

HANDBOOK OF INFORMATION

2016-2017

M. PHIL. & Ph. D. PROGRAMMES



PUNJABI UNIVERSITY, PATIALA

(Established under Punjab Act No. 35 of 1961)

Graded as 'A' Grade University by NAAC

Visit at www.pupadmissions.ac.in

(Contact for Admission Enquiry Only)

0175-3046522, 3046390

Notwithstanding the information provided in this Handbook of Information, the Vice-Chancellor will have the right, in consultation with the Standing Committee of Academic Council, to delete, change or make additions to any of the provisions contained in it.

If there is any dispute/ambiguity, the decision of the Vice-Chancellor will prevail.

All disputes arising from this document or connected therewith are subject to the territorial jurisdiction of Courts situated at Patiala only and to the exclusion of all other Courts.

Important Note: Ragging in any form is not allowed. As per order of the Hon'ble Court' "if any incident of ragging comes to the notice of authority, the concerned student shall be given liberty to explain and if explanation is not satisfactory, the authority would expel him from the institution".

As per Punjab Government Notification No. 3/7/2010 training(3)/1007 Chandigarh dated 10-03-2010

- * *The candidates seeking admission to any course at Punjabi University, Patiala are not required to submit any type of affidavit (unless it is legally required), self declaration can be furnished.*
- * *In place of attested copies of various certificates, candidate can submit self attested copies of various documents alongwith admission form.*

Coordinator

Dr. Balwinder Singh Tiwana
Professor
Department of Economics

Co-Coordinator

Dr. M.I.S. Saggoo
Professor
Department of Botany

Co-Coordinator

Dr. Bhajan Singh
Professor
Department of Physics

Co-Coordinator

Dr. Kawaljeet Singh
Director
University Computer Centre

Co-Coordinator

Dr. Manjit Singh Bhamrah
Professor
Department of ECE

Co-Coordinator

Dr. Nishan Singh Deol
Professor
Department of Physical Education

Co-Coordinator

Mr. Jagmohan Singh Juneja
Joint Director
University Computer Centre

Co-Coordinator

Dr. Sanjiv Puri
Professor
Department of Basic & Applied
Sciences

Published by Dr. Devinder Singh, Registrar, Punjabi University, Patiala

ਯੂਨੀਵਰਸਿਟੀ ਧੁਨੀ

ਆਸਾ ਮਹਲਾ ॥੧॥ਚਉਪਦੇ॥

ਵਿਦਿਆ ਵੀਚਾਰੀ ਤਾਂ ਪਰਉਪਕਾਰੀ ।
ਜਾ ਪੰਚ ਰਾਸੀ ਤਾ ਤੀਰਥ ਵਾਸੀ ॥੧॥
ਘੁੰਗਰੂ ਵਾਜੇ ਜੇ ਮਨੁ ਲਾਗੈ ।
ਤਉ ਜਮੁ ਕਹਾ ਕਰੇ ਮੇ ਸਿਉ ਆਗੈ ॥੧॥ ਰਹਾਉ॥
ਆਸ ਨਿਰਾਸੀ ਤਉ ਸੰਨਿਆਸੀ ॥
ਜਾ ਜਤੁ ਜੋਗੀ ਤਾ ਕਾਇਆ ਭੋਗੀ ॥੨॥
ਦਇਆ ਦਿਗੰਬਰੁ ਦੇਹ ਬੀਚਾਰੀ ।
ਆਪਿ ਮਰੈ ਅਵਰਾ ਨਹ ਮਾਰੀ ॥੩॥
ਏਕੁ ਤੂ ਹੋਰਿ ਵੇਸ ਬਹੁਤੇਰੇ ।
ਨਾਨਕ ਜਾਣੇ ਚੋਜ ਨ ਤੇਰੇ ॥੪॥੨੫॥

(ਸ੍ਰੀ ਗੁਰੂ ਗ੍ਰੰਥ ਸਾਹਿਬ, ਪੰਨਾ ੩੫੬)

English Translation of University Anthem

True learning *induces in the mind* service of mankind.
One subduing the five passions has truly taken abode at holy
bathing-spots. (1)
The mind attuned *to the Infinite* is the true singing of
ankle-bells in *ritual dances*.
With this how dare Yama intimidate me in
the hereafter ? (Pause 1)
One renouncing desire is the true Sannyasi.
From continence comes true joy of living in the body. (2)
One contemplating *to subdue* the flesh is the truly
Compassionate Jain ascetic.
Such a one subduing the self, forbears harming others. (3)
Thou Lord, art one and Sole.
Many Thy forms-
The manifold play beyond Nanak's comprehension. (4) (25)

(Translated by: Gurbachan Singh Talib)

Centralized Admission Cell

Coordinator

Dr. Balwinder Singh Tiwana, Professor of Economics

Co-coordinator

Dr. M.I.S. Saggio, Professor of Botany
Dr. Bhajan Singh, Professor of Physics
Dr. Kawaljeet Singh, Director, University Computer Centre
Dr. Manjit Singh, Professor of ECE
Dr. Sanjiv Puri, Professor of Basic & Applied Sciences
Dr. Nishan Singh Deol, Professor of Physical Education
Mr. Jagmohan Singh Juneja, Joint Director, University Computer Centre

Incharge (Computer Operations)

Mr. Dalbir Singh, System Analyst, UCC
Mr. Harminder Pal Singh, System Analyst, UCC
Mr. Ashminder Singh, System Analyst, UCC
Er. Sukhjinder Singh Buttar, Assistant Professor, ME, UCOE
Er. Sikander Singh Cheema, Assistant Professor, CE, UCOE

Technical Team

Mr. Satish Mittal, Tech. Gr.-II (Teaching Aid), UCC
Mr. Arshdeep Singh, Trainee Programmer, UCC
Mr. Sukhdeep Singh, Assistant System Analyst, UCC
Mr. Mandeep Singh, Technical Assistant, ASC
Sh. Nirmal Singh, Junior Technical Assistant, UCC

Secretarial Staff

Mr. Balwant Singh, Assistant Registrar
Advanced Centre for Technical Development of Punjabi Language, Literature and Culture
Mr. Gurlal Singh, Superintendent, University Computer Centre

Grievances Committee

Dr. Bhajan Singh, Professor of Physics
Dr. Nishan Singh Deol, Professor of Physical Education
Mr. Jagmohan Singh Juneja, Joint Director, University Computer Centre
Mr. Balwant Singh, Assistant Registrar
Advanced Centre for Technical Development of Punjabi Language, Literature and Culture
Mr. Gurlal Singh, Superintendent, University Computer Centre

Centralized Admission Cell

Near Coffee House

Punjabi University, Patiala - 147 002, Punjab, India

Phone: 0175-3046522, 0175-3046390

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IMPORTANT DATES

I	Date for submission of online Entrance Test Forms are as follows and are also available at website www.pupadmissions.ac.in .	
	Without Late Fee	04-07-2016
	With Late Fee of Rs. 1500/-	11-07-2016
II	Date of Entrance Test	23-07-2016
III	Declaration of Result	08-08-2016
IV	Date of Interview	12-08-2016

FUNCTIONARIES OF THE UNIVERSITY

		Telephone Numbers	
		Office	Residence
Chancellor	Shri Kaptan Singh Solanki	0172-2740740	0172-2740608
Vice-Chancellor	Dr. Jaspal Singh	304 6001	304 6005
Dean, Academic Affairs	Prof. A.S. Chawla	304 6150	2286571
Registrar	Prof. Devinder Singh	304 6030	
Director, Planing & Monitoring	Prof. Balwinder Singh Tiwana	304 6341	
Dean Research	Prof. Gurnam Singh	304 6303	
Additional Dean Research	Prof. Rakesh Mohan Sharma	304 6303	
Dean, College Development Council	Prof. K.S. Dhillon	3046165	
Additional Dean, College Development Council	Prof. R.P.S. Brar	3046165	
Dean, Student's Welfare	Prof. K.S. Dhillon	304 6415	304 6291
Additional Dean Student's Welfare (Girls)	Prof. Amrit Pal Kaur	304 6525	
Provost	Prof. Nishan Singh Deol	304 6417	304 6233
Additional Provost (Girls)	Dr. Ravneet Kaur		
Director, UGC-Human Resource Development Centre	Prof. Balwinder Singh Tiwana	3046508	
Controller of Examination	Dr. Kawaljit Singh	3046370	
Director Public Relations	Prof. Gurmeet Singh Mann	3046230	
Incharge Youth Welfare	Dr. Gursewak Singh Lambi	304 6342	
Director Sports	Dr. Gurdeep Kaur Randhawa	304 6430	
Director Neighbourhood Campuses	Prof. Gurmel Singh	9501965200	
Director Constitute Colleges	Prof. Kirandeep Kaur	304 6415	304 6291
Executive Engineer	Er. Manjit Singh Sidhu	304 6100	304 6113
Chief Security Officer	Capt. Gurtej Singh	304 6080	304 6085
Coordinator N.S.S.	Dr. Paramvir Singh	304 6427	
Senior Medical Officer, Health Centre	Dr. Ragina Maini	304 6099	
Prof. Incharge Library	Dr. Jagtar Singh	304 6152	
University Inquiry	Dr. Bhupinder Singh Virk	304 6366,	3046367
Director IQAC	Dr. Manjit Singh Patterh	304 6310	

Note: Telephone number of the University Exchange:

(0175) 304 6598 to 304 6599.

Any officer/Branch/Department of the University can be reached through these numbers.

HEADS OF THE DEPARTMENTS

Department/Regional Centres/ Neighbourhood Campus	Heads	Telephone Numbers
Bio-Technology	Prof. Aruna Bhatia	304-6262
Botany	Prof. Jasvir Inder Singh	304-6265
Centre for Advance Media Studies	Prof. Gurmeet Singh Mann (Director)	304-6547
Chemistry	Prof. Raman K. Verma	304-6409
College of Engineering & Management Rampura Phul	Dr. Amarjit Singh	01651-2482331
Commerce	Dr. Navkiranjit Kaur Dhaliwal	304-6208
Computer Science	Dr. Neeraj Sharma	304-6313
Dance	Dr. Indira Bali (Incharge)	304-6200
Defence & Strategic Studies	Prof. Inderjeet Singh Chahal	304-6212
Economics	Prof. Inderjeet Singh	304-6190
Education & Community Services	Prof. Kirandeep Kaur	304-6218
English	Dr. Rajesh Kumar	304-6246
Fine Arts	Dr. Ambalicka Sood Jacob (Incharge)	304-6198
Foreign Languages	Dr. Mayank Anand (Incharge)	304-6248
Forensic Science	Prof. O.P. Jasuja	304-6271
Geography	Dr. Gurinder Kaur	304-6173
Gurmat Sangeet	Prof. Gurnam Singh	304-6184
Guru Granth Sahib Studies	Dr. Malkinder Kaur	304-6442
Hindi	Prof. Sukhwinder Kaur Bath	304-6238
History	Prof. Jaspal Kaur	304-6192
Human Genetics	Prof. Satbir Kaur	304-6277
Journalism and Mass Communication	Prof. Harjinder Pal Singh Walia	304-6176
Law	Prof. Manjit Singh Nijjar	304-6290
Library & Information Science	Prof. Trishanjit Kaur	304-6179
Linguistics and Punjabi Lexicography	Dr. Suman Preet	304-6240
Mathematics	Dr. Navpreet Singh Noori	304-6189
Music	Prof. Yash Pal Sharma	304-6182
Punjabi University Neighbourhood Campuses: Akali Phoola Singh Neighbourhood Campus, Dehla Seehan Baba Dhyan Dass Neighbourhood Campus, Jhunir University Neighbourhood Campus, Maur, Bathinda Baba Jogi Peer Neighbourhood Campus, Ralla University Neighbourhood Campus Rampura Phul University Neighbourhood Campus, Jaito	Dr. Gurmel Singh (Director) Dr. Jarnail Singh (Incharge) Dr. Parneet Singh Bhasin (Incharge) Dr. Mohinder Singh Sidhu (Incharge) Dr. Mohinder Singh Sidhu (Incharge) Dr. Amarjit Singh Sidhu (Incharge) Dr. Inderjit Kaur Deol (Incharge)	9501965200 01676 2256299, 9814526252 01659 260901 01655 230321 01652-321777 01635 232442
Nawab Sher Mohd. Khan Institute, Malerkotla	Dr. Rubina	01675-250883 01675-250030
Persian, Urdu & Arabic	Dr. Nasir Naqvi	304-6251
Pharmaceutical Sciences & Drug Research	Prof. Gurpreet Kaur	304-6254
Philosophy	Dr. Pardeep Kumar	304-6224
Physical Education	Dr. Nishan Singh Deol	304-6437
Physics	Prof. B.S. Sandhu	304-6163
Physiotherapy	Prof. N.K. Multani	304-6434
Political Science	Prof. Jagroop Kaur	304-6450
Psychology	Dr. Vandana Sharma	304-6318
Public Administration	Dr. Rajbans Singh Gill	304-6244
Punjab School of Law	Prof. Varinder Kumar Kaushik	304-6297
Punjabi	Sh. Lakhvir Singh	304-6458
Punjabi University Regional Centre, Bathinda	i) Dr. Bhawdeep Singh Tangi, ii) Dean Faculty of Business Studies	0164-2241035, 2211413
Punjabi University Guru Kashi College, Damdama Sahib	Dr. M. P. Singh	01655-220253
PURC (IT), Mohali	Dr. Devinder Pal Singh	0172-5094197
Religious Studies	Prof. Rajinder Kaur Rohi	304-6468

Sanskrit and Pali	Dr. Pushpinder Joshi (Incharge)	304-6470
School of Management Studies	Prof. G.S. Batra	304-6206
School of Social Sciences	Dr. D.K. Madaan	0175 3046557
Social Work	Prof. Dharam Pal Singh	304-6480
Sociology and Social Anthropology	Prof. M.S. Randhawa	304-6482
Sports Science	Dr. Paramvir Singh	304-6434
Statistics	Prof. Devinder Kumar Garg	304-6444
Theatre and Television	Dr. Jaspal Kaur Deol (Incharge)	304-6293
Tourism, Hospitality & Hotel Management	Prof. Ran Singh Dhaliwal	304-6551
Engineering Departments		304-6323
i) Electronics and Communication Engineering	Prof. Gurmeet Kaur	
ii) Computer Engineering	Prof. Lakhwinder Kaur	
iii) Mechanical Engineering	Prof. Jaimel Singh Khamba	
iv) Civil Engineering	Dr. Maninder Singh (<i>Incharge</i>)	
v) Basic & Applied Sciences	Prof. Sanjiv Puri	
University Computer Centre, PUP	Dr. Kawaljeet Singh (Director)	304-6314
University School of Applied Management	Prof. Manjit Singh	304-6330
University School of Business Studies, Talwandi Sabo	Dr. Amandeep Singh	01655-220300
Women's Studies Centre	Prof. Ritu Lehal	304-6527
Yadavindra College of Engineering, Talwandi Sabo	Dr. Balraj Singh Brar	01655-220444, 220786
Zoology and Environmental Sciences	Prof. Suman Sharma	304-6334
Gurmat Gyan Online Study Centre	Prof. Amritpal Kaur (Director)	304-6182

**UNIVERSITY COLLEGE / CONSTITUENT COLLEGES OF PUNJABI
UNIVERSITY PATIALA**

SEPARATE HAND BOOK OF INFORMATION WILL BE PUBLISHED BY EACH COLLEGE

(DIRECTOR: PROFESSOR KIRANDEEP KAUR (M) +91 98887-31585)

College	Principal	Contact No.
1. University College, Ghanaur	Dr. Kulwinder Singh	98889-48418
2. University College, Meera Pur	Dr. Narinder Kaur	98550-68013
3. University College, Chuni Kalan	Dr. Mohinder Singh	
4. University College, Moonak	Dr. Jarnail Singh	98145-26252
5. Mata Sundri Girls College, Mansa	Dr. Barinder Kaur	98885-11223
6. University College, Dhilwan	Dr. Rakesh Jindal	98149-27887
7. S. Balraj Singh Mamorial College, Sardoolgarh	Dr. Lakhvir Singh Gill	98149-28741
8. University College, Ghudda	Dr. Labh Singh Khiva	94171-78487
9. Punjabi University Guru Kashi College, Talwandi Sabo	Dr. M.P. Singh	94170-78487
10. Punjabi University T.P.D. College, Rampura Phul.	Dr. Amarjit Singh	98153-67792
11. University College, Jaito	Smt. Inderjit Kaur	98155-29022

Academic Calendar of Session 2016-17

1.	Opening of Teaching Departments	11-07-2016
2.	Summer Break	30-05-2016 to 08-07-2016
3.	First Semester	18-07-2016 to 21-11-2016
4.	Examination of 1 st Semester	01-12-2016 to 15-12-2016
5.	Winter Break	26-12-2016 to 05-01-2017
6.	Second Semester	08-01-2017 to 28-04-2017
7.	Examination of 2 nd Semester	05-05-2017

List of the Faculties and Their Dean

1.	Faculty of Arts and Culture	Dr. Nivedita Uppal
2.	Faculty of Business Studies	Dr. Bhawdeep Singh Tangi
3.	Faculty of Education and Information Science	Dr. Harjinder Pal Singh Walia
4.	Faculty of Engineering	Dr. A. S. Chawla
5.	Faculty of Languages	Dr. Dhanwant Kaur
6.	Faculty of Law	Dr. Manjit Singh Nijjar
7.	Faculty of Life Sciences	Dr. Devinder Singh
8.	Faculty of Medicine	Dr. Narkeesh Arumugam
9.	Faculty of Physical Sciences	Dr. O.P. Jasuja
10.	Faculty of Social Sciences	Dr. Inderjeet Singh

THE PUNJABI UNIVERSITY, PATIALA AN INTRODUCTION

Punjabi University Patiala, one of the premier institutions of higher education in the north of India, was established on the 30th April, 1962 under the Punjabi University Act 1961. This is the second University in the world to be named after a language, the first being Hebrew University of Israel. Initially the University started with the objective of developing and promoting the language, literature and culture of the Punjabi people, over the time, has evolved into a multi-faceted multi-faculty educational institution. Presently it has fifty-five teaching and research departments covering disciplines in Humanities, Arts and Sciences as diverse as Fine Arts, Biotechnology, Forensic Science and Space Sciences. The University provides international standard facilities for students and researchers in various disciplines.

The University was awarded 'A' Grade (3.34) Status by the National Assessment and Accreditation Council (NAAC), an autonomous institution of the U.G. C. in the year 2016 after thorough evaluation in the field of academic, sports and cultural activities. The University, for the first time got the Maulana Abul Kalam Azad (MAKA) Trophy for 2006-07 for its overall performance in the field of Sports among the universities of India. In addition to above, the University also won 93 Gold, 58 Silver and 73 Bronze Medals in the Inter-University competition at the National level and 6 Gold, 15 Silver and 17 Bronze Medals in the National/International level in the Individual capacity during 2009-2010 session. However, three sportsmen participated in the World Championships and three participated in the Asian Championship during this period. The winning spree of this prestigious sports trophy is continued till 2014-15.

The University has a modern well planned **campus** situated on Patiala-Chandigarh road at a short distance from the main city. Sprawling across 316 acres, the campus is away from the din and noise of the city. It presents a splendid sight of magnificent buildings which include the famous Guru Gobind Singh Bhawan.

The University has **20 regional centres/Neighbourhood campuses/Constituent Colleges** namely Guru Kashi Campus, Talwandi Sabo; Regional Centre, Bathinda; Regional Centre for Information Technology and Management, Mohali; Nawab Sher Mohammad Khan Institute of Advanced Studies, Malerkotla; Dr. Balbir Singh Sahitya Kendra, Dehradun; Neighbourhood Campus, Rampura Phul; Neighbourhood Campus, Jhunir, Punjabi University Baba Jogi Peer Neighbourhood Campus Ralla; Punjabi University Akali Phula Singh Neighbourhood Campus Dehla Seehan; Punjabi University Neighbourhood Campus, Sardool Garh ; Punjabi University Neighbourhood Campus, Jaito. In order to spread higher education in the rural areas the University has taken over a sick college at Maur and the admission has started from July 2009 onwards.

The University has maintained the estate of Dr. Norah Richards at **Andhretta** in Himachal Pradesh which the noted artist donated to the Punjabi University. The buildings of the estate have been renovated keeping the original architecture intact. Arrangements have been made for the stay of faculty members and students who wish to carry out study and research in the field of Theatre and Television. The Department of Youth Welfare organises youth activities during the summer at Andhretta (Youth Leadership Camps) and the Department of Theatre and Television also arranges theatre performances at Andhretta every year.

The University has maintained research facilities for scholars at **Dr. Balbir Singh Sahitya Kendra at Dehradun**. There is a rich library with rare books and manuscripts bequeathed by Bhai Vir Singh, Dr. Balbir Singh and Prof. Puran Singh, the doyens of Punjabi literature. Research on comparative religions is carried out there. This centre is being developed as an Advanced Centre for Sikh Studies

Bhai Kahn Singh Nabha Library University Library is a hub of academic and research activities. It is housed in a spacious air conditioned building and kept open for 360 days of the year from 8:15 am to 8:15 pm. It has total of 480759 books, 52995 bound periodicals, subscribes to 356 current journals and 22 newspapers. 60 journals are being received on gratis. In addition to this CD's and Microfilms are also available. It has a majestic Reading Hall with a seating capacity of 400 readers. A separate air conditioned Night Reading Hall for using personal books has been provided at the ground floor. It remains open for 365 days from 8:15 am to 6:00 am (next day).

