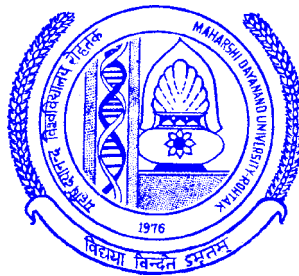


ADMISSION BROCHURE

MANAGEMENT PROGRAMMES (MBA)

INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH, MDU, ROHTAK
MDU INSTITUTE OF LAW AND MANAGEMENT STUDIES, GURGAON
AND
MDU POST GRADUATE REGIONAL CENTRE, MIRPUR (REWARD)

(2010-2011)



FACULTY OF MANAGEMENT SCIENCES
MAHARSHI DAYANAND UNIVERSITY
ROHTAK – 124001

www.mdurohtak.com

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| KEY DATES |
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| Sr. No. | Particulars | Key Dates for the Management Programmes (except MBA[Executive]) | Key Dates for MBA (Executive Week-end) at ILMS Gurgaon |
|---------|--|---|--|
| 1. | Sale of Admission Brochure | 18.05.2010 (Monday) | 18.05.2010 |
| 2. | Last date of receipt of applications upto 5.00 p.m.) | 10.06.2010 (Thursday) | 10.06.2010 |
| 3. | Entrance Examination | 04.07.2010 (Sunday) 2.30 p.m. to 4.00 p.m. M.D.University, Rohtak | No entrance Examination |
| 4. | Group Discussion and Personal Interview | 21st to 25th July, 2010 At IMSAR, MDU, Rohtak | 10th and 11th July, 2010 At ILMS, Gurgaon |
| 5. | Display of Merit list | 28th July, 2010 | 13th July, 2010 At ILMS, Gurgaon |
| 6. | Date of 1st Counseling | 29th and 30th July, 2010 At IMSAR, M.D.U., Rohtak | 17th July, 2010 At ILMS, Gurgaon |
| 7. | Date of 2nd Counseling | 03rd August, 2010 At IMSAR, M.D.U., Rohtak | To be notified later on At ILMS, Gurgaon |
| 8. | Commencement of classes | 02nd August, 2010 | 2nd August, 2010 |

FOR FURTHER INFORMATION, PLEASE CONTACT

| Sr.No. | Name and address of contact person | Telephone/Mobile No. |
|--------|--|------------------------------|
| 1. | Prof. H.J. Ghosh Roy, Director, IMSAR, MDU Rohtak | 01262-273403 |
| 2. | Prof. M.S. Chhikara, Director, Management Programmes, Institute of Law and Management Studies, Gurgaon | 0124-2580098 0124-2383343 |
| 3. | Controller of Examinations, MDU, Rohtak | 01262-274169 |
| 4. | Officer On Special Duty (Academic), Academic Branch, MDU Rohtak. | 01262-292354 |

Admission brochure and application form can also be downloaded from University Website www.mdurohtak.com .

IMPORTANT INFORMATION

1. Admissions to following Management Programmes [except MBA (Executive Week End)] shall be made in order of merit :
 - i) 2-Year MBA Programme at IMSAR, Rohtak
 - ii) 2-Year MBA (Business Economics) at IMSAR, Rohtak
 - iii) 2-Year MBA (Hons.) at IMSAR, Rohtak
 - iv) 2-Year MBA Programme at ILMS, Gurgaon
 - v) 2-Year MBA (Executive - Week End) at ILMS, Gurgaon

Admission will be made in order of merit which shall be prepared on the basis of marks obtained in Entrance Test (80 marks), Group Discussion (10 marks) and Personal Interview (10 marks)

2. Admission Brochure is available for sale at the sale counter of the University and can also be downloaded from the University website www.mdurohtak.com
3. This Admission Brochure is for admission to MBA Programmes for the Academic Year 2010-11. Its contents are subject to change without prior notice.
4. A copy of the Admission Brochure containing application form and OMR application for Management Programmes can be obtained from the Incharge, Publications, Maharshi Dayanand University, Rohtak in person on cash payment of Rs. 700/- (**Rs. 175/- for SC/BC candidates of Haryana only**). The Admission Brochure can also be obtained by post from the Incharge, Publications, M.D. University, Rohtak on a written request accompanied by a Crossed Bank Draft of Rs. 750/- (Rs. 225/- in case of SC/BC candidates of Haryana only) in favour of the Finance Officer, Maharshi Dayanand University, Rohtak payable at State Bank of India, M.D. University, Rohtak (Code 4734). A request in this regard must reach the University atleast seven days before the last date of submission of Application Form. Payment by Cheque, Money order or in any other form will not be accepted.

Admission Brochure can also be downloaded from University website www.mdurohtak.com and should be accompanied by a bank draft drawn in favour of Finance Officer, MDU, Rohtak payable at Rohtak for Rs. 700/- (Rs. 175/- for SC/BC candidates of Haryana only).

5. After admission to any of the Management Programmes in the counselling, the candidate is required to **deposit full fee with the University Cashier on the same day failing which the candidate shall not be considered for admission and his/her candidature shall automatically stand cancelled. No extension of time for depositing fee will be allowed in any case.**
6. The candidate may apply for admission at his/her own risk and responsibility and if he/she is found ineligible at later stage his/her candidature shall be cancelled. Candidates seeking admission to Management Programme shall have to produce proof of eligibility latest by July 31, 2010.

7. Under no circumstances the original certificates of the candidate should be retained by the institute. However, the documents may have to be deposited for verification with the University for registration. The candidate seeking admission will submit 3 sets of his documents/ certificates/ testimonials duly attested by the Principal of the college last attended/any gazetted officer at the time of counseling.
8. If a candidate is admitted on the basis of the information submitted by him/her which is found to be incorrect or false later on, his/her admission shall be cancelled and all fees and other dues paid by him/her shall be forfeited. The University may also take further action, as deemed fit, against the candidate and his/her guardian in accordance with law.
9. If the University authorities are not satisfied with the character, past behaviour and antecedents of a candidate, they may refuse to admit him/her to the Management Programme.
10. Canvassing in any form is strictly prohibited. Further, if any candidate, person or official engages himself/herself in any act that results in the use of unfair means in the admission process, he/she shall be liable to prosecution under relevant law, including the Indian Penal Code. Candidates indulging in any such activity and/or canvassing may also be denied admission.
11. The decision of the University authorities in all matters relating to the admissions shall be final.
12. All disputes pertaining to counseling for making admissions to Management Programmes for the session 2010-11 are subject to the jurisdiction of Rohtak only. M.D. University shall be the legal authority in whose name the State may sue or may be sued for this purpose.
13. All the rules and regulations for submission of migration certificate by the candidates who have passed the qualifying examinations from other Universities will be applicable as per the rules of the M.D. University.
14. **Instructions for curbing ragging**

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which punishment may include expulsion from the Institute, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take the shape of (i) withholding scholarships or other benefits (ii) debarring from representation in events (iii) withholding results (iv) suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/ cannot be identified, collective punishment can be awarded to act as a deterrent.

The following will be termed as the act of ragging

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indiscipline activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in fresher or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment, so as to adversely affect the physique or psyche of a fresher or a junior student.

Note : The candidates are required to submit affidavit against ragging (Appendix 'O') at the time of admission.

THE UNIVERSITY

1.1 Maharshi Dayanand University, initially known as Rohtak University, Rohtak, was established by an Act of Legislature of Haryana in 1976 with the objective to promote inter-disciplinary higher education and research in the field of environmental, ecological and life sciences. Initially it was a unitary and residential University, but in November 1978, its character was changed and it became an affiliating University. Through an amendment in the Act in 1977, it was named after the great revolutionary and social reformer, Maharshi Dayanand and came to be known as Maharshi Dayanand University, Rohtak.

The University Grants Commission recognized this University under section 2(f) for the recognition of degrees and under section 12(b) of the University Grants Commission Act for central grants on Feb. 23, 1983.

1.2 Location

The University is situated at Rohtak, a District Headquarter of Haryana, about 75 kms from Delhi on Delhi-Hissar National Highway (NH-10). It is at a distance of about 240 kms from Chandigarh, the State Capital. It is well connected by rail and road. Rohtak is an educationally forward town where facilities of education in all fields are available.

1.3 Jurisdiction

The jurisdiction of the University extends to the districts of Rohtak, Jhajjar, Bhiwani, Mohindergarh, Mewat, Gurgaon, Palwal, Faridabad, Sonapat and Rewari and all Institutions/Colleges of General Education, Engineering, Technology, Computer Sciences located in these districts are affiliated to this University. Presently 447 Colleges/Institutes of various disciplines are affiliated with the University.

1.4 Campus

The University Campus is spread over a sprawling area of over 665.44 acres. The boundary of the campus extends from Rohtak-Delhi Road to Rohtak-Delhi railway line and from Pt. BD Sharma University of Health sciences to Western Yamuna Canal. The campus is well laid with state of art buildings and wide road network. It presents a spectacle of harmony in architecture and natural beauty. There are as many as 10 Teaching Blocks, 9 Hostels, Vivekanand Library, Campus School, Health Centre, Faculty House, Sports Stadium, Community Centre, Swimming Pool, Printing Press, Canteens, Shopping Complex, Multipurpose Gymnasium Hall and an Administrative Block. About 550 residential houses are available for faculty members and non-teaching staff. Tagore Auditorium in the University is of Global standard. There is Wi-fi facility on the Campus. A 'Student Activity Centre' has been constructed recently. A big 'Yajanshala', as per Vedic guidelines, has also been constructed. A Branch of State Bank of India and another of Central Co-operative Bank is available on the Campus.

P.G. Regional Centre, Meerpur (Rewari) at present is running four P.G. Programmes i.e. M.Sc. (Math), M.Com., M.A. (English) and M.A. (History). Its campus is in 100 acres of land at Village Meerpur, which is at a distance of 12 K.M. from Rewari. The University is also running an Institute of Law & Management Studies at Gurgaon since 2001.

1.5 Accreditation by National Assessment and Accreditation Council (NAAC)

The University Grants Commission has an autonomous National Assessment and Accreditation Council (NAAC), which has been assigned the task of accreditation and assessment of the Universities and Colleges. The Peer Team of the NAAC visited the University on February 18-20, 2003 for assessment and accreditation of the University. On the basis of the report submitted by the team, the National Assessment and Accreditation Council has granted the Maharshi Dayanand University B⁺⁺ Grade with institutional score of 80.25. The Peer Team was

highly impressed by the infrastructural facilities available in the University. It has made remarkable comments about the teaching-learning and evaluation system of the University. It has observed that the University has developed potential for achieving excellence in teaching, research and extension. The University endeavors to harvest the available resources to achieve excellence for which there is great potential.

University has got reaccredited it on 27-29th April 2010 and hopefully will get A grade.

1.6 University Teaching Departments

There are 35 Teaching Departments in the University which provide postgraduate teaching and research. The M.B.A. course of the University ranks among top 50 and the M.C.A. course among top 20 in India. The Departments of Sociology Economics, Sanskrit and Psychology are covered under Special Assistance Programme of the UGC. Similarly, the Department of Physics and the Department of Chemistry are covered under F.I.S.T. of the Department of Science & Technology of the Government of India for which financial assistance to the tune of Rs. 30 lacs for Department of Chemistry and Rs. 9 lacs for Department of Physics has been provided by the Govt. of India.

The University has started 'Centre for Biotechnology' from the session 2006-07 and introduced two new job oriented courses, M.Sc. (Medical Biotechnology) and M.Sc. (Food Technology), besides M.Sc. (Biotechnology).

The Department of Computer Science & Applications and Institute of Management Studies & Research have magnificent computer labs having 125 computers in each lab with Internet facility. Computer papers have been introduced in all the courses with a view to make the students aware of computer application in their fields of education. Computer labs are also available in almost all the Departments of the University. Lab equipments of latest technology are available in the labs of all Departments for teaching and research. Besides teaching, the students and faculty members are also encouraged to undertake research.

The University has started M.Sc. in Forensic Sc., Bioinformatics, Agricultural Biotechnology, Fermentation & Microbial Tech., M.Sc. Medical Lab. Technology, M.Sc. Environmental Biotechnology, Master in Library & Information Sciences (2 year integrated programme) and M. Tech in Computer Sc. from the current session.

