

**University Institute of Hotel and Tourism Management (UIHTM)  
Panjab University, Chandigarh (India)**



**For Admission to:**

**Bachelor of Hotel Management and Catering Technology (BHMCT)**

**Bachelor of Tourism and Travel Management (BTTM)**

**(Four Year Programmes)**

**Date of Test: 15-05-2020(Friday)**

**Last Date for the Submission of information on the website to generate the  
bank challan: 23-04-2020 (Thursday)**

**Website: <http://puthat.puchd.ac.in>**

**PROSPECTUS  
PUTHAT - 2020**

**Fee:**

**General Category: Rs 2175/-**

**SC/ST/PwD Category: Rs. 1088/-**

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## PANJAB UNIVERSITY ANTHEM

<p>तमसो मा ज्योतिर्गमयः  तमसो मा ज्योतिर्गमयः  तमसो मा ज्योतिर्गमयः  तमसो मा ज्योतिर्गमयः  पंजाब विश्वविद्यालय  तेरी शान-ओ-शौकत सदा रहे  मन में तेरा आदर मान  और मोहब्बत सदा रहे  पंजाब विश्वविद्यालय  तेरी शान-ओ-शौकत सदा रहे  तू है अपना भविष्य विधाता  पंख बिना परवाज़ सिखाता  जीवन पुस्तक रोज़ पढ़ा कर  सही गलत की समझ बढ़ाता  जीवन पुस्तक रोज़ पढ़ा कर  सही गलत की समझ बढ़ाता  तेरी जय का शंख बजायें  रौशन तारे बन जायें  वखरी तेरी शोहरत  तेरी शोहरत सदा सदा रहे  पंजाब विश्वविद्यालय  तेरी शान-ओ-शौकत सदा रहे  पंजाब विश्वविद्यालय  तेरी शान-ओ-शौकत सदा रहे  तमसो मा ज्योतिर्गमयः  तमसो मा ज्योतिर्गमयः</p>	<p>Tamso ma jyotirgamaya  Tamso ma jyotirgamaya  Tamso ma jyotirgamaya  Tamso ma jyotirgamaya  Panjab vishaw vidyalaya  Teri shaan-o-shauqat sada rahe  Mann mein tera aadar maan  Aur mohabbat sada rahe  Panjab vishaw vidyalaya  Teri shaan-o-shauqat sada rahe  Tu hai apna bhavishya vidhata  Pankh bina parwaaz sikhata  Jeevan pustak roz padha kar  Sahi galat ki samajh badhata  Jeevan pustak roz padha kar  Sahi galat ki samajh badhata  Teri jai ka shankh bajayein  Roshan tare ban jaayein  Vakhari teri shohrat  Teri shohrat sada sada rahe  Panjab vishaw vidyalaya  Teri shaan-o-shauqat sada rahe  Panjab vishaw vidyalaya  Teri shaan-o-shauqat sada rahe  Tamso ma jyotirgamaya  Tamso ma jyotirgamaya</p>
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**PANJAB UNIVERSITY**  
**CHANDIGARH, INDIA 160 014**

**MESSAGE**

Dear Students,

Welcome to the world of Tourism & Hospitality at Panjab University, the premier University of India. Panjab University is one of the oldest and largest universities of India. It has an enviable record as Panjab University, Lahore for sixty five years prior to Indian Independence. Two Nobel Laureates from this part of the world, two Presidents of India and two Prime Ministers of India, have been associated with the Panjab University. At any time, several current and former Ministers in the Central Government can be counted amongst the alumni of the Panjab University.

The Tourism and Hospitality Business, shines amongst the best performing industries in the world. A career in hospitality means interacting with people, communicating in different languages, service to people who are away from their homes and travelling all over the world, thus combining the excitement of exploring different countries, their regions, cultures and cuisines for rewarding professional opportunities.

The Panjab University has been doing its best to restructure its existing courses, start new courses, undertake research projects and initiate new policies to meet the new challenges emerging from the rapidly changing technological, socio-economic and education environment. With this in mind, our University set up the University Institute of Hotel and Tourism Management (UIHTM) from the academic session 2009-2010.

The UIHTM aims at becoming one of the premier institutes in the country offering education, training, research and consultancy in the field of hospitality, hotel management, tourism, travel and allied sectors. Looking to the demands of the Indian and global economy, UIHTM's programmes offer specialization for learners to enable them to acquire the right skill set with ample flexibility to adapt to the employer organization's needs. UIHTM through its two programmes i) Bachelor of Hotel Management and Catering Technology (BHMCT) ii) Bachelor of Tourism and Travel Management (BTTM) offers a boutique educational concept, implying the acquisition of competence and personalized attention to students. Both of these courses run as per the guidelines of the University Grants Commission (UGC).

I am confident that in our University, you will find innovative dynamic teachers, who have commitment to their noble profession and who guide towards a multi-disciplinary and holistic approach to education and ensure that you move out with strong, decisive and determined steps. What you need is a positive mindset, time management and willingness to use your capabilities for the larger good of the people. At this University, our motive is to provide people with knowledge by adopting new ways.

Dear students, Panjab University should be an ideal institution. Therefore, ragging or bullying of any kind is not allowed in class or hostel. I am confident that after completing your studies from the Panjab University, each and every student will have the intellectual breadth to tackle the challenges and hurdles of life and create salutary results.

I can assure you and your worthy parents who have reposed their confidence in us for the pursuit of higher education that the Panjab University will provide full assistance for the realization of your dream career in any course of your choice.

**(Raj Kumar)**



Hospitality and Tourism industry has experienced an unprecedented growth over the last three decades and the outlook for future growth is even more impressive. Our industry is one of the world's largest generators of wealth and jobs. New and surprising trends have emerged from the global expansion of our industry in virtually every corner of the world. Today, almost every sector of the economy is reaping the benefits.

UIHTM is one of the quality education providers of hospitality and tourism management. We are fully aware of the opportunities and demands that modern education brings. Thus the scope of academic programs is being expanded. The department offers world class infrastructure, modern equipment, highly qualified and competent academicians.

UIHTM's motto is to prepare students for management and leadership positions in the service industry. For the overall development of the students along with academic input the department also gives the candidates an exposure of various co-curricular activities and leadership programs by virtue of which the student taking admission in this institute gets an overall change in their personality.

For shaping the career paths of young minds, extra inputs is given to students wherein they are made ready for placements, various expert lectures and career counselling sessions are delivered by the experts from industry. Due to this holistic approach of the department towards placement, student's passing out are placed at top positions in branded hotels in India and abroad.

It gives me immense pleasure to welcome you to be the part of UIHTM family and would also like to thank you for showing your interest in our institute.

Dr. Anish Slath  
Director  
UIHTM

**IMPORTANT DATES / INFORMATION**

1	Date of availability of Prospectus and Application Form on the website of Panjab University.	24-03-2020 (Tuesday)
2	Last date for submission of information on the website to generate the Bank Challan	23-04-2020 (Thursday)
3	Last date for depositing the fee in any branch of State Bank of India (SBI) using website generated Challan	27-04-2020 (Monday) up to 4:00 p.m.
4	Last date for uploading the photograph, specimen of signature with the remaining information on the website	30-04-2020 (Thursday)
5	<b><u>Date by which Roll Nos. will be available online</u></b> Roll number and the centre of examination will be generated and further the roll number slip is required to be downloaded from the website by the candidate using their own login and password (provided while generating Bank challan). <b>There will be no physical communication for this purpose</b>	08-05-2020 (Friday)
6	Last date for candidates who have not completed their form but have paid requisite fee, can complete their form by paying late fee of Rs. 500/-	12-05-2020 (Tuesday)
7	Date and Time of Entrance Test	15-05-2020 (Friday) 10:00 A.M. – 11:30 A.M.
8	Uploading of Answer key and inviting objections (through e-mail to <a href="mailto:arcet@pu.ac.in">arcet@pu.ac.in</a> )	19-05-2020 (Tuesday) by 1:00 p.m.
9	Last day of submission of objections to the Answer key	21-05-2020 (Thursday)
10	Uploading of the response to the Objections and inviting Cross-objections (through e-mail only)	23-05-2020 (Saturday)
11	Last day of submission of Cross-objections to the Answer key	25-05-2020 (Monday)
12	Date and mode of declaration of result	<b>27-05-2020 – 29-05-2020 (Wednesday - Friday)</b> <b>The result would be posted on the P.U. website, webpage <a href="http://www.results.puchd.ac.in">www.results.puchd.ac.in</a> and at <a href="http://puthat.puchd.ac.in">puthat.puchd.ac.in</a> and the same could be downloaded. No separate result cards will be issued to the candidates by the office.</b>
13	Date of Availability of Admission Forms on UIHTM website (to be filled only by the candidates who qualify PUTHAT Exam)	02-06-2020 (Tuesday)
14	Sports Category candidates must also submit one additional hard copy of their online admission form to Directorate of Sports (Gymnasium Building), Jawaharlal Nehru Complex, Panjab University, Sector 14, Chandigarh-160014 Ph.- +91-0172-2534033, 2534035	<b>15-06-2020 (Monday)</b>
15	Trials for Sports Category candidates	19-06-2020 (Friday) and 20-06-2020 (Saturday)
16	Last date of submission of Admission Form from the PUTHAT qualified candidates. Candidates applying for Sports category must see Sports guidelines at page 44 to 54	15-06-2020 (Monday)
17	Dates for the conduct of counselling Procedure of Counselling is detailed at page no. 15	<b>1<sup>st</sup> Counselling</b> a) All Categories b) All Reserved and Additional categories <b>2<sup>nd</sup> Counselling</b> a) All Categories b) All Reserved and Additional categories c) General (after de-reservation)
		25-06-2020 (Thursday) 9:30 am to 5:00 pm 26-06-2020 (Friday) 9:30 am to 5:00 pm 02-07-2020 (Thursday) 9:30 am to 5:00 pm 03-07-2020 (Friday) 9:30 am to 12:00 noon 03-07-2020 (Friday) 3:00pm to 5: pm
18	<b>Centre for the Entrance Test</b>	<b>CHANDIGARH ONLY</b>
19	<b>PUTHAT FEE:</b> General Category: SC/ST/PwD Category: (50 % concession to the wards of P.U regular employees under Class B/C as per the Senate decision vide Para xxxiii dated 14-7-2007)	Rs. 2175/- Rs. 1088/-

Assistant Registrar (CET)	0172-2534829, 9855531122
Controller of Examinations	0172-2534811
University Institute of Hotel and Tourism Management (UIHTM) Office	0172-2541969 / 2534498
Enquiry Office	0172- 2534818/ 2534819/2534866

## I. INTRODUCTION

### About the Institute

The University Institute of Hotel and Tourism Management (UIHTM) (**Earlier known as University Institute of Hotel Management and Tourism or UIHMT**) is an upcoming premier institute of Panjab University, which is offering education, training, research and consultancy in the field of hospitality, tourism, travel and allied sectors. Looking to the demands of the Indian and global economy, UIHTM's programmes offer specialization for learners to enable them to acquire the right skill set with ample flexibility to adapt to employer organization's needs.

### Objectives of the Institute

The UIHTM was established with the following objectives:

- i. Nurture professional and managerial excellence, social and cultural sensitivity, moral and ethical responsibility with a conscious concern for the environment.
- ii. Create avenues for the promotion of knowledge and foster opportunities for learning.
- iii. Undertake collaborations with apex tourism and hospitality bodies/agencies/ organisations both in India and abroad for facilitating the professionalization of hotel management and tourism education; establishing enterprising partnerships with industry, commerce as well as other institutions that are both mutually beneficial and productive for society.
- iv. Develop and sustain world-class, scientific research and foster the values that students need to excel, ensuring that they are fully equipped for the world of work.
- v. Empower students to carve out successful careers for themselves to connect them with the changing scenario of the economy and its socio-cultural environs.
- vi. Render specialized training to undergraduate/graduates/postgraduates/industry professionals in tourism and hospitality related subjects.
- vii. Meet the growing demand of hospitality, tourism and travel industry for professionally trained manpower.
- viii. Undertake educational programmes and organize courses of study, lectures, seminars, symposia and conferences etc. on various aspects of hospitality, tourism and travel sector.
- ix. Provide continuing educational opportunities and facilities on various aspects of the tourism and hospitality industry.

## About the Programmes offered by the Institute

UIHTM offers four year programmes in:

### **I. Bachelor of Hotel Management and Catering Technology (BHMCT)**

### **II. Bachelor of Tourism and Travel Management (BTTM)**

UIHTM has designed its programmes in Hospitality and Hotel Administration as well as Tourism with the prime objective to inculcate a global way of thinking that is a valuable asset and prerequisite for tourism and hospitality today. These programmes are unique among tourism, travel and hospitality sector, because these focus on grooming students to be leaders, who possess a deep knowledge of the global scenario of the industry. These programmes incorporate both subject-specific and generic business modules and have been designed to reflect industry practices and academic developments. Each of the existing programmes touches hospitality and tourism as a business activity- the organisation, dimensions, social significance and impact of core areas. Both programmes have been designed to meet the needs of prospective professionals for the industry. Learners are supported at every stage of learning and development through interactive pedagogy in which teachers act as knowledge facilitators.