Library is being run on modern lines. It has On-line catalogue services. Internet Access Lab has been established for using electronic documents. Library has also photocopy, reference and Inter-Library Loan (ILL)

facilities for readers. Bar-Coding of documents has been completed. RFID technology for security and issue/Return of books has been used. Wi-fi facility is available in the library.

Dr. Ganda Singh Punjabi Reference Library, which is an integral and precious part of the library is housed in a separate building which is interlinked with the main Library building. The library has 96785 books on Punjabi language, Literature, Punjab History, Punjabi Culture and Sikh religion. It subscribes to 128 current journals, 1 english and 10 Punjabi Newspapers. 42 journals are being received on gratis. Approximately 403 Microfilms are also available. It has 59 gratis collections which is a valuable treasure of this library. Fire protection system has also been installed.

The library has established departmental libraries in some of the teaching departments and regional centres at Bathinda, Talwandi Saboo, Dr. Balbir Singh Sahitya Kendra Library, Dehradun and Punjabi University B.Ed. College, Bathinda. An Extension Library has also been established at S.A.S. Nagar, Phase-VII, Mohali (Punjab) to meet the requirements of the students and general public.

In order to provide security and to avoid the theft of the books, CCTV cameras have been installed in all the four storeys of the library.

There are 215 e-books available on Computer Science, Engineering & Business Studies and full text of these e-books is available at the University Campus.

Dr. Ganda Singh Punjabi Reference Library, which is a integral and precious part of the library is housed in a building which is interlinked with the main building. The library has 97828 books on Punjabi language, Literature, Punjab History, Punjabi Culture and Sikh religion. It subscribes to 134 current journals and 10 Punjabi Newspaper. 47 journals are being received on gratis. Approximately 403 Microfilms are also available. 56 donors have presented their personal collections to this library which is a valuable treasure. Fire protection system has also been installed.

The Library has established departmental libraries in some of the teaching departments and regional centres at Bathinda, Talwandi Saboo, Dr. Balbir Singh Sahitya Kendra Library, Dehradun and Punjabi University B.Ed. College, Bathinda. An Extension Library has also been established at S.A.S. Nagar Phase-VII, Mohali (Punjab) to meet the requirements of the students and general public.

For security and to avoid the theft of the books CCTV cameras have been installed in all four storeys of the library. Bar-Coding of documents has been completed and issue and return of books is computerized. Membership of all the University employees has also been computerized. There are 215 e-books available on Computer Science, Engineering & Business Studies and full text of these e-books is available at the University Campus.

The Department of Distance Education was established in the University in 1968 and has been a pioneer institute imparting education through the distant mode. It is the second institute in the country to adopt the non-formal mode of imparting education. For the first time in the country, this Department offered regional language as the medium of instruction and examination. Presently, the Department is managing 33 multi-faculty programmes including professional and job-oriented courses, like B. Ed., M. Ed., M. Com., Diploma in Journalism & Mass Communication, Diploma in Library Science, Bachelor of Library & Information Science, PG Diploma in Insurance Business and PG Diploma in Forensic Science. More than 8,000 students are currently on the rolls of the Department. Personal Contact Programmes are organised in the Department as well as at its four study centres at Barnala, Bathinda, Dhuri and Faridkot. The Department has a well-equipped library which supplies text and other reading material to the students. The Department plans to start new courses in the field of religion, information technology and community services. More information about the department may be obtained from its website <http://www.dccpbi.com> and **E-Mail: headccpbi@yahoo.com**.

The **Computer Centre of the University** provides central facility to cater the needs of students, research scholars, faculty and the various wings of the University administration. The Centre has established a local area network and all university Departments enjoy the facilities of Internet and e-mail through this network. The Centre as well as the teaching Departments are equipped with the latest computers and software.

The University has its own **website-www.punjabiuniversity.ac.in**, which is being maintained by the Centre. The website provides rich information about the University which is not only beneficial for the University community but also for the outside world.

An **Advance Centre for Technical Development of Punjabi Language, Literature and Culture** has also been established on the Punjabi University, Campus. The objective of the centre is to give **fillip** to research in the development of Punjabi Language, expand the network of usage of Punjabi, make available E-learning of Punjabi Language globally and help overcome the limitations imposed by scripts (Gurmukhi and Shahmukhi). The most important achievement of this centre is the development of a Gurmukhi to Shahmukhi (Urdu) transliteration software. This software named *Sangam* can be used to convert any Punjabi text typed in Gurmukhi script to Shahmukhi script. A **website for online teaching of Punjabi** has also been developed by the centre. The website aims to fulfill the long pending demand of Punjabis settled outside Punjab and abroad for learning Punjabi on internet while sitting in their homes.

Educational Multimedia Research Centre (EMRC) located in Punjabi University, is one of the seventeen centres in the country. It has been promoted under the Consortium for Educational Communication (ECE) Programme of Inter-University Centre of University Grants Commission for Countrywide Class Room teaching through educational films being telecast by the Doordarshan. This Centre has a well-equipped full-fledged shooting studio which is being upgraded with the latest digital apparatus. The Centre has already produced more than 64 educational films covering various aspects of different fields of education including art and culture of Punjab.

The Publication Bureau, established in 1966 has a unique and important place in the academic life of the University. It has been publishing the research works, books and journals, produced by different departments of the University. It has so far published more than 2000 titles on Punjab history, art, culture, theology, literature and sciences. The book van has been introduced by the university to make the university publications easily available to the masses.

Internal Quality Assurance Cell (IQAC) is established to take the initiative for the quality improvement of education in the University. This cell also monitors and keeps the record of academic and admission progress. This cell also publishes annual reports regarding the University

The Directorate of sports works for promoting sports in the University and its affiliated colleges. It organizes inter-college competitions in various games and trains students for participation in inter-university, National, International games. Well maintained infrastructure and facilities for games such as hockey, football, cricket, basketball, volleyball, athletics etc. have been maintained. The Punjabi University also has a large gymnasium and a hall for indoor games. It is one of the very few institutions in India to possess its own Velodrome and Synthetic track.

The Youth Welfare Department of the University organizes youth activities all round the year. The Punjabi University has won unique distinctions in Youth Festivals organized by the Association of Indian Universities in collaboration with the Ministry of Youth Affairs, Govt. of India; Directorate of Youth Services, Panjab; Directorate of Higher Education, Panjab and Panjabi Academy of Delhi State. Students of Punjabi University have had the privilege of representing India in the Festivals of India held in the former USSR, Mauritius, Spain, China, Germany and U.A.E. (Dubai). This department also organizes Hiking, Trekking, Mountaineering, Rock Climbing courses, and Youth Leadership Training Camps.

The National Service Scheme is one of the most significant programmes of the university. It inculcates the spirit of voluntary work among students and teachers through sustained community interaction. The major activity of NSS on the campus include regular camping programmes, environmental pollution control health awareness, adult education and blood donations.

A Sadbhavana Club is working under the auspices of Sri Guru Tegh Bahadur National Integration Chair. The major objective of the club is to promote spirit of National Integration among the students. All the students of the University Campus are eligible to become its members. The activities of the club include organisation of National Integration Camp, Seminar, Interstate Youth Exchange Programmes, Personality Development Programmes, etc.

A well equipped **Health Centre**, with qualified physicians and paramedical staff, is at the service of the students round the clock. The Centre has an x-ray unit and also a laboratory for medical tests. The Centre has an AIDS awareness wing. Students of various teaching departments at the campus are entitled to free medical aid by the University Health Centre. The Health Centre is equipped with basic necessary and modern equipments.

The University has established **Centerized Admission Cell (CAC)** in the year 2012. This cell monitors online admission of all courses run by the university and conduct entrance tests and counseling of various courses mentioned in the Handbook of Information. This cell is also issue identity Cards of students and employees.

A **Counseling Cell** for students and employees of the University has been established in the University. This cell is monitored by the Department of Psychology. Multidimensional pressures of modernization and globalization are triggering psychological problems among students relating to their personalities, conduct and work. Unable to resolve the psychological conflicts and identity crises, many of them develop complexes and may seek solace in drugs or alcohol. Counseling and supportive psychological corporate houses and multi-national companies for making mass recruitments. Among these are included Infosys, Quark, Siemens, HCL, Satyam, Canon, Dabur and many others.

There are six residential **Hostels** for boys and seven residential Hostels for girls. The Hostels have all modern amenities for comfortable living for 4000 students. There are two (one for boys and one for girls) hostels at Guru Kashi Campus, Talwandi Sabo and two hostels (one for boys and one for girls) at Punjabi University Neighbourhood Campus, Rampura Phul. The strength of these four hostels is 550 for boys and 550 for girls. University College of Engineering has its own separate hostel facility. All the Hostels have wi-fi facility & CCTV Camera.

The **University Enquiry and Information Centre** has been set up at the Main Gate to provide all facilities under one roof to the students and parents with regard to admissions, results, information regarding Distance Education and general courses, receipt of examination forms and canteen facilities. The Centre also provides computerized results to the students and handles enquiries of all sorts. The students also get counseling services during admissions.

The **Transport Department** of the University runs a fleet of buses for linking the campus to various parts of Patiala city.

The Placement Cell strives to bridge the gap between industry and academia and take care of the training and placement requirements of our students. In this regard, experts from industrial organizations as well as premier institutes are invited from time to time. A large percentage of an student have been receiving job offers various prestigious organizations. For 2011 pass-out engineering stream, 348 students got placed with many prestigious organizations, viz. infosys, Tech Mohindra, Emerson, Birlasoft, SML Isuzu Ltd. etc. Besides these, students from other departments also found placement with industry/professional institutes. Further, details about placements can be obtained at the URL: <http://punjabiuniversity.ac.in/punjabiweb/placements.html>.

Women's Studies Centre was allocated to Punjabi University by University Grants Commission under XI Plan, in August 2009 and was established under the able guidance and dynamic leadership of Dr. Jaspal Singh, Vice-Chancellor, Punjabi University, Patiala in October 2009. Its main objective is the pursuit of a comprehensive critical and balanced investigation of the cause of gender disparity. The centre also aims at revitalizing University education bringing it closer to burning social issues and working towards their solutions.

UGC-Human Resource Development Centre (HRDC): The history of Academic Staff Colleges in India is about 23 years old. However, credit of establishing of Academic Staff College at Punjabi University Patiala in 2009 goes to Dr. Jaspal Singh, Vice-Chancellor, Punjabi University, Patiala. In a short span of time, the Academic College has conducted many Refresher Courses in Orientation Courses, Workshops/Short Term Courses and Principals' Meet successfully. All these courses acquired National Character because participants were from as distant states as Goa, Karnatka, Maharashtra, Nagaland, Meghalaya H.P. Assam, Haryana, etc. The Academic Staff College is equipped with latest technology, Guest House, Computer Lab, a lecture theatre fitted with latest gadgets.

Department of Tourism, Hospitality and Hotel Management established in 2010 with a vision of a world class Hotel Management training centre with state of the art facilities and the best mentors for students in the field of Hospitality is all set to offer students Global perspectives and prepare them to face challenges in Hospitality and Tourism sectors. The Department can boast of its exclusivity in Food & Beverage Production. The Department is being developed and managed by the individuals who have had industry experience in Five Star Hotels. The objective of the Department is to impart students with latest Hospitality knowledge, skills, concepts and management teachings to make them productive and professional for taking up leadership positions in Hospitality & Tourism sector all over the world.

The Media industry is witnessing a whopping 50% growth rate, while the Indian entertainment industry comprising mainly Television and Cinema is crossing Rs. 50,000 crore mark. With opportunities in the Print Media now playing the elusive, Television channels on the other hand are mushrooming without waiting for the opposite weather, with acute shortage of skilled Media professionals worrying the owners and producers in Television and Film industries, Advertising and PR Agencies. Considering all this, Punjabi University took the 'exclusive initiative' by evolving a **Centre for Advanced Media Studies (CAMS)** to start new kinds of technical, professional, advanced and specialised courses to befittingly train students for a plethora of jobs awaiting them in the glamorous Television and Film worlds. The department has started **B. Tech in Television, Film Production and Medias Technology, Certificate Courses in Videography and Video Editing, three year B.A.(Hons) Course in Journalism, Mass Communication and Media Technology, MA TV & film production and PG Diploma in Graphics, Animation and Special Effects.** The latest milestone that CAMS has now achieved is signing of an agreement with Communications Studies and Integrative Media Department of Wilkes University, Pennsylvania, USA.

Punjabi University, Patiala has established a sophisticated Instrument Centre in which costly measuring and analyzing instruments are installed as a centre facility for all the departments of the University. Research students are benefited with this facility.

Punjabi University started a special project as **Punjabi Pedia** Project under the leadership of Vice-Chancellor, Punjabi University, Patiala. This project will be for five years with a budget of Rs. 7,25,000/-. Dr. Devinder Singh, Professor, Zoology and Environmental Sciences is appointed as a Coordinator of this project.

UGC has established a Centre for Advanced Research in **Indian Diaspora Studies** at Punjabi University, Patiala with a grant of Rs. 15 lakh. It is also decided to start P.G. Diploma in Diaspora Studies. As per guidelines of UGC for Swachh Bharat Scheme, University has appointed Dr. Jagbir Singh, Prof. & Head, Department of Zoology and Environmental Science as Nodal Officer. The monitoring and implementation of this centre will be done under Director, Planning and Monitoring, Punjabi University, Patiala.

As per direction of the Hon'ble Supreme Court and guidelines laid down by UGC, Punjabi University, Patiala has "**Prevention of Sexual Harassment of Women at Workplace Cell**" to deal with issues of gender based harassment and violence on the campuses. The cell addresses the complaints of sexual harassment nature from students, research scholars, teachers and non-teaching employees of the various departments of the University, its constituent colleges, regional centres and neighbourhood campuses. The information is available at: <http://punjabiversity.ac.in/pbiuniweb/pages/testingWHC/>

Viva-Voce Through Video-Conferencing

To keep in mind, the employment and academic future of the students (abroad and even in India away from the University), Punjabi University, Patiala allowed the students to conduct their viva through Video Conferencing. For this purpose, students have to pay viva fee of Rs. 10000/- for student in India and Rs. 20000/- (US \$ 300/-) for students in abroad.

SCHEDULE OF ADMISSIONS

All the candidates who qualify the entrance test must appear in the interview in the concerned department on 12-8-2016. M.Phil students will be eligible for the admission for the session 2016-17 only. The candidates who qualify the entrance test for Ph.D. programme and have attended the interview will be included in the pool of candidates for Ph.D. valid up to date of Ph.D. entrance test to be held on 2018.

Admission to Ph.D. Course Work 2016

Those students who want to join Ph.D. course work in session 2016-17 should immediately get the consent from their supervisor and apply for enrollment to Ph.D. Programme by filling Ph.D. **ENROLLMENT CUM ADMISSION FORM FOR PH.D. PROGRAMME 2016-17**.

Admission to Ph.D. course work will be done only after approval of their enrollment by Research Branch, Punjabi University, Patiala.

GENERAL GUIDELINES FOR APPLICATION-CUM-ADMISSION FORM

The Application-cum-Admission-Forms for admission to M.Phil/Ph.D. offered by Punjabi University Patiala (Patiala Campus and its Regional Centre, Bhatinda) for the year 2016-17 will be processed through the On-line system. For this visit www.pupadmissions.ac.in. Candidates seeking admission in M.Phil/Ph.D. are required to fill the online Application-cum-Admission Form by the stipulated date.

GUIDELINES IN BRIEF

- 1. Admission Through Entrance Test Conducted by Punjabi University, Patiala**
The students seeking admission to M.Phil. and Ph.D. are advised to follow the following four steps.
STEP ONE: Submit the Application-cum-Entrance Test Form On-line
STEP TWO: Download the Admit Card
STEP THREE: Appear in the entrance test
STEP FOUR: Successful candidates to appear for counseling/Interview.

DETAILED GUIDELINES

Application-cum-Admission-Form M.Phil/Ph.D. offered by Punjabi University, Patiala at Patiala campus and its Regional Centre, Bhatinda (M.Phil. Punjabi only) be submitted through following common online procedure.



STEP-1. REGISTRATION PROCEDURE

- Open www.pupadmissions.ac.in
- Select the subject in which you seek admission.
- Fill the Registration Form online - kindly fill your particulars as Name, Father's Name, Date of Birth, Category (SC/ST or General and all others), Mobile No., e-mail address, etc.

Make payment using one of the following modes

- a) Online Debit/Credit Card/ Net Banking
- b) Pay-in-slip of State Bank of Patiala
- c) Punjabi University Cashier Fee Receipt (Patiala Campus only)

(NOTE: In case of 'c' take a printout of the Pay-in-slip and deposit the amount in any branch of SBOP Bank and in case of 'd' with University Cashier.

Note down your Login id for future use.

STEP-2 FILL ONLINE APPLICATION FORM

- Open www.pupadmissions.ac.in and open the Application Form by logging on **Apply button** in the concerned subject using your Login id generated at the end of successful registration.
or
Proceed from Registration Step.
- Fill the Application Form Online and provide information regarding your academic record, reservation category, etc.
- After completion of the Application Form click on **SAVE** button.

STEP-3 EDIT YOUR APPLICATION FORM

- The registered candidates can edit information filled by them in the Application Form for limited period using Login id and password issued to them.
- Once the Application Fee payment status is confirmed you will be issued Login id and Password. The intimation about this will be made through SMS/e-mail alerts.
- Candidates making payment using Online Net Banking option or Credit/ Debit Card options will be issued Login id and Password immediately after confirmation of the payment by the gateway.
- Candidates making payment using Pay-in-slip for SBOP or Punjabi University Patiala Cashier Fee Receipt should submit their original slips/ receipts through post or personally to **Centralized Admission Cell-2014, Near Coffee House, Punjabi University Patiala**. Such candidates will be issued Login id and Passwords only after confirmation of their payment by Centralized Admission Cell.

STEP-4 PRINT THE FORM

Registered candidates can print their application forms using Login id and Password.

GUIDELINES FOR M.Phil/Ph.D.

- 1) The candidate is strictly advised to check the admission schedule for M.Phil/Ph.D. specified in the IMPORTANT DATES mentioned on the website www.pupadmissions.ac.in before filling the online application form.
- 2) The Qualifying marks in the Entrance Test will be 40% for the M.Phil Courses and 50% for Ph.D. Programme. A relaxation of 5% marks would be given to SC/ST/Physically handicapped candidates.
- 3) For M.Phil course the admission will be based on the merit in the Entrance Test, while the admission to Ph.D. programme is not based on merit/score in the entrance test. The Entrance Test for Ph.D. Programme will be for short listing the applicant for purpose of consideration by the Board of Studies. Qualifying the Entrance Test will in no way entitle a candidate to any right to get enrolment in the Ph.D. programme in the department concerned where he/she intends to seek enrolment. It will be the responsibility of the candidate to ensure his/her eligibility and fulfillment of such other conditions as may be prescribed for enrolment in the rules and regulations of the University. The enrolment in Ph.D. programme will be subjected to the availability of seats and supervisor for guidance/supervision in the area of research to be chosen by the candidate. The candidates are advised to verify these details from the concerned Department before applying for the test.
- 4) The candidates are strictly advised to check the Eligibility Criteria mentioned in the Online Handbook of Information for M.Phil/Ph.D. in which subject he/she is seeking admission.
- 5) Candidates should fill the Application Form as per schedule (Important dates) given in the Handbook of Information for M.Phil/Ph.D..
- 6) **Payment Options for Application Fee:** Payment can be made by either through Credit Card/ Debit Card/ Internet Banking or Cash deposited in State Bank of Patiala through Pay-in Slip and cash payment at University Cash Counter (only at Punjabi University Patiala Campus).
- 7) Application Form, incomplete in any respect, will be rejected.
- 8) In no case the entrance test fee once paid will be refunded or transferable.
- 9) If a candidate fails to appear in the examination for any reason, whatsoever, or if his/her application is rejected on any ground the examination fee shall not be refunded.
- 10) The Admit cards can be downloaded from www.pupadmissions.ac.in.
 - a) Candidates will be able to print the Admit Card online after a particular date (notified at website www.pupadmission.ac.in). In case of any problem, you can collect Admit Card from the Centralized Admission Cell one day before the date of entrance test (For updates regularly visit at www.pupadmissions.ac.in).
 - b) Candidates submitting Application Form with late fee of Rs.1500/- and opting for payment via Online Net Banking/ Credit Card/ Debit Card shall be able to print their Admit Card as given above.
 - c) Applications submitted Online with late fee of Rs.1500/- through cash deposited via Pay-in-slip of SBOP or at University Cash Counter, Punjabi University, Patiala should collect their Admit Cards from Centralized Admission Cell by submitting the original receipts directly at Centralized Admission Cell, Punjabi University, Patiala. (In these case, No Online Print Option of Admit Card is available)
- 11) The candidate shall be admitted to the test only on the production of the Admit Card at the Test Centre. No candidate shall be allowed to take the test without the Admit Card.
- 12) Admit Card will be issued to the candidates PROVISIONALLY. The candidates can appear in the entrance test on their own risk and responsibility subject to the final confirmation of their eligibility at the time of interview for admission to M.Phil Course or enrolment in the Ph.D programme. The University shall, in no way, be responsible if they are found to be ineligible later, leading to cancellation of their result or any other consequence(s) emanating from the same.

