



# Criterion-7: Institutional Values and Best Practices

Key Indicator – 7.1: Institutional Values and Social Responsibilities

**Metric: 7.1.10**

## Institutional Code of Conduct on Website

- University of Delhi Website
- DU Calendar (<https://www.du.ac.in/index.php?page=du-calendar>)
- ACT, STATUTES AND ORDINANCES
- Pages 1-122 ([https://www.du.ac.in/uploads/new-web/10062022\\_University-Calendar-1-122.pdf](https://www.du.ac.in/uploads/new-web/10062022_University-Calendar-1-122.pdf))
- Pages 123-321 ([https://www.du.ac.in/uploads/new-web/10062022\\_University-Calendar-123-321.pdf](https://www.du.ac.in/uploads/new-web/10062022_University-Calendar-123-321.pdf))

## Highlighted Relevant Portions

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***Disclaimer:*** *In case of any discrepancy in the University Calendar 2022 the relevant Executive Council/Academic Council Resolution, whichever applicable, shall prevail and shall be relied upon for legal interpretation of this document.*



## Act No. VIII of 1922

*(As amended by Act No. XXIV of 1943)  
(Further amended by Act No. V of 1952)  
(Further amended by Act No. 61 of 1961)  
(Further amended by Act No. 35 of 1970)  
(Further amended by Act No. 48 of 1972)  
(Further amended by Act No. 27 of 1981)  
(Further amended by Act No. 43 of 2002)  
(Further amended by Act No. 04 of 2005)  
(Further amended by Act No. 25 of 2008)*

(AS PASSED BY PARLIAMENT)

*Act No. VIII of 1922 received the assent of the Governor-General on the 5th March, 1922. Act No. XXIV of 1943 received the assent of the Governor-General on the 10th September, 1943. Act No. V of 1952 received the assent of the President on the 23<sup>rd</sup> February, 1952. Act No. 61 of 1961 received the assent of the President on the 19th December, 1961. Act No. 35 of 1970 received the assent of the President on the 4th September, 1970. Act No. 48 of 1972 received the assent of the President on the 3rd September 1972. Act No. 27 of 1981 received the assent of the President on the 11th September, 1981. Act No. 43 of 2002 received the assent of the President on the 25<sup>th</sup> September, 2002. Act No. 04 of 2005 received the assent of the President on the 11<sup>th</sup> January, 2005. Act No. 25 of 2008 received the assent of the President on the 13<sup>th</sup> January, 2009.*

*Note: The portions printed in italics represent the amendments made by the Delhi University (Amendment) Act, 1952, the Delhi University (Amendment) Act, 1961, the Delhi University (Amendment) Act, 1970, the Delhi University (Amendment) Act, 1972, the Delhi University (Amendment) Act, 1981, the Delhi University (Amendment) Act, 2002, the Delhi University (Amendment) Act, 2005 and the Delhi University (Amendment) Act, 2008.*

AN ACT TO ESTABLISH AND INCORPORATE *a teaching and affiliating University* at DELHI.

WHEREAS it is expedient to establish and incorporate *a teaching and affiliating University* at Delhi; it is hereby enacted as follows:

1. (1) This Act may be called THE DELHI UNIVERSITY ACT, **Short Title and Commencement** 1922.
- (2) It shall come into force on such date as the Central Government may, by Notification in the 'Gazette of India', direct<sup>1</sup>

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<sup>1</sup> Act No. VIII of 1922 came into force on 1<sup>st</sup> May, 1922.  
Act No. XXIV of 1943 came into force on 10<sup>th</sup> September, 1943.  
Act No. V of 1952 came into force on 1<sup>st</sup> March, 1952.  
Act No. 61 of 1961 came into force on 1<sup>st</sup> February, 1962.  
Act No. 35 of 1970 came into force on 4<sup>th</sup> September, 1970.  
Act No. 48 of 1972 came into force on 22<sup>nd</sup> June, 1972.  
Act No. 27 of 1981 came into force on 11<sup>th</sup> September, 1981.  
Act No. 43 of 2002 came into force on 25<sup>th</sup> September, 2002.  
Act No. 4 of 2005 came into force on 11<sup>th</sup> January 2005.  
Act No. 25 of 2008 came into force on 13<sup>th</sup> January, 2009.

**Definition** 2. In this Act and in the Statutes, unless there is anything repugnant in the subject or context:

(a) *‘College means an institution maintained or admitted to its privileges by the University and includes an Affiliated College and a Constituent College;*

*Explanation I. ‘Affiliated College’ means an institution recognised by the University in accordance with the provisions of this Act and the Statutes in which instruction is provided in accordance with the provisions of the Statutes and Ordinances up to the Bachelor’s degree, but exclusive of Honours and Post-graduate degrees;*

*Explanation II. ‘Constituent College’ means an institution recognised as such by the Executive Council in accordance with the provisions of this Act and the Statutes;*

(b) *‘Hall’ means a unit of residence for students of the University provided, maintained or recognised by it;*

(c) *‘Patron of the University’ means a person who has made a donation of not less than one lakh of rupees to the funds of the University, and has been declared by the Chancellor to be a Patron of the University;*

(d) *‘Principal’ means the head of a College; and includes when there is no Principal, the person for the time being duly appointed to act as Principal, and in the absence of the Principal or the acting Principal, a Vice-Principal duly appointed as such;*

(e) *Omitted;*

(f) *‘Statutes’, ‘Ordinances’ and ‘Regulations’ mean, respectively, the Statutes, Ordinances and Regulations of the University made under this Act;*

(g) *‘Teachers’ include Professors, Readers, Lecturers and other persons imparting instructions in the University or in any College or Hall;*

(h) *Teachers of the University’ means persons appointed or recognised by the University for the purpose of imparting instruction, in the University or in any College;*

(i) *‘University’ means the University of Delhi; and*

(j) *‘Warden’ means the Head of a Hall.*

### THE UNIVERSITY

**The University**

3. (1) The first Chancellor and the first Vice-Chancellor of the University and the first members of the Court, the Executive Council and the Academic Council and all persons who may hereafter become such officers or members so long as they

continue to hold such office or membership, are hereby constituted a body corporate by the name of 'The University of Delhi'.

- (2) The University shall have perpetual succession and a Common Seal, and shall sue and be sued by the said name.

**Powers of  
the  
University**

4. The University shall have the following powers, namely:

- (1) to provide for instruction in such branches of learning as the University may think fit, and to make provision for research and for the advancement and dissemination of knowledge,
- (2) *to hold examinations and to grant to, and confer degrees and other academic distinctions on, persons who-*
  - (a) *have pursued a course of study in the University or in any College, or*
  - (b) *are Non-collegiate Women students residing within the territorial jurisdiction of the University or*
  - (c) *are teachers in educational institutions, under conditions laid down in the Statutes and Ordinances and have passed the examinations of the University under like conditions, or*
  - (d) *have pursued a course of study by correspondence, whether residing within the territorial jurisdiction of the University or not, or*
  - (e) *have been registered by the University, subject to such conditions as may be laid down in the Statutes and Ordinances as external candidates, being persons residing within the territorial limits to which the powers of the University extend.*
- (3) to confer honorary degrees or other distinctions, on approved persons in the manner laid down in the Statutes,
- (4) to grant such diplomas to, and to provide such lectures and instruction for, persons not being members of the University, as the University may determine,
- (5) to co-operate with other Universities and Authorities in such manner and for such purposes as the University may determine,
- (6) to institute Professorship, Readership, Lectureship and any other teaching posts required by the University,
- (7) to appoint or recognise persons as Professors, Readers, or Lecturers, or otherwise as teachers of the University,
- (8) to institute an award Fellowships, Scholarships, Exhibitions and Prizes,
- (9) *to maintain Colleges and Halls, to admit to its privileges Colleges not maintained by the University and to withdraw all or any of those privileges, and to recognise Halls, not maintained by the University and to withdraw any such recognition,*

(9-A) to declare. with the consent of the colleges concerned, in the manner specified by the Academic Council, Colleges conducting courses of study in the Faculties of Medicine, Technology, Music or Fine Arts, as autonomous Colleges.

*Provided that the extent of the autonomy which each such College may have, and matters in relation to which it may exercise such autonomy, shall be such as may be prescribed by the 'Statutes.*

(9-B) to set up one or more College Administrative Councils for two or more Colleges with such composition, powers and functions as may be laid down in the Statutes,

(10) to demand and receive payment of such fees and other charges as may be authorised by the Ordinances,

(11) to supervise and control the residence and discipline of students of the University, and to make arrangements for promoting their health and general welfare,

(11-A) to make grants from the funds of the University for assistance to forms of extra-mural teaching,

(12) to make special arrangements in respect of the residence, discipline and teaching of women students,

(12-A) to acquire, hold, manage and dispose of property, movable or immovable, including trust or endowed property, for the purposes of the University,

(12-B) with the approval of the Central Government, to borrow, on the security of University property, money for the purposes of the University,

(12-C) to create administrative and ministerial and other necessary posts and to make appointments thereto, and

(13) to do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University as a teaching and examining body, and to cultivate and promote Arts, Science and other branches of learning.

5. (1) Save as otherwise provided in this Act, the powers of the University conferred by or under this Act [*other than those conferred by Sub-clause (d) of Section 4*] shall not extend beyond the limits of the State of Delhi and notwithstanding anything in any other law for the time being in force, no educational institution beyond *those limits* shall be associated with or admitted to any privileges of the University.

**Territorial  
Exercise  
of Powers**

*Proviso (Omitted).*

(1-A) *Notwithstanding anything contained in sub-section (1), the Central Government may, if it is of opinion that it is necessary or expedient so to do in the public interest, direct, by order in writing, the University to admit to its privileges any institution situated outside India and the University shall be bound to comply with such direction.*

- (2) Notwithstanding anything in any other law for the time being in force, <sup>2</sup>*but subject to the provisions contained in the Jawahar Lal Nehru University Act, 1966, no educational institution within the afore-mentioned limits* shall be associated in any way with or be admitted to any privileges of any other University incorporated by law in India, and any such privileges granted by any such other University to any educational institution within *those limits* prior to the commencement of this Act shall be deemed to be withdrawn on the commencement of this Act:

Provided that the Central Government may by order in writing, direct that the provisions of this sub-section shall not apply in the case of any institution specified in the order.

<sup>3</sup>*Provided further that, provisions of this sub-section shall not apply in the case if any educational institution affiliated to the Indraprastha Vishwavidyalaya incorporated under the Indraprastha Vishwavidyalaya Act, 1998.*

**University  
Open to all  
Classes,  
Castes and  
Creeds**

6. The University shall be open to all persons of either sex and of whatever race, *creed, caste or class*, and it shall not be lawful for the University to adopt or impose on any person any test whatsoever of religious belief or profession in order to entitle him to be admitted thereto, as a teacher or student, or to hold any office therein, or to graduate thereat, or to enjoy or exercise any privilege thereof, except in respect of any particular benefaction accepted by the University, where such test is made a condition thereof by any testamentary or other instrument creating such benefaction:

Provided that nothing in this Section shall be deemed to prevent religious instruction being given in the manner prescribed by the Ordinances to those *who have consented to receive it*.

**Teaching  
of the  
University**

7. (1) All recognised teaching in connection with the University courses shall be conducted under the control of the Academic Council by teachers of the University, and shall include lecturing, laboratory work and other teaching conducted in accordance with any syllabus prescribed by the Regulations.
- (2) *Omitted*
- (3) The authorities responsible for organizing such teaching shall be prescribed by the Statutes.
- (4) The Courses and curricula shall be prescribed by the Ordinances and, subject thereto, by the Regulations.
- (5) *Omitted*.

**Visitor**

- 7-A.** (1) *The President of India shall be the Visitor of the University.*

<sup>2</sup> Inserted as per Section 27 of Act No. 53 of 1966 the Jawaharlal Nehru University Act, 1966. [22<sup>nd</sup> December 1966]

<sup>3</sup> Inserted as per The Delhi University (Amendment) Act, 2002 No.43 of 2002 [12<sup>th</sup> August 2002] and MHRD letter no.F.4-38/98-Desk (U) dated 25.09.2002, reported in E.C vide Res. No.114 (17) dated 13.11.2002.

- (2) *The Visitor shall have the right to cause an inspection to be made by such person or persons as he may direct of the University, its buildings, laboratories and equipment and of any institution maintained by the University, and also of the examinations, teaching and other work conducted or done by the University and to cause an inquiry to be made in like manner in respect of any matter connected with the University.*
- (3) *The Visitor shall in every case give notice to the University of his intention to cause an inspection or inquiry to be made and the University shall be entitled to appoint a representative who shall have the right to be present and be heard at such inspection or inquiry.*
- (4) *The Visitor may address the Vice-Chancellor with reference to the result of such inspection and inquiry, and the Vice-Chancellor shall communicate to the Executive Council the views of the Visitor with such advice as the Visitor may offer upon the action to be taken thereon.*
- (5) *The Executive Council shall communicate through the Vice-Chancellor to the Visitor such action, if any, as it is proposed to take or has been taken upon the result of such inspection or inquiry.*
- (6) *Where the Executive Council does not, within a reasonable time, take action to the satisfaction of the Visitor, the Visitor may, after considering any explanation furnished or representation made by the Executive Council, issue such directions as he may think fit and the Executive Council shall be bound to comply with such directions.*
- (7) *Without prejudice to the foregoing provisions of this Section the Visitor may, by order in writing, annul any proceeding of the University which is not in conformity with this Act, the Statutes or the Ordinances:*

*Provided that before making any such order he shall call upon the University to show cause why such an order should not be made and, if any cause is shown within a reasonable time, shall consider the same.*

- 7-B.** (1) *The Chief Commissioner of the State of Delhi shall be the Chief Rector of the University.* **Chief Rector and Rectors**
- (2) *Such persons, as may be appointed in this behalf in accordance with the Statutes, shall be the Rectors of the University.*

#### OFFICERS OF THE UNIVERSITY

- 8.** The following shall be the Officers of the University: **Officers of the University**
- (i) the Chancellor,
  - (ii) the Pro-Chancellor,

- (iii) the Vice-Chancellor,
- (iv) the Pro-Vice-Chancellor, if any,
- (v) the Treasurer,
- (vi) the Registrar,
- (vii) the Deans of the Faculties, and
- (viii) such other persons in the service of the University as may be declared by the Statutes to be officers of the University.

- 9. *Omitted.*
- 10. *Omitted.*
- 11. *Omitted.*
- 12. *Omitted.*
- 13. *Omitted.*
- 14. *Omitted.*
- 15. *Omitted.*
- 16. *Subject to the provisions of this Act, the powers and duties of the Officers of the University, the terms for which they shall hold office and the filling of casual vacancies in such offices shall be provided for by the Statutes.*

#### AUTHORITIES OF THE UNIVERSITY

- 17. The following shall be the Authorities of the University:
  - (i) The Court,
  - (ii) The Executive Council,
  - (iii) The Academic Council,
  - (iii-a) The Finance Committee,
  - (iv) The Faculties and
  - (v) such other authorities as may be declared by the Statutes to be authorities of the University.

**Authorities of the University**
- 18. *The Court shall be the Supreme authority of the University and shall have the power to review the acts of the Executive Council and the Academic Council (save when these authorities have acted in accordance with the power conferred upon them under this Act, the Statutes, or the Ordinances) and shall exercise all the powers of the University not otherwise provided for by this Act or the Statutes.*

**The Court**
- 19. *Omitted.*
- 20. *Omitted.*
- The Executive Council** 21. The *Executive* Council shall be the executive body of the University, and its constitution and the terms of office of its members, other than ex-officio members, shall be prescribed by the Statutes.
- 22. *Omitted.*
- The Academic Council** 23. The Academic Council shall be the academic body of the University and shall, subject to the provisions of this Act, the Statutes and the Ordinances, have the control and general regulation, and be responsible for the maintenance of standards

of instruction, education' and examination within the University, and shall exercise such other, powers and perform such other duties as may be conferred or imposed upon it by the Statutes. It shall have the right to advise the Executive Council on all academic matters. The constitution of the Academic Council and the term of office of its members, other than *ex-officio*, members, shall be prescribed by the Statutes.

- Powers and Duties of Authorities of the University**
24. *Omitted.*
25. *Subject to the provisions of this Act, the Constitution, powers and duties of the authorities of the University shall be provided for by the Statutes.*

#### UNIVERSITY BOARDS

- University Boards**
26. The University shall include a Residence, Health, and Discipline Board and such other Boards as may be prescribed by the Statutes.
- Constitutions etc. of Boards to be prescribed by Ordinances**
27. The constitution powers and duties of the Residence, Health and Discipline Board, and all other Boards of the University shall be prescribed by the Ordinances.

#### STATUTES, ORDINANCES AND REGULATIONS

- Statutes**
28. *Subject to the provisions of this Act the Statutes may provide for all or any of the following matters namely:*
- (a) *the Constitution, powers and duties of the Court, the Executive Council, the Academic Council, the Finance Committee and such other bodies as may be deemed necessary to constitute from time to time;*
  - (b) *the election and continuance in office of the members of the said bodies, including the continuance in office of the first members, and, the filling of vacancies of members and all other matters relative to those bodies for which it may be necessary or desirable to provide;*
  - (c) *the appointment, powers and duties of the Officers of the University;*
  - (d) *the constitution of a pension or Provident Fund and the establishment of an Insurance Scheme for the benefit of the officers, teachers and other employees of the University;*
  - (e) *the conferment of honorary degrees;*
  - (f) *the withdrawal of Degrees, Diplomas. Certificates and other Academic distinctions;*
  - (g) *the establishment and abolition of Faculties, Departments, Halls. Colleges and Institutions;*
  - (h) *the conditions under which Colleges and other institutions may be admitted to the privileges of the University and the*



- withdrawal of such privileges;*
- (hh) the extent of the autonomy which a College declared as an autonomous College under Clause 9(a) of Section 4, may have and the matters in relation to which such autonomy may be exercised;*
- (hhh) the composition, powers and functions of College Administrative Councils;*
- (i) the institution of Fellowships, Scholarships, Student-ships, Exhibitions, Medals and Prizes; and*
- (j) all other matters which by this Act are or may be provided for by the Statutes.*

- 29. (1)** On the commencement of the Delhi University (Amendment) Act, 1943, Statutes of the University shall be those set out in the Schedule\*.
- Statutes how made**
- (2)** *The Executive Council may, from time to time, make new or additional Statutes or may amend or repeal the Statutes:*
- Provided that the Executive Council shall not make, amend or repeal any Statute affecting the status, powers or constitution of any authority of the University until such authority has been given an opportunity of expressing an opinion in writing on the proposed changes, and any opinion so expressed shall be considered by the Executive Council:*
- Provided further that except with the prior concurrence of the Academic Council, the Executive Council shall not make, amend or repeal any Statute affecting all or any of the following matters, namely:*
- (i) the constitution, powers and duties of the Academic Council, and the other powers which may be conferred and duties which may be imposed on the Academic Council;*
  - (ii) the authorities responsible for organising recognised teaching in connection with the University courses;*
  - (iii) the withdrawal of Degrees, Diplomas, Certificates and other academic distinctions;*
  - (iv) the establishment and abolition of Faculties, Departments, Halls, Colleges and Institutions;*
  - (v) the conditions under which Colleges and other Institutions may be admitted to the privileges of the University and the withdrawal of such privileges;*
  - (vi) the institution of Fellowships, Scholarships, Studentships, Exhibitions, Medals and Prizes;*
  - (vii) the extent of the autonomy which a College may have and the matters in relation to which such autonomy may be exercised;*
  - (viii) the composition, powers and functions of College Administrative Councils; and*

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\* See also Section 26 of Delhi University (Amendment) Act, 1952.  
Act No.V of 1952 - Temporary provisions for Amendment of Statutes.

- (ix) *the conditions on the fulfilment of which the teachers of Colleges and Institutions may be recognised as teachers of the University.*
- (3) *Every new Statute or addition to the Statutes or any amendment or repeal of a Statute shall require the previous approval of the Visitor who may sanction, disallow or return it to the Executive Council for further consideration.*

**30. Subject to the provisions of this Act and the Statutes, the Ordinances may provide for all or any of the following matters, namely:**

- (a) *the admission of students to the University and their enrolment as such;*
- (b) *the courses of study to be laid down for all Degrees, Diplomas and Certificates of the University;*
- (c) *the Degrees, Diplomas, Certificates and other Academic distinctions to be awarded by the University, the qualifications for the same, and the means to be taken relating to the granting and obtaining of the same;*
- (d) *the fees to be charged for courses of study in the University and for admission to the Examinations, Degrees and Diplomas of the University;*
- (e) *the conditions of the award of Fellowships, Scholarships, Studentships, Exhibitions, Medals and Prizes;*
- (f) *the conduct of examinations, including the terms of office and manner of appointment and the duties of examining bodies, examiners and moderators;*
- (g) *the maintenance of discipline among the students of the University;*
- (h) *the conditions of residence of students at the University;*
  - (i) *the special arrangements, if any, which may be made for the residence, discipline and teaching of women students, and prescribing for them of special courses of study;*
  - (j) *the giving of religious instruction;*
- (k) *the emoluments and the terms and conditions of service of teachers of the University;*
- (l) *the management of Colleges and other Institutions founded or maintained by the University;*
- (m) *the supervision and inspection of Colleges and other Institution admitted to privileges of the University;*
- (n) *and all other matters which by this Act or the Statutes are to be or may be provided for by the Ordinances.*

**Ordinances how made** 31. (1) *The Ordinances of the University as in force immediately before the commencement of the University (Amendment) Act, 1952, may be amended, repealed or added to at any time by the Executive Council:*

*Provided that-*

- (i) no Ordinance shall be made affecting the conditions of residence or discipline of students, except after consultation with the Academic Council;*
- (ii) no Ordinance shall be made-*
  - (a) affecting the admission or enrolment of students or prescribing examinations to be recognised as equivalent to the University examinations; or*
  - (b) affecting the conditions, mode of appointment or duties of examiners or the conduct or standard of examinations or any course of study;*

*unless a draft of such Ordinance has been proposed by the Academic Council.*
- (2) The Executive Council shall not have power to amend any draft proposed by the Academic Council under the provisions of Sub-section (1) but may reject the proposal or return the draft to the Academic Council for reconsideration, either in whole or in part, together with any amendments which the Executive Council may suggest.*
- (3) Where the Executive Council has rejected the draft of an Ordinance proposed by the Academic Council, the Academic Council may appeal to the Central Government and the Central Government, may, by order, direct that the proposed Ordinance shall be laid before the next meeting of the Court for its approval and that pending such approval it shall have effect from such date as may be specified in the order.*

*Provided that if the Ordinance is not approved by the Court at such meeting, it shall cease to have effect.*
- (4) All Ordinances made by the Executive Council shall be submitted, as soon as may be, to the Visitor and the Court, and shall be considered by the Court at its next meeting and the Court shall have power, by a resolution passed by a majority of not less than two-thirds of the members voting, to cancel any Ordinance made by the Executive Council, and such Ordinance shall from the date of such resolution cease to have effect.*
- (5) The Visitor may, by order, direct that the operation of any Ordinance shall be suspended until he has had an opportunity of exercising his power of disallowance, and any order of suspension under this Sub-section shall cease to have effect on the expiration of one month from the date of such order or on the expiration of fifteen days from the date of consideration of the Ordinance by the Court, whichever period expires later.*
- (6) The Visitor may, at any time after an Ordinance has been considered by the Court, signify to the Executive Council his disallowance of such Ordinance, and from the date of receipt by the Executive Council of intimation of such disallowance such Ordinance shall cease to have effect.*

- Regulations 32.** (1) The authorities of the University may make Regulations consistent with this Act, the Statutes and the Ordinances:
- (a) laying down the procedure to be observed at their meetings and the number of members required to form a quorum;
  - (b) providing for all matters which by this Act, the Statutes or the Ordinances are to be prescribed by Regulations; and
  - (c) providing for all other matters solely concerning such authorities *or committees appointed by them* and not provided for by this Act, the Statutes or the Ordinances.
- (2) Every authority of the University shall make Regulations providing for the giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings and for the keeping of record of the proceedings of meetings.
- (3) The Executive Council may direct the amendment, in such manner as it may specify, of any Regulation made under this Section or the annulment of any Regulation made under Sub-section (1):
- Provided that any authority or Board of the University which is dissatisfied with any such direction may appeal to the Court, whose decision in the matter shall be final.
- <sup>4</sup>(4) *Every Statute, Ordinance or Regulation made under this Act shall be published in the Official Gazette.*
- <sup>4</sup>(5) *Every Statute, Ordinance or Regulation made under this Act shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the Statute, Ordinance or Regulation or both Houses agree that the Statute, Ordinance or Regulation should not be made, the Statute, Ordinance or Regulation shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that Statute, Ordinance or Regulation.*

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<sup>4</sup> Inserted sub-section (4) & (5) of Section 32 by Act No. 4 of 2005 - the Delegated Legislation Provisions (Amendment) Act, 2004. [11th January, 2005] and MHRD letter no.F.4-56/2011-Desk (U) dated 13.08.2013, reported in E.C vide Res. No.76 dated 28.09.2013.

RESIDENCE

**33.** Every student of the University (*other than a student who pursues a course of study by correspondence*) shall reside in a College a Hall, or under such conditions as may be prescribed by the Ordinances. **Residence**

**34.** (1) The Colleges shall be such as may, after the commencement of the Delhi University (Amendment), Act, 1943, be recognised by the Executive Council in accordance with this Act and Statutes, but shall include all Colleges recognised at the commencement of the said Act as Colleges of the University so long as such recognition continues. **Colleges**

(2) The conditions of residence in the Colleges shall be prescribed by the Ordinances; and every College shall be subject to inspection by any member of the Residence, Health and Discipline Board authorized in this behalf by the Board and by any Officer of the University authorized in this behalf by the Executive Council.

**35.** (1) The Halls shall be such as may be maintained by the University or approved and recognised by the Executive Council on such general or special conditions as may be prescribed by the Ordinances. **Halls**

(2) The Wardens and superintending staff of the Halls shall be appointed in the manner prescribed by the *Ordinances*.

(3) The conditions of residence in the Halls shall be prescribed by the Ordinances, and every Hall shall be subject to inspection by any member of the Residence, Health and Discipline Board authorized in this behalf by the Board and by any officer of the University or other person authorized in this behalf by the Executive Council.

(4) The Executive Council shall have power to suspend or withdraw the recognition of any Hall which is not conducted in accordance with the conditions prescribed by the Ordinances.

**36.** *Omitted.*

**37.** *Omitted.*

ANNUAL REPORT AND ACCOUNTS

**Annual Report**

**38.** (1) The Annual Report of the University shall be prepared under the direction of the Executive Council, and shall be submitted to the Court on or before such date as may be prescribed by the Statues, and shall be considered by the Court at its annual meeting. The Court may pass resolutions thereon and communicate the same to the Executive Council.

<sup>5</sup>(2) *A copy of the annual report, as prepared under sub-section (1), shall also be submitted to the Central Government, which shall, as soon as may be, cause the same to be laid before both*

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<sup>5</sup> Inserted sub-section (2) of Section 38 and sub-section (3) of Section 39 by Act No. 25 of 2008 the Central Universities Laws (Amendment) Act, 2008. [5th December, 2008] and MHRD Letter No. D.O. No. F.1-19/2007-Desk (U) dated 13.01.2009, reported vide A.C Res. No. 08 dated 05.06.2009 & E.C. Res. No. 64(2) dated 26.06.2009.

*Houses of Parliament.*

- Audit of Accounts** 39.(1) *The accounts of the University shall, once at least in every year at intervals of not more than fifteen months, be audited by the Comptroller and Auditor General of India .*
- (2) *The accounts when audited, shall be published in the 'Gazette of India', and a copy of the accounts together with the audit report shall be submitted by the University to the Visitor.*
- <sup>5</sup>(3) *A copy of the accounts together with the audit report, shall also be submitted to the Central Government which shall, as soon as may be cause the same to be laid before both Houses of Parliament.*

40. *Omitted.*

SUPPLEMENTARY PROVISIONS

**Disputes as to Constitution of University Authorities and Bodies** 41. If any question arises whether any person has been duly elected or appointed as, or is entitled to be, a member of any authority or other body of the University, the matter shall be referred to the Chancellor, whose decision thereon shall be final.

**Constitution of Committees** 42. Where any authority of the University is given power by this Act or the Statutes to appoint committees, such committees shall, save as otherwise provided, consist of members of the authority concerned and of such other persons (if any) as the authority in each case may think fit.

**Filling of Casual Vacancies** 43. All casual vacancies among the members (other than *ex-officio* members) of any authority or other body of the University shall be filled, as soon as conveniently may be, by the person or body who appointed, elected or co-opted the member whose place has become vacant, and the person appointed, elected or co-opted to a casual vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he fills would have been a member.

44. No act or proceedings of any authority or other body of the University shall be invalidated merely by reason of the existence of a vacancy or vacancies among its members.

**Proceedings of University Authorities and Bodies not Invalidated by Vacancies**

45. (1) *Every salaried officer and teacher of the University shall be appointed under a written contract, which shall be lodged with the University and a copy thereof furnished to the officer or teacher concerned.*

**Conditions of Service of Officers and Teachers**

(2) *Any dispute arising out of a contract between the University and any of its officers or teachers shall, at the request of the*

*officer or teacher concerned or at the instance of the University, be referred to a Tribunal of Arbitration consisting of one member appointed by the Executive Council, one member nominated by the officer or teacher concerned and an umpire appointed by the Visitor, and the decision of the Tribunal shall be final.*

- 46. (1)** The University shall constitute, for the benefit of its officers, teachers, clerical staff and servants, in such manner and subject to such conditions as may be prescribed by the Statutes, such pension, insurance and provident funds as it may deem fit. **Pension and Provident Fund**
- (2) Where any such pension, insurance or provident fund has been so constituted or where any such pension, insurance or provident fund has been constituted by a College under rules which have been approved by the Central Government, the Central Government may declare that the provisions of the Provident Funds Act, 1925, shall apply to such fund as if it were a Government Provident Fund.

**47.** *Omitted.*

**48.** *Omitted.*

#### TEMPORARY PROVISIONS FOR AMENDMENT OF STATUTES

*[Vide Section 26 of the Delhi University (Amendment) Act, 1952]*

*The Central government may, by Notification in the Official Gazette, make such adaptations and modifications in the Statutes in force immediately before the commencement of this Act as in its opinion may be necessary or expedient to bring the provisions of the Statutes into accord with the provisions of the principal Act as amended by this Act:*

*Provided that nothing in this Section shall be deemed to empower the Central Government to make any adaptation or modification of any such Statutes after the expiration of three months from the date on which this Act is brought into force by the Central Government under Sub-section (2) of Section 1.*

#### TRANSITIONAL PROVISIONS

*Any officer or authority of the University exercising any functions under the principal Act immediately before the commencement of this Act, shall continue to exercise such functions until the corresponding new officer or authority is appointed, elected or constituted in accordance with the provisions of the principal Act as amended by this Act or the Statutes as adopted or modified under this Act.*

**THE SCHEDULE**  
**THE STATUTES OF THE UNIVERSITY**

[See Section 29 (1)]

**Definition** 1. In these Statutes, unless there is anything repugnant in the subject or context-

- (a) 'The Act' means the Delhi University Act, 1922, as amended from time to time and 'section' means, a section of the Act; and
- (b) 'Officers', 'Authorities', 'Professors<sup>6</sup>', 'Readers<sup>7</sup>', 'Lecturers<sup>7</sup>', 'Clerical Staff', and 'Servants' mean, respectively, Officers, Authorities, Professors<sup>6</sup>, Readers<sup>7</sup>, Lecturers<sup>7</sup>, Clerical Staff and Servants of the University\*.

**Court** 2. (1) The Court shall consist of the following persons, namely :

*Ex-Officio Members: -*

- (i) Chancellor;
- (ii) Pro-Chancellor;
- (iii) Vice-Chancellor;
- (iv) Pro-Vice-Chancellor, if any;
- (v) Dean of Colleges;
- (vi) Director, South Campus;
- (vii) Treasurer;
- (viii) All former Vice-Chancellors;
- (ix) Librarian;
- (x) Proctor; and
- (xi) Dean of Students' Welfare,

*Representatives of Departments and Colleges: -*

- (xii) Heads of Departments of Studies;
- (xiii) Principals of Colleges; and
- (xiv) 'Professors<sup>6</sup> who are not Heads of Departments and Principals of Colleges, in the following manner:
  - (a) All Professors<sup>6</sup> from Faculties other than Faculties of Medical Sciences and Technology;
  - (b) Five Professors<sup>6</sup> from the Faculty of Medical Sciences by rotation according to seniority;

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<sup>6</sup> Also includes Senior Professor/s Vide UGC Regulations 2018 adopted by E.C. Res. No.8 (8) dated 01-02.07.2019.

<sup>7</sup> Also includes Associate Professor/s & Assistant Professor/s vide UGC Regulations 2010 adopted by E.C. Res. No.24 dated 17.08.2013

\* (1) Professor in Statute 7(1) includes 'Honorary Professors',

(2) 'University Teachers', 'Readers<sup>7</sup> and Lecturers<sup>7</sup>', in Statute 2(1) (xv) includes 'University appointed Teachers', and Recognised Teachers and Readers<sup>7</sup>.

(3) 'Colleges' wherever it occurs in the Act or the Statutes applies to 'Recognised Institutions' (E.C. Res. Nos. 60 and 65 dated 30-7-1952).

(4) 'Lecturers' occurring in Statute 9(3) (iv) includes 'recognised teachers' (Lecturer) of Colleges and Institutions (E.C. Res. No.90 dated 12-8-1958).



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- (c) Three Professors<sup>6</sup> from the faculty of Technology by rotation according to seniority.

### *Representatives of University Teachers other than Professors<sup>6</sup>:*

- (xv) (a) Two Readers<sup>7</sup>, by rotation according to seniority, who shall be members for a term of three years.
- (b) Five Lecturers<sup>7</sup>, by rotation according to seniority, who shall be members for a term of three years.
- (xvi) Ten persons elected by the Alumni Association from amongst its members in accordance with the Rules laid down in Appendices E' and 'X' to these Statutes.

### *Persons Representing certain Professions and Industry and Commerce:*

- (xvii) Not more than ten persons, belonging to any of the following professions, viz., (1) Law, (2) Medicine, (3) Engineering and Technology and (4) Auditing and Accountancy to be elected by the Court in accordance with the Rules laid down in Appendices 'F' and 'X' to these Statutes.

*Explanation:* A person shall not be regarded as eligible for election under the foregoing clause unless-

- (a) he holds qualifications entitling him to practice the profession concerned; and
- (b) immediately prior to the date of his signing the nomination paper.....
  - (i) has been practicing that profession for not less than 5 consecutive years, and
  - (ii) has also been a member of an association or society of members of that profession for not less than 2 years.
- (xviii) Not more than six persons representing Industry and Commerce to be elected by the Court in accordance with the Rules laid down in Appendices 'F' and 'X' to these Statutes.

### *Representatives of Legislatures:*

- (xix) Three members of Parliament, two to be elected by the Lok Sabha, from among its own members, in such manner as the Speaker may direct and one to be elected by the Rajya Sabha from among its own members, in such manner as the Chairman may direct.

“Provided further that if a Member of Parliament becoming a Minister or Speaker/Deputy Speaker Lok Sabha or Deputy Chairman, Rajya Sabha his/her nomination/election on the Statutory Body shall be deemed to have been terminated.

### *Representatives of Delhi Legislative Assembly:*

- (xx) Two members to be elected by the Delhi Legislative Assembly of the N.C.T. of Delhi, from among its own members, in such manner as the Speaker may direct.

*Representatives of Municipal Bodies:*

<sup>8</sup>(xxi) *One member to be elected by each corporation namely East Delhi Municipal Corporation, North Delhi Municipal Corporation and South Delhi Municipal Corporation from amongst their own members, in such manner as the Mayor of the respective Municipal Corporation may direct and one member to be elected by the New Delhi Municipal Council, New Delhi from among its own members, in such manner as the Chairman may direct.*

*Representatives of Educational Boards:*

(xxii) The Chairman, Central Board of Secondary Education, New Delhi, and one other member of the Board, nominated by the Board.

*Nominated Members:*

- (xxiii) (a) Not more than five persons to be nominated by the Visitor;  
(b) One person to be nominated by the Chief Rector; and  
(c) Not more than two persons to be nominated by the Chancellor:

Provided that no employee of the University or of a recognised College or Institution shall be eligible to be a member under any of the items (xvi), (xvii), (xviii), (xix), (xx), (xxi), or (xxii).

(2) If anybody of persons entitled to elect a member fails to do so within the time prescribed by the Court, the Court may appoint as member any person when that body of persons could have elected as a member:

Provided that in the case of the first elections to the Court, after the commencement of the Delhi University (Amendment) Act, 1952, the powers conferred upon the Court by this clause shall be exercisable by the Executive Council.

(3) Save as otherwise expressly provided, a member of the Court shall hold office for a period of five years.

**3.** An annual meeting of the Court shall be held on a date to be fixed by the Executive Council, unless some other date has been fixed by the Court in respect of any year. Any vacancies among the officers of the University or among the members of the Court or the Executive Council or the Finance Committee which ought to be filled by the Court shall be so filled up either at such annual meeting or at any other meeting convened by the Vice-Chancellor.

**4.** A report of the working of the University during the previous year, together with a statement of the receipts and expenditure, the balance sheet, as audited, and the financial estimates shall be presented to the Court at its annual meeting.

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<sup>8</sup> Amended vide E.C.R. No.84 dated 09.01.2015 and assented by the Visitor vide MHRD letter F. No. 4-93/2014 – Desk (U) dated 05.08.2015.

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5. (1) The Executive Council shall consist of the following persons, **Executive Council** namely:

- (i) Vice-Chancellor;
- (ii) Pro-Vice-Chancellor;
- (iii) Dean of Colleges;
- (iv) Director, South Campus;
- (v) Director, Campus of Open Learning;
- (vi) Treasurer;
- (vii) Proctor;
- (viii) Three Deans as specified below:
  - (a) Dean of the Faculty of Science;
  - (b) Dean of the Faculty of Arts or the Dean of the Faculty of Social Sciences, by rotation, according to the seniority of the Faculty with reference to the date of its establishment;
  - (c) One Dean from among the other Faculties by rotation, according to seniority of the Faculties with reference to the dates of their establishment;
- (ix) Three Principals, none of whom is a Dean or is eligible to be a Dean, by rotation, according to seniority, including at least one Principal of a Women's College;
- (x) Four persons, none of whom shall be an employee of the University or of a recognised College or Institution, elected by the Court from among its members in accordance with the Rules laid down in Appendices 'A' and 'X' to these Statutes, at least one of those so elected being a member of the Alumni Association;
- (xi) Two persons elected from amongst themselves by the teachers of the University & Library staff of the rank of Professional Junior and above of the University Library & College Librarians other than the Deans of Faculties, the Principals of Colleges and the Proctor, the election to be held in accordance with the Rules laid down in Appendices 'H' and 'X' to these Statutes;
- (xii) Two persons nominated by the Visitor;
- (xiii) One person nominated by the Chancellor.

(2) No Person shall be a member under item (x) or (xi) of Clause (1) for more than two terms.

(3) Members referred to in items (viii) (b) & (c), (ix) or (xi) of Clause (1) shall hold office for a term of two years while those referred to in items (x), (xii) and (xiii) for a term of three years.

(4) Seven members of the Executive Council shall form a quorum.

*Note:* When the provisions of items (viii) (c) and (xi) of Clause (1) come into force, the Dean who is representing the Faculty which is junior and the junior-most Principal excluding that belonging to a Women's College in case there is only one, shall cease to be the members of the Council and the other Dean and three remaining

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Principals shall continue to be members for the unexpired portion of their respective terms.

6. (1) The Executive Council shall, subject to the control of the Court, have the management and administration of the revenue and property of the University and the conduct of all administrative affairs of the University not otherwise provided for.

(2) Subject to the provisions of the Act, the Statutes and the Ordinances, the Executive Council shall in addition to all other powers vested in it, have the following powers, namely:

- (i) to appoint, from time to time, the Registrar, Librarian, Principals of Colleges and Institutions established by the University and such Professors<sup>6</sup>, Readers<sup>7</sup>, Lecturers<sup>7</sup> and other members of the teaching staff as may be necessary on the recommendations of Selection Committees constituted for the purpose;

Provided that no action shall be taken by the Executive Council, except in cases covered by the second proviso, in respect of the number, qualifications and the emoluments of teachers otherwise than after consideration of the recommendations of the Academic Council:

Provided further it shall not be necessary to constitute any Selection Committee for making appointment:

- (a) to any supernumerary post; or
  - (b) to the post of a Professor<sup>6</sup> of a person of high academic distinction, eminence and professional attainment invited by the Executive Council to accept the post;
- (ii) to create administrative, ministerial and other necessary posts, to determine the number and emoluments of such posts, and to appoint persons to such posts on such terms and conditions of service as may be prescribed by the Ordinances in this behalf, or to delegate the powers of appointments to such authority or authorities or officer or officers as the Executive Council may, from time to time, by resolution, either generally or specially direct;
  - (iii) to grant leave of absence to any officer of the University, other than the Chancellor, the Pro-Chancellor and the Vice-Chancellor and to make the necessary arrangements for the discharge of the functions of such officer during his absence;
  - (iv) to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University and, for that purpose to appoint such agents as it may think fit;
  - (v) to invest any money belonging to the University, including any unapplied income, in such stocks, funds, shares or securities, as it may, from time to time, think fit, or in the purchase of immovable property in India, with the like power of varying such investments from time to time;
  - (vi) to transfer or accept transfers of any movable or immovable, property on behalf of the University;
  - (vii) to provide the buildings, premises, furniture and apparatus and other means needed for carrying on the work of the University;

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- (viii) to enter into, vary, carry out and cancel contracts on behalf of the University, and, for that purpose to appoint such persons as it may think fit;
- (ix) to entertain, adjudicate upon, and if it thinks fit, to redress any grievances of the officers of the University, the teaching staff, the students and the University's servants, who may, for any reason, feel aggrieved, otherwise than by an act of the Court;
- (x) to appoint Examiners and Moderators and if necessary, to remove them, and to fix their fees, emoluments and travelling and other allowances, after consulting the Academic Council;
- (xi) to select a Common Seal for the University and provide for the custody and use of the Seal;
- (xii) to make such special arrangements as may be necessary for the residence and discipline of women students, after consulting the Advisory Board of Women's Education, the establishment and functions of which are to be prescribed by the Ordinances; and
- (xiii) to exercise such other powers and to perform such other duties as may be conferred or imposed on it by the Act or the Statutes.

**Academic Council** 7. (1) The Academic Council shall consist of the following members, namely:

- (i) Vice-Chancellor;
- (ii) Pro-Vice-Chancellor;
- (iii) Dean of Colleges;
- (iv) Director, South Campus;
- (v) Director, Campus of Open Learning;
- (vi) Librarian;
- (vii) Deans of the Faculties;
- (viii) Heads of the Departments, other than Deans of Faculties;
- (ix) Eight Professors<sup>6</sup>, other than Heads of the Departments and Principals of the Colleges, in the following manner:
  - (a) Six Professors<sup>6</sup> from Faculties other than Faculties of Medical Sciences and Technology by rotation according to seniority;
  - (b) One Professor<sup>6</sup> from the Faculty of Medical Sciences by rotation according to seniority;
  - (c) One Professor<sup>6</sup> from the Faculty of Technology by rotation according to seniority;
- (x) Fifteen Principals of Colleges, other than Deans of Faculties by rotation according to seniority;
- (xi) The Dean of Students' Welfare;
- (xii) Twenty-six persons elected from amongst themselves by the teachers of the University and Library Staff of the rank of Professional Junior and above of the University Library & College Librarians other than those falling under items (i) to (xi), the election to be held in accordance with the rules laid down in Appendices 'B' and 'X' to these Statutes:

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Provided that there shall be at least:

- (a) Four University appointed persons;
- (b) Four women;
- (c) One teacher from the Faculty of Medical Sciences including Ayurvedic & Unani Systems of Medicines; and
- (d) One teacher from the non-medical Faculties imparting instruction in other professional courses;

Provided further that no person shall be elected to the Academic Council more than twice.

- (xiii) Five students of the University of whom one shall be a Research student, two post-graduate and two Under- graduate students.

The student-members shall have such qualifications for eligibility as have been prescribed in Appendix 'C' and shall be elected in accordance with the Rules laid down in Appendices 'C' and 'X' to these Statutes.

- (xiv) Two persons, not being employees of the University or of a recognised College or Institution, co-opted by the Academic Council for their special knowledge.

(2) Except student members who shall hold office for one-year and *ex-officio* members, all other members of the Academic Council shall hold office for a term of two years:

Provided that in the case of members elected under Clause (1) (xii), the Vice-Chancellor may extend their term collectively for a period not exceeding one year at a time but not beyond two years on the whole:

Provided further that during the extended term, the Vice- Chancellor may at any time order holding of election under Clause (1) (xii) in which case the said members shall hold office only till the declaration of the result of that election.

(3) Thirty members of the Academic Council shall form a quorum.

**8.** Subject to the Act, the Statutes and the Ordinances, the Academic Council shall, in addition to all other powers vested in it, have the following powers, namely:

- (i) to report on any matter referred to or delegated to it by the Court or the Executive Council;
- (ii) to make recommendations to the Executive Council with regard to-
  - (a) the creation of teaching posts in the University and Colleges maintained by the University and the abolition thereof; and
  - (b) the classification of the posts referred to in sub-item (a) and their emoluments and the duties attached thereto;
- (iii) to formulate and modify or revise schemes for the organisation of Faculties, and to assign to such Faculties their respective subjects and also to report to the Executive Council as to the expediency of the abolition or sub-division of any Faculty or the combination of one Faculty with another;

## STATUTES

- (iv) to make special arrangement, if any, for the teaching of women students and for prescribing for them special courses of study, after consulting the Advisory Board of Women's Education;
- (v) to make arrangements for the instruction and examination of persons not being members of the University as may be necessary;
- (vi) to promote research within the University and to require, from time to time, report on such research;
- (vii) to consider proposals submitted by the Faculties;
- (viii) to appoint Committees for admission to the University;
- \* (ix) to recognise Diplomas and Degrees of other Universities and Institutions and to determine their corresponding value in relation to the Diplomas and Degrees of the Delhi University;
- (x) to fix, subject to any conditions accepted by the Court, the time, mode and conditions of competition for Fellowships, Scholarships and other prizes and to award the same;
- (xi) to make recommendations to the Executive Council in regard to the appointment of Examiners and, if necessary, their removal and the fixation of their fees, emoluments and travelling and other expenses;
- (xii) to make arrangements for the conduct of examinations and to fix dates for holding them;
- (xiii) to appoint, whenever, necessary Inspectors or Boards of Inspectors for inspecting Colleges, applying for admission to the privileges of the University;
- (xiv) to declare the results of the various University examinations, or to appoint Committees or officers to do so, and to make recommendations regarding the conferment or grant of degrees, honours diplomas, licenses, titles and marks of honour;
- (xv) to award Stipends, Scholarships, Medals and Prizes and to make other awards in accordance with the Ordinances and such other conditions as may be attached to the awards;
- (xvi) to publish lists of prescribed or recommended text-books, and to publish syllabuses of the prescribed courses of study;
- (xvii) to prepare such forms and registers as are, from time to time, prescribed by the Ordinances; and
- (xviii) to perform, in relation to academic matters, all such duties and to do all such acts as. may be necessary for the proper carrying out of the provisions of the Act, the Statutes and the Ordinances.

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\* The list of examinations of other Universities, etc. (formerly Appendices I, II and III) recognised for purposes of admission to a course of study in this University, is given in the Regulations part of the University Calendar.

**9. (1)** The University will have such Faculties as may be prescribed **Faculties** by these Statutes:

Provided that all Faculties which have been established in accordance with the Act, the Statutes or the Ordinances as in force immediately before the commencement of the Delhi University (Amendment) Act, 1952, shall be deemed to have been established in accordance with these Statutes\*.

(2) (a) Each Faculty shall consist of such Departments of Studies as may be assigned to it by the Ordinances;

(b) No Department shall be established or abolished except by the Statutes:

Provided that all Departments which have been established in accordance with the Act, the Statutes or the Ordinances as in force immediately before the commencement of the Delhi University (Amendment) Act, 1952, shall be deemed to be Departments established by these Statutes\*\*.

(c) Each Department shall consist of the following members, namely:

- (i) Teachers of the Department;
- (ii) Persons appointed to conduct research in the Department;
- (iii) Dean of the Faculty or Deans of the Faculties concerned;
- (iv) Honorary Professors, if any, attached to the Department;
- (v) Such other persons as may be members of the Department in accordance with the provisions of the Ordinances.

(d) (i) Each Department shall have a Professor<sup>6</sup> as its Head provided that when in a Department there is only one Professor<sup>6</sup> or no Professor<sup>6</sup> eligible to be the Head, a Reader<sup>7</sup> may be appointed as its Head and when there is no Professor<sup>6</sup> or Reader<sup>7</sup> eligible to be the Head, the Dean of the Faculty concerned shall act as the Head of the Department.

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\* The following Faculties had been established prior to the commencement of the Delhi University (Amendment) Act, 1952:

- (a) the Faculty of Arts.
- (b) the Faculty of Sciences.
- (c) the Faculty of Law.
- (d) the Faculty of Medical Sciences
- (e) the Faculty of Education.
- (f) the Faculty of Agriculture and Forestry.
- (g) the Faculty of Technology, and
- (h) the Faculty of Social Sciences.