1.7 Vivekanand Library

The University Library is housed in a magnificent three storeyed building with 84000 sq. ft. area and a seating capacity of 1200 users. The Library building has been constructed on a most modern design which has 5 Reading cum stack halls, one periodical hall, two Seminar halls, one Video Library, Thesis and Rare Book Section, Reference Text Book Section, Computer Lab with 60 Computers and one SC/ST Computer Lab with 20 Lap Tops. The Institute of Management Studies and Research (IMSAR), University Institute of Engineering & Technology / MCA, Law Sociology, History and Mathematics have Departmental Libraries. The University is planning to strengthen Departmental Libraries. The Library has a collection of 301386 documents. The Library is subscribing to 540 Journals (Indian and Foreign) for its 8690 members. 4000 e-Journals are accessible through Info-system of UGC. The Library functions 360 days a year and working timings are from 9.00 a.m. to 8.00 p.m. of six days a week. On Sundays and holidays library functions from 9.00 a.m. to 5.00 p.m. The Rear hall of the Library is kept open round the clock for reading personal books for all 365 days of the year. The Library Budget is Rs. 90. lacs for books and Journals and Rs. 7 lacs for recurring and non-recurring grant. The UGC has provided Rs. 2.5 lacs for Bar-coding of the Library Books. The main server of Campus-wide Networking for Integrated Telephone and Internet System is located in the University Library. The University

web-site is also maintained and updated by University Library. The University Library is also running BLISc & MLISc Courses (Distance Mode) through DDE.

1.8. Directorate of Distance Education

In addition to regular courses, the University is running distance education courses through the Directorate of Distance Education for the benefit of students, particularly girl students and those belonging to working class who are unable to enroll themselves in regular courses. Presently, the following courses are being run through distance education mode:

| Sr. No. | Programme Offered | Duration | Nature of Programme |
|---------|--|--|---|
| 1. | B.A. | Three year course | U.G. Degree |
| 2. | B.Com. | Three year course | U.G. Degree |
| 3. | M.A. i) English ii) Hindi iii) Sanskrit iv) History v) Pol. Science vi) Economics vii) Public Administration viii) Geography | Two year course | P.G. Degree |
| 4. | M.Sc. (Mathematics) | Two year course | P.G. Degree |
| 5. | M.Com. | Two year course | P.G. Degree |
| 6. | B.Ed. (N.C.T.E. recognized) | Two year course | U.G. Degree |
| 7. | B.L.I.Sc. | One year course | U.G. Course |
| 8. | Computer/IT Programmes i) B.C.A. ii) A.P.G.D.C.A. iii) M.Sc. (Computer Science) iv) M.C.A. | Three year course One year course Two year course Three year course | U.G. Degree P.G. Diploma P.G. Degree P.G. Degree |
| 9. | M.B.A. | Two year course | P.G. Degree |
| 10. | M.L.I. Sc. | One year course | P.G. Course |
| 11. | P.G. Diploma in Application of Psychology | One year course | P.G. Diploma |
| 12. | Master in Retail Management | Two year course | P.G. Degree |
| 13. | B.B.A. | Three Year Course | U.G. Degree |
| | The University is going to start new courses : (i) Diploma in Corporate and Industrial Security Management (ii) Certificate course in Corporate and Industrial Security Management | One year 6 months (One Semester) | P.G. Diploma Certificate course |

1.9. Hostels

There are 8 Hostels (4 for Boys and 4 for Girls) which have a capacity to accommodate as many as 1200 residents. The hostels provide homely atmosphere to the residents. Each Girls' Hostel is looked after by a full time Lady Warden. Indoor games and recreational facilities are available in each hostel. STD and canteen facilities are available in each hostel. Mess in each hostel is run by the residents on cooperative basis and hygienic food at very reasonable charges is made available to the residents.

Six hostels (three for boys and three for girls) are under construction. Each hostel having capacity of 250 residents, is equipped with all necessary facilities like internet, indoor games etc.

1.10. Institute of Development Studies

University is on the path to achieve academic excellence through adoption of advanced research and innovative teaching methodology. It has established the Institute of Development Studies which will further prove to be socially relevant and beneficial to the students in research oriented higher studies. The Institute has completed the job of preparation of State Development Report- Haryana assigned to it by the planning commission, Govt. of India.

1.11 Students' Activities and Sports

University Sports Department is on the path to achieve excellence in sports activities. Sports Department possesses excellent infrastructure facilities which include a modern indoor Gymnasium Hall for all indoor activities, an international standard size Swimming Pool, Squash Court, Athletic track and a sprawling sports complex which has all playfields for the university students. Every year sports department organizes about 60 inter-college tournaments for men and women players of the colleges affiliated to M.D. University, Rohtak. Sports department organizes coaching camps and sends the teams for inter-university participation.

In addition to this the university has produced many international players who have brought laurels to the University and also to the country.

1.12 University Centre for Competitive Examinations

The University Centre for Competitive Examination is located in the Indira Gandhi Vidya Bhavan, North Block on the First floor. The Centre has been providing guidance / coaching to the students since 1989, the year when the Centre was established. The Students competing for various examinations viz. Indian Civil Services (Preliminary), Haryana Civil Services (HCS), Bank Probationary Officer (PO) Inspectors of Income Tax and Central Excise, National Eligibility Test/ State Lectures Eligibility Test (NET/ SLET), Combined Defence Services (CDS), National Defence Academy (NDA), CEET/ Engineering etc. are given intensive coaching for the said examinations from time to time. The Centre also organizes remedial Coaching Classes in English. For all kinds of coaching classes, a nominal token fee is charged from the students of General Category. However, the SC/ST & BC candidates are not charged any fee for attending coaching classes. Students are registered for coaching classes for which they are required to fill up a registration form and the form is made available to the students in the office of UCCE a fortnight before the commencement of the respective course. The teachers from the different departments are on the panel to teach the competitive classes and the classes are conducted in the evening session.

The Centre has a rich reference Library which contains more than 5000 books, seven National Newspapers, Journals, Magazines and other useful study material pertaining to the competitive examinations for use by the students as well as the teachers in the Centre. Besides coaching, the Centre also organizes special lectures of experts on the subjects such as Budget, Current Affairs and on topical issues

for the benefit of students of competitive examinations.

The University Grants Commission released grant for the XI Plan period to the University and out of which, the Vice-Chancellor, on the recommendations of the Committee, has been pleased to allocate Rs. 6.00 lacs to the Centre for the following schemes :

- i) Remedial Coaching for SC/ST and Minorities
- ii) Coaching of NET for SC/ST and Minorities
- iii) Coaching classes for entry in service for SC/ST & Minorities

It is proposed that University Centre for Competitive Examinations will pursue atleast two batches of the students who would be given the coaching for the above three courses for the year 2010-2011. The centre has also made a provision for extension lectures for different courses.

1.13 University Health Centre

The University Health Centre offers preventive and medical treatment. One full time doctor is available alongwith para medical staff. The Health Centre caters to all the health care needs of entire student community i.e. all the students of the University Teaching Departments and the University Campus School . It also provides consultation services to the Teaching and Non-Teaching staff of the University.

1.14 National Service Scheme

The National Service Scheme has been introduced in the Teaching Departments as well as in all the affiliated/maintained Colleges of the University to provide an opportunity to the students to understand and appreciate the conditions and problems of the Community and to inculcate among them a sense of social consciousness and dignity of labour as well as bring them closer to the Community. Students enrolled under the scheme have to render 120 hours of Community Service and to participate in a Seven days NSS Special Camp under Normal and Special Camping Activities in a year. Students are also given opportunities to participate in Youth Leadership Training Camp, Youth festivals, National Integration Camps and Adventure Programme etc. University NSS Merit Certificates are awarded to the NSS volunteers on the completion/fulfillment of required conditions prescribed for the same. In addition to this, prizes to the best NSS Volunteers is/are also awarded at Unit/District/University Level each year.

1.15 SC/ST Cell

The University has set up a special SC/ST Cell for the upliftment of SC/ST and other reserved category candidates. The Cell is making earnest efforts for effective implementation of the policies and programmes relating to appointments, promotions, admissions etc. of SC/ST candidates. All the policies and programmes of the UGC/Govt. of India/State Govt. received from time to time are implemented in letter and spirit and are given wide publicity.

1.16 Foreign Students' Cell

The University has established a full-fledged Foreign Students' Centre which is headed by a Senior Faculty Member to provide service to international students through single window system. There is a provision to create 15% additional supernumerary seats for foreign candidates in each University Teaching Department with the consent of the Head of the Department. For detailed information, separate prospectus/H.B.I is available on university website.

1.17 University Employment & Guidance Bureau

A University Employment Information & Guidance Bureau is also functioning in the University to help students in their educational and vocational planning and offers them employment and training information/

advice. It also provides news on employment trends, development projects, recruitment methods, occupational reviews, scholarships and fellowships in India and abroad, assistance in securing part time/full-time employment/self employment and seeking admissions in various institutions and Universities. The Bureau also conducts surveys and arranges coaching classes for various competitive examinations.

1.18 Computer Centre

The University has a well maintained Computer Centre set up with the financial assistance of UGC for use as a central computing facility by teachers, students and research scholars of various University Teaching Departments and by University offices. Computer Centre creates computer awareness among university officials, teachers and research scholars through regular short term computer training courses and facilitates analysis of research data of research scholars.

1.19 Guidance and Counselling Cell - A Centre for Positive Health

University has established a 'Guidance and Counselling Cell - A Centre for Positive Health' in the Department of Psychology for the University students with the objective to provide Health Care and Promotional Services. The Cell also provides Educational and Vocational guidance. In addition, to cater to the psychological needs of the students, the centre provides personal and career counselling to them. Boosting harmonious relationship and developing effective communication skills are the primary objectives of the cell.

1.20 Scholarships

The following Scholarships, Stipends, Prizes etc. are available in the University Teaching Departments and Post Graduate Regional Centre, Rewari :-

A. Scholarships

1. University Special Scholarship
2. University Merit Scholarship
3. Scholarship for P.G. Diploma in Translation.
4. National Loan Scholarship of the Govt. of India.
5. National Merit Scholarship.
6. University Research Scholarship.
7. State Govt. Merit Scholarship/Haryana State Silver Jubilee Scholarship.
8. Scheduled Caste Scholarships.
9. Lion Joseph Mc Loughlin Scholarship.
10. Pehlwan Harnarayan Phogat Memorial Scholarship.
11. Dr. Silak Ram Phogat Memorial Scholarship.
12. Sh. Bimal Prashad Jain Memorial Scholarship.
13. Usha Rani Sharma Memorial Scholarship.
14. Smt. Ram Kaur & Lt. Col. Bije Singh Scholarship.
15. Chander Kanta Katyal Memorial Scholarship.
16. 46th All India Commerce Conference Commemorative Scholarship.
17. Late Smt. Man Bhari Devi Scholarship.
18. Dr. P.P. Singh Memorial Scholarship.

19. Sh. Mukesh Gupta Educational Scholarship.
20. Ch. Badlu Ram Scholarship.
21. Ch. Chhotu Ram Cash Grant.
22. Sh. Dharmpal Ghangas Memorial Scholarship.
23. Kalpana Chawla Memorial Scholarship.
24. L.P.S. Scholarship & L.P.S. Bossard Scholarship.
25. Sh. Ranbir Singh Memorial Scholarship.
26. Sh. K.C. Shastri M. Charitable Trust Scholarship.
27. Dr. Rajesh Malhotra Memorial Scholarship and Medals.

B. Stipends

1. Stipends for the students of SC/BC categories.
2. Stipends Awarded by the District Soldiers, Sailors and Airmen's Boards.
3. Post Graduate Stipends.
4. General Stipends.

C. Prizes

Acharya Ram Dev Prize is awarded annually to the student standing first in M.A. (History) examination of this University.

D. Students' Aid Fund

Financial assistance to the poor and deserving students is given out of the Students' Aid Fund in the form of lump-sum grants.

1.21 Department of Students' Welfare

The University has an office created for the welfare of the students of the University. The office is housed in modern state of the Art Student Activity Centre. It organizes various activities of every stream of Art, Culture and Adventure. Well designed and modular furnished Common Rooms for boys and girls, separately, are available with the facilities of newspapers, magazines, indoor games and a pantry. The office shares the expenditure of educational tours organized by various teaching departments. Bus and railway pass facilities are facilitated to the students of UTD. A large number of camps and adventure courses like, Trekking, Youth Leadership Training Camps, Rock Climbing, Snow Skiing, Value based Spiritual Course, Personality Development Camp etc. are organized.

Six Zonal Youth Festivals and one Inter-Zonal Youth Festival consisting of 40 events of Music, Dance, Theatre, Literary, Fine Arts and Sanskrit events are being organized during a session. A Techno Management Fest especially designed for the students of various Engineering, Management and other technical Institutions is also organized. Events are organized in the well equipped with modern audio video facilities in the Tagore Auditorium. The Office also provides financial assistance to the needy and deserving students out of Students' Aid Fund, Dr. Radha Krishnan Fund, Sports Stipend and Cultural Stipend etc.

Two effective NSS Units for girls and boys separately function at the University campus which organize various social service programmes during the year. For sports activities on the campus, various contents during the year are organized under the supervision of Campus Sports Committee. The D.S.W. office has its own Holiday Home-cum-Youth Centre at Dhanachulli, Distt. Nainital.

INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH [IMSAR], ROHTAK

Institute of Management Studies and Research (IMSAR) has the distinction of being a founder department (earlier known as Department of Business Management) of M.D. University, Rohtak, Haryana. It is one of the oldest management institutes of the region and has come a long way since its inception in 1976. The Department of Business Management assumed the status of the Institute of Management Studies and Research (IMSAR) w.e.f. September 27, 1993.

IMSAR is widely recognized as a centre of excellence in management education, research and training. The Institute primarily operates as 'Talent Incubator' by identifying, nurturing, preserving, developing and promoting talents required by corporate world. Development of students' personality and their exposure to the corporate world is the strategic focus of IMSAR and, as a result, the Institute is legitimately proud of the fact that its products over the years are holding senior executive positions in various organizations of national and international repute.

The Institute is committed to provide a strong foundation and build competencies to make complete business leaders out its students. IMSAR provides an ambience perfectly conducive to teaching, learning and research. The Institute offers state of art computer lab, lecture halls, conference rooms, EDP rooms, syndicate rooms, in house library and various other academic as well social facilities with the objective to create a climate where students feel free and motivated to cultivate and experiment constructive ideas.

The Institute, especially the class rooms, are equipped with state of art audio visual aids and high-tech instrumental aids, which include LCD plasma panel, laptops, LCD projectors, interactive boards and reprographic facilities. The IT infrastructure of the institute includes state of art computer labs along with 24 X 7 internet connectivity. Its own in-house fully air-conditioned Management Library stocks over 14,000 titles and it subscribes to 10 dailies and 35 national and international journals. It not only subscribes to management journals but also has access to e-journals. Since our University is a Wi-Fi campus, the network connectivity has been extended to every corner of IMSAR i.e. class-rooms, conference hall, committee rooms, seminar hall, faculty rooms, offices, library etc.

A symbiotic relationship is ensured in all academic co-curricular and cultural and sports activities with aim to develop leadership skill and explore multifarious talents and capabilities and imbibe true camaraderie among students. Accordingly, the students of the Institute exclusively and independently are organizing the following co-curricular, sports and cultural activities from time to time every year:

Co-curricular activities:

- p Interuniversity Business Quiz.
- p Debates, panel discussions and declamations
- p Saturday plus programmes on contemporary and emerging economic, social and business issues.

Sports and Cultural activities:

- p In-house annual atheletic meet.
- p Inter-class cricket tournament
- p IMSAR Day
- p Induction Programmme

MBA Programme(s) :

IMSAR offers a wide spectrum of MBA Programmes. Apart from 2-Year MBA (General), it runs 2-Year MBA (Business Economics), 2-Year MBA (Hons) and Five Year Integrated MBA Programmes. The Two-Year MBA programme has been designed in consultation with industry leaders to meet the needs of corporate world with focus on applied aspect of management. Inclusion of business leaders and practicing managers in evaluation of management students at different stages is one of the distinctive features of this programme which enables the corporate world to frequently monitor the growth taking place in students. The programme aim at providing knowledge and skills for generating confidence among its participants to work on problem in the organizational framework. The curriculum has been designed to stimulate the development of conceptual and perceptual skills. The contents are such that after a strong foundation has been built in basic disciplines, the students are encouraged to take up advanced work in particular areas as a natural extension. The study of core subjects is followed by the selections of the electives (which are commonly known as the areas of specialization) by the students which along with project work and other assignments complete the degree requirements.

SPECTRUM OF ACADEMIC AND OTHER FACILITIES AT THE INSTITUTE

The Pedagogy

The present curriculum has been designed in consultation with experts from leading academic institutions and management professionals across the industry and trade with the objective of sensitizing the students about rapidly changing requirement of industry. The curriculum maintains a healthy balance between depth and breadth of knowledge and skills, thus combining a strong conceptual base with exposure to contemporary practices and trends. The Institute has devised a unique pedagogical system which focuses on interactive learning. Workshop mode of learning is the forte of IMSAR, besides role plays, simulation exercise, action learning and case discussions. Project work, interactive learning, assignments, industry visits, brain storming exercises have proved their pedagogical worth time and again. In colloquium series, lectures/panel discussions/presentations by senior industry executives and alumni provide wide exposure to the student to real life business challenges.

The ultimate aim of our pedagogical system is to enable the students to develop holistic view and find imaginative ways of dealing with business situations.

Dual Specialization - The Cutting Edge

In today's world of competition, what distinguishes a successful management professional from an average professional is an extra edge one has over the others. IMSAR now provides an extra edge through 'dual specialization'. The course, which IMSAR provides, is so well formulated that every aspect of business is covered extensively. Dual specialization enables the students to broad base their skills and extend the range of career options.

Doctoral Programme

To extend the horizons of knowledge of management and to develop a culture of research and analysis, the Institute offers Doctoral programme in various streams of management leading to the Ph.D. degree. The Institute has so far produced more than fifty doctorates and currently more than forty scholars are pursuing their doctoral research in various areas.

Institute-Industry Liaison and Interaction

Inviting experts from industry, holding seminars and workshops and sending students to industry for practical training are some of the programmes developed by the Institute in which promote interaction with industry. Experts are invited on a regular basis to share their experiences in order to help students to shape their career.

Training and Placement

The education of future leaders will be incomplete without an exposure to the working of an organization. Training and placement cell has been created for providing an opportunity to the final year students to enter the real life world of management through the final placement programme, while the first year students get familiarized with industry through summer training programme. The activities of the cell mainly cover summer training programme, pre-placement talks and final placement.

Training and Placement Cell works in close association with IMSAR Alumni Association and industry to facilitate interviews, GDs and tests for selection of students companies. Student's placement is the top priority of the Institute and it further plans to strengthen this function by forging close relations with the industry and developing a symbiotic relation with it.

Summer Placement: To develop an understanding of actual managerial practices each student is required to undergo a 8 weeks Summer Internship immediately after the second semester examinations with a business house/ organization as a part of the course curriculum. This enables them to correlate theory and practice thus, providing them with experiential learning through on the job training.

Final Placements: Final placements of students are the top priority of Training and Placement Cell. Thus the real proof of quality and effectiveness of IMSAR lies in the acceptance of its graduates in the corporate world. The summer placements and regular interaction of industry leaders with students of the institute (an inherent component of the course structure) leverage the final placement. The Training and Placement Cell of IMSAR has an impressive and a consistent placement record since its inception. The Institute plans to further strengthen this function by having close relation with the industry.

IMSAR Business Incubation Centre (IBIC)

To give practical exposure of entrepreneurship and inculcating entrepreneurial talent the Institute has established IMSAR Incubation Centre which is manned and operated by the students independently under the supervision of a senior faculty of the Institute

IMSAR Alumni Association

IMSAR over the past 31 years, has produced around 2000 management graduates, who are holding key positions in corporate world both in India and abroad. A large number of them are steering the public enterprises and many of alumni have proved their mettle as successful entrepreneurs.

IMSAR has a vibrant alumni association, which provides academic and financial support to its Alma Mater. It has organized and sponsored a number of workshops, extension lectures, motivational seminars and panel discussions. The strong social cum professional network of IMSAR Alumni Association has been instrumental in arranging campus placement and summer internship, sharing of documents, documenting the alumni-expertise by way of publishing its journal and giving feedback to IMSAR regarding the emerging demands of the corporate world, thus facilitating the Institute to shape itself accordingly.

INSTITUTE OF LAW AND MANAGEMENT STUDIES, GURGAON

To cater to the needs of the millennium city of the State of Haryana and one of the fast emerging commercial centers of the country, the University started Institute of Law and Management Studies (ILMS) at Gurgaon in a beautiful building constructed over sprawling 10 acres of land. The Centre has a fully air conditioned library which has a large number of law and management books and periodicals, a fully furnished and air conditioned computer lab equipped with internet and multimedia facilities, EDP Centre and Seminar Room. In short, it has all that makes a modern institute of higher learning in professional courses such as Management and Law.

The ILMS, initially known as National Law College, offers (i) 5 year Integrated Law course and (ii) MBA in International Business on payment seats.

To make the 2-Year MBA programme successful and to meet the requirements of the corporate world, the University has decided to convert the 2-Year MBA (International Business) Programme into a 2-Year MBA (General) and put the course under the control of IMSAR. Now, with effect from the academic session 2009-10 all admissions are made by IMSAR in this programme with an intake capacity of 90 students in MBA course. IMSAR also has started a 2-Year MBA (Executive) week-end management programme w.e.f. 2009-10 for the benefit of the people working in the organizations who are unable to get admissions in management programmes.

ILMS plans to impart specialized legal and management education in the areas of International Business, International Marketing, International Finance, International Trade Law, Corporate Law, Intellectual Property Rights, Cyber Law, and Environment Law etc.

ADVISORY COMMITTEE

The University has decided to constitute an Advisory Committee to strengthen the existing management programmes being run in IMSAR at main campus and its Gurgaon Campus in ILMS which shall ensure that academic programmes of IMSAR are designed and executed as per the current and future needs of corporate world and bring the Institute closer to the business world. A committee consisting of the following business leaders representing both conventional and new age industries as well as academicians has been constituted :

Chief-Patron:

Prof. R.P. Hooda,
Vice-Chancellor,
Maharshi Dayanand University, Rohtak.

Patron:

Dean, Faculty of Management Sciences
M.D. University, Rohtak.

Members:

Mr. P.D. Lakhani,
Chairman & Managing Director,
Lakhani India Ltd., Faridabad.

Mr. V.P. Bajaj,
Managing Director, Bajaj Motors Ltd. And
President, Gurgaon Industrial Association,
Gurgaon.

Mr. Viney Kaushik.
Chief General Manager (HR),
Samsung Engineering India, New Delhi.

Mr. Bharat Bhushan,
Head (H.R.& Legal), Mitsui & Co. India Pvt. Ltd.,
New Delhi.

Mr. Rajesh Jain,
Chairman-cum-Managing Director,
LPS Bossard, Rohtak.

Col. Ranbir Malik.
Head (HR and Legal), Henkel India.
Gurgaon.

Mr. D.K. Rithalia,
Vice-President, Luxor India Ltd.

MANAGEMENT PROGRAMMES OF THE UNIVERSITY

- A. Regular Courses
 - a. Two Year MBA Programme
 - b. Two Year MBA (Business Economics)
 - c. Two Year MBA (Hons)
 - d. Two Year MBA (Executive)
 - e. Five Year MBA (Integrated) Programme
 - f. Two Year MBA (Power Management)
 - g. Two Year Master of Hotel Management
 - h. Two Year Master of Tourism Management

- B. Courses Through Distance Education Mode
 - a. Two Year MBA Programme
 - b. Two Year MBA (Industry Integrated) Programme
 - c. Three Year BBA (Industry Integrated) Programme
 - d. Three Year BBA (Computer Aided Management)

AFFILIATED INSTITUTES OF MANAGEMENT

1. Advanced Institute of Tech. & Management, Aurangabad (Faridabad)
2. Amity Business School, Amity Education Valley, Panchgaon (Gurgaon).
3. Anupama Institute of Management, Delhi-Jaipur National Highway-8, Bhora Kalan (Gurgaon)
4. B.S.A. Institute of Technology & Management, Vill. Alampur, Ballabgarh-Sohna Road, Faridabad.
5. Bhiwani Institute of Technology & Sciences, Bhiwani.
6. Career Institute of Tech. & Management, Aravali Hills, Faridabad.
7. DAV College of Management, Hassangarh (Rohtak)
8. DAV Institute of Management, Faridabad.
9. Gurgaon Institute of Tech. & Management, Gurgaon.
10. Hindu Institute of Management, Sonapat.
11. Institute of Management Technology, Faridabad.
12. Institute of Technology & Management, Gurgaon.
13. Kamrah Institute of Information Technology, Bhondsi (Gurgaon)
14. KIIT College of Engineering, Near Bhondsi (Gurgaon)
15. Kedarnath Aggarwal Institute of Management, Charkhi Dadri.
16. Lingaya's Institute of Management & Tech. Faridabad.
17. Manav Rachna College of Engineering, Faridabad.
18. MRDAV Institute of Management, Sonapat Road, Rohtak.
19. PDM College of Engineering, Aurangabad (Jhajjar).
20. Goldfield Institute of Tech. & Management, Ballabgarh (Faridabad).
21. Ramanujan College of Management, Aurangabad (Near Palwal) Faridabad.
22. Sat Priya Institute of Management, Jind Road, Rohtak.
23. Sh. Baba Mastnath Institute of Management Studies, Asthal Bohar (Rohtak).
24. Somany Institute of Tech. & Management, Rewari.
25. St. Thomas Management Institute, Jahangirpur (Jhajjar).
26. Technological Institute of Textiles & Sciences, Bhiwani.
27. Vaish College of Engineering, Rohtak.