- 13) Candidates seeking admission to M.Phil./Ph.D. programme in more than one subject shall be required to fill a **separate Application Form for each subject and pay Application Fee separately.**
- 14) There shall be no re-evaluation of the answer books of the Entrance Test. Eligibility of the candidate will not be determined at the time of entrance test. It will be determined at the time of counseling/ interview by the concerned department. Therefore, a candidate may appear in entrance test at his/ her own risk. The candidates are strictly advised to check their eligibility criteria mentioned in Online Handbook of Information.
- 15) The candidate shall use only Black/Blue ink Ball/Sketch pen to shade the entire circle in OMR sheet. Use of Fluorescent marker pens, lead pencils etc. or pens of ink other than black/blue is not allowed. Use of rubber, blade or any material to erase or cut the response will be deemed to be incorrect answer and will result in deduction of one mark for each such answer. Marking/shading the response sheet at other than prescribed places shall lead to the cancellation of the result.
- 16) Candidates who have appeared in the qualifying examination and his/her result is still awaited can submit their application form online in time. He/she has to update his/her online Application Form using **EDIT** option whenever he/she gets the result till the date given by Centralized Admission Cell (it is in the interest of the applicants to complete the information). He/she will be required to submit the result at the time of Interview.
- 17) In case any candidate is found to have furnished false information/false certificate/found to have withheld/concealed information in his/her Application Form, he/she shall be debarred from appearing in entrance test/admission to the course.
- 18) The result of the Entrance Test will be made available at the website **www.pupadmissions.ac.in**, on **08.08.2016.**
- 19) There shall be no re-evaluation of the answer books of the Entrance Test.

IMPORTANT CHECKLIST

- No document is to be attached with online application form.
- On the day of interview, the candidates are advised to bring the following documents:
 - Printout of the filled online application form.
 - Paste Photograph at appropriate place on the Form and sign.
 - Self attested Photocopies of all certificates regarding Date of Birth,
 - Detailed Marks Cards (DMC) of all examinations,
 - Character certificate from the institution last attended.
 - Gap Certificate (if any)
 - Necessary certificate from employer (for employed candidates only)
 - Residence/ domicile certificate
 - Certificate for availing the benefit of a reserved category/ additional seat (Latest and signed by the competent issuing authorities).
 - Any other document supporting your candidature as per University Online Handbook of Information.

APPLICATION FEE

The application fee (without late fee) for different types of Courses is as followed:

M.Phil/Ph.D. Rs. 2000/- (Rs. 1400/- for SC/ST)

For application submitted after due dates the late fee will be charged as shown below:

M.Phil/Ph.D Programme								
Course	Without Late Fee	With Late Fee 1500/-	Last date of filling/editing the form	Download Admit Card	Date of Entrance Test	Date of Declaration of Result	Interview/ Counseling Date (9.00 am onwards)	Place of Interview/ Counseling
M.Phil & Ph.D.	04.07.16	11.07.16	13.07.16	19.07.16	23.07.16	08.08.16	12.08.16	Head of concerned Departments

MODALITIES FOR THE M.PHIL./Ph.D. ENTRANCE TEST 2016

Admission Criteria

The admission to M.Phil. courses and Ph.D. Programme during the academic session 2016-2017 will be made on the basis of common Entrance Test conducted by Punjabi University, Patiala.

Application

The candidate shall apply for admission to the M.Phil courses or Ph.D. Programme online at website www.pupadmissions.ac.in.

Scheme of Test

The question paper for this Entrance Test will consist of one part only.

Part-I: Objective type/Multiple choice type

Subject related paper comprising of 100 questions to be attempted on OMR Sheet.

Duration: Two hours

Maximum marks: 100

Syllabus for Entrance Test

The Entrance Test would be based on the compulsory papers out of the current post graduate syllabus and UGC NET/CSIR/GATE syllabus of the respective subject of Punjabi University, Patiala. For further information regarding the syllabus contact the concerned Head of Department or University website www.pupadmissions.ac.in.

Marking

There is no negative marking.

Qualifying Marks

The Qualifying marks in the Entrance Test will be 40% for the M.Phil Courses and 50% for Ph.D. Programme. A relaxation of 5% marks would be given to SC/ST/Physically handicapped candidates.

Validity

For M.Phil courses the entrance test is valid for the admission to the current session only. For Ph.D programme the result of this Entrance Test will be valid up to the date of Ph.D entrance test to be held after two years i.e. in 2018. However, the entrance test for Ph.D programme will be held every year.

Place of Test

M.Phil./Ph.D. Entrance test will be held only at Punjabi University, Patiala Campus. The centre of examinations will be written on the Admit Card.

Date and Time

The test will be conducted on 23-07-2016. The date and time of the examination of subject will be available on the website www.pupadmissions.ac.in. The candidates are advised to adhere the examination schedule given on their Admit Cards.

SUBJECT CODES

Subjects for Entrance Test	Subject Code
Biotechnology	210
Botany	220
Business Management (Common test for admission to School of Management Studies and University School of Applied Management)	230
Centre for South-West Asia Study (Pakistan Afghanistan)	240
Chemistry	250
Commerce	260
Computer Science	270
Dance	280
Defence and Strategic Studies	290
Economics	300
Education and Community Services	310
Engineering-Computer	320
Engineering-Electronics & Communication	330
Engineering-Mechanical	340
English	350
Environmental Sciences	360
Fine Arts	370
Forensic Science	380
Geography	390
Gurmat Sangeet	400
Hindi	410
History	420
Human Genetics	430
Journalism (Common test for admission to Centre for Advanced Media Studies and Deptt. of Journalism & Mass Communications)	440
Law	450
Library and Information Science	460
Linguistics and Punjabi Lexicography	470
Mathematics	480
Music (Instrumental)	490
Music (Vocal)	500
Persian	510
Pharmaceutical Sciences	520
Philosophy	530
Physical Education	540
Physics	550
Physiotherapy	560
Political Science	570
Psychology	580
Public Administration	590
Punjabi	600
Religious Studies	610
Sanskrit	620
Social Work	630
Sociology and Social Anthropology	640
Sports Science	650
Sri Guru Granth Sahib Studies	660
Statistics	670
Theatre & Television	680
Urdu	690
Zoology	700
Tourism, Hospitality & Hotel Management	710

UNIVERSITY TEACHING DEPARTMENTS HAVING Ph. D. PROGRAMME

I. Faculty of Arts and Culture

1. Department of Dance
2. Department of Fine Arts
3. Department of Gurmat Sangeet
4. Department of Music
5. Department of Theatre & Television

II. Faculty of Business Studies

1. School of Management Studies
2. Department of Commerce
3. Department of Applied Management

III. Faculty of Education and Information Science

1. Department of Education and community Service
2. Department of Journalism & Mass Communications
3. Department of Library and Information Science
4. Department of Physical Education
5. Centre for Advanced Media Studies (CAMS)

IV. Faculty of Engineering

1. Department of Electronics and Communication Engineering
2. Department of Computer Engineering
3. Department of Mechanical Engineering
4. Department of Civil Engineering.

V. Faculty of Languages

1. Department of English
2. Department of Hindi
3. Department of Linguistics and Punjabi Lexicography
4. Department of Persian, Urdu and Arabic
5. Department of Punjabi
6. Department of Sanskrit and Pali

VI. Faculty of Law

1. Department of Law

VII. Faculty of Life Sciences

1. Department of Biotechnology
2. Department of Botany
3. Department of Human Genetics
4. Department of Zoology

VIII. Faculty of Medicine

1. Department of Pharmaceutical Sciences & Drug Research
2. Department of Physiotherapy
3. Department of Sports Science

IX. Faculty of Physical Sciences

1. Department of Chemistry
2. Department of Computer Science
3. Department of Forensic Science
4. Department of Geography
5. Department of Mathematic
6. Department of Physics
7. Department of Statistics

X. Faculty of Social Sciences

1. Department of Defence and Strategic Studies
2. Department of Economics
3. Department of History
4. Department of Philosophy
5. Department of Political Science
6. Department of Psychology
7. Department of Public Administration
8. Department of Religious Studies
9. Department of Social Work
10. Department of Sociology & Social Anthropology
11. Department of Sri Guru Granth Sahib Studies

TEACHING DEPARTMENTS HAVING M.PHIL. COURSES

The M.Phil is regular course comprising of three semesters (1½year). The student intake and pre-requisite for admission to M.Phil. Courses run by different Departments of Punjabi University, Patiala is as under:-

BOTANY

Students Intake: 10

Pre-requisite: M. Sc. Botany and M. Sc. Life Science
(Specialization in any Branch of Botany)
Career Options: Teaching and Research

CENTRE FOR SOUTH-WEST ASIA STUDY (PAKISTAN-AFGHANISTAN)

Students intake: 05

Pre-requisite: M.A.in Economics, History and Political Science Admission through Entrance Test
(Candidate with M.A. in Economics or History or Political Science can appear in the Entrance Test for this course).

CHEMISTRY

Students Intake: 15

Pre-requisite: M. Sc. in the respective specialization.
(5 in each of the three specializations, i.e. Inorganic, Organic and Physical Chemistry)

COMPUTER SCIENCE

Students Intake: 15

Pre-requisite: Master's degree in Computer Science/Computer Engineering/Information Technology or equivalent.

DANCE

Students Intake: 10

Pre-requisite: M.A. Dance

DEFENCE AND STRATEGIC STUDIES

Students Intake: 10

Pre-requisite: M.A. Defence & Strategic studies

ECONOMICS

Students Intake: 15

Pre-requisite: M.A. in Economics
Career Options: Teaching and Research, Industry and Banking.

EDUCATION AND COMMUNITY SERVICES

Students Intake: 10

Pre-requisite: M.A. Education/M.Ed.

ENGLISH

Students Intake: 16

Pre-requisite: M.A. in English

FORENSIC SCIENCE

Students Intake: 10

Pre-requisite: M. Sc. Forensic Science

HINDI

Students Intake: 10

Pre-requisite: M.A. in Hindi

HISTORY

Students Intake: 10

Pre-requisite: M.A. in History

JOURNALISM AND MASS COMMUNICATION

Students Intake: 15

Pre-requisite: Post-graduate in Journalism and Mass Communication

LINGUISTICS AND PUNJABI LEXICOGRAPHY

Students Intake: 15

Pre-requisite: M.A. in Linguistics/Allied disciplines. Preference will be given to candidate with M.A. (Linguistics)

MUSIC (INSTRUMENT)

Students Intake: 15

Pre-requisite: M.A. in Music

PHILOSOPHY

Students Intake: 10

Pre-requisite: M.A. in Philosophy

PHYSICAL EDUCATION

Students Intake: 10

Pre-requisite: M.P.Ed. in Physical Education

POLITICAL SCIENCE

Students Intake: 10

Pre-requisite: M.A. in Political Science

PSYCHOLOGY

Students Intake: 15

Pre-requisite: M.A./M.Sc. Psychology

PUBLIC ADMINISTRATION

Students Intake: 10

Pre-requisite: M.A. Public Administration/Political Science

PUNJABI

Students Intake: 25

Pre-requisite: M.A. Punjabi
Five seats are reserved for M.A. (Hon's)**RELIGIOUS STUDIES**

Students Intake: 10

Pre-requisite: M.A. Religious Studies/Comparative Religion/Philosophy/History
Sociology/Social Anthropology/Literature and Languages.**SANSKRIT**

Students Intake: 10

Pre-requisite: M.A. Sanskrit

SOCIOLOGY AND SOCIAL ANTHROPOLOGY

Students Intake: 10

Pre-requisite: M.A. Sociology/Social Anthropology

SPORTS SCIENCE

Students Intake: 10

Pre-requisite: M.Sc. Sports Science

ZOOLOGY AND ENVIRONMENTAL SCIENCES

Students Intake: 10

Pre-requisite: M.Sc. Zoology
(Only M.Sc. Zoology students are eligible for M.Phil. Zoology Course)

PUNJABI UNIVERSITY REGIONAL CENTRE, BATHINDA

PUNJABI

Students Intake: 16

Pre-requisite: M.A. Punjabi

- NOTE: 1. For each Department apply on a separate application form and pay separate Application Fee.
2. There are 5% additional seats in each Department for NRI category.

INFORMATION ABOUT M.PHIL. SEATS/PH.D. SLOTS OF PUNJABI UNIVERSITY, PATIALA CAMPUS

The information about various subjects/subject code and number of seats available for admission to M.Phil courses (only in the departments where course is available) and tentative slots available for enrolment to Ph.D programme is as under:-

Sr. No.	Subject	Subject Code	M.Phil Seats	Tentative number of slots for Ph.D.*
1.	Applied Management	230	NA	16
2.	Biotechnology	210	NA	-
3.	Botany	220	10	12
4.	Business Management	230	NA	-
5.	Centre for Advanced Media Studies	440	NA	01
6.	Centre For South-West Asia Study (Pakistan-Afghanistan)	240	05	NA
7.	Chemistry	250	15	03
8.	Commerce	260	NA	00
9.	Computer Science	270	15	-
10.	Dance	280	10	06
11.	Defence and Strategic Studies	290	10	07
12.	Economics	300	15	05
13.	Education and Community Services	310	10	04
14.	Engineering-Computer	320	NA	-
15.	Engineering-Electronics & Communication	330	NA	-
16.	Engineering-Mechanical	340	NA	14
17.	English	350	16	07
18.	Environmental Sciences**	360	NA	-
19.	Fine Arts	370	NA	06
20.	Forensic Science	380	10	09
21.	Geography	390	NA	07
22.	Gurmat Sangeet	400	NA	-
23.	Hindi	410	10	03
24.	History	420	10	-
25.	Human Genetics	430	NA	02
26.	Journalism & Mass Communications	440	15	-
27.	Law	450	NA	-
28.	Library and Information Science	460	NA	17
29.	Linguistics and Punjabi Lexicography	470	15	-
30.	Mathematics	480	NA	07
31.	Music (Instrumental)	490	15	08
32.	Music (Vocal)	500		
33.	Persian	510	NA	-
34.	Pharmaceutical Sciences	520	NA	43
35.	Philosophy	530	10	01
36.	Physical Education	540	10	03
37.	Physics	550	NA	68
38.	Physiotherapy	560	NA	11
39.	Political Science	570	10	-
40.	Psychology	580	15	05
41.	Public Administration	590	10	05
42.	Punjabi	600	25+16	26
43.	Religious Studies	610	10	12

44.	Sanskrit	620	10	11
45.	Social Work	630	NA	02
46.	Sociology and Social Anthropology	640	10	-
47.	Sports Science	650	10	09
48.	Sri Guru Granth Sahib Studies	660	NA	10
49.	Statistics	670	NA	01
50.	Theatre & Television	680	NA	05
51.	Urdu	690	NA	03
52.	Zoology**	700	10	03
53.	Tourism, Hospitality & Hotel Management	710	NA	

* Entrance test will be held for all the subjects.

** M.Sc. Zoology students are eligible for M.Phil./Ph.D. in Zoology and M.Sc. Environmental Sciences students are only eligible for Ph.D. in Environmental Sciences.

Note: The number of slots available for Ph.D. programme in various subjects may vary from time to time. Students are advised to contact respective Head of Departments or University website www.pupadmissions.ac.in

FEE STRUCTURE

M.Phil. Courses:

	Arts/Professional Group	Science Group
First Semester	Rs. 7874/-	Rs. 9274/-
Second Semester	Rs. 6800/-	Rs. 8200/-
Third Semester	Rs. 6824/-	Rs. 8224/-

Note: The First Semester fee includes Library Security (Refundable) Rs. 1050/-. The fee for science groups includes a science lab fee Rs. 1500/- per semester.

Examination Fee will be additional.

Extension Fee after Third Semester Rs. 1000/- per month

Ph.D. COURSE WORK FEE

Arts/Professional Group	Science Group
Rs. 7874/-	Rs. 9274/-

Note: The Ph.D. Course work fee includes Library security (Refundable) Rs. 1050/-.

Registration Fee Rs. 2,000/-
Annual Fee Rs. 3,000/- (1500+1500)

(in two installments payable by
March 31 and September 30)

Laboratory Fee for Science Students

Students who use University Laboratories Rs. 5,000/- (Per Annum)
(for three years)

Students who do not use University Laboratories Rs. 1,000/- (Per Annum)
(for three years)

Computer Lab Fee (Annul) Rs. 3,000/-
(wherever applicable (for Three Years))

Topic Modification Fee Rs. 1,000/-

Late Fees

Late submission of Progress Report Rs. 1,000/- for the first month
500/- (for subsequent months)

Late submission of Annual Seminar Report Rs. 1,000/- for the first month
500/- (for subsequent months)

Thesis Submission Fee if submitted late after Rs. 1,000/- per month

Pre Submission Seminar

Extension Fee for submission period of Thesis Rs. 1,000/- (Fifth year)
Rs. 10,000/- (Sixth year)
Rs. 15,000/- (Seventh year)

Thesis Evaluation Fee Rs. 4,000/-

Fee For Foreign Students:

Annual Fee \$4500.00

Re-enrolment Fee \$100.00

Extension Fee \$400.00 for fifth year

For Thesis submission \$1000.00 for sixth year

\$1500.00 for seventh year

Late Fee for applying extension \$ 50.00

Video conferencing \$ 300.00

RULES FOR THE Ph.D. PROGRAMME

1. ELIGIBILITY

The candidates shall be admitted to Ph.D. Programme either directly or through M.Phil programme.

- (i) Masters degree in the concerned/allied subject (as determined by the Departmental Research Board) with 55% marks at Masters Degree (without rounding off). The Scheduled Cast/Schedule Tribe/ Physically Handicapped (Provided that they have 40% Physical disability) category candidates will get 5% relaxation in post graduation Marks.
OR
- ii) First Class Master Degree in Business Management/ Computer Applications (MCA)/Master in Pharmacy/Engineering and Technology (M.Tech.)
OR
- (iii) M.Phil./M.Litt. Degree with B+ or equivalent.
OR
- (iv) In case of Defence Personnel who have obtained Masters Degree on the basis of staff-college, registration will be allowed if the candidate has obtained at least 60% marks in the Master's Degree.
OR
- (v) Candidates who have passed C.A./I.C.W.A./Company Secretary Examinations are eligible for getting registered for Ph.D. Degree.

Note: *For doing Ph.D. in the Science Departments the candidate should have passed regular M. Sc. degree from U.G.C. recognised University. Candidates with M.Sc. through Distance Education will not be eligible for admission to Ph.D. degree in the Science Departments.*

2. ADMISSION PROCEDURE

I) Direct Admission

Every candidate interested in admission to Ph.D. Programme has to appear and qualify the Entrance Test to be conducted by Punjabi University, Patiala.

The following category of candidates may be exempted from taking entrance test for Ph.D. programme.

- i) Candidates who have qualified UGC-CSIR NET (JRF)/SLET (Punjab State)/GATE/GPAT examinations.
- ii) The Holders of teacher fellowships.
- iii) Direct Awardees of Fellowships from Govt. Agencies like DBT/DST/ICMR/ICAR/INSPIRE/RGNF/MANF fellowships. (Students appointed in the project sponsored by above agencies are not exempted from Entrance Test)
- iv) Foreign students sponsored by Government of India agencies like ICCR, Ministry of HRD, etc. and foreign students sponsored by their respective Governments/Embassies.
- v) Other Foreign students residing outside India (Foreign Pass Port holders) who wish to seek admission directly (without any sponsorship) to Ph.D. Programme.

II) Through M.Phil.

For candidates seeking admission to Ph.D. programme after M.Phil. course following will be applicable.

- i) Candidates who have obtained M.Phil. degree with minimum B+ grade or equivalent from Punjabi University, Patiala as a regular student and whose admission at the M.Phil. has been through an entrance test are exempted from the entrance test for Ph.D. Programme.
- ii) Candidates who have passed M.Phil. (with minimum B+ grade or equivalent) from another university as regular students or through distance Education will have to appear in the entrance test.
- iii) Candidates who have passed M.Phil with minimum B+ grade or equivalent from Punjabi University (regular as well as Distance Education) whose admissions were made without the entrance test will have to appear in the Entrance Test.

Note: *The candidates who qualify the entrance test and also attended the interview will be included in the pool of candidates for Ph.D. Their candidature will remain valid for two year i.e. up to the date of Ph.D. entrance test to be held after two years. If a candidate having passed Ph.D. entrance test is unable to take admission to Ph.D. Course Work because of non-availability of supervisor but finds a supervisor after the last date of admission to Ph.D. Course Work, he/she is allowed to enroll in Ph.D. Programme, however, he/she will have to take admission to Ph.D. Course work in the next year.*

The entrance test for Ph.D. Programme is an eligibility test for short listing the applicant for purpose of consideration by the Board of Studies and admission to Ph.D. Programme is not based on merit/score in the entrance test. Merely qualifying the Ph.D. eligibility test will not entitle the student secure admission to Ph.D programme.

3. ENROLMENT TO Ph.D. PROGRAMME.

3.1 Procedure for enrolment:

An eligible candidates seeking admission to Ph.D. programme will select a supervisor for himself/herself from the University and take the written approval of the supervisor before enrolment to Ph.D. programme.

