

Department of Humanities
Deenbandhu Chhotu Ram University of Science and Technology, Murthal

Date: 30.07.2024

Subject: 4th, 5th and 6th counselling for Admission to M.A. (English) for the session 2024-25

The following schedule of physical counseling for admission to PG/Dual/BCA for the Academic session 2024-25 is approved by competent authority to fill the vacant seats-

| Sl. No. | Counseling | Date | Fee to be deposited by |
|---------|-------------------------------------|------------|------------------------|
| 1. | 4 th Physical Counseling | 01.08.2024 | 03.08.2024 |
| 2. | 5 th Physical Counseling | 06.08.2024 | 09.08.2024 |
| 3. | 6 th Physical Counseling | 20.08.2024 | 23.08.2024 |

The following criteria will be followed as mentioned in the Prospectus 2024-25:-

If/when required the schedule for 4th/5th/6th counseling will be displayed on university website www.dcrustadmission.org, www.dcrustm.ac.in, after third counseling. The Procedure for 4th/5th/6th Counseling shall be as under: (If required)

If the list of candidates appeared in the Entrance Test conducted by the University is exhausted then the following procedure will be followed, otherwise candidates from the merit list of Entrance Examination will only be considered.

- i. Already registered candidates can also participate in these counseling and need not to apply again.
- ii. Unregistered candidates need to fill an application form which is available at page no. 35 – 36 of Prospectus.
- iii. Time for marking of attendance and submission of applications form is 9:30 a.m. to 11:30 a.m. in the respective departments.
- iv. For these counseling, no applications shall be accepted after 11: 30 a. m.
- v. All admitted candidates shall be charged University Fee as given in Prospectus on the day of counseling. Unregistered candidates shall have to pay an additional charge of Rs.1000/- as Registration Fee in addition to the fee mentioned in prospectus.

Seats shall be filled through following sequence (order of preference) for all counseling:-

- a. Firstly, the eligible candidates will be considered on merit of valid GATE score (wherever applicable) for admission.
- b. After exhausting (criteria a), eligible candidates will be considered for admission based on the merit list of results of entrance tests conducted by the University.
- c. After exhausting (criteria b), eligible candidates will be considered for admission on the basis of the merit list of **qualifying examination**.
- d. Thereafter, if the seats still remain vacant, chance will be given to those who have cleared their all examinations upto pre final year/semester and appeared in final exam.

Their relative merit shall be formed on the basis of their average % of marks up to pre final year/semester (% marks should be equal or more than given in Chapter-1 under eligibility conditions). Proof of qualifying final exam should be submitted (should fulfill the eligibility conditions as given in Chapter-1), otherwise admission shall stand cancelled automatically and all the dues/fees paid by them shall be forfeited.

Criteria for filling of reserved seats:

- The vacant seats of reserved category will be filled by the candidates of respective category.
- However, if reserved category candidates are not available on the day of counseling (till 11.30 a.m.), the seats will be filled by General Category (All India basis).
- Supernumerary seats (EWS Quota, SQ, UEQ, SGCQ and KM) are over and above sanctioned intake and cannot be converted into any other category.

Important Instructions:

1. The candidates shall bring the following set of documents (as applicable) while reporting for counselling along with original documents.
 - (i) Print out of online filled Application form
 - (ii) Passport size three photographs.
 - (iii) 10th Mark sheet
 - (iv) 12th Mark sheet and qualifying examination certificate
 - (v) Graduation Final Year DMC/Degree/ Provisional Degree/ Last Semester DMC
 - (vi) Haryana residence certificate
 - (vii) DSC/SC/BC/EWS category Certificates (OBC certificate shall not be considered)
 - (viii) Original Character Certificate
 - (ix) Income Certificate certificates for DSC/SC/BC/EWS category issued after 01/04/2023 by the district authorities/as per format given in the prospectus.
 - (x) PWD/ESM/FF/KM/SQ certificates, affidavit for a single girl child, University employee certificate who have applied against these categories.
 - (xi) Medical fitness certificate issued by CMO.
 - (xii) Gap year affidavit issued by district court/notary public.
2. For SC/DSC students interested in fee exemption/waiver, it is compulsory to submit an income certificate at the time of admission.
3. The gross annual income of parents shown in the certificate should be of the financial year 2022- 23 and the certificate should be issued on or after 01.04.2023 where it is required (For DSC/SC/BC/EWS category).
4. For further information, please visit the admission website or refer to University prospectus.

For any query, please get in touch with Dr Mayur Chhikara (9215192446).

Convener, Admission Committee