THE FACULTY OF IMSAR
Prof. Ajay K. Rajan
DEAN, FACULTY OF MANAGEMENT SCIENCE

| Name | Designation | Qualifications |
|--------------------------|---------------------|-----------------------------|
| Dr. Daleep Singh | Professor | M.Com., Ph.D. |
| Dr. S.K. Bedi | Professor | M.A.(Eco.), M.Com., Ph.D. |
| Dr. Mukesh Dhunna | Professor | M.B.A., M.C.A., Ph.D. |
| Dr. Ajay K. Rajan | Professor | M.B.A., Ph.D. |
| Dr. H.J. Ghosh Roy | Professor, Director | M.Com., M.B.A., Ph.D. |
| Dr. Virander Singh | Reader | M.B.A., Ph.D. |
| Dr. A.S. Boora | Reader | B.Text., M.B.A., Ph.D. |
| Dr. Rishi Chauhary | Reader | M.B.A., Ph.D. |
| Dr. (Mrs.) Neelam Jain | Reader | M.Com., M.Phil., Ph.D. |
| Dr. Raj Kumar | Reader | M.Com., M.Phil., DBM, Ph.D. |
| Dr. Pradeep Kumar | Reader | MBA, Ph.D. |
| Dr. Satyawan Baroda | Reader | M.B.A., FDPM (IIMA), Ph.D. |
| Sh. Somveer Rathee | Lecturer | M.B.A. |
| Ms. Aprana Bhardwaj | Lecturer | M.Sc. (Phys), M.S. |
| Dr.(Mrs.) Kamlesh Gakhar | Lecturer | M.A.(Eco.), Ph.D. |
| Mr. Naresh Kumar | Lecturer | MBA |
| Dr. Jagdeep Singla | Lecturer | B.E., MBA, Ph.D. |
| Mr. Kuldeep Chaudhary | Lecturer | MBA |
| Dr. Sanjay Nandal | Lecturer | MBA, Ph.D. |
| Dr. Ram Phul | Lecturer | MA (Eco.), Ph.D. |

INSTITUTE OF LAW AND MANAGEMENT, GURGAON

| | | |
|------------------------|--------------------|-------------------|
| Dr. Poonam Datta | Executive Director | M.A. Ph.D., LL.B. |
| Dr. M.S. Chhikara | Professor | Ph.D. |
| Sh. Vinay Rathee | Lecturer | MBA |
| Mrs. Pratibha Bhardwaj | Lecturer | MBA |
| Ms. Pooja | Lecturer | MBA |

In addition, the Institute engages talented professionals on contractual basis from time to time to take care of different management courses. The Institute also invites distinguished academicians, corporate managers and experts as Guest Faculty.

THE SECRETARIAT

| | | |
|------------------|-------------------------|--------------------------------|
| Dr. M.M. Kaushik | Assistant Admn. Officer | M.A.(Pub.Admn.), M.B.A., Ph.D. |
| Sh. R.K. Bajaj | Section Officer | M.Com. (Bus. Admn.) |
| Sh. R.S. Ahlawat | Assistant | M..A.(Pol.Sc.), B.Ed. |
| Sh. Deepak Kumar | Clerk | M.A. (Pub.Admn.), M.B.A. |
| Mr. Sanjay Kumar | Clerk | B.Com. |
| Mrs. Suman Pahal | Computer Operator | MCA, M.A.(Eng.), MBA |
| Sh. Prem Singh | Supdt. (ILMS, Gurgaon) | B.Com |
| Mrs. Bhurpai | Asstt. (ILMS, Gurgaon) | M.A. B.Ed. |
| Sh. Sandeep Vats | Clerk | B.A. |

LIBRARY

| | | |
|--------------------|---------------------|------------|
| Mrs. Sudesh Nayyar | Assistant Librarian | M.Lib.Sc., |
| Mrs. Om Pati | Library Assistant | M.Lib. Sc. |

CHAPTER - 1

ELIGIBILITY AND CRITERIA FOR ADMISSION

The eligibility and criteria for admission to different Management Programmes shall be as under:

| Sr.No. | Programme | Eligibility | Admission Criteria |
|---|---|--|--|
| 1. 2. | 2-Year MBA 2-Year MBA (Business Economics) | Bachelor or Master's Degree in any discipline with not less than 50% marks in the aggregate (minimum pass marks in case of SC/ST candidates) of this university or an examination recognized as equivalent thereto by this university OR Final examination conducted by the Institute of Chartered Accountants of India/Institute of Cost and Works Accountants of India/Institute of Company Secretaries. | On merit, prepared on the basis of: a) Management Entrance Test conducted by MDU : 80 marks b) Group Discussion : 10 marks c) Personal Interview : 10 marks |
| 3. | 2-Year MBA (Hons.) | Bachelor's Degree in Business Admn./ Commerce/Computer Applications/ Engineering/Technology /Pharmacy or Master's Degree in Commerce with not less than 60 per cent marks (for SC/ST minimum pass marks) | |
| 4. | 2-Year MBA (Executive) Week-end | As given 2-Year MBA and 2-Year MBA (Business Economics) | On merit, prepared on the basis of: a) 70% weightage of marks obtained in qualifying examinations (bachelor's or master's degree). Higher marks in either degree will be considered. b) 10 marks for Group Discussion. c) 10 marks for personal interview. d) 10 marks for work experience** |
| ** Marks for experience will be awarded only to those candidates who have experience in Public/Private/Govt./Semi-Govt. organization of repute after Graduation or Post graduation, as the case may be. For each year of experience 0.5 mark will be calculated for preparing merit. | | | |

Note:

Mere possession of the prescribed academic qualifications does not entitle a candidate for admission to MBA Programme. Candidates would be required to fulfil other conditions as spelt out in the Admission Brochure.

1. Candidates, who are appearing in the qualifying examination this year and are expecting to obtain score which will make them eligible for admission, can also compete for counseling for MBA.
2. **Fulfilling of eligibility for MBA w.r.t. qualifications and percentage of qualifying examination shall be proved by the candidate by 31st July, 2010.**

CHAPTER-II
NUMBER OF SEATS AND RESERVATION

| Sr. No. | Name of Institute | Programme | Total No. of Seats |
|---------|--|--|--------------------|
| 1. | Institute of Management Studies & Research | i) 2-Year MBA | 60 |
| | | ii) 2-Year MBA (Business Economics) | 60 |
| | | iii) 2-Year MBA (Hons.) | 60 |
| 2. | Institute of Law and Management Stuies, Gurgaon | i) 2-Year MBA | 90 |
| | | ii) 2-Year MBA (Executive) Week-end | 60 |

Seats Reservation:

Seats will be reserved for different categories as under:

| | | | |
|-----|---|---|---|
| (a) | All India Category Seats [including Haryana State] | = | 15% of intake |
| (b) | State Quota | = | 85% of intake |
| | (b-1) Haryana Open (General) | = | 50% of State Quota i.e. 42.5% of intake |
| | (b-2) Reserved Categories of Haryana | = | 50% of State Quota i.e. 42.5% of intake |
| | Scheduled Castes | = | 20% of State Quota (17% of intake) |
| | Backward Classes of Haryana (A) | = | 16% of State Quota (13.6% of intake) |
| | Backward Classes of Haryana (B) | = | 11% of State Quota (9.3% of intake) |
| | Physically Handicapped | = | 3% of State Quota (2.55% of intake) |
| | ESM & their wards & Dependents of Freedom Fighters | = | 3% Horizontal (1% each out of Haryana Open General Category, Scheduled Caste/ Backward Class) |

One additional seat in each management programme for **Kashmiri Migrants** is earmarked. Admission against this seat shall be made on the basis of merit of qualifying examinations. Candidates are required to apply to the concerned department by the date notified in the schedule of admissions.

[The reservation of seats is as per the reservation policy of the State Govt. and is subject to any change/ amendment by the State Govt. from time to time]

Note :

1. The State Govt. vide letter no. 22/27/2004-2GS-III dated 20-10-2005 has decided to allow 3% horizontal reservation to Ex-servicemen/freedom fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes category for admission to the various educational institutions of the Government and Government aided/self financing colleges/institutes located in Haryana.

As far as block allocation in Block A and Block B of Backward Classes categories is concerned, year wise rotational system will be adopted. For example, if Block A of Backward Class is given seats in the academic year 2009, the next block i.e. B Block of category of Backward class will be given seats in the next academic year i.e. 2010 and so on. All the Heads of Departments/Directors shall maintain a roster register for reservation of Ex-servicemen/Freedom Fighter and carry forward all fractions till one seat is accumulated through different fractions over the years. As and when the total comes one, a seat will be provided in the prospectus.

2. The candidates seeking admission on Haryana seats are required to submit certificate of bonafide residents of Haryana as defined by the Haryana Govt. (Appendix-A). The Certificate of Haryana Resident should be only in the proforma prescribed by Government and issued by the competent authority (Appendix-A-I).
3. A candidate who has passed his qualifying examination from a University/College situated within the State of Haryana will be deemed to be Haryana resident and will be required to submit certificate of bonafide resident of Haryana issued by the Principal/Headmaster of the Institution last attended (Appendix- A-I).
4. For each category, a complete merit list of all eligible candidates will be prepared.
5. Candidates belonging to SC/ST are required to submit a certificate as per Appendix-C and list of SC classes notified by the Haryana Government is available (Appendix-I).
6. List of Backward Classes (**Appendix- G**) notified by the State Govt. vide circular no. 883-SW., (1)-95 dated 28.9.95 and also Circular no. 1170-SW(1)-95 dated 7.6.95 for excluding Socially Advanced Persons/Sections (Creamy Layer) from Backward Classes are available at (Appendix-H). Candidate who wishes to be considered for reservation under this category shall have to furnish Backward Class Certificate (Appendix-D) from the competent authority.
7. Children or Grand Children (Maternal & Paternal) of Freedom Fighters who wish to be considered for reservation must submit a certificate from the officer authorized by the Chief Secretary of the Haryana State (Appendix-F)
8. Only candidates having permanent disability of not less than 40% (being otherwise fit for admission to the course) will be considered for admission as Physically Handicapped under category-B(iii) They will submit certificate as in Appendix-B. Disability Certificate shall, however, be subject to verification by a Medical Board to be constituted by the University. The decision of Medical Board shall be final in this regard.
9. Children or Wards of Military Personnel (including personnel of Para-Military Forces) Killed in Action or Permanently Disabled in Action and Boarded Out from the Services or Ex-Servicemen and their Wards will

be considered for reservation. The following categories of personnel of territorial Army have included in the definition of Ex-Servicemen in terms of the State Govt. letter No. 12/18/2006-GS-II dated 8-01-2008.

- 1) Pension holders for continuous embodied service;
- 2) Persons with disability attributable to military service;
- 3) Gallantry Award Winners; and
- 4) Such recruits boarded out/released on medical grounds and granted medical/disability pension.

They will submit certificate as in Appendix-E.

10. A candidate who applies for a reserved category or for both reserved and general categories will be considered first in general category. In case he is not selected in general category, he will be considered for reserve category.
11. If a candidate belongs to more than one reserved categories, he/she shall be required to give his/her preference at the time of filling up the admission form. Preference once given shall not be changed.
12. If the seats remaining vacant in sub categories of BC(A) and BC(B), the same will be filled up through the candidates belonging to other category. For example, if seats in BC(B) category remain vacant, the same will be filled up through BC(A) category and vice-versa. If the candidates in the sub-categories are not available and the seats still remain vacant the same may be thrown open to Haryana General Category with prior approval of the Vice-Chancellor. In case, the seats remain vacant in Haryana General Category at the end , the same will be thrown open to All India Open Category with the prior permission of the Vice-Chancellor.
13. List of self styled Universities/Institutes/Boards which have been declared bogus by the U.G.C. and other Govt. Bodies is available at Appendix J.

CHAPTER-III

PROCEDURE FOR SUBMISSION OF APPLICATION FORM

1. A copy of the Admission Brochure containing application form and OMR application form for Management Programmes can be obtained from the Incharge Publication, Maharshi Dayanand University, Rohtak in person on cash payment of Rs. 700/- (**Rs. 175/- for SC/BC candidates of Haryana only**). The Admission Brochure can also be obtained by post from the Assistant Registrar (Publications) M.D. University, Rohtak on a written request accompanied by a Crossed Bank Draft of Rs. 750/- (Rs. 225/- in case of SC/BC candidates of Haryana only) in favour of the Finance Officer, Maharshi Dayanand University, Rohtak payable at State Bank of India, M.D. University, Rohtak (Code 4734). A request in this regard must reach the University atleast seven days before the last date of submission of Application Form. Payment by Cheque, Money order or in any other form will not be accepted.

Admission Brochure, application form and OMR applicaiton form can also be down-loaded from University website www.mdurohtak.com and should be accompanied with a bank draft drawn in favour of Finance Officer, MDU, Rohtak payable at Rohtak for Rs. 700/- (Rs. 175/- for SC/BC candidates of Haryana only).

