committee' ("ICC") at each office or branch, of an organization employing at least 10 employees. The government is in turn required to set up a 'Local Complaints Committees' ("LCC") at the

district level to investigate complaints regarding sexual harassment from establishments where the ICC has not been constituted on account of the establishment having less than 10 employees or if the complaint is against the employer. The Sexual Harassment Act also sets out the constitution of the committees, process to be followed for making a complaint and inquiring into the complaint in a time bound manner.

6. Interim Reliefs: The Sexual Harassment Act empowers the ICC and the LCC to recommend to the employer, at the request of the aggrieved employee, interim measures such as (i) transfer of the aggrieved woman or the respondent to any other workplace; or (ii) granting leave to the aggrieved woman up to a period of 3 months in addition to her regular statutory/ contractual leave entitlement.
7. Process for Complaint and Inquiry: A written complaint has to be made to the internal complaints committee within 3 months of the incident. The inquiry has to be completed within 90 days of receiving the complaint. An inquiry report has to be filed within ten days of the completion of enquiry and the employer must act on the recommendations of the committee within 60 days. In the event of the employer not acting on the recommendations within the period, the complainant can approach the court/tribunal.
8. Action against Frivolous Complaints: So as to ensure that the protections contemplated under the Sexual Harassment Act do not get "misused, provisions for action against "false or malicious" complainants have been made.

The full text of the act can be accessed at:

http://egazette.nic.in/WriteReadData/2013/E_18_2013_214.pdf.

7.5 ANNEXURE II: INTERNAL ASSESSMENT

The University of Delhi at present operates a scheme of "Internal Assessment", with marks awarded for such Assessment constituting a part of the total marks of the final degree award (Students are advised to find out the university regulations as they are in a transition phase at the moment).

The Central Information Commission has ruled in March 2010 that Ordinance VIII-E of the University of Delhi relating to Internal Assessment, and the rules governing the latter, fall under the categories of information defined under Section 4(1)(b) of the Right to Information Act; and that, therefore, this Ordinance and the corresponding rules must be readily available in the public domain, and particularly to students of the University of Delhi.

In keeping with this, all applicants, and especially those among them who are successful in obtaining admission to St. Stephen's College, are informed that:

(i) The contents of Ordinance VIII-E of the University of Delhi have been placed on the website of the College (www.ststephens.edu) and that of the College Library (<http://www.library.ststephens.edu>).

(ii) They are also available in the College Library in hard copy and may be obtained for consultation there from the Librarian on request.

(iii) They are included in the College Handbook, a copy of which all selected candidates will receive.

Students of the College must regularly visit the College website and that of the University (www.du.ac.in/du/ORDINANCE_VIII_E.pdf) to check for important information relating to Internal Assessment.

All information relating to procedures for Internal Assessment followed by the College, how it is implemented at the level of the College, and the decisions of departmental Moderation Committees and the College Monitoring Committee, which are not already specifically covered in Ordinance VIII-E, and which fall within the purview of the College, may be obtained from the Public Information Officer of the College, Dr. A. D. Mathur of the Department of Sanskrit.

However, some rules governing Internal Assessment, in particular procedures adopted by the University of Delhi for final moderation of the marks for Internal Assessment awarded in colleges, which flow from but are not themselves included in Ordinance VIII-E, are decided from time to time by the University and not by the College. For information regarding such details, including especially information regarding the University's procedures for moderation of Internal Assessment marks, the University of Delhi website should be consulted, or the Public Information Officer of the University should be approached.

7.6 ADMINISTRATIVE POSTIONS

Principal

The Revd. Dr. Valson Thampu, M.A. (Delhi), Ph.D. (AAI-DU, Allahabad)

Bursar

Mr. K. M. Mathew M.Sc. (Agra), M. Phil. (Delhi)

Senior Tutor

Mr. N. Raghunathan, M.A. (Cantab), D.D.E. (Cantab)

Dean Academics

Dr. Sanjay Kumar, M.Sc. (Delhi), Ph.D. (Purdue)

Dean (Residence)

Rev.Dr. Monodeep Daniel, M.A.(Annamalai), M.Th.(Delhi), Ph.D. (Amsterdam)

Public Information Officer

Dr. A. D Mathur, M.A., L.L.B., M.Phil., Ph.D. (Delhi)

7.7 FACULTY

Department of Chemistry

Dr. Rashmi Sachdeva, M.Sc., Ph.D. (Delhi) -Head

Dr. M. S. Frank, M.Sc., Ph.D. (A.P.)

Dr. Shabnam Johry, M.Sc., Ph.D. (Delhi) - on leave

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