

# ADMISSIONS

## A. REQUIREMENTS FOR ADMISSION

All the admissions are done as per the University of Delhi Admission Rules.

### Qualifying Examination

- For Undergraduate courses, a candidate must have passed Senior School Certificate Examination (Class XII) of the Central Board of Secondary Education or an examination recognized as equivalent thereto.

### Minimum Percentage of Marks Required for Admission:

- For B.A (Program) and B.Com (Program) an aggregate of 40% in the qualifying examination is required. The merit shall be determined on the basis of one language and three best elective/ academic subjects. For B.A.(Hons.), English, Hindi, History, Political Science, Hindi *Patrakarita evam Jansanchar* and B.Com (Hons.), an aggregate of 45% in the qualifying examination is required. For Hindi *Patrakarita evam Jansanchar* the candidate must also have passed Hindi language in the qualifying examination. In case of B.A (Hons) Hindi, Punjabi and Hindi *Patrakarita evam Jansanchar*, candidates securing 40% marks in the aggregate and 50% in the subject concerned are also eligible for admission to the relevant Honours Course. The merit shall be determined on the basis of one language and three best elective/ academic subjects.
- For admission to an undergraduate course, where a particular subject or a group of subjects is required for admission, the candidate must have passed in the subject/each of the subjects concerned individually.

### Centralized Admission by University of Delhi:

- B.A. (Hons) Business Economics: Department of Business Economics, University of Delhi.
- M.Com: Centralised Admission by University of Delhi, Department of Commerce.
- M.A. Punjabi: Centralised Admission by University of Delhi, Department of Punjabi.

## B. GUIDELINES OF ADMISSION

The applicants are requested to refer to the University of Delhi Admission Guidelines 2017-18 issued by the University at [www.du.ac.in](http://www.du.ac.in)

- In case, a student cancels his/her admission in the College, in order to move to another college on declaration of subsequent cut-off lists or needs certificates for institutes outside Delhi University, the College shall promptly give the documents to the candidate.
- Every admission is provisional and subject to confirmation by the University of Delhi.
- No student will be allowed to take admission in two courses/colleges simultaneously. In case, a candidate is found admitted in two course/colleges simultaneously, the admission in all course/colleges will be canceled.

## C. CALCULATION OF 'BEST FOUR' SUBJECT PERCENTAGE:

### 1. Course Specific Procedure:

Procedure for calculation of 'Best of Four' subjects percentage for Honours Courses (English/ Hindi/ Hindi *Patrakarita evam Jansanchar*):

- Honours in English programme
  - An aggregate of 45% marks in the qualifying examination is Minimum Eligibility
  - The applicant must have studied and passed English language in the qualifying exam and should include English language for calculation of 'Best Four' percentage.
  - The merit shall be determined on the basis of English language and three best academic/elective subjects from LIST A.

- b) Honours in Hindi programme
  - i. Applicants securing 40% marks in the aggregate and 50% marks in Hindi qualify the minimum eligibility for admission.
  - ii. The applicant must have studied and passed Hindi language in the qualifying exam and should include Hindi language for calculation of 'Best Four' percentage.
  - iii. The merit shall be determined on the basis of Hindi language and three best academic/elective subjects from LIST A,
- c) Honours in Hindi Patrakarita programme
  - i. Applicants securing 40% marks in the aggregate and 50% marks in the Hindi language are also eligible for admission.
  - ii. The applicant must have studied and passed Hindi language in the qualifying exam and should include Hindi language for calculation of 'Best Four' percentage.
  - iii. The merit shall be determined on the basis of Hindi language and three best academic / elective subjects from LIST A.
  - iv. Mass Media Studies will be treated as an academic subject for the purpose of admission.
- d) In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
- e) Advantage of 2% in the 'Best Four' percentage will be given to those applicants who have studied that particular elective language.
- f) If an applicant doesn't include the subjects given in LIST A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.