### **Aims and Objective of the Programmes**

The programmes aim at preparing students for taking up employment in tourism and hospitality organisations or self employment and/or carrying forward their family's business. The objectives being:

- i. Learn principles and practice of tourism and hospitality industry with a holistic approach.
- ii. Enable young learners to develop a business sense and sensitise them to the nuances of the industry scenarios globally.
- iii. Prepare for tourism and hospitality industry with skills transferable to all other related business.
- iv. Equip and enable learners to delve into entrepreneurship.
- v. Enable learners to convert theoretical knowledge into practice.

Accordingly, the programmes have a large component of working in real world situations under the careful guidance of mentors.

### **The Programmes are for those:**

- interested in tourism and hospitality industry
- who strive for a professional career in tourism and hospitality industry
- who have a talent for communication and are enthusiastic about dealing with tourists/guests
- interested in inter-cultural issues and in achieving expertise in soft skills
- who strive for a professional career in the service, tourism and hospitality industry



## Goals

The main goal of the programmes is to support the *employability*, the professional success of our graduates. These programmes prepare students for immediate employment in the relevant functional area in industry/take-up entrepreneurship individually as against the traditional model that provides a degree without ensuring employability. Further, nurturing of professionals is achieved by providing an overall exposure to the tourism and hospitality industry through extensive academic and industry.

## UIHTM: Nurturing Hospitality through Innovation

UIHTM is striving hard towards the human resource development with the focus on Hospitality and Tourism sector. Being a specialized institute in sectoral education in the area of hospitality and tourism education, UIHTM had organized various curricular, extracurricular and extension activities in past. Throughout the academic session, students and faculty are engaged in both in-campus and off-campus activities so as to endow students with extensive exposure. The Institute tries its level best to provide quality education at the classroom through experiential pedagogy and other outdoor events.

## Course Structure

The course structure for both the courses will be as approved by the Under Graduate Board of Studies for Tourism and Hospitality, Panjab University.

## Faculty

<p>Dr. Anish Slath Director UIHTM Panjab University Chandigarh - 160 014 Website: <a href="http://www.uihtm.puchd.ac.in">http://www.uihtm.puchd.ac.in</a> E-mail: <a href="mailto:uihmt@puchd.ac.in">uihmt@puchd.ac.in</a> Phone: 0172-2541969/2534498 Mobile: 09872039980</p>	<p><b><u>Professors</u></b> Dr. Prashant Gautam (M) 09815976444 <b><u>Assistant Professors</u></b> Dr. Anish Slath (M) 09872039980 Dr. Arun Singh Thakur (M) 09465226116 Dr. Jaswinder Kumar (M) 09464679830 Dr. Neeraj Agrawal (M) 09719924758 Mr. Jaswinder Singh (M) 09216098777 Dr. Abhishek Ghai (M) 09996516116 Dr. Lipika (M ) 09814903810 Mr. Gaurav Kashyap (M) 09815595724 Mr. Manoj (M) 09041558609</p>
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Faculty members are available in the respective Departments for consultation and guidance of students from 3:00 P.M to 4:00 P.M on working days i.e. Monday - Friday.

## II. NUMBER OF SEATS OFFERED

The number of seats offered by the UIHTM is as follows:

Course	Number of Seats
Bachelor of Hotel Management and Catering Technology (Four Year Programme)	60 + 06 NRI +03 Foreign Nationals
Bachelor of Tourism and Travel Management	30 + 03 NRI + 02 Foreign Nationals

The admission to both the above courses will be on the basis of the Merit of *Panjab University Tourism and Hospitality Aptitude Test (PUTHAT)* to be conducted by Panjab University.

Admission in all reserved categories shall be made subject to fulfilment of the eligibility conditions and in accordance with the provisions of the 'Admission Process' contained in the Panjab University Handbook of Information-2020 (Refer to Appendix A).

### **NOTE:**

#### **Additional Seats :-**

- (i) One girl child out of the only two girl children;
- (ii) Cancer, AIDS and Thalassemia patient;
- (iii) Wards of Kashmiri Displaced Persons;
- (iv) Rural Area Students;
- (v) Border Area Students;
- (vi) Youth Festival.

## III. ELIGIBILITY CONDITIONS

The Panjab University Tourism and Hospitality Aptitude Test (PUTHAT) shall be open to all such candidates who have passed (up to the Academic Session 2019-2020) in the 10+2 Examination of the Central Board of Secondary Education, New Delhi or its equivalent Examination conducted by a recognized Board/University/Council **with not less than 50% marks (45% in case of SC/ST/BC/PwD Categories) in the aggregate and English as one of the Compulsory Subjects.**

The eligibility of a candidate will be provisional at every stage of the admission process. It will be the responsibility of the candidate to ensure his/her eligibility and fulfillment of various conditions for admission as prescribed in the rules/regulations of Panjab University. Admission will be cancelled at any stage in case the candidate is not found eligible, even subsequently.

### **NOTE:**

**The candidates who have passed/appeared in 10+2 Examinations of Mahila Gram Vidyapith, Allahabad are ineligible to appear in PUTHAT-2020, as this institution has been derecognised by Panjab University, Chandigarh. The examinations conducted by the Board of Higher Secondary Education, Delhi, included in the booklet of recognised exams, have also been deleted from the Booklet.**

## IV. SCHEME OF EXAMINATION

The paper for PUTHAT will consist of 100 questions of one mark each. Total time allocated to the paper will be 90 minutes. The medium of examination shall be **ENGLISH** only. **There shall be negative marking i.e., 25% marks will be deducted for every wrong answer** (Refer to Appendix E).

The distribution of marks for the respective components of testing would be as under:

	Components	Number of Questions
I.	English Aptitude	30
II.	Current Affairs and General Awareness	20
III.	Reasoning Ability	20
IV.	Hospitality Industry Awareness	30

A sample paper has been provided for in Appendix F (page 57-59)

**The merit list of candidates appearing for PUTHAT shall be prepared on the basis of marks secured in the PUTHAT only.**

## V. GENERAL RULES FOR THE ENTRANCE TEST

1. The result of the entrance test shall, *ipso facto*, not entitle a candidate to get admission in the UIHTM. It will be the total responsibility of the candidate to make sure about his/her eligibility and fulfilment of such other conditions as may be prescribed for admission in the rules and regulations of the University/Institution. Merely because a candidate is allowed to appear in the entrance test does not mean that he/she is eligible and his/her appearance therein will not stop or debar the University/Institution concerned from satisfying itself about his/her eligibility at any subsequent stage.
2. The candidates shall be admitted to the Entrance 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 under any circumstances. The candidates must retain the admit card with them till the admission process is over, since it will be required again at the time of counselling.
3. Notwithstanding anything contained in this prospectus, the eligibility conditions for admission to any particular course shall be governed by the respective rules/regulations as enshrined in the P.U. Calendar, Volumes I, II and III (latest editions) and/or the General Guidelines for Admissions/Handbook of Information-2020 issued by the University and/or decisions of the University senate/syndicate. In case of any conflict or inconsistency between the prospectus on one hand and the aforesaid Panjab University Rules and Regulations/Guidelines/Handbook of Information-2020/decisions of Senate/Syndicate/Vice Chancellor, on the other, the latter shall prevail.
4. The candidate shall not be allowed to make any change(s) in the Category as well as in the Online Application Form, once submitted, by way of any addition / deletion / alteration / amendment etc. of any type under any circumstances i.e., they shall have no access to the Application Form/Admission Form.

5. In no case the Fee for the PUTHAT, once paid, shall be refunded.
6. No Application form will be accepted under any circumstances after the closing of the last date for submission of information on the website to generate the Bank Challan, i.e., 23-04-2020 (Thursday).
7. The Admit Cards will be issued to the candidates only provisionally, at their sole risk and responsibility subject to the final confirmation of their eligibility at the time of admission. It is further clarified that the candidates shall be taking the test at their own risk and responsibility as far as their eligibility is concerned and 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.
8. Thirty minutes extra would be given to the Person with Disability (PwD) candidates (as approved by the Vice-Chancellor).
9. The candidates shall be required to answer questions on the OMR Answer-sheet provided for the purpose only, strictly following all the rules/norms as stated on the Question Booklet and the Answer-sheet.
10. The candidates shall be required to hand-over both the Question booklet and OMR Answer-sheet to the Centre Superintendent when the time allotted to each paper is over. No candidate shall be allowed to leave the examination hall/room before the expiry of the time allotted for the examination.
11. The candidates shall be required to hand over their OMR Answer-sheets and the question booklet to the Centre Superintendent even if they have not attempted any question. No page/part of the Question Paper/OMR Answer-sheet is to be removed/torn/taken out of the Examination Centre under any circumstances, failing which the candidates shall be disqualified from the entire Entrance Test.
12. Rough work, if any, is to be done only in the space provided in the question booklet and nowhere else. No rough work shall be done on the OMR Answer-sheet under any circumstances, failing which the same shall be cancelled.
13. The candidate must ensure that the answers to the questions are attempted on the specifically prescribed OMR Answer-sheet only. No answer attempted on the question booklet or on a separate piece of paper will be considered for evaluation. Only those questions attempted on the OMR Answer-sheet itself shall be taken into account.
14. The candidates must bring their own stationary items such as Black Gel Pen/Ballpoint pen. ***Borrowing of material inside the Test Centre is strictly prohibited.***
15. The use of calculator is not allowed in the Entrance Test.
16. Candidates should not carry eatables, drinks etc. into the test centre. Smoking inside and around the Centre is not permitted.
17. Carrying of any communication equipment such as ***mobile phone/pager/wireless set, scanner, camera or any such electronic/digital gadget etc*** in the examination hall is not permitted and will lead to ***disqualification***.

18. Any candidate who creates disturbance of any kind during examination or otherwise misbehaves in or around the examination hall or refuses to obey the Superintendent/Deputy Superintendent/Assistant Superintendent/any other official on examination duty or changes his/her seat with any other candidate or occupies any seat, other than the one allotted to him/her shall be expelled from the examination hall. (***'Expulsion' for this purpose would mean cancellation of the entire Entrance Test***). The Centre Superintendent/Observer/any other authorized University Officer/Official shall be competent to expel a candidate from the examination centre.
19. Any candidate having in his possession or accessible to him/her paper/books or notes which may possibly be of any assistance to him or is found giving or receiving assistance, or copying from any paper/book or note or from anywhere else or allowing any other candidate to copy from his/her answer book or found writing on any other paper, questions set in the question paper, during examination or using or attempting to use any other unfair means or indulging in any kind of misconduct shall be expelled from the examination hall. (***'Expulsion' for this purpose would mean cancellation of the entire Entrance Test***). The Centre Superintendent/Observer/any other authorized University Officer/Official shall be competent to expel a candidate from the examination centre.
20. The Centre Superintendent/Observer/any other authorised University Officer/Official shall be competent to expel a candidate from the examination centre.
21. If any Answer-sheet of a candidate shows or it is otherwise established that he/she has received or attempted to receive help from any source in any manner or has given help or attempted to give help to any other candidate in any manner, the relevant Answer-sheet shall be cancelled. The decision of the Controller of Examination, Panjab University, Chandigarh in this regard shall be final.
22. ***If a candidate writes his/her name or puts any kind of identification mark or discloses his/her identity by any method whatsoever on the cover or anywhere else in the Question Booklet/Answer-Sheet, the same shall be treated as cancelled. The decision of the Controller of Examination, Panjab University, Chandigarh in this regard shall be final.***
23. Any person who impersonates a candidate shall be disqualified from appearing in any University examination including this Entrance Test for a period of five years, if that person is a student on the rolls of a recognised School or College or University. But, if the person is not on the rolls of a recognised School or College or University, he/she shall be declared as a person not fit and proper to be admitted to any examination of the University for a period of five years and the case, if necessary, shall also be reported to the police for any further action in the matter. The candidate who is being impersonated shall also be disqualified for a period of five years from appearing in any examination of this University apart from any other action which the University may take against him, as deemed fit.
24. If it is found that a candidate has knowingly or wilfully concealed or suppressed any information/fact which renders him/her ineligible to take the Entrance Test, his/her result of the Test and also admission to the UIHTM, if granted, shall stand cancelled and he/she shall have no claim whatsoever against the Institution/Department/Centre concerned and the case, if necessary shall be reported to the police.