2. Each candidate shall fill up the application form in duplicate and OMR applicaiton form in his/her own handwriting as per instructions given in the **Admission Brochure** and **send it under registered cover super scribed 'APPLICATION FORM FOR 2-Year Management Programme to the Assistant Registrar (Result-I), M.D. University, Rohtak-124001** or submit it personally and take a receipt thereof so as to reach him on or before **10.6.2010 up to 5.00 P.M.** Forms received after this date and time will not be entertained in any case. The University does not take any responsibility for delay or loss of form in postal transit. No correspondence on this subject will be entertained.

The forms for MBA Executive shall be deposited with Director ILMS, Gurgaon.

3. The applicants claiming any reserved category are required to produce a certificate to this effect from the competent authority viz Scheduled Castes/Backward Classes, Physically Handicapped Candidates, Children or Grand Children of Freedom Fighters, Children/Wards of Military Personnel Killed in Action or Permanently Disabled in Action and Boarded Out from the Service or Ex-Servicemen and their wards etc.
4. Candidates are advised in their own interest to submit their admission forms complete in all respects. Incomplete forms are liable to be rejected.
5. The attested/self attested copies of Certificates/Degrees/Detailed Marks card of all the examinations passed by the candidate from 10th Standard onwards and latest Character Certificate should be enclosed along with the application form.
6. The candidates are required to bring attested copies of the following certificates along with originals at the time of counseling:
 - (i) A latest certificate of good conduct and character from the Principal of the College/Institute last attended by the candidate. In case of gap-year character certificate from a Gazetted Officer and an affidavit to this effect also be submitted.

- (ii) Certificates/Detailed Marks Card of the examinations passed by the candidate (Matric onwards).
- (iii) Certificate(s)/Affidavit supporting claims for reservation. Certificates/Affidavit should be as per the specimen given in the prospectus. No other certificate will be accepted.

Note:

1. The candidates who are eligible to appear before the Counselling Board must produce the original certificates. This Committee shall have the power to reject any certificate not considered valid.
2. The application form or any other document attached thereto will not be returned.
3. Any attempt on the part of a candidate, his friends or relatives to canvass or bring influence to bear upon the University directly or indirectly for securing admission will be a disqualification for admission.
4. If a candidate is admitted on the basis of the information submitted by him but at any subsequent time, it is discovered that any portion of this information is incorrect or false, the student shall be removed from the University and all fees and other dues paid up to the date of such removal shall be forfeited. The University may take any further action against the said student and his guardian that it considers suitable.
5. All the particulars in the application form must be written carefully and legibly and must be signed by the candidate and by the parents/guardian. Application forms incomplete in any respect will be rejected.
6. In case, any candidate is found to have supplied false information or certificate etc. or is found to have withheld or concealed some information in his application form, he shall be liable to be debarred from admission to the MBA Programme.
7. **In case of any ambiguity in the rules interpretation of the same by the Vice-Chancellor shall be final.**

CHAPTER-IV
ENTRANCE EXAMINATION

1. The Entrance Examination is meant to assess the candidates' suitability for admission to 2-year Management Programme.
2. Admission to the Entrance Examination
 - (a) Application form, (in duplicate) and OMR Application Form complete in all respects, for admission to Management Programmes, must reach the Assistant Registrar (Results-I) latest by 10.6.2010 upto 5:00 p.m. Postal delay will not be treated as an excuse for condonation of delay.
 - (b) The Centre of Examination at which a candidate is to appear will be indicated on the "Admit Card" which will be issued to all the candidates provisionally. No candidate will be admitted to the Management Programme Entrance Examination Hall unless he/she produces the Admit Card. In case the Admit Card is not received by the candidates upto 1.7.2010, they should collect the duplicate one from the Assistant Registrar (Result-I), M.D. University, Rohtak in person on 2.7.2010 and 3.7.2010, on production of an attested copy of the photograph.
 - (c) No request for postponement of Entrance Examination will be entertained under any circumstances.
3. Pattern of Examination

The candidates will be required to take up an objective type written Management Programme Entrance Examination which will comprise Questions in areas as under:

COMPOSITION OF ENTRANCE EXAMINATION QUESTION PAPER
FOR MBA PROGRAMMES

| Part | Name of the Sub-test | No. of Questions | Marks |
|-------------|---|-------------------------|--------------|
| Part-I | General English (including comprehension, vocabulary, usage and grammar etc.) | 20 | 20 |
| Part II | Numerical Ability and Reasoning | 20 | 20 |
| Part III | General Awareness | 20 | 20 |
| Part IV | Management Aptitude | 20 | 20 |
| Total | | 80 | 80 |

- Note: 1. The duration of the entrance examination shall be 90 minutes (1.5 hours).
2. The venue/centre of entrance test will be at Rohtak.
 3. The standard of questions for the English vocabulary and comprehension, numerical ability will be that of 12th standard as prescribed by the Board of School of Education, Haryana.

4. There will be no negative marking. Only objective type multiple choice questions will be included in the entrance examination.

4. Question Booklet

- (i) Candidates will be given a sealed Test Booklet containing Question Booklet (of 80 questions - serially numbered from 001 to 080), and Answer Sheet immediately after taking seat. They are advised to read and follow the instructions on front and back-page of the question Booklet carefully.
- (ii) There is Question Booklet number and code (A or B or C or D) mentioned on the front page, which every candidate must carefully fill in the appropriate place on the Answer Sheet.
- (iii) Candidate must sign on the front page of the Question Booklet at the appropriate place marked for this purpose.
- (iv) The Question Booklet has paper seals pasted on it. Candidate should open the Question Booklet by breaking the paper seals only when they are asked to do so by the invigilator.
- (v) Candidate may check that Question Booklet has 80 questions immediately after breaking the seal. In case any defect in the Question Booklet is found, invigilator may be requested to change the same immediately.
- (vi) The Question Booklet and the Answer Sheet must be returned to the Invigilator before leaving the Examination Hall.

5. Answer Sheet

- (i) A dummy sample of the OMR Answer Sheet is available in this Prospectus.
- (ii) Use good quality Ball point pen (blue or black) strictly as directed on the OMR Answer Sheet.
- (iii) Do not fold or put any stray mark, nor do any rough work on the Answer Sheet.
- (iv) Fill in the Roll No. and Question Booklet No. and Booklet Code printed on front page of the Question Booklet in the proper blocks as directed on the OMR Answer Sheet.
- (v) Sign at the appropriate place on the OMR Answer Sheet with Ball Point Pen.

6. Rough Work

The candidates should not do any rough work or writing work on the OMR Answer Sheet. All rough work is to be done in the Test Booklet itself.

7. Procedure to be followed in the Examination Hall

- (i) 10 minutes before the commencement of the Examination, each candidate will be given a sealed Test Booklet with an Answer Sheet inside it.
- (ii) Immediately on receipt of the Test Booklet, the candidate will fill in the required particulars on the cover page of the Test Booklet with ball point pen only. But he/she will not open the Test Booklet until asked to do so by the Invigilator.
- (iii) Each Test Booklet and each Answer Sheet is serially numbered. Any discrepancy detected should be brought to the notice of the Invigilator immediately.

- (iv) Use of calculators, slide rules or log tables, books cellular phones, papers, any kind of electronic device etc. is not allowed.
- (v) The Examination will start exactly at the appointed time and an announcement to this effect will be made by the Invigilator.
- (vi) During the Examination, the Invigilator will check 'Admit Card' of the candidates to satisfy himself about each candidate. This 'admit Card' must be deposited with the Invigilator on duty. The Invigilator will also put his signature in the place provided in the Answer Sheet.
- (vii) The candidates shall bring their own Ball Point Pen (blue or black), Eraser, Foot-rule. These will not be supplied by the University.
- (viii) After completing the test and before handing over the Test Booklet and Answer Sheet, the candidates should check again that all particulars required in the Test Booklet and the Answer Sheet have been correctly written.
- (ix) A signal will be given at the beginning of the Examination and at half-time. A signal will also be given before the closing time when the candidates must stop marking responses.

8. Punishment for use of Unfair Means

If any candidate is found guilty of any breach of rules mentioned in the prospectus or guilty of using unfair means, he/she will be liable to be punished according to the Act, Statutes, Ordinances, Rules & Regulations of M.D. University, Rohtak.

9. Re-Checking

There shall be no re-checking or re-evaluation or answer sheet of entrance test and no requisition in this regard shall be entertained.

10. Group Discussion and Personal Interview

Apart from the Entrance Examination which the candidates will be required to take, the candidates will also be required to appear for Group Discussion and Personal Interview. The candidates will be admitted in order or merit which will be prepared on the basis of the entrance test (80 marks), group discussion (10 marks) and interview (10 marks).

11. Legal Jurisdiction

- (i) All disputes pertaining to the conduct of Examination and admissions shall fall within the jurisdiction of Rohtak only.
- (ii) If any person(s) or officer(s) official(s) dealing with the conduct of 2-year MBA (Hons.) Programme entrance examination engages himself/herself in act(s) that would result in the leakage of the question paper(s) or attempt to use or help in the unfair means in the examination he/she shall be liable to prosecution under the Indian Penal Code.

Chapter-V

PROCEDURE OF ADMISSION

1. **Admission Schedule :** The final cut off date for admission is 10.08.2010. Classes will commence with effect from 02.08.2010.

2. **Counselling Procedure of Admission :**

- (i) All the eligible candidates will be required to appear personally before the Counselling Board to be constituted by the Vice-Chancellor for verification of documents and checking of eligibility before the admission to the programme is made.

Merit will be the only criterion for admission to Management Programmes as mentioned in Chapter-I. Separate merit lists, categorywise will be prepared by the Controller of Examinations, M.D.University, Rohtak. However, merit lists will be prepared, for admission to 2-Year MBA (Executive Week-end) Programme, as per the criteria mentioned in the relevant chapter, by the Director for Management Programmes at ILMS, Gurgaon.

- (ii) The candidates whose result in the qualifying examination is not available on the date of counseling may be considered for admission, on submission of their undertaking that they will submit their result latest by 31st July, 2010. In case they do not submit the result or found ineligible their admission will be cancelled automatically and the candidate next in order of merit will be admitted.
- (iii) If two or more candidates secure identical marks in the merit, their relative merit, will be determined by the marks obtained by them in the qualifying or equivalent examination. In case the marks in the qualifying or equivalent examination are also identical, the candidate senior in age will be preferred.
- (iv) The candidates will be admitted to Management Programmes by the Admission Committee as per the availability of seats in the Institutes on the spot.
- (v) **Under no circumstances any relaxation will be given to candidates who are unable to appear before the Counselling Board on the fixed date/time.**
- (vi) As soon as all the seats in each category and in each Institute are filled the counseling will be closed.
- (vii) If any seat(s) remain vacant after 1st counseling these will be filled up in the second counseling.
- (viii) The candidates seek admission on the basis of qualifying examination passed through the Directorate of Distance Education, M.D.University or through correspondence courses of any other University will be required to submit Haryana Resident Certificate (except for admission under All India Category seats).

Note:-

- (a) **All the candidates are required to attend Group Discussion/Personal Interview or counselling as per the schedule available on the University website (www.mdurohtak.com) and NO separate communication will be sent for this purpose.** The counselling will start at 9.00 am sharp, as per the schedule, in the Institute of Management Studies and Research, M.D. University, Rohtak. The candidates shall mark their attendance before the Admission Committee on their turn in order of merit. A candidate who does not report on the due date / time of the counselling may be considered for admission as per availability of seat at the time of his/her reporting.
- (b) The Candidates appearing for counselling and standing in merit will have to deposit the admission dues as per details given in the Admission Brochure on the date of counselling itself with the University Cashier. All the original documents will have to be submitted for verification to the Counselling Board at the time of admission along with two sets of photocopies of all the certificates.
- (c) Admissions to all the Management Programmes are provisional.
- (d) The rules given in the prospectus are only provisional. They may be changed or modified by the University without prior notice.
- (e) All the admitted candidates who are desirous of hostel facility may apply to the Provost through the Institute.
- (f) All the admitted candidates should apply for the library membership card and Identity card through the Director of the Institute.

CHAPTER-VI FEE STRUCTURE

| Sr.No. | Name of Institute | Programme | Fee (Per Annum) |
|--------|---|---|---|
| 1. | Institute of Management Studies & Research | i) 2-Year MBA ii) 2-Year MBA (Business Economics) iii) 2-Year MBA (Hons.) | 32000 + other university charges 32000 + other university charges 9000 Development Fee + 36000 (T.F) + other university charges |
| 2. | Institute of Law and Management Studies, Gurgaon | i) 2-Year MBA ii) 2-Year MBA (Executive) Week-end | 10000 Development Fee + 32000 (T.F.) + other university charges 10000 Development Fee + 40000 (T.F.) + other university |

[The above fee structure does not include hostel charges].

