



दिल्ली विश्वविद्यालय

UNIVERSITY OF DELHI

MOST URGENT/OUT TODAY

No. Aca.I/UG/Adm.-Procedure/2012/72

May 15, 2012

NOTIFICATION

The University of Delhi hereby notifies the undergraduate students admission process to be followed in the academic session 2012-2013:

1. There will be Pre-admission forms (physical and online) at the university level only for General and OBC candidates. There will no pre-admission form at the college level.
2. The college is free to publish its prospectus which may provide information regarding the college, the courses offered, fee structure, extracurricular activities etc. The college prospectus must include information about the 'additional eligibility criteria' along with their justification. No forms of any nature, pre-admission as well as admission, shall be included in the prospectus or sold/provided with the prospectus or otherwise before the announcement of cut-off lists.
3. The additional eligibility criteria for courses in various colleges shall be published in the University's Information Bulletin and displayed on the University web-site and college web-site. Colleges are not permitted to change these criteria at any stage of the admission process.
4. The colleges shall convey to the University the cut-off marks for the various courses (for the General and OBC categories), as per the schedule announced by the University. As has been the practice in previous years, the college shall determine the cut-off marks on the basis of the past admissions related experience and the class XII results of the School Boards. The office of Dean Students' Welfare shall make available the information regarding the results of various School Boards to the colleges (as previously).
5. The University on receiving the cut-off marks from the various colleges shall collate these in the office of Registrar and notify the same through print and electronic media as per schedule. The cut-offs will also be displayed on the University Websites.
6. The colleges shall admit all students who have marks that meet the announced cut-off criteria. No first-come-first served policy is permitted.

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7. After declaration of the cut off lists by the University, the student will need to report to the college of his/her choice for admission within the stipulated period. At this stage, the student would be required to fill the college admission form and the University enrolment form. The student would then get his/her documents verified and pay the admission fees.
8. In case, a student cancels his admission in a college, in order to move to another college on declaration of a subsequent cut off lists, the college must promptly return the documents to the student.
9. No student will be allowed to take admission in two courses/colleges simultaneously. In case, they are found to be admitted in two courses/colleges simultaneously, their admission will be cancelled.
10. The University will organize open days in order to disseminate information on various admission related aspects and also to answer any queries that the students may have. The colleges are free to organize open days at their end and to set up help lines and web based assistance.
11. For admission under the reserved categories of SC/ST/ Person with Disabilities (PWD)/J&K Migrants/Children of War Widows, the admission process shall continue to be centralized and conducted at the University level by the respective departments.
12. In courses where admissions are done through entrance exams, separate procedures shall apply.
13. For admission under the Sports and ECA (Extra Curricular Activities) categories, the colleges may use Sports/ECA application forms. These application forms shall be made available by the college.
14. The University shall set up Special Admission Assistance Teams that will visit colleges throughout the admission process for rendering assistance to students.
15. The schedule of the admission process for all categories shall be shortly notified by the University.


Deputy Registrar (Academic)