25. If a dispute or controversy of any kind other than mentioned above arises before, during or after conduct of Entrance Test, the decision of the Controller of Examinations, Panjab University, in all such cases, shall be final.
26. The result of the Entrance Test will be available on <http://results.puchd.ac.in> and also at <http://puthat.puchd.ac.in>. No separate Result Card will be issued.
27. The University will publish PUTHAT merit lists of the candidates. Admissions shall be made on the basis of merit lists prepared by Panjab University. A candidate shall be included in a particular merit list on the basis of attainment of a minimum of 15% (cut off) aggregate of maximum marks in the test taken as a whole. Only in the case of candidates belonging to Scheduled Castes/Scheduled Tribes/Backward Classes/PwD, this requirement will be a minimum attainment of 10% (cut-off) aggregate of maximum marks in PUTHAT test, taken as a whole.
28. Candidates securing equal marks will be bracketed together. Their *inter se* merit will be determined by the UIHTM as per Panjab University norms.
29. **On 19-05-2020 (Tuesday) by 1:00 P.M., the Question papers and Answer keys will be put on the University website <http://exams.puchd.ac.in/show-noticeboard.php>. The candidates can file their objections regarding discrepancies and accuracy of the Key by e-mail to [arcet@pu.ac.in](mailto:arcet@pu.ac.in) latest by 21-05-2020 by 1:00 P.M. Objections received will be published on the website and cross objections will also be invited within a certain timeframe as mentioned in the schedule for entrance test and admission PUTHAT-2020 at Page 06. The valid concerns thus expressed will be given due consideration while evaluation.**
30. **If a candidate wishes to verify his/her result, he/she will be provided a photocopy of his/her Answer-Sheet on payment of Rs. 10,000/- within 10 days after the declaration of the entrance test result and the office should process the whole procedure within three working days. In case, a discrepancy is found in the result of the candidate, the result would accordingly be revised and the fee thus deposited for verification will be refunded.**
31. No separate Result Card will be issued.
32. All admitted students will be required to pay full fee at the time of admission which will be refunded/adjusted later on for the students selected for concessional fee benefit as per the P.U. rules mentioned in the Hand Book of Information and Rules for Admissions (see, Appendix G for the approximate amount which needs to be paid at the time of admission).
33. For claiming the reservation of sports category, the candidates are advised to submit a hardcopy of the Admission form complete in all respects with self-attested photograph to the University Institute of Hotel and Tourism Management (UIHTM) and one copy to be submitted in the office of Campus Sports (Gymnasium Building, Jawaharlal Nehru Complex) Panjab University, Chandigarh. **For further details refer to page (44-54) access the website of UIHTM Panjab University (<http://uihtm.puchd.ac.in>).**

**IMPORTANT NOTE: ANY MODIFICATION / UPDATES REGARDING  
PUTHAT-2020 ENTRANCE TEST WILL BE UPLOADED ON THE WEBSITE  
FROM TIME TO TIME.**



## VI. Schedule and Procedure of Counselling

The candidate, who have qualified the PUTHAT Exam, can download and submit the Admission Form (to be uploaded on the UIHTM website on 02-06-2020 complete in all respect along with copies of all the necessary original certificates (**Date of birth, Qualifying Examination and applicable Category Certificate**) in UIHTM department by 19-06-2020 and bring the original documents on the day of counselling to be held as per schedule given below along with the requisite fee (see page 60). **All the candidates need to be physically present for the counselling. In case of absence, he/she shall not be eligible for subsequent counselling.**

<b>1<sup>st</sup> Counselling</b>		
a) All Categories	25-06-2020	09:30 am to 5:00 pm
b) All Reserved and Additional categories	26-06-2020	09:30 am to 5:00 pm
<b>2<sup>nd</sup> Counselling</b>		
a) All Categories	02-07-2020	09:30 am to 05:00 pm
b) All Reserved and Additional categories	03-07-2020	09:30 am to 12:00 noon
c) General (after de-reservation)	03-07-2020	03:00 pm to 05:00pm

**The dates of the counselling are not to be changed under any circumstances.**

## APPENDIX A

### GUIDELINES FOR GENERAL / RESERVED CATEGORY/ ADDITIONAL/NRI SEATS

All these Guidelines in Appendix A, B and C are reproduced from "Handbook of Information".

Please see Handbook of Information-2020 (<http://admissions.puchd.acin/handbook-information.php>) for complete information and updates.

#### IMPORTANT NOTE:

Admission in all categories shall be made subject to fulfilment of the eligibility conditions and in accordance with the provisions contained in the Handbook of Information and Rules for Admission, 2020.

#### I Seats: General and Reserved

- 1) 53.5% of the seats in each course shall be treated as belonging to the General Category.
- 2) 46.5% seats shall be treated as belonging to the Reserved Category, as per details given below:
  - (i) 15% for candidates belonging to the Scheduled Castes.
  - (ii) 7.5% for candidates belonging to the Scheduled Tribes.
  - (iii) 5% for candidates belonging to the Backward Classes

Provided that the reservation in (i) and (ii) can be inter-changeable, i.e. if sufficient number of applicants is not available to fill up the seats reserved for Scheduled Tribes, they may be filled up by suitable candidates from Scheduled Castes, and vice versa.

The above reservation shall be subject to the following conditions:

- a. the number of students admitted on merit of General Category shall not be included in the number of seats reserved;

- b. members of Scheduled Castes / Scheduled Tribes/ Backward Classes shall be allowed a concession of 5% marks for admission to the courses in which a certain percentage of minimum marks has been prescribed provided they have obtained minimum pass marks prescribed by the regulations;
  - c. in case the seats earmarked for Scheduled Castes/Scheduled Tribes remains unfilled, a further relaxation in marks may be given, in order of merit inter-se amongst the candidates themselves, so that all the reserved seats are filled by candidates belonging to these categories; and
  - d. a Scheduled Caste/Scheduled Tribe person on migration from the State of his origin will not lose his status as Scheduled Caste / Scheduled Tribe but he/she will be entitled to the concessions/benefits admissible to the Scheduled Castes / Scheduled Tribes from the State of his origin and not from the State where he has migrated. [Regulation 29.1, P.U. Cal. Vol. 1, 2007 (Page 168)].
- (iv) 5% seats will be horizontally reserved for persons or class of Persons with Disability (PwD)\* out of which 1% each shall be reserved for persons suffering from the disabilities specified under the RPWD 2016 Act:

**A) Physical Disability**

- a. Locomotor disability
  - i) Leprosy cured persons
  - ii) Cerebral palsy
  - iii) Dwarfism
  - iv) Muscular dystrophy
  - v) Acid attack victims
- b. Visual Impairment
  - i) Blindness
  - ii) Low Vision
- c. Hearing Impairment
  - i) Deaf
  - ii) Hard of Hearing
- d. Speech and language disability

**B) Intellectual disability**

- i) Specific learning disabilities
- ii) Autism spectrum disorder

\* Claimant in this category should be capable of pursuing the course for which the admission is sought. The Persons with Benchmark Disability (as per section 2 (r) of the Rights of Persons with Disabilities [RPWD] Act 2016 should have a minimum of 40% disability duly certified by the Medical Board of District/State/UT/Medical Institution of National Importance. Such certificate shall be further certified by the Medical Board of the Panjab University Health Centre.



**C) Mental behavior (Mental Illness)****D) Disability caused due to**

a. Chronic neurological conditions due to:

- (i) Multiple sclerosis
- (ii) Parkinson's disease

b. Blood Disorder

- (i) Haemophilia
- (ii) Thalassemia
- (iii) Sickle Cell disease

**E) Multiple Disabilities (Deaf Blindness)****F) Any other category as may be notified by the Central Government (Annexure – the Schedule of RPWD Act 2016, Page No. 33, 34, 35).**

- a) If 5% of reservation of seats comes to 0.5 to 0.9, it shall be treated as one seat. However, if after calculating seats on the basis of 5%, the number of seats is divisible by 5, equal distribution of seats will be made for all the five categories. If after the division, any remainder is left, it shall be distributed on the basis of inter-se merit amongst all the five categories. If the seats after calculating on the basis of 5% comes to less than 5 it shall be distributed on the basis of inter-se merit amongst all the five categories.
- b) In the absence of availability of candidates in any of the categories, the seats shall be interchanged inter-se.
- c) If seats reserved for Persons with Bench mark Disabilities remained unfilled, these shall be treated in the sanctioned strength of seats for General Category.

Applicants under the Reserved Category of Persons with Bench mark Disabilities shall be allowed a relaxation of 5% marks for calculation of merit in seeking admission to the courses in which a certain percentage of minimum marks has been specified, provided they have obtained minimum pass marks prescribed by the University regulations.

The candidate under the Reserved Category of Persons with Bench mark Disabilities shall be allowed an upper age relaxation of 5 years for admission, in the courses wherever upper age restriction is applicable. A claimant who fraudulently avails or attempts to avail any benefit meant for persons with benchmark disability shall be punishable with imprisonment for a term which may extend to 2 years or with fine which may extend to one lakh rupees or with both.

- (v) 5% on the basis of achievement in Sports category (see separate guidelines on pp. 44-54).
- (vi) 5% for candidates belonging to Defence (for all the under-mentioned categories taken together) who fall in one of the following categories (which are given here in order of

precedence) :-

1. Son/Daughter/Spouse of such Defence personnel and CAPF personnel<sup>1</sup> who died in action. (Only those who were wholly dependent on such personnel shall be considered).
  2. Son/Daughter/Spouse as are wholly dependent on such Defence Personnel and CAPF Personnel who were incapacitated<sup>2</sup>/died while in service.
  3. Defence and CAPF personnel who were incapacitated while in service.
  4. Son/daughter/spouse of ex-servicemen<sup>3</sup> who are wholly dependent on them.
  5. Son/daughter/spouse of serving Defence personnel and CAPF who are wholly dependent on them.
  6. Ex-Servicemen
  7. Serving Defence personnel CAPF personnel
- (vii) 2% for Sons/ Daughters/ Husband/ Wife/ Brothers/ Sisters of persons killed/incapacitated in November, 1984 riots and of persons killed / incapacitated in terrorist violence in Punjab and Chandigarh. A Certificate from the District Magistrate to this effect must be submitted by the candidate. Migrant Card alone is not enough.
- (viii) 2% for the Children/Grand Children of Freedom Fighters who have been sanctioned pension by Central/State Govt. or awarded Tamra Patra by Government of India (Syndicate Para 15, dated 30-5-1997) or those who have been certified to be Freedom Fighters by the Central/State Govts.
- (ix) Any other statutory reservation as prescribed by the Govt. of India, if any.

- 
1. CAPF earlier known as Para-military forces, includes Assam Rifles (AR), Border Security Force (BSF), Central Industrial Security Force (CISF), Central Reserve Police Force (CRPF), Indo Tibetan Border Police (ITBP), National Security Guard (NSG), Sashastra Seema Bal (SSB) etc.
  2. Incapacitation will mean incapacitation leading to the discharge of the person by concerned authorities
  3. Ex-serviceman means a person who has served in any rank whether as a combatant or non-combatant in the regular Army, Navy and Air Force of the Union of India or in CAPF
    - i) Who retired from the service after earning his/her pension; or
    - ii) Who has been boarded out of the service on medical grounds attributable to military service/CAPF or Circumstances beyond his control and awarded medical or other disability pension; or
    - iii) Who has been released from the service as a result of reduction in establishment or
    - iv) Who has been released from the service after completing the specific period of engagement, (otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency) and has been given gratuity.
 Territorial Army Personnel of the following categories shall also be considered as ex-servicemen:-
    - (a) Pension holders for continuous embodied service.
    - (b) Disabled Territorial Army Personnel with disability attributable to military service.
    - (c) Gallantry award winners

For admission to evening courses, categories 2, 4 and 5 above will not be considered since the term 'wholly dependent' will exclude such persons as are 'employed' or 'self-employed'.

**II Additional Seats :-****(a) Wards of Kashmiri displaced persons.**

- (i) Relaxation in cut-off percentage upto 10% Subject to minimum eligibility requirement.
- (ii) Increase in intake capacity upto 5% course wise.
- (iii) Reservation of at least one seat in merit quota in technical/professional institutions.
- (iv) Waiving off domicile requirements.

**Documents required:**

- A candidate seeking admission against this seat is required to produce a certificate from an authorised Government Officer (i.e. Relief Commissioner / Deputy Commissioner of the concerned district / area) to the effect that the candidate is a ward of Kashmiri displaced person.
- Proof of current residence (such as Ration Card/ Photo Identity Card issued by the Election Commissioner / Driving License / Aadhaar Card / Passport etc.)
- The admission of a candidate against this category shall be provisional subject to verification of his / her above mentioned certificates by the competent authority.

**(b) Wards of Martyrs/permanent disabled of Kargil War.**

Concession be given for admission to various courses in Educational Institutions up to academic year 2020-22 only to those wards of martyrs/permanent disabled (up to 80% leading to incapacitation) of Kargil war who have a valid certificate from the Ministry of Defence to this effect and the same be entered in the pension Book of the family:

1. 1% seats with minimum of 1 seat in the Departments and affiliated Colleges except in partially financed/self-financing courses.
2. Exemption in fee.
3. Exemption in hostel fee.

**(c) One Girl Child out of the only two girl Children**

1. Two additional seats per unit per course subject to maximum limit of four (4) out of the two girl children from the session 2015-16 are created for admission to a given course in the Panjab University Teaching Departments, Regional Centres and its affiliated Colleges provided they are otherwise eligible from all angles. The additional seats will be only for those girl Children who are either a single girl child of her parents or one amongst the only two girl Children with no male Child. The additional seat will be available to only one of the two girl children of a couple.

2. A certificate is to be obtained from the parents of the girl children declaring therein that the benefit of this scheme is being claimed for only One Girl Child out of the two girl Children and the parent shall not claim the same for the 2nd girl child elsewhere in future. The specimen of the certificate is enclosed.

**(d) Cancer/ AIDS / Thalassemia:**

One additional seat each for the student suffering from Cancer / AIDS / Thalassemia has been allowed for admission in each course in the Panjab University Teaching Departments, Regional Centres and its affiliated Colleges subject to the condition that the candidate seeking admission under each of these categories is otherwise eligible from all angles. The claimant candidate will have to submit a certificate as a proof from the National Medical Institute like PGI, AIIMS etc. in support of his/her claim.