Note:

1. Tuition fee and other dues will be payable for 12 months in the year i.e. from August to July.
2. If the admission of a student is cancelled by the University for no fault of his, the fees and other dues paid by him will be refunded as per provision given in HBI of University.
3. The University employees/their wards/spouses dependent on them including the wards of retired employees and wards of employees who die while in service shall be entitled to the concession in following fees for admission in IMSAR:
 1. Full Tuition Fee concession.
 2. Three fourth ($\frac{3}{4}$) of the Development Fee.
4. The fee paid by a candidate in the first year (i.e. Ist and IInd Semester) of the Programme may be refunded as per provisions in HBI.
5. 50% Concession shall be granted to the University employees and their dependent wards on the total fee in the courses being run in the University under Self Financed Scheme. The employees or their wards shall, however, pay other normal dues.

CHAPTER-VII GENERAL RULES

Attendance : No student shall be deemed to have pursued a regular course of study for 2-Year MBA degree examination unless he has attended at least 75% of the lectures in each year in the Institute. *The name of a student remaining absent for 15 consecutive days after the commencement of classes or during the academic session without any notice shall be struck off from the rolls of the Institute.* However, readmission may be made on a payment of fine of Rs. 1000/- within 15 days with the permission of the Vice-Chancellor. If a student fails to take re-admission within the prescribed time limit the seat will be declared vacant.

Other provisions:

- (i) No applicant shall be permitted to pursue any other course and 2-Year MBA Programme simultaneously.
- (ii) The medium of instruction and examination shall be English.
- (iii) Before filling in and signing the application form for admission to Management Programme read carefully the instructions given therein and also in the Admission Brochure.
- (iv) Applicants should satisfy themselves about their eligibility before applying.
- (v) Form for admission should be filled in by the applicant in his/her own hand neatly and legibly. Do not omit any details.
- (vi) Applications which are found incomplete, defective and/or not accompanied by the requisite certificates can be rejected summarily. No correspondence in this regard shall be entertained. The receipt of an application by the office does not mean that the application has been treated as complete.
- (vii) Applications received after the time and date prescribed shall not be considered. Those received through post after the time and date prescribed shall also not be considered.
- (viii) No plea will be entertained that the applicant was ignorant of the rules and regulations and other provisions of admission.
- (ix) No condonation of delay is permitted for the submission of late form for whatever reason.
- (x) Disputes, if any, are subject to the jurisdictions of Rohtak Courts.
- (xi) Ordinarily the odd and even semester examinations shall be held in December/January and May/June, respectively every year.
- (xii) As regards the rules of promotion etc. students will be governed by the provisions of the relevant Ordinance.
- (xiii) Use of cell phones is strictly prohibited in the teaching depts/block.
- (xiv) Smoking is strictly prohibited. It is a punishable offence.

APPENDIX - A

Copy of letter No.62/17/95-6 GSI dated 3.10.96 from the Chief Secretary to Govt. Haryana, Chandigarh and addressed to all Heads of Departments, Commissioners, Ambala, Rohtak, Gurgaon and Hisar Division, All Deputy Commissioners & All Sub Divisional Officers in Haryana, Registrar, Punjab and Haryana High Court and all Districts Sessions Judges in Haryana.

Subject : Bonafide Residents of Haryana - Guidelines regarding

Sir,

I am directed to invite your attention to Haryana Govt. letters on the subject noted above vide which the instructions were issued regarding simplification procedure for obtaining the certificate of Domicile for the purpose of admission to educational institutions (including technical/medical institutions). The matter has been reconsidered in the light of judgement delivered by the Hon'ble Supreme Court of India in the case of Dr. Pardeep Jain Vs Union of India and others reported as AIR 1984-SC-1421, wherein it has been held that instead of word 'Domicile' the word 'Resident' be used in the instructions issued by the State Government and it has been decided to revise the Government instructions. Henceforth the following categories of person would be eligible for the grant of Resident Certificate:-

- i) Candidates who have passed the examination qualifying there for selection in an institution from a school/college in Haryana;
- ii) Children/wards (if parents are not living)/dependants:-
 - a) of the regular employees of Haryana State posted in or outside Haryana State or Working on deputation;
 - b) of the regular employees of the statutory bodies/Corporations established by or under an act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana;
 - c) of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government.
- iii) Children/wards (if parents are not living)/dependants of persons who after retirement have permanently settled in Haryana and draw their pensions from the treasuries situated in the state of Haryana.
- iv) Children/wards (if parents are not living)/dependants of pensioners of Haryana Govt., irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
- v) Children/wards (if parents are not living)/dependants of persons who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana;
- vi) The wives of such persons who are bonafide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage;
- viii) Children/wards of the accredited journalists residing at Chandigarh and recognized by Govt. of Haryana (added vide C.S. letter No. 62/27/2003-6 GSI dated 29/7/2003)

- vii) Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:-
- a) Citizens of India;
 - b) Produce an affidavit to the effect that they or their children/wards (if parents are not living)/dependants have not obtained the benefit of domicile in any other State.
2. All candidates claiming to be bonafide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/General Assistant to Deputy Commissioner or Sub Divisional Officer (Civil), Tehsildar (Revenue Department of the District/Sub Division to which the candidates belong. Resident Certificate in respect of the children/wards/dependants of Haryana Government employees who are posted at Chandigarh, Delhi or elsewhere or in respect of the children wards/dependants of the employees of the statutory bodies/Corporations of Haryana established by or under an Act of the State of Haryana and located at Chandigarh, in Haryana or outside Haryana, should be issued by their respective Heads of Department.
 3. Candidates seeking admission in educational institutions (including Medical and Technical institutions) located in Haryana, may not be required to produce Resident Certificate, if they have passed the examination from a school situated in Haryana. For this purpose, a certificate of the Principal/Head-Master from concerned institution where the children/wards studied last should be considered sufficient. The Principal/Head-Master of the institution shall be competent to issue such certificate which should be sufficient.
 4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time it is discovered that his claim was false, the student shall be removed from the institution and all fees and other dues paid upto the date of such removal shall be confiscated. Principal/Head-Master may take such other action against the student and his/her parents/guardians as he may deem proper in the circumstances of any particular case.
 5. These instructions may kindly be noted carefully for compliance.

-
- Note : 1. The State Government vide letter no. 22/28/2003-3GS-III dated 30.1.2004 has decided that henceforth Circle Revenue Officers (Tehsildar/Naib Tehsildar-cum-Executive Magistrate concerned has been authorised to issue Resident as well as Caste Certificates (SC/BC/OBC) . In case of Haryana Govt. employees serving in the offices located at Chandigarh/Panchkula and residing at Chandigarh/Panchukula, the Resident Certificate and Caste Certificates to SC/BC employees and their children will be issued by their respective Heads of the Department. The proformae for these certificates have also been prescribed by the State Govt. (Appendix-A-I). Therefore, all the candidates required to submit such certificates in the prescribed proforma. The certificate issued by other than the competent authority or the proforma prescribed will not be accepted.
2. Haryana Resident Certificate should be of after 30.01.2004. Certificates issued before this date will not be accepted. The candidates must ensure that they get certificate from appropriate authority Haryana Resident Certificates and not Haryana Domicile Certificate, the latter being invalid for the purpose of admission.

APPENDIX A-I**AFFIDAVIT OF THE PARENT /GUARDIAN TO BE ATTESTED BY EXECUTIVE
MAGISTRATE/OATH COMMISSIONER/NOTARY PUBLIC.**

I.....father/mother/guardian of Miss/Mr
resident of do hereby solemnly state and affirm as under:-

1. That I am a Citizen of India.
2. That neither the deponent nor the child/ward of the deponent have obtained the benefit of 'Residence in any other State.

Dated.....

DEPONENT

VERIFICATION

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

Dated.....

DEPONENT

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DEPUTY COMMISSIONER, SUB
DIVISIONAL OFFICER (CIVIL), G.A. TO D.C., D.R.O., EM AND TEHSILDAR.**

Certified that Sh. S/o Sh. Father/guardian of Miss/Mr.
hold (name of Child/ward with full address) immovable property at (place and District) in the State
of Haryana for the past years. **OR**

Certified that Miss/Mr. S/o Sh.
Resident of was born in Haryana as per birth certificate.

Dated:

Signature of the Authority
(mentioned above)
(with seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY HEAD OF DEPARTMENT

Certified that Sh. S/o Sh. father of Miss/Mr. is an employee of the
..... (Name of office) of Haryana Government. He is working as, and is
posted at He has more than three years service at his credit.

Place:

Head of the Department

Dated:

(with seal)

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEADMASTERS OF THE
GOVERNMENT/RECOGNIZED SCHOOL/COLLEGE.**

It is certified that Miss/Mr. D/o Sh. has been a student of this School/College for
a period of Year, from to He left the school/college on

Dated

Signature of Principal/ Headmaster
of the school/ college (with seal)

RESIDENCE CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF THE EMPLOYEES OF GOVERNMENT OF INDIA

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

Dated

**Head of Department
(with seal)**

APPENDIX-C

CERTIFICATE OF SCHEDULED CASTE

Certified that Mr./Miss..... Son/Daughter of Sh..... Village/Ward No.
Teh District Haryana belongs to Caste which is included in Scheduled Castes,
and has been declared Scheduled Caste in the Constitution (Scheduled Castes) Order 1950.

Caste certificate shall be valid for life.

Dated.....

Tehsildar/Naib Tehsildar-com- Executive

Place :

Magistrate/Head of the Department

Certificate from no other authority will be accepted.

APPENDIX-D

BACKWARD CLASS CERTIFICATE

Certified that Mr/Miss Son/Daughter of Sh Resident of
Village/Ward No..... Tehsil District
Haryana belongs to Caste, which has been declared Backward Classes
Block (A/B) by Haryana Government. It is also certified that the applicant
is not covered under creamy layer criteria as notified by Haryana Govt. vide Circular No. 1170-SW(1) 95 dated 7-6-95 and No. 1883/
SW (1)-95 dated 28.9.1995.

Caste certificate shall be valid for life from the date of issue.

Dated.....

Tehsildar/Naib Tehsildar-cum- Executive

Place :

Magistrate/Head of the Department

Certificate from no other authority will be accepted.

**Certificate for Deceased/Disabled/Discharged Military Personnel/Serving
Military Personnel/Ex-Servicemen**

Certified that Sh.....Father of.....(name of the Candidate) is Serving Military Personnel/an ex-serviceman and he/his son/daughter is entitled for the benefit of reservation of seats for admission in course in M.D. University, Rohtak. His detailed particulars are as under:-

1. Name.....
2. Father's Name.....
3. Address.....
4. Reasons of discharge/retirement.....
5. Whether deceased/disabled during military service..... if so, give details.....
6. Category.....
7. If serving, Rank and place of Posting

Place.....

Date.....

Signature of the Secretary
Zila Sainik Board or
Commanding Officer
(Seal of the above authority)

APPENDIX-F

(Certificate For Children or Grand Children of Freedom Fighters)

OFFICE OF THE CHIEF SECRETARY, HARYANA, CHANDIGARH

No.....

Dated:.....

Certified that Shri Son/daughter of Shri resident of Village Police Station..... Tehsil..... District..... was a bonafide Freedom Fighter.

Signature of officer authorised by Chief Secretary, Haryana to issue such certificate (with office seal & stamp)

APPENDIX-B

PT. B.D. SHARMA P.G.I.M.S., ROHTAK

OR

OFFICE OF THE CHIEF MEDICAL OFFICER

No.....

Dated.....

Certified that Shri/Km./Smt.....son/daughter of shri resident of.....District.....appeared before the undersigned for medical check up. On Medical Examination, he/she is found suffering fromand thus he/she is Physically Handicapped. His/Her percentage of Handicap is.....% (in words).....

Prof. & Head of.....Deptt.