**Procedure for calculation of 'Best of Four' subjects percentage for Honours Courses (History/ Political Sc./ Punjabi):**

- a) Honours in Punjabi programme.
  - i. Applicants securing 40% marks in the aggregate and 50% marks in Punjabi are also eligible for admission.
  - ii. The merit shall be determined on the basis of one language and three best academic/elective subjects from LIST A.
  - iii. In case an applicant has not studied Punjabi language at qualifying exam and is seeking admission to Honours in Punjabi language a deduction of 5% will be imposed on 'Best Four' percentage.
  - iv. In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
  - v. Advantage of 2% in the 'Best Four' percentage will be given to those applicants who have studied Punjabi elective language.
- b) Honours in History / Political Sc.
  - i. An aggregate of 45% marks in the qualifying examination is Minimum Eligibility
  - ii. The merit shall be determined on the basis of one language and three best academic / elective subjects from LIST A.

- iii. Out of three academic / elective subjects chosen above, one must be the concerned subject in which admission is sought, failing which a deduction of 2.5% will be imposed on the calculated 'Best Four' percentage
  - iv. In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
- c) If an applicant doesn't include the subjects given in LIST A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.

**Procedure for calculation of 'Best of Four' subjects percentage for B.Sc. Honours Mathematics:**

- a) An aggregate of 45% marks in the qualifying examination is Minimum Eligibility.
- b) The candidate is required to have studied and acquired 50% marks in Mathematics in the qualifying examination.
- c) The merit shall be determined on the basis of one language, Mathematics and two best elective/ academic subjects from LIST A.
- d) If an applicant doesn't include the subjects given in LIST A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.

**Procedure for calculation of 'Best Four' subjects percentage for B. Com. (Hons)/B.Com:**

- a) An aggregate of 45% marks in the qualifying examination
- b) The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B. Com. (Hons.).
- c) One Language from Part 1 of List C1 + three best subjects out of Part 2 of List C1.

OR

One Language from Part 1 of List C1 + any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). In such a case, the deduction of marks from aggregate percentage of 'Best Four' shall be as follows:

- i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four';
- ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.
- iii. List C1, C2, List A and other subjects as per University of Delhi's Bulletin of Information applicable to Undergraduate Admissions 2017-18

The computation of 'best four' subjects in the above framework should lead to an effective and unique 'best four' which would be higher than any other combination of 'best four' subjects.

**Procedure for calculation of 'Best Four' subjects percentage for B.A. programme:**

- a) An aggregate of 40% marks in the qualifying examination
- b) The merit shall be determined on the basis of one language and three best academic/elective subjects from LIST A
  - i. One Language (Core/Elective/Functional)
  - ii. Any three elective subjects can be chosen.

- iii. The college will not impose deduction from 'Best Four' percentage if there is a change of stream, which means either from Commerce stream or from Science stream.
- c) One non-listed subject can be included in calculation of 'Best Four' without any deduction.
- d) If more than one non-listed subject is included for calculation of 'Best Four', a deduction of 2.5% each in 'Best Four' may be levied.
- e) If an applicant opts for Modern Indian Language (Punjabi / Sanskrit) as a subject, an advantage of up to 2% may be given in 'Best Four' percentage subject to the decision of the college in this regard from time to time. This provision applies only to those students who have studied Punjabi and Sanskrit at least till class 10th. Additionally, this provision applies only to general category candidates and not to those applying under the *Sikh minority* category.

### **Applicable to all Courses**

- a) All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of examination. In case the subject to be considered does not have at least 70% theory component and 30% practical component, then the marks obtained in theory and practical shall be converted to 70% and 30% respectively, on pro rata basis. The marks so arrived at will then be considered for calculation of 'Best Four'.
- b) University may define any other relevant subjects as an academic/ elective for a particular Honours programme.
- c) Girl candidates are given no credit in 'Best Four' aggregate in any course or case/ category.
- d) For detailed and updated guidelines on the admission process, students are advised to regularly consult the university website at [www.du.ac.in](http://www.du.ac.in) and the university Bulletin of Information (2017-2018).