**(e) Two Additional Seats for Rural Area Students**

Only those candidates will be considered in this category, who have passed their Matriculation and +2 examination from those rural schools that do not fall in the area of the Municipal Corporation/Municipal Committee/ Small Town/Notified Area/Cantonment Area. Further, the candidates should have been studying in such school for atleast five years before passing the last examination. A candidate claiming such benefit will have to produce a certificate from the D.E.O./Principal of the concerned institute of the area certifying that the school from where the candidate has passed the Matriculation and +2 examination, falls within the aforesaid rural area.

**(f) One Additional seat for Border Area Students**

The Border area students shall mean those candidates who have passed their Matriculation and +2 examination from the Border Area Schools situated within 20 kilometres from the International Border. A candidate claiming such benefit will have to produce a certificate from the Tehsildar or the Principal/Headmaster/Head of the School certifying that the School from where the candidate has passed the matriculation and +2 examination, falls within the aforesaid Border area.

**(g) One Additional Seat for Youth Festival**

In all the teaching courses (except the courses governed by AICTE / NCTE / BCI / MCI / DCI etc.) being run in the Panjab University Campus including constituent colleges / regional centres / affiliated colleges, one additional seat is reserved per unit for those candidates who have excelled and outperformed by their participation in the Youth Festivals. The candidate availing the aforesaid facility must fulfill the eligibility condition for admission to the particular course. For those courses to which the admission is to be done on the basis of entrance test, the candidate must have passed the entrance test. The selection of such candidates for admission to various courses at PU Campus/ regional centres / constituent colleges / affiliated colleges, will be made by the respective admission committees. For recommending admission on the basis of youth festival participation, admission criterion will be fixed on the basis of merit as mentioned below and upon the verification of the original certificates of those candidate, who :

- (A) have presented an item in an international cultural festival approved by Punjab Govt. /Govt. of India / Panjab University .
- (B) have got distinction in All India National Inter University Youth Festival organized by AIU / Govt. of India
- (C) have got distinction in North Zone Inter University Youth Festival organized by AIU.
- (D) have secured first/second/third position in Inter University Youth Festival organized by Govt. of Punjab/ any State or Central University .
- (E) have secured first/second / third position in Panjab University Inter Zonal Festival.
- (F) have secured first /second /third position in Panjab University Zonal festival
- (G) have secured first/second/ third position in state level competition of State School Education Board of Punjab/ Haryana / HP/ or CBSE/ICSE or any other recognised board

- ❖ Category A is considered as highest category followed by B, C .... onwards.
- ❖ Preference will be given to the candidate who represented Panjab University Chandigarh in A, B, C and D category
- ❖ Achievement(s) only during the preceding 3 years of the year of the admission will be considered
  - In case two or more candidate have equal position at equal level then :

- i. Position secured in an individual item shall be rated higher as compared to as a team.
- ii. The eligibility of the candidate for participation in university youth festivals, in future, may also be considered.
- iii. Academic record may be considered in case of tie between two or more candidate.

In case of any ambiguity, the related certificates will be verified from the Department of Youth Welfare through the concerned Chairperson / Principal / Head etc.

The candidate admitted on the basis of youth festival additional quota seats shall have to give an assurance to the university authorities that during the duration of the course the candidate will participate in the activities associated with his item and will not create any kind of indiscipline. The admission committee will assess the participation of the candidate and in case the candidate does not fulfill the requirements, his admission may be cancelled. However, exemption can be given because of a special reason like sickness or any other unavoidable reason in inter varsity Youth Festivals, National Festivals and International Festivals.

### **Categorization of International / NRI Students**

A foreign national may seek admission in any of the courses being offered by the University through the International Students Office under any of the following categories-

- (i) Candidates with nomination / sponsorship by any foreign State, Embassy or authority in India under a Study in India / Exchange Programme, etc.
- (ii) Foreign nationals or their wards who are self-financed students (not seeking admission through a mode as mentioned in (i) above).
- (iii) Non- resident Indians or their Wards (not seeking admission through a mode as mentioned in (i) above).

The definition of the terms, “Foreign Nationals, Non-resident Indians and Wards” be considered as under:-

- 1. Foreign Nationals:** Foreign Nationals holding passports issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries are included as foreign students. Provided any subsequent changes in the definition as may be notified by the Government of India shall have the same latest meaning respectively assigned to them. The other expressions not defined herein shall have the meaning as may be assigned in any subsequent notification of the Government of India.
- 2. Non-resident Indians:** A person shall be deemed to be Non-resident Indian for seeking admission in Panjab University if s/he fulfils the criterion (as amended from time to time) for status of NRI under Income Tax Act, 1961, in the year in which he/she seeks admission in Panjab University.

As per Income Tax Act, 1961 the present criterion for determination of status of NRI is as follows:-

‘Non-resident Indian’ is an individual who is a citizen of India or a person of Indian origin and who is not a resident of India. Thus, in order to determine whether an Individual is a non-resident Indian or not, his residential status is required to be determined under Section 6. As per Section 6 of the Income-tax Act, an individual is said to be non-resident in India if he is not a resident in India and an individual is deemed to be resident in India in any previous year if he satisfies any of the following conditions:-

- (i) If he is in India for a period of 182 days or more during the previous year; or
- (ii) If he is in India for a period of 60 days or more during the previous year and 365 days or more during 4 years immediately preceding the previous year.

However, condition No. 2 does not apply where an individual being citizen of India or a person of Indian origin, who being outside India, comes on a visit to India during the previous year.

A person shall be deemed to be of Indian origin if he, or either of his parents or any of his parents or any of his grand – parents, was born in undivided India.

### 3. Wards of Foreign Nationals and NRIs:

- a. A student who seeks admission as a ward of Foreign National or Non-resident Indian should be in a first degree / blood relationship with foreign national or Non-resident Indian. The term first degree / blood relationship includes (a) spouse (b) children (natural / adopted / foster) (c) real brother and sister of father i.e. real uncle and real aunt (d) real brother and sister of mother i.e. real maternal uncle and maternal aunt (e) father and mother of father i.e. grand – father and grand-mother (f) Father and mother of mother i.e. maternal grand-father and maternal grand-mother (g) first degree- paternal and maternal cousins.

#### Eligibility and Admission Criterion:

- (i) The students who will be admitted against the NRI quota should have the basic qualification fixed by the Medical Council / Dental Council / Bar Council of India / Pharmacy Council of India for admission in Medical / Dental / Law graduate / post graduate courses. The Rules of respective Regulatory Bodies shall apply as amended from time to time.
- (ii) NRI candidates seeking admission to any course will be required to produce the Test Scores of Scholastic Aptitude Test-II (SAT-II) with permissible combination of subjects, conducted by the Education Testing Service, Princeton, U.S.A., for admission to under graduate courses; Graduate Record Examination (General) (GRE) from Princeton, U.S.A., or GMAT for admission to Post Graduate Courses. In the case of foreign nationals (non-English speaking countries), TOEFL/IELTS Scores should also be produced.
- (iii) Admission to all Engineering courses against NRI quota in the University Institute of Engineering & Technology (UIET), University Institute of Chemical Engineering & Technology (UICET) and P.U. Regional Centre, Hoshiarpur shall also be admissible through Direct Admissions Students Abroad (DASA) w.e.f. the academic session 2018-2019.
- (iv) NRI candidates shall compete amongst themselves for admission to various courses. Their inter-se merit shall be determined on the basis of the score obtained in SAT-II, GRE, GMAT etc.
- (v) A candidate once admitted as NRI candidate in an undergraduate course shall be covered under the definition of NRI for subsequent admission to any course at Panjab University.
- (vi) Candidates who take admission under the NRI quota and are promoted from Undergraduate to Postgraduate course in the Hons. School framework (ongoing program) shall not be allowed to change their category.
- (vii) A candidate admitted under NRI quota may change his/her admission to a vacant seat provided the candidate falls within the merit of admitted candidates in General or Reserve Category.
- (viii) NRI candidates shall have to comply with any other requirements prescribed by the Govt. of India and Panjab University from time to time.
- (ix) For admission to B.P.Ed. and M.P.Ed. (Physical Education), a candidate will be required to undergo mandatory Physical Efficiency Test. The scores of Physical Efficiency Test will be counted for determining merit.
- (x) NRI candidates shall provide the following certificates / documents:-
  - (a) Academic certificates of passing the qualifying or equivalent examination approved by the Association of Indian Universities (AIU) / Commonwealth Universities / International Association of Universities (IAU) as equivalent to the corresponding Indian Degrees/ Certificates.
  - (b) Test Score of Scholastic Aptitude Test II (SAT-II)/ GRE/GMAT/TOEFL/IELTS Etc.

**NOTE:**

**Specimen of forms of certificates to be attached to admission forms wherever applicable has been provided in the prospectus (pp. 24-43)**

**While working out the percentage of seats in the reserved categories, if the number arrived at contains a fraction, this shall be resolved as follows:**

If the fraction is 0.5 or more, it shall be rounded off to 1; if it is less than 0.5, it shall be ignored. This shall, however, not affect the total number of seats in the open category. To ensure this, if the total number of seats after making this adjustment exceeds the prescribed number fixed for the course, the necessary additional seats shall be created with the prior permission of the D.U.I./Vice-Chancellor. Such seats, if created, shall be treated as additional only for the year in question.

**Illustration: In a course which has 35 seats, the distribution of seats among the various categories will be as under:**

General	SC	ST	BC	Sports	Defence	Persons with Disability	Riot/Terrorist Victim	Freedom Fighter	Total
53.5%	15%	7.5%	5%	5%	5%	5%	2%	2%	
19	5	3	2	2	2	2	1	1	37

It will be seen that this raises the total number of seats to 37. The 36<sup>th</sup> and 37<sup>th</sup> seat will be treated as additional in that course for that year only. The additional seat, if required to be created, shall be created only for the reserved category and not for the Open category. Such additional seat, if remains unfilled, will not be converted to open category.

**Inter-Changeability and transfer of seats**

- In the Reserved categories given at (i) and (ii) under **Paragraph I (Seats: General and Reserved at Page 15)**, i.e. Scheduled Castes and Scheduled Tribes, the seats shall be regarded as 'interchangeable'. That is to say, if sufficient number of eligible candidates are not available to fill up the seats reserved for Scheduled Tribes, seats may be filled up from among the eligible candidates belonging to Scheduled Castes and vice-versa.
- The seats in the Reserved Categories (SC/ST/BC/SP/Def/PwD/TV/FF) which remain unfilled shall be transferred to the General Category subject to the condition that the waiting list of each Reserved Category has been exhausted. Any seat created in the Reserved Categories because of rounding off fraction shall stand cancelled and shall not be converted to General Category.

**Note:** *The Departments where admission is based on Entrance Test/ Aptitude Test, seats in reserved categories be converted in the General Category right from the beginning of admission in case there were no candidate belonging to these categories having qualified the Entrance Test were available.*

- If a candidate gets admitted under Reserved Category and is also placed on the consolidated waiting list of General Category and gets a General Category seat on merit, the seat shall be offered to him/her (subject to the condition that the candidate of SC/ST/BC/PwD categories fulfill the minimum eligibility requirement of General Category and must not have availed of relaxation in eligibility marks) and his/her Reserved Category seat shall fall vacant and shall be offered in order of merit to the next candidate of the Reserved Category.



## APPENDIX B

### *Specimen of Certificates for reserved categories and additional seats (To be attached to admission form wherever applicable)*

#### SUB APPENDIX B1

##### SCHEDULED CASTE / SCHEDULED TRIBE CERTIFICATE

The Caste/Tribe Certificate should necessarily contain the following information about:

- (a) Name of the person : \_\_\_\_\_
- (b) Father's name : \_\_\_\_\_
- (c) Permanent place of residence : \_\_\_\_\_
- (d) Name of the Caste/ Tribe : \_\_\_\_\_
- (e) Constitutional order under which the caste/ tribe has been notified
- (f) Signature of issuing authority along with the designation, seals and date

##### Authorities Empowered to issue SC/ST certificate

1. District Magistrate/ Additional District Magistrate/ Collector/Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides.
5. Administrator/ Secretary to Administrator/ Development Officer (Lakshdweep Islands)



## SUB APPENDIX B2

### CERTIFICATE FOR BACKWARD CLASS\*

**(Persons belonging to OBC/SBC will not be considered under this category)**

This is to certify that Shri / Smt/ Kumari \_\_\_\_\_ son/daughter of Sh. \_\_\_\_\_ village \_\_\_\_\_ District / Division \_\_\_\_\_ in the state of \_\_\_\_\_ belongs to \_\_\_\_\_ community which is recognized as a Backward Class under the Government of Punjab, Department of Welfare of SCs and BCs vide notification No. \_\_\_\_\_ dated \_\_\_\_\_ Shri / Smt/ Kumari \_\_\_\_\_ and / or his / her family ordinarily reside(s) in the \_\_\_\_\_ District / Division of the State of Punjab.

This is also to certify that he/she does not belong to the persons / sections (creamy Layer) mentioned in the column 3 of the Schedule to the Government of Punjab, Department of Welfare and SCs and BCs notification No. 1/41/93-RCI/ dated 17-01-1994, as amended vide Notification No. 1/41/93-RCI/1597 dated 17-08-2005, Notification No. 1/41/93-RCI/209 dated 24-02-2009 and notification No. 1/41/93-RCI/609 dated 24.10.2013.