Pt. B.D.Sharma,PGIMS,Rohtak

OR

(Signature of Applicant)

Chief Medical Officer

.....(Haryana)

(Seal of the above authority)

LIST OF BACKWARD CLASSES

BLOCK 'A'

- | | |
|--|--------------------------------------|
| 1. Aheria, Aheri, Heri, Naik, Thori or Turi, Hari | 35. Kamboj |
| 2. Barra | 36. Kanghera |
| 3. Beta, Hensi or Hesi | 37. Kuchband |
| 4. Bagria | 38. Labana |
| 5. Barwar | 39. Lakhera, Manehar, Kachera |
| 6. Barai, Tamboli | 40. Lohar, Panchal |
| 7. Baragi, Bairagi, Swami Sadh | 41. Madari |
| 8. Baffera | 42. Mochi |
| 9. Bharbhuja, Bharbhunja | 43. Mirasi |
| 10. Bhat, Bhatra, Darpi, Ramiya | 44. Nar |
| 11. Bhuhalia Lohar | 45. Noongar |
| 12. Ghangar | 46. Nalband |
| 13. Chirimar | 47. Pinja, Penja |
| 14. Chang | 48. Rehar, Rehare or Re |
| 15. Chimba, Chhipi, Chimpa, Darzi, Rohilla | 49. Raigar |
| 16. Daiya | 50. Rai Sikhs |
| 17. Dhobis | 51. Rechband |
| 18. Dakaut | 52. Shorgir, Shergir |
| 19. Dhimar, Mallah, Kashyap, Rajpoot, Kahar, Jhinwar, Dhinwar, Khewat, Mehra, Nishad, Sekka, Bhisti, Sheikh-Abbasi | 53. Soi |
| 20. Dhosali, Dosali | 54. Singhikant, Singiwala |
| 21. Faquir | 55. Sunar, Zargar, Soni |
| 22. Gwaria, Gauria or Gwar | 56. Thathera, Temera |
| 23. Ghirath | 57. Teli |
| 24. Ghasi, Ghasiara or Ghosi | 58. Vanzara, Banjara |
| 25. Gorkhas | 59. Weaver(Jullaha) |
| 26. Gawala, Gowala | 60. Bhattu/Chattu |
| 27. Gadaria, Pal | 61. Badi/Baddo |
| 28. Garhi-Lohar | 62. Mina |
| 29. Hajjam, Nai, Nais, Sain | 63. Rahbari |
| 30. Jhangra Brahman, Khati, Suthar, Dhiman, Tarkhan, Barhi, Baddi. | 64. Charan |
| 31. Joginath, Jogi Nath Jangam Jogi, Yogi | 65. Chaaraj (Mahabrahman) |
| 32. Kanjar or Kanchan | 66. Udasin |
| 33. Kurmi | 67. Ramgarhia |
| 34. Kumhars, Prajapati | 68. Rangrez, Lilgar, Nilgar, Lallari |
| | 69. Dawala, Soni-Dawala, Nayaria |
| | 70. Bhar, Rajbhar |
| | 71. Nat (Muslim) |

At present Raigar, Mochi and Julaha castes find a mention in the list of both scheduled castes and backward classes and it has been decided that persons belonging to these castes who are not covered under the scheduled castes being non-hindus or non-sikh, can take the benefits under the backward classes only.

BLOCK 'B'

- | | |
|---------------|----------------------|
| 1. Ahir/Yadav | 4. Saini |
| 2. Gujjar | 5. Lodh/Lodha /Lodhi |
| 3. Meo | |

APPENDIX-H

Copy of letter No. 1170-SW (I)-95 dated 7.6.95 received from the Commissioner & Secretary to Government, Haryana, Welfare of Scheduled Castes and Backward Classes Department, Haryana, Chandigarh, addressed to all Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions, all Deputy Commissioners & Sub Divisional Officers in Haryana and Registrar, Punjab and Haryana High Court, Chandigarh.

Sub: Exclusion of socially advanced persons/sections-(Creamy Layer) from backward Classes.

Sir,

I am directed to invite your attention to the subject mentioned above and to state that following the Supreme Court judgement in the Indira Sawhney and others versus Union of India case, the Haryana Government vide notification dated 12.10.1993 had set up the Haryana Second Backward Classes Commission. The terms of reference of this Commission were to entertain, examine and recommend upon requests for inclusion and complaints of over-inclusion and under-inclusion in the list of backward Classes. Vide notification dated 26-5-1994, the Commission was also assigned the function of specifying the basis, applying the relevant and requisite socio-economic criteria to exclude socially advanced persons/sections (Creamy Layer) from Backward Classes.

In its report submitted on 16.5.1995, the Haryana Second Backward Classes Commission had recommended the criteria for excluding socially advanced persons/sections (Creamy Layer) from Backward Classes. After considering these recommendations, the Government has decided that the benefit of reservation shall not apply to persons/sections mentioned in Annexure 'A', which is enclosed.

All the departments are requested to bring the above instructions to the notice of all the Heads of Departments and appointing authorities under their control for necessary compliance.

| DESCRIPTION OF CATEGORY | TO WHOM RULE OF EXCLUSION WILL APPLY |
|----------------------------|---|
| I. CONSTITUTIONAL POSTS | Son(s) and daughter(s) of <ol style="list-style-type: none"> a) President of India; b) Vice President of India; c) Judges of the Supreme Court and of the High Courts; d) Chairman and Members of UPSC and of the State Public Service Commission; Chief Election Commissioner; Comptroller and Auditor General of India; e) Persons holding Constitutional positions of like nature. |
| II. | Son(s) and daughter(s) of <ol style="list-style-type: none"> a) parents, both of whom are Class-I officers; b) parents, either of whom is a class I officer; c) parents, both of whom are Class-I officers, but one of them dies or suffers permanent incapacitation. d) parents, either of whom is a Class I officer and such parent dies or suffers permanent incapacitation and before such death or such incapacitation has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years. e) parents, both of whom are Class I Officers die or suffer permanent incapacitation and before such death or such incapacitation of the both, either of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years. <p>Provided that the rule of exclusion shall not apply in the following cases:-</p> |
| B. | <ol style="list-style-type: none"> a) Sons and daughters of parents either of whom or both of whom are Class-I officers and such parent(s) dies/die or suffer permanent incapacitation. b) A lady belonging to OBC Category has got married to a Class-I Officer and may herself like to apply for a job. Son(s) and daughter(s) of <ol style="list-style-type: none"> a) parents both of whom are Class-II Officers. b) parents of whom only the husband is a Class-I Officer and he gets into Class-I at the age of 40 or earlier. c) parents, both of whom are Class- II officers and one of them dies or suffers permanent incapacitation and either one of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years before such death or permanent incapacitation; d) parents of whom the husband is a Class- I Officer (direct recruit or pre-forty promoted) and the wife is a Class-II officer and the wife dies or suffers permanent incapacitation; and |

- e) parents, of whom the wife is a Class I officer (Direct Recruit or pre-forty promoted) and the husband is a Class-II officer & the husband dies or suffers permanent incapacitation.

Provided that the rule of exclusion shall not apply in the following cases:-

Sons and daughters of

- a) Parents both of whom are Class II officers and one of them dies or suffers permanent incapacitation.
- b) Parents, both of whom are Class-II officers and both of them die or suffer permanent incapacitation, even though either of them has had the benefit of employment in any International Organisation like U.N., I.M.F., World Bank, etc. for a period of not less than 5 years before their death or permanent incapacitation.

C.

The criteria enumerated in A & B above in this Category will apply mutatis mutandi to officers holding equivalent or comparable posts in PSUs, Banks, Insurance Organisations, Universities etc. pending the evaluation of the posts on equivalent or comparable basis in these institutions, the criteria specified in Category V below will apply to the officers in these Institutions.

III

Sons(s) and daughter(s) of parents either or both of whom is or are in the rank of colonel and above in the army and to equivalent posts in the Navy and the Air Force and the Para Military Forces :

Provided that-

- i) If the wife of an Armed Forces Officer is herself in the Armed Forces (i.e. the category under consideration) the rule of exclusion will apply only when she herself has reached the rank of colonel;
- ii) the service ranks below colonel of husband and wife shall not be clubbed together;
- iii) If the wife of an officer in the Armed Forces is in Civil employment, this will not be taken into account for applying the rule of exclusion unless she falls in the service category under item No.II in which case the criteria and conditions enumerated therein will apply to her independently.

IV

Son(s) and daughter(s) of persons belonging to a family (father, mother and minor children) which owns land more than land permissible under the Ceiling Act of Haryana State.

V INCOME/
WEALTH TAX

Son(s) and daughter(s) of

- a) Persons having gross annual income of Rs.4.50 Lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for a period of three consecutive years.(Range of income has been revised from Rs. 2.50 lacs to Rs. 4.50 lacs vide Chief Secretary letter No. 22/22/2004-3GS-III dated 22.01.2009.
- b) Persons in Categories I,II,III & IV who are not disentitled to the benefit of reservation but have Income from other sources of Wealth which will bring them within the income/wealth criteria mentioned in (a) above.

Explanation :

- i) Income from salaries or agricultural land shall not be clubbed;
- ii) The income criteria in terms of rupee will be modified taking into account the change in its value every three years. If the situation, however, so demands, the interregnum may be less.
- iii) Where the husband is in some profession and the wife is in a Class II or lower grade employment the income/wealth test will apply only on the basis of the husband's income.
- iv) If the wife is in any profession and the husband is in employment in a Class II or lower rank post, then the income/wealth criterion will apply only on the basis of the wife's income and the husband's income will not be clubbed with it.

Explanation : Wherever, the expression, ' permanent incapacitation' occur in this schedule it shall mean incapacitation which results in putting an Officer out of service.

No. 22.36/2000-3 G.S.III

From

The Chief Secretary to Govt. Haryana

To

1. All the Heads of Department, Commissioner, Ambala
Hisar, Rohtak and Gurgaon Divisions.
2. The Registrar,
Punjab & Haryana High Court,
Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers
(Civil) in Haryana State
Dated Chandigarh, the 9-08-2000.

Subject :- Clarification regarding issuance of certificate of Haryana Backward Classes.

Sir,

I am directed to invite your attention to the Govt. of Haryana, Social Welfare Department letter No. 1170-SW (1) 95, dated 7.6.95 on the subject noted above, therein criteria was laid down to assess the creamy layer persons of Haryana Backward Classes in Haryana State. The Backward Classes of Haryana are facing difficulty in obtaining the Backward Classes certificate from the certificate issuing authority due to some understanding in the instructions dated 7.6.95. After careful consideration the Govt. of Haryana has decided to issue clear cut directions to all the Heads of Departments and Deputy Commissioners in the state for issuing Backward Classes Certificate without any further delay.

It is certified that the income from salary will not be taken into account for the purpose of income/wealth tax in respect of service category and while calculating income or wealth test of the Government employee of Backward Classes who is not covered under Annexure-A, description of categories No. I,II (a,b,c,d) and III & IV, hence becoming entitled for the benefit of reservation under Backward Classes category, his salary should not be included but his other sources of income/wealth be included for income/wealth tax.

All the departments are requested to being the above instructions to the notice of all the Head of Departments and appointing authorities under their control for necessary compliance.

Yours faithfully,

Sd/-

Joint Secretary General Administration
for Chief Secretary to Govt. Haryana

To

1. All the Financial Commissioners & Secretaries to Govt. Haryana.
2. All the Administrative Secretaries to Govt., Haryana.

List of Scheduled Castes in Haryana State

| Sr. No. | Name of the Caste | Sr.No. | Name of the Caste |
|---------|---------------------------|--------|-----------------------|
| 1. | Ad Dharmi | 27. | Khatik |
| 2. | Balmiki, Chura, Bhangi | 28. | Kori, Koli |
| 3. | Bangali | 29. | Marija, Marecha |
| 4. | Barar, Burar, Berar | 30. | Mazhabi, Mazhibi Sikh |
| 5. | Batwal | 31. | Megh |
| 6. | Bauria, Bawaria | 32. | Nat, Badi |
| 7. | Bazigar | 33. | Od |
| 8. | Bhanjra | 34. | Pasi |
| 9. | Chanal | 35. | Perna |
| 10. | Dagi | 36. | Pherera |
| 11. | Darain | 37. | Sanhai |
| 12. | Deha, Dhea, Dhaya | 38. | Sanhal |
| 13. | Dhanak | 39. | Sansi, Bhedkut Manesh |
| 14. | Dhogri, Dhangri, Siggri | 40. | Sansoi |
| 15. | Dumna, Mahasha, Doom | 41. | Sapela, Spera |
| 16. | Gagra | 42. | Sarera |
| 17. | Gandhila, Gandil, Gondola | 43. | Sikligar, Bariya |
| 18. | Kabirpanthi, Julaha | 44. | Sirikiband |
| 19. | Chamar | 45. | Jatia Chamar |
| 20. | Rehgar | 46. | Raigar |
| 21. | Ramdasi | 47. | Ravidasi |
| 22. | Balahi | 48. | Batoi |
| 23. | Bhatoi | 49. | Bhambi |
| 24. | Chamar-Rohidas | 50. | Jatav |
| 25. | Jatava | 51. | Mochi |
| 26. | Ramdasia | | |

No. 22/8/2004-3GSIII

From

The Chief Secretary to Govt. Haryana

To

1. All the Heads of Department.
Commissioners, Ambala, Rohtak, Gurgaon & Hisar Divisions.
2. The Registrar,
Punjab & Haryana High Court, Chandigarh.
3. All the Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana State
Dated Chandigarh, the 7-06-2007.

Subject :- Reservation of posts for Scheduled Castes, Backward Classes under the services of Haryana State.