\*\* The following Departments had been established prior to the commencement of the Delhi University (Amendment) Act, 1952:

- Faculty of Arts:*
- (1) the Department of English
  - (2) the Department of Philosophy
  - (3) the Department of History
  - (4) the Department of Mathematics
  - (5) the Department of Sanskrit; Bengali, Punjabi and Sindhi
  - (6) the Department of Hindi
  - (7) the Department of Arabic, Persian and Urdu
  - (8) the Department of Russian



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- (9) the Department of Library Science
  - (10) the Department of Political Science
- Faculty of Science:*
- (1) the Department of Physics and Astrophysics
  - (2) the Department of Chemistry
  - (3) the Department of Anthropology
  - (4) the Department of Zoology
  - (5) the Department of Botany
  - (6) the Department of Nursing
  - (7) the Department of Home Science
- Faculty of Law:*
- (1) the Department of Law.
- Faculty of Social Sciences:*
- (1) the Department of Economics
  - (2) the Department of Social Work
- Faculty of Education:*
- (1) the Department of Education
- Faculty of Medical Sciences:*
- (1) the Department of Anatomy and Physiology
  - (2) the Department of Pathology & Bacteriology
  - (3) the Department of Medicine
  - (4) the Department of Surgery
  - (5) the Department of Tuberculosis.
- Faculty of Agriculture and Forestry:*
- (1) the Department of Agriculture
  - (2) the Department of Forestry.
- Faculty of Technology:*
- (1) the Department of Electrical Engineering
  - (2) the Department of Mechanical Engineering
  - (3) the Department of Chemical Engineering
  - (4) the Department of Textile Technology
  - (5) the Department of Architecture

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(ii) No person shall ordinarily be appointed or continue as the Head of a Department on his attaining the age of *sixty five*<sup>9</sup> years.

(iii) Subject as aforesaid, the duties and functions, terms and conditions and method of appointment of the Head of a Department shall be prescribed by the Ordinances.

(3) Each Faculty shall consist of the following members, namely:

- (i) Dean of the Faculty;
- (ii) Heads of Departments of Studies in the Faculty;
- (iii) All Professors<sup>6</sup> in the Faculty;
- (iv) One Reader<sup>7</sup> and one Lecturer<sup>7</sup>, by rotation according to seniority, from each Department in the Faculty;
- (v) One Teacher concerned, by rotation according to seniority, from each College;

Provided that the College provides instruction in any of the subjects assigned to the Faculty;

- (vi) Persons not connected with the University and having expert knowledge of the subject or subjects concerned co-opted by the Faculty, not more than one for each Department of the Faculty;

Provided that in the case of Faculties, where the number of Departments established is less than five, the number of persons so co-opted may be up to, but not more than five;

- (vii) Five persons nominated by the Academic Council on the recommendation of the Vice-Chancellor, for their special knowledge of any subject assigned to the Faculty or any allied branch of knowledge.

(4) All members of a Faculty, other than *ex-officio* members, shall hold office for a term of three years.

(5) The conduct of the meeting of a Faculty and the quorum required for each Faculty shall be prescribed by the Ordinances.

**9-A.** The Faculties established in the University shall be the following\* :

- (1) Faculty of Music and Fine Arts.
- (2) Faculty of Mathematical Sciences.
- (3) Faculty of Management Studies.
- (4) Faculty of Ayurvedic and Unani Medicine.
- (5) Faculty of Inter-disciplinary and Applied Sciences.
- (6) Faculty of Applied Social Sciences & Humanities.
- (7) Faculty of Commerce & Business.
- (8) Faculty of Open Learning.
- (9) Faculty of Homeopathic Medicine.

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<sup>9</sup> Amended vide E.C. Res. No.94 dated 08.10.2007 and assented by the Visitor vide MHRD letter No. F.4-19/2008-Desk (U) dated 17.07.2008.

\* The following Faculties have been established subsequent to the Delhi University (Amendment) Act 1952.

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**9-B.** There shall be the following Departments established in the University\*\* :

- (1) Department of African Studies.
- (2) Departments of Electrical Engineering.
- (3) Department of Mechanical Engineering.
- (4) Department of Civil Engineering.
- (5) Department of Architecture and Planning.
- (6) Department of Philosophy.
- (7) \* \* \* \* \*
- (8) Department of Germanic & Romance Studies.
- (9) Department of Sociology.
- (10) \* \* \* \* \*
- (11) Department of Geography.
- (12) Department of Music.
- (13) \* \* \* \* \*
- to
- (17) \* \* \* \* \*
- (18) Department of Urdu.
- (19) Department of Modern Indian Languages and Literary Studies.
- (20) Department of Business Management and Industrial Administration.
- (21) Department of Physics and Astrophysics.
- (22) Department of Buddhist Studies.
- (23) Department of Linguistics.
- (24) Department of Geology.
- (25) Department of Psychology.
- (26) Department of East Asian Studies.
- (27) Department of Commerce.
- (28) Department of Pharmacy.
- (29) Department of Biochemistry.
- (30) Department of Microbiology.
- (31) Department of Genetics.
- (32) Department of Environmental Studies.
- (33) Department of Fine Arts.
- (34) Department of Computer Science.
- (35) Department of Ayurvedic Medicine.
- (36) Department of Unani Medicine.
- (37) Department of Mathematics.
- (38) Department of Statistics.
- (39) Department of Operational Research.
- (40) Department of Arabic.
- (41) Department of Persian.
- (42) Department of Library and Information Science.
- <sup>10</sup>(43) \*\*\*Omitted\*\*\*
- (44) Department of Electronics Sciences.
- (45) Department of Adult Continuing Education and Extension.

\*\*The following Departments have been established subsequent to the Delhi University (Amendment) Act 1952.

<sup>10</sup> Omitted/Inserted vide E.C. Res. No.4 (12) dated 28.05.2015 and assented by the Visitor vide MHRD letter no. 4-11/2017 CU-II dated 26.06.2019 regarding merger of "S. No. (43) Department of Business Economics" and "S. No. (74) Department of Financial Studies" into a single department named as "Department of Finance and Business Economics", inserted at S. No. (83)

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- (46) Department of Bio-Physics.
- (47) Department of Punjabi.
- (48) Department of Electronics and Communication Engineering.
- (49) Department of Slavonic & Finno-Ugrian Studies.
- (50) Department of Plant Molecular Biology.
- (51) Department of Applied Sciences & Humanities.
- (52) Department of Computer Engineering.
- (53) Department of Instrumentation & Control Engineering.
- (54) Department of Anatomy.
- (55) Department of Physiology.
- (56) Department of Medical Biochemistry.
- (57) Department of Pathology.
- (58) Department of Medical Microbiology.
- (59) Department of Pharmacology.
- (60) Department of Forensic Medicine.
- (61) Department of Medicine.
- (62) Department of Paediatrics.
- (63) Department of Psychiatry.
- (64) Department of Community Medicine<sup>11</sup>.
- (65) Department of Obstetrics & Gynaecology.
- (66) Department of Radiology, Radio-Therapy, Radio-Diagnosis & Radiation Medicine.
- (67) Department of Dermatology & Venereology.
- (68) Department of Surgery.
- (69) Department of Ophthalmology.
- (70) Department of Orthopaedics.
- (71) Department of Otolaryngology.
- (72) Department of Anaesthesiology & Critical Care.
- (73) Department of Pulmonary Medicine<sup>12</sup>.
- <sup>10</sup>(74) \*\*\*Omitted\*\*\*
- (75) Department of Production & Industrial Engineering.
- (76) Department of Distance & Continuing Education.
- (77) \* \* \* \* \*
- (78) \* \* \* \* \*
- (79) \* \* \* \* \*
- (80) Department of Homeopathic Medicine<sup>13</sup>
- (81) Department of Physical Education and Sports Sciences<sup>14</sup>
- (82) Department of Dental Science<sup>15</sup>
- (83) Department of Finance and Business Economics<sup>10</sup>

<sup>11</sup> Amended vide E.C. R. No. 159 (a) dated 13.11.1998 and assented by the Visitor vide MHRD letter no. F.4-7/99-Desk (U) dated 25<sup>th</sup> August 1999.

<sup>12</sup> Inserted vide E.C. Res. No.18 dated 01.04.2005.

<sup>13</sup> Inserted vide E.C. Res. No.160 (a) & 11 (b) dated 13.05.1998 & 03.05.2002 respectively and assented by the Visitor vide MHRD letter no. F.4-43/2002-Desk (U) dated 18.08.2004.

<sup>14</sup> Inserted vide E.C. Res. No.164 (5) dated 27.08.1996 and assented by the Visitor vide MHRD letter no. F.4-23/2001-Desk (U) dated 24.03.2005.

<sup>15</sup> Inserted vide E.C. Res. No.120 (6) dated 27.12.2007 and assented by the Visitor vide MHRD letter no. F.4-8/2008-Desk (U) dated 18.06.2008.

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### **Powers of the Faculties**

**10.** Faculties shall have such powers and shall perform such duties as may be assigned to them by these Statutes and the Ordinances and shall, from time to time, appoint such and so many Committees of Courses and Studies in different branches of knowledge as may be prescribed by the Ordinances. They shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.

### **Finance Committee**

**10-A.** (1) The Finance Committee shall consist of the following members, namely:

- (i) Vice-Chancellor (Chairman);
- (ii) Pro-Vice-Chancellor, if any;
- (iii) Two persons nominated by the Visitor;
- (iv) Two persons, who are not employees of the University or of a recognised College or Institution, elected by the Court in accordance with the Rules laid down in Appendices 'D' and 'X' to these Statutes at least one of those so elected shall be a person who is not a member of the Executive Council;

Provided that no person shall be elected to the Finance Committee more than twice.

- (v) Treasurer (*Convener*).

(2) Three members of the Finance Committee shall form a quorum.

(3) All members of the Finance Committee, other than *ex-officio* members, shall hold office for a term of three years.

(4) The Vice-Chancellor shall preside at the meetings of the Finance Committee. In the absence of the Vice-Chancellor, the Pro-Vice-Chancellor shall preside at a meeting thereof. In the absence of both the Vice-Chancellor and the Pro-Vice-Chancellor, the Treasurer shall preside at a meeting thereof.

(5) A member of the Finance Committee shall have the right to record a minute of dissent if he dissents from his colleagues.

(6) The Finance Committee shall meet at least twice every year to examine accounts and to scrutinize proposals for expenditure.

(7) The annual accounts and the financial estimates of the University prepared by the Treasurer shall be laid before the Finance Committee for consideration and comments and thereafter submitted to the Executive Council for approval.

(8) The Finance Committee shall fix limits for the total recurring expenditure and the total non-recurring expenditure for the year, based on the income and resources of the University (which in the case of productive works, may include the proceeds of loans). No

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expenditure shall be incurred by the University in excess of the limits so fixed.

(9) No expenditure other than that provided for in the budget shall be incurred by the University without the approval of the Finance Committee.

**10-B.** In addition to the Residence, Health and Discipline Board, there shall be separate Boards of Research Studies in Humanities, Sciences, Medical Sciences, Law, Music, Technology and Inter- disciplinary and Applied Sciences.

**11.** Subject to the provisions of the Act and the Statutes, any Authority of the University may, from time to time, appoint such and so many Standing Committees or Sub-Committees or Boards as it may deem fit and may, if it deems fit, appoint to them persons who are not members of such Authority. Such Committees and Boards may deal with any subject delegated to them, subject to subsequent confirmation by the Authority appointing them.

**Standing  
Committees  
etc.**

**11-A.** The Visitor may, on his own motion or on the recommendation of the Court, appoint such persons as he may think fit to be the Rectors of the University.

**Rectors**

**11-B.** The Vice-President of India shall be the Chancellor of the University.

**Chancellor**

**11-C.** (1) The Chancellor shall, by virtue of his office, be the head of the University.

(2) The Chancellor shall, if present, preside at the Convocation of the University for conferring degrees and at all meetings of the Court.

**11-D.** The Chief Justice of the Supreme Court of India shall be the Pro-Chancellor of the University.

**Pro-  
Chancellor**

**11-E.** In the absence of the Chancellor, the Pro-Chancellor, if present, shall preside at a meeting of the Court.

**11-F.** (1) The Vice-Chancellor shall be appointed by the Visitor from a panel of not less than three persons selected by a Committee as constituted under Clause (2).

**Vice-  
Chancellor**

(2) The Committee referred to in Clause (1) shall consist of three persons two of whom shall be persons not connected with the University or a recognised College or Institution nominated by the Executive Council and one person nominated by the Visitor. The Visitor shall appoint one of the three persons to be the Chairman of the Committee:

Provided that if the Visitor does not approve of any of the persons so recommended he may call for fresh recommendations.

(3) The Vice-Chancellor shall be a whole-time salaried officer of the University.

(4) The Vice-Chancellor shall hold office for a term of five years and shall not be eligible for re-appointment.

Provided that, notwithstanding the expiry of the said period of five years, he shall continue in office until his successor is appointed and enters upon his office.

Provided further that the Visitor may direct that a Vice-Chancellor, whose term of office has expired, shall continue in office for such period, not exceeding one year, as may be specified in the direction.

<sup>16</sup>*Provided, however, a person appointed as Vice-Chancellor shall continue in office until completion of his term of office or any extension thereof or until he completes the age of 70 years whichever is earlier.*

(5) The emoluments and the other terms and conditions of service of the Vice-Chancellor shall be prescribed by the Ordinances.

(6) In the case of a casual vacancy in the office of the Vice-Chancellor, the Pro-Vice-Chancellor, if any, shall until the appointment of a new Vice-Chancellor, perform the functions of the Vice-Chancellor.

However, if there is no Pro-Vice-Chancellor or there is a casual vacancy also in the Office of the Pro-Vice-Chancellor, the Dean of Colleges/Director, South Campus shall, until the appointment of a new Vice-Chancellor, perform the functions of the Vice-Chancellor according to their seniority from the date of appointment. In the event of the date of appointment of the two officers in their offices being the same, the seniority will be determined according to their date of birth.

In case of non-availability of the above-mentioned senior officer, the other officer shall perform the functions of the Vice-Chancellor.

Provided that if there is no Pro-Vice-Chancellor, no Dean of Colleges/Director, South Campus, the Registrar shall carry on the current duties of the office of the Vice-Chancellor and take action under item (g) of Statute 11-K

**Powers of the Vice-Chancellor**

**11-G.** (1) The Vice-Chancellor shall be the principal Executive and Academic Officer of the University and shall take rank in the University next to the Pro-Chancellor. He shall be the *ex-officio* Chairman of the Executive Council, the Academic Council and the Finance Committee, and shall, in the absence of the Chancellor and the Pro-Chancellor, preside at the Convocation to confer degrees. In the absence of the Chancellor and the Pro-Chancellor, he shall also preside at the meetings of the Court. He shall be entitled to be present at and to address any meeting of any authority or other body of the University but shall not be entitled to vote thereat unless he is a member of such authority or body.

(2) It shall be the duty of the Vice-Chancellor to see that the Act, the Statutes, the Ordinances and the Regulations are duly observed and he shall have all powers necessary for that purpose.

(3) He shall have the power of convening meetings of the Court, the Executive Council and the Academic Council and shall perform all such acts, as may be necessary to carry out or further the provisions of the Act, the Statutes and the Ordinances.

<sup>16</sup> Amended vide E.C. Res. No.24 dated 17.08.2013 and assented by the Visitor vide MHRD letter no. F.4-37/2013-Desk (U) dated 24.12.2013.

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(4) If, in the opinion of the Vice-Chancellor, any emergency has arisen which requires that immediate action should be taken, the Vice-Chancellor shall take such action as he deems necessary and shall report the same for confirmation at the next meeting to the authority which, in the ordinary course, would have dealt with the matter:

Provided further if the action taken by the Vice-Chancellor is not approved by the authority concerned he may refer the matter to the Visitor whose decision thereon shall be final:

Provided further that where any such action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within thirty days from the date on which he receives notice of such action, an appeal to the Executive Council.

(5) The Vice-Chancellor shall exercise general control over the affairs of the University and shall give effect to the decisions of the Authorities of the University.

(6) All powers relating to the proper maintenance of discipline, in the University shall stand vested in the Vice-Chancellor.

**11-H.** (1) The Pro-Vice-Chancellor, if the Executive Council decides that there should be one, shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor and on such terms as may be laid down in the Ordinances: **Pro-Vice Chancellor**

Provided that where the recommendation of the Vice-Chancellor is not accepted by the Executive Council, the matter shall be referred to the Visitor who may either appoint the person recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend another person to the Executive Council.

(2) The term of office of the Pro-Vice-Chancellor shall ordinarily be coterminous with the office of the Vice-Chancellor:

Provided that, notwithstanding the expiry of the term of his office, the Pro-Vice-Chancellor shall continue in office until his successor is appointed and enters upon his office.

(3) On the expiry of the term of his office the Pro-Vice-Chancellor shall be eligible for re-appointment.

<sup>16</sup>(4) *A person appointed as Pro-Vice-Chancellor under Clause (2) or (3) of this Statute shall continue in office, until completion of his term of office or any extension thereof or until he completes the age of 70 years whichever is earlier.*

(5) Subject to the control and supervision of the Vice-Chancellor, the Pro-Vice-Chancellor shall perform such duties and exercise such functions and powers as the Vice-Chancellor may specify generally or in individual cases and shall assist the Vice-Chancellor on all matters academic and administrative.



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When the Vice-Chancellor is on leave or is away from town for any other reason the Pro-Vice-Chancellor shall perform the functions of the Vice-Chancellor.

**Treasurer 11-J.** (1) The Treasurer shall be elected by the Court from among a panel of three persons nominated by the Executive Council. The Council shall obtain the consent of the person concerned before inclusion of his name in the panel so nominated. The election of the Treasurer by the Court shall be subject to the approval of the Visitor. He shall hold office for a term of five years.

The election to the office of the Treasurer shall be held either at the annual meeting of the Court or at any other meeting of the Court convened by the Vice-Chancellor. The election shall be by secret ballot. The candidate who obtains the highest number of votes shall be declared to have been elected. In case of tie, the Chairman shall determine by drawing lots in such a manner as he may determine which of the persons shall be deemed to have been elected. The three persons nominated by the Executive Council for election should signify their consent in writing before their names are nominated.

(2) He shall be an *ex-officio* member of the Court and the Executive Council.

(3) A casual vacancy in the office of the Treasurer shall be filled by the Executive Council. The person appointed to fill such vacancy shall hold office until the election of his successor either at the next annual meeting or at any other meeting of the Court convened by the Vice-Chancellor.

(4) The Treasurer shall exercise general supervision over the funds of the University and shall advise it as regards its financial policy.

(5) The Treasurer shall-

- (a) subject to the control of the Executive Council, manage the property and investments of the University and be responsible for the preparation of the annual accounts and the financial estimates and for their presentation to the Executive Council and the Court;
- (b) subject to the powers of the Executive Council, be responsible for seeing that all monies are expended on the purpose for which they are granted or allotted;
- (c) convene meetings of the Finance Committee; and
- (d) exercise such other powers as may be prescribed by the Ordinances.

(6) The receipt of the Treasurer or of the person or persons duly authorised in this behalf by the Executive Council for any money payable to the University shall be sufficient discharge for the same.

**Registrar 11-K.** (1) The Registrar shall be appointed by the Executive Council and shall be a whole-time officer of the University. The terms and

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conditions of service of the Registrar shall be such as may be prescribed by the Ordinances.

(2) The Registrar shall be *ex-officio* Secretary of the Court, the Executive Council, the Academic Council, the Finance Committee and the Faculties, but shall not be deemed to be a member of any of these Authorities.

(3) It shall be the duty of the Registrar--

- a) to be custodian of the records, Common Seal and such other property of the University as the Executive Council shall commit to his charge;
- b) to issue all notices convening meetings of the Court, the Executive Council, the Academic Council, the Finance Committee, the Faculties, the Boards of Studies, and of any Committee appointed by the Authorities of the University;
- c) to keep the minutes of all meetings of the Court, the Executive Council, the Academic Council, the Finance Committee, the Faculties and any Committee appointed by the Authorities of the University;
- d) to conduct the official correspondence of the Court, the Executive Council and the Academic Council;
- e) to supply to the Visitor copies of the Agendas of the meetings of the Authorities of the University as soon as they are issued and the Minutes of meetings of Authorities ordinarily within a month of the holding of the meeting;
- f) in an emergency, when neither the Vice-Chancellor nor the Pro-Vice-Chancellor nor the Director, South Campus nor the Dean of Colleges is able to act, to call a meeting of the Executive Council forthwith and to take its directions for the carrying on of the work of the University; and
- g) to perform such other duties as may, from time to time, be assigned to him by the Executive Council.

**11-L.** The following other persons in the service of the University are hereby declared to be officers of the University: **Other Officers**

- (1) Dean of Colleges;
- (2) Director, South Campus;
- (3) Director, Campus of Open Learning;
- (4) Librarian; and
- (5) Proctor

**Dean of Colleges** **11-M.** (1) The Dean of Colleges, if the Executive Council decides that there should be one, shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor and on such terms as may be laid down in the Ordinances:

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Provided that where the recommendation of the Vice-Chancellor is not accepted by the Executive Council, the matter shall be referred to the Visitor who may either appoint the person recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend another person to the Executive Council.

(2) The term of office of the Dean of Colleges shall ordinarily be coterminous with the office of the Vice-Chancellor:

Provided that, notwithstanding the expiry of the term of his office, the Dean of Colleges shall continue in office until his successor is appointed and enters upon his office.

(3) On the expiry of the term of his office, the Dean of Colleges shall be eligible for re-appointment.

<sup>16</sup>(4) *A person appointed as Dean of Colleges under Clause (2) or (3) of this Statute shall continue in office, until completion of his term of office or any extension thereof or until he completes the age of **70 years** whichever is earlier.*

(5) Subject to the control and supervision of the Vice-Chancellor, the Dean of Colleges shall perform such duties and exercise such functions and powers as the Vice-Chancellor may specify generally or in individual cases and shall assist the Vice-Chancellor on all matters academic and administrative.

**Director, South Campus** **11-N.** (1) The Director, South Campus, if the Executive Council decides that there should be one, shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor.

Provided that if such recommendation is not accepted by the Executive Council, the matter shall be referred to the Visitor, who may either appoint the person recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend another person to the Executive Council.

(2) The term of office of the Director, South Campus, shall be coterminous with the office of the Vice-Chancellor:

Provided that the Director, South Campus, shall continue in office until his successor enters upon his office.

(3) The Director, South Campus, shall be eligible for re- appointment on the expiry of the term of his office.

<sup>16</sup>(4) *Notwithstanding anything contained in Clauses (2) and (3) the Director, South Campus shall continue in office, until completion of his term of office or any extension thereof or until he completes the age of **70 years** whichever is earlier.*

(5) In all administrative and academic matters concerning those Departments and Colleges that are specified by the Vice-Chancellor, the Director, South Campus, shall exercise all such powers and functions of the Vice-Chancellor as the Vice-Chancellor may specify.

(6) The emoluments and other terms and conditions of service of Director, South Campus, shall be prescribed by the Ordinances.

**11-O.** (1) The Director, Campus of Open Learning, if the Executive Council decides that there should be one, shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor.

**Director,  
Campus  
of Open  
Learning**

Provided that if such recommendation is not accepted by the Executive Council, the matter shall be referred to the Visitor, who may either appoint the person recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend another person to the Executive Council.

(2) The term of office of the Director, Campus of Open Learning, shall be coterminous with the office of the Vice-Chancellor.

Provided that the Director, Campus of Open Learning shall continue in office until his successor enters upon his office.

(3) The Director, Campus of Open Learning, shall be eligible for re-appointment on the expiry of the term of his office.

(4) Notwithstanding anything contained in Clauses (2) and (3), the Director, Campus of Open Learning, shall retire from office if, during the term of his office or any extension thereof, he completes the age of 65 years.

(5) In all administrative and academic matters concerning the Campus of Open Learning, the Director, Campus of Open Learning, shall exercise all such powers and functions of the Vice-Chancellor as the Vice-Chancellor may specify.

(6) The emoluments and other terms and conditions of service of Director, Campus of Open Learning, shall be prescribed by the Ordinances.

**11-P.** When the Vice-Chancellor and the Pro-Vice-Chancellor are on leave or away from town for any reason, the Dean of Colleges/Director, South Campus shall perform the functions of the Vice-Chancellor according to their seniority from the date of appointment. In the event of the date of appointment of the two officers in their Offices being the same, the seniority will be determined according to their date of birth.

**Dean** **12.** (1) The Deanship of a Faculty will rotate amongst the Departments of that faculty. For that purpose, a list of such Departments, in the order reckoned from the date of their establishment, the oldest Department being put first and so on, shall be prepared. Where two or more departments have been established on the same date, their relative place in the list will be determined by draw of lots.

Any person who is the Head of that Department whose turn comes according to the list, shall be the Dean for a period of three years provided that if that person ceases to be the Head before completing the said term, his successor in the Department shall be the Dean for the remainder of the term and provided further that in a case where the turn of such a department comes where the Dean is to act as the Head, that Department will be bypassed by the one immediately next to it in the list.

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(1-A) Notwithstanding anything contained in Clause (1), where there is a Professor<sup>6</sup> in a Faculty, a Reader<sup>7</sup> shall not be appointed as its Dean. In such a situation, if there is a Professor<sup>6</sup> in that Department whose turn comes according to the list, he shall be the Dean; if there is no such Professor<sup>6</sup>, that Department will be bypassed to be followed by next in the list and so on till such time it is ensured that a Professor<sup>6</sup> alone becomes the Dean.

(1-B) When there is no Professor<sup>6</sup> or Reader<sup>7</sup> in a Faculty who can be appointed as its Dean, then the Vice-Chancellor or the Pro-Vice-Chancellor if so, designated by the Vice-Chancellor, shall act as the Dean of that Faculty.

(2) The Dean of each Faculty shall be the executive officer of the Faculty, and shall preside at its meetings.

(3) The Dean shall issue the lecture lists of the University in the Departments comprised in the Faculty, and shall be responsible for the conduct of teaching therein.

(4) The Dean shall have the right to be present and to speak at any meeting of any Committee of the Faculty, but not to vote thereat unless he is a member of the Committee.

**12-A.** The Librarian shall be appointed by the Executive Council and shall be a whole-time officer of the University. He shall exercise such powers and perform such duties as may be prescribed by these Statutes or as may, subject to these Statutes, be assigned to him by the Executive Council. **Librarian**

**12-B.** The Proctor shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor and shall exercise such powers and perform such duties in respect of the maintenance of discipline among students, as may be assigned to him by the Vice-Chancellor. The Proctor shall hold office for a term of two years. **Proctor**

**13.** The appointment of a Warden shall, in the case of a Hall maintained by the University, be made by the Executive Council, and in other cases be subject to the approval of the Executive Council. The Warden shall hold office for a period of two years. **Warden**

**14.** (1) Every Under-graduate student not residing in a College or Hall shall be attached to a College or Hall for tutorial help and disciplinary supervision and for such other purposes as may be prescribed by the Ordinances: **Attachment to Colleges and Halls**

Provided that special exemption from the provisions of the Statute may be made available to women students under conditions to be prescribed by the Ordinances.

(2) Provision for tutorial help to and disciplinary supervision of Post-graduate students shall be made by the Ordinances.

15. The Court may, on the recommendation of the Executive Council, by a resolution passed with the concurrence of not less than two-thirds of the members voting, withdraw any degree or diploma conferred by the University.

**Withdrawal  
of Degrees  
and  
Diplomas**

16. (1) All proposals for the conferment of Honorary Degrees shall be made by the Academic Council to the Executive Council, and shall require the assent of the Court before submission to the Chancellor for confirmation:

**Honorary  
Degrees**

Provided that, in cases of urgency, the Chancellor may act on the recommendation of the Executive Council only.

(2) Any Honorary Degree conferred by the University may, with the previous approval of two-thirds of the members of the Court and the sanction of the Chancellor, be withdrawn by the Executive Council.

**University  
Teachers**

- 17.(1) Teachers of the University shall be of two classes, namely:
- (i) Appointed teachers of the University; and
  - (ii) Recognised teachers of the University.
- (2) 'Appointed teachers of the University' shall be either-
- (a) Servants of the University paid by the University and appointed by the Executive Council as Professors<sup>6</sup>, Readers<sup>7</sup> or Lecturers<sup>7</sup> or otherwise as teachers of the University, or
  - (b) Persons appointed by, the Executive Council as Honorary Professors<sup>6</sup>, Readers<sup>7</sup> or Lecturers<sup>7</sup> or otherwise as teachers of the University.
- (3) 'Recognised teachers of the University' shall be--
- (a) members of the staff of a recognised College of the University, or
  - (b) members of the staff of a recognised Institution which provides graduate and post-graduate courses of study approved by the University:

Provided that no such member of the staff of a recognised College or Institution shall be deemed to be a recognised teacher unless--

- (i) he is recognised by the Executive Council as a Professor<sup>6</sup>, Reader<sup>7</sup> or in any other capacity as a teacher of the University; and
- (ii) his teaching in his own College or Institution relating to graduate and post-graduate courses is approved by the University.

**Recognition  
of Teachers**

18. (1) The qualifications of recognised teachers of the University shall be such as may be determined by the Ordinances.
- (2) All applications for the recognition of teachers of the

University shall be made in such manner as may be laid down by the Regulations made by the Executive Council in that behalf.

(3) A person in the service of a College/Institution once recognised as Professor<sup>6</sup>/ Reader<sup>7</sup>/ Lecturer<sup>7</sup> by the University shall continue to be recognised even though he/she is transferred from one teaching institution to another teaching institution affiliated to this University. In case a teacher recognised in any of the capacities mentioned above by this University is transferred to an institution outside Delhi and later returns to Delhi in any of the teaching institutions/colleges affiliated to this University, his/her recognition as previously done by the University shall be restored.

(4) The Executive Council may, on a reference from the Vice-Chancellor; withdraw recognition from a teacher.

Provided that the teacher or the College concerned may, within a period of thirty days from the date of the order of withdrawal, appeal against the order to the Chancellor whose decision shall be final.

**18-A.** Subject to the provisions of Statute 6(2)(i), no person shall be appointed or recognised as teacher of the University except on the recommendation of a Selection Committee constituted for the purpose.

<sup>17</sup>19. (1) *The Selection Committees for appointment to the posts of Senior Professor, Professor, Associate Professor, Assistant Professor, Registrar, University Librarian, Deputy Librarian, Assistant Librarian, Director, Deputy Director and Assistant Director of Physical Education & Sports shall have the following compositions:* **Selection Committee**

**(i) Senior Professor**

1. *Vice-Chancellor, who shall be the Chairperson of the Committee.*
2. *An Academician not below the rank of Senior Professor/Professor with minimum ten years' experience who is the nominee of the Visitor.*
3. *Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the Academic Council.*
4. *Dean (not below the rank of Senior Professor/Professor with minimum ten years' experience) of the faculty, wherever applicable.*
5. *Head (not below the rank of Senior Professor/Professor with minimum ten years' experience) or senior-most Professor (not below the rank of Senior Professor /Professor, with a minimum*

<sup>17</sup> (1) Amended vide E.C. Res. No.67 dated 28.09.2013 and assented by the Visitor vide MHRD letter no. F.4-37/2013-Desk (U) dated 24.12.2013.

(2) Amended vide E.C. Res. No.18 dated 14.08.2014 and assented by the Visitor vide MHRD letter no. F.4-93/2014-Desk (U) dated 18.03.2015.

(3) Amended vide E.C. Res. No.8-8 dated 01-02.07.2019 and assented by the Visitor vide MHRD letter no. F.4-16/2019 CU-II dated 13.04.2020.

- of ten years' experience) of the Department/School/Centre.
6. An Academician (not below the rank of a Senior Professor/Professor with minimum ten years' experience) representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to that category.

**(ii) Professor, Associate Professor & Assistant Professor:**

1. Vice Chancellor or her/his nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.  
Vice Chancellor shall be the Chairperson of the Committee for the post of Professor.
2. An academician not below the rank of Professor to be nominated by the Visitor.
3. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Academic Council.
4. Dean of the faculty concerned, wherever applicable.
5. Head of the Department/ School/Centre /Institute /Medical College concerned, as the case may be.
6. An Academician representing SC/ST/OBC/Minority/Women/ Differently-abled to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the Selection Committee does not belong to that category.
7. \*Where the Selection Committee is constituted for making recruitment to 10 or more vacancies in any level of posts or services, it shall be mandatory to have one member belonging to SC/ST, one member belonging to OBC category and one member belonging to Minority Community in such Committees. Further, one of the members of the Selection Committee/Board, whether from the General Category or from the Minority Community or from the SC/ST/OBC Community should be a lady failing which a lady member should be co-opted on the Committee. It may also be ensured that where the number of vacancies against which selection is to be made is less than ten, no effort should be spared in finding the SC/ST/OBC Officer and the Minority Community Officer and a lady officer, for inclusion in such Committees.

**(iii) Director, Deputy Director, Assistant Director of Physical Education & Sports, University Librarian, Deputy Librarian and Assistant Librarian:**

*Selection Committees for the posts of Directors, Deputy Directors,*

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\* **Explanatory Note:** Clause (1) (ii) (7) above has been incorporated in terms of DoP&T O.M. No. F.No.42011/2/2014-Estt. (Res) dated 13.02.2014 this clause was given assent by the Visitor of the University vide Letter No. F.No. 4-93/2014-Desk-U dated 18<sup>th</sup> March 2015.



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*Assistant Directors of Physical Education And Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the Case may be, shall be associated with the Selection Committee as one of the subject experts.*

### **Note:**

- (a) The overall selection procedure shall be as per UGC Regulations 2018.*
- (b) The Selection process shall be completed on the day/last day of the Selection Committee meeting, wherein the minutes are recorded and recommendation made, on the basis of the performance of the interview, are duly signed by all members of the selection committee.*
- (c) For all Selection Committees specified herein, the Head of Department/ Teacher-In charge should be either in the same or higher rank/position than the rank/position for which the interview is to be held.*
- (d) The Academician(s) belonging to the Scheduled Caste/Scheduled Tribe/OBC /Minority /Women/ Differently abled Category and so nominated in the Selection Committee(s) shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government, in relation to the categories mentioned above, are strictly followed during the selection process.*

### **(iv) Registrar:**

- 1. Vice-Chancellor*
- 2. Pro-Vice-Chancellor (if any)*
- 3. A Nominee of the Visitor*
- 4. Treasurer*
- 5. Two members of the Executive Council, nominated by it.*
- 6. An academician representing SC/ ST/ OBC/ Minority/ Women/ Persons with Disability to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category.*

*(2) The Selection Committee for the recognition of teachers of the Colleges shall consist of the following members:*

- (a) for the purpose of recognizing a College teacher as a Professor:*
  - (i) Vice-Chancellor*
  - (ii) Pro-Vice-Chancellor (if any)*
  - (iii) nominee of the Visitor appointed under Statute 19(1)*

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- (iv) *Dean of the Faculty concerned, if he is a Professor*
- (v) *Head of the Department concerned, if he is a Professor, If the Head is an Associate Professor, then a Professor, if any, in that Department*
- (vi) *Three persons not connected with the University, nominated by the Academic Council for their special knowledge of, or interest in, the subject with which the Professor will be concerned.*

(b) *for the purpose of recognising a College teacher as a Associate Professor:*

- (i) *Vice-Chancellor*
- (ii) *Pro-Vice-Chancellor (if any)*
- (iii) *nominee of the Visitor appointed under Statute 19(1)*
- (iv) *Dean of the Faculty concerned*
- (v) *Head of the Department concerned*
- (vi) *Two persons not connected with the University, nominated by the Academic Council for their special knowledge of, or interest in, the subject with which the Associate Professor will be concerned.*

(c) *for the purpose of recognising a College teacher as a Assistant Professor or otherwise as a teacher of the University:*

- (i) *Vice-Chancellor*
- (ii) *Pro-Vice-Chancellor (if any)*
- (iii) *Nominee of the Visitor appointed under Statute 19(1)*
- (iv) *Dean of the Faculty concerned*
- (v) *Head of the Department concerned.*

(3) *The Vice-Chancellor, or in his absence, the Pro-Vice-Chancellor, if any, shall preside at the meetings of a Selection Committee.*

(4) *The meetings of a Selection Committee shall be convened by the Vice-Chancellor, or in his absence, by the Pro-Vice-Chancellor, if any. The meetings shall be fixed at a time convenient to the nominee of the Visitor and other persons nominated by the Academic Council/Executive Council.*

(5) *\*\*\*Omitted\*\*\**

(6) *Four members, including two outside subject experts, shall constitute the quorum.*

(7) *The Selection Committee shall consider and submit to the Executive Council recommendations as to the appointment referred to it. If the Executive Council is unable to accept the recommendations made by the Committee, it shall record its reasons and submit the case to the Visitor for final orders.*

**20 . Omitted.**

**21 . Omitted.**

**22 . Omitted.**

23 . *Omitted.*

24. *Omitted.*

25 . *Omitted.*

26. The Fellowships and Scholarships instituted by the University are those set out in Appendix 'G' to these Statutes. The conditions for their award shall be prescribed by the Ordinances.

27 . *Omitted.*

## <sup>18</sup>28. Provident Fund

<sup>18</sup>28-A. General Provident Fund-cum-Pension-cum-Gratuity Scheme, General Provident Fund, Gratuity, Family Pension, Extra-Ordinary Pension and Gratuity.

29. *Omitted.*

30. (1) (A) (i) The University may establish and maintain such Postgraduate Colleges, Institutions and Halls as may be decided upon by the Executive Council from time to time.

(ii) The organisation, conditions of maintenance and management of such Colleges, Institutions and Halls shall be prescribed by the Ordinances.

\* (B) Colleges shall be of two types, namely, constituent and affiliated.

Constituent Colleges will be those Colleges and Institutions which will impart instruction at least up to the Honours standard, or for a Bachelor's Degree in a professional course recognised as such by the University.

Affiliated Colleges will be those Colleges and Institutions which will impart instruction up to the Bachelor's Pass Degree excluding a degree in a professional course.

(C) Colleges and other Institutions within the limits of State of Delhi may be admitted to such privileges of the University as the Executive Council may decide on the following conditions, namely:

- (i) Every such College or Institution shall have a regularly constituted Governing Body, consisting of not more than twenty persons approved by the Executive Council and including, among others, at least two representatives of the University and at least three representatives of the teaching staff of whom the Principal of that College or Institution shall be one. The rules relating to the composition and personnel of the

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<sup>18</sup> (a) The contents of the Statute 28 & 28-A is available in the University Calendar 2004.

(b) Statute 28 and Statute 28-A are relevant to Provident Fund (Contributory Provident Fund (CPF), General Provident Fund (GPF)), Gratuity, Pension, Counting/Transfer of Past Service, Investment of Fund.)

(c) The New Pension Scheme was introduced on receiving the consent of the Visitor vide MHRD letter no.F.4-18/2005-Desk (U) dated 9th September 2005.

(d) In all these matters and connected matters, the University follows the provisions of the Govt. of India received through University Grant Commission from time to time as applicable and reported in the Executive Council.

\*Note: The following Colleges are termed as the Professional Colleges:

- 1) College of Nursing, New Delhi.
- 2) Central Institute of Education, Delhi.
- 3) Lady Hardinge Medical College, New Delhi.
- 4) Delhi School of Social Work, Delhi.
- 5) Lady Irwin College, New Delhi.
- 6) Delhi Polytechnic, Delhi.
- 7) Maulana Azad Medical College, New Delhi.

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Governing Body, and those relating to other matters affecting the management of the College shall conform to the Statutes and the Ordinances of the University and the conditions of Government Grant to Colleges. Such rules and the personnel will require the approval of the Executive Council:

Provided that the said condition shall not apply in the case of Colleges and Institutions maintained by Government which shall, however have an Advisory Committee, which shall consist of, among others, at least three teachers including the Principal of the College or Institution, and two representatives of the University.

- (ii) Every such College or Institution shall satisfy the Executive Council on the following points, namely:
  - (a) the suitability and adequacy of its accommodation and equipment for teaching;
  - (b) the qualifications and adequacy of its teaching staff and the conditions of their service;
  - (c) the arrangements for the residence, welfare, discipline and supervision of its students;
  - (d) adequate financial provision has been made for the continued maintenance of the College; and
  - (e) such other matters as are essential for the maintenance of the standards of University education.
- (iii) No College or Institution shall be admitted to any privileges of the University except on the recommendation of the Academic Council made after considering the report of a Committee of inspection appointed for the purpose by the Academic Council.
- (iv) Organisations/Colleges and Institutions desirous of admission to any privileges of the University shall be required to intimate their 'intention to do so in writing so as to reach the Registrar not later than the 15<sup>th</sup> August, preceding the year from which permission applied for is to have effect.
- (v) A College may not, without the previous permission of the Executive Council and the Academic Council suspend instruction in any subject or course of study which it is authorised to teach and teaches.

(D) The Executive Council may, if it is satisfied, after such inquiry as it may think fit to make, that:

- (a) the affairs of such College or Institution are being managed in a manner prejudicial to the interests of the University or of such College or Institution or of the teachers or students thereof; or
- (b) teaching is being conducted in such College or Institution in a manner prejudicial to the standards of teaching in the University or any other activity of the University or to public interest.

appoint to the regularly constituted Governing Body of such College or Institution such number of additional members, not being more than one-half of the total number of members of the Governing Body, and for such period as it may think fit but not exceeding three years on any one occasion:

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Provided that the person appointed as an additional member on the regularly constituted Governing Body of a College or Institution shall, notwithstanding the expiry of the term of office of the members of the regularly constituted Governing Body, hold office as additional member of such Governing Body for the period specified in the order appointing him as such member but any such additional member may be recalled from his office as such at any time by the Executive Council and any other person may be appointed in his place to fill the vacancy caused by such recall.

(2) Appointment to the teaching staff of such College or Institution shall be made on the recommendation of a Selection Committee (which shall include the Principal unless the post to be filled is that of the Principal), the composition of which shall be such as may be prescribed by the Ordinances:

Provided that the provisions of the Clause shall not apply in the case of Colleges and Institutions maintained by Government.

Explanatory notes:

1. Consequent to the amendments of corresponding Ordinances XVIII and XX relating to the composition of Selection Committees for Lecturer<sup>7</sup> and Principal in Colleges modified so as to bring them in consonance with UGC's Regulations vide its letter No. F.3-1/2000 (PS) dated 4.4.2000 as per the direction of the Hon'ble Visitor vide MHRD letter No. F-4-22/2002: Desk (U) dated 7.1.2004.
2. The existing Statute includes at least one representative of the University on the Governing Body and one expert nominated by the Academic Council, as members of the Selection Committee, but there is no such provision in the UGC Regulations and, consequently, in the modified Ordinances as per the direction of the Hon'ble Visitor vide MHRD letter No. F-4-22/2002: Desk (U) dated 7.1.2004.

(3) The service conditions of the Administrative and other non- academic staff of every such College shall be in accordance with those laid down by the University for similar posts in the University:

Provided that the provisions of this Clause shall not apply in the case of Colleges and Institutions maintained by Government.

(4) Every such College or Institution shall be inspected at least once in every two academic years by a Committee appointed by the Academic Council, and the report of that Committee shall be submitted to the Academic Council, which shall forward the same to the Executive Council with such recommendations as it may deem fit to make. The Executive Council, after considering the report and the recommendations, if any, of the Academic Council, shall forward a copy of the report to the Governing Body of the College or Institution with such remarks, if any, as it may deem fit, for suitable action.

(5) The Executive Council may, after consulting the Academic Council, withdraw any privileges granted to a College or Institution if at any time it considers that the College or Institution is not fulfilling the requisite conditions:

Provided that before any privileges are so withdrawn the Governing Body shall be given an opportunity to represent to the Executive Council why such action should not be taken.

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(6) Subject to the conditions set forth above the Ordinances may prescribe any other conditions which may be considered necessary and also the procedure for the admission of Colleges and Institutions to the privileges of the University and for the withdrawal of those privileges.

**30-A.** *Omitted.*

**31.** *Omitted.*

**32.** *Omitted.*

**32-A.** *Omitted.*

**33.** *Omitted.*

**34.** *Omitted.*

**35.** *Omitted.*

**36.** *Omitted.*

**37.** (1) Whenever, in accordance with these Statutes, any person is to hold an office or be a member of any Authority of the University by rotation, according to seniority such seniority shall be determined according to the length of continuous service of such person in his grade or post, as the case may be, and in accordance with such other principles as the Executive Council may, from time to time, prescribe. **Seniority**

(2) It shall be the duty of the Registrar to prepare and maintain, in respect of each class of persons, to whom the provisions of this Statute apply, a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.

(3) If two or more persons have equal length of continuous service in a particular grade or post, or the relative seniority of any person or persons is otherwise in doubt, the Registrar may on his own motion, and shall, at the request of any such person, submit the matter to the Executive Council whose decision thereof shall be final.

**38.** Notwithstanding anything contained in these Statutes:

(i) a person who holds any post in the University or is a member of any Authority or body of the University in his capacity as a member of a particular Authority or a Body or as the holder of a particular appointment shall hold office so long only as he continues to be a member of that particular Authority or Body or the holder of that particular appointment, as the case may be;

(ii) where a teacher of the University or the Principal of a college is placed under suspension, he shall during the period of his suspension be disabled from exercising any rights, duties or privileges attached to the membership of an Authority or Body of the University of which he may be a member.

**39.** Notwithstanding anything contained in these Statutes, no person who is not ordinarily resident in India shall be eligible to be an officer of the University or a member of any Authority of the University.

**40.** (1) Any member, other than an *ex-officio* member of the Court, the Executive Council, the Academic Council or any other University Authority or Committee may resign by letter addressed to the Registrar and the resignation shall take effect as soon as such letter is received by the Registrar.

(2) Any officer of the University (whether salaried or otherwise) other than a Dean, may resign his office by letter addressed to the Registrar:

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Provided that such resignation shall take effect only on the date from which the same is accepted by the Authority competent to fill the vacancy.

**41.** (1) Any member of the Court, the Executive Council or the Academic Council may be removed by a resolution of the Court, the Executive Council or the Academic Council, as the case may be, passed by a majority of not less than two-thirds of its members on either of the following grounds, namely:

- (i) the member has become incapable of performing his duties; and
- (ii) the member has been convicted by a Court of law of an offence which, in the opinion of the Court, the Executive Council or the Academic Council, as the case may be, involves moral turpitude.

(2) Notwithstanding anything contained in the terms of his appointment any officer of the University, salaried or otherwise, may be removed from that office by the authority which is competent to fill the vacancy on either of the following grounds, namely:

- (i) the officer has become incapable of performing his duty; and
- (ii) the officer has been convicted by a Court of law of an offence which, in the opinion of the Court, the Executive Council or the Academic Council, as the case may be, involves moral turpitude:

Provided that nothing in this Clause shall be deemed to affect any rights accruing to an officer appointed on contract in accordance with the terms of that contract.

**42.** Where, by the Statutes or the Ordinances, no provision is made for a President or Chairman to preside over a meeting of any University Authority, Board or Committee or when the President or Chairman so provided for is absent, the members present shall elect one of their members to preside at the meetings.

**43.** (1) There shall be an Alumni Association established for the Delhi University, hereinafter referred to as the Association.

- (2) All existing members of the Association who have completed 5 years of the membership will be required to get re-enrolled afresh on making an application in the form prescribed by the University and on payment of Rs. 100/- as re-enrolment fee within 30 days of the date of notification to be issued by the University in this behalf, failing which the membership will be deemed to have lapsed.

Provided that the membership will be deemed to have lapsed unless renewed every 5 years.

- (3) Any graduate of the Delhi University who had been admitted to the Degree of the University either at the convocation or in absentia and is not perusing any course of study in Delhi University or any other University can be a member of the Association on making an application in the form prescribed by the University and on payment of Rs. 100/- as initial registration fee. Provided however, the membership will lapse unless it is renewed after every 5 years on making an application in the form prescribed by the University on payment of Rs. 100/- as renewal fee.

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- (4) The Registrar on being satisfied that the application is in order, and on receipt of the prescribed fee, shall cause, the name of the applicant to be enrolled as a member of Association.



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### APPENDIX-A

#### *Rules for election to the Executive Council under the provisions of Statute 5 (1)(x)*

1. The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
2. The term of all the members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning anyone of such vacancies is declared or from the date on which such a vacancy occurs whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This Rule in so far as may be, would equally apply to an election where seats are filled in for the first time.
3. Except as otherwise provided, the Registrar shall be responsible for the election.
4. The following procedure shall be adopted for the election:
  - (A)
    - (i) The Registrar shall prepare an electoral roll of the members of the Court eligible to vote at the election. This electoral roll will be published at least 25 days before the date of election.
    - (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name, if any omission or wrong entry is brought to his notice at any time before the election, such corrections shall be duly notified.
    - (iii) Only those persons whose names are inscribed on the electoral roll shall be entitled to vote at the election.
    - (iv) The notice of election stating the time and date for receiving nominations for scrutiny of nomination papers and the date of election shall be forwarded to each elector then on the electoral roll at least 15 clear days before the date of election.
    - (v) Any two electors may nominate as a candidate any other elector entitled to seek election by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of the nominations.
    - (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
    - (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nomination papers. The candidate or his agent duly authorised by him in writing in this behalf shall be entitled to be present at such scrutiny. The agent so authorized must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
    - (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the day of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate, a copy of the notice shall also be sent to such candidate.
    - (ix) After the scrutiny, the list of the validly nominated candidates giving in full their names, addresses and designations, if any, shall be posted to every elector at his address as given in the electoral roll at least 3 clear days before the date of election.
    - (x) If after the scrutiny of the nomination papers or immediately before the poll is taken, it is found that:
      - (a) the number of candidates validly nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for

## STATUTES

filling the remaining vacancy or vacancies. These Rules, in so far as they may be applicable, will also apply in such a situation;

- (b) the number of candidates validly nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected.
- (xi) The election; if necessary, shall be held at the meeting of the University Court convened for the purpose.
- (xii) It shall be open to a candidate to withdraw from the election at any time before the poll is taken, either personally in the meeting or by sending to the Registrar, so as to reach him before the hour fixed for the meeting an intimation of withdrawal in writing signed by the candidate and attested by an elector.
- (xiii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clauses (i), (ii), (iv), (v), (vii), (viii) and (ix) above to such extent as he may deem necessary.
  - (a) the number of candidates validly nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies. These Rules, in so far as they may be applicable, will also apply in such a situation;
  - (b) the number of candidates validly nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected.
- (xi) The election; if necessary, shall be held at the meeting of the University Court convened for the purpose.
- (xii) It shall be open to a candidate to withdraw from the election at any time before the poll is taken, either personally in the meeting or by sending to the Registrar, so as to reach him before the hour fixed for the meeting an intimation of withdrawal in writing signed by the candidate and attested by an elector.
- (xiii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clauses (i), (ii), (iv), (v), (vii), (viii) and (ix) above to such extent as he may deem necessary.