Date of Issuance \_\_\_\_\_

Signature of Issuing Authority: \_\_\_\_\_

Space for Photograph

Designation \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

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

Authorities Empowered to issue Backward Class Certificate	Criteria for Admission under this Category
<ol style="list-style-type: none"> <li>1. Deputy Commissioner</li> <li>2. Additional Deputy Commissioner</li> <li>3. Sub Divisional Magistrate</li> <li>4. Executive Magistrate</li> <li>5. Tehsildar</li> <li>6. Naib Tehsildar</li> <li>7. Block Officer</li> <li>8. District Revenue Officer</li> </ol>	<ol style="list-style-type: none"> <li>1. 5% Seats Reserved for persons belongs to this category.</li> <li>2. Candidate must belong to non-creamy layer as defined by the latest rules of Govt. Of India</li> <li>3. * A BC Certificate issued by a competent authority in any format and on any date shall be accepted by PU.</li> <li>4. <b>Candidate whose certificate is older than one year from the date of issue must submit the self declaration as per Sub Appendix C(2)A</b></li> </ol>

## SUB APPENDIX B2 (A)

### Self declaration Performa to be submitted by the person belonging to backward class category at the time of recruitment / admission

I \_\_\_\_\_ S/O, D/O \_\_\_\_\_ Resident of \_\_\_\_\_ Village / Tehsil/  
 City \_\_\_\_\_ District \_\_\_\_\_ hereby declare that I  
 \_\_\_\_\_ belong to \_\_\_\_\_ caste and this caste has been declared as backward class  
 by State Government as per letter No. \_\_\_\_\_ dated \_\_\_\_\_.

I hereby declare that, I do not come under Column-3 of the Schedule to the Government of Punjab, Department of Welfare of SCs and BCs notification No. 1/41/93-RC-1/459 dated 17.01.94 as amended vide notification No. 1/41/93-RCI/1597 dated 17-08-1005, notification No. 1/41/93-RCI/209 dated 04.02.2009 and notification No. 1/41/93-RCI/609 dated 24.10.2013.

Declarant

Place: \_\_\_\_\_

Date: \_\_\_\_\_

#### Verification:

I hereby declare that the above submitted information is correct as per my understanding and nothing has been concealed herein. I am well versed with the facts that I would be liable to face any punishment prescribed by law in case my above information is found to be false and the benefits granted to me (the applicant) will be withdrawn.

Declarant

Place: \_\_\_\_\_

Date: \_\_\_\_\_

### SUB APPENDIX B 3

## CERTIFICATE FOR ONLY GIRL CHILD/ ONE OUT OF TWO GIRL CHILDREN

I / We, \_\_\_\_\_ (father) and \_\_\_\_\_ (mother) of Miss \_\_\_\_\_ (full address to be given) resident of House No. \_\_\_\_\_ Street/Sector \_\_\_\_\_ Town/City/Village \_\_\_\_\_ District/State \_\_\_\_\_ do hereby solemnly declare and affirm as under:-

1. That I am / we are citizens of India.
2. That Miss \_\_\_\_\_ born on \_\_\_\_\_ is our girl child.
3. That we have no male child.
4. That we have the following only two girls and none else :
  - (i) Name \_\_\_\_\_ (i) Name \_\_\_\_\_
  - (ii) Date of Birth \_\_\_\_\_ (ii) Date of Birth \_\_\_\_\_
5. That none of the above mentioned two girl children has obtained/availed the benefit granted under this category, in this University/Institute including its affiliated colleges.

Signature  
(Father)

Signature  
(Mother)

Place:

Dated:

**NOTE:** Who can apply under this category?

Single Girl Child

OR

One Girl Child out of only Two Girl Children\*.

\*Clarification: This Seat shall not be available for:-

- i) Those having three or more girl children.
- ii) Those having any male child.

## SUB APPENDIX B4

### CERTIFICATE FOR ADMISSION UNDER DEFENCE CATEGORY

Dispatch No. \_\_\_\_\_

Dated \_\_\_\_\_

Certified that \_\_\_\_\_ son/daughter/spouse of  
 \_\_\_\_\_ Rank \_\_\_\_\_ (if applicable) an applicant for admission  
 to \_\_\_\_\_ course(s) in the department  
 of \_\_\_\_\_ Panjab University, is

1. Son/Daughter/Spouse of such Defence and Central Armed Police Force (CAPF)\* personnel who died in action on \_\_\_\_\_ during \_\_\_\_\_. (Only those who are wholly dependent on such personnel shall be considered).
2. Son/Daughter/Spouse who is wholly dependent on such Defence and CAPF personnel who were incapacitated/died on \_\_\_\_\_ while in service.
3. Defence and CAPF personnel who were incapacitated while in service.
4. Son/daughter/spouse of ex-servicemen who are wholly dependent on them.
5. Son/daughter/spouse of serving Defence personnel and CAPF who are wholly dependent on them.
6. Ex-servicemen.
7. Serving Defence personnel and CAPF personnel.

\_\_\_\_\_  
 Name of the Certifying Officer

\_\_\_\_\_  
 Signature of authorized Military/Central Armed Police Forces  
 Officer

Designation \_\_\_\_\_

(with official seal)

\* CAPF earlier known as Para-military forces, includes Assam Rifles (AR), Border Security Force (BSF), Central Industrial Security Force (CISF), Central Reserve Police Force (CRPF), Indo Tibetan Border Police (ITBP), National Security Guard (NSG), Sashastra Seema Bal (SSB) etc.

## SUB APPENDIX B5

### CERTIFICATE FROM THE CANDIDATE FROM BORDER AREA SCHOOL\*

No.

Dated: \_\_\_\_\_

Certified that Mr./Ms. \_\_\_\_\_ son/ daughter of Sh. \_\_\_\_\_ and Smt. \_\_\_\_\_ resident of \_\_\_\_\_ has passed the Matriculation and +2 from school(s) that is situated within 20 kms from the International Border.

It is further certified that Mr. / Ms. \_\_\_\_\_ has studied for \_\_\_\_\_ year(s) in the institution(s) that is situated within 20 kms from the International Border, as per date of joining and leaving school as given below :-

	Name of School	Date of joining	Date of leaving
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Place:

Date:

Seal and Signature  
(Tehsildar / Principal / Headmaster)

\* This certificate is only for those students, who have passed their Matric and +2 Examinations from Border Area School (s).

## SUB APPENDIX B6

### CERTIFICATE FROM THE CANDIDATE FROM RURAL AREA SCHOOL\*

No.

Dated: \_\_\_\_\_

Certified that Mr./Ms. \_\_\_\_\_ son/ daughter of Sh. \_\_\_\_\_ and Smt. \_\_\_\_\_ resident of \_\_\_\_\_ has passed the matriculation and +2 examination from Rural School(s) that does not fall in the area of the Municipal Corporation / Municipal Committee / Small Town / Notified Area/Cantonment Area and has studied in a rural area school for at least five years before passing +2 examination.

Name of School	Date of joining	Date of leaving
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Place:

Date:

Seal and Signature

(D.E.O / Principal)

\* This Certificate is only for those students, who have passed their Matric and +2 Examinations from Rural Area School (s) and studied for atleast five years in Rural Area School (s) before passing +2 examinations.

## SUB APPENDIX B7

### CERTIFICATE OF CHILDREN/GRANDCHILDREN OF FREEDOM FIGHTER

Despatch No: \_\_\_\_\_

Dated: \_\_\_\_\_

Certified that Mr./Ms./Mx. \_\_\_\_\_ (freedom fighter) son/daughter of Shri \_\_\_\_\_ of Village \_\_\_\_\_ Post Office \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ and Parent /Grand Parent of Mr./Ms./Mx. \_\_\_\_\_ (Name of the Candidate), a bonafide political sufferer and has been drawing freedom fighter's pension from \_\_\_\_\_ Treasury or has been awarded Tamar Patra for his/her political suffering.

Place:

Date:

\*Deputy Commissioner  
(with Seal of the Court)

\* Certificate from no other than Deputy Commissioner will be accepted.

\*\* In case the certificate is found to be false or incorrect, the candidate will be render himself/ herself liable for criminal prosecution.

## APPENDIX C

### Specimen of Forms/ certificates for Medical records

#### FORMAT FOR MEDICAL RECORD

Name of the patient:

Age:

Sex:

Address:

Occupation:

Date of 1st visit:

Clinical note (summary) of the case:

Prov. : Diagnosis :

Investigations advised with reports:

Diagnosis after Investigation:

Advice:

#### **Follow up**

Date:

Observations:

Signature in full \_\_\_\_\_

Name of Treating Physician  
(MBBS or above with Mobile #)

**Important Note:- Under this category of Physically Challenged, persons only with Permanent Physical Disability (PPD) will be considered. Candidates with temporary physical disability will not be eligible for applying under this category.**



## Medical Examination Form

(The Medical Examination will be conducted by any Govt. Gazatted Officer/Medical Officer at BGJIH)

Items Nos. 1 to 8 below to be filled in by the candidate

- a) Name of the candidate \_\_\_\_\_
- b) Father's Name \_\_\_\_\_
- c) Mother's Name \_\_\_\_\_
- d) Date of Birth \_\_\_\_\_
- e) Department (in which admission is being sought) \_\_\_\_\_
- f) University Receipt for Medical Examination Fee  
No. \_\_\_\_\_ Date \_\_\_\_\_ Rs. \_\_\_\_\_
- g) Roll No. (allotted by the Department): \_\_\_\_\_
- h) History of any previous or existing illness: Yes/No (If yes mention details)
- |   |   |        |
|---|---|--------|
| I. Like Epilepsy (seizures), Hypertension, Bronchitis, Bronchial Asthma, Tuberculosis, Rheumatic Heart Disease, Diabeties etc | : | Yes/No |
| II. History of any operation/Surgery  | : | Yes/No |
| III. History of any regular medication  | : | Yes/No |
| IV. History of any kind of allergy  | : | Yes/No |
- 

\_\_\_\_\_  
(Signature of the candidate to be  
Attested by the chairman)

\_\_\_\_\_  
(Signature of the candidate in the  
presence of the examining Doctor)

\_\_\_\_\_  
(Signature of the chairman with seal  
of the department)

### Medical Examination

- a) Pulse \_\_\_\_\_/min.      Blood Pressure \_\_\_\_\_ mmHg (sitting)
- b) Vision (without glasses)      Right \_\_\_\_\_      Left \_\_\_\_\_      Colour Vision \_\_\_\_\_
- c) Vision (with glasses)      Right \_\_\_\_\_      Left \_\_\_\_\_
- A. Systemic Examination of CNS/Chest/ CVS/Abdomen/Limbs
- B. Recommendation of the examining physician if any

\_\_\_\_\_  
(Signature of the Medical Officer with seal and date)

**FORM OF CERTIFICATE RECOMMENDED FOR LEAVE OR EXTENSION OR  
COMMUNICATION OF LEAVE AND FOR FITNESS**

Signature of patient  
Or thumb impression \_\_\_\_\_

To be filled in by the applicant in the presence of the Government Medical Attendant or Medical Practitioner.  
(with qualifications-MBBS or above)

Identification marks:-

- a. \_\_\_\_\_  
b. \_\_\_\_\_

I, Dr. \_\_\_\_\_ after careful examination of the case certify hereby that \_\_\_\_\_ whose signature is given above is suffering from \_\_\_\_\_ and I consider that a period of absence from duty of \_\_\_\_\_ with effect from \_\_\_\_\_ is absolutely necessary for the restoration of his health.

I, Dr. \_\_\_\_\_ after careful examination of the case certify hereby that \_\_\_\_\_ on restoration of health is now fit of join service.

**Signature of Medical attendant**  
Registration No. \_\_\_\_\_  
(MBBS or above with Mobile #)

**Note:-** The nature and probable duration of the illness should also be specified. This certificate must be accompanied by a brief resume of the case giving the nature of the illness, its symptoms, causes and duration

**COPY OF CERTIFICATE OF PERSONS WITH DISABILITY (PwD) CATEGORY FOR APPLYING  
FOR ADMISSION**

(Detailed information is available at Ministry of Social Justice and Empowerment, Government of India website: [www.socialjustice.nic.in](http://www.socialjustice.nic.in) as per PART-II Section 3, subsection (i) Notification as amended on 30th December, 2009 for persons with disability (Equal Opportunities and full participation Rules, 1996) (Copies of Form-I, Form-II, Form-III and Form-IV, attached).

**Form-I**

**APPLICATION FOR OBTAINING DISABILITY CERTIFICATE BY PERSONS  
WITH DISABILITIES**

1. Name: (Surname) \_\_\_\_\_ (First name) \_\_\_\_\_  
(Middle name) \_\_\_\_\_
2. Father's name: \_\_\_\_\_ Mother's name: \_\_\_\_\_
3. Date of Birth: (date) \_\_\_\_\_ / (month) \_\_\_\_\_ / (year) \_\_\_\_\_
4. Age at the time of application: \_\_\_\_\_ years
5. Sex: \_\_\_\_\_ Male/Female/Transgender
6. Address:
  - (a) Permanent address  
\_\_\_\_\_  
\_\_\_\_\_
  - (b) Current Address (i.e. for communication)  
\_\_\_\_\_  
\_\_\_\_\_
  - (c) Period since when residing at current address  
\_\_\_\_\_  
\_\_\_\_\_
7. Educational Status (Pl. tick as applicable)
  - I. Post Graduate
  - II. Graduate
  - III. Diploma
  - IV. Higher Secondary
  - V. High School
  - VI. Middle
  - VII. Primary
  - VIII. Non-literate
8. Occupation \_\_\_\_\_
9. Identification marks (i) \_\_\_\_\_ (ii) \_\_\_\_\_
10. Nature of disability: \_\_\_\_\_
11. Period since when disabled: From Birth/Since year \_\_\_\_\_
12. (i) Did you ever apply for issue of a disability certificate in the past \_\_\_\_\_ YES/NO  
(ii) If yes, details:
  - a. Authority to whom and district in which applied  
\_\_\_\_\_
  - b. Result of application

13. Have you ever been issued a disability certificate in the past? If yes, please enclose a true copy.

Declaration: I hereby declare that all particulars stated above are true to the best of my knowledge and belief, and no material information has been concealed or misstated. I further, state that if any inaccuracy is detected in the application, I shall be liable to forfeiture of any benefits derived and other action as per law.