### **Note:**

The College has set up a help desk to assist the applicants in filling the registration form online. In addition, the computer lab with printing and scanning facilities is also available for the use of the candidates. A help desk has also been established for the convenience of the PwD applicants. Additional information on the help desk can be gathered from the college website.

The college has also formed a grievance committee to address the grievances of the applicants related to admissions. The applicants are instructed to apply to the grievance committee of the college in order to get their complaints redressed within a reasonable time. Additional information on the grievance committee can be collected from the college website.

### **Additional Provisions in Light of the Sikh Minority Status of the College:**

Sri Guru Nanak Dev Khalsa College is maintained by the *Delhi Sikh Gurdwara Management Committee* (DSGMC), a statutory body established under an act of the Parliament of India. The College has been granted *Sikh Minority* status by the NCMEI of India and ratified by the Honourable Delhi High Court. Fifty percent of the seats of the various courses offered by the college are reserved for students belonging to the *Sikh Minority*.

1. Sikh students who wish to avail this benefit need to fill the online *Sikh Minority* registration form after completing the online application process on the University of Delhi website. It is mandatory for the *Sikh Minority* category applicants to enter the university registration number in the Khalsa college *Sikh Minority* registration portal, and therefore are advised to keep their University of Delhi's application/ registration number in hand before proceeding.

- The applicants must ensure to complete the registration form at the University of Delhi Admission portal by paying the registration fee, failing which the application in *Sikh Minority* College will be invalid.
- Students applying under *Sikh Minority* status are encouraged to get their *Sikh Minority* Certificate made from the office of *Delhi Sikh Gurdwara Management Committee (DSGMC)*, *Gurdwara Rakab Ganj Sahib*, New Delhi - 110 001 before the time of admission. This certificate is mandatory for candidates seeking admission under the *Sikh Minority* category.
- Separate cut-off percentages in each admission list will be announced for *Sikh Minority* category alongside the general cut-off percentages for various subjects offered by the college. The *Sikh Minority* Cut-Off percentage will be applicable only to those *Sikh Minority* category students who have registered at the University of Delhi website and Khalsa colleges *Sikh Minority* registration portal, subject to having original *Sikh Minority* Certificate made from the office of the *Delhi Sikh Gurdwara Management Committee (DSGMC)* at the time of admission.
- The provision that, if an applicant opts for Modern Indian Language (Punjabi / Sanskrit) as a subject, an advantage of up to 2% may be given in 'Best Four' percentage subject to the decision of the college in this regard from time to time, applies only to general category students (who have studied Punjabi and Sanskrit at least till class 10th) and is not applicable to those applying under the *Sikh Minority* category.

### LIST A (Academic / Elective Subjects)

Arabic	French	Mathematics	Sociology
Bengali	Geography	Music	Spanish
Botany	Geology	Persian	Statistics
Biology/ Biotechnology	German	Philosophy	Urdu
Chemistry	Hindi	Physics	Zoology
Commerce / Business Studies	History	Political Science	Statistics
Computer Science / Informatics Practices	Home Science	Punjabi	Accountancy
Economics	Italian	Psychology	
English	Legal Studies	Sanskrit	

### LIST C1 - List of Core Subjects for B.Com.(Hons.) / B.Com.

Part 1 (Language)	Part 2 (Core Subject)
English	Mathematics
Hindi	Accountancy
	Business Studies / Commerce
	Economics

### LIST C2 - ADDITIONAL LIST of Subjects for B. Com. (Hons.) / B.Com.

Botany	Geography	Philosophy	Statistics
Business	Mathematics Geology	Physics	Zoology
Biology / Biotechnology	History	Political Science	
Chemistry	Home Science	Psychology	
Computer Science / Informatics Practices	Legal Studies	Sociology	