### (B)

- (i) If at any time before the commencement of poll the Vice-Chancellor is satisfied that any person whose name is inscribed on the electoral roll has ceased to be a member of the Court, the Vice-Chancellor shall have the authority to strike off the name of that person from the electoral roll.
- (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies or ceases to be a member of the Court before the commencement of the poll, the Registrar shall, upon being satisfied of the fact of the death of the candidate or his ceasing to be a member of the Court, as the case may be, countermand the poll and shall invite fresh nominations for the vacancies to be filled.

Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
- (iii) If any person becomes a member of the Court after the last date of the receipt of nominations, he shall not be entitled to challenge the election on the ground that he has been deprived of an opportunity of being a candidate.
- (iv) If immediately before the poll is taken, it is found that the number of candidates remaining in the field exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.

### (C) Procedure for Voting:

- (i) When election becomes necessary, the Vice-Chancellor will appoint a person as Election Officer to conduct and supervise the election.

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- (ii) The Vice-Chancellor or the person presiding at the meeting of the Court shall fix the time when the voting will commence and close and shall adjourn the meeting of the Court for that purpose for such duration as he may deem fit.
  - (iii) The polling centre will be as near the place of meeting as practicable.
  - (iv) The voting shall be by secret ballot.
  - (v) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and then shall lock it and seal it for use.
  - (vi) The polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.
  - (vii) The Election Officer shall count and check for verification the ballot papers given to him.
  - (viii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll when he comes at the polling centre to cast his vote.
  - (ix) The Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (x) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
  - (xi) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xiii) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xiv) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xv) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its locks duly sealed in a separate cover:

Provided that the Vice-Chancellor may direct that the counting of votes will take place immediately after the poll is over in which case it shall not be necessary for the Election Officer to seal the ballot box; he shall entrust the custody of the same to the Registrar who shall forthwith proceed with the counting of votes.
  - (xvi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Vice-Chancellor shall, as soon as may be, fix another meeting of the Court for holding election.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E)
- (i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of the counting.
  - (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first Votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.

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NOMINATION PAPER

<i>Office for which the Election is sought</i>	<i>Membership of the Executive Council</i>
Name in full of the Candidate nominated	.....
Designation (if any) and address of the Candidate	.....
Serial No. in the Electoral Roll	.....
Name in full of the Elector who proposes Nomination	.....
Designation (if any) and Address of the Proposer	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
Name in full of the Elector who Seconds the Proposer	.....
Designation (if any) and Address of the Seconder	.....
Serial No. in the Electoral Roll	.....
Signature of the Seconder	.....
Date	.....

DECLARATION BY THE CANDIDATE

I agree to be a candidate for election as proposed and seconded above.

Date .....

.....  
(Signature of the Candidate)

- Note: 1. A nomination paper which does not comply with the formalities noted above will be rejected.  
2. The name of the candidate, proposer and seconder must correspond to the names as given in the Electoral Roll.

WITHDRAWAL FORM

I withdraw my candidature from election to the Executive Council.

Name .....

Place .....

Date .....

Time .....

.....  
(Signature of the Candidate)

Attested by:

Name .....

Designation .....

Signature.....

Note:- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

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### APPENDIX-B

*Rules for Election of Teachers on the Academic Council under the provisions of Statute 7(1)(xii).*

1. The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
2. The term of all the members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning anyone of such vacancies is declared or from the date on which such a vacancy occurs, whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This rule, in so far as may be, would equally apply to an election where seats are filled in for the first time.
3. Except as otherwise provided, the Registrar shall be responsible for the election.
4. The following procedure shall be adopted for the election:
  - (A)
    - (i) The Registrar shall prepare an electoral roll of teachers eligible to vote at the election. This electoral roll will be published at least 30 days before the date of election.
    - (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name, if any omission or wrong entry is brought to his notice at any time but not later than 21 days before the date of election.
    - (iii) Only those teachers whose names are inscribed on the electoral roll shall be entitled to vote at the election.
    - (iv) The notice of election stating the time and date fixed for receiving nominations, for scrutiny of nomination papers and the date of election shall be published in such newspapers as may be prescribed by the Executive Council and shall also be pasted on the notice board of the University 30 clear days before the date of election.
    - (v) Any two electors may nominate as a candidate any other elector for election to the Academic Council by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.
    - (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
    - (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nominations. The candidate or his agent duly authorized by him in writing in this behalf shall be entitled to be present at such scrutiny. The agent so authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
    - (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the date of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate, a copy of the notice shall also be sent to such candidate.
    - (ix) It shall be open to a candidate to withdraw from an election at any time up to 4.00 P.M. of the working day following two days after the date of scrutiny provided the candidate wishing to withdraw sends to the Registrar, so as to reach him before the hour aforesaid, an intimation of withdrawal in writing signed by the candidate and attested by a member of the Court, the Executive Council or the Academic Council of the University.

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- (x) After the expiry of the time for withdrawal, the list of the validly nominated candidates remaining in the field shall be pasted on the notice board at least 15 clear days before the date of election.
  - (xi) Subject to the proviso to Statute 7(1)(xi), if after expiry of the time fixed for withdrawal of candidature from election, it is found that-
    - (a) the number of candidates nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies. These Rules, in so far as they may be applicable, will also apply in such a situation;
    - (b) the number of candidates nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected;
    - (c) the number of candidates nominated exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.
  - (xii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clauses (i), (ii); (iv), (v), (vii), (viii), (ix) and (x) above to such extent as he may deem necessary.
- (B)
- (i) If at any time before the commencement of poll the Vice-Chancellor is satisfied that any teacher whose name is inscribed on the electoral roll has ceased to be an elector, the Vice-Chancellor shall have the authority to strike off the name of that teacher from the electoral roll.
  - (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies or ceases to be an elector before the commencement of the poll, the Registrar shall, upon being satisfied of the fact of the death of the candidate or his ceasing to be an elector, as the case may be, countermand the poll and shall invite fresh nominations for the vacancies to be filled :
- Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
- (C) *Procedure for Voting:*
- (i) When election becomes necessary, the Registrar shall be responsible for conducting the poll.
  - (ii) The poll will be taken at one or more polling centres as may be decided by the Registrar.
  - (iii) The Registrar shall nominate an Election Officer for each of the polling centres. The Election Officer will be assisted by such other persons as may be deputed by the Registrar.
  - (iv) In case there are more polling centres than one, the Registrar shall decide and notify in advance the serial numbers of the electors in the electoral roll who will vote at a particular polling centre.
  - (v) The Registrar shall fix the hours during which the poll will be taken and the hours so fixed shall be notified in advance.
  - (vi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Registrar shall, as soon as may be, fix the day on which the poll shall recommence and notify the place at which and the hours during which the poll will be taken.
  - (vii) At the time of polling, the Election Officer will conduct and supervise the election at his respective polling centre.
  - (viii) The Voting shall be by secret ballot.
  - (ix) The polling booth will be near the place where ballot papers are issued.
  - (x) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and shall then lock and seal it for use.

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- (xi) A polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.
  - (xii) The Election Officer shall count and check for verification the ballot papers given to him.
  - (xiii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll, when he comes at the polling centre to cast his vote.
  - (xiv) If the Election Officer has some doubt regarding the identity of the person seeking to cast his vote, he may ask him to produce satisfactory proof of his identity. If that person fails to do so, he may not be allowed to vote.
  - (xv) On being satisfied about the identity of the elector, the Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (xvi) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
  - (xvii) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xviii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xix) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xx) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xxi) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its lock duly sealed in a separate cover.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E)
- (i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of the counting.
  - (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.

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NOMINATION PAPER

<i>Office for which the Election is sought</i>	<i>Membership of the Academic Council</i>
Name in full of the Candidate nominated	.....
Designation (if any) and address of the Candidate	.....
Serial No. in the Electoral Roll	.....
Name in full of the Elector who proposes Nomination	.....
Designation (if any) and Address of the Proposer	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
Name in full of the Elector who Seconds the Proposer	.....
Designation (if any) and Address of the Seconder	.....
Serial No. in the Electoral Roll	.....
Signature of the Seconder	.....
Date	.....

DECLARATION BY THE CANDIDATE

I agree to be a candidate for election as proposed and seconded above.

Date .....

.....  
(Signature of the Candidate)

- Note:*
1. A nomination paper which does not comply with the formalities noted above will be rejected.
  2. The name of the candidate, proposer and seconder must correspond to the names as given in the Electoral Roll.

WITHDRAWAL FORM

I withdraw my candidature from election to the Academic Council.

Name .....

Place .....

Date .....

Time .....

.....  
(Signature of the Candidate)

Attested by:

Name .....

Designation .....

Signature.....

*Note:-* The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.



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### APPENDIX-C

*Rules for eligibility and for election of student-members on the Academic Council under the provisions of Statute 7(1)(xiii) of the Statutes of the University.*

(1) Representatives of students on the Academic Council under the provisions of Statute 7(1)(xii) will be elected in the following manner :

- (a) One representative to be elected from amongst its members by an electoral College known as "First Electoral College", consisting of not more than 3 students other than teachers from each department of the University registered as full time students, for a period of not more than two years at the time of election, for the Ph.D. Degree of the University of Delhi, who secured the highest percentage of marks amongst those registered for the said Degree from the concerned department in the examination which entitled them to such registration.
- (b) Two representatives to be elected from amongst its members by an Electoral College known as "Second Electoral College"., constituted in the following manner:  
Three students other than teachers, from amongst the regular students pursuing studies for each of the following Post-Graduate Degree Courses of the University subject to such conditions as are laid down hereinafter:

M.Litt*	M.C.L.
M.Phil.*	B.Ed.
M.A.	M.Ed.
M.Com.	B.Lib. Sc.
M.Sc.*	M.L.I.St.
M. Nursing	M.Sc. Engineering*
M.Sc. Applied Geology	M.D.*
M.Tech. Microwave Electronics	M.S.*
M.B.A.	M.Sc. (Medical Sc.)*
LL.B.	D.M.*
LL.M.	

Explanation: \*indicates that in respect of these courses, three students from each of the subjects will be included in the electoral college.

- (i) In case where duration of the course is one year the first three students will be taken on the basis of the percentage of marks obtained at the examination which entitled them to admission to the course.
- (ii) In cases where duration of the course is more than one year and there is a University examination immediately preceding the final year examination, the first three students will be taken from amongst those studying in the final year class of the course on the basis of the percentage of marks obtained at the said preceding examination. In courses where semester scheme of examination is operating, the combined percentage of marks obtained at all the semesters in the year immediately preceding the final year class will be taken into account.
- (iii) In case of M.D., M.S. and M.Sc. (Medical Sciences) courses, and in cases where the duration of the courses is more than one year and only one examination is prescribed at the end of the final year, the first three students will be taken from amongst those studying in the final year class of the course on the basis of the percentage of marks obtained at the examination which entitled them to admission to the respective courses.
- (c) Two representatives to be elected from amongst its members by an electoral college known as "Third Electoral College", constituted in the following manner:  
Three students from amongst the regular students pursuing studies in each of the following Under-graduate degree courses of the University subject to such conditions as are laid down hereinafter:  
B.A. (Pass)  
B.Com. (Pass)

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B.Com. (Hons.)  
B.Sc. (Genl.)  
\*B.A. (Hons.)  
\*B.Sc. (Hons.)  
\*B.A. (Music Hons.)  
B.Sc. Nursing (Hons.)  
B.Sc. (Home Science)  
M.B.,B.S.  
\*B.Sc. Engineering  
B.Arch.  
B.Pharma.  
\*B.F.A.  
B.A. (Vocational Studies)

Explanation: \*indicates that in respect of these courses, three students from each of the subjects will be included in the electoral college.

- (i) In cases where there is a University examination immediately preceding the final year examination, the first three students will be taken from amongst those studying in the final year class of the course on the basis of the percentage of marks obtained at the said preceding examination. In courses where semester scheme of examinations is operating, the combined percentage of marks obtained at all the semesters in the year immediately preceding the final year class will be taken into account.
  - (ii) In cases where there is only one examination prescribed at the end of the final year, the first three students will be taken from amongst those studying in the final year class of the course on the basis of the percentage of marks obtained at the examination which entitled them for admission to their respective courses.
- (2) An electoral college envisaged in Rule 1 shall be deemed to be validly constituted even if the number of students therein from one or more departments, courses or subjects, as the case may be, is non-existent or is less than three.
- (3) Notwithstanding anything contained in Clause (1) a student shall not be entitled to be a member of any electoral college if :
  - (i) he has been convicted of a criminal offence involving moral turpitude or punished by the University/College for an act coercive in nature and constituting a threat to life and property;
  - (ii) he has been found guilty of, and punished for, the use of unfair means in any of the examinations of a College, University or Board.
- (4) If a student is otherwise eligible to be the member of an Electoral College but is disqualified by reason of the provisions of Clause (3) above, his place shall be taken by the student who is next below him in the order of merit in the respective Electoral College.
- (5) A student shall cease to be a member of the Academic Council when he ceases to be a student or if during the continuance of his membership, he incurs any of the disqualification mentioned in Clause (3).
- (6) The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
- (7) Except as otherwise provided, the Registrar shall be responsible for the election.
- (8) The following procedure shall be adopted for the election:

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- (A)
- (i) The Registrar shall prepare an electoral roll of students eligible to vote at the election in respect of each Electoral College. These electoral rolls will be published at least 15 days before the date of election.
  - (ii) The Vice-Chancellor shall have the authority to correct the Rolls by adding, altering or omitting any name, if any omission or wrong entry is brought to his notice at any time but not later than ten days before the date of election.
  - (iii) Only those students whose names are inscribed on the electoral roll shall be entitled to vote at the election.
  - (iv) The notice of election stating the time and date for receiving nominations, for scrutiny of nomination papers and the date of election shall be published in such newspapers as may be prescribed by the Executive Council and shall also be pasted on the notice board of the University 15 clear days before the date of election.
  - (v) Any two electors in an Electoral College may nominate as a candidate any other elector from that Electoral College for election therefrom to the Academic Council by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.
  - (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
  - (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nominations. The candidate or his agent authorised by him in writing in this behalf shall be entitled to be present at such scrutiny. The agent so authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
  - (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the day of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate, a copy of the notice shall also be sent to such candidate.
  - (ix) It shall be open to a candidate to withdraw from an election at any time up to 4.00 p.m. of the working day following two days after the date of scrutiny provided the candidate wishing to withdraw sends to the Registrar, so as to reach him before the hour aforesaid, an intimation of withdrawal in writing signed by the candidate and attested by an elector of the concerned electoral college.
  - (x) After the expiry of the time for withdrawal, the list of the validly nominated candidates remaining in the field shall be pasted on the notice board at least three clear days before the date of election.
  - (xi) If there is only one validly nominated candidate remaining in the field in respect of the election from the electoral college envisaged in Clause 1 (b) or 1 (c) the said candidate will be declared to be elected and the Vice-Chancellor will fix another period within which fresh nominations will be received for electing the other representative from the concerned electoral college.
  - (xii) If the number of validly nominated candidates remaining in the field is equal to the number of representatives to be elected from any Electoral College, the candidates so nominated shall be declared to have been elected.
  - (xiii) If the number of such candidates exceeds the number of representatives to be elected, election will be held in accordance with the system of proportional representation by means of single transferable vote.

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- (xiv) The Vice-Chancellor may, in the event of an emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clauses (i), (ii), (iv), (v), (vii) to (ix) and (x) above to such extent as he may deem necessary.

### (B)

- (i) If at any time before the commencement of poll, the Vice-Chancellor is satisfied that any member of the Electoral College has ceased to be a student or has incurred any of the disqualifications mentioned in Rule 3, the Vice-Chancellor shall have the authority to strike off the name of that student from the Electoral College.
- (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies or ceases to be a member of the electoral college before the commencement of the poll, the Registrar shall upon being satisfied of the fact of the death of the candidate or his ceasing to be a member of the electoral college, as the case may be, countermand the roll in respect of that electoral college and shall invite fresh nominations for the vacancies to be filled:

Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.

### (C) *Procedure for Voting*

- (i) When election becomes necessary, the Registrar shall be responsible for conducting the poll.
- (ii) The poll will be taken at one or more polling centres as may be decided by the Registrar.
- (iii) The Registrar shall nominate an Election Officer for each of the polling centres. The Election Officer will be assisted by such other persons as may be deputed by the Registrar.
- (iv) In case there are more polling centres than one, the Registrar shall decide and notify in advance the serial numbers of the electors in the electoral roll who will vote at a particular polling centre.
- (v) The Registrar shall fix the hours during which the poll will be taken and the hours so fixed shall be notified in advance.
- (vi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Registrar shall, as soon as may be, fix the day on which the poll shall recommence, and notify the place at which and the hours during which the poll will be taken.
- (vii) At the time of polling, the Election Officer will conduct and supervise the election at his respective polling centre.
- (viii) The voting shall be by secret ballot.
- (ix) The polling booth will be near the place from where ballot papers are issued.
- (x) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and shall then lock and seal it for use.
- (xi) A polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.
- (xii) The Election Officer shall count and check for verification the ballot papers given to him.
- (xiii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll when he comes at the polling centre to cast his vote. The Election Officer shall see the identity card of the elector issued to him by his college or his department, as the case may be. No one shall be permitted to cast his vote if he does not have in his possession his identity card.
- (xiv) If despite the said identity card, the Election Officer has some doubt regarding the identity of the person seeking to cast his vote, he may ask him to produce other satisfactory proof of his identity. If that person fails to do so, he may not be allowed to cast his vote.

## STATUTES

- (xv) On being satisfied about the identity of the elector, the Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (xvi) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the box in his presence.
  - (xvii) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xviii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xix) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xx) No elector shall be allowed to enter the polling center for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xxi) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its lock duly sealed in a separate cover.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E)
- (i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of counting.
  - (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first Votes obtained and the successive additions to or subtraction from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.

STATUTES

NOMINATION PAPER

<i>Office for which the Election is sought</i>	<i>Membership of the Academic Council</i>
Name in full of the Candidate nominated	.....
Name of the Electoral College	.....
Serial No. in the Electoral Roll	.....
Name in full of the Elector who proposes Nomination	.....
Name of the Electoral College	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
Name in full of the Elector who Seconds the Proposer	.....
Name of the Electoral College	.....
Serial No. in the Electoral Roll	.....
Signature of the Seconder	.....
Date	.....

DECLARATION BY THE CANDIDATE

I agree to be a candidate for election as proposed and seconded above.

Date .....

.....  
(Signature of the Candidate)

- Note: 1. A nomination paper which does not comply with the formalities noted above will be rejected.  
2. The name of the candidate, proposer and seconder must correspond to the names as given in the Electoral Roll.

WITHDRAWAL FORM

I withdraw my candidature from election to the Academic Council.

Name .....

Place .....

Date .....

Time .....

.....  
(Signature of the Candidate)

Attested by: .....

Name ..... (Name of the Electoral College)

Designation .....

Signature.....

Note:- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

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### APPENDIX-D

#### *Rules for Election to the Finance Committee under the provisions of Statute 10 (A)(1)(iv)*

1.
  - (A) The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
  - (B) A person shall not be qualified to be elected unless he-
    - (a) is a Citizen of India;
    - (b) is not less than 21 years of age on the last date fixed for the receipt of nominations; and
    - (c) possesses such other qualifications as are prescribed by the Statutes.
2. The term of all the members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning anyone of such vacancies is declared or from the date on which such a vacancy occurs, whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This Rule, in so far as may be, would equally apply to an election where seats are filled in for the first time.
3. Except as otherwise provided, the Registrar shall be responsible for the election.
4. The following procedure shall be adopted for the election:
  - (A)
    - (i) The Registrar shall prepare an electoral roll of the members of the Court eligible to vote at the election. This electoral roll will be published at least 30 days before the date of election.
    - (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name, if any omission or wrong entry is brought to his notice at any time before the election. Such corrections shall be duly notified.
    - (iii) Only those persons whose names are inscribed on the electoral roll shall be entitled to vote at the election.
    - (iv) The notice of election stating the time and date for receiving nominations, for scrutiny of nomination papers and the date of election shall be forwarded to each elector then on the electoral roll at least 15 clear days before the date of election.
    - (v) Any two electors may nominate as a candidate any other person entitled to seek election by sending to or, delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.
    - (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
    - (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nomination papers. The candidate or his agent duly authorized by him in writing in this behalf shall be entitled to be present at such scrutiny. The agent so authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
    - (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the day of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate, a copy of the notice shall also be sent to such candidate.

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- (ix) After the scrutiny the list of the validly nominated candidates giving in full their names, addresses and designations, if any, shall be posted to each such candidate and to every elector at his address as given in the electoral roll at least 3 clear days before the date of election.
  - (x) If after the scrutiny of the nomination papers or immediately before the poll is taken, it is found that:
    - (a) the number of candidates validly nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies. These Rules, in so far as they may be applicable, will also apply in such a situation;
    - (b) the number of candidates validly nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected.
  - (xi) The election, if necessary, shall be held at the meeting of the University Court convened for the purpose.
  - (xii) It shall be open to a candidate to withdraw from the election at any time before the poll is taken either personally in the meeting or by sending to the Registrar, so as to reach him before the hour fixed for the meeting, an intimation of withdrawal in writing signed by the candidate and attested by an elector.
  - (xiii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clauses (i), (ii), (iv), (v), (vii), (viii) and (ix) above to such extent as he may deem necessary.
- (B)
- (i) If at any time before the commencement of poll the Vice-Chancellor is satisfied that any person whose name is inscribed on the electoral roll has ceased to be a member of the Court, the Vice-Chancellor shall have the authority to strike off the name of that person from the electoral roll.
  - (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies before the commencement of the poll, the Registrar shall, upon being satisfied of the fact of the death of the candidate, countermand the poll and shall invite fresh nominations for the vacancies to be filled:  
Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
  - (iii) If any person becomes a member of the Court after the last date of the receipt of nominations, he shall not be entitled to challenge the election on the ground that he did not have an opportunity of nominating any person as a candidate.
  - (iv) If immediately before the poll is taken, it is found that the number of candidates remaining in the field exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.
- (C) *Procedure for Voting:*
- (i) When election becomes necessary, the Vice-Chancellor will appoint a person as Election Officer to conduct and supervise the election.
  - (ii) The Vice-Chancellor or the person presiding at the meeting of the Court shall fix the time when the voting will commence and close and shall adjourn the meeting of the Court for that purpose for such duration as he may deem fit.
  - (iii) The polling centre will be as near the place of meeting as practicable.
  - (iv) The voting shall be by secret ballot.
  - (v) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and then shall lock it and seal it for use.
  - (vi) The polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.



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- (vii) The Election Officer shall count and check for verification the ballot papers given to him.
  - (viii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll when he comes at the polling centre to cast his vote.
  - (ix) The Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (x) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
  - (xi) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xiii) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xiv) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xv) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its lock duly sealed in a separate cover.

Provided that the Vice-Chancellor may direct that the counting of votes will take place immediately after the poll is over, in which case it shall not be necessary for the election Officer to seal the ballot box; he shall entrust the custody of the same to the Registrar who shall forthwith proceed with the counting of votes.
  - (xvi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Vice-Chancellor shall, as soon as may be, fix another meeting of the Court for holding election.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E)
- (i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of the counting.
  - (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.

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NOMINATION PAPER

<i>Office for which the Election is sought</i>	<i>Membership of the Finance Committee</i>
Name in full of the Candidate nominated	.....
Designation (if any) and address of the Candidate	.....
Serial No. in the Electoral Roll	.....
Name in full of the Elector who proposes Nomination	.....
Designation (if any) and Address of the Proposer	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
Name in full of the Elector who Seconds the Proposer	.....
Designation (if any) and Address of the Seconder	.....
Serial No. in the Electoral Roll	.....
Signature of the Seconder	.....
Date	.....

DECLARATION BY THE CANDIDATE

I declare that-

- (i) I am a citizen of India; and
- (ii) Shall not less than 21 years on the last date fixed for receipt of nominations.

I agree to be a candidate for the election.

Date .....

.....  
(Signature of the Candidate)

- Note:
1. The name of the candidate, Proposer and seconder must correspond to the Names as given in the Electoral Roll.
  2. A nomination paper which does not comply with the formalities noted above will be rejected.

WITHDRAWAL FORM

I withdraw my candidature from election to the Executive Council.

Name .....

Place .....

Date .....

Time .....

.....  
(Signature of the Candidate)

Attested by:

Name .....

Designation .....

Signature.....

- Note:-
- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

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NOMINATION PAPER

<i>Office for which the Election is sought</i>	<i>Membership of the Finance Committee</i>
Name in full of the Candidate nominated	.....
Designation (if any) and address of the Candidate	.....
Serial No. in the Electoral Roll	.....
Name in full of the Elector who proposes Nomination	.....
Designation (if any) and Address of the Proposer	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
Name in full of the Elector who Seconds the Proposer	.....
Designation (if any) and Address of the Secunder	.....
Serial No. in the Electoral Roll	.....
Signature of the Secunder	.....
Date	.....

DECLARATION BY THE CANDIDATE

I declare that-

- (iii) I am a citizen of India; and
- (iv) Shall not less than 21 years on the last date fixed for receipt of nominations.

I agree to be a candidate for the election.

Date .....

.....  
(Signature of the Candidate)

- Note:
1. A nomination paper which does not comply with the formalities noted above will be rejected.
  2. The name of the candidate, Proposer and seconder must correspond to the Names as given in the Electoral Roll.

WITHDRAWAL FORM

I withdraw my candidature from election to the Finance Committee.

Name .....

Place .....

Date .....

Time .....

.....  
(Signature of the Candidate)

Attested by:

Name .....

Designation .....

Signature.....

- Note:- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

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### APPENDIX-E

#### *Rules for Election to the Court under the Provision of Statute 2(1) (xvi):*

1.

- (1) There shall be an alumni Association established for the Delhi University hereinafter referred to as the Association.
- (2) All existing members of the Association who have completed 5 years of the membership will be required to get re-enrolled on making an application in the form prescribed by the University and on payment of Rs. 100/- as re-enrolment fee within 30 days of the date of notification to be issued by the University in this behalf, failing which the membership will be deemed to have lapsed.

Provided that the membership will be deemed to have lapsed unless renewed every 5 years.

- (3) Any graduate of the Delhi University who had been admitted to the Degree of the University either at the convocation or in absentia and is not pursuing any course of study in Delhi University or any other University can be a member of the Association on making an application in the form prescribed by the University and on payment of Rs. 100/- as initial registration fee. Provided however, the membership will lapse unless it is renewed after every 5 years on making an application in the form prescribed by the University on payment of Rs. 100/- as renewal fee.
  - (4) The Registrar on being satisfied that the application is in order, and on receipt of the prescribed fee, shall cause the name of the applicant to be enrolled as a member of the Association.
2. No member of the Association shall be entitled to vote or stand for election unless he is a citizen of India and has been a member of the Association for at least one year period to the last date fixed for the receipt of nomination.

Provided further that no member of the Association shall be entitled to vote at or stand for an election for a period of two years from the date of his becoming eligible for the purpose if in respect of him an order of direction has been passed or issued by the Executive Council or by the Vice-Chancellor by virtue of his authority that the graduate be for an indefinite or a stated period expelled from the University or his College or his Institution or be debarred from seeking admission to a course of study in a College or Institution or a Department of the University having been found guilty of any offence involving moral turpitude or gross misbehaviour including resorting to unfair means at the examinations.

3.

- (1) The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
- (2) The term of all members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning any one of such vacancies is declared or from the date on which such a vacancy occur, whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This rule, in so far as may be, would equally apply to an election where seats are filled in for the first time.
- (3) Except as otherwise provided, the Registrar shall be responsible for the election.
- (4) The following procedure shall be adopted for the election:

(A)

- (i) The Registrar shall cause to be prepared an electoral roll of the members of the Association eligible to vote at the election. While preparing the electoral roll, the Registrar may, if he so desires, keep a copy of the existing roll in the University Office four months prior to the date of election with a view to enable all concerned to bring to his notice any additions alterations or omissions to be made in the said electoral roll. The electoral roll will be published at least 75 days before the date of

## STATUTES

the election. The public shall be informed of the publication of the said electoral roll by notification in such newspapers as may be prescribed by the Executive Council and applications shall also be invited for changes etc. in the said roll so as to reach the Registrar within one month of the date of the said notification.

- (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name if any omission or wrong entry is brought to his notice at any time but not later than 25 days before the date of election.
- (iii) Only those persons whose names are inscribed on the electoral roll shall be entitled to vote at or stand for the election.
- (iv) The notice of election stating the time and date fixed for receiving nominations, for scrutiny of nomination papers and the date of election shall be published in such newspapers as may be prescribed by the Executive Council and shall also be pasted on the notice board of the University 30 clear days before the date of election. The date fixed for the receipt of nomination shall not be less than seven days from the date of publication of the said notice.
- (v) Any two electors may nominate as a candidate another elector for election to the Court by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.
- (vi) Nomination paper shall be in the prescribed form. It shall contain full names, as in the electoral roll, of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signified his consent on the nomination paper.
- (vii) As soon as possible after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election any person, or persons nominated by the Vice-Chancellor shall scrutinize the nominations. The candidate or his agent duly authorised by him in writing in this behalf shall be entitled to be present at such scrutiny. The agent so authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
- (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 p.m. of the working day immediately following the day of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate a copy of the notice shall also be sent to such candidate.
- (ix) It shall be open to a candidate to withdraw from an election at any time up to 4.00 p.m. of the working day following two days after the date of scrutiny provided the candidate wishing to withdraw sends to the Registrar, so as to reach him before the hour aforesaid, an intimation of withdrawal in writing signed by the candidate and attested by a member of the Court, the Executive Council or the Academic Council of the University.
- (x) After the expiry of the time fixed for withdrawal the list of the validly nominated candidates remaining in the field shall be pasted on the notice board at least 15 clear days before the date of election.
- (xi) If after expiry of the time fixed for withdrawal of candidature from election, it is found that--
  - (a) the number of candidates nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies; (These Rules, in so far as they may be applicable, will also apply in such a situation).
  - (b) the number of candidates nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected.

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- (c) The number of candidates nominated exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.
  - (xii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in sub-Clause (i), (ii), (iv), (v), (vii), (viii), (ix) and (x) above to such extent as he may deem necessary.
- (B)
- (i) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies before the expiry of the time fixed for such withdrawal and the number of candidates including him after the said expiry of time falls under Sub-Clause (A) (xi) (a) or (b), then all the candidates in the field excluding the one who has died shall be declared duly elected and fresh nominations shall be invited only for filling the remaining vacancy or vacancies.
  - (ii) Save as in Clause (i) above, if a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies before the commencement of the poll, the Registrar shall, upon being satisfied of the death of the candidate, countermand the poll and shall invite fresh nominations for the vacancies to be filled; provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
- (C) *Procedure for Voting:*
- (I)
- (i) When election becomes necessary, the Registrar shall be responsible for conducting the poll.
  - (ii) The poll will be taken at one or more polling centres as may be declared by the Registrar.
  - (iii) The Registrar shall nominate an Election Officer for each of the polling centres. The Election Officer will be assisted by such other persons as may be deputed by the Registrar.
  - (iv) In case there are more polling centres than one, the Registrar shall decide and notify in advance the serial numbers of the electors in the electoral roll who will vote at a particular polling centre.
  - (v) The Registrar shall fix the hours during which the poll will be taken and the hours so fixed shall be notified in advance.
  - (vi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Registrar shall, as soon as may be, fix the day on which the poll shall recommence and notify the place at which and the hours during which the poll will be taken.
  - (vii) At the time of polling, the Election Officer will conduct and supervise the election at his respective polling centre.
  - (viii) The Voting shall be by secret ballot.
  - (ix) The polling booth will be near the place where ballot papers are issued.
  - (x) Before the polling commences, the Election Officer shall show to the persons presently at the polling centre that the ballot box is empty and shall then lock and seal it for use.
  - (xi) A polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.
  - (xii) The Election Officer shall count and check for verification the ballot papers given to him.
  - (xiii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll, when he comes at the polling centre to cast his vote.

## STATUTES

- (xiv) If the election Officer has some doubt regarding the identity of the person seeking to cast his vote, he may ask him to produce satisfactory proof of his identity. If that person fails to do so, he may not be allowed to vote.
  - (xv) On being satisfied about the identity of the elector, the Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (xvi) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
  - (xvii) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xviii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xix) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xx) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xxi) Immediately after the election is over the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its locks duly sealed in a separate cover.
- (II) Electors residing outside the territorial limits of National Capital Territory of Delhi will have the option to vote by post provided they inform the Registrar in writing within 14 days from the date of notification of the election. The following procedure will be followed for voting by post:
- (i) The Registrar shall send to each elector at his address as given in the electoral roll, at least 10 days before the date of election, voting papers consisting of the following:
    - (a) a ballot paper containing on its reverse the directions for voting and the time within which the voting papers should reach back the Registrar.
    - (b) a smaller cover, and
    - (c) a bigger cover on which are printed, on the left half, the number of the elector in the electoral roll and a form of certificate of identity, and on the right half the words: "To Registrar, University of Delhi, Delhi."
- The elector shall enclose the ballot paper duly filled in but without his name or signature, in the smaller cover and enclose this again in the bigger cover, sign the certificate of identity on it, get his signature attested and send it to the Registrar, so as to reach the University Office within the time notified in the notice of election.
- (ii) The certificate of identity as aforesaid shall be signed by the elector in the presence of and shall be attested by a Magistrate or a Gazetted Officer of Government or a member of the Court, the Academic Council, or the Executive Council of the University of Delhi.
  - (iii)
    - (a) An elector who has not received his voting papers sent by post or whose papers, before they are returned to the Registrar, have been lost or spoiled in such manner that they cannot be conveniently used, on his transmitting to the Registrar a declaration to the effect signed by himself, may require the Registrar to send him new voting papers in place of those not received, spoiled or lost. If the papers have been spoiled, the spoiled papers shall be returned to the Registrar who shall cancel them on receipt.

## STATUTES

(b) On receipt of such a declaration, the Registrar shall issue new voting papers to the elector. In case the elector has desired that the papers should be sent to him at an address other than his address given in the electoral roll, then notwithstanding anything contained in the Rules, the new papers will be issued to the elector at the address desired by him. No new voting papers shall be issued by post if a declaration by the elector as aforesaid, has not been received at least 48 hours prior to the last hour fixed for the receipt of voting papers, provided that new papers may be issued to an elector at any time before the time fixed for the receipt of voting papers on an elector transmitting personally to the Registrar a declaration as aforesaid.

In every case when new voting papers are issued, a mark will be placed against the number of elector's name in the electoral roll to denote that new papers have been issued in place of those not received spoiled or lost.

(iv) No voting papers received after due date and time for whatever reasons, shall be taken into account provided that the Vice-Chancellor may, in an emergency of which he shall be the sole judge, extend the time generally by such period as he may specify in a notification issued and published for the purpose, for the receipt of voting papers in the University Office.

(D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.

(E)

(i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of the counting.

(ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.



STATUTES

NOMINATION PAPER

(For a candidate seeking election of the Court from the Alumni Association, vide Statute 2(1) (xvi))

Office for which the Election is sought Membership of the Court
Name in full of the Candidate nominated
Designation (if any) and Address of the Candidate
Serial No. in the Electoral Roll
Name in full of the Elector who proposes Nomination
Designation (if any) and Address of the Proposer
Serial No. in the Electoral Roll
Signature of the Proposer
Date
Name in full of the Elector who Seconds the Proposer
Designation (if any) and Address of the Secunder
Serial No. in the Electoral Roll
Signature of the Secunder
Date

DECLARATION BY THE CANDIDATE

I declare that I am a citizen of India.
I agree to be a candidate for the election.
Date

(Signature of the Candidate)

- Note: 1. The name of the candidate, Proposer and seconder must correspond to the Names as given in the Electoral Roll.
2. A nomination paper which does not comply with the formalities noted above will be rejected.

WITHDRAWAL FORM

I withdraw my candidature from election to the Court from the Alumni Association.

Name
Place
Date
Time

(Signature of the Candidate)

Attested by:
Name
Designation
Signature

Note:- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

## STATUTES

### APPENDIX-F

*Rules for Election to the Court under the provisions of Statute 2(1)(xvii) and (xviii).*

1.
  - A. The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
  - B. A person shall not be qualified to be elected unless he-
    - (a) is citizen of India;
    - (b) is not less than 21 years of age on the last date fixed for the receipt of nominations; and
    - (c) possesses such other qualifications as are prescribed by the Statutes.
2. The term of all the members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning anyone of such vacancies is declared or from the date on which such a vacancy occurs, whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This Rule, in so far as may be, would equally apply to an election where seats are filled in for the first time.
3. Except as otherwise provided, the Registrar shall be responsible for the election.
4. The following procedure shall be adopted for the election:
  - (A)
    - (i) The Registrar shall prepare an electoral roll of the members of the Court eligible to vote at the election. This electoral roll will be published at least 25 days before the date of election.
    - (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name if any omission or wrong entry is brought to his notice at any time before the election. Such corrections shall be duly notified.
    - (iii) Only those persons whose names are inscribed on the electoral roll shall be entitled to vote at the election.
    - (iv) The notice of election stating the time and date for receiving nominations, for scrutiny of nomination papers and the date of election shall be forwarded to each elector then on the electoral roll at least 15 clear days before the date of election.
    - (v) Any two electors may nominate as a candidate any other person entitled to seek election by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.
    - (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
    - (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nomination papers. The candidate or his agent duly authorized by him in writing in this behalf shall be entitled, to be present at such scrutiny. The agent so authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
    - (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the date of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate a copy of the notice shall also be sent to such candidate.

## STATUTES

- (ix) After the scrutiny, the list of validly nominated candidates giving in full their names, addresses and designations, if any, shall be posted to each such candidate and to every elector at his address as given in the electoral roll at least 3 clear days before the date of election.
  - (x) If after the scrutiny of the nomination papers or immediately before the poll is taken, it is found that:
    - (a) the number of candidates validly nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies. (These Rules, in so far as they may be applicable, will also apply in such a situation);
    - (b) the number of candidates validly nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected.
  - (xi) The election, if necessary, shall be held at the meeting of the University Court convened for the purpose.
  - (xii) It shall be open to a candidate to withdraw from the election at any time before the poll is taken, either personally in the meeting or by sending to the Registrar, so as to reach him before the hour fixed for the meeting, an intimation of withdrawal in writing signed by the candidate and attested by an elector.
  - (xiii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in Sub-Clause (i), (ii), (iv), (v), (vii), (viii) and (ix) above to such extent as he may deem necessary.
- (B)
- (i) If at any time before the commencement of poll the Vice-Chancellor is satisfied that any person whose name is inscribed on the electoral roll has ceased to be a member of the Court, the Vice-Chancellor shall have the authority to strike off the name of that person from the electoral roll.
  - (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies before the commencement of the poll, the Registrar shall, upon being satisfied of the fact of the death of the candidate, countermand the poll and shall invite fresh nominations for the vacancies to be filled :  
  
Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
  - (iii) If any person becomes a member of the Court after the last date of the receipt of nominations, he shall not be entitled to challenge the election on the ground that he did not have an opportunity of nominating any person as a candidate.
  - (iv) If immediately before the poll is taken, it is found that the number of candidates remaining in the field exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.
- (C) *Procedure for Voting:*
- (i) When election becomes necessary, the Vice-Chancellor will appoint a person as Election Officer to conduct and supervise the election.
  - (ii) The Vice-Chancellor or the person presiding at the meeting of Court shall fix the time when the voting will commence and close and shall adjourn the meeting of the Court for that purpose for such duration as he may deem fit.
  - (iii) The polling centre will be as near the place of meeting as practicable.
  - (iv) The voting shall be by secret ballot.
  - (v) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and then shall lock it and seal it for use.
  - (vi) The polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.

## STATUTES

- (vii) The Election Officer shall count and check for verification the ballot papers given to him.
  - (viii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll when he comes at the polling centre to cast his vote.
  - (ix) The Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (x) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
  - (xi) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xiii) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xiv) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xv) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its lock duly sealed in a separate cover:

Provided that the Vice-Chancellor may direct that the counting of votes will take place immediately after the poll is over, in which case it shall not be necessary for the Election Officer to seal the ballot box; he shall entrust the custody of the same to the Registrar who shall forthwith proceed with the counting of votes.
  - (xvi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Vice-Chancellor shall, as soon as may be, fix another meeting of the Court for holding election.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E)
- (i) After the counting is completed, the Registrar shall forthwith report to the Vice-Chancellor the result of the counting.
  - (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers, shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.

STATUTES

NOMINATION PAPER

(For a candidate seeking election of the Court from the Category of persons representing certain Professions vide Statute 2(1) (xvii))

Office for which the Election is sought Membership of the Court
Name in full of the Candidate nominated
Designation (if any) and address of the Candidate
Profession which the candidate practices.
Educational qualifications which entitled the candidate to practice that profession.
Period of practice without any break immediately prior to the date of the nomination paper.
Name of association or society of members of the profession concerned of which the candidate is a member and period of its membership immediately prior to the date of the nomination paper.

Column 2

Name in full of the Elector who proposes Nomination
Designation (if any) and Address of the Proposer
Serial No. in the Electoral Roll
Signature of the Proposer
Date

Column 3

Name in full of the Elector who Seconds the Proposer
Designation (if any) and Address of the Seconder
Serial No. in the Electoral Roll
Signature of the Seconder
Date

DECLARATION BY THE CANDIDATE

I declare that-

- (i) The particulars given in column 1 above are true;
(ii) I am a citizen of India;and
(iii) Shall not be less than 21 years of age on the last date fixed for the receipt of Nominations.

I agree to be a candidate for the election.

Date .....

.....
(Signature of the Candidate)

- Note: 1. The name of the proposer and seconder must correspond to the names as given in the Electoral Roll.
2. The date of the nomination paper shall be deemed to be the date on which the candidate has signed the nomination paper.
3. A nomination paper which does not comply with the formalities noted above will be rejected.

STATUTES

NOMINATION PAPER

(For a candidate seeking election of the Court from the Category of persons representing **Industry and Commerce** vide **Statute 2(1) (xviii)**)

<i>Office for which the Election is sought</i>	<i>Membership of the Court</i>
Name in full of the Candidate nominated	.....
Designation (if any) and address of the Candidate	.....
Particulars showing association with Industry & Commerce	.....
<i>Column 2</i>	
Name in full of the Elector who proposes Nomination	.....
Designation (if any) and Address of the Proposer	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
<i>Column 3</i>	
Name in full of the Elector who seconds the proposer	.....
Designation (if any) and address of the Seconder	.....
Serial No. in the Electoral Roll	.....
Signature of the Seconder	.....
Date	.....

**DECLARATION BY THE CANDIDATE**

I declare that-

- (i) The particulars given in column 1 above are true;
- (ii) I am a citizen of India;and
- (iii) Shall not be less than 21 years of age on the last date fixed for the receipt of Nominations.

I agree to be a candidate for the election.

Date .....

.....  
(Signature of the Candidate)

- Note:
- 1. The name of the proposer and seconder must correspond to the names as given in the Electoral Roll.
  - 2. A nomination paper which does not comply with the formalities noted above will be rejected.

STATUTES

**WITHDRAWAL FORM**

I withdraw my candidature from election to the Court from the category of persons representing .....  
.....\*

Name .....

Place.....

Date .....

Time .....

.....

(Signature of the Candidate)

\*here fill in 'certain Professions' or 'Industry & Commerce' as the case may be

Attested by:

Name .....

Designation .....

Signature.....

Note:- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

## STATUTES

### APPENDIX-G

List of Fellowships and Scholarships under the provision of Statute 26.

I. <i>Research Fellowship:</i>		
1. Research Fellowships (All-India-Scheme)	...	9
2. Punjab National Bank Research Fellowship	...	1
3. Sir B.P. Singh Roy Fellowship in Economics of Shipping	...	1
4. Junior Research Fellowships (General)	...	40
5. Junior Research Fellowships (Departmental)	...	21
(i) Buddhist Studies	...	2
(ii) Urdu	...	2
(iii) Linguistics	...	1
(iv) Sociology	...	2
(v) African Studies	...	8
(vi) Faculty of Law	...	5
(vii) Psychology	...	1
6. I.F.C.I. Doctoral Fellowship	...	1
II. <i>Research Scholarships :</i>		
1. Senior Research Scholarship in History	...	1
2. Senior Research Scholarship in Economics	...	1
3. Kikabhai Prem Chand Senior Scholarship in Economics	...	1
4. Maulana Azad Scholarship of Jammu & Kashmir Government	...	1
5. Research Scholarships in Buddhist Studies	...	2
6. Research Scholarships (Economics)	...	4
III. <i>Post-Graduate Scholarships:</i>		
1. University Post-Graduate Scholarships (other than All-India Scholarships)	...	28
2. Post-Graduate Scholarships (All-India Scheme)	...	20
3. Post-Graduate Scholarship (Commerce & Economics)	...	6
4. Law Merit Scholarships		
(i) Two for each term for LL.B.		
(ii) Two for I and II terms for LL.M. and one for III and IV terms for LL.M.		
IV. <i>Under-Graduate Scholarships:</i>		
(i) For Resident	...	6
(ii) For Non-Resident	...	6



## STATUTES

### V. Endowment Scholarships:

#### A. *Post-Graduate Scholarships :*

1. Asaf Ali Memorial M.A. Urdu Entrance Scholarships	...	3
2. The Hamdard Urdu Scholarships	...	2
3. His Holiness the Pope Scholarships	...	2
4. R.B. Brij Mohan Lal Endowment Scholarship	...	1
5. Dr. Olive I. Reddick Scholarship	...	1
6. Datia Darbar Endowment Scholarship	...	1
7. The Watumull Foundation (India) Post-Graduate Scholarship	...	1
8. Engineering Project (India) Ltd.Scholarships	...	2
9. Shri G.L. Mehta Memorial Scholarship	...	1
10. Syndicate Bank Golden Jubilee Scholarship	...	1

#### B. *Post-Graduate as well as Under-Graduate Scholarships:*

1. Pt. Man Mohan Nath Dhar Endowment Scholarships	...	10
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#### C. *Under-Graduate Scholarships:*

1. Prof. J.C. Luthra & Smt. Kesarbai Luthra Scholarships	...	4
2. Smt. Kesarbai Luthra Memorial Scholarship	...	1
3. Inder Kohli and Anand Kohli Memorial Scholarship	...	2
4. Dr. S.L. Hora & Smt. V. Hora Endowment Scholarship	...	1
5. Delhi University Women's Association Scholarships	...	2
6. Shri Uggersain Memorial Endowment Scholarships	...	2
7. Man Mohan Krishan Kaul Endowment Scholarships. (No. on the basis of income)	...	1
8. Dr.V.K.R.V. Rao Endowment Scholarship	...	1
9. K.K. Acharjee Indian Hospital Pharmacists Association Scholarship	...	1
10. Dr. Gokal Chand of Gujarat (Loan) Scholarship	...	1
11. Shri Khushi Ram Scholarship	...	3
12. Ganga Sant Scholarship	...	1

## STATUTES

### APPENDIX-H

*Rules for Election of Teachers on the Executive Council under the provisions of Statute 5(1)(xi).*

1. The election shall ordinarily be held in anticipation of vacancies about to occur by efflux of time.
2. The term of all the members elected to fill the vacancies occurring with the efflux of time shall begin from the date on which the result of the election concerning anyone of such vacancies is declared or from the date on which such a vacancy occurs, whichever is later, irrespective of the fact that any other such vacancy is filled after the said date. This rule, in so far as may be, would equally apply to an election where seats are filled in for the first time.
3. Except as otherwise provided, the Registrar shall be responsible for the election.
4. The following procedure shall be adopted for the election:
  - (A)
    - (i) The Registrar shall prepare an electoral roll of teachers eligible to vote at the election. This electoral roll will be published at least 30 days before the date of election.
    - (ii) The Vice-Chancellor shall have the authority to correct the roll by adding, altering or omitting any name, if any omission or wrong entry is brought to his notice at any time but not later than 21 days before the date of election.
    - (iii) Only those teachers whose names are inscribed on the electoral roll shall be entitled to vote at the election.
    - (iv) The notice of election stating the time and date fixed for receiving nominations, for scrutiny of nomination papers and the date of election shall be published in such newspapers as may be prescribed by the Executive Council and shall also be pasted on the notice board of the University 30 clear days before the date of election.
    - (v) Any two electors may nominate as a candidate any other elector for election to the Executive Council by sending to or delivering at the office of the Registrar a nomination paper duly filled in before the expiry of the time fixed for the receipt of nominations.
    - (vi) Nomination paper shall be in the prescribed form. It shall contain the names in full of the two electors and of the candidate nominated and shall be dated and signed by the said electors. No person shall be nominated as a candidate for election unless he signifies his consent on the nomination paper.
    - (vii) As soon as possible, after the last day fixed for the receipt of nominations, at a time and place fixed by the Vice-Chancellor and notified in the notice of election, any person or persons nominated by the Vice-Chancellor shall scrutinize the nominations. The candidate or his agent duly authorised by him in writing in this behalf shall be entitled to be present at such scrutiny. The agent authorised must be an elector in the election. A nomination paper which does not comply with the requirements shall be rejected.
    - (viii) Any candidate aggrieved at such scrutiny may appeal to the Vice-Chancellor by 4.00 P.M. of the working day immediately following the date of scrutiny. The Vice-Chancellor shall decide the said appeal forthwith after hearing those candidates who desire to be heard. In case such an appeal is filed, a notice stating the date, time and place fixed by the Vice-Chancellor for hearing the candidates will be pasted on the notice board of the University provided that where the appeal is against the acceptance of the nomination paper of any candidate, a copy of the notice shall also be sent to such candidate.
    - (ix) It shall be open to a candidate to withdraw from an election at any time up to 4.00 P.M. of the working day following two days after the date of scrutiny provided the candidate wishing to withdraw sends to the Registrar, so as to reach him before the hour aforesaid, an intimation of withdrawal in writing signed by the candidate and attested by a member of the Court, the Executive Council or the Academic Council of the University.
    - (x) After the expiry of the time for withdrawal, the list of the validly nominated candidates remaining in the field shall be pasted on the notice board at least 15 clear days before the date of election.
    - (xi) If after expiry of the time fixed for withdrawal of candidature from election, it is found that-

## STATUTES

- (a) the number of candidates nominated is less than the number to be elected, all the candidates so nominated shall be declared duly elected and the Vice-Chancellor will specify another date for receiving fresh nominations for filling the remaining vacancy or vacancies. These rules, in so far as they may be applicable, will also apply in such a situation;
  - (b) the number of candidates nominated is equal to the number to be elected, the candidates so nominated shall be declared duly elected;
  - (c) the number of candidates nominated exceeds the number to be elected, election will be held in accordance with the system of proportional representation by means of the single transferable vote.
- (xii) The Vice-Chancellor may, in the event of any emergency of which he shall be the sole judge, increase or reduce the time for any step contemplated in sub-clauses (i), (ii), (iv), (v), (vii), (viii), (ix) and (x) above to such extent as he may deem necessary.
- (B)
- (i) If at any time before the commencement of poll the Vice-Chancellor is satisfied that any teacher whose name is inscribed on the electoral roll has ceased to be an elector, the Vice-Chancellor shall have the authority to strike off the name of that teacher from the electoral roll.
  - (ii) If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies or ceases to be an elector before the commencement of the poll, the Registrar shall, upon being satisfied of the fact of the death of the candidate or his ceasing to be an elector, as the case may be, countermand the poll and shall invite fresh nominations for the vacancies to be filled:  
Provided that no further nomination shall be necessary in the case of a person who was a contesting candidate at the time of the countermanding of the poll.
- (C) *Procedure for Voting :*
- (i) When election becomes necessary, the Registrar shall be responsible for conducting the poll.
  - (ii) The poll will be taken at one or more polling centres as may be decided by the Registrar.
  - (iii) The Registrar shall nominate an Election Officer for each of the polling centres. The Election Officer will be assisted by such other persons as may be deputed by the Registrar.
  - (iv) In case there are more polling centres than one, the Registrar shall decide and notify in advance the serial numbers of the electors in the electoral roll who will vote at a particular polling centre.
  - (v) The Registrar shall fix the hours during which the poll will be taken and the hours so fixed shall be notified in advance.
  - (vi) For any sufficient cause, the Vice-Chancellor may adjourn the poll to a date to be notified later. Whenever a poll is adjourned, the Registrar shall, as soon as may be, fix the day on which the poll shall recommence and notify the place at which and the hours during which the poll will be taken.
  - (vii) At the time of polling, the Election Officer will conduct and supervise the election at his respective polling centre.
  - (viii) The Voting shall be by secret ballot.
  - (ix) The polling booth will be near the place where ballot papers are issued.
  - (x) Before the polling commences, the Election Officer shall show to the persons present at the polling centre that the ballot box is empty and shall then lock and seal it for use.
  - (xi) A polling centre will have such number of compartments as the Election Officer may think necessary to enable the electors to record their votes.
  - (xii) The Election Officer shall count and check for verification the ballot papers given to him.
  - (xiii) The Election Officer shall ascertain the serial number of the elector and check his name in the electoral roll, when he comes at the polling centre to cast his vote.