The eligible candidates can enroll themselves for Ph. D. degree by filling up the **Enrolment-cum-Admission Form**. The candidates who are required to do the Ph.D. Course Work as per rules will fill up the forms by the stipulated date in order to join the course work. The candidates who are exempted from doing the Ph.D. course work as per rules can enroll themselves for Ph.D. degree all the year round by filling up the **Enrolment-cum-Admission Form**. The candidates who are UGC-CSIR (JRF)/ NET/ SLET/ SET/ GATE/ GPAT/ Teacher Fellowship holders can also enroll themselves for Ph.D. degree round the year but they will have to join the Ph.D. course work if the deadline for admission is not yet over, otherwise they will have to take admission to the Ph.D. course work within a year from the date of enrolment. If such candidates fail to take admission to Ph.D. Course Work within a year, then their enrolment will be cancelled.

Applications for enrolment along with an enrolment fee (as well as an eligibility certificate issued from the Registration branch of Punjabi University, Patiala, will also accompany the application for enrolment), shall be entertained by the Head of the Department. The Head of the Department after verifying the eligibility conditions shall forward the same to the office of Dean, Research within a week. The Dean, Research will accord the permission for enrolment on the recommendations of the Head of the Department.

The verification of the eligibility of candidates for Ph.D. Course Work will be done at two stages. At the first stage, the eligibility of a Ph.D. candidate, seeking admission to Course Work, will be done by the Admission Committee of the Department during interview. Once a candidate is found eligible by the Department he/she will have to get eligibility certificate from the Registration branch of the University before being admitted to Ph.D. Course Work.

3.2 Cancellation of Enrolment and Re-enrolment:

- The duration of enrolment will be 1½ year (18 months). If any student fails to submit synopsis to the research branch for registration for Ph.D. degree due to any reason within this period he/she will have to seek re-enrolment by paying an amount of Rs. 5000/- (Total period of enrolment + re-enrolment is two years).
- On expiry of re-enrolment period, the enrolment of student for Ph.D. will be terminated automatically and the seat thus vacated could be given to another student.
- The candidate whose seat has been cancelled due to expiry of re-enrolment period however, can apply for fresh enrolment after a gap of one year. In this case now application will be considered according to new rules existing at the time of fresh enrolment e.g. if re-enrolment period of a student expires on 31.12.2014 then he/she cannot apply for fresh enrolment before 1.1.2016.
- During re-enrolment period students shall not be provided hostel facilities. If a student is residing in the hostel during enrolment period then the hostel has to be vacated during re-enrolment period.

3.3 Structure and Duration of Ph.D. Course Work:

This is a pre-registration Course Work required for the registration to Ph.D. programme of the University. The Ph.D. Course Work is compulsory for all candidates who have passed Ph.D. entrance test or are holders of UGC-CSIR (JRF)/NET/SLET/SET/GATE/GPAT Teacher Fellowship or have done M.Phil. with at least B+ grade but without Course Work of at least one semester duration. In service or working candidates are also required to do Ph.D. Course Work.

The Ph.D. Course Work comprises of four papers of one semester duration. There will be at least three compulsory papers including the paper of "Research Methodology". The structure and contents of the Ph.D. Course Work will be prepared by Departmental Ph.D./M.Phil. Course Committees.

As passing of Ph.D. Course Work is only an essential requirement for the registration to Ph.D. Programme of the University, no degree will be awarded to successful candidates in Ph.D. Course Work, only detailed mark sheet will be issued.

4. COURSE WORK FOR PH.D. PROGRAMME

The candidate qualifying the entrance test or those who are exempted from entrance test will have to pass Ph.D. course work before registration in the Ph.D. Programme of the University. However, they will have to choose supervisor from University on their own before taking admission to Ph.D. course work or before enrolment for the Ph.D. programme.

- (A) In case of M.Phil pass candidates following conditions will be applicable for course work
- (i) Candidates who have passed M.Phil. degree with minimum B+ grade as regular student or through Distance Education from Punjabi University, Patiala and have studied paper on Research Methodology are exempted for doing Ph.D. course work for getting registered to Ph.D. Programme.
 - (ii) A candidate who has done M.Phil. from another University as regular student and has studied Research Methodology is also exempted for doing Ph.D. Course Work.
 - (iii) The candidates who have done M.Phil. as regular students but have not studied and passed the paper on Research Methodology are required to pass the paper of Research Methodology after taking admission to Ph.D. Course Work. They have to pay fee and other charges as applicable to other students taking admission to Ph.D. course work.
 - (iv) The candidates who have obtained M.Phil. degree through Distance Education from another University or M.Phil degree from a private University are required to pass the Course Work for Ph.D. programme.
- (B) If a candidate having passed Ph.D. entrance test is unable to take admission to Ph.D. Course Work because of non-availability of supervisor and hence join the M.Phil Course at Punjabi University, Patiala can enroll themselves in Ph.D. programme when seat is available. Such a candidate who has passed first semester of M.Phil. programme of Punjabi University, Patiala with minimum B+ Grade and passed four papers including the paper on Research Methodology and then shifts to Ph.D programme is exempted from Ph.D. course work.
- (C) A candidate who has passed first semester of M.Phil. programme of Punjabi University with minimum B+ Grade and studied and passed four papers during the first semester including the paper on Research Methodology and who has passed UGC-NET/JRF is also eligible for enrolment for Ph.D. programme and he/she will be exempted from Ph.D. course work.
- (D) If a candidate has done Ph.D. Course work from sister department or from another University, then he/she can be exempted from Ph.D. Course Work on the recommendation of the following Committee:

- 1) Dean, Academic Affairs
- 2) Dean, Research
- 3) Dean of Concerned Faculty
- 4) Head of the Department, if holding Ph.D. Degree
- 5) Senior most teacher of the Department holding Ph.D. Degree

Candidates who have done M.Phil/Ph.D course work from a private university are not exempted from Ph.D course work. However, Ph.D course work from a university having MOU with Punjabi University, Patiala shall be put before above committee.

5. The CSIR/UGC (NET)/JRF and other fellowship holder scholars will be appointed at the departments/institutes where the supervisor of the scholar is working. The candidate whose supervisor is working in the College/Institute outside University Campus, Patiala will directly join the respective College/Institution where their supervisor is working. Rest of the formalities related to the correspondence, appointment, claim of fellowship, attendance will also be completed by the institute where his/her supervisor is working. However, these candidates have to attend their course work at Punjabi University Campus, Patiala.

6. ATTENDANCE

A candidate admitted to Ph. D. Course Work must fulfill the following requirements:

- (i) Has been on the rolls on the Department throughout the semester preceding the examination.
- (ii) Every candidate has attended a minimum of 75% of the delivered number of lectures in each paper.
- (iii) The shortage in the attendance of lectures by the candidate will be condoned as per University rules.

7. CURRICULUM

There will be four papers of four credit each. If the Departmental Ph.D./M.Phil. Course Committee decided to include elective papers depending on specializations, then there can be three compulsory core papers (one of Research Methodology) and one optional.

8. MEDIUM OF INSTRUCTION AND EXAMINATION

The medium of instruction and examination shall be English except the language subject for which the medium shall be the language concerned. Provided the candidates in the subjects of Sanskrit, Persian and Religious Studies shall be permitted at their option to offer medium of examination as under:

- Sanskrit: Sanskrit or Hindi or Punjabi or English
- Persian: Persian or Urdu or Punjabi or English
- Religious Studies: English or Punjabi

9. PROFICIENCY IN PUNJABI

The candidates pursuing Ph. D. Course Work other than the subject of Punjabi shall be required to pass subject of Punjabi of Matriculation or equivalent examination, any time before Viva-Voce for the award of Ph. D. Degree except those who have already passed examination in Punjabi of that level or higher level.

The foreign students will have to pass Elementary Course in Punjabi – I, Non-Punjabi Ph.D. scholars from other states of India will have to pass Elementary Course in Punjabi – II.

10. CONTINUOUS ASSESSMENT AND UNIVERSITY EXAMINATION

In each paper a maximum of 50% weightage will be given to continuous assessment or sessional work which shall be based on two house tests (maximum 30%) one seminars 10% and one assignment 10%. The examination conducted by the University in each theory/practical course shall has 50% weightage.

11. ELIGIBILITY TO APPEAR IN UNIVERSITY EXAMINATION

Such candidates will be allowed to appear in the University examination who satisfy the following requirements:

- (a) Have been on the rolls of the Department concerned throughout the semester preceding the examination.
- (b) Have earned a minimum grade B in the sessional work.
- (c) Have their names submitted to the Dean, Academic Affairs by the Head of the Department along with certificate to be signed by the Head of the Department of having attended not less than 75% of the total delivered lectures in each paper (Theory/Practical/Tutorials and Seminars) separately.

12. In addition to the above, the ordinances of the University in respect of Ph.D. Programme shall apply.

RULES FOR THE DEGREE OF MASTER OF PHILOSOPHY (M. PHIL.) THROUGH COURSE WORK

I. Eligibility:

- (a) A candidate will be eligible to supplicate for M.Phil. degree only if he has undergone regular course work prescribed by the University.
- (b) A candidate seeking admission to M.Phil. Course must satisfy the following academic criteria and shall apply on a prescribed form to the Head of the Department concerned on the dates to be notified by the University.

Pre-requisite for admission to M. Phil.:

Master's degree in the concerned/allied subjects (as determined by the Departmental Research Board).

Eligibility for admission to M. Phil.:

- (a) B. A./B. Sc./B. Com./Graduate Degree with 50% marks and (b) M.A./M. Sc./M. Com./Master Degree with 55% marks. A relaxation of 5 % marks would be given to SC/ST/Physically Handicapped candidates at both the levels.

II. Curriculum:

- (a) M.Phil Course shall consist of the prescribed courses plus Dissertation. The minimum number of lectures will be 50 per course out of which candidate is required to attend 80% to become eligible for taking the examination.
 - (i) Course work including practical and lab work.
 - 4 credits x 6 papers = 24 credits (including paper entitled Research Methodology)
 - (ii) Dissertation = 26 credits
 - 60% for Dissertation (60% external)
 - 20% for viva-voce
 - 20% for seminar*
 - (iii) The total number of papers to be taught in the class shall be six. A minimum of two papers shall be taught in each of the two semesters.
- (b) For each subject the course will be divided into two groups:
 - (i) The M.Phil. Course Committee may declare one or two course papers as core courses. These core courses will be studied by all the candidates admitted to the M.Phil. Course.

- Note:**
- 1. * Seminar on Dissertation will be presented by a candidate in the form of Pre-submission seminar only after completing the course work, i.e., after the examinations of the second semester. The purpose of the seminar is to enable the candidate to discuss his findings in a larger group.
 - 2. The pre-submission seminar of each candidate will be assessed by the committee of three teachers from the faculty members appointed by the Head of the Department, one of which shall be the supervisor of the candidate.
 - (ii) The optional course to be pursued by the candidate shall be allotted by the Department concerned.

III. Medium of the Examination

The medium of instruction and examination shall be English except the language subject for which the medium shall be the language concerned.

Further provided that candidates in the subject of Sanskrit, Persian and Religious Studies shall be permitted at their option to offer medium of examination as under:

Sanskrit: Sanskrit, Hindi, Punjabi or English.

Persian: Persian, Urdu, Punjabi or English.

Religious Studies: English or Punjabi.

IV. Proficiency in Punjabi

The candidates pursuing M.Phil. Course other than the subject of Punjabi shall be required to pass subject of Punjabi of Matriculation or equivalent examination, any time before the award of M.Phil. Degree except those who have already passed examination in Punjabi of that level or higher level.

Only candidates holding foreign passport will be exempted from this requirement.

V. Weightage for Sessional Work

- (a) In each course work 40% weightage will be given to sessional work which shall be based on one house test (theory paper 20%, two seminars 10% and one assignment 10%). The examination conducted by the University in each theory/practical course shall has 60% Weightage.
- (b) Sessional awards would be sent to the University after these have been compiled and approved by a committee consisting Head of the Department and all such teachers teaching the course. This meeting shall be held at least 15 days before the commencement of the examination.

VI. First Semester Examination

Such candidates will be allowed to appear in the 1st semester examination who satisfy the following requirements:

- (a) Have been on the rolls of the Department concerned throughout the semester preceding the examination.
- (b) Have earned a minimum grade B in the sessional work.
- (c) Have their names submitted to the Dean, Academic Affairs by the Head of the Department along with certificate to be signed by the Head of the Department of having attended not less than 80% of the total delivered lectures in Theory/Practical/Tutorials and Seminars respectively.
- (d) Having attended prescribed course work but have not appeared or having appeared but could not qualify the examination in whole or part thereof, may appear in subsequent examinations with admissible number of chances.

VII. Second Semester Examination:

A candidate shall not have more than one reappear in the First Semester Examination. If a candidate fails in more than one paper he will be deemed to have failed in that semester and will be required to seek readmission in that semester which may or may not be granted to him as per the advice of the M.Phil Course Committee.

The examination in the second semester shall be open to such candidates who satisfy the following requirements:

- (a) Have been on the rolls of the department throughout the Second Semester preceding examination.
- (b) Have earned at least grade B in sessional work.
- (c) Have their names submitted to the Dean, Academic Affairs by the Head of the Department along with certificate to be signed by the Head of the Department of having attended the required number of lectures as provided under rule VI(c).
- (d) Having attended the prescribed course work but have not appeared or having appeared but could not qualify the examination in whole or part thereof. Such candidate will have to clear his reappear examinations within the next two semesters.

Provided:

- (a) That a candidate, who has passed first semester examination of M.Phil. Course but could not join second semester due to some specific reasons, may be allowed to join the second semester within one year of his passing the first semester examination.
- (b) That if due to some specific reasons such a candidate fails to join the second semester within a period of one year after passing the first semester examination, he may be allowed admission in the second semester even after the expiry of one year, subject to the following conditions:
 - (i) If there is no change in the syllabus for the semester course at the time of joining the course.
 - (ii) If such an admission is duly recommended by the Head or M.Phil. Course Committee.
 - (iii) If the seats are available in the second semester in the department.
 - (iv) In no case a candidate will be allowed admission after the expiry of three years from the date of initial admission to the course.

VIII. Approval of Area of Work and Title of Dissertation

- (a) Every candidate admitted to the course shall be required to pursue studies in an area to be decided by the M.Phil. Course Committee. The exact title of Dissertation, the name of the Supervisor will be supplied by the Head of the Department during the Second Semester.
- (b) In case of complaint of harassment of the candidate by the Supervisor and loose of conduct between the candidate and the supervisor, the Dean Research and Dean of the Faculty under the Chairmanship of Vice-Chancellor may take an appropriate decision.
- (c) A panel of examiners will be submitted by the Head of the Department before the end of the third semester or on the submission of dissertation whichever is earlier.
- (d) Any change in the title/topic will be approved by the Dean, Academic Affairs on the recommendation of the M.Phil. Course Committee.

IX. Dissertation : Submission and Evaluation

(A) Dissertation

The dissertation to be submitted by a candidate must comply with the following conditions:

- (a) It should normally be written in English (as per University rules except as allowed otherwise).
- (b) It must indicate evidence of candidate's knowledge of the main research and techniques prevalent in his chosen field of study.
- (c) It must be satisfactory as regards literary presentation.

(B) Submission of Dissertation

- (a)
 - (i) A candidate will submit his dissertation during the third semester to the Head of the Department through the Supervisor who would certify that the candidate has worked under his supervision.¹
 - (ii) A candidate will submit three copies of Dissertation together with a neatly typewritten abstract through the Supervisor and Head of the Department.
- (b) Before two month of submission of M.Phil. Dissertation, a candidate will give an application through the supervisor to the Head of the Department that he will be in a position to submit the Dissertation and request for a pre-submission seminar. If the candidate fails to present the pre-submission seminar within the stipulated period, he would be allowed to present the pre-submission seminar on paying a late fee of Rs. 1000/- per month.
- (c) The dissertation submitted by the candidate would be sent to the examiner for evaluation within fifteen days from the date of its receipt in the University office. One month's time would be given for the evaluation of dissertation. The Office would remind the examiner if the report is not received within the stipulated period.

¹ The last date for submission of the M. Phil Dissertation will be 18 months from the date of admission.

Provided that his result will be declared only on his passing theory/practical papers within the admissible chances, failing which his result in dissertation shall be filed.

Provided further that in case a candidate who fails to earn qualifying grade in dissertation he shall be allowed only one chance to resubmit his dissertation within a period of one year of the declaration of the result.

(C) Evaluation of Dissertation

- I The dissertation shall be examined by one External Examiner. The External Examiner shall be appointed by the Dean, Academic Affairs out of a panel of at least four persons recommended by the Dissertation Panel Committee consisting of the following:
 - i. Head of the Department (Chairperson)
 - ii. Supervisor
 - iii. Dean of the Faculty
 - iv. Two Professors to be nominated by the Dean, Academic Affairs from the same or allied subject.
- II The viva-voce shall be compulsory and shall be conducted by the External Examiner in presence of Head of the Department, Supervisor and Dean of the Faculty (in this Viva-voce, quorum will be a minimum of three members) to which all the faculty members of the Department shall be invited.

(D) Incorporation of the Contents of the Published Work in the Dissertation:

The candidate may incorporate in his dissertation the contents of any work which he may have published on the subject but he shall not submit as his dissertation any work for which degree has been conferred on him or any other person by this or any other University.

X. Extension in the Period of Dissertation.

- (a) Candidates should ordinarily, complete their dissertation work within the normal period as provided in Rule IX B but in genuine and hardship cases, the Dean, Academic Affairs, on the recommendations of the Supervisor and Head of the Department may allow extension by paying a fee of Rs. 1000/- per month up to a maximum of six months.
- (b) If a candidate fails to submit his dissertation within the stipulated period as above, he could seek registration afresh after paying a fee of Rs. 2000/- and could submit dissertation within a period of six months after paying a fee of Rs. 1000/- per month.

XI. Conduct of Examination

The examination in each theory paper(s) shall be conducted by the External Examiner. The question paper(s) will be set and scripts evaluated by External Examiner to be appointed by the Dean, Academic Affairs, out of a panel to be recommended by the M.Phil. Course Committee. The examination in each practical paper(s) shall be conducted jointly by External and Internal Examiner. The Internal Examiner for practical examination shall be appointed on the recommendations of the Head of the Department from amongst the teachers of the department teaching M.Phil Course.

XII. Compilation of Result

- (a) The result of course work (sessional and semester examination) shall be compiled in grades:

<i>Letter Grade</i>	<i>Status</i>	<i>Point Value of Grade</i>
A+	Outstanding	5.5 - 6.0
A	Very Good	4.5 - 5.4
B+	Good	3.5 - 4.4
B	Satisfactory	2.5 - 3.4
C	Poor	1.5 - 2.4
D	Very Poor	< 1.4

A candidate shall be required to earn at least grade B in order to pass the entire course excluding dissertation. Candidates getting Grade in the course work lower than Grade B shall have to improve the grade by reappearing in the course work paper(s) of his choice of any semester. For this he shall be allowed not more than two subsequent consecutive chances.

Provided that if a candidate gets D grade in any individual course he shall have to reappear in that course or offer a new course if it is not a part of the core course. The formula for obtaining grade point average shall be as under:

Grade obtained by candidates in different examinations including sessional work, practical etc., can be shown as cumulative grade or as Grade Point Average (GPA). The grade in various units or papers can be added according to the following formula:

$$GPA = \frac{C_1G_1+C_2G_2+C_3G_3+\dots\dots\dots}{C_1+C_2+C_3+\dots\dots\dots}$$

Where C_1, C_2, \dots are credit points of the courses and G_1, G_2, \dots are the respective grade points obtained by the student.

Provided further that the candidate shall be required to obtain at least grade B in each semester examination separately. In the matter of calculating final grade point average secured by a candidate, the fraction will be rounded off to a single decimal place. For example 4.446 will first be rounded off to 4.45 and then to 4.5. Similarly, 4.443 will be round off to 4.44 and then to 4.4. The examiners will award a letter grade (A⁺, A, B, C, etc.) and a corresponding grade point.

- (b) Candidate who obtains at least grade B in dissertation including Viva-Voce and seminar pertaining to dissertation/project work shall be deemed to have passed in the dissertation paper. In the case of evaluation of dissertation and Viva-Voce by the examiner a letter grade will be accordingly fixed in point grade.

XIII. Declaration of Result

The Registrar shall publish a list of candidates who have passed the examination indicating the grades obtained by them separately in sessional work, in University Examination and in Dissertation. The successful candidates shall be awarded degree indicating the grade obtained by them in all the courses and dissertation.

XIV. Duration of the Course

- (a) The duration of the M. Phil course is 18 months, and 18 months shall be counted from the date of admission.
- (b) The M. Phil students will be allowed the use of University facilities such as Hostels, Library etc. till the date of submission of the dissertation or 18 months from the date of admission whichever is earlier.

XV. M.Phil Course in Computer Science and Engineering

For Rules and regulations for Degree of Master of Philosophy in Computer Science and Engineering consult Head of the Department or University website.

Important Note:

Ragging in any form is not allowed. As per order of the Hon'ble Court "If any incident of ragging comes to the notice of authority, the concerned student shall be given liberty to explain and if explanation is not satisfactory, the authority would expel him from the institution".