Sir,

I am directed to refer to Haryana Government Letter No. 22/55/90-3GS-III, dated 9-11-1994 on the subject noted above which interalia laid down that for the purpose of reservation in services, Scheduled Castes in Haryana would be put in two categories i.e. Block A and Block B in direct recruitment. These instructions had been challenged in the Hon'ble Punjab & Haryana High Court by way of Writ Petition 398 of 2004-Gajay Singh Muwal Vs. State of Haryana and other 3 Civil Writ Petitions. The Hon'ble Court vide its common judgment/orders dated 6-07-2006 has quashed the above instructions dated 9-11-1994 in the following terms :-

“We accordingly, find that the present controversy is fully covered by the decision of Supreme Court in the case E.V. Chinnaiah's case (Supra). We, accordingly, would quash the Notification No. 22/55/90-3GS-III, dated 9-11-1994 holding the same to be ultravires of the Constitution.”

The State Government has filed a Special Leave Petition CC No. 1789 of 2007-State of Haryana Vs. Gajay Singh Muwal alongwith an application for staying the operation of the judgment/orders dated 6-07-2006 of the Hon'ble High Court in the said case. Similar SLPs have been filed by some private respondents also. However, these SLPs have neither been listed for hearing nor any stay has been granted by the Hon'ble Supreme Court in India, so far.

Under these circumstances the State Government on reconsideration of the matter, has decided to withdraw instructions bearing No. 22/55/90-3GS-III, dated 9-11-1994 subject to the final decision of the Hon'ble Supreme Court in the SLPs referred to above. Consequently, there will be no categorization of the Scheduled Caste into A and B blocks. The vacancies meant for direct recruitment to reserved category of Scheduled Castes will be notified to the recruiting agencies without categorization of Scheduled Castes in A & B Blocks.

Similarly, the Govt. instructions bearing No. 22/34/98-3GS-III, dated 19-3-1999 and even number dated 5-5-1999 and letter No. 22/89/97-3GS-III dated 7-08-2000 regarding admissions in Govt. as well as in Govt. aided/self financing/Educational/Professional/Medical/Engineering/ITIs/Technical Educational Institutions and colleges will be deemed to have been modified to the extent indicated above.

It is requested that these instructions may be brought to the notice of all concerned for strict compliance.

Yours faithfully,

SD/-
(Sumita Misra)

Special Secretary General Administration,
For Chief Secretary to Government Haryana

List of Self Styled Institutes/ Universities/Boards which have been declared bogus by the University Grants Commission and other Govt. Bodies.

1. All India Board of Secondary Education, New Delhi.
2. Board of Adult Education & Uttar Madhyamic Exam. Training/Proad Shiksha Sansthan, New Delhi.
3. The Central Board of Higher Intermediate Education, Patel Nagar, New Delhi.
4. Central Board of Higher Education Uttam Nagar (New Delhi).
5. Bombay Hindi Vidhayapith Bombay.
6. Maharshi Valmiki National University, Delhi.
7. Maithili University/vishwavidyala, Darbhanga, Bihar
8. Takshila Kenderya Vishwavidyalaya Uttam Nagar, New Delhi.
9. Mahila Gram Vidyapith/Vishwavidyalaya, (Women's University), Prayag, Allahabad (UP)
10. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP)/Jagatpuri, Delhi.
11. Commercial University Ltd., Daryaganj Delhi.
12. Testator Research University Bodihaya Ranur (Tamil Nadu).
13. Shri Narayana Open University Quilon (Kerala).
14. Gandhi Hindi Vidyapith, Prayag, Allahabad (UP)
15. National University of Electro Complex Homeopathy, Kanpur
16. University Newjerusalem Kathuparamba Cannore (Kerla)
17. World Social Work University, Perumguzhi (Kerla).
18. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh (UP).
19. Shrimati Mahadevi Verma Open University, Mughal Sarai (UP)
20. D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu
21. Amritsar University, Amritsar (Punjab)
22. Arya University Srinagar (Jammu & Kashmir)
23. Bible University, Ambur (North Arcot)
24. Eastern Orthodox University, Ambur (North Arcot)
25. Blobe University of Science, Kumbaromam
26. St. John's University, Kizhanattam, Kerla
27. National University, Nagpur.
28. Self Culture University, Kizhanatlani
29. United Nations University, Delhi
30. Vocational University, Delhi.
31. Western University of Kapurthala.
32. Uttar Pradesh Vishwavidyala, Kosi Kalan, Mathura (UP)
33. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh (UP).
34. Indian Education Council of U.P. Lucknow (U.P.)
35. * Bhartiya Shiksha Prishad (UP) Open Vishwavidyalay, Lucknow (UP)
36. Raja Arabia University, Nagpur.
37. Urdu University, M.L. Park, Bhopal.
38. Vocational University, Amritsar and Delhi.
39. Kesarwani Vibyapith, Jabalpur (MP).
40. Delhi Vishwa Vidyapeeth, 233, Tagore Park, Model Town, Delhi.
41. Badagnvi Sarkar World Open University, Belgaum (Karnatka)
42. ADR-Centric Judicial University, Delhi.

Note:- Before finalizing the admissions, the up-dated lists of recognized examinations of Haryana School Education Board, Bhiwani/Other Boards/Universities is /are also required to be consulted.

* Bhartiya Shiksha Parishad is a fake institution functioning in contravention of the UGC Act, 1956. The Hon'ble Civil Court (JD) Lucknow has granted Interim stay to the Parishad and has restrained UGC from calling it as fake or treating it fake till the final decision in the matter. The UGC has initiated action to get the stay vacated. However, in compliance of the order of the Hon'ble Court the UGC has for the time being decided to exclude the name of the Bhartiya Shiksha Parishad from the list of fake institutions.

KEY DATES AND IMPORTANT INFORMATIONS

| Sr. No. | Particulars | Key Dates for the Management Programmes (except MBA[Executive]) | Key Dates for MBA (Executive Week-end) at ILMS Gurgaon |
|---------|--|--|--|
| 1. | Sale of Admission Brochure | 18.05.2010 (Monday) | 18.05.2010 |
| 2. | Last date of receipt of applications upto 5.00 p.m.) | 10.06.2010 (Thursday) | 10.06.2010 |
| 3. | Entrance Examination | 04.07.2010 (Sunday) 2.30 p.m. to 4.00 p.m. M.D. University, Rohtak | No entrance Examination |
| 4. | Group Discussion and Personal Interview | 21st to 25th July, 2010 At IMSAR, MDU, Rohtak | 10th and 11th July, 2010 At ILMS, Gurgaon |
| 5. | Display of Merit list | 28th July, 2010 | 13th July, 2010 At ILMS, Gurgaon |
| 6. | Date of 1st Counseling | 29th and 30th July, 2010 At IMSAR, M.D.U., Rohtak | 17th July, 2010 At ILMS, Gurgaon |
| 7. | Date of 2nd Counseling | 03rd August, 2010 At IMSAR, M.D.U., Rohtak | To be notified later on At ILMS, Gurgaon |
| 8. | Commencement of classes | 02nd August, 2010 | 2nd August, 2010 |

Price:

| | |
|--|--------------|
| At counter (MDU/ILMS Gurgaon) | : Rs. 700.00 |
| By Regd. Post | : Rs. 750.00 |
| For SC/BC of Haryana Only - at Counter | : Rs. 175.00 |
| By Regd. Post | : Rs. 225.00 |

Place of Submission of Application Forms personally or by post

| | |
|--|---|
| The Assistant Registrar (Result-I), Maharshi Dayanand University, Rohtak-124001 | All application duly complete in all respects for admission to Management Programmes [except 2-Year MBA (Executive Week-end)] |
| The Director, Management Programmes, MDU Institute of Law and Management Studies, Sector-40, Gurgaon | 2-Year MBA (Executive Week-end) Programme only. |

ADMISSION BROCHURE CAN BE OBTAINED FROM

1. Publication Cell, M.D. University, Rohtak.
2. Director, Management Programmes, Institute of Law and Management Studies, Sector 40, Gurgaon.

OFFICERS OF THE UNIVERSITY

Chancellor

HIS EXCELLENCY MR. JAGAN NATH PAHADIA

Governor, Haryana

| <i>Name and Designation</i> | <i>Telephones Office</i> | <i>EPABX Extension</i> |
|--|---|------------------------|
| Vice-Chancellor Prof. R.P. Hooda | 274327 292431 Fax : 274133 E-mail : vc@mdurohtak.net | 294 |
| Registrar Dr. S.P. Vats | 274640 | 212 |
| Dean, Academic Affairs Prof. Surinder Kumar | 215796 | 283 |
| Proctor Prof. K.P.S. Mahalwar | 272436 | 3400 |
| Dean, Students' Welfare Prof. Rajbir Singh | 274364 | 3510 |
| Controller of Examinations Sh. K.C. Dadhwal | 274169 | 213 |
| Dean, College Development Council Prof. Daleep Singh | 274532 | 231 |
| Finance Officer Sh. Sukhbir Singh | 275258 | 223 |
| University Librarian Dr. Prem Singh | 295647 | 3004 |
| Provost (Boys) Prof. S.R. Ahlawat | 9812643611 | 3440 |
| Provost (Girls) Prof. Asha Kadyan | 273907 (R) | |

Original /Duplicate

Sr. No.....
 Registration No.....
 Received on
 Sign. of the Receiver
 (To be filled by the office)

**FACULTY OF MANAGEMENT SCIENCES
 MAHARSHI DAYANAND UNIVERSITY, ROHTAK**

Application Form admission to Management Programme 2010-11

- (i) 2-year MBA at IMSAR at MDU Campus (ii) 2- year MBA at ILMS, Gurgaon
 (iii) 2-year MBA at PGRC, Rewari (iv) 2-year MBA (Business Economics)
 (v) 2-year MBA (Hons.) at IMSAR, MDU Campus at IMSAR, MDU Campus

IMPORTANT NOTE :

- All the candidates should read carefully the instructions printed in the Admission Brochure before filling in the various columns and other information sought in the form.
- This application should be addressed to the AR, R-I University, Rohtak/ ILMS, Gurgaon. All entries in this form must be made in applicant's own handwriting.
- No separate application form is required for separate programmes.
- Incomplete form shall be rejected.

Space
for
Photo

MERIT :

| Marks in Entrance Test/Acad Merit | G.D. | P.I. | Total Marks | Merit Rank |
|-----------------------------------|------|------|-------------|------------|
| | | | | |

- Name of the candidate (in capital letters)
- a) Father's Name (in capital letters)

 b) Mother's Name (in capital letters)
- Address for Correspondence (in capital letters)

 Tel.No Mob. No.
- Date of Birth :

- Sex (Write 'M' for MALE and 'F' for Female)
- State of Residence (Write 'H' for Haryana and 'O' for others)
- (i) Do you want to be considered in any of the reserved categories as provided the Admission Brochure? (Write 'Y' for Yes and 'N' for No)
 (ii) If 'Yes mention the name(s) of the reserved Category (ies) in order of preference :

- (iii) Are you entitled for the scholarship to be awarded by Haryana Govt. for SC/ST students (Yes/No)
- Demand draft No.dated..... (Name of issuing bank with branch Code) drawn in favour of the Finance Officer, M.D. University, Rohtak payable at Rohtak in case the form is downloaded from Website (attach a demand draft of Rs. 700/-, Rs. 175/- in case of SC/BC candidates of Haryana only).

9. Academic Record :

Note: Take into account only marks in the subjects which are counted for class/division.

| Examination Passed | Year of Passing/ Appeared | University/ Board | Roll No. | Subject offered | %age of marks | Division/ Distinction, if any |
|--------------------|---------------------------|-------------------|----------|-----------------|---------------|-------------------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

10. Are you applying for Hostel ?

(Yes/No)

11. Attach the following documents with the application form :

- i) Two passport size recent photographs.
- ii) Requisite reservation claim certificate from competent authority, (attested/self attested copy), if applicable.
- iii) Attested/self attested copies of the Detailed Marks Card and qualification certificates as per column No. 10 above.
- iv) Character Certificate, (Attested/self attested Copy)
- v) Haryana Residence Certificate attested/self attested copy, if applicable.

12. DECLARATION BY THE CANDIDATE :

I declare that the entries made by me in this form and the documents submitted in support of the information furnished by me in this application form are true in all respects and in case, any entry or information or document is found false, this shall lead to automatic cancellation of my admission beside rendering me liable to such action as the University may deem proper.

I note that my admission to the University and my continuance on its roll are subject to the provisions of the University and other Rules and Instructions which may be issued from time to time.

I shall abide by the rules of the discipline and proper conduct which may be framed in this regard.

I shall not indulge in any kind of ragging.

Signature of Father/Mother/Guardian

Signature of the Applicant

Date

Place

FOR OFFICE USE ONLY

| ELIGIBLE | | DOCUMENTS WANTING | | NOT ELIGIBLE | |
|-----------|--------|-------------------|--------|--------------|--------|
| | | 1. | | | |
| | | 2. | | | |
| | | 3. | | | |
| | | 4. | | | |
| Assistant | Supdt. | Assistant | Supdt. | Assistant | Supdt. |

Original documents checked and the candidate found eligible.

Admitted

Admission Committee

Director/Astt. Admn. Officer