## STATUTES

- (xiv) If the Election Officer has some doubt regarding the identity of the person seeking to cast his vote, he may ask him to produce satisfactory proof of his identity. If that person fails to do so, he may not be allowed to vote.
  - (xv) On being satisfied about the identity of the elector, the Election Officer shall obtain the signature of the elector against his name on the electoral roll and then issue him a ballot paper.
  - (xvi) The elector on receiving the ballot paper shall forthwith proceed to one of the compartments where he/she shall mark the ballot paper and after folding it put into the ballot box. The Election Officer will ensure that the ballot paper has been put into the ballot box in his presence.
  - (xvii) Every elector shall vote without undue delay and shall quit the polling centre as soon as he has put his ballot paper in the ballot box.
  - (xviii) If an elector spoils his ballot paper inadvertently he may be given another and the spoiled paper shall be cancelled by the Election Officer.
  - (xix) If an elector after obtaining the ballot paper for the purpose of recording his vote decides not to use the same he shall return the ballot paper to the Election Officer. The ballot paper so returned shall be immediately cancelled and kept in the custody of the Election Officer.
  - (xx) No elector shall be allowed to enter the polling centre for recording his vote before or after the expiry of the period fixed for the purpose.
  - (xxi) Immediately after the election is over, the Election Officer shall seal the slit of the ballot box in the presence of person/persons present at the polling centre and send the ballot box to the Registrar alongwith the keys of its lock duly sealed in a separate cover.
- (D) The counting of votes will be done and the result tabulated in accordance with the Rules set out in Appendix 'X' to the Statutes.
- (E)
- (i) After the counting is completed, the Registrar shall forthwith report to the Vice- Chancellor the result of the counting.
  - (ii) On the result being reported as aforesaid, the result of counting, showing for each candidate the number of first votes obtained and the successive additions to or subtractions from the number till the candidate was excluded or elected, shall be published by the Registrar. The voting papers shall be destroyed after two weeks unless directed by the Vice-Chancellor to be preserved even thereafter.

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NOMINATION PAPER

<i>Office for which the Election is sought</i>	<i>Membership of the Executive Council</i>
Name in full of the Candidate nominated	.....
Designation (if any) and address of the Candidate	.....
Serial No. in the Electoral Roll	.....
Name in full of the Elector who proposes Nomination	.....
Designation (if any) and Address of the Proposer	.....
Serial No. in the Electoral Roll	.....
Signature of the Proposer	.....
Date	.....
Name in full of the Elector who Seconds the Proposer	.....
Designation (if any) and Address of the Seconder	.....
Serial No. in the Electoral Roll	.....
Signature of the Seconder	.....
Date	.....

DECLARATION BY THE CANDIDATE

I agree to be a candidate for election as proposed and seconded above.

Date .....

.....  
(Signature of the Candidate)

- Note:
4. A nomination paper which does not comply with the formalities noted above will be rejected.
  5. The name of the candidate, proposer and seconder must correspond to the names as given in the Electoral Roll.

WITHDRAWAL FORM

I withdraw my candidature from election to the Executive Council.

Name .....

Place .....

Date .....

Time .....

.....  
(Signature of the Candidate)

Attested by:

Name .....

Designation .....

Signature .....

Note:- The withdrawal should be attested by a member of the Court, the Executive Council or the Academic Council of the University.

## STATUTES

### APPENDIX-X

1. *Definitions--In an election to which these Rules apply-*
  - (i) elector means any person entitled to vote at that election;
  - (ii) "continuing candidate" means any candidate not elected and not excluded from the poll at any given time;
  - (iii) "Count" means-
    - (a) all the operations involved in the counting of the first preferences recorded for candidates, or
    - (b) all the operations involved in the transfer of the surplus of an elected candidate; or
    - (c) all the operations involve in the transfer of the total value of votes of an excluded candidate;
  - (iv) "exhausted paper" means a ballot on which no further preference is recorded or a continuing candidate, provided that a paper shall also be deemed to have become exhausted whenever-
    - (a) the names of two or more candidates, whether continuing or not are marked with the same figure and are next in order of preference; or
    - (b) the name of the candidate next in order of preference, whether continuing or not is marked by a figure not following consecutively after some other figure on the ballot paper or by two or more figures; or
    - (c) for any reason it cannot be determined for which of the continuing candidates the next available preference of the elector is recorded;
  - (v) "first preference" means the figure 1 set opposite the name of a candidate; "second preference" means the figure 2 set opposite the name of a candidate; "third preference" means the figure 3 set opposite the name of a candidate and so on;
  - (vi) "Original vote", in relation to any candidate means a vote derived from a ballot paper on which a first preference is recorded, for such candidate;
  - (vii) "Surplus", means the number by which the value of the vote, original and transferred, of any candidate exceeds the quota;
  - (viii) "transferred vote" in relation to any candidate means a vote the value or the part of the value of which is credited to such candidate and which is derived from a ballot paper on which a second or a subsequent preference is recorded for such candidate; and
  - (ix) "unexhausted paper" means a ballot paper in which a further preference is recorded for a continuing candidate,
2. Before the date of the poll, the Registrar shall notify the place where the counting of votes will be done, and the date and time at which the counting will commence:

Provided that if for any reason the Registrar finds it necessary so to do, he may alter the date time and place so fixed or any of them and notify the same in such manner as he may deem fit.
3. The Registrar shall act as Returning Officer at the time of counting of votes. He may also appoint such other persons to assist him as he deems necessary. Votes will be counted by; or under supervision or direction of the Returning Officer.
4. The candidate or his agent duly authorised by him in writing in this behalf shall be entitled to be present at the time of counting. The agent so authorised must be an elector in the election.
5.
  - (1) The Returning Officer shall-
    - (a) ensure that only authorised persons are present at the place of counting;
    - (b) open the ballot boxes, take out from each box and count the ballot papers contained therein and record their number in a statement;
    - (c) scrutinize the ballot papers taken out of the ballot boxes; and
    - (d) separate the ballot papers which he deems valid from those which he rejects endorsing on each of the latter the word "Rejected".

## STATUTES

(2) A ballot paper shall be invalid on which-

- (a) the figure 1 is not marked; or
- (b) the figure 1 is set opposite the name of more than one candidate or is so placed as to render it doubtful to which candidate it is intended to apply; or
- (c) the figure 1 and some other figures are set opposite the name of the same candidate; or
- (d) there is any mark or writing by which the elector can be identified.

*Explanation:* The figures referred to in the clauses (a), (b) and (c) this sub-rule- may be marked in the international form of Indian numerals or in the Roman form or in the form used in any Indian language, but shall not be indicated in words.

6. *Arrangement of valid ballot papers in parcels.*

After rejecting the ballot papers which are invalid, the Returning Officer shall-

- (a) arrange the remaining ballot papers in parcels according to the first preference recorded for each candidate;
- (b) count and record the number of papers in each parcel and the total number; and
- (c) credit to each candidate the value of the papers in his parcel.

7. *Counting of votes where only one seat is to be filled-*

(1) At any election where only one seat is to be filled, every valid ballot paper shall be deemed to be of the value of 1 at each count, and the quota sufficient to secure the return of a candidate at the election shall be determined as follows:

- (a) add the values credited to all the candidates under Clause (c) of Rule (6) ;
- (b) divide the total by 2; and
- (c) add 1 to the quotient ignoring the remainder, if any, and the resulting number is the quota.

(2) If, at the end of the first or any subsequent count, the total value of the ballot papers credited to any candidate is equal to, or greater than, the quota or there is only one continuing candidate, that candidate shall be declared elected.

(3) If at the end of any count, no candidate can be declared elected the Returning Officer shall-

- (a) exclude from the poll the candidate who up to that stage has been credited with the lowest value;
- (b) examine all the ballot papers in his parcels and sub-parcels, arrange the unexhausted papers in sub-parcels according to the next available preferences recorded thereon for the continuing candidates, count the number of papers in each such sub-parcel and credit it to the candidate for whom such preference is recorded, transfer the sub-parcel to that candidate; and make a separate sub-parcel of all the exhausted papers; and
- (c) see whether any of the continuing candidates has after such transfer and credit, secured the quota.

(4) If when a candidate has to be excluded under Clause (a) of Sub-Rule 3 two or more candidates have been credited with the same value and stand lowest on the poll the candidate for whom the lowest number of original votes are recorded shall be excluded, and if this number also is the same in the case of two or more candidates the Returning Officer shall decide by lot which of them shall be excluded.

8. *Counting of votes where more than one seat is to be filled.*

*Ascertainment of quota-* At any election where more than one seat is to be filled, every valid ballot paper shall be deemed to be of the value of 100 and the quota sufficient to be secured the return of a candidate at the election shall be determined as follows:

- (a) add the values credited to all the candidates under Clause (c) of rule (6);
- (b) divide the total by a number which exceeds by 1 the number the vacancies to be filled; and

## STATUTES

(c) add 1 to the quotient ignoring the remainder if any and the resulting number is the quota.

### 9. *General Instruction*

In carrying out the provisions of Rules (10) to (14) the Returning Officer shall disregard all fractions and ignore all preferences recorded for candidates already elected or excluded from the poll.

### 10. *Candidates with quota elected.*

If at the end of any count or at the end of the transfer of any parcel or sub-parcel of an excluded candidate the value of ballot papers credited to a candidate is equal to or greater than the quota that candidate shall be declared elected.

### 11. *Transfer of Surplus.*

- (1) If at the end of any count the value of the ballot papers credited to a candidate is greater than the quota the surplus shall be transferred in accordance with the provisions of this Rule to the continuing candidates indicated on the ballot papers of that candidate as being next in order of the elector's preference.
- (2) If more than one candidate have a surplus, the largest surplus shall be dealt with first and the others in order of magnitude. Provided that every surplus arising on the first count shall be dealt with before those arising on the second count and so on.
- (3) Where there are more surpluses than one to distribute and two or more surpluses are equal, regard shall be had to the original votes of each candidate and the candidate for whom most original votes are recorded shall have his surplus first distributed; and if the values of their original votes are equal, the Returning Officer shall decide by lot which candidate shall have his surplus first distributed.
- (4)
  - (a) If the surplus of any candidate to be transferred arises from original votes only, the Returning Officer shall examine all the papers in the parcel belonging to that candidate, divide the unexhausted papers into sub-parcels according to the next preferences recorded thereon and make a separate sub-parcel of the exhausted papers.
  - (b) He shall ascertain the value of the papers in each sub-parcel and of all the unexhausted papers.
  - (c) If the value of the unexhausted papers is equal to or less than surplus, he shall transfer all the unexhausted papers at the value at which they were received by the candidate whose surplus is being transferred.
  - (d) If the value of the unexhausted papers is greater than the surplus, he shall transfer the sub-parcels of unexhausted papers and the value at which each paper shall be transferred shall be ascertained by dividing the surplus by the total number of unexhausted papers.
- (5) If the surplus of any candidate to be transferred arises from transferred as well as original votes, the Returning Officer shall re-examine all the papers in sub-parcel last transferred to the candidate, divide the unexhausted papers into sub-parcels according to the next preferences recorded thereon and then deal with the sub-parcels in the same manner as is provided in the case of sub-parcels referred to in sub-rule (4).
- (6) The papers transferred to each candidate shall be added in the form of a sub-parcel to the papers already belonging to such candidate.
- (7) All papers in the parcel or sub-parcel of an elected candidate not transferred under this Rule shall be set apart as finally dealt with.

### 12. *Exclusion of candidates lowest on the poll.*

- (1) If after all surpluses have been transferred as hereinbefore provided, the number of candidates elected is less than the required number, the Returning Officer shall exclude from the poll the candidate lowest on the poll and shall distribute his unexhausted papers among



## STATUTES

the continuing candidates according to the next preferences recorded thereon; and any exhausted papers shall be set apart as finally dealt with.

- (2) The papers containing original votes of an excluded candidate shall first be transferred, the transfer value of each paper being one hundred.
- (3) The papers containing transferred votes of an excluded candidate shall then be transferred in the order of the transfers in which, and at the value at which, he obtained them.
- (4) Each of such transfers shall be deemed to be a separate transfer but not a separate count.
- (5) If, as a result of the transfer of papers, the value of votes obtained by a candidate is equal or greater than the quota, the count then proceeding shall be completed but no further papers shall be transferred to him.
- (6) The process directed by this Rule shall be repeated on the successive exclusions one after another of the candidates lowest on the poll until such vacancy is filled either by the election of a candidate with the quota or as hereinafter provided.
- (7) If at any time it becomes necessary to exclude a candidate and two or more candidates have the same value of votes and are lowest on the poll, regard shall be had to the original votes of each candidate and the candidate for whom fewest original votes are recorded shall be excluded; and if the values of their original votes are equal the candidate with the smallest value at the earliest count at which these candidates had unequal values shall be excluded.
- (8) If two or more candidates are lowest on the poll and each has the same value of votes at all counts the Returning Officer shall decide by lot which candidate shall be excluded.

### 13. *Filling the last vacancies.*

- (1) When at the end of any count the number of continuing candidates is reduced to the number of vacancies remaining unfilled, the continuing candidate shall be declared elected.
- (2) When at the end of any count only one vacancy remains unfilled and the value of the papers of some one candidate exceeds the total value of the papers of all the other continuing candidates together with any surplus not transferred, that candidate shall be declared elected.
- (3) When at the end of any count only one vacancy remains unfilled and there are only two continuing candidates and each of them has the same value of votes and no surplus remains capable of transfer, the Returning Officer shall decide by lot which of them shall be excluded; and after excluding him in the manner aforesaid, declare the other candidate to be elected.

### 14. *Provisions for re-counts.*

- (1) Any candidate or, in his absence, his agent may, at any time during the counting of the votes, either before the commencement or after the completion of any transfer of votes (whether surplus or otherwise), request the Returning Officer to re-examine and re-count the papers of all or any candidates (not being papers set aside at any previous transfer as finally dealt with), and the Returning Officer shall forthwith re-examine and re-count the same accordingly.
- (2) The Returning Officer may in his discretion re-count the votes either once or more than once in any case in which he is not satisfied as to the accuracy of any previous count:  
Provided that nothing in this sub-rule shall make it obligatory on the Returning Officer to re-count the same votes more than once.

### 15. *Illustration of the procedure as to the counting of votes under Rules 8 to 13.*

An illustration of the procedure as to the counting of votes in accordance with the provisions of Rules 8 to 13 is given in the Schedule to these Rules.

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### SCHEDULE

Illustration of the procedure as to the counting of votes at an election on the single transferable system when more than one seat is to be filled.

Assume that there are seven members to be elected, sixteen candidates, and one hundred and forty electors.

The valid ballot papers are arranged in separate parcels according to the first preference recorded for each candidate, and the papers in each parcel counted.

Let it be assumed that the result is as follows:

A	...	12
B	...	8
C	...	6
D	...	9
E	...	10
F	...	7
G	...	4
H	...	19
I	...	13
J	...	5
K	...	14
L	...	8
M	...	10
N	...	6
O	...	4
P	...	5
TOTAL	...	<u>140</u>

Each valid ballot paper is deemed to be of the value of one hundred and the values of the votes obtained by the respective candidates are as shown in the first column of the result sheet.

The values of all the papers are added together and the total 14,000 is divided by eighth (i.e. the number which exceed by one the number of vacancies to be filled and 1,751 (i.e. the quotient 1,750 increased by one) is the number sufficient to secure the return of a member and is called the quota.

The operation may be shown thus:

$$\text{Quota} = 14,000/8+1=1,750+1=1,751$$

The candidate H, the value of whose votes exceeds the quota, is declared elected.

As the value of the papers in H's parcel exceeds the quota, his surplus must be transferred. His surplus is 149, i.e. 1,900 less 1,751.

The surplus arises from original votes, and therefore, the whole of H's papers are divided into sub-parcels according to the next preferences recorded thereon, a separate parcel of the exhausted papers being also made. Let it be assumed that the result is as follows:

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	Papers
B is marked as next available preference on	... 7
D is marked as next available preference on	... 4
E is marked as next available preference on	... 4
F is marked as next available preference on	... 3
Total of unexhausted papers	<u>18</u>
No. of exhausted papers	<u>1</u>
Total of papers	<u>19</u>

The values of the papers in the sub-parcels are as follows:

	Value
B	... 700
D	... 400
E	... 400
F	... 300
Total Value of unexhausted papers	<u>1,800</u>
Value of exhausted papers	<u>100</u>
Total Value	<u>1,900</u>

The value of the unexhausted papers is 1,800 is greater than the surplus. This surplus, is therefore, transferred as follows:

All the unexhausted papers are transferred, but at a reduced value, which is ascertained by dividing the surplus by the number of unexhausted papers.

The reduced value of all the papers, when added together, with the addition of any value lost as the result of the neglect of fractions, equals the surplus. In this case new value of each paper transferred is

$$\frac{149 \text{ (The Surplus)}}{18 \text{ (The number of unexhausted papers)}}$$

The residue of the value of each paper (100-8-92), being required by H for the purpose of constituting his quota, i.e., one exhausted paper value (100) plus the value (1,656) of 18 unexhausted papers.

These values of the sub-parcels transferred are:

- B=56 (i.e., seven papers at the value of 8);
- D=32 (i.e., four papers at the value of 8);
- E=32 (i.e. four papers at the value of 8);
- F=24 (i.e. three papers at the value of 8);

These operations can be shown on a transfer sheet as follows:

<i>Transfer Sheet</i>	
	Value
Value of surplus (H's) to be transferred	... 149
Number of papers in H's parcel	... 19
Value of each paper in parcel	... 100
Number of unexhausted paper	... 18
Value of unexhausted papers	1,800

## STATUTES

$$\text{New value of each paper transferred} = \frac{\text{Surplus}}{\text{Number of unexhausted papers}} = \frac{149}{18} = 8$$

Number of candidate marked as the next available preference	Number of papers to be transferred	Value of sub-parcels to be transferred
B	7	56
D	4	32
E	4	32
F	3	24
TOTAL	<u>18</u>	<u>144</u>
Number of exhausted papers	1	...
Loss of value owing to neglect of fractions	...	5
	<u>19</u>	<u>149</u>

The values of the sub-parcels are added to the values of the votes already credited to the candidates, B, D, E and F. This operation is shown on the result sheet.

There being no further surplus, the candidate lowest on the poll has now to be excluded. G and O both have 400.

The Returning Officer casts lots and G is chosen to be excluded.

Being original votes, G's papers are transferred at the value of 100 each. A who was marked as next preference on two papers receives 200, while D and E were each next preference on one paper and receiving 100 each. O now being lowest is next excluded and his 400 is similarly transferred to I, B and K, I receiving 200 and B and K 100 each.

This leaves J and P lowest with 500 each and J is chosen by lot for exclusion first. His papers are transferred at the value of 100 each to A, B, D and I, the three first named receiving 100 each, and I who had the next preference on two papers receiving 200. P is then excluded and his papers are transferred to E, L and K, the two first named receiving 100 each, and K, who had the first preference on three papers, receiving 300.

K now exceeds the quota and is declared elected.

Prior to further exclusion, K's surplus of 49 has to be distributed.

The sub-parcel last transferred to K consisted of 3 votes transferred at the value of 100 each. This sub-parcel is examined: there are no exhausted papers and B, F and I are each next preference on one paper and one paper is transferred to each of them at a reduced value determined by dividing the surplus (49) by the number of un-exhausted papers (3), B, F and I accordingly receive 16 each.

The process of exclusion is now proceeded with.

C and N have 600 each, and C is chosen by lot for exclusion first. He has 6 original votes; B, D and E are each next preference on two papers, and each receives 200, N is then excluded; A is next preference on 3 of his papers and receives 300, F, I and L are each next preference on one paper and receive 100 each.

This brings 'A' and 'I' above the quota and they are declared elected. Their surplus have now to be distributed and I's surplus which is the larger, 65, is dealt with first.

The last sub-parcel transferred to I consisted of one paper transferred at the value of 100, D is next preference on this paper, and receives the whole surplus of 65.

## STATUTES

A's surplus of 49 is then dealt with. The last sub-parcel transferred to him consisted of 3 papers transferred at the value of 100 each. B was next preference on two of these papers and E on one, and the papers are transferred accordingly. The value to be transferred is 16 per paper, i.e., the surplus (49), divided by the number of the unexhausted (3). B accordingly receives 32 and E 16.

No other candidate having reached the quota, the process of exclusions is proceeded with, and F, who is now lowest with 840, is excluded.

His seven original votes are transferred first, B, D and E are next preference on three, two and two papers, respectively, and receives respectively 300, 200 and 200.

The transferred votes are next transferred in the order of their transfers to F. The 3 votes received at the value of eight each at the distribution of H's surplus are transferred at the same value to L who was next preference on all 3 papers. The vote valued at sixteen received by F at the distribution of K's surplus, goes at the same value to M, who was next preference, on that paper. The vote transferred at the value of 100 on the exclusion of N is then transferred at the same value to D, who thus receives a total of 300.

No continuing candidate having yet reached the surplus, N, who is now lowest with 1016 is excluded.

His ten original votes are transferred first. B and D are first preference on three papers each, and E and L on two each. B and D accordingly receive 300 each, and E and L 200 each. This brings, B, D and E above the quota, and they are declared elected. The requisite number of candidates having now been elected, the election is at an end, and it is unnecessary to proceed to the transfer of M's transferred votes.

Full details are shown in the result sheet.

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RESULT SHEET

Quota =  $\frac{14,000}{8} + 1 = 1,751$

8

Value of Votes 14,000

<i>Name of Candidate</i>	<i>Value of Votes at first count</i>	<i>Distribution of H's Surplus</i>	<i>Result</i>	<i>Distribution of Votes of G and O</i>	<i>Result</i>	<i>Distribution of Votes of J and P</i>	<i>Result</i>	<i>Distribution of K's Surplus</i>
1	2	3	4	5	6	7	8	9
A	1,200	...	1,200	+200	1,400	+100	1,500	...
B	800	+56	856	+100	956	+100	1,056	+16
C	600	...	600	...	600	...	600	...
D	900	+32	932	+100	1,032	++100	1,132	...
E	1,000	+32	1,032	+100	1,132	+100	1,232	...
F	700	+24	724	...	724	...	724	+16
G	400	...	400	-400	...	...	...	...
H	1,900	-149	1,751	...	1,751	...	1,751	...
I	1,300	...	1,300	+200	1,500	+200	1,700	+16
J	500	...	500	...	500	-500	...	...
K	1,400	...	1,400	+100	1,500	+300	1,800	49
L	800	...	800	...	800	+100	900	...
M	1,000	...	1,000	...	1,000	...	1,000	...
N	600	...	600	...	600	...	600	...
O	400	...	400	-400	...	...	...	...
P	500	...	500	...	500	-500	...	...
Loss of value by neglect of fractions	...	+5	5	...	5	...	5	+1
Total	14,000	...	14,000	...	14,000	...	14,000	...

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RESULT SHEET (Contd.)

Quota =  $\frac{14,000}{8} + 1 = 1,751$

8

Value of Votes 14,000

<i>Result</i>	<i>Distribution of Votes of C and N</i>	<i>Result</i>	<i>Distribution of Surplus of I and A</i>	<i>Result</i>	<i>Distribution of F's Votes</i>	<i>Result</i>	<i>Distribution of M's Votes</i>	<i>Result</i>	<i>Result of Election</i>
10	11	12	13	14	15	16	17	18	19
1,500	+300	1,800	-49	1,751	...	1,751	...	1,751	Elected
1,072	+200	1,272	+32	1,304	+300	1,604	+300	1,901	Elected
600	-600	...	...	...	...	...	...	...	Not Elected
1,132	+200	1,332	+65	1,397	+300	1,697	+300	1,997	Elected
1,232	+200	1,432	+16	1,448	+200	1,648	+200	1,848	Elected
740	+100	840	...	840	-840	...	...	...	Not Elected
...	...	...	...	...	...	...	...	...	Not Elected
1,751	...	1,751	...	1,751	...	1,751	...	1,751	Elected
1,716	+100	1,816	-65	1,751	...	1,751	...	1,751	Elected
...	...	...	...	...	...	...	...	...	Not Elected
1,751	...	1,751	...	1,751	...	1,751	...	1,751	Elected
900	+100	1,000	...	1,000	+24	1,024	+200	1,224	Not Elected
1,000	...	1,000	...	1,000	+16	1,016	-1,000	+16	Not Elected
600	-600	...	...	...	...	...	...	...	Not Elected
...	...	...	...	...	...	...	...	...	Not Elected
...	...	...	...	...	...	...	...	...	Not Elected
6	...	6	+1	7	...	7	...	7	...
14,000	...	14,000	...	14,000	...	14,000	...	14,000	...

## **ORDINANCES**

### Introductory

In these Ordinances, "an Indian University" means an Indian University incorporated by any law for the time being in force.

In these Ordinances unless the context otherwise requires, "Principal" shall include the Heads of Halls and recognised Institutions and "College" shall have a similar meaning.

From the date when these Ordinances come into operation all previous Ordinances of the University shall cease to have effect:

Provided that this revocation shall not affect the previous operation of any Ordinance so revoked, or anything duly done or suffered under any Ordinance so revoked, 'or affect any right, privilege, obligation, or liability acquired, accrued or incurred under any Ordinance so revoked or affect any penalty or punishment incurred in respect of any offence, or affect any investigation or remedy in respect of any such privilege, obligation, liability, penalty, or punishment as aforesaid.

Notwithstanding the revocation of any Ordinance, all Regulations made thereunder shall continue in force until revoked or amended by the appropriate authority.

These Ordinances shall come into operation on the 1st of June, 1949.



CHAPTER-I

OF ADMISSION TO THE UNIVERSITY

**Ord. I. Qualifications for Admission**

1. Subject as hereinafter provided no person shall be eligible for admission to the University unless he has passed the Intermediate Examination of an Indian University, or the Higher Secondary Examination of the Board of Higher Secondary Education, Delhi or an examination\* recognised as equivalent to either of these examinations by the Academic Council, from time to time, and possesses such further qualifications as may be prescribed by the Ordinances:

Provided that the minimum qualifications prescribed above may not apply in case of candidates seeking admission to the Sangeet Shiromani (Diploma) Course:

2. <sup>19</sup>There will be no minimum age bar for admission to under-graduate courses and post-graduate courses in the University and its Colleges except in professional courses where regulatory body prescribed minimum age requirement (such as MCI, AICTE etc.).

2-A. Notwithstanding anything contained in this Ordinance, its Clause 2 hereof will read as under in respect of admission to the 1st year of any Degree Courses of the University with effect from the academic year 1979-80 and in respect of undermentioned Post-graduate courses with effect from the academic year 1982-83:

No person shall be qualified for admission to the University unless before the first day of October in the year in which he seeks admission, he is 17 years of age or if he seeks admission to the 1st year of the Post- Graduate Degree/Diploma Courses LL.B., B.Lib. Sc., or B.Ed. Course he is 20 years of age or if he seeks admission to M.Phil. Course he is 22 years of age.

Provided that the Vice-Chancellor may, on the basis of individual merits, relax the age limit up to a maximum period of one year.

Provided further that if a person otherwise eligible to get admission in the University is not governed by 10+2+3 scheme, he shall continue to be governed by the provisions of Clause 2 above.

3. No person not already being a member of the University shall be admitted to any post-graduate course unless he has passed an examination recognised as equivalent to a degree examination of the University.

4. The candidates seeking admission to a course of study in the University

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\*Note: The list of recognized examinations including the Cambridge (Senior) School Certificate Examination and the Oxford School Certificate Examination is given under the Regulations in the University Calendar.

<sup>19</sup> Amended vide E.C. Res.No.7 dated 27.12.2007.

## ORDINANCE I

must satisfy the rules and conditions made in this behalf.

5. Notwithstanding anything contained in any other Ordinance, no person who has been convicted of an offence involving moral turpitude shall be admitted to a course of study or permitted to take any examination of the University until a period of two years has elapsed from the date of expiry of the sentence imposed on him. However, the Academic Council may, in a special case, exempt any person from the operation of this Rule.

**Ord. II. Admission**

1.

(1) There shall be the following Admission Committees:

- A Science Courses Admission Committee,
- An Arts Courses Admission Committee,
- A Social Sciences Courses Admission Committee,
- A Law Courses Admission Committee,
- An Education Courses Admission Committee,
- A Germanic and Romance Studies (GRS) Courses Admission Committee,
- A Library Science Courses Admission Committee,
- A Nursing Courses Admission Committee,
- A Tuberculosis and Chest Diseases Diploma Course Admission Committee,
- A Child Health Diploma Course Admission Committee,
- An Anaesthesia Diploma Course Admission Committee,
- A Home Science Courses Admission Committee,
- A Medical Courses Admission Committee,
- A Technology Courses Admission Committee,
- A Music Courses Admission Committee,
- A Mathematical Sciences Courses Admission Committee,
- A Management Courses Admission Committee,
- A Fine Arts Courses Admission Committee,
- A Faculty of Inter-Disciplinary and Applied Sciences Courses Admission Committee,
- <sup>20</sup>*A Commerce and Business Courses Admission Committee,*
- <sup>21</sup>*A Homoeopathic Medicines Courses Admission Committee,*

(2)

**The Science Courses Admission Committee shall consist of:**

- The Dean of the Faculty of Science,
- The Heads of the Departments comprised in the Faculty of Science; and
- Four members of whom two shall be Principals, appointed by the Academic Council.

**The Arts Courses Admission Committee shall consist of:**

- The Dean of the Faculty of Arts,
- The Heads of the Departments comprised in the Faculty of Arts, and
- Four members, of whom two shall be Principals, appointed by the Academic Council.

**The Social Sciences Courses Admission Committee shall consist of:**

- The Dean of the Faculty of Social Sciences,

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<sup>20</sup> Vide E.C. Res. No.4 (27) dated 05.05.2006.

<sup>21</sup> Vide E.C. Res. No.4 (35) dated 05.05.2006.

The Heads of the Departments comprised in the Faculty of Social Sciences, and Four members, of whom two shall be Principals, appointed by the Academic Council

**The Law Courses Admission Committee shall consist of:**

The Dean of the Faculty of Law,  
The Professors and Readers in Law, and  
Two members appointed by the Academic Council.

**The Education Courses Admission Committee shall consist of:**

- (a) Dean of the faculty of Education.
- (b) The Heads of Departments comprised with Faculty of Education, and
- (c) Four members appointed by the Academic Council, of whom two shall be, by rotation, Principals of the constituent Colleges offering courses in Education.

**The Germanic and Romance Studies (GRS) Courses Admission Committee shall consist of:**

The Dean of the Faculty of Arts,  
The Head of the Department of Germanic and Romance Studies, and  
One person nominated by the Head of the Department of Germanic and Romance Studies.

**The Library Science Courses Admission Committee shall consist of:**

The Dean, Faculty of Arts (Chairman),  
The Head of the Department of Library Science, and  
Three teachers of the Department of Library Science by rotation according to seniority.

**The Nursing Courses Admission Committee shall consist of:**

The Dean of the Faculty of Science,  
The Principal of the College of Nursing, and  
One person nominated by the Principal of the College of Nursing.

**The D.T.C.D. Diploma Course Admission Committee shall consist of:**

The Dean, Faculty of Medical Sciences,  
Director, V.P. Chest Institute, University of Delhi,  
Head of the Department of Medicine and Tuberculosis,  
Social and Preventive Medicine and Forensic Medicine including the ancillary branches,  
The Health Officer, Municipal Corporation, Delhi,  
Head of the T .B. Hospital, New Delhi,  
Head of the T.B. Hospital, Silver Jubilee Hospital, Kingsway Camp, Delhi.

**The Child Health Diploma Course Admission Committee shall consist of:**

The Dean of the Faculty of Medical Sciences,

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The Principals of the recognised Medical Colleges"  
One Senior Paediatrician to be nominated by the Vice-  
Chancellor on the recommendation of the Dean,  
Faculty of Medical Sciences.

**The Anaesthesia Diploma Course Admission Committee shall consist of:**

The Dean of the Faculty of Medical Sciences,  
The Principals of the recognised Medical Colleges,  
One Senior Anaesthetist to be nominated by the Vice-  
Chancellor on the recommendation of the Dean,  
Faculty of Medical Sciences.

**The Radiation Medicine Diploma Course Admission Committee shall consist of:**

The Dean of the Faculty of Medical Sciences.  
The Heads of the recognised Institutions,  
One expert from the Isotope Division of recognised  
Institutions by annual rotation to be nominated by the  
Vice-Chancellor on the recommendation of the Dean, Faculty of Medical  
Sciences.

**The Ophthalmology Diploma Course Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,  
Principals of the recognised teaching Medical Colleges,  
One Senior Ophthalmologist to be nominated by the Vice-Chancellor on the  
recommendation of the Dean, Faculty of Medical Sciences.

**The Otolaryngology Diploma Course Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,  
Principals of the recognised teaching Medical Colleges,  
One Senior Otolaryngologist to be appointed by the Vice- Chancellor on the  
recommendation of the Dean,  
Faculty of Medical Sciences.

**The Obstetrics and Gynaecology Diploma Course Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,  
Principals of the recognised teaching Medical Colleges,  
One Senior Obstetrician/Gynaecologist to be appointed by the Vice-Chancellor  
on the recommendation of the Dean, Faculty of Medical Sciences.

**The Medical Radio Diagnosis (DMRD) and Medical Radio Therapy (DMRT) Diploma Courses Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,

Principals of the recognised teaching Medical Colleges, One Senior Radiologist to be nominated by the Vice-Chancellor on the recommendation of the Dean, Faculty of Medical Sciences.

**The Dermatology and Venereal Diseases Diploma Courses Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,  
Principals of the Medical Colleges recognised for the Diploma,  
One Senior Dermatologist-cum-Venereologist to be nominated by the Vice-Chancellor on the recommendation of the Dean, Faculty of Medical Sciences.

**The Microbiology Diploma Course Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,  
Heads of the Institutions recognised for the Diploma,  
One Senior Microbiologist/Bacteriologist to be nominated by the Vice-Chancellor on the recommendation of the Dean, Faculty of Medical Sciences.

**The Health Education Diploma Course Admission Committee shall consist of:**

Dean, Faculty of Medical Sciences,  
Heads of the Institutions recognised for the Diploma, One member to be appointed by the Vice-Chancellor on the recommendation of the Dean, Faculty of Medical Sciences.

**The Diploma Course in Physical Medicine & Rehabilitation Admission Committee shall consist of:**

The Dean of the Faculty of Medical Sciences, The Head of the recognised Institution,  
One expert in the subject to be nominated by the Vice-Chancellor on the recommendation of the Dean, Faculty of Medical Sciences.

**The Home Science Courses Admission Committee shall consist of:**

The Dean, Faculty of Science,  
The Head of the Department of Home Science,  
The Principal of each College offering Home Science course, and  
One Professor of the Department of Sociology to be nominated by the Head of the Department of Sociology.

**The Medical Courses Admission Committee shall consist of:**

The Dean of the Faculty of Medical Sciences,  
The Principals of Medical Colleges,  
<sup>22</sup>*The Principal of Dental Wing and*  
Two members appointed by the Academic Council.

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<sup>22</sup> Vide E.C. Res. No.4 (21) (g) dated 08.06.2007.

**Joint Admission Committee in the Department of Ayurvedic Medicine and Tibb/Unani Medicines under the Faculty of Ayurvedic and Unani Medicines shall consist of:**

Dean, Faculty of Ayurvedic and Unani Medicines  
Principals/Directors of Colleges/Institutions under the Faculty of Ayurvedic and Unani Medicines.  
Head of Departments under the Faculty of Ayurvedic and Unani Medicines  
Two members to be appointed by the Academic Council.

**The Technology Courses Admission Committee shall consist of:**

Dean, Faculty of Technology,  
Principals/Directors of the Colleges/Institutions under the Faculty of Technology,  
Head of Departments under the Faculty of Technology, Two members to be appointed by the Academic Council.

**The Music Courses Admission Committee shall consist of:**

The Dean of the Faculty of Music and Fine Arts,  
The Head of the Department of Music, Professor in Music,  
One Reader by rotation,  
Two members, of whom one shall be Principal of a College offering Music as a degree subject, appointed by the Academic Council.

**The Mathematical Sciences Courses Admission Committee shall consist of:**

Dean, Faculty of Mathematical Sciences,  
Heads of the Departments comprises in the Faculty of Mathematical Sciences  
Four members of whom two shall be the Principals, appointed by the Academic Council.

**The Management Courses Admission Committee shall consist of:**

The Dean, Faculty of Management Studies,  
Professor/s in the Faculty of Management Studies,  
Two persons, to be nominated by the Academic Council

**The Fine Arts Courses Admission Committee shall consist of:**

Dean, Faculty of Music & Fine Arts,  
Heads of the Department of Fine Arts, Principal of the College of Art,  
Teacher-in-Charge each of the disciplines in the College of Arts, namely:  
Painting, Sculpture and Applied Arts,  
One member to be nominated by the Academic Council.

**The Courses Admission Committee in the Faculty of Inter-disciplinary and Applied Sciences shall consist of:**

Dean, Faculty of Inter-disciplinary and Applied Sciences,  
Heads of the Department comprises in the Faculty of Inter-disciplinary and Applied Sciences,  
Four members of whom two shall be Principals, appointed by the Academic Council.

**<sup>23</sup>The Commerce and Business Courses Admission Committee in the Faculty of Commerce & Business shall consist of:**

- (a) *The Dean of the Faculty of Commerce and Business,*
- (b) *The Heads of the Departments comprised in the Faculty of Commerce and Business.*
- (c) *Four Members, of whom two shall be Principals, appointed by the Academic Council.*

**<sup>24</sup>The Courses Admission Committee in The Faculty of Homeopathic Medicines shall consist of:**

- (a) *Dean, Faculty of Homeopathic Medicines,*
- (b) *Head, Department of Homeopathic Medicines,*
- (c) *Principal Nehru Homeopathic Medical College,*
- (d) *Two members appointed by the Academic Council.*

**2.**

- (i) <sup>25</sup>All students seeking admission to Colleges against the seats reserved for Children/widows/wives of officers and personnel of Armed Forces including paramilitary personnel as notified from time to time and foreign students, shall be registered centrally by the University and subject to the overall availability of seats such of them as are found eligible for admission will be assigned to various Colleges, who shall admit them accordingly. Colleges shall directly admit students applying under the categories – General, Scheduled Caste. Schedule Tribe, Other Backward Classes (OBC) and the Persons with Disability quotas, as well as students applying under Sports and Curricular Activities (CA) category.

**Guidelines**

- (1) The candidates will be registered by the University in the first instance and thereafter they will be free to seek admission to any college.
- (2) The Colleges will prepare their merit list separately and admit them according to the course wise quota fixed by the University.
- (3) *It is a statutory obligation on the part of Colleges to fill all seats reserved for Scheduled Castes/ Scheduled Tribes/ OBC.*
- (4) *The Colleges will not refuse admission to any SC/ST/OBC student on the basis of medium of instruction. Any deficiency in the knowledge of any particular language should be removed through remedial classes for which U.G.C. grants are available.*
- (5) *All seats reserved for SC/ST/OBC which remain unfilled will be notified again by the concerned colleges and filled according to merit in subsequent*

<sup>23</sup> Vide E.C. Res. No.4 (27) dated 05.05.2006.

<sup>24</sup> Vide E.C. Res. No.4 (35) dated 05.05.2006.

<sup>25</sup> Vide E.C. Res. No.1 (01) dated 09.05.2013.



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*admission lists.*

- (6) The University will monitor the admissions, with the help of a Committee of 5 to 6 members with Dean, Students' Welfare (Main Campus) as Convenor, and will look into problems, if any, arising therefrom. This Committee might also obtain information about admissions made every day in the evening.
- (7) By obtaining the above information, the University will know how many seats have been filled up by the Colleges against the reserved seats and how many seats are still vacant.
- (8) In case the candidates registered with the University could not get admission in any College, the University will allot them Course and College where the seats will be available.

The Academic Council may specify either generally or each year the courses for which the students will be registered centrally by the University and the manner of their admission including whether they will be assigned to various Colleges or those found eligible will be free to seek admission to any College.

Subject to the aforesaid, the Principal of a College will admit students to the various courses available in that College. The College shall ensure that each student fulfils the eligibility requirements, as prescribed by the Academic Council, for admission to the concerned course.

- (ii) Applications for admission/registration shall be made on a prescribed form. Applications by students seeking admission to Master's courses in the Faculties of Arts, Mathematical Sciences, Social Sciences, Music and Science shall be sent to the Deans of Faculties concerned direct. Applications for admission to courses other than those mentioned above shall be made to the Principal of the College concerned:

Provided that for purpose of provisional admission to the Post-graduate Courses, there shall be Standing Committees, one each for the Faculty of Arts, Social Sciences, Mathematical Sciences and Music, to be appointed by the Vice-Chancellor, which would decide the criteria and, on the merits of each case the admissions on provisional basis.

"For the purpose of this Clause 'Principal of a College' shall, where the case so requires include the Dean of the Faculty of Law Director, Campus of Open Learning and where instruction is provided solely by the University, the Head of Department concerned".

3. Admissions shall be finalised by the Principals of Colleges and Deans of Faculties concerned, as the case may be, not later than such last date as may be prescribed by the Academic Council from time to time.

Provided that the Vice-Chancellor may, at his discretion, allow admission to any course after the prescribed date as aforesaid, for very exceptional reasons, such as late declaration of results or such other reasons considered satisfactory by the

Vice-Chancellor up to the dates thought reasonable by him in each case:

Provided further that no admission will be made by a College prior to the date to be fixed by the Academic Council each year :

<sup>26</sup>Provided that all provisional admissions to the post-graduate courses shall be finalized by the Standing Committees concerned not later than **31<sup>st</sup> August** of the year in which admissions are sought. Provisional admissions not finalized by the aforesaid date shall automatically be annulled.

**4.**

- (1)** The minimum qualifications and conditions of eligibility for admission to the various courses shall be as laid down in Ordinance I and I-A and/or Appendix II to the Ordinances.

Provided that notwithstanding anything in the said Ordinance or Appendix, the Academic Council, on the recommendations of the Admission Committees, reviewed and modified by the Standing Committee of the Academic Council if necessary, may –

- (i) raise the minimum qualifications for eligibility for admission, e.g., require a higher qualifying examination, or a prescribed percentage of marks in the qualifying examination, and the like;
  - (ii) add to the conditions of eligibility for admission e.g., require certain combinations of subjects, or some teaching or other experience, or require that the candidate shall pass a test devised for the purpose, or that he shall give an undertaking that he will not take up any employment during the course of his study, or will not appear at certain competitive examinations, and the like;
  - (iii) where the number of eligible applicants for the course is greater than the number of seats available, prescribe any rules determining the order of preference among the applicants, e.g., give weightage to those who have passed the qualifying examination in a single attempt, and the like.
- (2)** The said Admission Committees shall determine the principles on which admissions are to be made and the procedure therefor subject to review by the Standing Committee of Academic Council as mentioned hereinafter. The said Admission Committees shall finalise the cases of admission where registration is centrally done by the University (vide proviso to Clause 2(i) above). The Admission Committees shall also consider and make recommendations to the Standing Committee in respect of such admission cases as are referred to them by the Deans of the Faculties on account of any special factor and considerations involved in particular cases.
- (3)** The said Admission Committee shall also ascertain, as soon as may be, the number of places for various courses likely to be available in the various courses and shall notify the Heads of Departments and Principals of Colleges accordingly.

**5.** There will be a Standing Committee of the Academic Council which will:

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<sup>26</sup> Vide E.C. Res. No.1 (1) dated 25.04.2011.

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- (1) review and finalise cases of admission as are specially referred to them by the different Courses Admission Committees, on account of any special factors or considerations involved in particular cases;
- (2) review ordinarily in November each year the principles adopted by the various Courses Admission Committees for admission to the courses concerned and to co-ordinate, wherever necessary, the admission procedure adopted by these Committees.

### **Ordinance II - A Transitory Ordinance**

*\*\*\*Omitted\*\*\**

**Ord. III. Transfer from Honours to Pass and Vice-Versa.**

1. (1) Notwithstanding anything to the contrary contained in Clause 4(2) of Ordinance II of the Ordinances of the University:

(i) Any student admitted to an Honours Course may, at his own request be transferred to the B.A. (Pass)/B.Com. (Pass)/B.Sc. (Genl.) Course by the Principal of the College concerned, not later than 31st December of the 1st Year of the Course. An intimation to this effect shall be sent by the Principal of the College concerned to the Deans of the Faculties concerned, the Registrar and the Controller of Examinations not later than the 15th January following.

(ii) (a) Any student of the B.A. (Hons.) or B.Com. (Hons.) Course, who has passed the Part I Examination or a student who has been declared eligible for promotion to the next higher class on the result of the Part I Examination or a student who has failed at the Part I Examination, obtaining at least 25% marks in the aggregate (Main subject and Qualifying and Subsidiary Subjects taken together) in each case, may at his option, be allowed to proceed to the 2nd year class of the B.A. (Pass) or the B.Com. (Pass) Course at the beginning of the 1st Term of the 2nd year of the Course, if otherwise eligible for admission to the 1st year of the B.A. (Pass) or the B.Com. (Pass) Course, as the case may be, as per qualifications possessed by him at that time. Such a student, on transfer, shall be required to take Part I & Part II Examinations simultaneously, of the B.A. (Pass) or the B.Com. (Pass) Course, as the case may be, at the end of the 2nd year of the Course, if otherwise eligible.