HOSTEL CHARGES AND REFUNDS

HOSTEL CHARGES

Detail of the Hostel Charges can be obtained from the Provost/Hostel Warden.

RULES REGARDING PAYMENT OF HOSTEL CHARGES

- (a) The schedule of payment of the hostel charges will be the same as in the case of tuition fee. In case a student does not pay the hostel charges within the due date, it shall be the responsibility of the Warden to ensure that such student does not continue to stay/reside in the hostel.
- (b) Once a student is admitted to the hostel, he/she cannot stop paying the hostel rent on the plea that he/she has stopped residing in the hostel. In order to vacate hostel accommodation, the student is required to obtain the prior permission of Warden/Senior Warden/Provost and send a prior intimation to the Accounts Branch of the University, positively.
- (c) If the name of the student is struck off due to non-payment of hostel dues from the list of the hostellers, he can be allowed re-admission with the approval of the Dean Students/Provost.
- (d) The students of low income group can be given free accommodation in the University Hostels. In addition to it, five outstanding players and two outstanding students involved in cultural activities can also be given free accommodation. In order to exempt above mentioned students from payment of room rent, the committee consisting of following members will send recommendation through Dean Students to the Vice-Chancellor for approval.
 1. Dean Students/Provost **Chairman**
 2. Director, Youth Welfare
 3. Director, Sports
 4. One nominee of the Vice-Chancellor

Tuition and Hostel charges shall be paid in the concerned Department and Hostel. The tuition fee shall be charged for 12 months as given below:

- i. Examination fee will be deposited separately according to the Examination Schedule.
- ii. The students have the option to deposit fee for the whole year/session in one installment.
- iii. If a student does not deposit hostel charges/tuition fee by the due date, he will have to pay fine as per rules.
- iv. The fee for semester 2nd and 3rd will be paid without late fee within ten working days after the 1st and 2nd semester examinations respectively.
- v. However, if a candidate fails to pay the fee within the ten days due to some special reason, he can be granted another ten days for admission with Vice-Chancellor's permission. Thereafter, only readmission will be allowed.

The Dean Students/Provost is authorized to remit the fine if he feels that the student could not deposit the fee for some genuine reasons. Provided further that non-payment of any dues for more than 15 days, the name of the student shall be struck off from the rolls of the department. Such students, however, can seek re-admission and in case if allowed, all the dues, late fee charges and admission fee etc. as provided shall have to be paid.

If a candidate is absent from the class for 10 days continuously, his/her name shall be struck off from the rolls of the department. Such students, however, can seek re-admission and in case if allowed by the competent authority, they shall have to pay Rs. 200/- as re-admission charges.

REFUNDS

All refunds will be as per University Rules.

Note: If the name of the student is struck off due to non-payment of hostel dues from the list of the hostellers he/she can be allowed re-admission with the approval of the Dean Students/Provost.

INTERNATIONAL STUDENTS

International Students are admitted under three categories:

- i. Students sponsored by the Government of India agencies like ICCR, Ministry of HRD etc.
- ii. Students sponsored by their respective Governments/Embassies, under a Memorandum of Understanding with the Punjabi University, Patiala.
- iii. Self financing students recommended by their respective Government or Embassy.

All International Students must possess a valid student visa and an HIV negative test report from a recognized/government medical hospital/laboratory in India.

All disputes arising from this document or connected therewith are subject to the territorial jurisdiction of courts situated at Patiala only and to the exclusion of all other courts.

As per direction of the Hon'ble Supreme Court and guidelines laid down by UGC, Punjabi University, Patiala has "**Prevention of Sexual Harassment of Women at Workplace Cell**" to deal with issues of gender based harassment and violence on the Campuses. The cell addresses the complaints of sexual harassment nature from students, research scholars, teachers and non-teaching employees of the various departments of the University, its constituent colleges, regional centres and neighbourhood campuses. The information is available at:
<http://punjabiuniversity.ac.in/pbiuniweb/pages/testingWHC/>

RESERVATION POLICY

Please refer to the main Handbook of Information for admission, Punjabi University, Patiala in relation to the Reservation Policy at website www.pupadmissions.ac.in.

IMPORTANT NOTES

1. *The rules for reservation against various categories can be revised and the rules existing at the time of the interview will be applicable.*

NOTIFICATIONS AND FORMATS OF CERTIFICATES

Please refer to the main Handbook of Information for admission, Punjabi University, Patiala in relation to the Reservation Policy at website www.pupadmissions.ac.in.

IMPORTANT NOTES

1. *The Notifications and Formats of Certificates against various categories can be revised and the rules existing at the time of the interview will be applicable.*

Instructions for filling Response Sheet

I. How to shade a circle:



Illustration

- 1 A B C D Response to the question is taken as '**B**' (Correct Answer).
Two circles shaded (Wrong Answer)
- 2 A B C D
- 3 A B C D The question is left unattempted.

II. On the OMR Sheet the Roll Number is also to be filled by shading circles.

III. OMR Sheets must not be folded or mutilated.

OMR SHEET

Stamp of Coordinator

Signature of Dy. Superintendent

SPECIMEN

Candidate's Roll No.

Code

Candidate's Roll No. in Words

01	A B C D	21	A B C D	41	A B C D	61	A B C D	81	A B C D
02	A B C D	22	A B C D	42	A B C D	62	A B C D	82	A B C D
03	A B C D	23	A B C D	43	A B C D	63	A B C D	83	A B C D
04	A B C D	24	A B C D	44	A B C D	64	A B C D	84	A B C D
05	A B C D	25	A B C D	45	A B C D	65	A B C D	85	A B C D
06	A B C D	26	A B C D	46	A B C D	66	A B C D	86	A B C D
07	A B C D	27	A B C D	47	A B C D	67	A B C D	87	A B C D
08	A B C D	28	A B C D	48	A B C D	68	A B C D	88	A B C D
09	A B C D	29	A B C D	49	A B C D	69	A B C D	89	A B C D
10	A B C D	30	A B C D	50	A B C D	70	A B C D	90	A B C D
11	A B C D	31	A B C D	51	A B C D	71	A B C D	91	A B C D
12	A B C D	32	A B C D	52	A B C D	72	A B C D	92	A B C D
13	A B C D	33	A B C D	53	A B C D	73	A B C D	93	A B C D
14	A B C D	34	A B C D	54	A B C D	74	A B C D	94	A B C D
15	A B C D	35	A B C D	55	A B C D	75	A B C D	95	A B C D
16	A B C D	36	A B C D	56	A B C D	76	A B C D	96	A B C D
17	A B C D	37	A B C D	57	A B C D	77	A B C D	97	A B C D
18	A B C D	38	A B C D	58	A B C D	78	A B C D	98	A B C D
19	A B C D	39	A B C D	59	A B C D	79	A B C D	99	A B C D
20	A B C D	40	A B C D	60	A B C D	80	A B C D	100	A B C D

No. of Questions Not Attempted (To be filled in by the candidate)

UNIVERSITY GRANTS COMMISSION

State-wise List of fake Universities as on 15 March, 2016

Bihar

- Maithili University/Vishwavidyalaya, Darbhanga, Bihar.

Delhi

- Commercial University Ltd., Daryaganj, Delhi.
- United Nations University, Delhi.
- Vocational University, Delhi.
- ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi - 110 008.
- Indian Institute of Science and Engineering, New Delhi.

Karnataka

- Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.

Kerala

- St. John's University, Kishanattam, Kerala.

Maharashtra

- Raja Arabic University, Nagpur, Maharashtra.

Tamil Nadu

- D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu.

West Bengal

- Indian Institute of Alternative Medicine, Kolkatta.
- Institute of Alternative Medicine and Research, 8-A, Diamond Harbour Road, Builtech inn, 2nd Floor, Thakurpurkur, Kolkatta - 700063

Uttar Pradesh

- Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
- Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University) Prayag, Allahabad, Uttar Pradesh.
- Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
- National University of Electro Complex Homeopathy, Kanpur, Uttar Pradesh.
- Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
- Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
- Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh, Uttar Pradesh.
- Indraprastha Shiksha Parishad, Institutional Area, Khoda, Makaanpur, Noida Phase-II, Uttar Pradesh.
- Gurukul Vishwavidyala, Vridanvan, Uttar Pradesh.

Odisha

- Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No. 242, Pani Tanki Road, Shaktinagar, Rourkela-769014.

* **Bhartiya Shiksha Parishad, Lucknow, UP - the matter is subjudice before the District Judge - Lucknow**

PUNJABI UNIVERSITY PATIALA

(Established under Punjab Act No. 35 of 1961)

ENROLLMENT CUM ADMISSION FORM FOR Ph.D. PROGRAMME 2016-17

(To be submitted to the Head of Concerned Department)

Subject

Affix	self
Attested	Recent
Passport	Size
Photograph	

Eligibility Criteria**Through Entrance Test (No fee to be paid)**

Year of Qualifying Entrance Test _____

Roll No. _____ Score/Merit _____

Direct Admission (No Entrance Test) Specify Category: UGC-CSIR(NET)/NET(JRF)/SLET/GATE Teacher Fellow/M.Phil.

Detail of payment for the downloaded Form Rs. 2000/- (Rs. 1400/- for SC/ST)

University Receipt No. _____ Dated _____

PLEASE USE CAPITAL LETTERS IN FILLING THE FORM

- Name of the Applicant _____
- Sex (Male/Female) _____
- Category : _____
- Date of Birth _____
- Father's/Guardian's name _____
- Mother's name _____
- Nationality _____
- Do you wish to reside in the University Hostel ? Yes/No If you have been a resident earlier give dates of stay _____
- Address for Correspondence _____
_____ Phone No. with S.T.D. Code. _____
Mobile _____ e-Mail _____
- Examination passed in Punjabi Language _____

*Enrolment cum Admission form II for Ph.D Programme 2014-15 is to be filled up and submitted at the time of interview along with certificate by the Supervisor/Co-Supervisor at the concerned dept. This form can be downloaded from Punjabi University Website.

**Those who are exempted from Ph.D entrance test must deposit the required fee.

11. Educational Qualifications:

Name of Examination	University/Board & Year of Passing	Subjects Studied	Marks Obtained /%age of Marks	Max Marks
Matriculation				
Graduation				
Post-graduation				
Any other				

UNDERTAKING

I _____ S/o D/o Sh. _____ age _____ Year _____ Month
 R/o _____ District _____ State _____ hereby declare/certify
 that the above information and attached documents are true to the best of my knowledge and belief and nothing has been
 concealed therein. I am fully aware of the fact that if the information given by me proves to be wrong. I will be punished under
 law and I will be summarily expelled from the institution where I had got admission on the basis of the false information.

Signature of the Candidate

CERTIFICATE BY THE SUPERVISOR

It is certified that:

- (i) I _____ hereby give my consent to guide Mr./
 Ms. _____ for his/her Ph.D. degree. Further I do not have any close relationship with the
 candidate.
- (ii) Presently _____ Ph.D. research students are registered with me and students including the present one are
 enrolled with me for Ph.D. degree.
- (iii) My date of retirement is .

Date: _____

Signature of the Supervisor

Designation: _____

Department _____
 Punjabi University, Patiala

Note: In case the supervisor is from outside Punjabi University the following declaration is to be given.

I certify that I have more than 5 years teaching experience of postgraduate classes in the subject/allied subject in the area of proposed research of the candidate.

Signature of Supervisor

Signature of Principal of the concerned College

Recommendation from Department

(i) Candidate is eligible for Ph.D. Programme

(ii) Candidate is required to join Ph.D. Course work

OR

The candidate is exempted from Ph.D. Course work

Head of the Department

Date: _____

Documents to be Attached:

1. Self attested copies of all certificates
2. Character Certificate from Institute last attended
3. No Objection Certificate if employed

PUNJABI UNIVERSITY, PATIALA
(Established Under Punjab Act No. 35 of 1961)

ADMISSION FORM M. PHIL. 2016-2017
SPORTS CATEGORY

Sr. No.....(To be allotted by the Department)

Subject Applied for:

(to be mentioned in order of preference)

1. 2.



1. Name of the Applicant(Male/Female)

2. Father's/Guardian's name

3. Mother's name

4. Date of Birth 5. Age on 01-7-2014.....years.....months.....days

6. State of residence/domicile

7. Mailing address

Phone No. with S.T.D. Code

8. Permanent address

9. Year of passing 10+2 examination

10. Item for which you are claiming benefit

11. Is this item included in the University calendar Yes/No

12. Eligibility to participate in Inter-Varsity competitions on the basis of the following:

(i) Age less than 25 years, Yes/No

(ii) Gap less than 7 years after matric, 7 years after 10+2/equivalent exam Yes/No

(iii) Employed Yes/No

13. Sports achievements: (give name of the game/event, level of participation, year of participation, position/ranking etc.)

(i) (ii)

(iii) (iv)

(v) (vi)

14. Any other outstanding achievement(s)

.....

P.T.O.

CERTIFICATE

- (A) I qualify for admission under sports category..... as per University prospectus.
- (B) I..... hereby declare that the above information given by me and the sports certificates that I shall be presenting to the Sports/Admission committee were awarded to me and are genuine. If any discrepancy is found at any time, I shall be liable for any disciplinary action including cancellation of admission and registration of a criminal case against me.
- (C) I further declare that I shall actively participate in the game/event in regard of which I am admitted under the above category.

Date:

Signature of the Candidate

FOR USE OF THE DEPARTMENT

Sr. No.

- 1. Was the candidate interviewed?
 - 2. Is the candidate academically eligible for admission to the course?
 - 3. Is the candidate eligible for admission under sports category?
- Recommended under sports category.....

Head, Deptt. of.....

No1/3/95-3PPII/9619
GOVERNMENT OF PUNJAB
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL POLICIES ii BRANCH)
 Dated, Chandigarh the 6/6/1996

- To,
- (I) All the Financial Commissioners to the Government of Punjab.
 - (II) All the Principal Secretaries/Administrative Secretaries to the Government of Punjab.
 - (III) All Heads of Department, Commissioners of Divisions, Registrar, Punjab and Haryana High Court, District and Session Judges, Deputy Commissioners, Sub-Divisional Officers(Civil) in the Punjab State.

Subject: Bonafide resident of Punjab- Guidelines for grant of Resident Certificate.

Sir/Madam,

I am directed to invite your attention to the Punjab Government Circular Letter No. 1/3/95-3PPII/2043, dated 29.1.1996 vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institutions (including technical/Medical institutions). The matter has been reconsidered in the light of judgment delivered by the Hon'ble Supreme Court of India in the case of Dr. Pardeep Jain Vs. Union of India and others (reported as AIR 1984-SP-1421) wherein it was held that instead of the word 'Domicile' the word 'Resident' be used in the instructions issued by the State Governments on the subject. Accordingly, it has been decided by the Government to revise the Government instructions referred to above, as under:

Categories	Affidavit certificate and the authorities competent to issued the same
(A) Citizen of India	
(B) Produce an affidavit to the effect that they or their children/wards have not obtained the benefit of Residence in any other state.	Affidavit of the parent/guardian to be attested by an Executive Magistrate/Oath Commissioner/Notary Public.
(I) Candidates who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years just preceding the qualifying examination for the admission.	Certificate to be issued by the Head/Principal of the Govt. And recognized Schools/Colleges concerned.
(II) Children/wards of:	
(a) The employees of Punjab Government posted in or outside Punjab State or working on deputation having at least 3 years of service.	Certificate to be issued by respective Head of the Department.
(b) The employees of Govt. Of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. For a period of 3 years	Certificate to be issued by the respective Head of the Department.

(c) The employees of State Govt. Institutions/undertakings who are posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. For a period of 3 years.	----do----
(d) The employees having at least 3 years of service in autonomous bodies/companies in which Punjab Govt. Has 20% or more shares	----do---
(III) Children/wards of the pensioners of Punjab Govt. Irrespective of the fact that the original home of the retiree is in a State other than Punjab or he has settled after retirement in or outside Punjab	PPO issued by the Accountant General, Punjab.
(IV) Children/wards of persons who have settled in Punjab or had resided in Punjab for a period of at least 5 years at any time prior to the date of the submission of application either in pursuit of a profession or holding a job.	Certificate to be issued by the DC, ADC(R), ADC(D), SDO(Civil), GA to DC, DORG, DRO, EM, Tehsildar, Commissioners of Municipal Corporations of Amritsar, Jalandhar and Ludhiana.
(V) Children/wards of persons who have held immovable property in Punjab for a period of five years. The property should be in the name of the parents/guardians or the candidate himself.	DC, ADC(R), ADC(D), SDO(Civil), GA to DC, DORG, Tehsildar/DRO based on copies of Jamabandi, Revenue Record, Municipal Record, Registered Deeds or any other document to the full satisfaction of D.C.
(VI) Persons who were born in Punjab and produce a certificate to the effect.	As per Category (IV) above.

2. For the purpose of uniformity for issuing the certificate of Residence in the case of various categories to be issued by the competent authorities, proformas have been prescribed which are enclosed herewith. After careful consideration it has also been decided to delete the D.T.O., included among the certifying authorities against category (IV) & (VI) of the policy instruction dated 29/10/1996.

SPECIMEN FORMATS OF RESIDENT CERTIFICATE

**AFFIDAVIT OF THE PARENT/GUARDIAN TO BE ATTESTED BY AN EXECUTIVE MAGISTRATE/OATH
COMMISSIONER/NOTARY PUBLIC IN
CASE OF CATEGORY A (Appendix A)**

I father/mother/guardian of
Miss/Mr..... resident of
(full address to be given)

Do hereby solemnly state and affirm as under:

- That I am a citizen of India.
- That neither the deponent nor the child/ward of deponent have obtained the benefit of Residence in any other State.

Dated.....

DEPONENT

**CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEAD MASTER OF THE
GOVERNMENT/RECOGNISED SCHOOL/COLLEGE CONCERNED IN CASE OF CATEGORY (B)(I)
(Appendix A)**

It is certified that Miss/MrD/o/S/o
Sh..... has been a student of this School/College for a period of
..... years from to He left the School/College on
.....,

Dated.....

Signature of Principal/Headmaster
Of the College/School
(with Seal)

**CERTIFICATE TO BE ISSUED BY THE HEAD OF THE DEPARTMENT IN CASE OF CATEGORY
(B)(II)(a) (Appendix A)**

Certified that Sh.....S/o Sh..... father of
Miss/Mr..... is an employee
(Name of Child/ward)

of theof Punjab Government. He is working as
(Name of office)

.....and is posted at He has more than three years service at
his credit.

OR

Certified that Sh S/o Sh..... is father of
Miss/Mr..... and employee of theof Punjab Government. He is
working ason deputation with the
.....and is posted atHe has more than three years service at
his credit.

Place:.....
Dated:.....

Head of the Department
(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF
CATEGORY (B)(II)(b) (Appendix A)**

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

Place:.....
Dated:.....

Head of the Department
(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF
CATEGORY (B)(II)(c) (Appendix A)**

Certified that Sh S/o Sh..... father of
Miss/Mr..... is an employee of
(State Govt. Institution/Undertaking)
of the Government of Punjab and is working as He is posted at
Chandigarh/Punjab in connection with the affairs of Punjab Government for the past three years.

Place:.....
Dated:.....

Head of the Department
(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF
CATEGORY (B)(II)(d) (Appendix A)**

Certified that Sh S/o Sh..... father of
Miss/Mr..... is an employee of
(Name of the autonomous bodies/company)
in which the the Punjab Govt. has 20% or more share. He is working as and is posted at
.....,

It is also certified that he has three years service in the above said autonomous bodies/company.

Place:.....
Dated:.....

Head of the Department
(With Seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D), SDO (C), GA TO DC, D.O.R.G., D.R.O., E.M. TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (B) (IV) (Appendix-A)

Certified that _____ son/daughter of Shri _____
(Name of the person)
father/guardian _____ of
Miss/Mr. _____
(Name of the Child/ward with full address)
has settled*in Punjab or has reside* in Punjab for a period of 5 years from _____
to _____ he is working as _____
(Name of profession Designation and job)

*Strike whichever is not applicable

Place:

Dated:

Signature of DC,ADC(R),ADC(D),SDO(C),
GA TO DC, D.O.R.G., D.R.O., E.M.
Tehsildar, Commissioners of Municipal
Corporations of Amritsar, Jalandhar
and Ludhiana.
(With Seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC (R), ADC (D), SDO (C), GA TO DC, D.O.R.G., D.R.O., E.M. TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (B) (V) (Appendix-A)

Certified that _____ son/daughter of Shri _____
(Name of the person)
father/guardian _____ of
Miss/Mr. _____ hold
(Name of the Child/ward with full address)
immovable property at _____ in the state of
(Place and District)
Punjab for the past _____ years.

Place:

Signature of DC,ADC(R),ADC(D),SDO(C),
GA TO DC, D.O.R.G., D.R.O., E.M.
Tehsildar, based on copies of
Jamabandi, Revenue Record, Municipal Record,
Registered deeds or any other document to the Dated:
full satisfaction of the D.C.
(With Seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC,ADC(R), ADC(D), SDO(C), GA TO DC, D.O.R.G., D.R.O., E.M. TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALLANDHAR AND LUDHIANA IN CASE OF CATEGORY (b)(VI)(Appendix-A)

Certified that Miss/Mr.....S/o Sh..... resident of
..... was born in Punjab as per Birth
Certificate.

Place:.....
Dated:.....