---

(Signature or left thumb impression of person with disability, or of his/her legal guardian in case of persons with mental retardation, autism, cerebral palsy and multiple disabilities)

Date:

Place:

Encl:

1. Proof of residence (Please tick as applicable)

- a. ration card,
- b. voter identity card,
- c. driving license,
- d. bank passbook,
- e. PAN card,
- f. Passport,
- g. Telephone, electricity, water and any other utility bill of parent / guardian indicating the address of the applicant,
- h. A certificate of residence issued by a Panchayat, municipality, cantonment board, any gazette officer, or the concerned Patwari or Head Master of a Govt. school,
- i. In case of an inmate of a residential institution for persons with disabilities, destitute, mentally ill, etc., a certificate of residence from the head of such institution.

4. Two recent passport size photographs

---

**(For office use only)**

Date:

Place:

Signature of issuing authority

Stamp

Recent PP  
Size Attested  
Photograph  
(showing face  
only of the  
person with  
disability)

### Form-II

#### Disability Certificate (In cases of amputation or complete permanent paralysis of limbs Or dwarfism and in case of blindness)

#### (NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that I have carefully examined Shri/Smt./Kum. \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_\_ Age \_\_\_\_\_ years,  
male/female, Registration No. \_\_\_\_\_ permanent resident of House  
No. \_\_\_\_\_ Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_, District  
\_\_\_\_\_, State \_\_\_\_\_, whose photograph is affixed above, and am satisfied that:

(B) He/she is a case of:

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is \_\_\_\_\_

(C) He / She has \_\_\_\_\_ % (in figure) \_\_\_\_\_ percent (in words) permanent locomotor  
disability / dwarfism / blindness in relation to his her \_\_\_\_\_ (part of body) as per guidelines (\_\_\_\_\_  
..... number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

Signature /Thumb  
impression of the  
person in whose favour  
disability certificate is  
issued

Signature and Seal of Authorised Signatory  
of Notified Medical Authority

Recent PP Size  
Attested  
Photograph  
(showing face only  
of the person  
with disability)

**Form-III  
Disability Certificate**

(In case of multiple disabilities)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that we have carefully examined Shri/Smt./Kum. \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_\_ Age \_\_\_\_\_ years, male/female, Registration No. \_\_\_\_\_ permanent resident of House No. \_\_\_\_\_ Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_, District \_\_\_\_\_, State \_\_\_\_\_, whose photograph is affixed above, and are satisfied that:

- (A) He/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (..... Number and date of issue of the guidelines to be specified) for the disabilities ticked below, and shown against the relevant disability in the table below:

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy Cured			
4.	Dwarfism			
5.	Cerebral Palsy			
6.	Acid attack Victim			
7.	Low vision	#		
8.	Blindness	<b>Both Eyes</b>		
9.	Deaf	£		
10.	Hard of Hearing			
11.	Speech and language disability			
12.	Intellectual disability	<b>X</b>		
13.	Specific Learning Disability			
14.	Autism Spectrum Disability			
15.	Mental-illness	<b>X</b>		
16.	Chronic Neurological conditions			
17.	Multiple sclerosis			
18.	Parkinson's disease			
19.	Haemophilia			
20.	Thalassemia			
21.	Sickle Cell disease			

(B) In the Light of the above, his /her over all permanent physical impairment as per guidelines (..... number and date of issue of the guidelines to be specified), is as follows

In figures :- \_\_\_\_\_percent

In words:\_\_\_\_\_ percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is:

(i) not necessary.

**Or**

(ii) is recommended/after\_\_\_\_\_ years \_\_\_\_\_ months, and therefore, this certificate shall be valid till (DD / MM /YY) \_\_\_\_\_

@ - e.g. Left/Right/both arms/legs

# - e.g. Single eye/both eyes

£ - e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate
5. Signature and seal of the Medical Authority		
Nature of Document	Date of Issue	Details of authority issuing certificate

Signature /Thumb impression of the person in whose favour disability certificate is issued
--

**Form-IV****Certificate of Disability  
(In cases other than those mentioned in Forms II and III)****(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING  
THE CERTIFICATE)**Recent PP Size  
Attested  
Photograph  
(showing face only  
of the person  
with disability)

Certificate No.

Date:

This is to certify that I have carefully examined Shri/Smt./Kum. \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ Date of Birth (DD/MM/YY) \_\_\_\_\_ Age \_\_\_\_\_ years,  
male/female, Registration No. \_\_\_\_\_ permanent resident of House  
No. \_\_\_\_\_ Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_,  
District \_\_\_\_\_, State \_\_\_\_\_, whose photograph is affixed above, and am satisfied that he/she  
is a case of \_\_\_\_\_ disability. His/her extent of percentage physical impairment/disability has  
been evaluated as per guidelines (to be specified) and is shown against the relevant disability in the table below:-

Sr. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1.	Locomotor disability	@		
2.	Muscular Dystrophy			
3.	Leprosy Cured			
4.	Cerebral Palsy			
5.	Acid attack Victim			
6.	Low vision	#		
7.	Deaf	£		
8.	Hard of Hearing			
9.	Speech and language disability			
10.	Intellectual disability	X		
11.	Specific Learning Disability			
12.	Autism Spectrum Disability			
13.	Mental-illness	X		
14.	Chronic Neurological conditions			
15.	Multiple sclerosis			
16.	Parkinson's disease			
17.	Haemophilia			
18.	Thalassemia			
19.	Sickle Cell disease			

(Please strike out the disabilities which are not applicable)

- The above condition is progressive/non-progressive/likely to improve/not likely to improve.



## 3. Reassessment of disability is:

(i) not necessary.

**Or**

(ii) is recommended/after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore, this certificate shall be valid till (DD / MM /YY) \_\_\_\_\_

@ - e.g. Left/Right/both arms/legs

# - e.g. Single eye/both eyes

£ - e.g. Left/Right/both ears

## 4. The applicant has submitted the following document as proof of residence:-

**Nature of Document****Date of Issue****Details of authority issuing certificate**(Authorised Signatory of notified Medical Authority)  
(Name and Seal)

Countersigned

{Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital, in case the certificate is issued by a medical authority who is not a government servant (with seal)}

<p>Signature /Thumb impression of the person in whose favour disability certificate is issued</p>
---

**Note: 1.** “In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District”

**Form-V****(intimation of rejection of Application for Certificate of Disability)**

No. \_\_\_\_\_

Dated \_\_\_\_\_

To

(Name and address of applicant  
For Certificate of Disability)

Sub: Rejection of Application for Certificate of Disability

Sir/Madam,

Please refer to your application dated \_\_\_\_\_ for issue of a Certificate of Disability for the following disability: \_\_\_\_\_

2. Pursuant to the above application, you have been examined by the undersigned / Medical Authority on \_\_\_\_\_, and I regret to inform that, for the reasons mentioned below, it is not possible to issue a Certificate of Disability in your favour:-

(i)

(ii)

(iii)

3. In case you are aggrieved by the rejection of your application, you may represent to \_\_\_\_\_, requesting for review of this decision.

Yours faithfully,

(Authorised Signatory of the notified Medical Authority)  
(Name and Seal)

## Certificate for candidates applying under the reserved category for Cancer / Thalaseemia/ AIDS

**DETAILED ADDRESS OF ISSUING PHYSICIAN AND HOSPITAL  
(Mention serial number and date with phone number and address)**

Photograph to  
be attested by  
the Physician

This is to certify that Ms. / Mr. \_\_\_\_\_ (Name of the student), Date of Birth:  
\_\_\_\_\_ C.R./OPD No. \_\_\_\_\_ D/o / S/o  
\_\_\_\_\_ (complete address), is a diagnosed case of \_\_\_\_\_  
(Cancer / Thalassemia/ AIDS)\*. She/he is undergoing treatment for the same under my care.

\_\_\_\_\_  
(Signature of the Patient)

Attested

\_\_\_\_\_  
(Signature of the Physician)

Name and address of the Physician \_\_\_\_\_  
\_\_\_\_\_

Stamp of the Physician

\* Strike out whichever is not applicable.

## APPENDIX D

### GUIDELINES FOR ADMISSION TO THE RESERVED CATEGORY OF SPORTS

**(Candidates are advised to visit website of Sports Department at [www.sports.puchd.ac.in](http://www.sports.puchd.ac.in))**

Five percent seats of the total number of seats in each course are reserved under this category. No benefit on the basis of sports shall be given to candidates who did not apply for the admission under reserved category of sports.

1. Each candidate applying for admission in this category shall, along with the Admission Form, will submit following documents to the concerned department and photocopy of one complete set of Admission Form, along with the all relevant documents after paging all the documents, will submit in the office of Campus Sports, (Gymnasium Building), P.U. Chandigarh before the last date of submission of form. If the candidate fails to submit the form complete in all respect by 15-06-2020 in the concerned department and in the Campus Sports Department, his candidature will be rejected
  - a) Self-attested photocopies of sports certificates with photograph duly attested by the respective issuing authority (by National/ State Sports Federation/ Association/ Head of the Institution of last attended / self attested).
  - b) Self attested photocopies of Class 10<sup>th</sup> and Class 10+2 and Bachelor's Detailed Marks Certificates.
  - c) Undertaking of the sports achievements (**Annexure-I**) and attendance in sports grounds (**Annexure-II**)
  - d) List of players/ competitors of the concerned tournament duly attested by the respective issuing authority / Head of the Institution of last attended.
2. The D.U.I. has the authority to cancel admission at any time, if it is found that the candidate has obtained such admission on the basis of a false certificate or incorrect statement/record.
3. Candidates seeking admission under Sports category will be considered for admission only in the games / events / sports which are included in the Olympic Games / Asian Games / Commonwealth games immediately preceding the year of admission. Along with the games included in the above said tournaments, four games namely Chess, Cricket, Kho-kho and Yoga will also be considered as eligible sports disciplines for admission under reserved category of Sports (**Annexure-III**).
4. Reservation under Sports Category is meant only for those active sports-person<sup>1</sup> who would participate in the Campus, University, State, National, International level Sports Tournaments. Such students will be considered for admission only if:
  - i. Their achievement in sports relates to their activities in any of the three years immediately preceding the year of admission<sup>2</sup> (relaxable to 4 years in exceptional cases, on merit, for outstanding sportspersons<sup>3</sup>).
  - ii. They are otherwise also eligible for participation in Inter-College, Inter-University tournaments for at least one year as per Association of Indian Universities rule 2019-20 (<http://www.aiu.ac.in>)
  - iii. The Candidate qualifies in the Sports trials i.e. General Fitness test and Skill & Game Performance Test in the concerned game on 19-06-2020 & 20-06-2020 . It is essential to qualify the General Fitness Test as per the norms laid in (**Annexure - IV**) for appearing in Skill & Game Performance Test and it is essential to qualify the Skill and Game Performance test to be eligible for verification of original sports certificates for awarding marks. The Sports Merit will be prepared as per **Annexure - V**.
  - iv. No document including Undertaking etc. will be accepted after the last date of submission of Admission Form by the Campus Sports Department. However, in case any sportsperson earns any achievement up to June 30, 2020, he/she may submit supplementary copy of the document to the Campus Sports Department along with additional Undertaking.

---

1. Means a person attending the grounds regularly so as to appear himself for participation in the Inter-College and Inter-University tournaments. However, his/her age fall within the age group which is eligible for participation in Inter College/ Inter University Competition.

2. Preceding three years means from 1<sup>st</sup> July 2017 to 30<sup>th</sup> June 2020.

3. Securing first three positions in All India University / Senior National Championships/ National Games Participation in International competition (competitions/ tournaments which are mentioned in Annexure V) at senior or junior level recognised by respective National Federation, Indian Olympic Association / Ministry of Youth Affairs & Sports / International Olympic Committee / BCCI.