(b) Any student of the B.Sc. (Hons.) Course, who has failed at the Part I Examination, but has secured at least 25% marks in the aggregate (Main subject and Qualifying and Subsidiary subjects taken together) may, at his option, be allowed to proceed to the 2nd year class of the B.A. (Pass) or B.Com. (Pass) or B.Sc. (Genl.) Course, at the beginning of the 1st term of the 2nd year of the course, if otherwise eligible for admission to the 1st year of the B.A. (Pass)/ B.Com. (Pass)/B.Sc. (Genl.) Course, as the case may be, as per qualifications possessed by him at that time. Such a student on transfer shall be required to take Part I and Part II Examinations simultaneously, of the B.A. (Pass) or the B.Com. (Pass) or the B.Sc. (Genl.) Course as the case may be, at the end of the 2nd year of the course, if otherwise eligible.

(c) Any student who has passed the Part 1 Examination of B.Sc. (Hons.) Course in Botany/Zoology may, at his own request, be transferred to B.Sc. (Genl.) Group 'B' course in 2nd year at the beginning of the first term. Such a student, if admitted, shall not be required to take Part 1 Examination of B.Sc. (Genl.) Group 'B'. While determining the classification of result for the B.Sc. (Genl.) examination, the marks secured by the candidates for the B.Sc. (Hons.) Part 1 examination be taken into account after reducing or adding proportionately, to be out of the maximum marks prescribed for the B.Sc. (Genl.) Part 1 (I year)

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examination.

- (d) Any student of B.Sc. (Hons.) course, who has passed the Part 1 (I year) Examination and wishes to seek transfer from B.Sc. (Hons.) to B.A. (Pass) or B.Com. (Pass) in 2nd year at the beginning of the first term, may be allowed to do so. Such a student on transfer shall be required to take Part 1 and Part II examinations simultaneously, of the B.A. (Pass) or B.Com. (Pass) Course, as the case may be, at the end of the 2nd year of the course, if otherwise eligible.

(2) Notwithstanding anything to the contrary contained in Clause 4(2) of Ordinance II of the Ordinances of the University:

- (i) Any student admitted to 1 year of the B.A. (Pass)/B.Com. (Pass)/B.Sc. (General) Course may be transferred by the Principal of the College concerned to the 1 year of the B.A. (Hons.)/B.Com. (Hons.) Course not later than 15th October on the basis of initial qualifications prescribed for admission to the respective Honours Course. An intimation to this effect shall be sent by the Principal of the College concerned to the Deans of the Faculties concerned, the Registrar and the Controller of Examinations not later than the 15th January following.
- (ii) Any student admitted to the B.A. (Pass)/B.Com. (Pass) Course may be transferred by the Principal of the College concerned to the respective Honours Course, not later than the 31st December of the 1 Year of the Course provided that he has secured at least 45 per cent marks in the aggregate and at least 50 per cent marks in the subject concerned in the College tests held in November/December. An intimation to this effect shall be sent by the Principal of the College concerned to the Deans of the Faculties concerned, the Registrar and the Controller of Examinations not later than the 15th January following.

(3) A student in an Honours Course may, subject to the recommendation of the Principal of his College and with the concurrence of the Dean of the Faculty concerned, be admitted by the appropriate Courses Admission Committee to an Honours Course in another subject or be permitted to change his Subsidiary subject or subjects, not later than the dates mentioned hereunder:

30th September - For transfer from Faculty of Science to Faculties of Arts, Social Sciences and Mathematical Sciences.

31st August - For transfer from Faculties of Arts, Social Sciences and Mathematical Sciences to Faculty of Science.

Provided that a student in an Honours Course in the Faculties of Arts, Social Sciences and Mathematical Sciences, admitted directly to the second year, be permitted to change his Main Subject or Subsidiary Subject or subjects within these Faculties by the 30th September of the year of admission.

2. (1) Any student who is reported by the Head of the Department concerned to

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be unsuitable for an Honours course may be transferred to the B.Sc. (General) Course by the Science Courses Admission Committee not later than the beginning of the second year. The conditions under which such transfers could be made shall be laid down by the Faculty of Science.

(2) A student admitted to the 1st year of the B.Sc. (General) Course may, on the recommendation of the Head of the Department concerned and with the concurrence of the Dean of the Faculty of Science, be admitted by the Science Courses Admission Committee to the B.Sc. (Honours) Course at any time up to 31st August of the year of admission.

The conditions under which such admission could be made shall be laid down by the Faculty of Science.

(3) The candidates who have passed the B.Sc. (Genl.) 1st year Examination from Delhi University with 60% or more marks in the aggregate of the subjects viz. (i) Chemistry, Botany and Zoology; and (ii) Physics, Chemistry and Mathematics and 60% or more marks in the concerned subject shall be entitled to seek transfer to 2nd year class in B.Sc. (Hons.) Course (i) Botany or Zoology (ii) Physics or Chemistry.

Note: (1) Such candidates, if admitted, shall be required to take Part I examination (Main-theory papers only).

(2) The marks obtained by the candidate in the theory and practical of B.Sc. (Genl.) 1st year Examination papers which become subsidiary papers on transfer to 2nd year shall be taken into account proportionately. The marks obtained in the practical of B.Sc. (Genl.) which becomes main paper on transfer to 2nd year shall be taken into account proportionately as marks obtained in the Practical Main of the 1st year.

(4) A student in an Honours Course in the Faculty of Science may, subject to the recommendations of the Heads of the Departments concerned and with the concurrence of the Dean of the Faculty, be admitted by the Science Courses Admission Committee to an Honours Course in another subject or permitted to change his Subsidiary Subject or subjects not later than the 31st August of the year of admission.

(5) A student admitted to the first year of B.Sc. (General) course, but otherwise eligible for admission to the second year of the same course, may, on the recommendations of the Heads of the Department concerned and with the concurrence of the Dean of the Faculty of Science, be transferred by the Science Courses Admission Committee to the second year of the B.Sc. (General) Course, up to 31st August, in the year in which he seeks admission.

3. A student reading for a course in one Faculty may not later than the beginning of the third term of the first year be transferred to a course in another Faculty on the recommendation of the Principal of his College and with the concurrence of the Deans of the Faculties concerned but such transfer shall be subject to the approval of the Courses Admission Committee of the Faculty to which the student seeks transfer:

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Provided that a student admitted directly to the second year will be permitted to change his subject only if he agrees to study the new subject for at least two years and in the case of the Subsidiary Subject for at least one year.

Note: For purposes of this Ordinance, the Faculty of Arts and the Faculty of Social Sciences shall be deemed as one Faculty.

<sup>27</sup>Ord. IV - Migration & Re-admission

**Migration**

1. Inter-University migration may be permitted only in the beginning of the III Semester of only the B.A. Programme and B.Com Programme under semester mode on production of (i) leaving certificate from the Principal of the College or from the Registrar of the University he is leaving and (ii) marks sheets of the examinations already passed and (iii) documentary evidences in support of the ground on which migration has been sought.

Provided that such a student will have to pass all the papers of the I & II semester examinations of the said course of the University of Delhi.

Provided further that their marks shall be proportionately upgraded in the I & II Semester examinations in the absence of the Internal Assessment Marks.

2. Admission of a student to the University in the III Semester of study for B.A./B.Com degree examination may only be allowed on the ground that the parent or guardian of the student is residing in or has migrated to Delhi.
3.
  - (a) Inter College migration within the University of Delhi in the III Semester of B.A, B.Com, B.Sc., B.A.(H), B.Com (H), B.Sc. (H) Courses under the semester mode may be allowed subject to availability of seats and consent of Principals of both the colleges.
  - (b) Inter College migration will not be allowed at the post-graduate level.
  - (c) The last date for migration will be 31<sup>st</sup> August.
4. Applications for migration from one college of the University to another shall only be entertained by the Principal if forwarded by the Principal of the college from which migration is sought, and the necessary alteration in the enrolment entries shall only be made in the University Register by the Registrar after obtaining the consent in writing of both Principals.

**Re-admission**

5.
  - (a) A student of the University having failed to pass any examination of the University will be registered as an Ex-student for re-appearing in the said examination subject to the conditions laid down under the Regulations of the University relating to Conditions of Admission to University Examinations.
  - (b) A student of the University who was not allowed to appear in the examinations due to shortage of attendance will be re-admitted to the class he studied last in his College/Department, within the prescribed period of registration.
  - (c) If a student's name is struck off the rolls of his College, he may be re-admitted

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<sup>27</sup> Replaced/Amended vide E.C. dated 06.03.2014.



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to the same class at the discretion of his Principal in the same academic year or within the period of registration, if re-admission is sought in any subsequent year. No enrolment fee shall be charged in such a case and a remark in the University Register shall be deemed as equivalent to fresh enrolment.

The term "his college" means the College last attended by the Student.

### **Change of Subjects**

6. No change in the optional or elective subjects or subsidiary subjects in any semester of the Post-graduate or Under-graduate courses is permitted.

ORDINANCE V

**CHAPTER-II  
OF COURSE OF STUDY**

**Ord. V. University Degrees, Diplomas and Certificates**

1. There shall be courses of study in the University for the following Degrees, Diplomas and Certificates:

**(1) Pass Courses:**

**(a) Under-graduate Courses:**

Bachelor of Arts (Programme) <sup>28</sup>	B.A. (Prog.)
Bachelor of Arts (Vocational Studies)	B.A. (Vocational Studies)
Bachelor of Commerce (Pass)	B.Com. (Pass)
Bachelor of Science (Physical Sciences) <sup>29</sup>	B.Sc. (Physical Science)
Bachelor of Science (Programme) (Life Sciences) - (Botany, Chemistry and Zoology Component) <sup>30</sup>	B.Sc. (Prog.) (Life Sciences) - (Botany, Chemistry and Zoology Component)
Bachelor of Science (Applied Physical Sciences) <sup>31</sup>	B.Sc. (Applied Physical Sciences)
Bachelor of Science (Applied Life Sciences) <sup>32</sup>	B.Sc. (Applied Life Sciences)
Bachelor of Science (Programme) (Applied Life Sciences Management with Agro-Chemical and Pest Management) <sup>33</sup>	B.Sc. (Prog.) (Applied Life Sciences Management with Agro-Chemical and Pest Management)
Bachelor of Science (Programme) with Industrial Chemistry <sup>34</sup>	B.Sc. (Prog.) with Industrial Chemistry
Bachelor of Science (Programme) with Analytical Chemistry <sup>35</sup>	B.Sc. (Prog.) with Analytical Chemistry
Bachelor of Science (Programme) Mathematical Sciences (Operational Research) <sup>36</sup>	B.Sc. (Prog.) Mathematical Sciences (Operational Research)
Bachelor of Science (Home Science)	B.Sc. (Home Science)
Bachelor of Science (Nursing) (Post Basic) <sup>37</sup>	B.Sc. (Nursing) (Post Basic)
Bachelor of Occupational Therapy <sup>38</sup>	
Bachelor of Medicine and Bachelor of Surgery	M.B.B.S.
Bachelor of Dental Surgery	B.D.S.
Pre-Ayurveda/Pre-Tibb	
Bachelor of Mechanical Engineering	

<sup>28</sup> E.C. 04.06.2004/17.12.2004

<sup>29</sup> E.C.25.10.2004

<sup>30</sup> E.C.25.10.2004/E.C.28.02.2017/07.03.2017

<sup>31</sup> E.C.25.10.2004

<sup>32</sup> E.C.25.10.2004

<sup>33</sup> E.C.28.02.2017/07.03.2017

<sup>34</sup> E.C.28.02.2017/07.03.2017

<sup>35</sup> E.C.28.02.2017/07.03.2017

<sup>36</sup> E.C.28.02.2017/07.03.2017

<sup>37</sup> E.C.25.05.2015

<sup>38</sup> E.C.01.04.2005

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Bachelor of Electrical Engineering	
Bachelor of Civil Engineering	
Bachelor of Electronics and Communication Engineering	
Bachelor of Production and Industrial Engineering	
Bachelor of Technology (Information Technology and Mathematical Innovations) <sup>39</sup>	B.Tech. (IT & Mathematical Innovations)
Bachelor of Polymer Science and Chemical Technology	
Bachelor of Computer Engineering	
Bachelor of Engineering (Bio-Technology) <sup>40</sup>	
Bachelor of Fine Arts (Painting)	B.F.A. (Painting)
Bachelor of Fine Arts (Sculpture)	B.F.A. (Sculpture)
Bachelor of Fine Arts (Applied Art)	B.F.A. (Applied Art)
Bachelor of Fine Arts (Visual Communication) <sup>41</sup>	B.F.A. (Visual Communication)
Bachelor of Arts (Art History) <sup>42</sup>	B.F.A. (Art History)
Ayurvedacharya (Bachelor of Ayurvedic Medicine and Surgery) <sup>43</sup>	Ayurvedacharya (B.A.M.S.)
Kamil-e-Tibb-o-Jarahat (Bachelor of Unani Medicine and Surgery) <sup>44</sup>	Kamil-e-Tibb-o-Jarahat (B.U.M.S.)
Bachelor of Pharmacy	B.Pharma
Bachelor of Physical Education	B.Sc. (P.E. H.E. & Sports)
Bachelor of Health & Sports	
Bachelor of Elementary Education <sup>45</sup>	B.El.Ed
Bachelor of Management Studies <sup>46</sup>	B.M.S.
Bachelor of Business Administration (Financial Investment Analysis) <sup>47</sup>	B.B.A. (FIA)
Bachelor of Vocational in:	
• Healthcare Management <sup>48</sup>	B. Voc. (Healthcare Management)
• Retail Management and Information Technology <sup>49</sup>	B. Voc. (Retail Management and Information Technology)
• Printing Technology <sup>50</sup>	B. Voc. (Printing Technology)
• Web Designing <sup>51</sup>	B. Voc. (Web Designing)
• Banking & Finance <sup>52</sup>	B. Voc. (Banking & Finance)
• Software Development <sup>53</sup>	B. Voc. (Software Development)
Bachelor of Journalism <sup>67</sup>	BJ

<sup>39</sup> E.C.19.07.2014/13.10.2015

<sup>40</sup> E.C.10.02.2004

<sup>41</sup> E.C.20.04.2009

<sup>42</sup> E.C.20.04.2009

<sup>43</sup> E.C.09.07.2011

<sup>44</sup> E.C.09.07.2011

<sup>45</sup> E.C.05.05.2006

<sup>46</sup> E.C.28.05.2015

<sup>47</sup> E.C.19.07.2014

<sup>48</sup> E.C.28.02.2017/07.03.2017

<sup>49</sup> E.C.28.02.2017/07.03.2017

<sup>50</sup> E.C.28.02.2017/07.03.2017

<sup>51</sup> E.C.28.02.2017/07.03.2017

<sup>52</sup> E.C.28.02.2017/07.03.2017

<sup>53</sup> E.C.28.02.2017/07.03.2017

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**(b) Post-graduate Courses:**

Bachelor of Education	B.Ed.
Bachelor of Education (Special Education for Visually Impaired) <sup>54</sup>	B.Ed. (Special Education for Visually Impaired)
Bachelor of Law	LL.B
Bachelor of Library and Information Science <sup>55</sup>	B.L.I. Sc.
Master of Science in Medical Bio-chemistry	M.Sc. (Medical Bio-chemistry)
Master of Science in Computer Science <sup>56</sup>	M.Sc. (Computer Science)
Master of Surgery in Obstetrics & Gynaecology	M.S. (Obstetrics and Gynaecology)
Doctor of Medicine in Pathology	M.D. (Pathology)
Doctor of Medicine in Physiology	M.D. (Physiology)
Doctor of Medicine in Pharmacology	M.D. (Pharmacology)
Doctor of Medicine in Medical Microbiology	M.D. (Medical Microbiology)
Doctor of Medicine in Medical Bio-chemistry	M.D. (Medical Bio-chemistry)
Doctor of Medicine in Paediatrics	M.D. (Paediatrics)
Doctor of Medicine in Anaesthesia	M.D. (Anaesthesia)
Master of Surgery in Surgery	M.S. (Surgery)
Master of Surgery in Anatomy	M.S. (Anatomy)
Master of Surgery in Orthopaedics	M.S. (Orthopaedics)
Master of Surgery in Ophthalmology	M.S. (Ophthalmology)
Master of Surgery in Otolaryngology	M.S. (E.N.T.)
Doctor of Medicine in Dermatology including Leprosy & Leprosy and Venereal Diseases	M.D. (Dermatology including Venereal Diseases)
Doctor of Medicine in Radio-Diagnosis	M.D. (Radio-Diagnosis)
Doctor of Medicine in Radio-Therapy	M.D. (Radio-Therapy)
Doctor of Medicine in Community Medicine	M.D. (Community Medicine)
Doctor of Medicine in Pulmonary Medicine	M.D. (Pulmonary Medicine)
Doctor of Medicine in Community Health Administration	M.D. (Community Health Administration)
Doctor of Medicine in Forensic Medicine	M.D. (Forensic Medicine)
Master of Science in Medical Microbiology	M.Sc. (Medical Micro-biology)
Doctor of Medicine in Psychiatry	M.D. (Psychiatry)
M.D. Degree Courses in Ayurveda;	
Ayurved Vachaspati (Doctor of Medicine - Ayurveda) <sup>57</sup>	Ayurved Vachaspati (MD-Ayurveda) (Sharir Kriya Vigyan)

<sup>54</sup> E.C.05.05.2006

<sup>55</sup> E.C.04.06.2004

<sup>56</sup> E.C.04.06.2004

<sup>57</sup> E.C.09.07.2011

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Ayurved Vachaspati (Doctor of Medicine - Ayurveda) <sup>58</sup>	Ayurved Vachaspati (MD-Ayurveda) (Dravyaguna Vigyan)
M.D. Degree Courses in Unani;	
Mahir-e-tibb (Doctor of Medicine - Unani) <sup>59</sup>	Mahir-e-tib (MD-Unani) (Teshreeh)
Mahir-e-tibb (Doctor of Medicine - Unani) <sup>60</sup>	Mahir-e-tib (MD-Unani) (Ilmul Advia)
Doctor of Medicine in Homoeopathy <sup>61</sup>	M.D. (Homoeopathy)
Doctor of Medicine in Nephrology <sup>62</sup>	M.D. (Nephrology)
Doctor of Medicine in Endocrinology <sup>63</sup>	M.D. (Endocrinology)
Doctor of Medicine in Emergency Medicine <sup>64</sup>	M.D. (Emergency Medicine)

**(c) Post-Doctoral Courses:**

M.Ch. (Plastic Surgery)	
M.Ch. (Cardio-Thoracic Surgery)	
M.Ch. (Neuro-Surgery)	
D.M. (Cardiology)	
D.M. (Neurology)	
D.M. (Gastro-enterology)	

**(2) Honours Courses:**

**(a) Under-graduate Courses:**

Bachelor of Arts	B.A. (Hons.)
Bachelor of Science	B.Sc. (Hons.)
Bachelor of Science (Nursing)	B.Sc. (Hons.) Nursing
Bachelor of Commerce	B.Com (Hons.)
Bachelor of Arts (Music – Hindustani) <sup>65</sup>	B.A. (Hons.) Music (Hindustani)
Bachelor of Arts (Music – Karnatak) <sup>66</sup>	B.A. (Hons.) Music (Karnatak)
Bachelor of Arts (Music – Percussion) <sup>67</sup>	B.A. (Hons.) Music (Percussion)
Bachelor of Science (Home Science)	B.Sc (Hons.) Home Science
Bachelor of Arts (Humanities & Social Sciences) <sup>68</sup>	B.A. (Hons.) Humanities & Social Sciences
Bachelor of Arts (Business Economics) <sup>69</sup>	B.A. (Hons.) Business Economics
Bachelor of Arts (Journalism) <sup>70</sup>	B.A. (Hons.) Journalism

<sup>58</sup> E.C.09.07.2011

<sup>59</sup> E.C.09.07.2011

<sup>60</sup> E.C.09.07.2011

<sup>61</sup> E.C.20.04.2009

<sup>62</sup> E.C.17.08.2013

<sup>63</sup> E.C.17.08.2013

<sup>64</sup> E.C.17.08.2013

<sup>65</sup> E.C.19.07.2014

<sup>66</sup> E.C.19.07.2014

<sup>67</sup> E.C.19.07.2014

<sup>68</sup> E.C.19.07.2014

<sup>69</sup> E.C.19.07.2014

<sup>70</sup> E.C.19.07.2014

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Bachelor of Arts (Multi Media & Mass Communication) <sup>71</sup>	B.A. (Hons.) (Multi Media & Mass Communication)
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**(3) Master's Course:**

Master of Arts	M.A.
Master of Science	M.Sc.
Integrated B.Sc. (Hons.) Geology – M.Sc. Geology <sup>72</sup>	M.Sc. Geology (Integrated)
Master of Science in Mathematics Education) <sup>73</sup>	M.Sc. (Mathematics Education)
Master of Science in Forensic Science <sup>74</sup>	M.Sc. (Forensic Science)
Master of Laws	LL.M.
Master of Laws (Comparative Law) <sup>75</sup>	LL.M (Comparative Law)
Master of Education	M.Ed.
Master of Commerce	M.Com.
Master of Library and Information Science	M.L.I.Sc.
Master of Nursing	M. Nursing
Master of Business Administration	M.B.A.
Master of Business Administration in International Business <sup>76</sup>	MBA (IB)
Master of Business Administration in Financial Management <sup>77</sup>	M.B.A. (Financial Management)
Master of Science in Applied Geology	M.Sc. Applied Geology
Master of Computer Application	M.C.A.
Master of Pharmacy	M.Pharma
Master of Pharmacy (Pharmaceutical Chemistry) <sup>78</sup>	M. Pharma (Pharmaceutical Chemistry)
Master of Pharmacy (Herbal Drug Technology) <sup>79</sup>	M. Pharma (Herbal Drug Technology)
Master of Pharmacy (Clinical Research) <sup>80</sup>	M. Pharma (Clinical Research)
M.A. Education	
Master of Electrical Engineering	
Master of Mechanical Engineering	M.E.
Master of Civil Engineering	
Master of Polymer Technology	
Master of Technology <sup>81</sup>	M.Tech.
Master of Science in Applied Physics	
M.A. in Hindustani/ Karnatak Music	
Master of Arts (Percussion Music)	M.A. (Percussion Music)

<sup>71</sup> E.C.13.10.2015

<sup>72</sup> E.C.25.04.2011/ 28.05.2015/ 03/14-15.07.2017

<sup>73</sup> E.C.19.07.2014

<sup>74</sup> E.C.19.07.2014

<sup>75</sup> E.C.23.12.2009/19.07.2014

<sup>76</sup> E.C.19.07.2014

<sup>77</sup> E.C.28.05.2015/ 28.02.2017/07.03.2017

<sup>78</sup> E.C.05.05.2006

<sup>79</sup> E.C.05.05.2006

<sup>80</sup> E.C.05.05.2006

<sup>81</sup> E.C.10.02.2004

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(Tabla/Pakhawaj) <sup>82</sup>	(Tabla/Pakhawaj)
Master of Fine Arts	
Master of Business Administration (Human Resource Development) <sup>83</sup>	MBA (HRD)
Master of Business Administration in Business Economics <sup>84</sup>	MBA (Business Economics)
Master of Business Administration in Finance and Control <sup>85</sup>	MBA (Finance & Control)
Master of Physical Education <sup>86</sup>	M.P.Ed.
Five Year Integrated Programme of Journalism <sup>87</sup> <ul style="list-style-type: none"> <li>▪ The program offers an exit option after three years; in that case the student will be awarded Degree of Bachelor of Journalism (BJ).</li> <li>▪ The students completing two years post graduate course will be awarded the Degree of <b>Master of Journalism (MJ)</b>.</li> </ul>	M.J.

**(4) M.Phil:**

M.Phil. in English	M.Phil. (English)
M.Phil. in other Subjects	M.Phil. (in other Subjects)

**(5) Diploma Courses:**

Tuberculosis and Chest Diseases Diploma  
 Diploma in Russian (General)  
 Diploma in French (General)  
 Advanced Diploma Course in French  
 Diploma in Assamese  
 Diploma in Gujarati  
 Diploma in Kannada  
 Diploma in Malayalam  
 Diploma in Marathi  
 Diploma in Manipuri  
 Diploma in Oriya  
 Diploma in Sindhi  
 Diploma in Telugu  
 Diploma in Sanskrit  
 Diploma in Swahii  
 Post-Graduate Diploma in Industrial Chemistry (Polymer)  
 Post-Graduate Diploma in Analytical Methods in Chem. and Bio-Chemistry  
 Advanced Diploma Course in Urdu  
 Diploma in Modern Persian

<sup>82</sup> E.C.13.10.2015

<sup>83</sup> E.C.19.07.2014

<sup>84</sup> E.C.28.05.2015

<sup>85</sup> E.C.28.05.2015

<sup>86</sup> E.C.09.07.2011

<sup>87</sup> E.C.03-14-15.07.2017, E.C.01-02.07.2019

## ORDINANCE V

Advanced Diploma Course in Russian (Translation)  
Diploma in German  
Diploma in Italian (General)  
Advanced Diploma in Italian  
Diploma in Spanish  
Advanced Diploma in Bulgarian  
Regular Intensive Advanced Diploma in Bulgarian<sup>88</sup>  
Advanced Diploma in Hungarian  
Advanced Diploma in Polish  
Diploma in Romanian  
Advanced Diploma in Romanian  
Diploma in Serbocroatian  
Advanced Diploma in Serbocroatian  
Diploma in Czech  
Advanced Diploma in Czech  
Intensive Advanced Diploma in Russian/German/French  
Diploma in Dietetics and Public Health Nutrition  
Post-Graduate Diploma in Dietetics and Public Health Nutrition<sup>89</sup>  
Advanced Diploma Course in German  
Diploma in Hindi  
Diploma in Urdu  
Diploma in Modern Arabic  
Diploma in Punjabi  
Diploma in Bengali  
Diploma in Tamili  
Diploma in Pharmacy  
Diploma in Pali Language and Literature  
Diploma in Chinese Language  
Advanced Diploma in Chinese Language  
One-year Intensive Advanced Diploma in Chinese Language  
Post-Intensive Advanced Diploma Course in Chinese Language  
One-year Post-Graduate Intensive Diploma in Chinese Language<sup>90</sup>  
One-year Post-Graduate Intensive Advanced Diploma in Chinese Language<sup>91</sup>  
Diploma in Japanese Language  
One year Diploma in Japanese Language<sup>92</sup>  
Advanced Diploma in Japanese Language  
One-year Intensive Advanced Diploma in Japanese Language  
Post-Intensive Advanced Diploma Course in Japanese Language  
One-year Post-Graduate Intensive Diploma in Japanese Language<sup>93</sup>  
One-year Post-Graduate Intensive Advanced Diploma in Japanese Language<sup>94</sup>  
One-year Post-Graduate Intensive Diploma in Korean Language<sup>95</sup>

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<sup>88</sup> E.C.09.07.2011

<sup>89</sup> E.C.09.07.2011

<sup>90</sup> E.C.23.12.2009

<sup>91</sup> E.C.23.12.2009

<sup>92</sup> E.C.09.07.2011

<sup>93</sup> E.C.23.12.2009

<sup>94</sup> E.C.23.12.2009

<sup>95</sup> E.C.23.12.2009



## ORDINANCE V

One-year Post-Graduate Intensive Advanced Diploma in Korean Language<sup>96</sup>  
Diploma in Polish (General)  
Diploma in Hungarian  
Diploma in Bulgarian  
Advanced Diploma in Spanish  
Diploma in Hindi for Foreign and non-Hindi knowing Indian students  
Diploma in Urdu for Foreign and non-Urdu Knowing Indian students  
One-year Post-M.A. Diploma Course in Urdu Paleography  
One-year Post-M.A. Diploma in Urdu Translation and Mass Media Sangeet Shiromani  
(Diploma) (Hindustani/Karnatak Music)  
Diploma in Child Health  
Diploma in Anaesthesia  
Diploma in Linguistics  
Advanced Diploma in Applied Linguistics  
Diploma in Tibetan Language and Culture  
Post-Graduate Diploma in Tourism  
Post-Graduate Diploma in Book-Publishing  
Diploma in Radiation Medicine  
Diploma in Ophthalmology  
Diploma in Otolaryngology  
Diploma in Obstetrics and Gynaecology  
Diploma in Medical Radio Diagnosis  
Diploma in Medical Radiotherapy  
Diploma in Dermatology and Venereal Diseases  
Diploma in Immunology and Allergy  
Diploma in Microbiology  
Diploma in Health Education  
Diploma in Physical Medicine & Rehabilitation  
Diploma in Health Administration  
Diploma in Personnel Management  
Diploma in Marketing and Sales Management  
Advanced Diploma in Modern Arabic  
Advanced Diploma in Modern Persian  
Diploma in International Law  
Diploma in Law of International Institutions  
Diploma in Business and Corporate Communication<sup>97</sup>  
Diploma in Foreign Languages Education (French/ German/ Italian/ Portuguese/  
Spanish)<sup>98</sup>  
Diploma in Education of Gifted Students<sup>99</sup>  
Post-Graduate Diploma in Computer System and Information Technology  
Post-B.Sc. Diploma in Electronic Instrumentation  
Post-Graduate Diploma in Administrative Management  
Post-M.A. Diploma in Linguistics  
Post-Graduate Diploma in International Management

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<sup>96</sup> Inserted vide E.C.23.12.2009

<sup>97</sup> Inserted vide E.C.05.05.2006

<sup>98</sup> Inserted vide E.C.29.07.2008

<sup>99</sup> Inserted vide E.C.13.10.2015

## ORDINANCE V

Post-Graduate Diploma in Financial Management  
Post-Graduate Diploma in Internal Audit and Management Control System  
Post-Graduate Diploma in International Marketing<sup>100</sup>  
Post-Graduate Diploma in Nanotechnology<sup>101</sup>  
Post-Graduate Diploma in Forensic Science<sup>102</sup>  
One year Post-M.A. Diploma Course in Persian Palaeography  
One year Post-M.A. Diploma Course in Persian Advanced Trans/Interpretation  
One year Advanced Diploma Course in Hindi  
One year Diploma Course in Business Journalism and Corporate Communication (DBJCC)<sup>103</sup>  
One year Post-Graduate Diploma Course in Trans. (English/Hindi)  
One year Intensive (Full-time) Advanced Diploma Course in Portuguese<sup>104</sup>  
One year Advanced Diploma Course in Portuguese  
One year Diploma Course in Portuguese  
Two year Diploma in Conflict Transformation and Peace Building<sup>105</sup>  
One year Diploma in Conflict Transformation and Peace Building<sup>106</sup>  
Two year Diploma Course in Harmonium<sup>107</sup>  
Two-Year Diploma Course in Harmonium – Annual Mode<sup>108</sup>  
Two-Year Diploma Course in Harmonium – Semester mode<sup>109</sup>  
Two-Year Sangeet Shiromani Diploma Course – Semester Mode<sup>110</sup>  
Two year Advanced Diploma in TV Programme & News Production<sup>111</sup>  
Post-Graduate Diploma in Developmental Therapy (Multiple disabilities: Physical and Neurological)<sup>112</sup>  
Post-Graduate Diploma in Developmental Therapy<sup>113</sup>  
Post-Graduate Diploma in Health and Social Gerontology<sup>114</sup>  
Post-Graduate Diploma in Counseling and Mental Health<sup>115</sup>  
One year Post-Graduate Diploma in Molecular & Biochemical Technology<sup>116</sup>  
One year Post-Graduate Diploma in Computer Applications<sup>117</sup>  
One year Post-Graduate Diploma in Hindi Patrakarita<sup>118</sup>  
Advanced Diploma in Fine Arts<sup>119</sup>  
One Year Post Graduate Diploma in Cyber Security and Law (PGDCSL)<sup>120</sup>  
One Year PG Diploma in International Trade (Africa)<sup>121</sup>

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<sup>100</sup> Inserted vide E.C. 04.06.2004 and amended vide E.C.05.05.2006

<sup>101</sup> Inserted vide E.C. 20.04.2009

<sup>102</sup> Inserted vide E.C. 20.04.2009

<sup>103</sup> Inserted vide E.C. 04.06.2004

<sup>104</sup> Inserted vide E.C. 04.06.2004

<sup>105</sup> Inserted vide E.C. 29.04.2005

<sup>106</sup> Inserted vide E.C. 09.07.2011

<sup>107</sup> Inserted vide E.C. 28.05.2015

<sup>108</sup> Inserted vide E.C. 08.12.2020

<sup>109</sup> Inserted vide E.C. 08.12.2020

<sup>110</sup> Inserted vide E.C. 08.12.2020

<sup>111</sup> Inserted vide E.C. 28.02.2017/07.03.2017

<sup>112</sup> Inserted vide E.C. 04.06.2004 and amended vide E.C.01.04.2005

<sup>113</sup> Inserted vide E.C. 09.07.2011

<sup>114</sup> Inserted vide E.C. 25.04.2011

<sup>115</sup> Inserted vide E.C. 13.10.2015

<sup>116</sup> Inserted vide E.C. 09.07.2011

<sup>117</sup> Inserted vide E.C. 09.07.2011

<sup>118</sup> Inserted vide E.C. 07.06.2013

<sup>119</sup> Inserted vide E.C. 03/14-15.07.2017

<sup>120</sup> Inserted vide E.C. 03/14-15.07.2017

**(6) Certificate Courses:**

Russian Translator's Certificate  
Certificate of Proficiency (Russian)  
Certificate in German  
Certificate in Italian  
Certificate in Romanian  
Certificate in Swahili  
Certificate in Hausa  
Certificate in Tamil  
Certificate in Telugu  
Certificate in Portuguese  
Certificate in Kannada  
Certificate in Malayalam  
Certificate in Marathi  
Certificate in Gujarati  
Certificate in Oriya  
Certificate Course in Translation (English-Hindi)  
Certificate in Hindi for Foreign & Non-Hindi knowing Indian students  
Certificate in Urdu for Foreign & Non-Urdu knowing Indian students  
Certificate in Modern Arabic  
Certificate in Bengali  
Certificate in Chinese Language  
Certificate in Punjabi  
Certificate in Pali Language and Literature  
Certificate in Polish Language  
Certificate in Forensic Science  
Certificate in Assamese  
Certificate in Manipuri  
Certificate in Sindhi  
Certificate in Sanskrit  
Certificate in Modern Persian  
Certificate in French  
Certificate in Spanish  
Certificate of Proficiency in Bulgarian  
Certificate in Hungarian  
Certificate of Proficiency in Romania  
Certificate in Serbo-Croatian  
Certificate of Proficiency in Czech  
Certificate in Statistics & Operational Research.  
Certificate in Japanese Language<sup>122</sup>  
Certificate in Education of Gifted Students<sup>123</sup>  
One-Year Certificate Course for Foreign nationals – Annual Mode<sup>124</sup>  
One-Year Certificate Course for Foreign nationals – Semester mode<sup>125</sup>

2. The respective courses of study for each of the Degrees, Diplomas and Certificates mentioned in the preceding Article shall be those as set out in Appendix II to these Ordinances.

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<sup>121</sup> Inserted vide E.C. 31.08.2021

<sup>122</sup> Inserted vide E.C. 09.07.2011

<sup>123</sup> Inserted vide E.C. 13.10.2015

<sup>124</sup> Inserted vide E.C. 08.12.2020

<sup>125</sup> Inserted vide E.C. 08.12.2020

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2-A

- (i) In addition to the course of study prescribed under Article 2 every person admitted from the session commencing in July 1952, to any of the courses of study for the degrees named below shall be required to pursue a course of study and to pass an examination in Hindi:

B.A. (Pass)  
B.A. (Vocational Studies)  
B.Com. (Pass)  
B.Sc. (General)  
B.Sc. (Home Science)  
M.B., B.S.  
B.D.S.  
B.A. and B.Sc. (Hons.)  
B.A. (Hons.) Music  
B.Sc. Nursing (Hons.)  
B.Com. (Hons.)  
B.E.  
B.Sc. (Electrical/Mechanical/Civil/Chemical Engineering)  
and B.Sc. (Textile Technology).  
Bachelor of Fine Arts (Painting)  
Bachelor of Fine Arts (Sculpture)  
Bachelor of Fine Arts (Applied Art)  
*Bachelor of Fine Arts (Visual Communication)*<sup>126</sup>  
*Bachelor of Arts (Art History)*  
Bachelor of Ayurvedic Medicine and Surgery  
Bachelor of Unani Medicine and Surgery.

- (ii) The examination in Hindi shall consist of one paper and the standard and scope shall be those as set out in Appendix III.

3. Those students only shall be admitted to the aforesaid course of study whose admission has been recommended by the appropriate Courses Admission Committee herein before mentioned.
4. The Dean of a Faculty may admit any person who is not a member of the University to attend one or more courses of University lectures or practicals delivered or conducted by teachers of the University in that Faculty on payment of such fees as may be prescribed by the Ordinances. Any person so admitted shall not be entitled to appear in any examination of the University, but the Dean may grant him a certificate that he has attended the course of lectures or practicals, as the case may be.

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<sup>126</sup> Inserted vide E.C. 20.04.2009

<sup>127</sup>**Ord. VI. Procedure for Award of Master of Philosophy (M.Phil.) and Doctor of Philosophy (Ph.D.) Degree**

1. <sup>128</sup>The Ordinance conforms with the following:
  - (i) University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) Regulations, 2016 with effect from 5<sup>th</sup> July 2016 and its amendment, namely, the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) (1<sup>st</sup> Amendment) Regulations, 2018 with effect from 27<sup>th</sup> August 2018;
  - (ii) University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018 with effect from 23 July 2018. and
  - (iii) Relevant provisions of University Grants Commission Regulations for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018 with effect from 18 July 2018;
2. Award of degrees to candidates registered for the M.Phil./Ph.D. programme on or after July 11, 2009 till the date of Notification of these Regulations by UGC shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009
3. If the M.Phil./Ph.D. degree is awarded by a Foreign University, the University considering such a degree shall refer the issue to a Standing Committee constituted for the purpose of determining the equivalence of the degree awarded by the foreign University.
4. The University of Delhi shall not conduct the M.Phil. and Ph.D. programmes through distance education mode.
5. Part-time Ph.D. will be allowed provided all the conditions mentioned in the extant Ph.D. Regulations are met.

**General Guidelines**

- a. A Department of a Faculty or a Centre of the University can conduct research programmes for the award of M.Phil./Ph.D. degree.
- b. The Board of Research Studies (BRS) of the respective Faculty/Centre shall organize the research studies leading to the degree of Doctor of Philosophy under the general guidance of the Academic Council.
- c. The Research Council will advise the Board of Research Studies.

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<sup>127</sup> Ord. VI, Ord. VI-A, Ord. VI-A (1), Ord. VI-A (2), Ord. VI-B (earlier amended vide 08.06.2007, 29.07.2008, 26.06.2009, E.C.14.08.2014 & E.C.20.07.2015) has been amended/replaced with Ord.VI vide E.C. dated E.C.03/14-15.07.2017, E.C.01-02.07.2019, E.C.29.10.2021 and vide E.C.25.03.2022.

<sup>128</sup> Amended/Replaced vide E.C.01-02.07.2019

- d. The Departmental Research Committee (DRC) shall supervise all academic matters related to the Ph.D. degree.
- e. The M. Phil. Programme in a Department will be administered by the M.Phil. Committee.

**A. Composition and Functions of the Research Council, Board of Research Studies and Departmental Research Committee**

- 1. **Research Council-** The Research Council shall ensure uniform implementation of the Ordinance and provide advice on procedural and related matters. The composition of the Research Council shall include a Chairperson and Deans of Research from Life Sciences, Physical and Mathematical Sciences and Humanities and Social Sciences.
- 2. **Board of Research Studies** - Each Faculty that offers Ph.D. programme shall have a Board of Research Studies. The registration of students by each Department of the Faculty shall require ratification by the respective BRS. The records of registration and the progress of research work done by the Ph.D. students shall be maintained by the BRS.

All members of the BRS must be qualified to be Supervisors.

The composition of **BRS in a Faculty having more than one Department** shall be as follows:

- a) Dean of the Faculty-Chairperson
- b) One Professor (a nominee of the Vice Chancellor)
- c) Heads of all Departments under the Faculty
- d) One Professor from each Department
- e) One Associate Professor from each Department
- f) One Assistant Professor from each Department
- g) One Associate Professor from each subject amongst teachers from colleges, if applicable.

The selection under category(c),(d), (e), (f) and (g) above shall be by rotation as per seniority.

The composition of the **BRS for a single Department** based faculty shall be as follows:

- a) Dean of the Faculty /Chairperson
- b) One Professor (nominated by the Vice-Chancellor from an allied Department)
- c) Three Professors
- d) Two Associate Professors
- e) Two Assistant Professors
- f) One Associate Professor amongst teachers from colleges, if applicable

The selection under category (c), (d), (e) and (f) above shall be by rotation as per seniority.

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The composition of **BRS for the Faculty of Medical Sciences** shall be as follows:

- a) Dean of the Faculty -Chairperson
- b) One Professor (nominee of the Vice Chancellor)
- c) All University appointed Heads of the Department under Faculty of Medical Sciences.
- d) All Heads of the Institutions/Colleges affiliated to the University for Ph.D. programme.
- e) One senior-most Associate Professor nominated from each of the teaching Institutions (LHMC, MAMC, UCMS, VPCI & IHBAS).
- f) One Assistant Professor by rotation as per seniority.

The composition of **BRS for the Faculty of Technology** shall be as follows:

- a) Dean of the Faculty -Chairperson
- b) One Professor (nominee of the Vice Chancellor)
- c) All Heads of the Department
- d) One Professor from each Department
- e) One Associate Professor from each Department
- f) One Assistant Professor from each Department
- g) Dean, Post Graduate Studies

3. **Departmental Research Committee** - Each Department and Centre offering Ph.D. Programme shall have a Departmental Research Committee (DRC). All members of the DRC must be qualified to be Supervisors. The Dean of the respective faculty will approve the Committee.

The DRC of Department/Centre shall comprise the following:

- a) Head of the Department/Director- Chairperson
- b) One Professor (nominee of the Vice- Chancellor)
- c) Four Professors in the Department
- d) Two Associate Professors
- e) Two Assistant Professors
- f) One Associate Professor and One Assistant Professor from the colleges, except for those Departments that do not have an undergraduate programme in the respective discipline.
- g) Immediate past Head of the Department/Director, if not superannuated.

The members in category (c), (d), (e) and (f) above shall be chosen by rotation as per seniority.

The composition of **DRC for the Faculty of Medical Sciences** shall be as follows:

- a) Head of the Department -Chairperson
- b) One Professor (a nominee of the Vice-Chancellor)
- c) Four Professors from the Department
- d) Two Associate Professors
- e) Two Assistant Professors

The selection under category c), d) and e) shall be by rotation as per seniority.

The composition of **DRC for the Faculty of Technology** shall be as follows:

- a) Head of the Department -Chairperson
- b) One Professor (a nominee of the Vice-Chancellor)
- c) Four Professors
- d) Two Associate Professors
- e) Two Assistant Professors

The selection under category c) to e) shall be by rotation as per seniority.

Where Departments have strength of less than ten teachers, all members, who are eligible to be Supervisors, will be members of the Departmental Research Committee.

The term of membership of all members of BRS and DRC, other than ex-officio members will be for a period of two years. Unless otherwise provided, one-third of the members of the BRS and DRC, respectively shall form the quorum.

The meetings of the DRC and the BRS may be held at least once every three months. It may be held earlier, depending on the urgency of individual cases.

4. **M.Phil. Committee:** The Committee shall deal with all matters and processes related to the admission and conduct of the M.Phil. Programme including organizing coursework, appointment of Research Advisory Committee, appointment of examiners for evaluation of dissertation, conduct of seminar and viva-voce and communication of result to the Examination Branch.

The composition of the M.Phil. Committee will be as follows:

- a) Head of the Department –Chairperson
- b) Six Professors in the Department
- c) Three Associate Professors in the Department
- d) Three Assistant Professors in the Department
- e) One Associate Professor and One Assistant Professor from the colleges, except for those Departments that do not have an undergraduate programme in the respective discipline.

The selection under point b), c), d) and e) shall be by rotation as per seniority. The total strength of members shall not be more than 15.

The selection under point b), c) and d) shall be by rotation as per seniority. The total strength of members shall not be more than 15.

Members of the M.Phil. Committee other than the Head of the Department shall hold office for a period of two years. The composition of the Committee will be approved by the Dean of the Faculty on the recommendation of the Head of the Department.



In case two or more Departments of the University together have an inter-disciplinary M.Phil. Programme, the M.Phil. Committee shall consist of the Heads of the Departments concerned, equal representation of Professors of the Departments concerned, and such other faculty members as approved jointly by the Deans of the Faculties concerned on the recommendation of the Heads of the Departments, not exceeding 15 in all. The Heads of the Departments concerned shall act as Chairperson by rotation in order of seniority of the establishment of the Department.

## **B. Procedure for Admission**

1. As per UGC Regulations 2016, the University shall admit M.Phil./Ph.D. students through an Entrance Test conducted at the level of the University. The University may decide separate terms and conditions for those students who qualify UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/ **AYUSH-NET**<sup>129</sup>/GATE/teacher fellowship holder or have passed M.Phil. Programme. Similar approach may be adopted in respect of Entrance Test for M.Phil. Programme.
2. Candidates will be admitted in a two-stage process through (i) an Entrance Test (to be held once a year, a common entrance test for M.Phil. and Ph.D. programme) and (ii) an interview that may be held twice in a year and more number of times, if required.
3. As per UGC Regulations 2016, the University will decide on an annual basis through the academic bodies, a predetermined and manageable number of M.Phil./Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar- teacher ratio, laboratory, library and such other facilities.
4. As per UGC Regulations 2016, the University shall notify well in advance on its website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, examination centre (s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates.
5. The Departments will accordingly decide on an annual basis through M.Phil. Committee /DRC, a predetermined and manageable number of M.Phil./Ph.D. scholars to be admitted, and will notify well in advance on its Departmental website and through advertisement, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, procedure for admission, syllabus for written test, Examination Centre(s) where entrance test(s) shall be conducted, selection criteria during interview

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<sup>129</sup> Amended/Replaced vide E.C.01-02.07.2019

and all other relevant information for the benefit of the candidates.

6. The Head of the Department shall consult the faculty members and college teachers, who are recognized to be *Supervisors*<sup>130</sup> as per UGC Regulation 2016, regarding the number of vacant seats available with each member in that academic year. Each prospective Supervisor may decide on the number of seats that he/she may like to fill in a particular year, within his/her maximum permissible strength and inform the Head of Department accordingly.

*There shall be special provision of supernumerary Ph.D. seats not exceeding 10% of the total seats available in the Department, if there is no vacant seat available with the eligible Supervisors in that Department, for the in-service teachers for encouraging the faculty members of colleges and universities for getting a Ph.D. degree, as laid down in the UGC Regulations for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2018.*

7. Eligible College teachers will send their willingness to supervise M.Phil./Ph.D. students along with Curriculum Vitae and list of publications to the Head. The Head will ensure that information from the Department faculty and college teachers in this regard is available before the announcement of vacant seats.
8. In case of Departments that want to hold the interviews twice or more number of times in a year, they can notify their vacant seats at least 15 days before the schedule of interviews.
9. No research scholar registered for the M.Phil./Ph.D. programme shall be permitted to undertake any other full-time Programme during the pendency of the M.Phil./Ph.D. programme.
10. The admission to M.Phil./Ph.D. Programme will be according to the National Level Reservation Policy, as applicable from time to time, based on intake in a given academic year.

### **C. Eligibility Criteria**

#### **C-1 Common Eligibility Criteria for M.Phil./Ph.D.**

1. Master's degree or a professional degree (M.Tech./LL.M./M.D./M.S. degree) in the same or allied subjects, declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate (or its equivalent grade 'B' in the UGC 7-point scale or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and

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<sup>130</sup> Amended/Replaced vide E.C.01-02.07.2019

standards of educational institutions.

2. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/differently-abled and other categories of candidates as per the decision of the University Grants Commission from time to time, or for those who obtained their Master's degree prior to 19 September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3. <sup>131</sup>*Candidates with Masters or equivalent degree must appear in an **entrance test** conducted by the University. **The entrance test will be a qualifying examination with 50% as the qualifying marks for candidates belonging to the unreserved category.***

*A relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC(Non-Creamy layers)/ Differently-abled category in the entrance examination conducted by the University as per the UGC (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degrees) (1<sup>st</sup> Amendment) Regulations, 2018.*

*The shortlisted candidates on the basis of the entrance test shall appear for an interview.*

4. Candidates who have qualified UGC-NET (including JRF)/ UGC-CSIR NET (including JRF)/**AYUSH-NET/DBT-JRF**, ICMR-JRF, DST-INSPIRE or equivalent national level examination/fellowship (as identified by DRC)/GATE/teacher fellowship holder may directly appear for interview.
5. Teachers, who are in service in the University of Delhi, may directly appear for interview.
6. Candidates holding Junior Research Fellowships or equivalent research positions in projects, satisfying the minimum eligibility conditions (subject to selection by duly constituted committee as per the University norms for research projects) may also appear directly for interview.
7. *Scientists/professionals working at R&D institutes of the Government of India/State Government with whom the University has signed a Memorandum of Understanding may directly appear for interview subject to fulfilling minimum eligibility criteria.*
8. The allied subjects for admission to M.Phil./Ph.D. Programme in a particular Department shall be decided by the DRC of the respective Department in consultation with faculty members who have advertised for vacancies, based on their specific requirements. The list of allied subjects

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<sup>131</sup> Amended/Replaced Clause C-1 (3), (4) & (7) vide E.C.01-02.07.2019

duly approved by the M.Phil. Committee/DRC may be submitted to the respective BRS for approval, after which it may be displayed on the website of the Department.