Signature of DC,ADC(R),ADC(D),SDO(C),
GA to DC, D.O.R.G., D.R.O., E.M.
Tehsildar, Commissioners of Municipal
Corporation of Amritsar,
Jalandhar and Ludhiana.
(With Seal)



GOVERNMENT of PUNJAB

Office of the Tehsildar, (_____) Name of District

Punjab Residential Certificate

Document Sr. No.

CATEGORY No. IV

Certified that Shri/Smt. _____
Son/Daughter of Sh. _____
Mother's Name, Smt. _____
Resident of _____

Tehsil _____

District _____

Has settled in Punjab or has resided in Punjab for a period of _____ years from _____ to _____ . He is working as _____ .

This issues as per Pb. Govt.Cir.No. 1/3/95-3PP2/2043, dated 29-01-1996 and Cir.No. 1/3/95-3PP2/9619, dated 06-06-1996, 1/3/95-3PP2/80, dated 01-01-1999 and 1/3/95-3PP2/7480, dated 24-5-2001 for the purpose of admission to educational Institutions (Including Technical/Medical institutions) only.

Date of Issuance:

Signature of the Issuing Authority:

Digitally Signed by:

Designation:

Date:

(Stamp and Sign of certificate printing center)

Place:

Disclaimer- "This is a digitally Signed Certificate and does not require hand written signatures. The responsibility of verification of this document, before accepting the same for any legal purpose, would rest with the Institution or Organization or Company or any other entity where this document is produced."

The Content of this document could be verified using the document serial number at the following web link
<http://edistrict.punjab.gov.in/EDA>

NOTIFICATIONS AND FORMAT OF CERTIFICATES

Notifications

GOVERNMENT OF PUNJAB, DEPARTMENT OF PERSONNEL
(PERSONNEL POLICIES II BRANCH)
Nos. 1/3/95-3PPII/7332 & 1/3/95-3PPII/10377
Dated, Chandigarh, the 14/6/1999 & 18/8/2000

To

All the Heads of the Departments,
Commissioners of Divisions,
Deputy Commissioners, Registrar
Punjab and Haryana High Court,
District and Session Judges and
Sub-Divisional Magistrates (Civil)
in the state of Punjab.

Subject: Issuance of Certificates for the purpose of seeking admission to various educational/technical/professional institutions in the State and also for employment.

Sir,

It has been brought to the notice of Government that educational authorities and institutions prescribe various certificates regarding residence, SC/BC category and backward area etc. to be furnished by the students/candidates with the application forms for entrance examination or employment in the formats and by the authorities different from those prescribed by the government departments. Cases have also been reported where the authorities concerned insist on retaining original certificates and refuse to accept the attested photo copies of the certificates. All this results in harassment and panic among the students/candidates and their parents/guardian, since they have to apply with such certificates to more than one authorities simultaneously and within a limited period. The list of certificates required at the time of applying for CET/JET/PMT and PSU are enclosed by way of illustration.

2. In order to overcome the difficulty mentioned above, it has been decided by the Government that the following procedure shall be followed meticulously by all the educational and other authorities concerned:

- (1) Certificates issued in the format and by the authorities prescribed by Government Departments shall be accepted as valid by all educational institutions and other authorities.
- (2) Where a number of authorities have been authorised to issue the certificates there shall be no insistence on issue of a certificate by any particular authority or by the highest authority indicated in the format.
- (3) (a) In case of entrance examinations, no certificate should be called for in the first instance alongwith the application form. It will be sufficient for the candidates seeking admission or

NOTIFICATIONS AND FORMAT OF CERTIFICATES

other facility to indicate in the application form whether he/she belongs to any particular category entitling him/her to certain concessions or facility. Requisite certificates may be obtained only from the selected/wait listed candidates.

- (b) To further simplify the procedure attested copies of the certificates only shall be retained and original certificates if required to be produced at the time of interview shall be returned immediately, thereafter.
4. Parents/guardian or candidates can also obtain Scheduled Caste Certificate for the purpose of seeking admission as per proforma given below from the Head of Institution where the candidate has studied if the proof i.e. an attested copy of Scheduled Caste Certificate issued by a competent authority in favour of the candidate or the father of the candidate is available in the school records.
5. (i) If parents/guardians are employed with Punjab Govt. they can obtain S.C. Certificate from the Head of Dept. or the Head of Office in the proforma given below provided relevant S.C. Certificate exists on the in service record.
- (ii) If the residents of Punjab who are employed in Govt. of India or any other State Govt. the S.C. Certificate in such cases will also issued by the respective H.O.D. or Head of Office in the proforma given below provided S.C. Certificate exists in their service record.
6. In case of freedom fighters; political sufferers, terrorists/riot victims and migrants where the registers are maintained by D.C. Office the certificate may be issued by Deputy Commissioner/ G.A. to D.C./A.D.C.

These instructions shall come into force with immediate effect and shall be affective even where admission prospectus have already been printed following earlier instructions but entrance examination is yet to be held or deadline for submission of forms is not yet over.

NOTIFICATIONS AND FORMAT OF CERTIFICATES

ਨੰ : 1/8/07-ਰਸ1/853

ਪੰਜਾਬ ਸਰਕਾਰ
ਭਲਾਈ ਵਿਭਾਗ
(ਰਿਜ਼ਰਵੇਸ਼ਨ ਸੈੱਲ)

ਸੇਵਾ ਵਿਖੇ,

ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀ,
ਸਮੂਹ ਜਿਲ੍ਹਿਆਂ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਜ਼,
ਸਮੂਹ ਉਪ ਮੰਡਲ ਮੇਜਿਸਟਰੇਟ (ਸਿਵਲ) ਅਤੇ
ਤਹਿਸੀਲਦਾਰ

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ : 29.06.2009

ਵਿਸ਼ਾ : ਅਨੁਸੂਚਿਤ ਜਾਤੀਆਂ ਅਤੇ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਨੂੰ ਜਾਤੀ ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨ

ਸ਼੍ਰੀਮਾਨ ਜੀ,

ਮੈਨੂੰ ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਆਪ ਦਾ ਧਿਆਨ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ.1/8/07-ਰਸ1/815-10.07.2008 ਅਤੇ ਇਸ ਸਬੰਧ ਵਿੱਚ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਹਦਾਇਤਾਂ ਵੱਲ ਦਿਵਾਉਣ ਕਹਿਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਅਨੁਸੂਚਿਤ ਜਾਤੀਆਂ ਅਤੇ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਦੇ ਵਿਅਕਤੀਆਂ ਨੂੰ ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨ ਲਈ ਪਹਿਲਾਂ ਅਧਿਕਾਰਤ ਕੀਤੇ ਅਧਿਕਾਰੀਆਂ ਤੋਂ ਇਲਾਵਾ ਹੋਠ ਲਿਖੇ ਅਧਿਕਾਰੀਆਂ ਨੂੰ ਜਾਤੀ ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨ ਦੇ ਅਖਤਿਆਰ ਦਿੱਤੇ ਜਾਂਦੇ ਹਨ:

ਲੜੀ ਨੰਬਰ	ਕੇਂਟਾਗਰੀ	ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨ ਲਈ ਸਮੱਰਥ ਅਧਿਕਾਰੀ
1	2	3
1.	ਪੇਂਡੂ ਖੇਤਰਾਂ ਲਈ	ਸਬੰਧਤ ਬਲਾਕ ਵਿਕਾਸ ਤੇ ਪੰਚਾਇਤ ਅਫਸਰ
2.	ਮਿਉਂਸਪਲ ਕਰਪੋਰੇਸ਼ਨਾਂ ਦੀ ਹਦੂਦ ਦੇ ਵਸਨੀਕਾਂ ਲਈ	ਸਬੰਧਤ ਮਿਉਂਸਪਲ ਕਮਿਸ਼ਨਰ/ਵਧੀਕ ਕਮਿਸ਼ਨਰ
3.	ਮਿਉਂਸਪਲ ਕੌਂਸਲਾਂ/ ਐਨ.ਏ.ਸੀ. ਦੀ ਹਦੂਦ ਦੇ ਵਸਨੀਕਾਂ ਲਈ	ਸਬੰਧਤ ਕਾਰਜ ਸਾਧਕ ਅਫਸਰ

1. ਇਹ ਸਪੱਸ਼ਟ ਤੌਰ ਤੇ ਦਸਿਆ ਜਾਂਦਾ ਹੈ ਕਿ ਸੰਵਿਧਾਨਕ ਹੁਕਮ (ਅਨੁਸੂਚਿਤ ਜਾਤੀ), ਪੰਜਾਬ ਲਿਸਟ (ਕਾਪੀ ਨੱਥੀ ਹੈ) ਵਿੱਚ ਦਰਜ ਹਿੰਦੂ, ਸਿੱਖ ਅਤੇ ਬੁੱਧ ਧਰਮ ਦੇ ਅਨੁਯਾਈਆਂ ਨੂੰ ਹੀ ਅਨੁਸੂਚਿਤ ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕੀਤੇ ਜਾ ਸਕਦੇ ਹਨ ਅਤੇ ਇਸ ਲਿਸਟ ਤੋਂ ਬਾਹਰ ਕਿਸੇ ਵੀ ਜਾਤੀ/ਉਪ ਜਾਤੀ ਨੂੰ ਜਾਰੀ ਕੀਤਾ ਗਿਆ ਜਾਤੀ ਸਰਟੀਫਿਕੇਟ ਗੈਰ-ਕਾਨੂੰਨੀ

NOTIFICATIONS AND FORMAT OF CERTIFICATES

ਹੋਵੇਗਾ। ਇਸ ਲਈ ਅਨੁਸੂਚਿਤ ਜਾਤੀ ਸਰਟੀਫਿਕੇਟ ਕੇਵਲ ਅਨੁਸੂਚਿਤ ਜਾਤੀ ਦੀ ਸੂਚੀ ਵਿੱਚ ਦਰਜ ਜਾਤੀਆਂ ਨੂੰ ਹੀ ਜਾਰੀ ਕੀਤੀ ਜਾਣਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।

ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ/ਹੋਰ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਨਾਲ ਸਬੰਧਤ ਵਿਅਕਤੀਆਂ ਨੂੰ ਪਛੜੀ ਸ਼੍ਰੇਣੀ/ਓ.ਬੀ.ਸੀ. ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨ ਲਈ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ:1/41/93-ਰਸ1/209-211, ਮਿਤੀ 24.02.2009 (ਕਾਪੀ ਨੱਥੀ ਹੈ) ਰਾਹੀਂ ਸਲਾਨਾ ਆਮਦਨ ਸੀਮਾ ਦੀ ਹੱਦ ਨਿਸ਼ਚਿਤ ਕੀਤੀ ਗਈ ਹੈ, ਪੰਜਾਬ ਰਾਜ ਲਈ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ/ਹੋਰ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਦੀ ਸੂਚੀ ਨਾਲ ਨੱਥੀ ਕਰਕੇ ਭੇਜੀ ਜਾਂਦੀ ਹੈ। ਇਨ੍ਹਾਂ ਜਾਤੀਆਂ ਦੇ ਉਮੀਦਵਾਰਾਂ ਨੂੰ ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨ ਲਈ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਅਤੇ ਹੋਰ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਦੇ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਪਦ-ਉੱਨਤ (ਕਰੀਮੀਲੇਅਰ) ਵਿਅਕਤੀਆਂ ਨੂੰ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਲਈ ਰਾਖਵੇਂਕਰਨ ਦੇ ਦਾਇਰੇ ਤੋਂ ਬਾਹਰ ਰੱਖਣ ਲਈ ਸਰਕਾਰ ਵੱਲੋਂ ਨੀਤੀ ਹਦਾਇਤਾਂ ਮਿਤੀ 24.02.2009 ਅਤੇ ਇਸ ਸਬੰਧ ਵਿੱਚ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਜਾਰੀ ਕੀਤੀਆਂ ਗਈਆਂ ਹੋਰ ਹਦਾਇਤਾਂ ਨੂੰ ਧਿਆਨ ਵਿੱਚ ਰੱਖ ਕੇ ਪਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਨੂੰ ਪਛੜੀ ਸ਼੍ਰੇਣੀ/ਓ.ਬੀ.ਸੀ. ਸਰਟੀਫਿਕੇਟ ਜਾਰੀ ਕਰਨਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।

ਇਹ ਹਦਾਇਤਾਂ ਕੇਵਲ ਮਿਤੀ 01.07.2009 ਤੋਂ ਮਿਤੀ 30.09.2009 ਤੱਕ ਹੀ ਲਾਗੂ ਰਹਿਣਗੀਆਂ।

ਸਹੀ/-
ਅਧੀਨ ਸਕੱਤਰ ਭਲਾਈ



FORMAT OF CERTIFICATE

GOVERNMENT of PUNJAB

Office of the Tehsildar, (_____))
Name of District

Certificate of Scheduled Caste

Document Sr. No.

It is Certified that _____ Shri/Smt. _____
Son/Daughter of _____ Shri _____ of
Village/Town _____ of
District/Division _____
State of Punjab belongs to _____ Caste which
has been recongnized as Scheduled Caste as per "The Constitution (Scheduled Castes), Order 1950".

Shri _____ and his family lives in village/Town of _____ of
District/Division _____ of Punjab State.

Date of Issuance:

Signature of the Issuing Authority:

Digitally Signed by:

Designation:

Date:

(Stamp and sign of certificate printing center)

Place:

Disclaimer- "This is a digitally Signed Certificate and does not require hand written signatures. The responsibility of verification of this document, before accepting the same for any legal purpose, would rest with the Institution or Organization or Company or any other entity where this document is produced."

The Content of this document could be verified using the document serial number at the following web link

<http://edistrict.punjab.gov.in/EDA>



FORMAT OF CERTIFICATE

GOVERNMENT of PUNJAB

Office of the Tehsildar, (_____)
Name of District

Certificate of Backward Class

Document Sr. No.

This is to Certified that Shri/Smt. _____

Son/Daughter of Shri _____ of _____

Town of _____

District/Division in the State of Punjab belongs to the _____ Community
which is recognized as a backward class under the Government of Punjab, Department of Welfare of SCs
and BCs vide Notification No. 11096-WG55/53380 dated 03/09/1955

Shri/Smt _____ and/or his/her family ordinarily resides in
the _____ District/Division of the state of Punjab.

This is also to certify that he does not belong to the persons/sections (Creamy Layer) mentioned in Column 3
of the Schedule to the Government of Punjab, Department of Welfare of SCs and BCs Notification no.
1/41/93-RC1/ dated 17-01-1994, as amended vide Notification no. 1/41/93-RC1/1597 dated 17-08-2005,
Notification No. 1/41/93-RC1/209 dated 24-02-2009 and Notification No. 1/41/93-RC1/609 dated 24-10-
2013.

Date of Issuance:

Signature of the Issuing Authority:

Digitally Signed by:

Designation:

Date:

(Stamp and sign of certificate printing center)

Place:

Note: The term "Ordinarily" used here will have same meaning as in Section 20 of Representation of
People Act, 1950.

Disclaimer- "This is a digitally Signed Certificate and does not require hand written signatures. The
responsibility of verification of this document, before accepting the same for any legal
purpose, would rest with the Institution or Organization or Company or any other entity
where this document is produced."

The Content of this document could be verified using the document serial number at the following web link
http://edistrict.punjab.gov.in/EDA

ਨੰ: 1/41/93-ਰਸ1/609
 ਪੰਜਾਬ ਸਰਕਾਰ
 ਭਲਾਈ ਵਿਭਾਗ
 (ਰਿਜ਼ਰਵੇਸ਼ਨ ਸੈਲ)

ਸੇਵਾ ਵਿਖੇ,

ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁਖੀ,
 ਰਜਿਸਟਰਾਰ, ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈ-ਕੋਰਟ,
 ਰਾਜ ਦੀਆਂ ਸਮੂਹ ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ,
 ਰਾਜ ਦੇ ਸਮੂਹ ਸਿਪਟੀ ਕਮਿਸ਼ਨਰਜ਼,
 ਰਾਜ ਦੇ ਸਮੂਹ ਉਪ ਮੈਂਡਲ ਮੈਜਿਸਟਰੇਟ।

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ, 24-10-2013

ਵਿਸ਼ਾ:- ਹੋਰ ਪੱਛਤੀਆਂ-ਸੁੱਟੀਆਂ/ਪੱਛਤੀਆਂ-ਸੁੱਟੀਆਂ ਦੇ ਰਾਖਵੇਂਕਰਨ ਦੇ ਦਾਇਰੇ ਵਿਚੋਂ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਉਨਤ (ਕਰੀਮੀਲੇਅਰ) ਵਿਅਕਤੀਆਂ ਨੂੰ ਬਾਹਰ ਰੱਖਣ ਲਈ ਆਮਦਨ ਸੀਮਾ ਦੇ ਮਾਪਦੰਡਾਂ ਵਿੱਚ ਸੋਧ ਕਰਨ ਬਾਰੇ।

ਸੀ ਮਾਨ ਜੀ,

ਮੈਨੂੰ ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਆਪ ਦਾ ਹਿਆਨ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ: 1/41/93-ਰਸ-1/459 ਮਿਤੀ: 7-1-94, ਪੱਤਰ ਨੰ: 8/144/93-ਫ਼ਬਲਯੂ ਸੀ 2/7017, ਮਿਤੀ 27-9-1995, ਪੱਤਰ ਨੰ: 1/41/93-ਆਰ ਸੀ 1/1597, ਮਿਤੀ 17-8-2005 ਅਤੇ ਪੱਤਰ ਨੰ: 1/41/93-ਆਰ ਸੀ 1/209, ਮਿਤੀ 24-2-2009 ਵਾਲੇ ਦਿਵਾਉਣ ਅਤੇ ਇਹ ਦੱਸਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਉਨ੍ਹਾਂ ਵਿਅਕਤੀਆਂ ਦੇ ਪੁੱਤਰ ਅਤੇ ਪੁੱਤਰੀਆਂ ਜਿਨ੍ਹਾਂ ਦੀ ਲਗਾਤਾਰ ਤਿੰਨ ਸਾਲਾਂ ਤੱਕ ਕੁੱਲ ਸਾਲਾਨਾ ਆਮਦਨ 4.5 ਲੱਖ ਰੁਪਏ ਜਾਂ ਇਸ ਤੋਂ ਵੱਧ ਹੈ, ਉਹ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਉਨਤ (ਕਰੀਮੀਲੇਅਰ) ਦੇ ਦਾਇਰੇ ਅਧੀਨ ਆਉਂਦੇ ਹਨ ਅਤੇ ਹੋਰ ਪੱਛਤੀਆਂ-ਸੁੱਟੀਆਂ/ਪੱਛਤੀਆਂ-ਸੁੱਟੀਆਂ ਨੂੰ ਰਿਜ਼ਰਵੇਸ਼ਨ ਦੇ ਮਿਲਣ ਵਾਲੇ ਲਾਭਾਂ ਦੇ ਹੱਕਦਾਰ ਨਹੀਂ ਹਨ। ਹੁਣ ਭਾਰਤ ਸਰਕਾਰ ਵੱਲੋਂ ਉਨ੍ਹਾਂ ਦੇ ਪੱਤਰ ਨੰ: 36033/1/2013-Estt. (Res) ਮਿਤੀ 27-05-2013 ਰਾਹੀਂ ਹੋਰ ਪੱਛਤੀਆਂ-ਸੁੱਟੀਆਂ/ਪੱਛਤੀਆਂ-ਸੁੱਟੀਆਂ ਲਈ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਉਨਤ (ਕਰੀਮੀਲੇਅਰ) ਵਿਅਕਤੀਆਂ ਲਈ ਨਿਰਧਾਰਤ ਆਮਦਨ ਸੀਮਾ Less than 4.5 ਲੱਖ ਰੁਪਏ ਤੋਂ ਵਧਾ ਕੇ Less than 6 ਲੱਖ ਰੁਪਏ ਸਾਲਾਨਾ ਕਰਨ ਸਬੰਧੀ ਟੈਸਲਾ ਲਿਆ ਗਿਆ ਹੈ। ਇਸ ਤਰ੍ਹਾਂ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ: ਪੱਤਰ ਨੰ: 1/41/93-ਆਰ ਸੀ 1/209, ਮਿਤੀ 24-2-2009 ਵਿੱਚ ਕੈਟਾਗਰੀ-VI ਅਧੀਨ ਦਰਜ ਉਪਬੰਧ ਦੀ ਬਜਾਏ ਹੇਠ ਦਰਸਾਏ ਅਨੁਸਾਰ ਪੁੱਤੀ-ਸਥਾਪਿਤ (Substituted) ਯੀਤ ਜਾਂਦਾ ਹੈ :-

Category	Description of Category	To whom the rule of exclusion will apply.
VI	Income/Wealth Test	Son (S) and daughter (S) of Persons having gross annual income of Rs. 6 lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for period of three consecutive years.

(b) Persons in Categories I, II, III & V A who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above

Explanation - income from salaries or agricultural land shall not be clubbed.