- v. Sports Participation in the same game in two different competitions (irrespective of the event) is essential for the candidates seeking admission under this category within the prescribed period of three years i.e. from 1<sup>st</sup> July 2017 to 30<sup>th</sup> June 2020. The merit for admission in the Sports Category will be purely on the basis of criteria given in **Annexure-V**. However, the minimum level of sports participation to be considered for supporting certificates will be Inter school / Inter College /Cluster /District/ State Level Participations.
5. A committee constituted by the Vice-Chancellor shall prepare the sports merit of applicants applying under reserved category of Sports by screening the applications, conducting General Fitness Test, Skill & Game Performance Test and verifying the original Merit / Participation Sports Certificates of the applicants as per norms incorporated in **Annexure – V**. Only such applicants will be allowed to appear for the actual sports trials, whose application is found in conformity with the requirement/ qualifications mentioned in the Guidelines by the Campus sports Department. Candidates are to appear for sports trials in proper sports kit with all the original sports certificates and required academic certificates.
  6. The Campus Sports Department, Panjab University shall take an undertaking (**Annexure-II**) from the candidates that they will attend the grounds regularly and must have 75% of attendance in the sports ground and would also participate in the Inter-College, Inter-University, State, National and International sports tournaments. Their admission would be liable to be cancelled if the terms of the undertaking thus given are not adhered to.
  7. The order of precedence in the selection of candidates for admission will be as per **Annexure-V**.
    - i. Applicant securing higher marks in sports merit will be placed / given higher preference.
    - ii. If there is a tie within the same category, the tie shall be resolved by considering the 'academic merit' i.e. as per admission criteria of the concerned department and even then if there is tie, it will be resolved by the seniority in age i.e. date of birth of the candidate and such tie will be resolved by the concerned Department in which an applicant applied for admission.
  8. Age category tournaments such as sub-junior, junior, youth, cadet etc. are vary from game to game. In this regard, P.U. Admission Committee for sports will take the decision whether the performance of the players fall under junior/ youth category.
  9. It is mandatory to participate actively in all sports competitions, if selected, and at least 75% attendance in Panjab University sports grounds is required to enable to sit in the examination for all the candidates admitted against reserved category of sports. The attendance certificates shall be issued by the Campus Sports Department in favour of each candidate whose attendance in sports grounds is at least 75% and admit card for examination shall be issued by the Chairperson only on the production of such a certificate.
  10. When a candidate is required to abstain from the Department for participation in Inter College / Inter University / National / International / State Sports Tournaments, he/she shall give prior information to the Chairperson of the concerned Department.
  11. If a candidate admitted under the reserved category of Sports, remains absent from the grounds for regular practice for a continuous period of seven days without leave, his/her names shall be struck off the rolls by the Chairperson of the concerned Department on the recommendation of the Director Physical Education & Sports, Panjab University, Chandigarh.
  12. Deficiency of equal numbers of lectures (theory, practical, seminars and tutorials etc.) shall be condoned for sportspersons for attending Coaching Camps and participation in various tournaments i.e. Inter Hostel and Inter Department (Conducted by P.U. Campus Sports), Inter College, Inter District, State, Inter State, Inter University, National and International level tournament.

13. In case a candidate does not attend the grounds for practice or does not participate in the P.U. Campus Sports Activities including Campus Annual Athletic Meet, Inter College Competition, Inter University Tournaments on medical grounds, the Medical Certificate issued only by the University Chief Medical Officer will be accepted.

**NOTE :** In case a student remains present in the concerned Department for classes but absent in the grounds for sports then his/her Medical Certificate will not be accepted and his/her admission shall liable to be cancelled.

14. In case there is one association or more than one association or federation in any game the sports certificates issued by those National/ State Associations / Federations will be considered which are recognized by concerned State Olympic Association and respective National Federation. For International / Inter state and National level competitions, the certificates issued by only those International / National Federations will be considered which are duly recognized by Indian Olympic Association or Ministry of Youth Affairs and Sports. In case of Cricket, BCCI will be the competent authority. For International level competitions, the certificates issued by those National Federation / International Sports Federation of the concerned game (e.g. FIBA, FIFA etc.) will be considered which are duly recognized by concerned Country's Olympic Association or Indian Olympic Association such National Olympic Association should be duly recognized by International Olympic Committee.
15. Certificate on Letter head will not be considered in normal course. However, if the certificates are not issued by some sports Organization / Association in a particular game, those cases will be looked after separately by the screening committee on the recommendation of Campus Sports Department.
16. The clause 4 (i) and (ii) will not be applicable for Arjuna Awardee / Rajiv Khel Ratan Awardee / Padam Shree Awardee / Olympians in any game/sports with the condition that if such a candidate is successful in getting admission but barred for participation due to age bar then he/she will coach or groom a team of his expertise for at least five hours a week without seeking any remuneration.
17. The admission of students under reserved category of sports will be provisional until the verification of sports certificates from the concerned issuing authority.
18. No invitational / Prize Money / Ranking tournament will be considered for admission under reserved category of sports. Further, marks will not be given for tournament which are held more than once a year.
19. The sportspersons who have represented in the recognized competitions recognized by Ministry of Youth Affairs and Sports, Olympic Games by International Olympic Committee, World Championship / World Cup by International Sports Federations, Commonwealth Games by Commonwealth Games Federation, Asian Games by Olympic Council of Asia, Asian Championships by International Sports Federations, South Asian Federation Games (SAF) by South Asian Sports Council, Paralympic Games by International Paralympic Committee, World University Games By FISU/ Asian University Games / Championship by AUSF (Asian University Sports Federation), University games by AIU, National games and Championships by IOA/ NSF/ MYAS/ SGFI, State Level Games by State Sports Association/ State Directorate of Education / School Boards and Inter College by concerned University will only be eligible for admission under reserved category of sports in Panjab University, Chandigarh.

**ANNEXURE-I****UNDERTAKING FOR ACHIEVEMENTS IN SPORTS**

I, \_\_\_\_\_ (name), son/daughter of  
 Shri \_\_\_\_\_ (father's name), born on  
 \_\_\_\_\_ of \_\_\_\_\_  
 \_\_\_\_\_ (address) hereby solemnly declare and affirm as under:–

1. That as Sportsman/Sportswoman in \_\_\_\_\_ (name of discipline), I have represented the team(s) in the competition(s) on date(s) and also of named position(s) as indicated in the table below :–

Sr. No.	Sports Disciplines	Team Represented	Name of the competition & year	Venue/Date	Position Secured
1					
2					
3					

2. That the certificate(s) mentioned below are produced by me in support of the above are authentic:

- (i)
- (ii)
- (iii)

3. I understand that in case the information/documents supplied by me are found to be false, incorrect or forged, my admission will stand cancelled and I shall be liable for criminal action.

(Signature of the applicant)

**ANNEXURE-II****UNDERTAKING FOR ATTENDANCE IN SPORTS GROUND**

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_ resident  
of \_\_\_\_\_ do hereby declare as under :-

- (i) That I am seeking admission to the Department of \_\_\_\_\_ under the Sports Category.
- (ii) That in case I am admitted to the above said department I shall regularly attend the grounds for practice and I shall also participate in P.U. Campus Sports Activities including P.U. Campus Annual Athletic Meet/Inter-College/Inter-University/National/International Sports Tournament on behalf of the P.U. Campus and the Panjab University if selected.
- (iii) That in case I fail to regularly attend the Grounds for practice or fail to participate in the tournaments as and when required, my admission to the Department of \_\_\_\_\_ shall be liable to be cancelled.
- (iv) That in case my admission to the Deptt. of \_\_\_\_\_ is cancelled due to my failure to regularly attend the grounds for practice or to participate in the P.U. Campus Sports Activities (including Annual Athletic Meet) / Inter-University / National / International Sports Tournaments as may be required by the Campus Sports Department, Panjab University, Chandigarh. I shall have no claim on any account whatsoever against the Department or against the University.

(Signature of the applicant)



**ANNEXURE-III****LIST OF SPORTS DISCIPLINES ELIGIBLE FOR ADMISSION UNDER RESERVED CATEGORY OF SPORTS**

Sports disciplines to be considered for admission under reserved category of sports will be based on the following conditions:-

- 1) The sports disciplines should also be part of proceeding Olympic / Asian Games / Commonwealth Games immediately preceding the year of admission.
- 2) Apart from the above the following four sports disciplines are included based on popularity / indignity.
  - a) Chess
  - b) Cricket
  - c) Kho-kho
  - d) Yoga

**LIST OF GAMES**

Sr. No.	Game	Sr. No.	Game
1	Aquatics (M & W)	23.	Roller Skating (M & W) (Speed Skating)
2	Archery (M & W)	24.	Rowing (M & W)
3	Athletics (M & W)	25.	Rugby (M & W)
4	Badminton (M & W)	26.	Sailing / Yachting (M & W)
5	Baseball (Men)	27.	Sepak Takraw (M & W)
6	Basket (M & W)	28.	Shooting ( M & W)
7	Boxing (M & W)	29.	Soft Tennis (M & W)
8	Bridge (M & W)	30.	Soft Ball (Women)
9	Canoeing & Kayaking (M & W)	31.	Squash (M & W)
10	Cycling (M & W)	32.	Table Tennis (M & W)
11	Equestrian (M & W)	33.	Tennis (M & W)
12	Fencing (M & W)	34.	Triathlon (M & W)
13	Football (M & W)	35.	Volleyball (M & W)
14	Golf (M & W)	36.	Weight Lifting (M & W)
15	Gymnastic (M & W)	37.	Wrestling (M & W)
16	Handball (M & W)	38.	Wushu (M & W)
17	Hockey (M & W)	39.	Cricket (M & W)
18	Judo (M & W)	40.	Kho-Kho (M & W)
19	Karate (M & W)	41.	Chess (M & W)
20	Netball (Women)	42.	Yoga (M & W)
21	Kabaddi ( M & W)	43.	Pencak Silat (M & W)
22	Taekwondo (M & W)	44.	Tenpin Bowling (M & W)

## ANNEXURE-IV

**CRITERIA FOR GENERAL FITNESS TEST, SKILL & GAME PERFORMANCE TEST FOR  
ADMISSION UNDER RESERVED CATEGORY OF SPORTS**

<b>General Fitness Test</b>			
It is essential for the candidates to qualify <b>any one</b> of the following General Fitness Test items for considerations of admission in Archery, Chess, Shooting and any two of the following fitness test items for consideration of admission in other games / sports as per the following standards.			
1.	Strength	Standing broad jump 1.65 mts. For Men 1.15 mts. For Women	Two attempts allowed
2.	Endurance	1000 mts. Run/Walk 5.00 minutes for Men 6.00 minutes for Women	One attempt allowed
3.	Speed	50 mts. Dash 8.00 seconds for Men 9.00 seconds for Women	One attempt allowed

**Note: It is essential to qualify the General Fitness Test for appearing in the Skill & Game Performance test.**

1. No Physical Fitness Test for specially challenged candidates / players.
2. All the candidates are to appear in the General Fitness Test in proper sports kit.
3. Any injury / casualty caused to the applicant during sports trials shall be the sole responsibility of the applicant.

<b>Skill and Game Performance Test</b>	
It is essential for the candidate to qualify the Skill and Game Performance Test for consideration of admission.	
1.	Fundamental Skills in the concerned game
2.	Game Performance in Trials.

**Note: It is essential to qualify the Skill & Game Performance Test for Verification of Original Sports Certificates for awarding Marks.**

<b>Merit / Participation Sports Certificates</b>	
Maximum 100 Marks for Merit / Participation Sports Certificates	
Maximum 100 Marks for Merit / Participation Sports Certificate as per the criteria in Annexure-V. <b>Only the Highest Merit / Participation Sports Certificate will be considered for Marking.</b>	

## ANNEXURE-V

**CRITERIA FOR MARKING OF MERIT / PARTICIPATION SPORTS CERTIFICATE OUT OF  
MAXIMUM 100 MARKS**

*Note:* – Tournaments/Championships other than Inter University/Inter College/Inter School will be considered for Gradation provided they are recognized by International Olympic Committee/ Indian Olympic Association/respective National Federation / State Association / BCCI / SGFI / MYAS\*

Level of Game/ Sport Competition(s)	Ist	IInd	IIIRD	Participation
<b><u>CATEGORY 'A'</u></b>				
1. Sports performance as a player in Olympic Games / Paralympic Games (under senior / open category).	100	97	95	91
2. Sports performance as a player in World Cups/ Championships (Four Year Cycle) under senior / open category	97	95	93	89
3. Sports performance as a player in Asian Games (under senior / open category)	95	93	91	87
4. Sports performance as a player in Asia Cup / Asian Championship (Four Year Cycle) under senior / open category	93	91	89	85
5. Sports performance as a player in Commonwealth Games (under senior / open category).	91	89	87	83
6. Sports performance as a player in Commonwealth Championships (Four Year Cycle) (under senior / open category).	89	87	85	81
7. Sports performance as a player in World cups / World Championships (Two Years Cycle) under senior / open category	87	85	83	79
8. Sports performance as a player in Asia Cup / Asian Championship (Two Years Cycle) under senior / open category.	85	83	81	77

9. Sports performance in Commonwealth Championships (Two Years Cycle) under senior / open category.	83	81	79	75
10. Sports performance as a player in World University games / World University championships (Two year Cycle)	81	79	77	73
11. Sports performance as a player in World Cup / Championship (one year cycle) under senior / open category.	79	77	75	71
12. Sports performance as a player in Asia Cup / Asian Championship (One Year Cycle) under senior / open category / Sports performance as a player in Common Wealth Championships (One Year Cycle) under senior / open category / Sports performance as a player in South Asian Games (under senior / open category). Asian University Games and Championships.  <b>Note: Marks for World Cup/ Championships, Asian Cup/ Championships / Common wealth Championships under Junior/ Youth/ Cadet categories will be awarded <math>\frac{3}{4}</math> of marks awarded to the respective senior categories of same tournament / championship / category e.g. for Junior World Cup / Championship for 1<sup>st</sup> <math>87 \times \frac{3}{4} = 65.25</math>, for IInd <math>85 \times \frac{3}{4} = 63.75</math>, for IIIrd <math>83 \times \frac{3}{4} = 62.25</math> and so on.</b>	77	75	73	69
<b><u>CATEGORY 'B'</u></b>	50	48	46	42
1. Sports performance as a player in National Games (under senior/ open category)				
2. Sports performance as a player in National University Games / Inter Zonal Universities Games for Universities (under senior / open category) / Sports performance as a player in senior National / Inter State Championships for seniors / Federation Cup for seniors / khelo India school games / Kehlo India University Games (under 21) // Sports performance as a player in Khelo India	48	46	44	40