9. No candidate shall be eligible to register for the M.Phil./Ph.D. programme if he/she is already registered for any full-time programme of study in any University/Institution.
10. Foreign nationals fulfilling the eligibility criteria may be registered for M.Phil./Ph.D. over and above the maximum admissible strength. However, at any given time, the total number of foreign students shall not exceed 10% of the total admissible strength of the Department. Foreign nationals must provide evidence of language competence suited to the Department they wish to join. Foreign nationals are exempted from entrance test and interview. They may be admitted based on their research proposal, subject to fulfilling the minimum eligibility criteria. The decision regarding the same rests with the DRC subject to approval from BRS for the Ph.D. Programme and M.Phil. Committee for the M.Phil. Programme.

**C-2 Categories for admission to Ph.D. Programme other than mentioned in C-1**

1. Candidates who have been awarded or are pursuing M.Phil. Programme under the following categories may directly appear for interview:
  - a. Candidates who have cleared the M.Phil. coursework with at least 55% marks in aggregate (or its equivalent grade 'B' in the UGC 7-point scale or an equivalent grade in a point scale wherever grading system is followed) and have successfully completed the M.Phil. degree with at least 55% marks shall be eligible for appearing directly for interview. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC(non-creamy layer)/differently-abled.
  - b. Candidates who have cleared coursework of M.Phil. from University of Delhi with at least 55% marks in aggregate may directly appear for interview to Ph.D. without completing the M.Phil. Dissertation, if the candidate is interested in registering for Ph.D. without completing M.Phil. Programme.
  - c. A candidate who's M.Phil. dissertation has been evaluated and the viva voce is pending may appear directly for interview to the Ph.D. programme.
  - d. Candidates possessing a degree considered equivalent to M.Phil. Degree of an Indian Institution with 55% marks or from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or

assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

2. Faculty of Management Studies may shortlist candidates for appearing directly in interview for Ph.D. admission on the basis of CAT score.

**All candidates appearing directly for interview have to register on the online admission portal.**

#### **D. Entrance Test and the Interview**

1. There shall be a common Entrance Test for M.Phil. and Ph.D. programme to be conducted by the University, once a year, where both programmes are offered by the Department.
2. The Entrance Test will be a qualifying examination with qualifying marks as 50%. The syllabus for the entrance test will consist of 50% questions on research aptitude/methodology and 50% subject-specific questions.

<sup>132</sup>*A relaxation of 5% of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy layers)/Differently-abled category in the entrance examination conducted by the University as per the UGC (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degrees) (1st Amendment) Regulations, 2018.*

*If in spite of the above relaxation, the candidates for SC/ST/OBC (Non Creamy Layer)/Differently-Abled categories are not available, the respective DRCs shall explore suitable policies to fill most of the vacant seats keeping in mind the pool of candidates available from National Level Tests and other categories as per Clause C, Ordinance VI dated 9th August, 2017.*

*The Departments shall conduct interviews for M.Phil./Ph.D. admissions simultaneously for all the categories and ensure that the category of candidates is not revealed at the interview. Once the merit of the candidates is collated, the respective DRCs may allot the seats as per the reservation provisions of Government of India/the University.*

3. The Entrance Tests in various Departments shall be staggered to allow the candidates to appear in written test in more than one subject, if they so desire.
4. The Entrance Test for Ph.D. Programme shall be conducted once in a year and the eligibility of shortlisted candidates shall remain valid till the next entrance test. The interviews may be held twice in a year or more, subject to availability of seats as determined by the DRC.
5. At the time of interview, if required, experts/prospective Supervisors from allied/specialized areas may be invited.

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<sup>132</sup> Amended/Replaced vide E.C.01-02.07.2019

6. At the time of interview, the candidates are required to discuss their research interest/area through a presentation before a duly constituted Committee. The interview shall also consider the following aspects:
  - a. the candidate possesses the competence for the proposed research;
  - b. the research work can be suitably undertaken at the University
  - c. the proposed area of research can contribute to new/additional knowledge.
7. The merit list of the recommended candidates shall be displayed on the website after approval by the M.Phil. Committee /DRC. There will be a waiting list in the order of merit.
8. The M.Phil. Committee /DRC reserves the right not to select candidates for all the vacancies advertised.
9. The M.Phil. Committee /DRC shall ensure that all University rules as well as reservation rules are followed in the admission process.
10. The registration of candidates in the Ph.D. programme may be confirmed by the BRS based on the recommendation of the DRC after completion of coursework. The registration of candidates in the M.Phil. programme may be confirmed by the M.Phil. Committee after completion of coursework.
11. The Department shall maintain a list of all the M.Phil./Ph.D. registered research scholars on its website on year-wise basis. The list shall include the name of each of the registered candidates, topic of his/her research, name of his/her supervisor/co-supervisor and date of enrolment/registration.

#### **E. Coursework**

1. The coursework for M.Phil. and Ph.D. shall be common, where both programmes are offered by the Department.
2. As per UGC Regulations 2016, the credit assigned to the M.Phil./Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits. The course work shall be treated as prerequisite for M.Phil./Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.
3. All courses prescribed for M.Phil./Ph.D. programme coursework shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. These courses shall be duly approved by the DRC and the BRS.
4. The Department where the research scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of

the Research Advisory Committee of the research scholar.

5. All research scholars admitted to M.Phil./Ph.D. Programme shall be required to complete the coursework within initial one or two semesters.
6. Marks/Grades in the course work, including Research Methodology courses shall be finalized after a combined assessment by the Research Advisory Committee and the Department and the final marks/grades shall be communicated to the University.
7. The M.Phil. Committee/DRC shall satisfy itself that each research scholar has completed the requirement of coursework. The Head of the Department shall provide to the student a certificate of completion of coursework and names of courses opted by each student. If a research scholar fails to qualify the coursework, he/she may be allowed to reappear only once, within six months of the declaration of result. If the result is still found unsatisfactory, the M.Phil. Committee /DRC may recommend cancellation of his/her registration. This may be reported to the Board of Research Studies in case of Ph.D. scholars. Under special circumstances (e.g. medical reasons), a final decision may be taken by BRS on the recommendation of the DRC for Ph.D. scholars and M.Phil. Committee in case of M.Phil. scholar.
8. The credits of the coursework shall be transferable between the Departments of the University and inter-university, subject to their acceptance by the M.Phil. Committee /DRC.
9. The research scholars shall not be allowed to take up any assignment outside the University during the coursework.
10. Research scholars already holding M.Phil. Degree or equivalent M.Phil. Degree (equivalence to be determined by DRC) and admitted to the Ph.D. programme, or those who have already completed the coursework in M.Phil. of University of Delhi and have been permitted to proceed to the Ph.D. programme, may be exempted by the DRC from the Ph.D. coursework. All other research scholars admitted to the Ph.D. programme shall be required to complete the Ph.D. coursework prescribed by the Department.
11. A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.
12. Upon satisfactory completion of course work, and obtaining the marks/grade prescribed as the case may be, the M.Phil./Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/thesis within a reasonable time, as stipulated by the University based on UGC Regulations, 2016.

13. The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.
14. The M.Phil. dissertation will have a total of 300 marks (12 credits), including marks for viva-voce examination.
15. After admission to Ph.D. programme, the research scholar in consultation with the Supervisor, may propose a tentative title for Ph.D. thesis within one year. However, the final title for the Ph.D. thesis must be decided at the time of the pre-Ph.D. presentation. The final title will be subject to approval of the DRC and the BRS.

#### **F. Attendance**

Research scholars shall be required to attend lectures (coursework) and participate in seminars arranged in the Department during the programme. The minimum percentage of lectures to be attended during the coursework will be two-thirds of the lectures delivered in all courses, individually.

#### **G. Eligibility Criteria for Supervisor**

1. Any regular Professor of the University with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University/College with a Ph.D. degree and at least two research publications in refereed journals may be recognized as a Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, M.Phil. Committee/DRC and BRS may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.
2. Only a full-time regular teacher of Department/College of the University can act as a Supervisor. External supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other Department/College of the University or other related institutions with the approval of the Research Advisory Committee.
3. A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of one (1) M.Phil. and four (4) Ph.D. scholars. This is excluding supernumerary allotment. In case of co-supervision, an enrolled research scholar will be counted as one each, for the Supervisor and the Co-Supervisors.

#### **H. Allocation of Supervisor**

1. The allocation of Supervisor for a selected research scholar shall be decided by the M.Phil. Committee/DRC depending on the number of research scholars per Supervisor, the available specialization among the



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Supervisors and research interests of the research scholar, as indicated by them at the time of interview.

2. In case of topics which are of inter-disciplinary nature and where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Supervisor from the Department/College itself, who shall be known as the Supervisor, and a Co-Supervisor from outside the Department.
3. In case of relocation of a M.Phil./Ph.D. woman research scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which she intends to relocate, provided all other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/Supervisor from any funding agency. The research scholar will, however, give due credit to the parent guide and the part of research, already done. The transfer of research data is applicable only if it is an independent project of the research scholar. In cases where the work being carried out is supported by a project secured by the parent institution/Supervisor, the research data/material will remain with the parent institution/supervisor.
4. In a Department where teachers are retiring, leaving or are proceeding on long leave on deputation or where unforeseen circumstances have necessitated change of Supervisor, the DRC shall appoint Supervisor(s)/Co-Supervisor(s) as supernumerary allotment. This may be approved by the respective BRS.
5. In cases where the Supervisor has three or less years before retirement, a Co-Supervisor from within the University shall be mandatory. Such Co-Supervisor(s) must be in active service at the time of submission of thesis. Those appointed as Supervisor shall continue to guide the particular research scholar as Co-supervisor after retirement and the Co-supervisor will become Supervisor in that particular case. Fresh Supervision/Co-Supervision is not permitted after retirement.
6. Faculty members on deputation/long leave for more than a year may not be included in the list of proposed Supervisors in a Department and in determining the number of vacant seats.
7. The DRC, on the recommendation of the Supervisor, may appoint scholars of eminence who may be residing in India or abroad, as Co-Supervisor(s).
8. The recommendation of the DRC regarding the appointment of Supervisor(s) shall be approved by the respective BRS.
9. Each Supervisor is entitled to take a fresh research scholar after submission of the thesis of his/her previously allotted research scholar, based on maximum permissible number for that faculty member.

## **I. Research Advisory Committee**

1. There shall be a Research Advisory Committee for every research scholar, duly approved by the M.Phil. Committee/DRC. The Supervisor of the research scholar shall be the Convener of this Committee. The Committee will have at least three members, with at least one faculty member other than the Supervisor from the Department. This Committee shall have the following responsibilities:
  - a. To review the research proposal and finalize the topic of research.
  - b. To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.
  - c. To periodically review and assist in the progress of the research work of the research scholar.
2. The research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports with the comments of the Research Advisory Committee shall be submitted to the M.Phil. Committee/DRC with a copy to the research scholar.
3. In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to comply with these corrective measures, the Research Advisory Committee may recommend to the M.Phil. Committee/DRC with specific reasons for cancellation of the registration of the research scholar.

## **J. Financial Assistance to Research Scholars**

1. Research scholars who have cleared National Level examinations with JRF or equivalent shall get financial assistance from the concerned funding agency.
2. Research scholars who are working in projects as JRF and SRF shall get financial assistance from the designated projects.
3. Research scholars, who do not have any financial assistance, may be awarded Non-NET UGC fellowships. The University, depending on the grant available from UGC, will determine the number of fellowships under this category annually.
4. Financial assistance shall not be provided where the research scholar is availing paid study leave.
5. Foreign research scholars must show proof of financial support for the duration of the M.Phil./Ph.D. enrolment.

## **K. Leave**

1. Any leave of more than thirty days from research work would require prior intimation and approval of the DRC and the BRS or the M.Phil. Committee. This period shall be counted in the total duration for submission of dissertation/thesis.
2. On the recommendation of the Supervisor and the DRC, the BRS may permit the research scholar to be away from the University of Delhi to pursue research related to Ph.D. work for not more than two semesters after completion of the coursework.
3. Women scholars may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil./Ph.D. for up to 240 days. This period shall not be counted in the total duration for submission of M.Phil. dissertation/Ph.D. thesis.
4. The Supervisor must report absence from research work by research scholar due to illness, maternity leave or other circumstances to the M.Phil. Committee or DRC and BRS. Negligence of research work or any other acts of indiscipline must be recorded and reported to the DRC and the concerned BRS. On receipt of a complaint, the M.Phil. Committee/BRS may take appropriate action against the research scholar, including cancellation of his/her registration.
5. Only in exceptional cases, a research scholar may be allowed to de-register from the Ph.D. programme after successful completion of minimum duration of three years on the recommendation of the DRC and the approval of the BRS. The research scholar shall re-register within a period of three years. The Ph.D. thesis should be submitted within such a period that the period of initial registration and re-registration does not exceed the duration of the Ph.D. programme.

## **L. Duration of M.Phil./Ph.D. Programme**

1. As per UGC Regulations 2016, the M.Phil. Programme shall be for a minimum duration of two (2) consecutive semesters/one year and a maximum of four (4) consecutive semesters/two years.
2. As per UGC Regulations 2016, Ph.D. programme shall be for a minimum duration of three years from the date of registration, including coursework and up to a maximum of six years.
3. Women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil. and two years for Ph.D. in the maximum duration.
4. As per UGC Regulations, 2016, extension beyond the above limits will be governed by relevant clauses as stipulated in the Statute/Ordinance of the individual Institution concerned. For University of Delhi, these clauses are as below:

- a. The M.Phil. Committee may grant an extension of up to one year, on the recommendation of the Supervisor and the Research Advisory Committee.
- b. For Ph.D. scholars, beyond a period of six years, a six-month extension can be granted by the Board of Research Studies on a written justification for the delay by the research scholar. The request of the research scholar has to be recommended by the Supervisor and DRC of the respective Department.
- c. Only in exceptional cases, with specific recommendations and justification from the Supervisor, DRC and BRS, the Vice Chancellor may recommend extension beyond six and a half years in case of Ph.D. scholars.

### **M. Evaluation and Assessment**

1. <sup>133</sup>*Prior to submission of the thesis, the research scholar shall make a pre-M.Phil./pre-Ph.D. presentation in the Department before the Research Advisory Committee, which shall be open to all faculty members and other students. The feedback and comments obtained from them may be suitably incorporated in the draft dissertation/thesis in consultation with the Research Advisory Committee.*

*The supervisor shall forward the abstract of the thesis including Table of Contents and panel of six examiners to the Head of the Department for consideration by the DRC. The panel of examiners shall be eminent Scholars (Professors or equivalent, Associate Professor in special circumstances only but not more than two Associate Professors or equivalent among six proposed examiners) and specialists in the area of the thesis, normally not more than one from the same Department of a particular University/Institute.*

*The Head of the Department shall convene a meeting of the DRC within one month (or within a reasonable time) of submission of the abstract, table of contents and examiners list and forward the same to the BRS.*

2. The research scholar shall submit the thesis after pre-Ph.D. presentation within a period of six months.
3. In case of issues related to Intellectual Property Rights, necessary patents shall be filed before disclosure in seminar.
4. A Ph.D. research scholar shall publish at least one research paper in a refereed journal before submission of the thesis and produce evidence for the same in the form of an acceptance letter or a reprint. This has to be certified by the Supervisor and the Head of the Department.
5. M.Phil. scholars shall present at least one paper (oral or poster) in conference/seminar before the submission of dissertation. Ph.D. scholars

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<sup>133</sup> Amended/Replaced vide E.C.29.10.2021.

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shall make two paper presentations (oral or poster) in conference/seminars before the submission of the thesis and produce evidence for the same in the form of a presentation certificate. This has to be certified by the Supervisor and the Head of the Department.

6. The University shall evolve a mechanism using well-developed software and gadgets to detect plagiarism and other forms of academic unethical practices. Each dissertation/thesis will go through a Plagiarism Check that will be verified by the University Library before submission. The certificate of verification given by the library has to be submitted along with the thesis at the time of thesis submission in the Examination Branch. The thesis has to be submitted within 30 days from the date of plagiarism check.
7. The thesis must be a piece of original research work characterized either by the discovery of new facts, or by a fresh interpretation of facts or theories. In either case, it should show the research scholar's capacity for critical examination and judgment. It must be satisfactory as far as its language and presentation are concerned.
8. The research scholar may incorporate in the thesis the contents of any work published by him/her on the subject during the course of his/her Ph.D. and shall indicate the same in the thesis. If any content of the published work has been incorporated in the thesis of one of the authors, then the same content cannot be included by any of the other authors for award of any degree or diploma.
9. The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment of the University.
10. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/ researchers.
11. <sup>134</sup>*The concerned BRS shall review the recommendations of the DRC and forward the panel of examiners to the Examination branch on or before the submission of the thesis. In order to avoid delay, the Chairman of the respective BRS may approve the panel of examiners duly recommended by the concerned DRC and report the same in the next meeting of BRS.*
12. *The Ph.D. thesis submitted by a research scholar shall be evaluated by three external examiners, who are/were not in employment of the University, of whom one examiner may be from outside the country.*

*It is expected that those who have retired from the University of Delhi, may not be appointed as external examiners. The viva voce examination,*

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<sup>134</sup> Amended/Replaced sub-clause 11 & 12 of Clause (M) vide E.C.29.10.2021.

*based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the three external examiners as approved by the Vice Chancellor shall attend it. The viva voce shall be open to be attended by Members of the research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.*

13. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution. The Head of the Department shall countersign these certificates for submission of the M.Phil. dissertation/Ph.D. thesis. In case of resubmission, the same procedure may be followed. The research scholar shall also attach a Student Approval Form in the format provided by the UGC for hosting and distributing their thesis in digital format in 'Shodhganga', or any other server designated for this purpose by UGC.

<sup>135</sup> *This Clause is supplemented by the provisions of UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018, attached as Annexure -1.*

14. The research scholar shall submit four double-sided typed and printed softbound copies of the Ph.D. thesis to the Examination Branch of the University. The soft copy of the Ph.D. thesis must be submitted in specified media (CD/DVD) in specified formats (Open Office/MS office Document Format, Tex, Latex or other standard Format) that are convertible to pdf file. The pdf file of the thesis may be sent to examiners via email.
15. The Examination Branch may send all communication to the examiners viz. request for consent, sending of Ph.D. thesis for evaluation and receive report/s electronically through e-mail.
16. The examiners may (i) recommend that the degree be awarded; (ii) recommend that the degree be awarded subject to corrections/revision being made in consultation with the Supervisor before viva voce; (iii) ask for resubmission of the thesis or (iv) reject the thesis.
17. The Supervisor will provide a general report and a technical report based on the comments of all the examiners duly signed by the Supervisor and the HOD to the Examination Branch. Anonymous reports of the examiners should be shared with the research scholar only for the purpose of revision only.

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<sup>135</sup> Amended/Replaced vide E.C.01-02.07.2019

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18. As per UGC Regulations 2016, the public viva-voce of the research scholar to defend the dissertation shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports of the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the University shall send the dissertation/thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

19. For Ph.D. thesis evaluation, the corresponding actions suggested in the following table may be followed based on the comments/observations received from external examiners:

<b>Recomm- endation</b>	<b>Examiner 1</b>	<b>Examiner 2</b>	<b>Examiner 3</b>	<b>Action Suggested</b>
Event 1	Accept	Accept	Accept	Viva-Voce
Event 2	Accept	Accept	Minor Correction	Revise thesis in Consultation with Supervisor followed by Viva-Voce
Event 3	Accept/ Resubmission	Resubmission	Resubmission	Resubmission within one year after incorporating suggestion. Thesis to be sent to all examiners again.
Event 4	Accept	Accept	Resubmission	Thesis to be sent to fourth examiner whose recommendation shall be final. If 4 <sup>th</sup> examiner recommends for revision, thesis will be sent to same examiner after revision. Resubmission within one year after incorporating suggestion
Event 5	Accept	Accept	Reject	Thesis to be sent to fourth examiner. If 4 <sup>th</sup> examiner rejected the thesis, registration of the student shall be closed/cancelled.
Event 6	Accept/ Resubmission	Reject/ Resubmission	Reject	Reject and cancel registration

*For any cases that need special consideration, a Special Committee consisting of the Vice-Chancellor, Dean of Examination, Dean (Academic),*

*Controller of Examination (If any) may be referred to for a decision in the matter.*<sup>136</sup>

20. The public viva voce of the research scholar to defend the Ph.D. thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for the conduct of the viva voce examination.
21. The open viva voce by the research scholar may also be done through Skype/Video conferencing, if required.
22. If the thesis has undergone revision after external evaluation, the soft copies of the final version of the Ph.D. thesis, after revision, must be re-submitted to the Examination Branch. In order to ensure that the soft copy is complete and exact replica of the print version accepted for award of Ph.D., the Department Supervisor/Head must authenticate the soft copy submitted by the scholar.
23. Following successful completion of the evaluation process and the announcement of the award of the M.Phil./Ph.D., the University shall submit an electronic copy of the M.Phil. dissertation/Ph.D. thesis to the Examination Branch to be submitted to INFLIBNET for hosting the same to make it accessible to all Institutions/Colleges.
24. The University shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of M.Phil. dissertation/Ph.D. thesis.
25. Prior to the actual award of the degree in convocation, the University may issue a Provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of the UGC Regulations, 2016.
26. Provided that the Ph.D. programmes in the Faculty of Medical Sciences, shall be governed by the relevant Regulations of the Medical Council of India, as amended from time to time. Provided, however, the matters or processes on which the Medical Council of India regulations are silent, the relevant provisions of the Ordinance VI shall apply.

**N. Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil./Ph.D. programmes (as per UGC Regulation, 2016):**

1. Colleges may be considered eligible to offer M.Phil. /Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.
2. Post-graduate Departments of Colleges, Research laboratories of

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<sup>136</sup> Amended/Replaced this Clause and the above table vide E.C.25.03.2022



Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause 10.3, shall be considered eligible to offer M.Phil./Ph.D. programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer M.Phil./Ph.D. programme.

3. Colleges with adequate facilities for research as mentioned below alone shall offer M.Phil./Ph. D. programmes:
  - a. In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;
  - b. Earmarked library resources including latest books, Indian and International journals, e- journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials;
  - c. Colleges may also access the required facilities of the neighboring Institutions/ Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations that have the required facilities.

**Ord. VI-C. Degree of Doctor of Literature/Doctor of Science/Doctor of Civil Laws/Doctor of Engineering & Technology**

1. No candidate shall be eligible to submit his work as specified hereinafter for the Degree of Doctor of Literature/Doctor of Science/Doctor of Civil Laws/Doctor of Engineering & Technology unless:
  - (1) three years have elapsed since the candidate obtained the Degree of Doctor of Philosophy either:
    - (a) of the University of Delhi; or
    - (b) of any other Statutory University, provided that he is a teacher of the Delhi University and has served in that capacity for at least three consecutive years after obtaining such a degree, and
  - (2) has engaged himself in active research work.
2. The Degree Doctor of Literature/Doctor of Science/Doctor of Civil Laws/Doctor of Engineering & Technology will be awarded on the merit of the published work of the candidate which he/she has produced independently. He/she may also present in support of his/candidature (i) unpublished work; and (ii) the work, published or unpublished which he has done jointly with others.

The candidate's work must contain such results as marks an advance in knowledge in his particular field.

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3. The candidate shall not submit for consideration any work for which a degree has already been conferred on him in this or any other University.
4.
  - (a) Application for submitting a work shall be made to the Registrar and shall be accompanied by (i) a list of the candidate's publications; and (ii) a statement showing in what respect the candidate's investigations appear him to advance the cause of his particular field of study; (iii) a statement indicating if he had submitted the work to any other University for such a degree giving the name of the University and the time of submission.
  - (b) The Board of Research Studies concerned shall seek such advice as it may deem necessary to satisfy itself that the conditions for submission of the work have been fulfilled by the applicant.
  - (c) The application will then be considered by the Board of Research Studies concerned, and if approved the candidate shall be permitted to submit four copies of his work to the Registrar.
5. Every work shall be referred to a board of three examiners all of whom shall be external examiners. In this respect the names of examiners for work for Doctor of Literature/Doctor of Science/Doctor of Civil Laws/ Doctor of Engineering & Technology shall be recommended by the respective Board of Research Studies instead of by Committee of Courses & Studies.
6. The examiners shall declare that the work submitted by the candidate is a distinguished and substantial contribution to learning and merits the award of the Degree of Doctor of Literature/Doctor of Science/ Doctor of Civil Laws/Doctor of Engineering & Technology.
7. The candidate whose thesis is not approved by the examiners shall not be allowed to re-submit his thesis for the degree.
8. The reports of the examiners shall be placed before the Committee of the Academic Council as provided under Ordinance VI-B. The Committee shall recommend the award of the Degree when the examiners are unanimous in their recommendations.

**CHAPTER III  
OF UNIVERSITY EXAMINATIONS**

**Ord. VII. Conditions for Admission to Examinations**

1.

- (1) Subject as hereinafter provided, no member of the University shall be admitted to any examination for a degree of the University other than a Post-graduate degree unless he has pursued a regular course of study as hereinafter prescribed for not less than three academic years.
- (2) Subject as hereinafter provided, no member of the University shall be admitted to any examination for a Post-graduate degree unless he has pursued a regular course of study as hereinafter prescribed for not less than two academic years.
- (3) Candidates for the examinations for the following Degrees, Diplomas and Certificates shall be required to pursue a regular course of study as shown below:

B.Sc. Nursing (Hons.)	4 academic years
B.A. (Hons.) Music	3 academic years
B.Sc. (Hons.) Home Science	3 academic years
B.Ed.	2 <i>academic year</i> <sup>137</sup>
M.Ed.	2 <i>academic year</i>
LL.B.	3 academic years (Six terms)
M.B.B.S.	5 academic years
B.D.S.	4 academic years
M.Sc. (Medical Biochemistry)	2 calendar years
M.Sc. (Medical Microbiology)	2 calendar years
M.D. (Medicine)	2 calendar years
M.D. (Obstetrics & Gynaecology)	2 calendar years
M.D. (Pathology)	2 calendar years
M.D. (Physiology)	2 calendar years
M.D. (Pharmacology)	2 calendar years
M.D. (Microbiology)	2 calendar years
M.D. (Medical Biochemistry)	2 calendar years
M.S. (Surgery)	2 calendar years
M.S. (Anatomy)	2 calendar years
M.S. (Orthopaedics)	2 calendar years
M.S. (Ophthalmology)	2 calendar years
M.S. (Otolaryngology)	2 calendar years
M.D. (Anaesthesia)	2 calendar years
M.D. (Paediatrics)	2 calendar years
M.D. (Dermatology including Leprosy & Venereal Diseases)	2 calendar years
M.D. (Radio-Diagnosis)	2 calendar years
M.D. (Radio-Therapy)	2 calendar years
M.D. (Social & Prev. Medicine)	2 calendar years
M.D. (Tuberculosis & Resp. Diseases)	2 calendar years

<sup>137</sup> Amended vide E.C.13.10.2015

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M.D. (Community Health Administration)	2 calendar years
M.D. Psychiatry	2 calendar years
M.D. (Forensic Medicine)	2 calendar years
M.D. (Medical Microbiology)	2 calendar years
D.M. (Cardiology)	3 calendar years
D.M.(Neurology)	3 calendar years
D.M. (Gastroenterology)	3 calendar years
M.Ch. (Cardio-Thoracic Surgery)	3 calendar years
M.Ch. (Neuro-Surgery)	3 calendar years
M.Ch. (Plastic-Surgery)	3 calendar years
M.Ch. (Surgical-Gastroenterology)	3 calendar years
M.Ch. (Paediatric-Surgery)	3 calendar years
Master of Nursing	2 academic years
Master of Business Administration	2 academic years
M.Phil. (English)	2 academic years
M.Phil. (other subjects)	1 academic year
B.Sc. (Home Science)	3 academic years
B.E.	4 academic years
Bachelor of Library Science	1 academic year
Bachelor of Arts (Vocational Studies)	3 academic years
Diploma in Tuberculous Chest Diseases.	1 academic year
Diploma in Russian (General)	2 academic years
Diploma in French (General)	2 academic years
Russian Translator's Certificate	1 academic year
Advanced Diploma in French	1 academic year
Advanced Diploma in German	1 academic year
Diploma in Modern Arabic	1 academic year
Diploma in Punjabi	2 academic years
Diploma in Hindi for Foreign and Non-Hindi knowing Indian students	2 academic years
Diploma Course in Urdu for foreign and Non-Urdu knowing Indian students	2 academic years
Post-M.A. Diploma Course in Urdu Palaeography	1 academic year
Diploma in Bengali	2 academic years
Diploma in Chinese Language	1 academic year
Diploma in Tamil	2 academic years
Diploma in Pharmacy	1 academic year
Advanced Diploma in Chinese Language	1 academic year
One-year Intensive Advanced Diploma in Chinese Language	1 academic year
Post-Intensive Advanced Diploma Course in Chinese Language	1 academic year
Diploma in Japanese Language	2 academic years
Advanced Diploma in Japanese Language	1 academic year
One-Year Intensive Advanced Diploma in Japanese Language	1 academic year
Post-Intensive Advanced Diploma Course in Japanese Language	1 academic year
Diploma in Polish (General)	1 academic year
Diploma in Hungarian	1 academic year

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Diploma in Bulgarian	1 academic year
Advanced Diploma in Spanish	1 academic year
Diploma in Personnel Management	1 academic year
Diploma in Marketing and Sales Management	1 academic year
Advanced Diploma in Modern Arabic	1 academic year
Advanced Diploma in Modern Persian	1 academic year
Diploma in Linguistics	1 academic year
Diploma in Pali Language & Literature	1 academic year
Advanced Diploma in Applied Linguistics	1 academic year
Diploma in Tebetan Language & Culture	2 academic years
P.G. Diploma in Tourism	2 academic years
P.G. Diploma in Book-Publishing	2 academic years
Sangeet Shiromani (Diploma in Hindustani Music or Karnatak Music)	2 academic years
Diploma in Child Health	1 academic year
Diploma in Anaesthesia	1 academic year
Diploma in Radiation Medicine	1 calendar year
Diploma in Ophthalmology	1 calendar year
Diploma in Otolaryngology	1 calendar year
Diploma in Obstetrics and Gynaecology	1 calendar year
Diploma in Medical Radio Diagnosis	1 calendar year
Diploma in Medical Radio Therapy	1 calendar year
Diploma in Dermatology & Venereal Diseases (D.V.D.)	1 calendar year
Diploma in Microbiology	1 calendar year
Diploma in Health Education	1 calendar year
Diploma in Physical Medicine & Rehabilitation	1 calendar year
Diploma in Immunology & Allergy	1 calendar year
Post Graduate Diploma in International Marketing	1 calendar year
Post-M.A. Diploma in Adult and Continuing Education	1 academic year
Diploma in International Law	1 calendar year
Diploma in Law of International Institutions	1 academic year
Certificate of Proficiency (Russian) (with double periods)	1 academic year
Certificate in German	1 academic year
Certificate in Italian	1 academic year
Certificate in Romanian	1 academic year
Certificate in Swahili	1 academic year
Certificate in Hausa	1 academic year
Certificate in Tamil	1 academic year
Certificate in Telugu	1 academic year
Certificate in Kannada	1 academic year
Certificate in Malayalam	1 academic year
Certificate in Marathi	1 academic year
Certificate in Gujarati	1 academic year
Certificate in Oriya	1 academic year
Certificate in Translation (English-Hindi)	1 academic year
Certificate in Hindi	1 academic year
Certificate in Urdu	1 academic year
Certificate in Modern Arabic	1 academic year
Certificate in Bengali	1 academic year
Certificate in Chinese Language	1 academic year

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Certificate in Panjabi	1 academic year
Certificate in Pali Language and Literature)	1 academic year
Certificate in Urdu Palaeography	1 academic year
Certificate in Polish Language	1 academic year
Certificate in Forensic Science	1 academic year
Bachelor of Fine Arts (Painting)	4 academic years
Bachelor of Fine Arts (Sculpture)	4 academic years
Bachelor of Fine Arts (Applied Arts)	4 academic years
Bachelor of Ayurvedic Medicine & Surgery	5 academic years
Bachelor of Unani Medicine & Surgery	5 academic years

### Eligibility to appear in Semester Examination

The Master of Nursing Examination shall consist of four Parts:

- (a) Part I examination shall consist of Papers, I, II, III and IV. Every candidate seeking admission to the Master of Nursing Part I examination must have pursued a regular course of study, as hereinafter prescribed for not less than one semester. A candidate who fails to appear or pass the Part I examination may appear again in the subject(s) failed alongwith Part II examination, but no candidate shall be allowed to appear at the examination more than two times.
- (b) Part II examination shall consist of Papers, V, VI & VII and Practical I & II. Every candidate seeking admission to the Master of Nursing Part II examination must have pursued a regular course of study, after completing the Master of Nursing First Semester, as hereinafter prescribed for not less than one Semester. A candidate who fails to appear or pass the Part II examination may appear again in the subject(s) failed along with Part III examination, provided the candidate has passed the Part I examination, but no candidate shall be allowed to appear at the examination more than two times.
- (c) Part III examination shall consist of Papers VIII, IX and X and Practical III. Every candidate seeking admission to Master of Nursing Part III examination must have pursued a regular course of study, after passing Part I examination and completing the Master of Nursing Second Semester, as hereinafter prescribed for not less than one semester. A candidate who fails to appear or pass Part III examination may appear again in the subject(s) failed alongwith Part IV examination provided the candidate has passed the Part II examination, but no candidate shall be allowed to appear at the examination more than two times.
- (d) Part IV examination shall consist of Papers XI & XII and Practical IV. Every candidate seeking admission to the Master of Nursing Part IV examination must have pursued a regular course of study, after completing, Master of Nursing Third Semester Course, as hereinafter prescribed, for not less than one Semester.

(4) Candidates for the M.B.B.S. Examination shall be required to pursue a regular course of study for not less than five academic years in accordance with the provisions set out hereinafter.

(4-1) Candidates for the B.D.S. Examination shall be required to pursue a regular course of study for not less than four academic years in accordance with the provisions set out hereinafter.

2.

(1) No person shall be deemed to have pursued a regular course of study unless the Principal of his College/Head of the Department concerned in the case of candidates for the B.A.(Pass), B.A. (Vocational Studies), B.Com.(Pass), B.Sc. (General), B.A. (Honours), B.Com. (Honours), B.Sc. (Honours) Degrees, the Principal, School of Correspondence Courses and Continuing Education in the case of students registered with the School, and Head of the Department concerned in the case of candidates for any other Degree or Diploma or Certificate Examination is satisfied that the required conditions in respect of his instruction have been fulfilled.

(2) *The required conditions shall not be deemed to have been satisfied in respect of the following degrees unless the candidate has attended not less than two-thirds of lectures and practicals, separately, delivered in his College or the University, as the case may be, for the course of study in each academic year or academic semester, as the case may be.*<sup>138</sup>

B.A. (Pass) and (Honours) B.A. (Vocational Studies)  
B.Com.(Pass) and (Honours)  
B.A. (Honours) Music  
B.Sc. (General) and (Honours)

Provided that in the case of Honours Courses and B.Sc. (General) Course attendance as above will be required to be put in separately in the Main Subject in the case of Honours Courses and in Group 'B' subjects in the case of B.Sc. (General) Course and in the Qualifying/Subsidiary Subjects in each academic year.

Other conditions regarding attendance in respect of these courses shall be as laid down in Appendix II of this Ordinance.

Bachelor of Library Science\* (B.Lib. Sc.)  
Master of Library and Information Science\*\* (M.L.I.Sc.)  
B.Lib.Sc.\* /M.L.I.Sc.\*\*

Subject to the provisions of Ordinance VII, no candidate shall be deemed to have pursued a regular course of study for the academic year unless he has attended not less than 50 per cent of the lectures, tutorials and discussion classes, taken together held in each Semester, and not less than two-thirds of the aggregate of the lectures, tutorials and discussion classes taken together for the two semesters combined.

A candidate who does not fulfil the attendance requirements as above at the end of the 1st Semester, shall not be allowed to appear at the 1st Semester Examination and shall be required to discontinue studies for the Course forthwith. Such a candidate may seek fresh admission in the following years in accordance with the eligibility conditions applicable at that time.

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<sup>138</sup> Replaced/Amended vide E.C. 25.04.2011

In case of a candidate who has put in the requisite attendance at the end of the 1st Semester, but has not been able to put in the requisite attendance in the II Semester and/or in the aggregate of two Semesters, shall not be permitted to appear at the II Semester Examination. Such a candidate will have to rejoin the Course in the II Semester in the year immediately following, if otherwise eligible. In the following year, the requisite attendance put in by such a candidate in the II Semester and the aggregate of his attendance in the I Semester in the previous year and the II Semester of the current year will determine his eligibility to appear at the examination of II Semester of the current year.

The required conditions shall not be deemed to have been satisfied in respect of the following diplomas unless the candidate has attended not less than two-thirds of lectures and practicals separately delivered in his College or the University, as the case may be, for the course of study in each academic year:

- (1) Diploma in Tourism
- (2) Diploma in Book-Publishing
- (3) The required conditions shall not be deemed to have been satisfied in respect of the following Degrees, Diplomas and Certificate unless the candidate has attended not less than three-fourths of the lectures or practicals or tutorials/preceptorials (wherever prescribed) held in his College or in the University, as the case may be, for his course of study in each academic year:

B.Ed. M.B.,B.S.

B.D.S.

M.Ed.

B.Sc. (Home Science)

B.Sc. (Hons.) Home Science

B.E. \*\*

Diploma in Tuberculous and Chest Diseases

Diploma in Tamil

Diploma in Linguistics

Diploma in Pali Language and Literature

Diploma in Modern Arabic

Diploma in Tibetan Language and Culture

Sangeet Shiromani (Diploma in Hindustani Music or Karnatak Music)

Diploma in Russian (General)

Diploma in French (General)

Diploma in Personnel Management

Diploma in Marketing and Sales Management

Diploma in Chinese Language

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\*\* Note :- In the case of the B.E., Examinations, the minimum attendance of three-fourths of the total must be kept separately at lectures and practicals (Laboratory), Workshop Practice and Drawing Office work, etc., subject wise in each Session for each University examination and the minimum attendance must be kept not only in the subjects which form part of a University (I, II, Qualifying and Final) Examination, but in all the subjects which are taught in the year preceding it to make the student eligible to take the (I, II, Qualifying and Final) Examination respectively.



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Diploma in Japanese Language  
Diploma in Polish (General)  
Diploma in Hungarian  
Diploma in Bulgarian  
Advanced Diploma in German  
Advanced Diploma in Modern Arabic  
Advanced Diploma in Modern Persian  
Advanced Diploma in Chinese Language  
Advanced Diploma in Japanese Language  
Advanced Diploma in Spanish  
One-year Intensive Advanced Diploma in Chinese Language  
One-year Intensive Advanced Diploma in Japanese Language  
Post-Intensive Advanced Diploma Course in Chinese Language  
Post-Intensive Advanced Diploma Course in Japanese Language  
Certificate in German  
Certificate in Italian  
Certificate in Romanian  
Certificate in Swahili  
Certificate in Hausa  
Certificate in Tamil  
Certificate in Telugu  
Certificate in Kannada  
Certificate in Malayalam  
Certificate in Marathi  
Certificate in Gujarati  
Certificate in Oriya  
Certificate in Translation (English-Hindi)  
Certificate in Hindi  
Certificate in Urdu  
Certificate in Modern Arabic  
Certificate in Bengali  
Certificate in Chinese Language  
Certificate in Punjabi  
Certificate in Pali Language and Literature  
Certificate in Urdu Palaeography  
Certificate in Forensic Science  
Certificate in Polish Language.

Provided that the Principal of a College in the case of B.Com. may permit to proceed to the next higher class a student who falls short of the required percentage by not more than 10 per cent of the lectures or practicals or tutorials/ preceptorials held during the whole of the year, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he has made up the shortage condoned.

**(3)** (a) The required conditions shall not be deemed to have been satisfied in respect of the Master of Business Administration Course unless a candidate has attended :

- (i) three-fourths of the lectures delivered in each academic year during his course of study, and

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- (ii) three-fourths of the tutorials and case-discussions conducted in each academic year during his course of study.

The minimum attendance of three-fourths shall be required separately at lectures and at tutorials and case-discussions:

Provided that, he fulfils other conditions as laid down hereinafter, the Head of the Department of Business Management and Industrial Administration may permit a student to proceed to the next higher class who falls short of the required percentage of attendance by not more than 10 per cent of the lectures or tutorials and case-discussions delivered or conducted during the whole of the first year of the course, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he has made up the shortage so condoned.

Further in addition to the above, the conditions shall not be deemed to have been satisfied unless a student undergoes practical training under the supervision of the department in organisations, as approved by the University from time to time, for at least two months.

Such practical training shall be done during the course of study and as may be prescribed by the Head of the Department. No one who passed the M.B.A. Examination shall be eligible for the grant of the degree unless he has undergone the prescribed practical training to the satisfaction of the Head of the Department.

(4) In the case of students in the B.Sc. Nursing (Honours) Course, the required conditions shall not be deemed to have been satisfied unless a candidate has attended such number of lectures and practicals whether by way of work in wards, nursing-home or otherwise, as may be prescribed by the Head of the Department, but any shortage in practicals may be made up even after the final examination, but the degree shall not be awarded until such shortage has been made up.

(5) In the case of students in the Master of Nursing Course, the required conditions shall not be deemed to have been satisfied unless a student:

- (i) has attended not less than three-fourths of the lectures and class- room practicals in each subject. during each semester; and
- (ii) has done not less than three-fourths of the practicals held during each semester, whether by way of work in the hospital, community or otherwise as may be prescribed by the Head of the Department. However, 100 per cent practical requirements must be completed before or after the Semester IV Examination but the Degree shall not be awarded until a student has completed the practical work.

Provided that the Principal of the College may permit to proceed to the next higher class a student who falls short of the required percentage by not more than 10 per cent of the lectures or practicals during the whole of the year, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he/ she has made up the shortage condoned.

(6) In the case of students in the M.Ed. course, the required conditions shall not be deemed to have been satisfied unless a student has pursued a regular course of

study for not less than one academic year, preceded by at least 3 years' teaching experience in a recognised educational institution:

Provided that the above condition regarding teaching experience may be waived at the discretion of the Head of the Department in the case of candidates whose standing in the B.Ed. Examination and the preceding degree examination justifies this concession or who have had adequate research experience.

(7) In the case of the students for the M.A. Course in Social Work, the required condition shall not be deemed to have been satisfied unless a student has attended atleast three-fourths (75%) of the total number of lectures delivered, during each academic year.

Provided that the Head of the Department may permit to proceed to the next higher class a student who falls short of the required percentage by not more than 10% of the lectures during the I year, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he/she has made up the shortage condoned.

Provided further that a student who falls short of required attendance at lectures at the end of the II Year and the shortage does not exceed 10% the required attendance shall be calculated on the total number of lectures delivered during the I and II years taken together.

In addition to the attendance at lectures as aforesaid, a student for the M.A. Course in Social Work shall be required to satisfactorily complete the Block Field Work under the supervision of the Head of the Department of Social Work. Such Block Field Work will be done as prescribed by the Head of the Department after the examinations. The degree shall not be awarded until a certificate to the effect from the Head of the Department is submitted to the Registrar, University of Delhi.

<sup>139</sup>8 (a) From the Academic year 2014-15, all the students of LL.B. shall have to put in minimum attendance of 70% of the lectures in each of the courses as also at the moot courts, tutorials and practical training course conducted or taught in a semester for taking the examination.

Provided that if a student for any exceptional reasons fails to attend 70% of the classes held in any subject or training course, the Dean of the Faculty of Law may allow the student to take the examination for the semester if the student concerned attended at least 65% of the classes held in the subject concerned and attended 70% of classes in all the subjects taken together in all the courses of the semester.

Provided further the Dean, Faculty of Law or a committee constituted by the Dean, in this regard may allow attendance up to fifteen days in one semester or twenty days in a year for participation in recognized Moot Court Competitions, Seminars and Conferences, Legal Aid Camps and activities, sensitization programmes, Training Programmes relevant to Legal Education, etc.

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<sup>139</sup> Replaced/Amended vide E.C. dated 19.07.2014 & 03/14-15.07.2017

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The Dean of the Faculty or Professor-in-charge of the Law Centre shall have power to strike off the name of a student who is grossly irregular in attendance in spite of warning or when the absence of the student is for such a long period that he/she cannot put in requisite percentage of attendance for the semester.

*Note: For the students already enrolled in any of the Centres or Faculty of Law before 2014-15 the present rules in clause 8 as prior to this amendment shall continue to govern their cases.*

(b) In the case of students studying for the LL.M. Part I Examination, no student shall be deemed to have pursued a regular course of study unless: -

(i) he has attended not less than two-thirds of the total number of lectures delivered during the academic year in which he has been admitted as a regular student, and

(ii) he has submitted not less than seven essays of the requisite standard as prescribed by the Dean during the academic year.

(c) In the case of students studying for the LL.M. Part II Examination, no student shall be deemed to have pursued a regular course of study unless he has attended at least ten of the seminars conducted for the LL.M. Part II classes, five of which must have been attended before he appears at the examination in the written papers.

Note: (i) The term 'Lectures' referred to in (b) above will include lectures and discussion classes.

(ii) In determining the exact number of the minimum requisite attendance, i.e., two-thirds of lectures, tutorials, seminars, moots, etc., fractions shall be ignored.

(9) (a) Subject to the provisions of sub-clauses (b) and (c)

(i) In the case of a student who is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned or a student who is selected to participate in sports or other activities organised by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor or a student who is required to represent the University at the Inter-University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army or a student who is deputed by the College to take part in Inter-College sports or fixtures, debates, seminars, symposia or social work projects or a student who is required to represent the College concerned in debates and other extra-curricular activities held in other Universities or such other activities approved by the Vice-Chancellor for this purpose, in calculating the total number of lectures etc.

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delivered in the College, or in the University, as the case may be, for his course of study in each academic year, the number of lectures etc., in each subject delivered, during the period of absence for that purpose shall not be taken into account.

- (ii) The Principal of a College may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.

(b) A College shall notify on the notice board the final attendance position of each of its students within three days of the dispersal of the classes in the last session of the academic year. Not later than five days, thereafter, a student may, by an application to the Principal of the college, claim benefit of exclusion of lectures under sub-clause (a) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted within time shall be considered and disposed of by the Principal of the College at least 3 days prior to the commencement of the examination, in which the student is intending to appear.

(c) The benefit of exclusion of lectures contemplated in categories (i) or (ii) of sub-clause (a) above, either separately or jointly, shall in no case exceed 1/3 of the total number of lectures delivered.

(d) In the case of a married woman student who is granted maternity leave, in calculating the total number of lectures delivered in the College or in the University, as the case may be, for her course of study in each academic year, the number of lectures in each subject delivered during the period of her maternity leave shall not be taken into account:

Provided that Post-graduate Degree students under the Faculty of Medical Sciences who apply for maternity leave either in I year or in II year, may be allowed the maternity leave for a period not exceeding 3 months in an academic year but such students will be required to complete the duration of the course as regular students as required in the Ordinance and the students will be permitted to submit the thesis or to take the written examination, as the case may be, in January instead of August that year.

(10) In case of all Certificate and Diploma Courses in the Department of Germanic & Romance Studies the students will be required to put in not less than 60% of attendance at lectures etc., besides satisfactory home-work, in each term separately, and three-fourths of attendance during the year (all terms taken together).

<sup>140</sup>**(11) [The following provisions shall be applicable to students admitted to the Four Year Undergraduate Programme:**

- (a) A candidate for the Semester I/III/V/VII Examination shall not be deemed to have satisfied the required conditions of attendance unless s/he has attended, in all the subjects taken together, not less than two thirds of the lectures/practical/presentations/tutorials required to be attended provided that a student of the Semester I/III/V/VII who does not fulfill the required conditions of attendance, as above, but has attended, in all the subjects taken together, not less than 40 per cent of lectures/practical/ presentations/tutorials during the respective semester, may at the discretion of the Principal of the College concerned, appear for the ensuing semester Examination; but such a candidate shall be required to make up the deficiency at lectures and practicals, in the next semester of the same academic year.

Provided that a student of the II/IV/VI semester who does not fulfill the required conditions of attendance as above, but has attended in all the subjects taken together, not less than 40 per cent of the lecture/practical/presentation/ tutorials, held during the respective semester, may at the discretion of the Principal of the College concerned, be allowed to appear at the ensuing examination provided that s/he makes up the deficiency of the said attendance by combining the attendance of the previous semester in the ensuing semester.

Provided further that the Principal of the College concerned may permit a student to appear in an examination notwithstanding that the student has not fulfilled the attendance requirement, if in the opinion of the Principal, such student shall make up the deficiency in the succeeding academic year.

Provided further that a student of the IV/VI/VIII semester who seeks to exit with a Diploma/Bachelor's degree/ Bachelor's with Honours/B.Tech degree shall be allowed to appear at the IV/VI/VIII Semester Examination, as the case may be, if by combining the attendance of the two/three/four academic years as the case may be, the candidate has put in two-thirds of attendance, in all the subjects taken together, held during the respective years.