ਇਸ ਪੱਤਰ ਦੀ ਅਨੁੱਚ ਹਰਕੋਈ ਭੇਜੀ ਜਾਵੇ।

ਵਿਸ਼ਵਾਸਯੁਕਤ
ਸੁਖਰੰਜਿਤ ਸਿੰਘ
(ਚਕਮੇਸ਼ ਲਾਲ)
ਸੁਖਰੰਜਿਤ
ਰਿਜ਼ਵਾਨ ਸੈਲ

ਉਤਾਰ ਨਿਮਨਲਿਖਤ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਅਗਲੇਰੀ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਵੇ।

- 1. ਰਾਜ ਦੇ ਸਮੂਹ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ,
- 2. ਰਾਜ ਦੇ ਸਮੂਹ ਮੁੱਖ ਸਕੱਤਰ ਅਤੇ
- 3. ਰਾਜ ਦੇ ਸਮੂਹ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ।

ਸੁਖਰੰਜਿਤ ਸਿੰਘ
ਸੁਖਰੰਜਿਤ
ਰਿਜ਼ਵਾਨ ਸੈਲ

ਸੰਖਿਆ ਨੰ: 1/41/93-ਰਸਮ/ 610
ਸੰਖਿਆ ਨੰ: 1/41/93-ਰਸਮ/ 611

ਮਿਤੀ, ਚੰਡੀਗੜ 24-10-2013
ਮਿਤੀ, ਚੰਡੀਗੜ 24-10-2013

ਉਪਰੋਕਤ ਦਾ ਇਕ ਉਤਾਰ ਸੈਕਸ਼ਨ 17(1) ਅਧੀਨ ਪੰਜਾਬ ਰਾਜ ਅਨੁਸੂਚਿਤ-ਜਾਤੀਆਂ ਕਮਿਸ਼ਨ, ਚੰਡੀਗੜ ਮੁੱਖ ਮੰਤਰੀ, ਪੰਜਾਬ ਸਿਵਲ ਸਕੱਤਰੇਤ, ਚੰਡੀਗੜ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜਿਆ ਜਾਵੇਗਾ।

ਸੁਖਰੰਜਿਤ ਸਿੰਘ
ਸੁਖਰੰਜਿਤ
ਰਿਜ਼ਵਾਨ ਸੈਲ



GOVERNMENT of PUNJAB

Office of the Tehsildar, (_____))
Name of District

Certificate of Other Backward Class

Document Sr. No.

This is to Certified that Shri/Smt. _____
Son/Daughter of Shri _____ of _____
Village/Town of _____
District/Division _____
State of Punjab belongs to the _____ Caste which has been recognized
as a backward class in terms of Punjab Government Letter No. 11096-WG55/53380 dated 03/09/1955.
This is also to certify that he/she does not belong to any category of persons/sections mentioned in column 3
of the schedule to the Punjab Government, Department of welfare letter No. 1/41/93-RC1/209 dated 24-02-
2009 and Notification No. 1/41/93-RC1/209 dated 24-02-2009

Shri/Smt. _____ and his/her family ordinarily resides in Village/Town
_____ District/Division of _____ the state of Punjab.

Date of Issuance:

Signature of the Issuing Authority:

Digitally Signed by:

Designation:

Date:

(Stamp and sign of certificate printing center)

Place:

Disclaimer- "This is a digitally Signed Certificate and does not require hand written signatures. The responsibility of verification of this document, before accepting the same for any legal purpose, would rest with the Institution or Organization or Company or any other entity where this document is produced."

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NOTIFICATIONS AND FORMAT OF CERTIFICATES

ਪੰਜਾਬ ਸਰਕਾਰ
ਪ੍ਰਸੋਨਲ ਵਿਭਾਗ
(ਟਰੇਨਿੰਗ ਸ਼ਾਖਾ)

ਸੇਵਾ ਵਿਖੇ,

ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁੱਖੀ,
ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ,
ਰਜਿਸਟਰਾਰ, ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈਕੋਰਟ,
ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ ਅਤੇ ਉਪ ਮੰਡਲ ਅਫਸਰ (ਸਿਵਲ)

ਮੀਮੋ ਨੰ:3/7/2010-ਟਰੇਨਿੰਗ (3)/1007
ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ: 10 ਮਾਰਚ, 2010

ਵਿਸ਼ਾ : ਪੰਜਾਬ ਰਾਜ ਪ੍ਰਬੰਧ (ਗਵਰਨੈਂਸ) ਸੁਧਾਰ ਕਮਿਸ਼ਨ ਦੀਆਂ ਸਿਫਾਰਸ਼ਾਂ ਨੂੰ ਲਾਗੂ ਕਰਨ ਸਬੰਧੀ।

ਪੰਜਾਬ ਰਾਜ ਪ੍ਰਬੰਧ (ਗਵਰਨੈਂਸ) ਸੁਧਾਰ ਕਮਿਸ਼ਨ ਦੀ ਸਥਾਪਨਾ ਸਰਕਾਰੀ ਹੁਕਮਾਂ ਰਾਹੀਂ ਮਿਤੀ 3 ਜਨਵਰੀ, 2009 ਨੂੰ ਹੋਈ ਸੀ। ਇਹ ਪਹਿਲਾਂ ਸਰਕਾਰ ਨੂੰ ਦੋ ਰਿਪੋਰਟਾਂ ਸੌਂਪ ਚੁੱਕਾ ਹੈ। ਕਮਿਸ਼ਨ ਦੁਆਰਾ ਪ੍ਰਸਤਾਵਿਤ ਸੁਝਾਵਾਂ ਨੂੰ ਲਾਗੂ ਕਰਨ ਦੇ ਮੁੱਦੇ ਤੇ ਸਰਕਾਰ ਵੱਲੋਂ ਧਿਆਨਪੂਰਵਕ ਵਿਚਾਰ ਕੀਤਾ ਗਿਆ ਅਤੇ ਇਹ ਫੈਸਲਾ ਲਿਆ ਗਿਆ ਕਿ ਸਿਫਾਰਸ਼ਾਂ ਨੂੰ ਮੁੱਖ ਸਕੱਤਰ ਦੀ ਪ੍ਰਧਾਨਗੀ ਹੇਠ ਬਣੀ ਉੱਚ ਪੱਧਰੀ ਕਮੇਟੀ ਵਿਚ ਵਿਚਾਰਨ ਉਪਰੰਤ ਪ੍ਰਸੋਨਲ ਵਿਭਾਗ ਸਬੰਧਤ ਸਕੱਤਰਾਂ ਨਾਲ ਸਲਾਹ ਮਸ਼ਵਰੇ ਨਾਲ ਸਰਕਾਰੀ ਫੈਸਲਿਆਂ ਨੂੰ ਜਾਰੀ ਕਰਨ ਲਈ ਜਿੰਮੇਵਾਰ ਹੋਵੇਗਾ।

ਕਮਿਸ਼ਨ ਦੇ ਸੁਝਾਵਾਂ ਤੇ ਇਸ ਅਨੁਸਾਰ ਧਿਆਨਪੂਰਵਕ ਵਿਚਾਰ ਕੀਤਾ ਗਿਆ ਅਤੇ ਹਲਫੀਆ ਬਿਆਨਾਂ ਅਤੇ ਤਸਦੀਕ ਸਬੰਧੀ ਵਿਸ਼ੇਸ਼ ਸੁਝਾਵਾਂ ਦੇ ਸਬੰਧ ਵਿਚ ਹੇਠ ਲਿਖੇ ਹੁਕਮ ਜਾਰੀ ਕੀਤੇ ਜਾਂਦੇ ਹਨ।

ਸਾਰੇ ਸਬੰਧਤ ਵਿਅਕਤੀਆਂ ਨੂੰ ਹੁਕਮਾਂ ਦੀ ਪਾਲਣਾ ਅਤੇ ਸੰਸ਼ੋਧਿਤ ਵਿਧੀ ਨੂੰ ਦਰਸਾਏ ਸਮੇਂ ਦੇ ਅੰਦਰ-ਅੰਦਰ ਅਪਨਾਉਣ ਲਈ ਤੁਰੰਤ ਕਾਰਵਾਈ ਹਿੱਤ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ।

1. ਲੋੜ ਆਧਾਰਿਤ ਸੇਵਾਵਾਂ ਹਿੱਤ ਹਲਫੀਆ ਬਿਆਨਾਂ ਦੀ ਪ੍ਰਣਾਲੀ (System):-

- 1.1 ਮੌਜੂਦਾ ਸਮੇਂ ਤੇ ਬਿਨਕਾਰਾਂ/ਸਰਪ੍ਰਸਤਾਂ ਦੇ ਵੱਖ-ਵੱਖ ਲੋੜ ਆਧਾਰਿਤ ਸਰਟੀਫਿਕੇਟਾਂ ਜਿਵੇਂ ਕਿ ਰਿਹਾਇਸ਼/ਅਧਿਵਾਸ/ਕੱਢੀ ਖੇਤਰ/ਅਨੁਸੂਚਿਤ ਜਾਤੀ/ਪੱਛੜੀਆਂ ਸ਼੍ਰੇਣੀਆਂ ਆਦਿ ਲਈ ਹਲਫੀਆ ਬਿਆਨਾਂ ਦੀ ਲੋੜ ਪੈਂਦੀ ਹੈ। ਕੁਝ ਮਾਮਲਿਆਂ ਵਿਚ ਹਲਫੀਆਂ ਬਿਆਨ ਕਾਨੂੰਨੀ ਨਿਯਮਾਂ ਅਤੇ ਅਧਿਨਿਯਮਾਂ ਅਧੀਨ ਮੁਕੱਰਰ ਕੀਤੇ ਜਾਂਦੇ ਹਨ। ਕੁਝ ਮਾਮਲਿਆਂ ਵਿਚ, ਪਬਲਿਕ ਨੋਟਰੀ ਇਨ੍ਹਾਂ ਨੂੰ ਤਸਦੀਕ ਕਰ ਸਕਦੇ ਹਨ ਜਦੋਂ ਕਿ ਹੋਰਵੇਂ ਮਾਮਲਿਆਂ ਵਿਚ ਇਸ ਦੇ ਅਖਤਿਆਰ ਕੇਵਲ ਕਾਰਜਕਾਰੀ ਮੈਜਿਸਟ੍ਰੇਟਾਂ ਕੋਲ ਹੀ ਹਨ।
- 1.2 ਸਰਕਾਰ ਦਾ ਵਿਚਾਰ ਹੈ ਕਿ ਹਲਫੀਆ ਬਿਆਨਾਂ ਦੀ ਮੰਗ ਦੇ ਸਿੱਟੇ ਵਜੋਂ ਨਾਗਰਿਕਾਂ ਨੂੰ ਬੇਲੋੜੀ ਪ੍ਰੈਸ਼ਾਨੀ ਹੁੰਦਾ ਹੈ ਅਤੇ ਜ਼ਿਆਦਾਤਰ ਮਾਮਲਿਆਂ ਵਿਚ ਹਲਫੀਆ ਬਿਆਨਾਂ ਨੂੰ ਸਵੈ-ਘੋਸ਼ਣਾ ਨਾਲ ਬਦਲਿਆ ਜਾ ਸਕਦਾ ਹੈ ਕਿਉਂਕਿ ਕਾਨੂੰਨ ਅਧੀਨ ਗਲਤ ਬਿਆਨੀ ਕਰਨ ਤੇ ਸਖਤ ਦੰਡ ਰੱਖੇ ਗਏ ਹਨ। ਇਸ ਲਈ ਇਹ ਫੈਸਲਾ ਕੀਤਾ ਗਿਆ ਹੈ ਕਿ ਕੋਈ ਵੀ ਸਰਕਾਰੀ ਵਿਭਾਗ ਜਾਂ ਸੰਸਥਾ ਕਿਸੇ ਵੀ ਪ੍ਰਕਾਰ ਦੀ ਸੇਵਾ ਮੁਹੱਈਆ ਕਰਵਾਉਣ ਲਈ ਬਿਨਕਾਰ ਤੋਂ ਹਲਫੀਆ ਬਿਆਨ ਨਹੀਂ ਮੰਗੇਗਾ। ਸਿਵਾਏ ਉਨ੍ਹਾਂ ਮਾਮਲਿਆਂ ਦੇ ਜਿਨ੍ਹਾਂ ਵਿਚ ਕਾਨੂੰਨ ਜਾਂ ਕਾਨੂੰਨੀ ਨਿਯਮਾਂ ਅਨੁਸਾਰ ਹਲਫੀਆ ਬਿਆਨ ਦੀ ਲੋੜ ਹੋਵੇ। ਹਲਫੀਆ ਬਿਆਨ ਦੀ ਥਾਂ ਤੇ ਸਵੈ-ਘੋਸ਼ਣਾ ਸਵੀਕਾਰ ਕੀਤੀ ਜਾਵੇਗੀ। ਇਹ ਪ੍ਰਣਾਲੀ 1 ਅਪ੍ਰੈਲ, 2010 ਤੋਂ ਲਾਗੂ ਹੋਵੇਗੀ। ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ ਇਹ ਸੁਨਿਸ਼ਚਿਤ ਕਰਨਗੇ ਕਿ ਸਵੈ-ਘੋਸ਼ਣਾਵਾਂ ਦੇ ਸੰਸ਼ੋਧਿਤ ਖਾਕੇ (ਫਾਰਮ) ਸਾਰੇ ਸੁਵਿਧਾ ਕੇਂਦਰਾਂ ਤੇ ਉਪਲਬਧ ਹੋਣ, ਹਾਲਾਕਿ ਸਵੈ-ਘੋਸ਼ਣਾ ਉੱਤੇ ਬਿਨਕਾਰਾਂ ਦੀ ਫੋਟੋ ਲੱਗੇਗੀ।

NOTIFICATIONS AND FORMAT OF CERTIFICATES

- 1.3 ਸਮੂਹ ਸਕੱਤਰ, ਵਿਸ਼ੇਸ਼ ਤੌਰ ਤੇ ਸਿੱਖਿਆ, ਸਿਹਤ, ਤਕਨੀਕੀ ਸਿੱਖਿਆ, ਸਿੰਚਾਈ ਅਤੇ ਬਿਜਲੀ ਵਿਭਾਗਾਂ ਆਦਿ ਜਿੱਥੇ ਹਲਫੀਆ ਬਿਆਨਾਂ ਦੀ ਲੋੜ ਦਾਖਲੇ/ਰੋਜ਼ਗਾਰ ਦੀ ਯੋਗਤਾ ਦੇਖਣ ਲਈ ਹੁੰਦੀ ਹੈ, ਇਹ ਸੁਨਿਸ਼ਚਿਤ ਕਰਨਗੇ ਕਿ ਸਮੂਹ ਸੰਸਥਾਵਾਂ/ਏਜੰਸੀਆਂ ਹਲਫੀਆ ਬਿਆਨ ਫਾਈਲ ਕਰਨ ਦੀ ਮੌਜੂਦਾ ਪ੍ਰਣਾਲੀ ਨੂੰ ਬਦਲਣ ਅਤੇ ਸਿੱਧੇ ਸਮੇਂ ਵਿਚ ਇਸ ਨੂੰ ਲਾਗੂ ਕਰਨ।
 - 1.4 ਸਮੂਹ ਵਿਭਾਗਾਂ ਨੂੰ ਪ੍ਰਸ਼ੰਸਕ ਵਿਭਾਗਾਂ ਦੇ ਪੀ.ਜੀ.ਆਰ.ਸੀ. ਸੈਲ ਵਿਖੇ ਉਨ੍ਹਾਂ ਹਲਫੀਆ ਬਿਆਨਾਂ ਦੀ ਇਕ ਸੂਚੀ ਦਰਸਾਉਣੀ ਚਾਹੀਦੀ ਹੈ ਜਿਨ੍ਹਾਂ ਨੂੰ ਹੁਣ ਤੱਕ ਸਵੈ-ਘੋਸ਼ਣਾ ਵਿਚ ਤਬਦੀਲ ਕਰ ਦਿੱਤਾ ਗਿਆ ਅਤੇ ਇਕ ਹੋਰ ਸੂਚੀ ਜਿਸ ਵਿਚ ਵਿਸ਼ੇਸ਼/ਖੇਤਰ ਦਰਸਾਏ ਹੋਣ ਜਿੱਥੇ ਕੁਝ ਕਾਨੂੰਨੀ/ਹੋਰ ਕਾਰਨਾਂ ਕਰਕੇ ਹਲਫੀਆ ਬਿਆਨ ਪ੍ਰਣਾਲੀ ਜਾਰੀ ਰੱਖਣ ਦਾ ਸੁਝਾਅ ਹੋਵੇ। ਇਹ ਸੂਚੀ 30 ਅਪ੍ਰੈਲ, 2010 ਤੱਕ ਲਈ ਜਾਣੀ ਚਾਹੀਦੀ ਹੈ।
2. ਦਸਤਾਵੇਜ਼ਾਂ ਦੀ ਤਸਦੀਕ
 - 2.1 ਮੌਜੂਦਾ ਸਮੇਂ ਤੇ ਵਿਦਿਅਕ ਸੰਸਥਾਵਾਂ ਵਿਚ ਦਾਖਲੇ ਅਤੇ ਸਰਕਾਰੀ ਨੌਕਰੀਆਂ ਲਈ ਬਿਨੈਕਾਰ ਆਪਣੀ ਯੋਗਤਾ ਸਾਬਤ ਕਰਨ ਲਈ ਆਪਣੇ ਸਰਟੀਫਿਕੇਟਾਂ/ਨਿਬਰ ਸ਼ੀਟਾਂ ਦੀ ਤਸਦੀਕਸੁਦਾ ਕਾਪੀ ਦੇਣ ਦੀ ਲੋੜ ਪੈਂਦੀ ਹੈ। ਕੁਝ ਮਾਮਲਿਆਂ ਵਿਚ ਉਨ੍ਹਾਂ ਦੁਆਰਾ ਬਿਨੈ ਪੱਤਰ ਵਿਚ ਦਿੱਤੇ ਵੇਰਵਿਆਂ ਨੂੰ ਮੈਜਿਸਟ੍ਰੇਟ ਤਸਦੀਕ ਕਰਵਾਉਣ ਦੀ ਲੋੜ ਪੈਂਦੀ ਹੈ।
 - 2.2 ਸਰਕਾਰ ਨੇ ਇਹ ਫੈਸਲਾ ਲਿਆ ਹੈ ਕਿ ਮਿਤੀ 1 ਅਪ੍ਰੈਲ, 2010 ਤੋਂ ਵਿਦਿਅਕ ਸੰਸਥਾਵਾਂ ਵਿਚ ਦਾਖਲੇ ਅਤੇ ਰੋਜ਼ਗਾਰ ਸਬੰਧੀ ਬਿਨੈਪੱਤਰਾਂ ਵਿੱਚ ਦਸਤਾਵੇਜ਼ਾਂ ਦੀ ਸਵੈ-ਤਸਦੀਕ ਦੀ ਇਜਾਜ਼ਤ ਦੇ ਦਿੱਤੀ ਜਾਣੀ ਚਾਹੀਦੀ ਹੈ।
 - 2.3 ਵਿਦਿਅਕ ਅਦਾਰਿਆਂ ਵਿਚ ਦਾਖਲੇ ਅਤੇ ਰੋਜ਼ਗਾਰ ਨਾਲ ਸਬੰਧਤ ਏਜੰਸੀਆਂ ਨੂੰ ਸਵੈ-ਤਸਦੀਕ ਕਾਪੀਆਂ ਸਵੀਕਾਰ ਕਰਨੀਆਂ ਚਾਹੀਦੀਆਂ ਹਨ ਅਤੇ ਅੰਤਿਮ ਸੂਚੀ/ਅੰਤਿਮ ਤੌਰ ਤੇ ਚੁਣੇ ਗਏ ਉਮੀਦਵਾਰ ਦੇ ਮੁੱਲ ਦਸਤਾਵੇਜ਼ ਹੀ ਮੰਗਵਾਉਣੇ ਚਾਹੀਦੇ ਹਨ।
 3. ਅਥਾਰਟੀਆਂ ਵੱਲੋਂ ਕੀਤੀ ਜਾਣ ਵਾਲੀ ਕਾਰਵਾਈ
 - 3.1 ਸਿੱਖਿਆ, ਉਚੇਰੀ ਸਿੱਖਿਆ, ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਅਤੇ ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਵਿਭਾਗਾਂ ਦੇ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰਾਂ ਨੂੰ ਇਹ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਉਹ ਸੁਨਿਸ਼ਚਿਤ ਕਰਨ ਕਿ ਇਹ ਫੈਸਲੇ ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਦਿਅਕ ਅਦਾਰਿਆਂ ਵਿਚ ਲਾਗੂ ਕੀਤੇ ਜਾਣ ਅਤੇ ਦਾਖਲੇ ਲਈ ਬਿਨੈ ਪੱਤਰ ਫਾਰਮ ਦਾ ਫਾਰਮੈਟ 2010-2011 ਦੇ ਅਕਾਦਮਿਕ ਸੈਸ਼ਨ ਵਿਚ ਦਾਖਲੇ ਲਈ ਬਿਨੈਪੱਤਰ ਮੰਗਵਾਉਣ ਤੋਂ ਪਹਿਲਾਂ ਉਚਿਤ ਰੂਪ ਵਿਚ ਸੋਧਿਆ ਹੋਵੇ।
 - 3.2 ਪੰਜਾਬ ਲੋਕ ਸੇਵਾ ਕਮਿਸ਼ਨ ਅਤੇ ਅਧੀਨ ਸੇਵਾਵਾਂ ਚੋਣ ਬੋਰਡ, ਪੰਜਾਬ ਦੇ ਚੇਅਰਮੈਨ ਸਾਹਿਬਾਨ ਨੂੰ ਇਹ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਉਹ ਉਨ੍ਹਾਂ ਦੁਆਰਾ ਸੰਚਾਲਿਤ ਭਰਤੀਆਂ ਦੇ ਸਬੰਧ ਵਿਚ ਇਨ੍ਹਾਂ ਫੈਸਲਿਆਂ ਨੂੰ ਲਾਗੂ ਕਰਨ ਨੂੰ ਸੁਨਿਸ਼ਚਿਤ ਬਣਾਉਣ। ਜਿਹੜੀਆਂ ਭਰਤੀਆਂ ਉਕਤ ਦੋਨੋਂ ਅਥਾਰਟੀਆਂ ਦੇ ਅਧੀਨ ਨਹੀਂ ਆਉਂਦੀਆਂ ਉਨ੍ਹਾਂ ਵਿਚ ਵਿਭਾਗਾਂ ਦੇ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ ਅਤੇ ਮੁੱਖੀ ਇਹ ਸੁਨਿਸ਼ਚਿਤ ਕਰਨ ਕਿ ਇਨ੍ਹਾਂ ਫੈਸਲਿਆਂ ਨੂੰ ਲਾਗੂ ਕਰਨ ਵਿੱਚ ਕਮੇਟੀਆਂ ਉਚਿਤ ਕਦਮ ਉਠਾਉਣ।
 - 3.3 ਜਿਲ੍ਹਿਆਂ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ ਸੁਵਿਧਾ ਸੁਵਿਧਾ ਕੇਂਦਰਾਂ ਵਿਖੇ ਇਨ੍ਹਾਂ ਫੈਸਲਿਆਂ ਨੂੰ ਪ੍ਰਦਰਸ਼ਿਤ ਕਰਦੇ ਇਸ ਦਾ ਮੁਨਾਸਬ ਪ੍ਰਚਾਰ ਸੁਨਿਸ਼ਚਿਤ ਬਣਾਉਣ। ਅਜਿਹਾ ਕਰਦੇ ਸਮੇਂ ਭਾਰਤੀ ਦੰਡ ਸੰਘਤਾ ਦੀ ਅੰਤਿਕਾ-1 ਵਿਚ ਸਾਬਤ ਹੁੰਦੀ ਹੈ ਤਾਂ ਮੈਂ ਕਾਨੂੰਨ ਅਧੀਨ ਸਜ਼ਾ ਦਾ ਭਾਗੀਦਾਰ ਹੋਵਾਂਗਾ/ਹੋਵਾਂਗੀ ਅਤੇ ਮੈਨੂੰ ਉਸ ਵਿਦਿਅਕ ਸੰਸਥਾ ਵਿਚੋਂ ਸਰਸਰੀ ਤੌਰ ਤੇ (summarily) ਕੱਢ ਦਿੱਤਾ ਜਾਵੇਗਾ ਜਿਸ ਵਿਚ ਮੈਂ ਅਜਿਹੀ ਝੂਠੀ ਸੂਚਨਾ ਦੇ ਆਧਾਰ ਤੇ ਦਾਖਲਾ ਲਿਆ ਹੈ।
 - 3.4 ਅੰਤਿਕਾ-2 ਵਿਚ ਦਿੱਤੇ ਸਵੈ-ਘੋਸ਼ਣਾ ਦੇ ਫਾਰਮੈਟ ਨੂੰ ਸੇਵਾਵਾਂ ਦੇ ਨਾਲ-ਨਾਲ ਵੱਖ-ਵੱਖ ਸੰਸਥਾਵਾਂ ਅਤੇ ਰਾਜ ਸਰਕਾਰ ਦੇ ਨਿਯੰਤਰਣ ਅਧੀਨ ਰੋਜ਼ਗਾਰ ਦੇ ਬਿਨੈਪੱਤਰਾਂ ਵਿਚ ਉਚਿਤ ਤਰੀਕੇ ਨਾਲ ਸ਼ਾਮਲ ਕੀਤਾ ਜਾਵੇ।