School Games / SGFI National School Games. Sports performance as a player in Junior National / Cadet Nationals / Youth Nationals				
3. Sports performance as a player in Zonal University Championships / National Zonal Championships (under senior and open category)	46	44	42	38
<b><u>CATEGORY 'C'</u></b>	36	34	32	28
1. Sports performance as a player in A division Inter College tournaments other than professional Universities/ Deemed Universities / Agricultural Universities / Law Universities / Technical and Management Universities /Senior State Championship / Inter District Championships / State School Games / Junior / Cadet / Youth State Championship. Position as a player in Inter University Tournament / Competitions for professional Universities / Deemed Universities / Agricultural Universities / Law Universities / Technical and Management Universities, School Nationals other than SGFI				
<b><u>CATEGORY 'D'</u></b>				
1. Sports performance as a player in inter college of professional universities / residential universities / PU Campus Championships / B and C division Inter college.	26	24	22	Not Eligible
<b>Note:</b> The certificates not mentioning the level of tournament i.e. Senior /Junior / Youth / Schools will be considered as per the following age criteria:  <ol style="list-style-type: none"> <li>1. Under 17..... Junior</li> <li>2. Under 19.....Youth</li> <li>3. Above 19.....Senior</li> </ol> * <b>BCCI: Board of Control for Cricket in</b>				

<b>India</b>  * SGFI: School Games Federation of India  * MYAS: Ministry of Youth Affairs & Sports				
--	--	--	--	--

**Note:**

1. **Sports Certificate of Invitational / Memorial /Open/ Prize Money League/ Ranking competitions will not be considered for admission under reserved category of sports.**
2. **Merit / Participation Sports Certificates of preceding three years will be considered from 01<sup>st</sup> July 2017 to 30<sup>th</sup> June 2020.**
3. **Applicants are required to upload Self-Attested copies of two Merit / Participation Sports Certificates.**
4. **Only the Highest Merit / Participation Sports Certificates will be considered for Marking.**

## APPENDIX E

### GENERAL INSTRUCTIONS FOR GIVING ANSWERS ON THE OMR ANSWER-SHEET

1. All questions are to be attempted on the Answer-sheet as per instructions printed on the Question Booklet and OMR Answer-sheet.
2. **The Answer-sheet is designed for computer evaluation. Please follow the instructions given on the Answer-sheet strictly otherwise it may make evaluation by the computer difficult. Any resultant loss to the candidate on the above account i.e., not following the instructions completely, shall be of candidate only.**
3. Each question is followed by four answer choices labelled A, B, C and D. Select the answer you think is the best response and darken the bubble bearing the correct response label against the serial number of the question. For example, if you think answer to question number 2 is D then mark as follows:

Q. 2    (A) (B) (C) ●

The Answer marked as under shall be considered as wrong:

(A)(B)(C)(D)    (A)(B)(C)(D)    (A)(B)(C)(D)    (A)(B)(C)(D)    (A)(B)(C)●    (A)●(C)●

4. For marking answers use **Black Ball/Gel Pen only**.
5. If you do not want to answer any question, leave all the bubbles corresponding to that question blank.
6. Be very careful in filling in the bubble in the first instance since erasing or changing it will spoil the response and go to the disadvantage of the candidate.
7. In order to open the Question Booklet, remove the paper band gently.
8. **Write your Roll Number on the Answer-sheet as also on the Question Booklet only in the space provided for the purpose and at no other place in the question Booklet and Answer-sheet.**
9. For calculations, the use of log tables is permitted. Use of Calculator is not allowed.
10. For rough work, the sheets marked 'ROUGH WORK' at the end of the Question Booklet be used. No rough work shall be done on the Answer-sheet under any circumstances.

### 11. Penalty for wrong answers (Negative marking)

**The total marks to be awarded to a candidate in a paper containing multiple choice objective type questions, after imposing the prescribed penalty, will be calculated by the following formula:**

If, for example, for each correct answer to a question, 2 marks is to be awarded; for a wrong answer 1/2 mark will be deducted.

The total marks scored by the candidate will be computed as under: -

Let P - Number of correct answers.

Let Q - Number of wrong answers.

Let R - Number of unattempted questions.

Then the final score will be  $2P - 1/2 Q$  calculated to the second place of decimal only. It will also be checked that  $P + Q + R = \underline{\text{Total No. of questions in the Paper}}$ .



## APPENDIX F SAMPLE PAPER

### **Component I: English Aptitude**

Read the following passage and answer Question No. 1

Once, I read in Rajasthan Tourism Department's brochures that visitors to Jaipur are 'spoilt for choices'. Now, after my recent visit to Jaipur, I can say that yes, this time these brochures are right. There is so much to see in Jaipur, not only are the city's forts, palaces, gardens and temples, palaces turned into magnificent hotels, additionally each proves a rewarding experience in itself because they can keep you absorbed for long hours at a stretch. Being a tourist, I can say that Jaipur has much to offer visitors – everything from pageants and festivals to extraordinarily clad people, a wealth of handicrafts, a royal legacy of palaces, and sightseeing. Best thing, I like in Jaipur is the Jantar Mantar: a monument which at first glance looks like a collection of mammoth, bizarre sculptures but is really a wonderful piece of art and science. My guide provided fascinating explanation to how each of the instruments at the Jantar Mantar worked.

Rajasthan's capital city, Jaipur forces one to think pink (the colour of hospitality). I love food and Rajasthan is indeed a heaven for my kind of people. The delicious Rajasthani Thali, consisting of Dal, Bati, Churma and lots of ghee all make it so good and tempting. I have one word for Rajasthani cuisine and that is 'yummy'. A noticeable mention should also be made of 'Chokhi Dhani' – a wonderful display of Rajasthani culture for mere Rs. 300 is not a bad deal. Moreover, you are also getting food in that money, amazing, the service element involved in food was very good. Everybody there was greeting guests with 'Ram Ram Sa'. One could wander around and feast one's eyes on the various live shows ranging from the magical to the bizarre.

- Q.1 In the above paragraph what does author mean by 'spoilt for choices'?
- |                          |                                      |
|--------------------------|--------------------------------------|
| A) No choices at all     | B) Large variety of choices          |
| C) Choices are very less | D) There is no comparison of choices |
- Q.2 Write the synonym of INSOMNIA.
- |           |                  |
|-----------|------------------|
| A) fever  | B) madness       |
| C) phobia | D) sleeplessness |
- Q.3 Write the antonym of SLUGGISH
- |              |           |
|--------------|-----------|
| A) lethargic | B) slow   |
| C) lazy      | D) active |
- Q.4 Tick one of the options for filling the blanks in given sentence:  
Noise \_\_\_\_\_ has assumed \_\_\_\_\_ proportions in recent years in India.
- |                        |                         |
|------------------------|-------------------------|
| A) Pollution, alarming | B) Level, surreptitious |
| C) Control, different  | D) Problem, desirous    |





## APPENDIX G

### APPROXIMATE AMOUNT TO BE PAID AT THE TIME OF ADMISSION\*

Course	First Instalment at the time of Admission	Second Instalment in the month of November
<b>Bachelor of Hotel Management and Catering Technology (BHMCT)</b>	Rs. 46,473/- + student welfare activities fund Rs. 3,000/- p.a.	Rs. 34,723/-
<b>Bachelor of Tourism and Travel Management (BTTM)</b>	Rs. 32,823 + student welfare activities fund Rs. 3,000/- p.a.	Rs. 20,678/-

\*The fee is subject to change as per university decision. Examination and other university fees are extra.

#### IMPORTANT NOTE:

1. Selected candidates will be asked to make the payments on the spot. No extra time will be given.
2. Candidates selected to Bachelor of Hotel Management and Catering Technology (BHMCT) will have to submit one demand draft of Rs. 46,473/- (1<sup>st</sup> instalment) in favour of the Registrar, Panjab University, Chandigarh and other demand draft of Rs. 3,000/- in favour of the Director, UIHTM, Panjab University, Chandigarh, both being payable at the State Bank of India, Sector-14, Chandigarh.
3. Candidates selected to Bachelor of Tourism and Travel Management (BTTM) will have to submit one demand draft of Rs. 32,823/- (1<sup>st</sup> instalment) in favour of the Registrar, Panjab University, Chandigarh and other demand draft of Rs. 3,000/- in favour of the Director, UIHTM, Panjab University, Chandigarh, both being payable at the State Bank of India, Sector-14, Chandigarh.
4. The Candidates will have to pay the exact amounts as per P.U. Fee structure prevailing at the time of admission. The amounts mentioned above are approximate. Therefore, the candidates are advised to regularly browse our webpage for the exact amount of fee. The amount over and above the fee structure, if any, will be accepted in the form of a draft. For that, if required, State Bank of India, Sector-14, Chandigarh will open more counters/windows.
5. In addition to amount paid at the time of admission, second instalment of the fee will be due in November.
6. Hostel accommodation both for boys and girls is available. The seats as per quota would be allocated to the Institute for further allotment to the students on merit basis. Candidates, interested to avail hostel facility, are advised to bring with them an extra amount of Rs. 9050/- (approximately) for admission in the hostels.
7. All admitted students will be required to pay full fee at the time of admission. In case of shifting / left the course / Deptt., the fee will be refunded / adjusted later on for the students selected for the benefit as per P.U. rules mentioned in the Handbook of Information & Rules of admission.

## APPENDIX H

### THE PROCEDURE AND STEPS FOR FILLING ONLINE APPLICATION FORM

#### STEPS TO FOLLOW:

1. Register Online.
2. Note down your Login Id and Password.
3. Download SBI Slip and pay fee in any SBI branch of India.
4. Login and upload scanned photograph, signature, fill other important information and Save and Confirm.
5. Download your Admit Card after 08 May 2020.

#### NOTE:

- If **more than 24 hours have passed** after depositing the fee in bank and your journal number is not confirmed, write to **[puthat@pu.ac.in](mailto:puthat@pu.ac.in)** with scanned copy of bank slip.
- Candidates who will avail the concession in fee under the category SC/ST/PwD OR P.U. Class B/C Regular Employee must send the copy of printout of their filled form along with the self attested copy of Category Certificate/Proforma for claiming 50% concession to P.U. Regular Employees ("B" and "C" Class) duly signed by the Head/Chairperson, to Assistant Registrar, CET Cell, Aruna Ranjit Chandra Hall, Panjab University, Chandigarh-160014 by registered post/speed post or by hand on or before **May 06, 2020** up to 4:00 p.m.

## Registration Form

**Read Instructions and Eligibility Criteria carefully before registration.**

# Do not prefix the title such as Shri / Smt. / Mr. / Mrs. / Dr. etc. along with names.

Name #

Father's Name #

Mother's Name #

Date of Birth



(dd/mm/yyyy)

E-mail

Class 10<sup>th</sup> Roll No.

Class 10<sup>th</sup> Board

Class 10<sup>th</sup> Passing Year

Category

**Categories other than General**

- Scheduled Castes**
- Scheduled Tribes**
- Backward Classes**

**Defence**

- Wards of Military/Paramilitary Personnel who died in action
- Wards of Military/Paramilitary Personnel incapacitated while in service
- Defence Personnel incapacitated while in service
- Wards of Military/Paramilitary Personnel Ex-Serviceman

- Wards of Serving Defence Personnel
- Ex-Servicemen
- Serving Defence Personnel
- Persons with Disability**
- One girl child out of the only two girl children**
- Riot Victim/Terrorist Victim**
- Sports**
- Freedom Fighter**
- Wards of Kashmiri Displaced persons**
- Cancer/AIDS/ Thalassemia Patients**
- Rural Area Students**
- Border Area Students**
- Youth Festival**

Are you or either of your Parents Class B or Class C Regular Employee of P.U.?

Yes  No

Submit

---

**After you submit the above information you will be provided with login id and password. Deposit required fee and login to update information using following form.**

---

### Update Candidate Information

<b>Programme(s) Opted*</b>	Preference 1: <input type="text"/>
	Preference 2: <input type="text"/>
<b>Candidate Name*</b>	<input type="text"/>
<b>Father's Name*</b>	<input type="text"/>
<b>Mother's Name*</b>	<input type="text"/>
<b>Gender*</b>	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender
<b>Date of Birth*</b>	<input type="text"/> <input type="text"/> <input type="text"/> (dd/mm/yyyy)
<b>Nationality*</b>	<input type="text"/>
<b>Belongs to Area*</b>	<input type="text"/>

**Correspondence Address \***

Is your permanent Address same as Correspondence Address?

Yes

**Permanent Address \***

**Phone No./Mobile No.**

**E-mail ID \***

**Class +2 Roll No.**

**Class +2 Board/University \***

**Year of Appearing/Passing  
(Class +2) \***

**10<sup>th</sup> Class %age \***

**Upload Photograph \***

**Upload Signature \***

*\* Mandatory information*

Submit