- (b) *In the case of a student who*
1. *is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties; or*
  2. *is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Principal/Head of the Department concerned; or*

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<sup>140</sup> The above Clause 2 (11) was inserted & amended vide E.C. dated 09.05.2013 & 07.06.2013 and was further Omitted vide E.C. dated 28.06.2014, which states following:

*“Replace, with effect from the undergraduate admissions commencing in 2014-15, the syllabi/scheme of examination under the Four Year Undergraduate Programme with the syllabi/scheme of examination of the semester based undergraduate courses that had been in existence in 2012-13. All other relevant Ordinances shall stand amended accordingly”.*

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3. *is selected to participate in sports as part of their Curricular Activities (CA); or*
4. *represents the college in Inter college tournaments organized by Delhi University, or a student selected for coaching camp of the University of Delhi team Camp organized by Delhi University Sports Council (DUSC), or a student who represents Delhi state in National tournaments organized by National Sports Federations, or a student who represents the University in tournaments organized by Association of Indian Universities, or a student who represents India in International Tournaments organized by International Federations/ Associations and FISU, (selection through AIU), or a student who represents India in Olympics/Commonwealth Games/Youth Games/ World Championships/ organized by International Olympic Committee, or in national or international fixtures in games and sports approved by the Competent Authority; or*
5. *is required to represent the University at the Inter-University Youth Festival; or*
6. *is required to participate in periodical training in the Territorial Army or a student who is deputed by the College to take part in Inter-College sports or fixtures, debated, seminars, symposia or social work projects or a student who is required to participate in curricular activities held in other Universities or such other activities held in other Universities or such other activities approved by the Principal/Head for this purpose.*

*In calculating the total number of lectures etc. delivered in the College, or in the University, as the case may be, for his/her course of study in each academic year.*

*The number of lectures etc., in each subject delivered, during the period of absence and as approved by the Principal/Head for the above purpose, shall deemed to have been attended by the student.*

- (c) The Principal of a college may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.
- (d) Colleges shall be required to notify the attendance position of each of its students for each month on the notice board and the website of the College, and clearly indicate the lectures/ practical/ *presentation*/ tutorials held subject wise and the numbers attended by each student.
- (e) A College shall notify on the notice board *and the website of the College*, the final attendance position of each of its students within five days of the dispersal of the classes in the last session of the academic year. Not later

than five days, thereafter, a student may, by an application to the Principal of the college, claim benefit of exclusion of lectures under sub-clause (c) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted within time shall be considered and disposed of by the Principal of the College at least 3 days prior to the commencement of the examination, in which the student is intending to appear.

- (f) The benefit of exclusion of lectures contemplated in para (c) above, shall in no case exceed 1/3 of the total number of lectures/practicals/presentation/tutorials delivered.
- (g) In the case of a married woman student who is granted maternity leave, in the Calculating the total number of lectures delivered in the College or in the University, as the case may be, for her course of study in each semester, in number of lectures in each subject delivered during the period of her maternity leave shall not be taken into account.
- (h) No person shall be deemed to have satisfied the required conditions in respect of his instructions, unless in addition to the requirements regarding attendance and other conditions, he has appeared and satisfied by his performance the Principal of his college in such tests, written and/or oral, as may be held by him in his discretion. The Principal of the College shall have, and shall be deemed always to have had, the power to detain a student in the same class in which he has been studying, or not to send him student in the same class in which he has been studying, or not to send him up for the University Examination, in case he did not appear at the tests aforesaid or his performance was not satisfactory. The Principal of a College/Head of the Institution shall have power to strike off the name of a student who is grossly irregular in attendance inspite of warning, or when the absence of the student is for such a long period that he cannot put in requisite percentage of attendance.]<sup>140\*\*\* Omitted\*\*\*</sup>

**<sup>141</sup>(12) Attendance Rules for the 3-year semester based undergraduate programmes:**

- a) A candidate for the Semester I/III/V Examination shall not be deemed to have satisfied the required conditions of attendance unless s/he has attended, in all the subjects taken together, not less than two thirds of the lectures/practical/presentations/tutorials required to be attended. Provided that a student of the Semester I/III/V who does not fulfil the required conditions of attendance, as above, but has attended, in all the subjects taken together, not less than 40 per cent of lectures/practical/presentations during the respective semester, may at the discretion of the Principal of the College concerned, appear for the ensuing semester examination; but such a candidate shall be required to make up the deficiency at lectures and practicals, in the next semester of the same academic year.

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<sup>141</sup> Inserted vide E.C. dated 28.05.2015



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Provided that a student of the II/IV/VI semester who does not fulfill the required conditions of attendance as above, but has attended in all the subjects taken together, not less than 40 per cent of the lectures/practical/presentation/tutorials, held during the respective semester, may at the discretion of the Principal of the College concerned, be allowed to appear at the ensuing examination provided that she/he makes up the deficiency of the said attendance by combining the attendance of the previous semester in the ensuing semester.

Provided further that the Principal of the College concerned may permit a student to appear in an examination notwithstanding that the student has not fulfilled the attendance requirement, if in the opinion of the Principal, such student shall make up the deficiency in the succeeding academic year.

Provided further that a student of the VI semester shall be allowed to appear at the VI Semester Examination, if by combining the attendance of the three academic years, the candidate has put in two-thirds of attendance, in all the subjects taken together, held during the respective years.

b) In the case of a student who :

1. is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defense work and allied duties; or
2. is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Principal/ Head of the institution concerned; or
3. is selected to participate in sports or other curricular activities; or
4. represents the college in inter-college tournaments organized by the Delhi University Sports Council (DUSC); or a student who represents Delhi State in National Tournaments organized by Nation Sports Federation; or a student who represent the University in Tournaments organized by Association of Indian Universities; or a student who represents India in International Tournaments organized by International Federation/Associations and FISU, (selection through AIU); or a student who represents India in Olympics/Common Wealth Games/Youth Games/World Championship organized by International Olympic Committee; or in national or international fixtures in games and sports approved by the Competent Authority; or
5. is required to represent the University at the Inter- University Youth Festival; or
6. is required to participate in periodical training in the Territorial Army or a student who is deputed by the College to take part in Inter-College

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sports or fixtures, debates, seminars, symposia or social work projects or a student who is required curricular activities held in other Universities or such other activities approved by the Vice-Chancellor for this purpose.

In calculating the total number of lectures etc. delivered in the College, or in the University, as the case may be, for his/her course of study in each academic year, the number of lectures etc., in each subject delivered, during the period of absence, and as recommended/forwarded by the concerned teacher/DPE and approved by the Principal/Head for the above purposes shall deemed to have been attended by the student.

- c) The Principal of a College may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.
- d) Colleges shall be required to notify the attendance position of each of its students for each month on the notice board of the College, and clearly indicate the lectures/practical held subject wise and the numbers attended by each student.
- e) A College shall notify on the notice board the final attendance position of each of its students within five days of the dispersal of the classes in the last session of the academic year. Not later than five days, thereafter, a student may, by an application to the Principal of the college, claim benefit of exclusion of lectures under sub-clause (a) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted within time shall be considered and disposed of by the Principal of the College at least 3 days prior to the commencement of the examination, in which the student is intending to appear.
- f) The benefit of exclusion of lectures contemplated in category (c) above, shall in no case exceed  $\frac{1}{3}$  of the total number of lectures/practicals/presentations/tutorials.
- g) In the case of a married woman student who is granted maternity leave, in calculating the total number of lectures delivered in the College or in the University, as the case may be, for her course of study in each semester, the number of lectures in each subject delivered during the period of her maternity leave shall not be taken into account.
- h) No person shall be deemed to have satisfied the required conditions in respect of his instructions, unless in addition to the requirements regarding attendance and other conditions, he has appeared and satisfied by his performance the Principal of his college in such tests, written and/or oral,

as may be held by him in his discretion. The Principal of the College shall have, and shall be deemed always to have had, the power to detain a student in the same class in which he has been studying, or not to send him up for the University Examination, in case he did not appear at the tests aforesaid or his performance was not satisfactory. The Principal of a College/Head of the Institution shall have power to strike off the name of a student who is grossly irregular in attendance inspite of warning, or when the absence of the student is for such a long period that he cannot put in requisite percentage of attendance.

**2. A.** (i) No person shall be deemed to have satisfied the required conditions in respect of his instructions, unless in addition to the requirements regarding attendance and other conditions, he has appeared and satisfied by his performance the Principal of his College in such tests, written and/or oral, as may be held by him in his discretion. The Principal of the College shall have, and shall be deemed always to have had, the power to detain a student in the same class in which he has been studying, or not to send him up for the University Examination, in case he did not appear at the tests aforesaid or his performance was not satisfactory.

(ii) The Principal of a College shall have power to strike off the name of a student who is grossly irregular in attendance in spite of warning, or when the absence of the student is for such a long period that he cannot put in requisite percentage of attendance.

Definition: The term 'Principal' in this Clause includes the 'Head of a teaching Department or Institution, or the Dean of a Faculty' according to the context.

**3.** Members of the University, who, before admission to the University, have passed the Intermediate Examination of an Indian University and who have been admitted with the approval of the Academic Council to the Second Year of the degree courses may be admitted to Part I Examination of the respective Degree Courses after a regular course of study for not less than one academic year.

### **Teacher Candidates**

**4. (1)** The foregoing provisions of this Ordinance relating to pursuit of a regular course of study shall not apply to teachers in educational institutions falling under the following categories:

(i) Persons who are members of the whole-time teaching staff of educational institutions, as hereinafter defined, and have served for a period of not less than nine months immediately before making their application for permission to appear at an examination of the University; or.

(ii) Persons who have been regularly employed as teachers of educational institutions as hereinafter defined, for a period of at least two years during a period of five years immediately preceding the date of examination.

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(1-A) For the purposes of this clause the following categories of persons will be deemed to be members of the whole-time teaching staff of educational institutions:

- (a) Inspectors of schools of different categories of the Education Department of the Union Territory of Delhi and the Municipal Corporation of Delhi;
  - (b) The whole-time workers of the Social Education Department of the Municipal Corporation of Delhi provided they are doing actual teaching work;
  - (c) The teachers appointed by the Government of India in Hindi teaching organisations under the control of the Ministry of Home Affairs, who are working within the Union Territory of Delhi;
  - (d) Persons working as Directors of Physical Education in the Colleges/Institutions of the University and Director/Assistant Director of Physical Education in the University;
  - (e) Persons working as Librarians in the Colleges/Institutions of the University and Professional Seniors/Juniors working in the University.
- (2) For the purposes of this Ordinance educational institutions are those which are recognised by (a) any Indian University, or (b) the Education Department of the State of Delhi, or (c) the Board of Higher Secondary Education, Delhi, or (d) any other institution situated within the State of Delhi recognised by the Academic Council as an educational institution for the purposes of this Ordinance by two-thirds of the members present.
- (3) A teacher in an educational institution applying for permission to appear at any examination of the University shall submit a certificate in the prescribed form-
- (a) that he has fulfilled the required condition of service, and
  - (b) that he has passed previously the examination qualifying him for admission to the course of study prescribed for the examination in which he wishes to appear and that a period which is not less than that which he would have to spend as a regular student to be sent up for such examination has elapsed since he passed the qualifying examination.
- (4) Permission to teachers to appear at any examination of the University may be granted only by the Executive Council and any teacher to whom permission is so granted shall be enrolled on the register of the University on payment of a fee prescribed by the University.
- (5) Teacher candidates shall be qualified under this Article to appear only at the following examinations of the University:
- B.A.(Pass), B.Com.(Pass), M.A. in all subjects (excepting Psychology, Linguistics, Social Work, Sociology, Economic Statistics, Statistics, Operational Research, Human Geography, Hindustani Music and Karnataka Music and M.Com.).

- (6) The conditions for regular students in the Colleges in respect of minimum percentage of marks for admission to the courses of studies for the examinations referred to in the foregoing clause and the limit regarding the number of times a candidate may take any particular examination, shall apply to the teacher candidates.
- (7) Notwithstanding anything contained in the foregoing clause a teacher candidate shall not be permitted to offer any papers and options except the papers and the options in which teaching is conducted for regular students in any academic year.

### **Non-Collegiate Women Candidates**

5.(1) The foregoing provisions of this Ordinance relating to a regular course of study shall not apply to a woman candidate who has been enrolled as a non-collegiate woman student residing within the territorial jurisdiction of the University, and has continued to be a member of the University for the same period as would be required in the case of ordinary students.

(2) Non-Collegiate Women students shall be enrolled and shall be under the general guidance and tutorial supervision of a Standing Committee called "Non-Collegiate Women's Education Board" consisting of one member appointed by the Executive Council, a teacher of the University appointed by the Academic Council, three persons, one of them being a women, with teaching and administrative experience of the education of women, appointed by the Vice-Chancellor, one representative, resident in Delhi, of the Council of All-India Women's Conference and not more than two other members of whom one at least shall be a woman co-opted by the Board at its discretion. The Co-ordinator of the Board shall be ex-officio Member-Secretary of the Board. The Chairman of the Board shall be appointed by the Vice-Chancellor from among its own members.

The members of the Board shall be appointed for a period of three years and shall be eligible for re-appointment.

(3) Any woman residing within the territorial jurisdiction of the University shall be entitled to be enrolled if she is unable or unwilling for any reason which appears to the Board to be adequate to become a member of a College.

(4) The Board shall keep the roll of non-collegiate women students of the University, shall supervise the course of study of non-collegiate women students, shall satisfy itself that proper arrangements for the purposes of study have been made in the case of all of them and shall make arrangements from time to time for testing the progress made by non-collegiate women in their studies.

(5) A woman who desires to be enrolled as a non-collegiate student shall pay an enrolment fee of Rs. 10/- at the time of enrolment and annual fee prescribed by the University from time to time so long as she remains on the roll.

<sup>142</sup>(6) *Permission to take a University examination may be granted only by Executive Council to a non-collegiate student with minimum 66% attendance at lectures delivered, on the recommendation of the Board.*

(7) A non-collegiate women student shall not be entitled to continue on the roll unless she continues to reside in the territorial jurisdiction of the University and fulfil all the conditions required by this Article or by any regulation made thereunder.

(8) A non-collegiate woman candidate shall be qualified under this Article to appear only at the following examinations of the University:

B.A. (Pass), B.Com. (Pass.), M.A. in all subjects (except Psychology, Linguistics, Social Work, Sociology, Economic' Statistics, Statistics Operational Research, Human Geography Hindustani Music and Karnataka Music and M.Com.).

(9) The condition for regular students in the Colleges in respect of the minimum percentage of marks for admission to the course and the limit regarding the number of times a candidate may take any particular examination shall apply to the non-collegiate women candidates.

(10) Notwithstanding anything contained in the foregoing clause, a non-collegiate woman candidate shall not be permitted to offer any papers and options except the papers and the options in which teaching is conducted for regular students in any academic year.

#### <sup>143</sup>**External Candidates**

### **Officers of a University Established by Law**

7. Notwithstanding anything contained in the foregoing provisions of this Ordinance, the Academic Council may, on the motion of the Vice- Chancellor, exempt an officer of a University established by law from the requirement of the normal attendance at lectures otherwise required for eligibility to appear at an examination.

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<sup>142</sup> Amended vide E.C. dated 29.07.2008

<sup>143</sup> Non Formal External Cell has been merged with School of Open Learning vide EC Res. No. 6 (9) dated 02.05.2008.

**Ord. VIII. Examinations, when held, etc.**

1.<sup>144</sup>

- (a) The Annual Examinations for all Degrees, Diplomas, Certificates of the University shall be held once a year, in the Spring, unless otherwise provided for in any other Ordinance or Appendix thereto or at such other times during the year as may be fixed by the Academic Council in each case.

<sup>145</sup>\*\*\**Omitted*\*\*\*

<sup>146</sup>Provided that the examinations in Diploma in Pharmacy shall be held in accordance with the regulations of the Pharmacy Council of India.

The examinations for Master of Business Administration Course shall be held as under:

M.B.A. Part I: Group A	-	At the end of the Second Term of the first academic year of the Course
M.B.A. Part I: Group B	-	At the end of the Third Term of the first academic year of the Course
M.B.A. Part II:	-	At the end of the Third Term of the second academic year of the Course.

The examination will commence from the dates as may be fixed by the Academic Council from time to time.

- (b) Examinations for the courses covered under the semester scheme shall be held at the end of each semester in accordance with the academic calendar prescribed by the Academic Council from time to time. Unless otherwise provided specifically in any other Ordinance, there will be no supplementary examination for any of the semester examinations.

2.

- (1) No candidate may sit for an Examination for the Honours Degree, Master's Degree, Diploma or Certificate more than twice:

Provided that this Clause shall not apply to the following Examinations:

- (1) LL.M.
- (2) M.Ed.
- (3) D.T.C.D.
- (4) M.Sc., M.D., M.S. in the Faculty of Medical Sciences.
- (5) B.A. (Hons.), B.Com. (Hons.), B.Sc. (Hons.), B.A. (Hons.) Music.
- (6) M.A., M.Com., M.Sc.

For the purpose of calculating the number of times a candidate may sit for an Examination under Clause 2(1) above, the examination at which he registered as a candidate but was unable to take either wholly or partly by reason of illness, accident or other grounds certified to in all such cases as an

<sup>144</sup> Replaced/Amended vide E.C. 25.04.2011

<sup>145</sup> Inserted vide E.C. 25.04.2011 and subsequently Omitted vide E.C. 06.03.2014

<sup>146</sup> Inserted vide E.C.28.05.2015

acceptable reason by the Principal of the College or the Head of the Department concerned shall be excluded.

- (2) <sup>147</sup>All those students admitted from the session 2016-2017 who, for whatever reasons, are not able to complete the programme within the normal period of the minimum duration prescribed for the programme may be allowed two years beyond the normal period to clear the backlog to be qualified for the degree. The general formula, therefore should be as follows:
- a) Time Span = N+2 years for the completion of programme where N stands for the normal or minimum duration prescribed for completion of the programme.
  - b) In exceptional circumstances a further extension of one more year may be granted. The exceptional circumstances be spelt out clearly by the relevant statutory body concerned of the University.
  - c) During the extended period the student shall be considered as a ex-student and also not be eligible for ranking.
- (3) <sup>148</sup>For all those students admitted to the four-year undergraduate programme in the year 2013-14 for B.Tech. in Computer Sciences, Electronics, Food Technology, Instrumentation Electronics and Polymer Science, the span period to complete the course will be ten years from the year of admission in the First Semester, irrespective of whether the students will be awarded a Diploma, Bachelor Degree or Bachelor with Honours/B.Tech Degree, provided the student has completed all requirements to become eligible for appearing in the University examinations as per rules.
- (4) <sup>149</sup>
- (i) All the students admitted to Three Year CBCS system in the Academic Session **2015-16**, the span period to complete the course will be **6 years** from admission in the first semester, irrespective of the different courses provided the student has completed all requirements to become eligible for appearing in the University Examinations as per rules.
  - (ii) All the students admitted to Three Year CBCS system in the Academic Session **2016-17**, the span period to complete the course will be **5 years** from admission in the first semester, irrespective of the different courses provided the student has completed all requirements to become eligible for appearing in the University Examinations as per rules.

**Note:**

- (a) Ordinarily, no student should be given time beyond the extended period of two years. However, in exceptional circumstances and on the basis of the

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<sup>147</sup> Amended/Replaced vide E.C. 25.04.2011 & 29.10.2021

<sup>148</sup> Amended/Replaced vide E.C. 09.05.2013 & 29.10.2021

<sup>149</sup> Amended/Replaced vide E.C. 14.07.2015 & 29.10.2021



merits of each case University may allow a student one more year for completion of the programme.

(b) During the extended period the student shall be considered as an **Ex. student** and also not be eligible for ranking.

**3.**

(1) In respect of B.A. (Pass), B.Com. (Pass), B.Sc. (General), B.A. (Hons.), B.Com. (Hons.), B.Sc. (Hons.), B.A. (Hons.) Music, M.A., M.Sc. and M.Com. courses, (except under the conditions specified in the relevant Appendices), no one will be allowed to proceed to the next higher class unless he has passed the examination/s held 'during and/or at the end of the preceding year.

(2) The name of a student shall not be borne on the rolls of M.Sc. Class for more than four years from the year of admission to the M.Sc. Previous Course to the University.

**4.** Save in the case of candidates placed under Compartment under Ordinance IX and those otherwise covered by the relevant Appendices a candidate for any of the examinations who fails to pass or fails for good reasons to appear at the examination may be admitted to the examination again after a further period of at least one academic year on the following conditions:

**(a)** In the case of the following examinations either after a further regular course of study in a College or the University or on his being enrolled as an ex-student under conditions laid down for ex-students in Appendix IV :

Pre-Medical

B.A. (Pass) Part I

B.A. (Pass) Part II

B.A. (Pass) Part III

B.A. (Vocational Studies) Part I

B.A. (Vocational Studies) Part II

B.A. (Vocational Studies) Part III

B.Com. (Pass) Part I

B.Com. (Pass) Part II

B.Com. (Pass) Part III

B.Sc. (General) Part I

B.Sc. (General) Part II

B.Sc. (General) Part III

B.A. (Honours)/B.A. (Hons.) Music Part I

B.A. (Honours)/B.A. (Hons.) Music Part II

B.A. (Honours)/B.A. (Hons.) Music Part III

B.Com.(Honours) Part I

B.Com.(Honours) Part II

B.Com.(Honours) Part III

B.Sc. (Honours) Part I

B.Sc. (Honours) Part II

B.Sc. (Honours) Part III

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M.A. (Previous)/(Final)  
M.Sc. (Previous)/(Final) Mathematics/Operational  
Research/Statistics  
M.Sc. (Faculty of Science)  
B .Ed./M.Ed.  
Bachelor of Library Science  
Master of Library & Information Science  
Diploma in Russian (General)  
Diploma in French (General)  
Russian Translators' Certificate  
Advanced Diploma in French  
Advanced Diploma in German  
Advanced Diploma in Modern Arabic  
Advanced Diploma in Modern Persian  
Diploma in Tourism  
Diploma in Book-Publishing  
Diploma in Hindi  
Diploma in Urdu  
Diploma in Pali Language and Literature  
Diploma in Modern Arabic  
Advanced Diploma in Applied Linguistics  
Diploma in Tibetan Language and Culture  
Diploma in Panjabi  
Diploma in Bengali  
Certificate in Chinese Language  
Diploma in Chinese Language  
Advanced Diploma in Chinese Language  
One-year Intensive Advanced Diploma in Chinese Language  
Post-Intensive Advanced Diploma Course in Chinese Language  
Diploma in Japanese Language  
Advanced Diploma in Japanese Language  
One-year Intensive Advanced Diploma in Japanese Language  
Post-Intensive Advanced Diploma Course in Japanese Language  
Diploma in Hindi for Foreign and non-Hindi knowing Indian students.  
Two-Year Diploma Course in Urdu for foreign and non-Urdu knowing Indian  
students.  
One-Year Post-M..A. Diploma Course in Urdu Paleography  
One-Year Post-M.A. Diploma Course in Linguistics  
Diploma in Tuberculosis and Chest Diseases  
Sangeet Shiromani (Diploma Course in Hindustani and Karnatak Music).  
Diploma in Child Health  
Diploma in Anaesthesia  
Diploma in Radiation Medicine  
Certificate in German  
Certificate in Italian  
Certificate in Romanian'  
Certificate in Tamil  
Certificate in Telugu  
Certificate in Kannada  
Certificate in Malayalam

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Certificate in Marathi  
Certificate in Gujarati  
Certificate in Translation (English-Hindi)  
Certificate in Hindi  
Certificate in Urdu  
Certificate in Pali Language and Literature  
Certificate in Modern Arabic  
One-Year Certificate Course in Urdu for Foreign and non-Urdu knowing Indian students.  
Certificate in Bengali  
M.Sc., M.D., M.S. (Faculty of Medical Sciences)  
Certificate in Polish Language  
Certificate in Statistics and Operational Research  
M.Phil. (English)  
M.Phil. (other subjects)  
Master of Business Administration.

<sup>150</sup> Provided that in case of **all Under-graduate** and post-graduate examinations candidates who have already secured the minimum pass marks in the practical paper/s and/or Dissertation/ Project Report/Field Work at a previous examination shall not be allowed to reappear in the Practical Paper/s and/or Dissertation/Project Report/ Field Work Report, as the case may be.

**(b)** In case of the following examinations, after a further regular course of study in the University or the College:

B.Sc. (Hons.) in Nursing  
M.B., B.S. B.D.S.  
B.E.  
M. Nursing.

**Temporary Ordinance VIII-A-Deleted.**

**Ord. VIII-B. Transitory Provisions-Deleted**

**Temporary Ordinance VIII-C & VIII-D-Deleted.**

## ORDINANCE VIII-E

**Ord. VIII-E - 'Internal Assessment'**

**(1)**

**(i)** The scheme for Internal Assessment shall be followed in the regular stream only, with exclusions as per the Appendix, and shall be applicable to the students admitted from the academic session 2003-04 onwards (i.e. to begin with for the first year students) in both undergraduate and post-graduate degree courses. This scheme of Internal Assessment shall not be applicable to the School of Correspondence Course and

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<sup>150</sup> Amended/Replaced vide E.C. 25.04.2011

Continuing Education, Non-Collegiate Women's Education Board and Non-Formal Education Cell (formerly External Candidates Cell). The specific Ordinances pertaining to schemes of examinations of various courses shall stand amended, mutatis mutandis, to the extent of internal assessment as laid down in this Ordinance, subject to exclusions referred to above.

- (ii) Internal Assessment marks shall be shown separately in the Marks Sheet issued by the University and these marks shall be added to the annual/semester examination marks for determining the division of the student.
- (2) 25% of the maximum marks in each paper in undergraduate courses shall be assigned for Internal Assessment and the remaining 75% marks for the annual/semester University Examination; the time duration and other modalities of the annual/ semester Examination with respect to this 75% component shall remain as per existing schemes of examination for various undergraduate courses.
- (i)
- (a) <sup>151</sup>For the Annual Examination Scheme, there shall be 10% weightage assigned to House Examinations to be conducted by each college, for all subjects in B.A., B.Com. and B.Sc. courses and all papers of the Main subject in Honours course. For the Semester Examination Scheme, there shall be 10% weightage assigned to Class Test(s)/Quiz(s) to be conducted by each college, for all subjects in B.A., B.Com. and B.Sc. courses and all papers of the Main Subject in Honours courses.
- (b) The duration of each paper in the House Examination shall be the same as the duration in the University Examination. The maximum marks for each paper of the House Examination shall be 100 or the same as the maximum marks in the corresponding University Examination.
- (c) The University reserves the right to scrutinize some or all the scripts of any paper in any course in a College during the period of retention of papers, Which duration shall be till declaration of results by the University, a copy of the question paper shall be sent to the Examination Branch of the University and the College shall maintain a proper record of the question papers of the House Examination.
- (ii)
- (a) Each student shall be assessed on the basis of written assignments/tutorials as well as on the basis of project reports/term papers/seminars. There shall be 10% weightage for such written assignment; and project reports/presentations/term papers/seminars. Each student shall be given at least one written assignment per paper in

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<sup>151</sup> Amended/Replaced vide E.C. 25.04.2011

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each term, subject to a maximum of 12 written assignments per year for all the papers taken together.

- (b) Where the maximum marks in a paper are less than 100, for example 50 marks, the nature of written assignments/ tutorial work shall stand adjusted *pari passu*.
- (iii) There shall be 5% weightage for regularity in attending lectures<sup>152</sup>(including interactive periods) and tutorials, and the credit for regularity in each paper, based on attendance, shall be as follows:

More than 67% but less than 70%	-	1 mark
70% or more but less than 75%	-	2 marks
75% or more but less than 80%	-	3 marks
80% or more but less than 85%	-	4 marks
85% and above	-	5 marks

[Medical certificates shall be excluded while calculating credit towards marks to be awarded for regularity, though such certificates shall continue to be taken into account for the purpose of calculating eligibility to appear for examinations as per the existing provisions of Ordinance VII.2.9(a)(ii).]

- (iv) There shall be a Moderation Committee for Internal Assessment in each College, discipline-wise, which shall comprise of the senior most teacher in the department, the teacher-in-charge of the department and the previous teacher-in-charge of the department: provided that if, for any reason, the membership of the Committee falls below 3, the Principal of the college shall nominate suitable members from among the teachers of that department/college to fill the vacancies.
- (3) With the introduction of Internal Assessment, the maximum marks for the University Examination in each paper shall stand reduced accordingly.
- (4) The promotion criteria shall be as per the existing Ordinances for University Examinations, as applicable to respective courses. In addition, the same criteria shall apply to the total of the University Examination and the Internal Assessment, taken together.
- (5)
- (i) There shall be a Monitoring Committee for Internal Assessment at the University level consisting of the Dean of Colleges as the Chairperson along with three other Deans one of whom shall be a member of the Executive Council, and the Controller of Examinations as Member-Secretary. The Committee shall monitor the receipt of Internal Assessment marks from various colleges and ensure timely compliance. If a College fails to submit the Internal Assessment marks in time, the University shall

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<sup>152</sup> Inserted vide E.C. 25.04.2011

not declare the result for such a course in that College. The responsibility for non-declaration of the result of any course in the college in such circumstances will be solely that of the college.

- (ii) There shall be a Monitoring Committee for Internal Assessment in every College, which shall be chaired by the Principal of the College and will be made up of the Vice- Principal (and in case there is no Vice-Principal, the Bursar), Secretary Staff Council, and two senior faculty members to be nominated by the Principal. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any.
- (6)
- (i) <sup>153</sup>In the case of students who repeat one or more paper(s), or all papers of any Part or Semester, the Internal Assessment marks shall be carried forward.
  - (ii) In the following special cases, in lieu of Internal Assessment, students shall be awarded marks (for the previous years' papers) in the same proportion as the marks obtained in that paper in the University Examination:
    - (a) <sup>154</sup>Students who migrate from other Universities to the University of Delhi in the 2nd Year/**Third Semester**;
    - (b) Students who fail in the Part I Examination of Honours Courses and join Pass/General Courses in the II<sup>nd</sup> year; and
    - (c) Students who transfer from 1st year Pass/General Courses to Honours Courses in the 2nd year.
  - (iii) Students who migrate from non-formal streams in the University of Delhi (i.e. School of Correspondence Courses and Continuing Education, Non-Collegiate Women's Education Board and Non-Formal Education Cell, formerly External Candidates Cell) to the Regular stream and vice versa, shall carry as such the marks obtained in the preceding year(s).
- (7) Tutorials shall be held regularly for the post-graduate courses of the University by the concerned Department in cooperation with Colleges; and at least 25% marks shall be assigned for Internal Assessment in each paper of the post-graduate courses. The Internal Assessment in the post-graduate courses may be based on regularity and attendance; class tests and house examination; and written assignments, projects/term papers/seminars/field-work. Post-graduate courses where the weightage of Internal Assessment is 25 per cent or more, Departments may continue with the existing schemes.
- (8) In the case of a student who is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties, or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments

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<sup>153</sup> Amended/Replaced vide E.C. 25.04.2011

<sup>154</sup> Amended/Replaced vide E.C. 25.04.2011

by or with the approval of the Head of the institution concerned, or a student who is selected to participate in sports or other activities organized by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor, or a student who is required to represent the University at the Inter-University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army, or a student who is deputed by the College to take part in Inter-College sports, fixtures, debates, seminars, symposia or social work projects, or a student who is required to represent the College concerned in debates and other extra-curricular activities held in other Universities or such other activities approved by the Vice-Chancellor, the following provision will apply :

- (i) A student in the categories listed above, will have to fulfil the requirement of written assignments and projects/term papers/seminars/field-work with the flexibility, however, that he/she may, if necessary, be allowed additional time for submission of written assignments.
  - (ii) <sup>155</sup>A student in the categories listed above, who is unable to write the House Examination/Class Test(s)/Quiz(s) on account of his/her participation in such aforesaid activities, may be assessed by the College through an alternative mode. This may be done only in exceptional circumstances.
  - (iii) A student in the categories listed above, will get the benefit of attendance for Internal Assessment for the classes missed as per the existing provisions of Ordinance VII.2.(9)(a)(i).
- (9)
- (i) The University reserves the right to review, and if necessary moderate the marks in Internal Assessment in any paper/ papers in any College/Department.
  - (ii) The respective University Moderation Committees in each subject shall moderate, if necessary, the Internal Assessment marks across Colleges.

### **Appendix to Ordinance VIII-E**

#### **List of Exclusions**

1. Faculties (All courses)
  - (a) Medical Sciences
  - (b) Technology
  - (c) Management Studies
  - (d) Education (except B.A. Pass in Education)
  - (e) Law
  - (f) Ayurvedic & Unani Medicine
2. Departments (All Courses)

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<sup>155</sup> Amended/Replaced vide E.C. 25.04.2011

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- (a) Department of Nursing - Faculty of Sciences
- (b) Department of Fine Arts - Faculty of Music
- (c) Department of Pharmacy - Faculty of Science
- (d) Department of Home Science - Faculty of Science

3. Degree Courses

- (a) B. Sc. (H) Bio-Medical Sciences
- (b) B.Sc. (H) Physiotherapy
- (c) B.A.(H) Journalism
- (d) B.A. (H) Mass Media & Communications.



**ORDINANCE VIII-F**

(1) Students of the four year undergraduate programme who fulfil the following conditions mentioned in sub-clause (2) shall be given the relevant credit in each foundation course of the relevant semester as indicated in clause (3) below, subject to their fulfilling other requirements of internal assessment.

(2) Students who participate

- (i) in Inter College Tournament organized by the University or are selected from different colleges for coaching camps organized by the Delhi University Sports Council to represent University or represent Delhi State in National Championships / Tournaments organized by a recognized Sport Federation / Association or represent India in recognized International Championship / Tournament, or
- (ii) in Parade Training conducted by NCC Unit / College every week or participate in State Level and National Level Camps (all Stages) organized by the NCC, or
- (iii) in NSS activities at the college level, and take part in any outreach programmes/camps organized by the NSS, or
- (iv) in cultural activities at the college level, represent the college at cultural festivals after due selection by the Principal / Head, or represent the college or the University at Delhi / NCR region after due selection through recognized bodies,

may be given a credit of a maximum 8 marks in each foundation course in the relevant semester.

(3) Each College shall set up a committee consisting of at least five teachers and chaired by the Principal to formulate guidelines and policies to monitor the performance / hours spent / outcomes of such students as indicated in sub-clause (2) above, in the consultation with the teachers in charge of NCC / NSS / cultural activities/ physical education. This Committee shall determine the individual credit of marks (ranging from 0-8 marks) to be allotted to such students who are eligible under sub-clauses (1) and (2) above.

**CLASSIFICATION OF RESULTS**

**Ord. IX. Classification of Results**

1. The results at the various University examinations shall be classified as set out in Appendix V to these Ordinances.

2.

(1) <sup>156</sup>\*\*\*Omitted\*\*\*

(2)

(a) Any candidate for the Part III Examination of the B.A. (Pass) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 40 per cent of the aggregate marks but has failed in one subject only obtaining not less than 25 per cent of marks in that subject may be admitted to a Compartmental Examination in that subject only, or if he fails to pass or fails to present himself at the compartmental examination, then at the next examination, on payment on each occasion of the same fees as are prescribed for the B.A. (Pass) Part III Examination; and he shall be declared to have passed the B.A. (Pass) Part III Examination in the year in which he successfully completes his examination, if he secures in that subject the same percentage of marks as is required for passing the examination.

(b) Any candidate for the Part III Examination of the B.Com. (Pass) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 40 per cent of the aggregate marks but has failed in one Group only obtaining not less than 25 per cent of the marks in that Group may be admitted to Compartmental Examination in that Group only, or if he fails to pass or fails to present himself, at the Compartmental Examination then at the next examination on payment on each occasion of the same fees as are prescribed for the B.Com. (Pass) Part III Examination and he shall be declared to have passed the B.Com. (Pass) Examination in the year in which he successfully completes his examination, if he secures in that subject the same percentage of marks as is required for passing the examination.

(c) Any candidate for the Part III Examination of the B.Sc. (General) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 40% of the aggregate marks in the three Science subjects of Group 'B' but has failed in one subject only obtaining not less than 25 per cent of the marks in that subject (theory and practical combined) may be admitted to a Compartmental Examination in that subject only, or if he fails to pass or fails to present himself at the Compartmental Examination, then at the next examination, on payment on each occasion of the same fees as are prescribed for the B.Sc. (General) Part III Examination; and he shall be declared to have passed the B.Sc. (General) Part III examination in the year in which he successfully completes his examination, if he

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<sup>156</sup> Clause 2 (1) was Omitted vide E.C.06.03.2014

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secures in that subject the same percentage of marks as is required for passing the examination.

- (d) Any candidate for the Part III Examination of the B.A. (Vocational Studies) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 36 per. cent of the aggregate marks but has failed in one subject only obtaining not less than 25 per cent of marks in that subject may be admitted to a Compartmental Examination in that subject only, or if he fails to pass or fails to present himself at the Compartmental Examination, then at the next examination, on payment on each occasion of the same fees as are prescribed for the B.A. (Vocational Studies) Part III Examination; and he shall be declared to have passed the B.A. (Vocational Studies) Part III Examination in the year in which he successfully completes his examination, if he secures in the subject the same percentage of marks as is required for passing the examination.

**Note:**

- (i) Candidates shall not be placed in Compartment on the results of the Part I and Part II Examinations of the B.A. (Pass), B.A. (Vocational Studies), B.Com. (Pass) and B.Sc. (General) Courses.
- (ii) The Compartmental Examination for B.A. (Pass)/B.A. (Vocational Studies)/B.Com. (Pass)/B.Sc. (General) Part III Examination shall be the same as for and be held along with either the Supplementary or the Annual B.A. (Pass)/B.A. (Vocational Studies)/B.Com. (Pass)/B.Sc. (General) Part III Examination. A candidate placed in Compartment at the Annual Examination may be allowed to complete the examination either at the following Supplementary Examination or the Annual Examination immediately thereafter, and a candidate placed in Compartment in the Supplementary Examination may complete the examination either at the following Annual Examination or at the Supplementary Examination immediately thereafter.
- (3) A candidate to whom this concession is granted at the Annual Examination may be allowed, subject to the Ordinances, to read for the Master's Degree except in the subject in which he is placed in Compartment, but if he fails to pass or fails to appear in the Compartmental Examination, he shall not be permitted to continue to read for the Master's Degree.
- (4) A candidate who completes his examination under the provisions of this Article shall not be entitled to any scholarships or other University distinctions.

**3.**

- (1) A candidate for the B.A. (Hons.)/B.Com. (Hons.) Part III Examination who has passed in the Subsidiary subjects and has failed in the main subject, but has secured in the latter not less than 33 per cent marks in the aggregate (Part I, Part II and Part III combined) shall be granted a B.A. (Pass)/B.Com. (Pass) Degree without division.

A candidate for the B.Sc. (Hons.) Part III Examination who has passed in all

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the Subsidiary and Qualifying subjects and has failed in the Main subject, but has secured in the latter not less than 36 percent marks separately in the aggregate of written papers and in the aggregate of practical examinations (Parts I, II and III combined) shall be granted a B.Sc. (General) Degree without Division.

- (2)** If a B.A. (Hons.)/B.Com. (Hons.)/B.Sc. (Hons.) student having completed his course of study, fails to obtain either an Honours or a Pass/ (General) Degree, he may be allowed to take examination in all the papers of the Part I, Part II and Part III Examinations of the B.A. (Pass)/B.Com. (Pass)/B.Sc. (General) Course after one year of further study:

Provided that the Academic Council may, in very special cases, relax wholly or in part the requirement of undergoing the one year course of further study.

- 4.** Members of the University who hold Pass Degree and desire to take an Honours Degree may be admitted to the second year Honours Course in the subject of their choice which must be one of those taken for the Pass Degree and qualify by a regular course of study for one academic year to appear at the Part I and Part II Examinations (Simultaneously) in Honours and for another academic year thereafter to appear at the Part III Examination in Honours:

Provided that candidates who have been awarded a B.A. (Pass)/ B.Com. (Pass)/B.Sc. (General) Degree on the result of the B.A. (Hons.)/ B.Com. (Hons.)/B.Sc. (Hons.) Examination under provision of Article 4 shall be permitted to reappear at the Part III Examination of the main subject only, on their being enrolled as ex-students, if otherwise eligible:

Provided further that in the case of candidates who appear at the Honours Examination under the above proviso will be exempted from appearing in the Subsidiary/Qualifying subjects provided under each main subject in the scheme of examination, if they had offered and passed in the same subjects at the B.A. (Pass)/B.Com. (Pass)/B.Sc. (General) Examination.

- 5.** No candidate who obtains an Honours Degree after appearing at a Compartmental Examination as provided in Article 3 above shall be entitled to any University scholarships or other distinctions.
- 6.** Candidates who have been granted an Honours Degree after one course of study, may, after pursuing a further course of study, approved by the Dean, for not less than two academic years, be admitted to the examination of any other Honours course Part I and II examination simultaneously at the end of the second academic year and Part III Examination at the end of the third academic year but shall be required to take the papers in the main subject only of the Second Honours course and not in any Subsidiary subject except in the case of B.Sc. (Honours) Courses where the candidates shall be required to take the papers in the main subject as well as in such of the Subsidiary subjects for the second Honours Course which they had not offered for the first Honours Course, either as main subject or as one of the Subsidiary subjects.

**7. <sup>157</sup>Passing/Promotion Criteria and eligibility for the award of Degree for the Honors and Programme Courses under the Three Year Semester-Scheme.**

**(1)**

**(a)**

(i) A student who has obtained 40% in the aggregate taking together all the papers in theory examination (including internal Assessment/project work) and practical examinations separately, conducted in the first and second semesters shall be promoted to the second academic year/third semester and similarly from the second academic year to third academic year/fifth semester.

(ii) A student who has obtained 40% in the aggregate taking together all the papers in theory examination (including internal assessment / project work) and practical examinations separately, till the end of the third year i.e. upto the end of the sixth semester shall be awarded the Bachelor's with Honours degree in case of Honours courses (B.A.(Hons) / B.Com(Hons) / B.Sc.(Hons) and Bachelor's Degree in programme courses (B.A./B.Com and B.Sc.).

**(b)** A student shall be eligible for promotion from 1st year to 2nd year of the course provided she/he has passed 50% papers of I and II Semester taken together.

**(c)** Similarly, a student (irrespective of Part I results) shall be eligible for promotion from 2nd year to 3rd year of the course provided she/he has passed 50% papers of III and IV Semesters taken together.

**(d)** Students who do not fulfill the promotion criteria (b) & (c) above shall be declared fail in the Part concerned. However, they shall have the option to retain the marks in the papers in which they have secured Pass marks as per Clause (a) above.

**(e)** A student who has to reappear in a paper prescribed for Semester I/III/ V may do so only in the Semester examinations to be held in November/December. A student who has to reappear in a course prescribed for Semester II/IV/VI may do so only in the examination to be held in April/May.

**(2) <sup>158</sup>Reappearance in Passed Papers:**

(a) A student may reappear in any theory course prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned. This can be done in the immediate subsequent semester examination only (for example, a student reappearing in a course prescribed for Semester I examination, may do so along with subsequent Semester III examination and not along with papers for Semester V).

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<sup>157</sup> Amended/Replaced vide E.C. 25.04.2011, E.C. 28.05.2015 & E.C. 28.02.2017/07.03.2017

<sup>158</sup> Amended/Replaced vide E.C. 25.04.2011

- (b) A candidate who has cleared the papers of Part III (V & VI Semesters) may reappear in any paper of V or VI Semester only once, at the immediate subsequent examination on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period. (Note: The candidate of this category will not be allowed to join any postgraduate courses)
- (c) In the case of reappearance in a paper, the result will be prepared on the basis of candidate's current performance in the examination.
- (d) In the case of a candidate, who opts to re-appear in any paper/s under the aforesaid provisions, on surrendering her/his earlier performance but fails to re-appear in the paper/s concerned, the marks previously secured by the candidate in the paper/s in which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.
- (e) Reappearance in Practical Examinations <sup>159</sup>and project work of Foundation Courses shall not be allowed.
- (f) A student who reappears in a course shall carry forward the internal assessment marks, originally awarded.

### (3) Division Criteria

A student who passes all the papers prescribed for Semester I to Semester VI examinations would be eligible for the degree. Such a student shall be categorized on the basis of the combined result of Semester I to Semester VI examinations as follows:-

60% or more	First Division
50% or more but less than 60%	Second Division
40% or more but less than 50%	Third Division

*"Provided that the Courses regulated by different regulatory bodies like Medical Council of India, AICTE etc. will be governed by the regulations prescribed by their respective regulatory bodies from time to time.*

## 8. <sup>160</sup>Passing and Promotion Rules for all the Post-Graduate (M.A., M.Sc., M. Com and M.B.A.) Courses under the Choice Based Credit System (CBCS) Scheme

### (1) Pass Grade and Promotion Criteria

- (a) The results for all the Post-Graduate courses under the CBCS shall be prepared on the basis of a 10 point grading system with **Letter Grades** as per the formula prescribed by the University Grants Commission with

<sup>159</sup> Amended vide E.C. 28.05.2015

<sup>160</sup> Inserted vide E.C. 25.04.2011 & amended vide E.C. 20-21.07.2019

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minor changes in the computation of the grade cut offs as per the **Table 'A'** given below. The minimum '**Numerical Grade**' required to pass any course is '**4**' (Letter Grade '**D**') in the total of End Semester Examination & Internal Assessment of the Course for both theory & practical.

Letter grade	Numerical Grade	Formula	Computation of grade cut off
O (Outstanding)	10	$m \geq \bar{X} + 2.5\sigma$	the value of $\bar{X} + 2.5\sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 2.5\sigma$ or 90% whichever is lower
A+ (Excellent)	9	$\bar{X} + 2.0\sigma \leq m < \bar{X} + 2.5\sigma$	the value of $\bar{X} + 2.0\sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 2.0\sigma$ or 80% whichever is lower
A (Very Good)	8	$\bar{X} + 1.5\sigma \leq m < \bar{X} + 2.0\sigma$	the value of $\bar{X} + 1.5\sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 1.5\sigma$ or 70% whichever is lower
B+ (Good)	7	$\bar{X} + \sigma \leq m < \bar{X} + 1.5\sigma$	the value of $\bar{X} + 1.0\sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 1.0\sigma$ or 60% whichever is lower
B (Above average)	6	$\bar{X} \leq m < \bar{X} + \sigma$	the value of $\bar{X}$ to be taken into account for grade computation will be Actual $\bar{X}$ or 50% whichever is lower
C (Average)	5	$\bar{X} - 0.5\sigma \leq m < \bar{X}$	the value of $\bar{X} - 0.5\sigma$ to be taken into account for grade computation will be Actual $\bar{X} - 0.5\sigma$ or 40% whichever is lower
D (Pass)	4	$\bar{X} - \sigma \leq m < \bar{X} - 0.5\sigma$	the value of $\bar{X} - 1.0\sigma$ to be taken into account for grade computation will be Actual $\bar{X} - \sigma$ or 30% whichever is lower
F (Fail)	0	$\bar{X} - \sigma > m$	

A student obtaining Letter Grade F (Numerical Grade 0) shall be considered failed and will be required to re-appear in the examinations

- (b) No student will be detained in I or III Semester on the basis of his/her performance in I or III Semester examination; i.e. the student will be promoted automatically from I to II and III to IV Semester.

**For M.Com:** Students shall be required to fulfill the part to part promotion criteria. Within the same part, students shall be allowed to be promoted from a semester to the next semester, provided he/she has passed at least half of the courses of the current semester.

- (c) A student shall be eligible for promotion from 1<sup>st</sup> year to 2<sup>nd</sup> year/III semester of the course provided he/she has passed 50% papers of I and II Semesters taken together. However, he/she will have to clear the remaining paper/s while studying in the 2<sup>nd</sup> year (III and IV semesters) of the programme.
- (d) Students who do not fulfill the promotion criteria (c) above shall be declared fail in the 1<sup>st</sup> Year. However, they shall have the option to retain the **Grades** in the papers in which they have secure minimum '**Numerical Grade 4**' (Letter Grade '**D**') i.e. Pass Grades as per the formula prescribed at **Table 'A'**.
- (e) A student who has to reappear in a course prescribed for Semester I/III may do so only in the odd Semester examinations to be held in November/December. A student who has to reappear in a course

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prescribed for Semester II/IV may do so only in the even Semester examinations to be held in April/May.

- (f) In those Post-Graduate courses under the CBCS, where the total number of students is up to 30, the results in Grades shall be prepared on the basis of the actual performance of the student in the percentage scale and not on the basis of the formula prescribed at Table 'A' for computation of Grades.
- (g) Examination for Practical, wherever applicable shall be based on continuous evaluation.
- (h) Duration of end semester theory examinations of Core, Elective and Ability Enhancement compulsory courses (AECC) shall be three hours and for 100 marks each (70% End semester performance and 30% Internal Assessment). The Internal Assessment shall be based on combination of tutorials, classroom participation, project work, seminar, term papers, tests, assignments and attendance. The weightage given to each of these components shall be decided and announced by the respective Departments in the beginning of semester.
- (i) There shall be no supplementary examinations.

### **(2) Reappearance in passed papers:**

- (a) A student may reappear in any theory course prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned. This can be done once only in the immediate subsequent semester examination only (for example, a student reappearing in a course prescribed for Semester I examination, may do so along with the immediate next Semester III examinations only).
- (b) A candidate who has cleared the papers of Part II (III & IV Semesters) may reappear in any paper of III or IV Semester only once, at the immediate subsequent examination on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period.  
  
(Note: The candidate of this category will not be eligible to join any higher course of study)
- (c) In the case of reappearance in a paper, the result will be prepared on the basis of candidate's current performance in the examination.
- (d) In the case of a candidate, who opts to re-appear in any paper/s under the aforesaid provisions on surrendering her/his earlier performance but fails to re-appear in the paper/s concerned, the **Grades** previously secured by the candidate in the paper/s in which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.



- (e) Reappearance in Practical examinations, dissertation, project and field work shall not be allowed.
- (f) A student who reappears in a course shall carry forward the internal assessment marks, originally awarded.