NOTIFICATIONS AND FORMAT OF CERTIFICATES

ਐਸ.ਸੀ. ਅਗਰਵਾਲ
ਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ

ਪਿੰ:ਅੰ:ਨੰ:3/7/2010-ਟਰੇਨਿੰਗ (3)/1008

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ: 10
ਮਾਰਚ, 2010

ਅੰਤਿਕਾ-1

Section 177. Furnishing false information

Whoever, being legally bound to furnish information on any subject to any public servant, as such, furnishes, as true, information on the subject which he knows or has reason to believe to be false, shall be punished with simple imprisonment for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both.

Or, if the information which he is legally bound to give respects the commission of an offence, or is required for the purpose of preventing the commission of an offence, or in order to the apprehension of an offender, with imprisonment of either description for a term which may extend to two years, or with fine, or with both.

Section 193. Punishment for false evidence

Whoever intentionally gives false evidence in any stage of a judicial proceeding, or fabricates false evidence for the purpose of being used in any stage of a judicial proceeding, shall be punished with imprisonment of either description for a term which may extend to seven years and shall also be liable to fine;

and whoever intentionally gives or fabricates false evidence in any other case, shall be punished with imprisonment of either description or a term which may extend in three years, and shall also be liable to fine.

Section 197. Issuing or signing false certificate

Whoever issues or signs any certificate required by law to be given or signed, or relating to any fact of which such certificate is by law admissible in evidence, knowing or believing that such certificate is false in any material point, shall be punished in the same manner as if he gave false evidence.

Section 198. Using as true a certificate known to be false

Whoever corruptly uses or attempts to use any such certificate as a true certificate, knowing the same to be false in any material point, shall be punished in the same manner as if he gave false evidence.

Section 299. False statement made in declaration which is by law receivable as evidence

Whoever, in any declaration made or subscribes by him, which declaration any Court of Justice, or any public servant or other person, is bound or authorized by law to receive as evidence of any fact, makes any statement which is false and which he either knows or believes to be false or does not believe to be true. Touching any material to the object for which the declaration is made or used, shall be punished in the same manner as if he gave false evidence.

Section 200. Using as true such declaration knowing is be false.

Whoever corruptly uses or attempts to use as true any such declaration, knowing the same to be false in any material point, shall be punished in the same manner as if he gave false evidence.

Explanation- A declaration which is inadmissible merely upon the ground of some formality, is a declaration within the meaning of sections 199 to 200

ਨਮੂਨਾ ਫਾਰਮ ਸਵੈ-ਘੋਸ਼ਣਾ

ਅੰਤਿਕਾ-2

ਰਾਜ ਸਰਕਾਰ ਜਾਂ ਇਸ ਦੇ ਅਧੀਨ ਆਉਂਦੀਆਂ ਵਿਦਿਅਕ ਸੰਸਥਾਵਾਂ ਵਿਚ ਦਾਖਲੇ ਹਿੱਤ ਬਿਨੈਕਾਰ ਵਲੋਂ ਦਿੱਤੇ ਜਾਣ ਵਾਲੀ ਸਵੈ-ਘੋਸ਼ਣਾ।
ਣਾਖਲਾ ਲੈਂਦ ਲਈ ਬਿਨੈ-ਪੱਤਰ ਫਾਰਮ ਦੇ ਅੰਤ ਵਿਚ ਹੇਠ ਲਿਖੀ ਘੋਸ਼ਣਾ ਸ਼ਾਮਲ ਕੀਤੀ ਜਾਣੀ ਚਾਹੀਦੀ ਹੈ:

ਮੈਂ ਪੁੱਤਰ/ਪੁੱਤਰੀ ਸ੍ਰੀ ਉਮਰ ਸਾਲ ਵਾਸੀ
..... ਜਿਲ੍ਹਾ ਪੰਜਾਬ, ਇਹ ਘੋਸ਼ਣਾ ਕਰਦਾ/ਕਰਦੀ ਹਾਂ ਕਿ ਉਪਰੋਕਤ ਅਤੇ ਨੱਥੀ
ਦਸਤਾਵੇਜ਼ਾਂ ਵਿਚ ਦਿੱਤੀ ਸੂਚਨਾ ਮੇਰੀ ਜਾਣਕਾਰੀ ਅਤੇ ਵਿਸ਼ਵਾਸ ਅਨੁਸਾਰ ਦਰੁਸਤ ਹੈ ਅਤੇ ਇਸ ਵਿਚ ਕੁਝ ਵੀ ਛੁਪਾਇਆ ਨਹੀਂ
ਗਿਆ। ਮੈਂ ਇਸ ਗੱਲ ਤੋਂ ਜਾਣੂ ਹਾਂ ਕਿ ਜੇਕਰ ਮੇਰੇ ਦੁਆਰਾ ਦਿੱਤੀ ਗਈ ਸੂਚਨਾ ਝੂਠੀ ਸਾਬਤ ਹੁੰਦੀ ਹੈ ਤਾਂ ਮੈਂ ਕਾਨੂੰਨ ਅਧੀਨ ਸਜ਼ਾ
ਦਾ ਭਾਰੀਦਾਰ ਹੋਵਾਂਗਾ/ਹੋਵਾਂਗੀ ਅਤੇ ਮੈਨੂੰ ਉਸ ਵਿਦਿਅਕ ਸੰਸਥਾ ਵਿਚੋਂ ਸਰਸਰੀ ਤੌਰ ਤੇ (summarily) ਕੱਢ ਦਿੱਤਾ ਜਾਵੇਗਾ ਜਿਸ
ਵਿਚ ਮੈਂ ਅਜਿਹੀ ਝੂਠੀ ਸੂਚਨਾ ਦੇ ਅਧਾਰ ਤੇ ਦਾਖਲਾ ਲਿਆ ਹੈ।

ਉਮੀਦਵਾਰ ਦੇ
ਹਸਤਾਖਰ

FORMAT OF CERTIFICATE

BACKWARD AREA CERTIFICATE

Despatch No. _____

Date: _____

Certified that _____ son/daughter of Shri _____ is a bonafide resident of _____ Tehsil _____ District _____ which has been declared as backward area by the Punjab Government. His/Her claim falls under Category _____ indicated below:

(a) A person who with the family members has been residing in a particular village or town included in the list of areas which are declared backward constantly for a period of ten years or more and is likely to continue to reside there.

(b) A person who has been residing in a village town for a period of less than ten years but not less than five years who is likely to reside there on account of the fact that he has obtained employment and will settle there after retirement.

In case of a person who has been residing in a village or town included in the list of areas which are declared backward and has migrated to another village or town in the said area, the total of his stay at both places will be counted.

Place:

**District Magistrate/G.A. to D.C.
or Sub-Divisional Officer (Civil)

Date:

(with Seal of the Court)

*Please mention here category (a) or (b) as the case may be.

**Certificate from authority other than D.M./G.A. to D.C. or S.D.O. (Civil) is not Valid.

CERTIFICATE FOR BEING CHILDREN/GRANDCHILDREN OF POLITICAL SUFFERERS (GRAND CHILDREN WOULD MEAN SON'S SONS/DAUGHTERS OR DAUGHTER'S SONS/DAUGHTERS)

Despatch No. _____

Date: _____

Certified that _____ son/daughter of Shri _____ of village _____ P.O. _____ Tehsil _____ District _____ and father/mother of Shri/Kumari _____

(Name of the Candidate)

bonafide political sufferer and has been granted freedom fighter's pension by the Punjab Government or has been awarded Tamra Patra for his political sufferings.

Place:

*Deputy Commissioner

Date:

(with Seal of the Court)

*Certificate from no other authority will be accepted.

CERTIFICATE BY THE CANDIDATE HAILING FROM BORDER AREA

Despatch No. _____

Date: _____

(i) Certified that _____ son/daughter of Shri _____ of village _____ District _____ is a bonafide resident of village _____ District _____ the village/town fall within the belt of 10 miles from the international border.

It is further certified that _____ has studied for at least 5 years in a recognised institutions(s) located in such village/town, as per dated of joining and leaving school/college given below, which also fall within the belt of 10 miles from the international border.

- (1) _____
- (2) _____
- (3) _____
- (4) _____

Place:

*D.C./G.A. to D.C./S.D.O.(Civil)

Date:

(with Seal of the Court)

*Certificate from no other authority will be accepted.

(ii) Certified that _____ son/daughter of Sh. _____ of village _____ District _____ was a bonafide student of the school/college from _____ to _____ (exact date of joining and leaving the School/College to be given)

Place:

Signature of Headmaster/
Principal of the School/College

Date:

(with Seal)

**DEFENCE/PARA-MILITARY/PUNJAB POLICE/P.A.P./PUNJAB HOME GUARDS PERSONNEL
CERTIFICATE**

To be obtained from the appropriate authority with despatch number and date of the issue alongwith seal of the officer issuing the certificate mentioned in the Reservation Policy in the Prospectus for this category. Certificate must indicate the name of the candidate.

FORMAT OF CERTIFICATE

DISTRICT SAINIK WELFARE OFFICER

(_____)

Name of District

Admission Certificate

(As per Pb. Govt. Notification No. GSR 9/Const/Art 309, 234 and 318/amd(5)/2003 dated 6th Nov, 2002 and letter No. 15/7/92-4DW/Part11/2056 dated 30th Apr, 2003

Certified that _____ is a Lineal Descendant of No _____ Rank
Ex _____ Name _____ Who is an Ex-
Servicemen as per Identity Card No _____ issued by District Defence
Services Welfare Officer, _____ and residing at

District-

This certificate is issued to _____ whose date of birth is
_____ strictly for the purpose of Admission for (Name of the
class/course) _____

No. _____
Dated: _____

District Defence Services Welfare Officer,
(_____)
Name of District

ਪੰਜਾਬ ਰੂਰਲ ਏਰੀਆ ਸਰਟੀਫਿਕੇਟ
Punjab Rural Area Certificate- CERTIFICATE: (A)

Document Sr. No.

ਇਹ ਤਸਦੀਕ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਕਿ/This is to Certified that _____ ਪੁੱਤਰ/ਪੁੱਤਰੀ/Son/Daughter
of _____ ਪਿੰਡ ਦਾ ਰਹਿਣ ਵਾਲਾ/ਵਾਲੀ ਹੈ/is Resident of Village _____
ਤਹਿਸੀਲ/Tehsil _____
ਜ਼ਿਲਾ/District _____
ਜਿਹੜਾ ਕਿ ਪੇਂਡੂ ਏਰੀਆ ਹੈ/Which is a Rural Area. _____

Date of Issuance:

Signature of the Issuing Authority:

Digitally Signed by:

Designation:

Date:

(Stamp and sign of certificate printing center)

Place:

Punjab Rural Area Certificate- CERTIFICATE: (B)

(Require only from those candidates claiming benefit of reservation under rural area)

Certified that _____ son/daughter/wife of Shri _____ an
applicant for admission to various courses (2016-17) in Punjabi University, Patiala has passed
Matriculation/Higher Secondary examination from Name of
School _____ Village _____ District _____ which was
situated in rural area i.e. an area that falls neither under a Corporation/Municipal Committee nor under a
Notified Area Committee. Further he/she has studied in this school from _____ to
_____.

Place:

Signature of the Principal/
Headmaster of the School with office
stamp

Date:

Signature of Tehsildar of the area
with clear office stamp

Despatch No. _____

Dated _____

Note:

- Candidate seeking admission under Rural Area have to submit Certificate "B" duly signed by Principal/Headmaster & Tehsildar.

OR

If the candidate submit Certificate "B" issued by the Principal/Headmaster only, but not countersigned by Tehsildar then he must have to submit Certificate "A" also.

- The school run on the campuses of Corporations, Universities and Cantonment areas will not be considered in this category.
- Candidate should studied in a school situated in rural area for at least five years prior to his/her Matriculation/Higher Secondary Examination.

Disclaimer- "This is a digitally Signed Certificate and does not require hand written signatures. The responsibility of verification of this document, before accepting the same for any legal purpose, would rest with the Institution or Organization or Company or any other entity where this document is produced."

The Content of this document could be verified using the document serial number at the following web link <http://edistrict.punjab.gov.in/EDA>

NOTIFICATIONS AND FORMAT OF CERTIFICATES

CERTIFICATE IN RESPECT OF 1984 RIOTS AFFECTED MIGRANTS/DISPLACED PERSONS/DEPENDENTS OF TERRORIST AFFECTED FAMILY OF PUNJAB

Despatch No. _____ Date _____

This is to certify that _____ son/daughter of Sh. _____ is a November 1984 riots affected migrant/displaced person/Terrorist affected person/Dependent of terrorist affected family in Punjab. (Dependents of terrorist affected family will mean a family which has lost its bread winner in some terrorist action in Punjab).

He/She is a child of army deserter killed/100% physically disabled or the child of family of person killed as a result of terrorist violence by security forces acting in aid of civil power or the child of innocent civilians who have sustained 100% disability in terrorist violence or during operation by security forces acting in aid of civil power.

Place: _____ Deputy Commissioner
Date: _____ (with Seal of the Court)

- (a) Certificate from authority other than D.C. is not valid.
- (b) The applicant will have to fulfil the basic qualifications and any criteria prescribed by the University.

CERTIFICATE FOR THE HANDICAPPED

Despatch No. _____ Date _____

Certified that _____ son/daughter of Shri _____ suffers from a loss of disabilavility of

- (a) 50% or more
- (b) 40% or more but less than 50%

according to the criteria laid down in the Punjab Govt. notification (Reproduced in Chapter VII of the Prospectus for category 6).

Not relevant should be scored out.

Date: _____ Chief Medical Officer
Punjabi University
Patiala

MEDICAL FITNESS CERTIFICATE

I certify that I have carefully examined Sh./Km.

Son/Daughter of Sh.....

His/Her age is about

His Chest Measurement is :- Unexpandedcm Expanded.....cm

His/her eyesight is upto the prescribed standards:

Details of glasses, (if worn)

He/She has no disease or mental/bodily infirmity unfitting or likely to unfit him/her in the future for active outdoor service.

Marks of identification:

Right Hand Thumb impression:-

Dated.....

**(Signature of Gazetted Medical Officer)
With Office Seal**

Signature of Candidate.....

Passport Size Photo
of Candidate

Self Declaration
Regarding Discontinuity in Studies (Gap Certificate)

I

S/o, D/o Mr./Mrs./Ms

Resident of



do hereby solemnly affirm and declare as under:-

- That I discontinued my study from Sessionto
- That during the above period I was not involved in any offence or in any illegal activity.
- That no criminal case is pending against me in any court.

Dated:.....,.....

DEPONENT

Verification

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

Dated.....

DEPONENT

SELF DECLARATION
ANTI RAGGING - AFFIDAVIT BY PARENT/GUARDIAN



I.....
Father/Mother/Guardian of Mr./Ms.....
having been admitted to.....

have received a copy of the UGC Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (herein after called the "Regulations") carefully read and fully understood the provisions contained in the said regulations.

2. I have, in particular, persued clause 3 of the regulations and am aware as to what constitutes ragging.
3. I have also, in particular, persued clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:-
 - a. My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the regulations.
5. I hereby affirm that, if found guilty of ragging, my ward will be liable for punishment according to clause 9.1 or Regulations, without prejudice to any other criminal action that may be taken against me under penal law or any law for the time being in force.
6. I hereby declare that my ward have not been expelled or debarred from admission in any institution in the country on account of being found guilty or, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my ward's admission is liable to be cancelled.

Declared this.....day of.....Month of.....Year

Signature of Deponent

Name.....

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at.....day ofMonth of.....Year

Signature of Deponent

SELF DECLARATION
ANTI RAGGING - AFFIDAVIT BY THE STUDENT



I.....
Father/Mother/Guardian of Mr./Ms.....
having been admitted to.....

have received a copy of the UGC Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (herein after called the "Regulations") carefully read and fully understood the provisions contained in the said regulations.

2. I have, in particular, persued clause 3 of the regulations and am aware as to what constitutes ragging.
3. I have also, in particular, persued clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:-
 - a. I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 or Regulations, without prejudice to any other criminal action that may be taken against me under penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty or, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this.....day of.....Month of.....Year

Signature of Student

Name.....

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at.....day ofMonth of.....Year

Signature of Student

SELF DECLARATION
Regarding Organs/Eyes Donations by Students

I _____ son/daughter of
shri _____ resident
of _____ want to not want to

"Pledge my eyes for eye donation after my death. My family members also support my decision.

This is to certify that the above said information given by me is accurate and I know that my name will be displayed in the list of Eye donors on the official website as I have chosen to pledge my eyes."

Note: Selected students have to submit the self declaration forms of the above mentioned, attached as annexure.

Signature

FORM-A
NRI SELF DECLARATION
(FOR NRI SEAT ONLY)

I.....son/daughter of Shri..... resident of
..... solemnly affirm and declare that
I am non-Resident Indian and presently staying at

1. That I am serving aswith.....

OR

that I am doing my own business at

2. That Mr/Ms who has applied for admission to
..... of Punjabi University, Patiala under NRI category is my son/daughter. A proof
in this regard is attached herewith.
3. That I undertake to bear all his/her expenses on tuition fee and other university dues during the entire
period of study in this course in the university as per university rules.
4. That in support of evidence, I am enclosing a copy of Passport and Visa/Green Card/Salary
Certificate/Income Tax Return/Bank Balance (in foreign exchange).

DATED:

DEPONENT

VERIFICATION

I solemnly state and affirm that the contents of my declaration (Para 1 to 4) are true to the best of my
knowledge and belief.

DEPONENT