**(3) Eligibility for award of Degree and Division Criteria:**

- (a) A student who passes all the papers (minimum 'Numerical Grade 4') prescribed for Semester I to Semester IV examinations would be eligible for the award of degree. Such a student shall be categorized on the basis of the combined result of Semester I to semester IV examinations as follows: (Based on the Conversion Formula from CGPA to final Percentage)

60% or more	First Division
50% or more but less than 60%	Second Division
Less than 50% & declared passed	Third Division

- (b) The formula for calculating the final percentage of marks from Cumulative Grade Point Average (CGPA) for final year students under CBCS will be as follows:

**Final Percentage of marks = CGPA based on overall four semesters x 9.5**

Provided that the programmes regulated by different regulatory bodies like Medical Council of India, AICTE etc. will be governed by the regulations prescribed by their respective regulatory bodies from time to time.

**(4) Issue of Transcripts:**

Based on the grades earned, a Grade Certificate shall be issued to all the registered students by the University after every semester and a consolidated transcript indicating the performance in all semesters. The Grade Certificate will display the course details (code, title of the paper, number of credits, grade secured) along with SGPA of each semester and CGPA earned based on overall six semesters.

The percentage shall not be displayed on the Grade Certificate/Transcript. Only the formula approved for the conversion of CGPA into percentage will be displayed on the Grade Certificate/Transcript.

- 9. <sup>161</sup>In the case of the post-graduate courses other than M.A., M.Sc. and M.Com., Promotion Rules prescribed under the respective Ordinances shall be applicable.
- 10. <sup>162</sup>The following provisions shall be applicable to students admitted to the four year undergraduate programme:

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<sup>161</sup> Inserted vide E.C. 25.04.2011

<sup>162</sup> Inserted vide E.C. 09.05.2013 & Amended vide E.C. 28.02.2017/07.03.2017

- a. A student who appear in an odd semester examination or who was eligible to appear in the odd semester examination but remains absent in any or all the papers of the said semester, shall move on to the next even semester irrespective of his/her result in the said examination.
  - b. <sup>163</sup>A student who has obtained 40% in the aggregate taking together all the papers in theory examination (including internal Assessment/ project work) and practical examinations separately, conducted in the first and second semesters shall be promoted to the second academic year/third semester and similarly from the second academic year to third academic year/fifth semester.
  - c. A student who has obtained 40% on the aggregate taking together all the papers in theory examination (including internal assessment/ project work) and practical examination, separately, conducted in the third and fourth semesters shall be promoted to the third academic year/fifth semester provided s/he has not exercised the option to exit with a Diploma Degree.
  - d. <sup>164</sup>A student who has obtained 40% in the aggregate taking together all the papers in theory examination (including internal assessment /project work and practical examinations separately conducted in the fifth and sixth semesters shall be promoted to the fourth academic year/seventh semesters.
- 11. <sup>165</sup>Eligibility for award of Diploma/Degree. The following shall be applicable to students admitted to the four year undergraduate programme:**
- a. If a student has secured an aggregate of minimum 40 % marks taking together all the papers in theory examination (including internal assessment) and practical examination separately till the end of the second year, i.e., up to the end of fourth semester, then s/he shall be awarded a Diploma, if s/he exercises the option to exit at the end of the second year.
  - b. If a student has secured an aggregate of minimum 40 % marks taking together all the papers in theory examination (including internal assessment/ project/ continuous evaluation, where applicable) and practical examination separately till the end of the third year, i.e., up to the end of sixth semester, then s/he shall be awarded the Bachelor's degree if s/he exercises the option to exit at the end of the third year.
  - c. <sup>166</sup>if a student has secured an aggregate of minimum 40% marks taking together all the papers in theory examination (including internal assessment/project work) and practical examinations separately till the end of the fourth year i.e. upto the end of the eighth semester, then he/she shall be awarded with the Bachelor's Degree in B. Tech.
  - d. If a student at the end of the eighth semester fails to secure 40% or more marks in aggregate as above or fails in the final year/semester examination

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<sup>163</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

<sup>164</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

<sup>165</sup> Inserted vide E.C. 09.05.2013 & Amended vide E.C. 28.02.2017/07.03.2017

<sup>166</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

and opts to quit/discontinue his/her studies for the Bachelor degree in Honours/B.Tech, may, on a written application from the student, be awarded the Bachelor degree, provided such a student has secured at least 40% marks in aggregate till the end of the VI Semester.

- e. If a student at the end of the sixth semester fails to secure 40% or more marks in aggregate as above or fails in the third year/ VI semester examination and opts to quit/discontinue his/her studies for the Bachelor degree, may, on a written application from the student, be awarded the Diploma, provided such a student has secured at least 40% marks in aggregate till the end of the IV semester.

**12. <sup>167</sup>Passing and and Promotion Rules for All the Under-Graduate Courses under Choice Based Credit System.**

The following provisions shall be applicable to students admitted to the Three Year Under-graduate programme under Choice Based Credit System (CBCS):

**12 (1)**

- (a) A student who appears in an odd semester examinations or who was eligible to appear in the odd semester examinations but remains absent in any or all the papers of the said semester, shall move on to the next even semester irrespective of his/her result in the said examinations.

**(b) <sup>168</sup>Passing Rules:**

The results shall be prepared on the basis of the formula prescribed at **Table 'A'** with the computation of grade cut off. The passing criteria of attaining 40% marks in numerical value is therefore to be **'deleted'**.

**(c) <sup>169</sup>Promotion Rules:**

A student shall be eligible for promotion from 1<sup>st</sup> year to 2<sup>nd</sup> year/III semester provided he/she has passed 50% papers of I and II semester taken together and similarly for promotion from 2<sup>nd</sup> year to 3<sup>rd</sup> year/V semester.

- (d) <sup>170</sup>The students shall be declared fail as per the formula prescribed at **Table 'A'**. However, they shall have the option to retain the marks in the paper in which they want to retain.

**(e) <sup>171</sup>Eligibility for Award of Degree:**

<sup>167</sup> Inserted vide E.C. 14.07.2015, E.C. 28.02.2017/07.03.2017 & E.C. 01-02.07.2019

<sup>168</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

<sup>169</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

<sup>170</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

<sup>171</sup> Replaced/Amended vide E.C. 01-02.07.2019

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A student shall be declared eligible for degree provided he/she passed all the papers of 1<sup>st</sup> year 2<sup>nd</sup> year and 3<sup>rd</sup> year of a course as per clause 12(3) of Ordinance IX.

### Division Criteria

A student shall be categorized on the basis of the combined result of Semester 1 to Semester VI examinations as follows: (based on the Conversion Formula for final Percentage)

60% or more (all papers should be passed)	-	First Division
50% or more but less than 60% (all papers should be passed)	-	Second Division
Less than 50% and declared passed (all papers should be passed)	-	Third Division

- (f) A student who wants to re-appear for improvement in marks in a paper prescribed for semester I/III/IV may do so only in the semester examinations to be held in November-December. A student who wants to re-appear for improvement in a paper prescribed in semester II/IV/VI may do so only in the examinations to be held in May/June.

### (2) Re-appearance for improvement

- (a) A student may re-appear in any theory paper prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned. This can be done in the immediate subsequent semester examination only (for example, a student re-appearing in paper prescribed for semester I examination may do so along with subsequent semester IIIrd examination and not along with papers for semester Vth).
- (b) A candidate who has cleared examinations of third academic year (Vth and VIth semesters) may re-appear in any paper of V or VI semester only once, at the immediate subsequent examinations on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period.  
(Note: The candidate of this category will not be allowed to join any post-graduate courses)
- (c) In the case of re-appearance in paper, the result will be prepared on the basis of candidate's current performance in the examinations.
- (d) In the case of a candidate, who opts to re-appear in any paper/s under the aforesaid provisions, on surrendering her/his earlier performance but fails to reappear in the paper/s concerned, the marks previously secured by the candidate in the paper/s in

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which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.

- (e) Re-appearance in practical/internal assessment shall not be allowed.
- (f) All papers of Core, Elective, Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC) shall be for 100 marks each and 25 marks shall be for Internal Assessment (IA).
- (g) Examination for Practical wherever applicable shall be based on continuous evaluation.
- (h) Duration of end semester theory examinations of Core and Elective subjects shall be three hours.
- (i) The entire evaluation process for AECC and Skill Enhancement Courses (SEC) shall be undertaken by each college where the AECC and SEC are being taught and the teacher responsible for the conduct of learning of the AECC and SEC shall be responsible for the evaluation.
- (j) There shall be no internal assessment in practical papers.
- (k) There shall be no supplementary examinations.
- (l) Paper setting and evaluation of the answer script of the concerned paper shall be coordinated by the respective boards appointed by the Competent Authority. In case of all Core Courses offered in different programmes across the disciplines, the assessment / evaluation of the theoretical component towards the end of the semester should be undertaken by external examiners from outside the college at the UG level who may be appointed by the Competent Authority.
- (m) Eligibility for award of degree under CBCS.

### **(3) Letter grades and grade points**

- (a) A student who becomes eligible for the degree as per Ordinance IX, 12(1). Such a student shall be categorized on the basis of the combined result of semester I to semester VI examinations under CBCS on a 10 point grading system with the following Letter Grades as given below:

<b>Letter Grade</b>	<b>Grade Point</b>
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<b>O</b> (Outstanding)	10
<b>A+</b> (Excellent)	9
<b>A</b> (Very Good)	8
<b>B+</b> (Good)	7
<b>B</b> (Above Average)	6
<b>C</b> (Average)	5
<b>P</b> (Pass)	4
<b>F</b> (Fail)	0
<b>Ab</b> (Absent)	0

**Issue of Transcripts:** Based on the grades earned, a Grade Certificate shall be issued to all the registered students by the University after every semester and a consolidated transcript indicating the performance in all semesters. The Grade Certificate will display the course details (code, title of the paper, number of credits, grade secured) along with SGPA of each semester and CGPA earned based on overall six semesters.

<sup>172</sup>The percentage shall not be displayed on the Grade Certification/Transcript. Only the formula approved for the conversion of CGPA into percentage will be displayed on the Grade Certificate/Transcript.

- (b) A student obtaining Grade F shall be considered failed and will be required to re-appear in the examinations.
- (c) For non- credit courses, 'satisfactory' or 'unsatisfactory' shall be indicated instead of the Letter Grade and this will not be counted for the computation of SGPA/CGPA.

<sup>173</sup>The results for the all the Undergraduate courses under the CBCS shall be based on a 10 point grading system with Letter Grades as per the formula prescribed by the University Grants Commission with minor changes in the computation of the grade cut offs as at **Table 'A'** below:

**Table 'A'**

Letter Grade	Numerical Grade	Formula	Computation of Grade Cut off
O (Outstanding)	10	$m \geq \bar{X} + 2.5 \sigma$	the value of $\bar{X} + 2.5 \sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 2.5 \sigma$ or 90% whichever is lower
A+ (Excellent)	9	$\bar{X} + 2.0 \sigma \leq m < \bar{X} + 2.5 \sigma$	the value of $\bar{X} + 2.0 \sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 2.0 \sigma$ or 80% whichever is

<sup>172</sup> Replaced/Amended vide E.C. 01-02.07.2019

<sup>173</sup> Replaced/Amended vide E.C. 28.02.2017/07.03.2017

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			lower
A (Very Good)	8	$\bar{X} + 1.5 \sigma \leq m < \bar{X} + 2.0 \sigma$	the value of $\bar{X} + 1.5 \sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 1.5 \sigma$ or 70% whichever is lower
B+ (Good)	7	$\bar{X} + 1.0 \sigma \leq m < \bar{X} + 1.5 \sigma$	the value of $\bar{X} + 1.0 \sigma$ to be taken into account for grade computation will be Actual $\bar{X} + 1.0 \sigma$ or 60% whichever is lower
B (Above average)	6	$\bar{X} \leq m < \bar{X} + 1.0 \sigma$	the value of $\bar{X} \sigma$ to be taken into account for grade computation will be Actual $\bar{X}$ or 50% whichever is lower
C (Average)	5	$\bar{X} - 0.5 \sigma \leq m < \bar{X}$	the value of $\bar{X} - 0.5 \sigma$ to be taken into account for grade computation will be Actual $\bar{X} - 0.5 \sigma$ or 40% whichever is lower
D (Pass)	4	$\bar{X} - \sigma \leq m < \bar{X} - 0.5 \sigma$	the value of $\bar{X} - 1.0 \sigma$ to be taken into account for grade computation will be Actual $\bar{X} - 1.0 \sigma$ or 30% whichever is lower
<sup>174</sup> F (Fail)	0	$\bar{X} - \sigma > m$	

- (i) <sup>175</sup>In those undergraduate courses under the CBCS, where the total number of students is upto 30, the results in Grades shall be prepared on the basis of the actual performance of the student in the percentage scale and not on the basis of the formula approved for computation of grades.
- (ii) The formula for calculating the final percentage of marks will be as follows:
- CGPA based on overall six semesters X 9.5

<sup>174</sup> Replaced/Amended vide E.C. 01-02.07.2019

<sup>175</sup> Replaced/Amended sub-clause (i) & (ii) vide E.C. 01-02.07.2019

**Ord. X. General Rules for Examinations**

1. Applications for admission to University examinations shall be made in the prescribed form and forwarded to the Registrar through the Principal of the College or where instruction is imparted exclusively by the University, through the Dean of the Faculty concerned:

Provided that teachers and non-collegiate women candidates shall apply direct to the Registrar in the manner hereinafter prescribed.

2. While forwarding the applications for admission to various examinations to be held in any year the Principal of the College or the Head of the Department or the Dean of the Faculty concerned, as the case may be, shall be required to 'certify in respect of each applicant as follows:

"that the candidate has satisfied himself by the production of a certificate of a competent authority that he has passed the examination which qualifies him for admission to the examination."

The Controller of Examinations shall send the admission tickets of all the candidates, whose applications for admission to the various examinations have been received by the Principal of the College or the Head of the Department or the Dean of the Faculty concerned, as the case may be, for delivery to the candidates concerned. Before delivering the admission ticket to each candidate the Principal of the College or the Head of the Department or the Dean of the Faculty concerned, as the case may be, shall satisfy himself that the candidate concerned has put in the requisite attendance at lectures etc. as laid down in the Ordinances of the University and is otherwise eligible to appear at the respective examination. The admission tickets in respect of candidates who have not fulfilled the attendance requirements or are otherwise not eligible to appear at the examination shall not be delivered to them and shall be returned to the Controller of Examinations together with a statement showing the detailed attendance position and/or other facts in each case.

Provided that if practical examination in any subject is held before the examination in theory papers, it shall not be necessary for the Controller of Examinations, in respect of candidates who are pursuing a regular course of study, to send Admission Tickets to enable them to take such practical examination, and it shall suffice if he sends a list containing the roll numbers of such candidates to the Principal of the College or the Head of the Department or the Dean of the Faculty, as the case may be, for being put up on the notice board of the Institution concerned to enable such candidates to take their examination on the basis of the roll numbers assigned to them. Such candidates shall take the practical examination provisionally subject to their being issued Admission Tickets later in terms of the foregoing provision.

3. Teacher candidates and non-collegiate women candidates shall apply direct to the Registrar for admission to examinations in the manner prescribed, but shall not be admitted to any examination before the expiry of the same number of years after they have passed the examination which qualifies them to seek such admission as in the case of regular students.

4. (1) Application for admission to examinations shall be accompanied by the



prescribed fees.

(2) A candidate who from sickness or other cause is unable to present himself for any examination shall not be entitled to claim a refund of his fees, but the Executive Council may for sufficient cause permit the candidate to present himself at the next ensuing examination without payment of a further fee.

5. (1) Subject to the provisions contained in Clause 2 above every candidate whose application has been accepted by the University for admission to an examination shall be given an admission ticket showing the name of the candidate and the roll number assigned to him for admission to the examination.

(2) The ticket shall be sent in the case of a college student to the Principal of the College who will give it to the candidate after obtaining his signature on the ticket.

(3) In the case of other candidates the tickets shall be issued by the Registrar after obtaining their signatures in the same way.

6. A candidate may not be admitted into the examination hall, if he fails to present to the officer-in-charge of the examination his admission ticket or to satisfy the officer that it will be produced within a reasonable time.

7. The Officer-in-Charge of the examination shall have power to call upon any candidate appearing at an examination to give a specimen signature for purpose of identification.

8. Permission to appear at a University examination may be withdrawn before or during the course of the examination for conduct which, in the opinion of the Vice-Chancellor, justifies the candidate's exclusion.

9. If a candidate for any University examination owes any money to the University or his College on any account and fails to pay the money, or has borrowed or has in his possession any book, apparatus, or other property belonging to the University or his College, or any kit supplied by the N.C.C. and fails to return the same, the Vice-Chancellor may withhold or authorise the withholding of the admission ticket of the candidate, or, if the admission ticket has already been issued suspend the order of admission till all such money has been paid or such property returned by the candidate.

In the case of a College student, the Vice-Chancellor shall exercise this power after a reference to the Principal of the College concerned.

10. Notwithstanding anything contained expressly or impliedly in these rules, the Vice-Chancellor may, on being satisfied after such enquiry as he may deem fit, withdraw retrospectively, prior to the publication of the final result of a candidate in a course, the permission granted to such candidate to pursue that course or to appear at a University examination in relation thereto, on the ground that or cancel the result of such candidate, if it comes to his notice, within 4 months of the publication of the said final result that:

- (i) the candidate was ineligible for admission to the course but was wrongly admitted, or
- (ii) the candidate was ineligible to take the examination on account of shortage of attendance but was permitted to do so by some mistake or some other unavoidable reason, or

- (iii) a discrepancy was found in the attendance record on account of which the candidate who had taken the examination was in fact ineligible, or
- (iv) a discrepancy was discovered in the award of marks etc. which rendered that result of the candidate liable to be cancelled to his disadvantage.

Provided that no such action shall be taken by the Vice- Chancellor without giving an opportunity to the concerned candidate to show cause against the proposed action and provided further that such action shall require the confirmation of the Academic Council.

11. Subject to the provisions of the Act, the Statutes and the Ordinances, the regulations may provide for all other matters relating to conduct of examinations including those concerning examination committees, tabulation of marks and results, fee for re-checking examination results and for the supply of marks, dates for submission of examination forms, directions to candidates for examinations, directions to superintendents of examinations and duties of invigilators.

**Ord. X-A. Disorderly conduct and use of unfair means in examination.**

- (A) For the purposes of this Ordinance -
- (a) Examination means an examination conducted by the University of Delhi;
  - (b) The year means the academic year;
  - (c) Candidate includes an examinee taking any examination in a particular year and, wherever the context so permits, every student on the rolls of the University or of a recognized College or Institution;
  - (d) The use of dishonest or unfair means in the examination include:
    - (i) assisting in any manner whatsoever any other candidate in answering the question paper during the course of the examination;
    - (ii) taking assistance from any other candidate or any other person or from any book, paper, notes or other material in answering the question paper during the course of the examination;
    - (iii) carrying into the examination room any book, paper, notes, or other material whatsoever likely to be used directly or indirectly by the candidate in connection with the examination;
    - (iv) smuggling in an answer book or a continuation sheet;
    - (v) taking out or arranging to send out an answer book or its any page or a continuation sheet;
    - (vi) replacing or getting replaced an answer book or its any page or continuation sheet during or after the examination
    - (vii) getting impersonated by any person in examination;
    - (viii) deliberately disclosing one's identity or making any distinctive mark in the answer book for that purpose;
    - (ix) communicating with or talking to any other candidate or unauthorised person in or around the examination room during the course of the examination;
    - (x) communicating or attempting to communicate directly or through a relative, guardian and friend with an examiner with the object of influencing him in the award of marks;

- (e) Disorderly conduct in the examination includes:
- (i) misbehaviour in connection with the examination, with the Superintendent, the Invigilator on duty or the other staff working at the Examination Centre, or with any other candidate, in or around the examination centre, before, during or after the examination hour;
  - (ii) leaving the examination room before the expiry of half an hour or without handing over the answer book to the Invigilator-in-charge or without signing the attendance sheet;
  - (iii) intentionally tearing off the answer book or a part thereof or a continuation sheet;
  - (iv) disturbing or disrupting the examination;
  - (v) inciting others to leave the examination room or to disturb or disrupt the examination;
  - (vi) carrying into the examination centre any weapon of offence.

2. No candidate shall make use of any dishonest or unfair means or indulge in disorderly conduct in the examination.

3. A candidate found guilty of the use of dishonest or unfair means or disorderly conduct in the examination may be disqualified from passing the examination for which he was a candidate, and may, in addition, be debarred from appearing at any future examination of the University for a further period to be stated or be expelled from the University and declared not a fit and proper person to be admitted to any further examination of the University.

4. (a) Any candidate who, in the opinion of the Invigilator on duty or the Examiner conducting a practical or oral examination or the Superintendent of the Examination Centre, contravenes or is suspected of contravening the provisions of clause 2 in the examination room, shall be forthwith challenged by such Invigilator, Examiner or Superintendent who shall ask for a signed statement from the candidate.

The candidate may be subjected to a search of his person to recover any incriminating material from him by the examination staff on duty.

(b) Without prejudice to the provision contained in sub-clause (a) above the Superintendent of an Examination Centre or the Examiner conducting practical or oral examination shall also have the power to expel a candidate who in his opinion, has contravened the provisions of clause 2, from the examination centre for the remaining duration of the paper.

5. (a) The Superintendent of the Examination Centre or the Examiner or any Officer of the University, as the case may be, shall report in writing to the Controller of Examinations the case of every student who has contravened the provision of clause 2.

(b) The reporting authority shall give full facts of the case in his report and forward with it the statements, if any, made on the occasion by the candidate and the

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Invigilator on duty and papers, books and other material recovered from the candidate, if any.

6. There shall be one or more Examination Disciplinary Committees. Each such Committee, hereinafter referred to as the Examination Disciplinary Committee shall be constituted as under:

- (a) On the recommendation of the Vice-Chancellor the Executive Council shall, at the beginning of each year, draw up a panel of teachers of the University to be nominated on the Examination Disciplinary Committee.
- (b) Each Examination Disciplinary Committee shall comprise of two teachers to be nominated by the Vice-Chancellor from amongst the panel, one of them being of the status of at least a Reader.
- (c) The Controller of Examinations or any person authorised by him, of the rank of not less than an Assistant Controller of Examinations, will function as non-member Secretary of the Examination Disciplinary Committee.

7. The Vice-Chancellor shall determine from time to time the number of Examination Disciplinary Committees.

8. (a) The Controller of Examinations or any person authorised by him in this behalf shall communicate to the candidate, in respect of whom a report has been received pursuant to clause 5(a). the precise nature of allegations against him and shall require him to furnish his written explanation within a stipulated period.

(b) On receipt of the explanation from the candidate or on the expiry of the period stipulated for submitting explanation if no explanation is received from him the Vice-Chancellor shall assign his case for consideration to the Examination Disciplinary Committee and, where there are more Committees than one, such Examination Disciplinary Committee as he may deem fit.

9. After considering all the material on record including the explanation, if any, submitted by the candidate, the Examination Disciplinary Committee if satisfied that the candidate is guilty of the use of dishonest or unfair means or disorderly conduct in the examination, shall recommend to the Executive Council the punishment that may be imposed on the candidate under clause 3 according to the nature of the offence.

10. The Executive Council may, after considering the report, of the Examination Disciplinary Committee take such action against the candidate under clause 3 as it may deem fit.

11. <sup>176</sup>A candidate on whom any punishment has been imposed under clause 3 may, within **15 days** from the date of the receipt of the communication in that behalf, make a representation to the Vice-Chancellor for review of his case and the Vice-Chancellor, if satisfied that the case is fit for reconsideration refer the same to the Executive Council. The Executive Council may thereupon review the case and pass such orders as it may consider fit.

12. In the case of a candidate who has been expelled from the University in terms of provisions of Clause 3, the Executive Council may, on the recommendation of the Vice-Chancellor, on the expiry of three years after such expulsion including the examination in connection with which he was punished, exempt a candidate from further operation of the punishment awarded.

13. If within four months of the publication of the results, it is brought to the notice of the Controller of Examinations that a candidate was guilty of the use of dishonest or unfair means at the examination in respect of which his result was declared, the provisions of this Ordinance shall apply mutatis mutandis to the case of such a candidate provided that before imposing any penalty including the penalty of cancellation of his result, he shall be given another opportunity, to show cause against the proposed punishment and his explanation, if any, shall be considered by the Executive Council.

13. A. A candidate against whom an enquiry is pending about his allegedly having resorted to the use of dishonest or unfair means or disorderly conduct in the examination or against whom action is initiated under the provisions of the preceding clause shall, if he takes or has taken any subsequent examination, be deemed to have been only provisionally admitted to that subsequent examination. That examination will stand cancelled and his result thereof would not be declared if on account of the punishment imposed on him as a result of the said enquiry or action, he would not have been entitled to take that examination but for his provisional admission thereto.

14. If a person, not otherwise covered by these provisions, is found guilty of having impersonated a candidate or of having written, outside the examination hall, an answer book or its any page or a continuation sheet which he knows or has reason to believe will be smuggled into the examination hall for the benefit of any candidate, or of having managed otherwise to replace the answer book or its any page of the candidate after the examination, he shall be disqualified from appearing in any University examination for a period to be stated. The provisions of this Ordinance relating to the manner of imposition of penalty shall, in so far as they may be applicable, apply to the case of such a person.

**Ord. X-B. Withholding Conferment of any Degree/Diploma  
or Award of any Certificate.**

Notwithstanding anything contained in Ordinance X-A or in any other Ordinance,

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<sup>176</sup> Amended/Replaced vide E.C.17.08.2013

the Executive Council may, on the recommendation of the Vice-Chancellor, by a resolution passed with the concurrence of not less than two thirds of the members voting, withhold for such period as they may deem fit, conferment of any Degree/Diploma or Award of any Certificate to any successful candidate at an examination of the University, for reasons, which, in their opinion, justify such withholding e.g., unruly or disorderly conduct, or violence on the campus or in a College, or conviction for an offence involving violence or moral turpitude.

#### **Ord. X-C. Permissive Provisions**

The Academic Council may, in exceptional cases grant exemption from the operation of any of the Ordinances governing admission of students, migration, the courses to be pursued by them, attendance at lectures or sessional or other work or the examination of candidates and authorise what is proper to be done instead in such cases, provided that no such exemption and authority shall be deemed to have been granted unless not less than two-thirds of the members present of the Academic Council voted in favour of the motion for such exemption and authority made by, or with the written authority of the Vice-Chancellor; and

Provided further that this two-thirds majority voting for the exemption should not be less than half the total strength of the Academic Council at the time.

#### <sup>177</sup>**Ord. X-D: Transfer of Credits and Results**

The University of Delhi shall permit transfer of credits/results with a University/Institution with the approval of the Academic Council and Executive Council on a case by case basis as follows:

(i) A student of another University/Institution may be permitted to pursue paper(s) in a course of study in the University of Delhi. Such a student shall attend classes and appear for such examination as may be conducted for the paper(s), by the University of Delhi and be subject to all relevant rules of the University of Delhi. The University of Delhi shall issue the results for the paper(s) s/he has pursued in the University.

(ii) A student of the University of Delhi shall be permitted to pursue paper(s) in a course of study in another University/Institution. Such a student shall attend classes and appear for such examinations as may be conducted for the paper(s) by the other University/Institution. The University of Delhi shall accept the results for the paper(s) s/he has pursued in the other University/Institute.

(iii) Where the other University/Institution has a credit/results scheme for a course different from that of the University of Delhi, the equivalence shall be determined by the competent authority of the University of Delhi.

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<sup>177</sup> Inserted vide E.C.22.07.2012

CHAPTER - IV  
OF THE TEACHING STAFF

**Ord. XI. University Appointed Teachers**

1. <sup>178</sup>Teachers appointed by the University shall be in the following grades, that is to say, Professors, Associate Professors and Assistant Professors in so far as they take part in teaching of the University and shall be paid salaries on such scales as the Executive Council may, from time to time, determine.
- 1-A <sup>179</sup>The teacher shall comply with the Code of Professional Ethics (<sup>180</sup>Appendix A to this Ordinance). Failure to comply with the said Code of Professional Ethics will also be construed as misconduct on the part of the teacher and he/she shall be liable to face such action as may be deemed necessary by the Vice-Chancellor and the Executive Council.
2. The conditions of service of teachers appointed by the University shall be those embodied in the Agreement of Service annexed hereto or, an Agreement substantially to like effect, and every teacher shall sign the Agreement before he enters upon his duties or as soon as possible thereafter.
3. A teacher shall be entitled to leave, leave salary, allowances, Provident Fund benefits, as prescribed in this behalf, by the University from time to time.
4.
  - (1) <sup>181</sup>Subject to the provisions of Clause 6, 7 and 8 of the Agreement of Service, a person appointed as a permanent teacher of the University shall be entitled to be in the service of the University until he completes the age of **sixty-five** years.
  - (2) <sup>182\*</sup>Subject to the availability of vacant positions and fitness, Professor and Senior Professor only, may be re-employed by the University on contract appointment beyond the age of superannuation, up to the age of seventy years.

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC, from time to time.

\*The University may make appointment(s) in this category in accordance with the guidelines to be adopted by University in this regard.

- (3) <sup>183\*\*\*</sup>Omitted\*\*\*

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<sup>178</sup> Amended/Replaced vide E.C.17.08.2013

<sup>179</sup> Inserted vide E.C.06.03.2014

<sup>180</sup> Amended/Replaced vide E.C.06.03.2014 & 01.02.07.2019

<sup>181</sup> Amended/Replaced vide E.C.08.10.2007

<sup>182</sup> Amended/Replaced vide E.C.17.08.2013 & 01.02.07.2019

<sup>183</sup> Omitted vide E.C.17.08.2013

5.<sup>184</sup>

- (a) The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- (b) The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- (c) Subject to this clause, it is obligatory on the part of the University to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- (d) The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the Central Government.
- (e) All other Central Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

6. A teacher may, wherever and whenever necessary, be required to participate in the teaching of Day as well as Night Classes. Provided that the provision of this clause will not be applicable to teachers appointed before this clause came into force.

7. Retired Teacher attached with the University under the University Grants Commission's scheme of Utilization of Services of Retired Teachers, Pool-Officers of C.S.I.R. and Research Associates/Fellows and such other categories of persons, may from time to time be assigned by the Vice-Chancellor, on the recommendation of the Head of the Department concerned, to participate in teaching as casual teachers. All such teaching will be deemed to be recognised teaching under the control of the Academic Council.

8.<sup>185</sup>

- (1) All posts of teachers shall be filled through all India advertisement by open recruitment, save in cases specified in the second provisions to clause 2(i) of Statute 6 or in respect of posts appointment to which may be required to be made urgently in the interest of organisation of teaching in the departments concerned for a period not exceeding one year.

Provided that the University may appoint Senior Professor, Professor and Associate Professor under CAS 2018.

**(1-A)**

- (a)<sup>186</sup>The Selection Committee for recommending promotion of Lecturer to Lecturer in Senior Scale under the relevant Merit Promotion Scheme, shall consist of the following:

<sup>184</sup> Amended/Replaced vide E.C.01.02.07.2019

<sup>185</sup> Amended/Replaced vide E.C.17.08.2013 & E.C.01.02.07.2019

<sup>186</sup> Amended/Replaced vide E.C.17.08.2013



## ORDINANCE XI

1. Vice-Chancellor/Pro-Vice-Chancellor (Chairman);
2. Dean of the Faculty concerned;
3. Head of the Department concerned;
4. Two members of the University Department in the subject concerned from amongst the Professors and Readers to be nominated by the Vice-Chancellor out of the panel drawn by the Department and approved by the Academic Council.

In case of non-availability of any internal experts the Vice-Chancellor may nominate external experts.

Note:

- (1) At least 4 persons present at the meeting including the Chairman and at least two persons from categories 3 and 4 shall form the quorum.
- (2) The Selection Committee may at their discretion, require any candidate to appear for interview.

Provided that the Selection Committee for recommending promotion of Assistant Director of Physical Education to Assistant Director of Physical Education in Senior Scale under the relevant Merit Promotion Scheme shall consist of the following :

1. Vice-Chancellor/Pro-Vice-Chancellor (Chairman);
2. Chairman, Delhi University Sports Council;
3. Director of Physical Education in the University;
4. Two experts out of the panel approved by the Academic Council to be nominated by the Vice-Chancellor.

Note:

- (1) At least 4 persons present at the meeting including the Chairman and at least two persons from categories 3 and 4 shall form the quorum.
- (2) The Selection Committee may at their discretion, require any candidate to appear for interview.

- (b)** <sup>187</sup>The Selection Committee (including quorum requirement) for recommending promotion of an Assistant Professor to Associate Professor and Associate Professor to Professor shall be the same as provided under Statute 19(1) for appointment to the post of Associate Professor/Professor.

Provided that in case the Selection Committee finds that a candidate is not suitable for promotion as Reader, it may consider him/her for promotion in Reader's Grade (Selection Grade). However, he/she can apply for being considered for Reader designation after one year.

Every candidate will be required to appear for interview before the Selection Committee unless on a request from any candidate the Selection Committee agrees to consider him/her in absentia.

Provided that the Selection Committee (including quorum requirement) for

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<sup>187</sup> Amended/Replaced vide E.C.17.08.2013

ORDINANCE XI

recommending promotion of Assistant Director of Physical Education Assistant Director of Physical Education in Dy. Director's Grade shall be the same as provided for appointment to the post of Dy. Director of Physical Education and every candidate will be required to appear for interview before the Selection Committee unless on a request from any candidate the Selection Committee agrees to consider him/her in absentia.

Provided that the teachers who become eligible for promotion under Career advancement Scheme on or after <sup>188</sup>**31.12.2008** shall be governed by the provisions of the Career Advancement Scheme – 2010 as provided under Ordinance XXIV.

8. (2) Nothing in sub-clause (1) shall be deemed to prevent a Selection Committee from considering any other candidate who may not have applied for appointment to the teaching post in question.
9. In case of members of the teaching staff appointed on probation or on temporary basis, the employment may be terminated by one month's notice on either side or by payment of a sum equivalent to one month's salary by the party choosing to terminate such engagement, provided that where engagement is for a period of less than one month or where the duration of engagement has already been specified or notified to the teacher concerned in advance, and his engagement is terminated in accordance with terms so specified or notified, neither notice nor payment of salary in lieu of notice shall be necessary.
10.
  - (1) The temporary appointment of a teacher shall not be made to terminate before the end of the term in which it is made or continue.
  - (2) If a teacher has been in service in a College or a Department of the University on or before the first day of its re-opening in the second term and has continued to be in service without any break till the end of the third term in any College or Department of the University, he shall be entitled to an ex-gratia payment equivalent to the amount of emoluments he would have received and his appointment continued till the end of the long vacation, if he is not holding any salaried post elsewhere during the period. Such ex-gratia payment shall be made by the College or the University, as the case may be, in which the teacher was in service immediately preceding the end of the third term.
  - (3) A teacher who has been in service up to the last day of the preceding session shall be entitled to vacation salary provided he has been reappointed and is in position on the reopening day after the vacation. In such case the vacation will not constitute a break in service.
11. The Seniority of a teacher in a particular discipline, for membership of the Committee of Courses, of Departmental Committees, and such similar Committees shall be determined in, accordance with the following principles:
  - (i) Where two or more teachers are selected at the same time for

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<sup>188</sup> Amended/Replaced vide E.C.14.08.2014

appointment, then according to the ranking given by the Selection Committee provided that the date of joining in case of the teacher who has been ranked higher is not later than 3 months from the date of issue of the appointment letter to him.

- (ii) Where no ranking has been indicated by the Selection Committee and two or more teachers join on one and the same date;
  - (a) in case such teachers are appointed from a lower post to a higher post, then according to their seniority interest in the immediate lower cadre, and
  - (b) in any other case, according to the age of the person's joining, the old person being deemed senior.
- (iii) Save in the cases covered by sub-clauses (i) and (ii) according to the date of joining of the teacher concerned.

<sup>179</sup>**Appendix – A to Ord.XI**

**CODE OF PROFESSIONAL ETHICS**

**I. Teachers and their Responsibilities:**

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of her/his students and the society at large. Therefore, every teacher should see that there is no incompatibility between her/his precepts and practice. The national ideals of education which have already been set forth and which she/he should seek to inculcate among students must be her/his own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable in disposition.

**Teacher should:**

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- (v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;
- (vii) Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research;
- (viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;

- (ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

## **II. Teachers and Students**

### **Teachers should:**

- (i) Respect the rights and dignity of the student in expressing her/his opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;
- (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

## **III. Teachers and Colleagues**

### **Teachers should:**

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully to other teachers and render assistance for professional betterment;
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

## **IV. Teachers and Authorities**

### **Teachers should:**

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and / or professional organisations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;
- (vi) Adhere to the terms of contract;
- (vii) Give and expect due notice before a change of position takes place; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

## **V. Teachers and Non-Teaching Staff**

### **Teachers should:**

- (i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
- (ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

## **VI. Teachers and Guardians**

### **Teachers should:**

- (i) Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

## **VII. Teachers and Society**

### **Teachers should:**

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;

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- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

**Director Physical Education and Sports (University)/Librarian (University) should;**

- a) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- b) Manage their private affairs in a manner consistent with the dignity of the profession;
- c) Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research;
- d) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- e) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

**Ord. XI-A.**

Notwithstanding anything contained in Ordinance XI or in any other Ordinance, the Executive Council of the University may make appointment to any post covered by the second proviso to clause (2) (i) of Statute 6 on such emoluments, terms and conditions as the Council may in each case determine.

**Ord. XII. College Appointed Teachers**

1. In this Ordinance, unless the context otherwise requires, a teacher includes a Principal of a College.

1-A Every whole-time teacher shall be engaged by a College as a member of its staff on salaries in the scales prescribed by the University for the Various Categories of its teachers.

1-B <sup>189</sup>The teacher shall comply with the Code of Professional Ethics (<sup>190</sup>Appendix - A to this Ordinance). Failure to comply with the said Code of Professional Ethics will also be construed as misconduct on the part of the teacher and he/she shall be liable to face action as deemed necessary by the Governing Body of the College.

Provided further, if the circumstances so warrant, the Vice Chancellor may direct the Governing Body of the College to initiate action against a teacher on the ground of misconduct, failing which the Vice-Chancellor may take such action as provided for in the Act, Statutes, Ordinances and Regulations of the University.

1-C <sup>191</sup>The term of appointment of the Principal shall be FIVE years with eligibility for reappointment for another term only after following the due process of selection laid down under Ordinance XVIII.

2. No whole-time teacher shall be engaged by any College as a member of its staff except on an Agreement of Service in the form annexed hereto or an agreement substantially to like effect and every teacher shall sign the Agreement before he enters upon his duties.

2-A <sup>192</sup>\*\*\*Omitted\*\*\*

2-B <sup>193</sup>Promotion of College Appointed Assistant Professor in the next Academic Grade Pay/ Associate Professor shall be made under the Merit Promotion Schemes as accepted by the Executive Council, in accordance with the eligibility conditions under the relevant scheme.

Provided that the teachers who become eligible for promotion under Career advancement Scheme on or after 31.12.2008 shall be governed by the provisions of the Career Advancement Scheme- 2010 as provided under Ordinance XXIV.

3.

(1) <sup>194</sup>All vacancies of teachers shall be filled through **all India** advertisement by open recruitment save in the cases of vacancies, appointment to which may be required to be made urgently in the interest of the organization of teaching in the

<sup>189</sup> Amended/Replaced vide E.C.06.03.2014 & E.C. 01-02.07.2019

<sup>190</sup> Amended/Replaced vide E.C.06.03.2014 & E.C. 01-02.07.2019

<sup>191</sup> Amended/Replaced vide E.C.06.03.2014

<sup>192</sup> Omitted vide E.C.17.08.2013

<sup>193</sup> Amended/Replaced vide E.C.17.08.2013 & E.C. 14.08.2014

<sup>194</sup> Amended/Replaced vide E.C. 01-02.07.2019

College concerned for the period not exceeding four months or beyond the term in which it is made whichever is earlier.

- (2) A temporary appointment of a teacher may be made against a post sanctioned for a specified period or in the leave vacancy of another teacher; the said appointment may be terminated after the expiry of that period or on such teacher resuming duty after the expiry of his leave, as the case may be. Each temporary appointment shall be reported to the University as soon as it is made.
- (3)
- (a) The temporary appointment of a teacher shall not be made to terminate before the end of the term in which it is made or continued; and
- (b) If a teacher has been in service in a College or Department of the University on or before the first day of its re-opening in the second term and has continued to be in service without any break till the end of the third term in any College or Department of the University he shall be entitled to an ex-gratia payment equivalent to the amount of emoluments he would have received had his appointment continued till the end of the long vacation, if he is not holding any salaried post elsewhere during the period. Such ex-gratia payment shall be made by the College or the University, as the case may be, in which the teacher was in service immediately preceding the end of the third term.
- (4) A teacher who has been in service up to the last day of the preceding session/term shall be entitled to vacation salary provided he has been reappointed and is in position on the reopening day after the vacation. In such cases the vacations will not constitute a break in service.
- (5)<sup>195</sup>
- (a) The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- (b) The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- (c) Subject to this clause, it is obligatory on the part of the University to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- (d) The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the Central Government.
- (e) All other Central Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

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<sup>195</sup> Amended/Replaced vide E.C. 01-02.07.2019



**3-A**

- (1) <sup>196</sup>Subject to the provision of of clause 6,7, and 8 of the agreement of service, a person appointed permanently or on a tenure as a Principal of a College or institution or as a permanent teacher therein shall be entitled to be in the service until she/he completes the age of sixty five years or completes her/his tenure or extension thereof, as the case may be, whichever is earlier.
- (2) <sup>197</sup>\*Subject to the availability of vacant positions and fitness, Professor only, may be re-employed by the College on contract appointment beyond the age of superannuation, up to the age of seventy years.

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC from time to time.

\*The University may make appointment(s) in this category in accordance with the guidelines to be adopted by University in this regard.

- (3) <sup>198</sup>\*\*\*Omitted\*\*\*

4. No deduction of any kind shall be made from the salary of a teacher except that -
- (a) where a teacher contributes to a duly established Provident Fund, the rules whereof have been approved by the University, his contributions to that Fund at the prescribed rate may be deducted from his salary each month.
  - (b) where a teacher occupies a house or other dwelling accommodation provided by a College, the amount of the rent of that house or other dwelling accommodation may be deducted from his salary each month, but where the teacher is required to occupy the house or other dwelling accommodation as part of the term of his engagement the amount of rent payable shall not exceed one-tenth of his monthly salary.
  - (c) where a teacher agrees for certain deductions like refund of advances taken from Provident Fund, electricity and water charges in respect of a house occupied by him and provided by a College or where any deductions are required to be made under any law or by an order of the Court, such deductions might also be made.
5. No teacher shall be required to contribute directly, or indirectly to the funds of his college except that a teacher may, if he so desires, contribute voluntarily to any sports fund or literary society of the College, or to any fund in aid of poor students of the College:

Provided that all voluntary contributions by teachers to any sports fund, literary society or fund in aid of poor students as aforesaid shall be reported by the College to the University.

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<sup>196</sup> Amended/Replaced vide E.C. 08.10.2007 & E.C. 01-02.07.2019

<sup>197</sup> Amended/Replaced vide E.C. 17.08.2013 & E.C. 01-02.07.2019

<sup>198</sup> Omitted vide E.C. 17.08.2013

6. <sup>199</sup>Notwithstanding anything contained in any other Ordinance, where a Principal or a teacher is placed under suspension, with the prior approval of the Vice-Chancellor, he shall during the period of his suspension be disabled from exercising any rights, duties or privileges attached to the membership of the Governing Body or any Committee of the College of which he may be a member.
7. Notwithstanding anything contained in this Ordinance, a teacher who is placed under suspension shall, during the period of his suspension, be entitled to only subsistence allowance in accordance with the rules applicable to Government employees.

Annexure to Ord. XII.

### **FORM OF AGREEMENT OF SERVICE FOR COLLEGE TEACHERS**

An agreement made the..... day of .....20..... between..... (hereinafter called the Teacher) of the first part, and the Governing Body of .....College, Delhi (hereinafter called the Governing Body) of the second part.

The Governing Body hereby (or, as from the date of..... ) appoints the Teacher as a member of the staff of the College upon the terms and conditions hereinafter set out and mutually agreed between the parties.

1. The Teacher shall be on probation for a period of one year and this probationary period may further be extended by not more than 12 months by the Governing Body. The teacher shall be confirmed in his appointment on the expiration of his/her probationary period unless not later than one month before the expiration there of the Governing Body inform him/her in writing of their intention not to confirm him/her.

2. The Governing Body shall pay to the teacher during the continuance of his engagement a salary at the rate of Rs. .... p.m. ....raising by annual increments of Rs .....to a maximum of Rs .....p.m. and no increment shall be withheld without the consent of the University.

3. The teacher shall during the continuance of his engagement be entitled to the benefit of the Provident Fund maintained by the Governing Body for the teaching staff of the College in accordance with the rules prescribed by the Government of India for Provident Fund of Colleges.

4. The teacher shall devote his whole time to the service of the College, and shall not, without the permission of the Governing Body engage directly or indirectly in any trade or business whatsoever or in any private tuition or other work which may interfere with the proper discharge of his duties; but this prohibition shall not apply to work under with the permission of the Principal in connection with the examinations of a University, Board, or Public Service Commission.

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<sup>199</sup> Amended/Replaced vide E.C. 17.08.2013

## ORDINANCE XII

4-A. In addition to the direct teaching specified in Ordinance XIII, the workload of teachers would include preparation for teaching, admissions, examinations, internal assessment, supervision of co-curricular activities, administrative duties and research.

5. The Governing Body shall be entitled summarily to determine the engagement of the teacher for misconduct, but save as aforesaid, shall only be entitled to determine the engagement after giving three months' notice in writing or payment of three months' salary in lieu of notice and for good cause.

6. The Governing Body shall not determine the engagement of the teacher whether summarily or otherwise without informing him in writing of the grounds on which they propose to take action and giving him a reasonable opportunity of stating his case in writing, and before coming to a final decision shall duly consider the teacher's statement and if he so desires give him a personal hearing.

7. The question of termination of the services of the Principal/Teacher or his suspension, shall not be decided by the College/Institution without the prior approval of the Vice-Chancellor.

8. The teacher may at any time terminate his engagement by giving the Governing Body three months notice in writing.

Provided that a decision on such termination of engagement by the College/Institution shall be subject to the satisfaction of the Vice-Chancellor.

9. (1) Any dispute arising in connection with the termination of the services of the teacher, except when on probation, by the Governing Body shall be referred to the arbitration of an Appeal Committee of three independent persons appointed by the Chancellor, who shall have power to inquire into all the facts of the case and to interpret the terms of this agreement, and their decision shall be final and binding on both parties. The Appeal Committee shall give its final decision within a reasonable time:

Provided that during the pendency of the appeal, the teacher shall continue to draw such salary or subsistence allowance, as the case may be, as he was drawing immediately prior to the termination of his/her services.

(2) The Indian Arbitration Act, 1940, shall apply to all arbitration under this Clause.

10. On the termination of this agreement from whatever cause the teacher shall deliver up to the Governing Body all books, apparatus, record and such other articles belonging to the College or to the University as may be in his possession.

11. The teacher shall be entitled to leave according to the University Leave Rules as in force from time to time.

### **Appendix-A to Ord.XII**

## **CODE OF PROFESSIONAL ETHICS**

### **I. Teachers and their Responsibilities :**

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of her/his students and the society at large. Therefore, every teacher should see that there is no incompatibility between her/his precepts and practice. The national ideals of education which have already been set forth and which she/he should seek to inculcate among students must be her/his own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable in disposition.

**Teacher should:**

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- (v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;
- (vii) Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research;
- (viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;
- (ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

**II. Teachers and Students**

**Teachers should:**

- (i) Respect the rights and dignity of the student in expressing her/his opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;
- (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and

- (x) Refrain from inciting students against other students, colleagues or administration.

### **III. Teachers and Colleagues**

#### **Teachers should:**

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully to other teachers and render assistance for professional betterment;
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

### **IV. Teachers and Authorities**

#### **Teachers should:**

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and / or professional organisations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;
- (vi) Adhere to the terms of contract;
- (vii) Give and expect due notice before a change of position takes place; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

### **V. Teachers and Non-Teaching Staff**

#### **Teachers should:**

- (i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
- (ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

### **VI. Teachers and Guardians**

#### **Teachers should:**

- (i) Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

## **VII. Teachers and Society**

### **Teachers should:**

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

### **College Principal**

#### **College Principal should:**

- a) Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- b) Conduct herself/himself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the college;
- c) Act as steward of the College's assets in managing the resources with responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- d) Promote the collaborative, shared and consultative work culture in the college, paving way for innovative thinking and ideas;
- e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- f) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- g) Manage their private affairs in a manner consistent with the dignity of the profession;
- h) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- i) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- j) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

#### **Director Physical Education and Sports (University)/Librarian (University) should;**

- a) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- b) Manage their private affairs in a manner consistent with the dignity of the profession;
- c) Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research;
- d) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- e) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

**<sup>200</sup>Ord. XII-A. Visiting Professors and Visiting Fellows**

**A. Visiting Professors**

- (i) Eminent scholars, from India and abroad, who have made outstanding contributions in one or more fields of study covered at the University may, with the approval of the Executive Council, be invited by the Vice-Chancellor as Visiting Professors. Eminent persons in the fields such as music, literature, visual and performing arts, journalism, business and industry, can also be appointed as Visiting Professors.
- (ii) Visiting Professors may be appointed for a period of up to one year and not less than two weeks. In exceptional circumstances, the duration may be extended to a maximum period of three years, with the approval of the Executive Council.
- (iii) Visiting Professors shall be invited to deliver a course of lectures or take seminars or participate in such other activities that help in advancing the teaching and research work of the University. They shall, however, not be members of any statutory committee of the Department or of the University.
- (iv) A Visiting Professor will be paid in accordance with the following criteria:
  - (a) A Visiting Professor not receiving salary from the parent institution will be paid gross entitlements attached to the post of Professor and free accommodation in the University, if available, or House Rent Allowance on maximum of Professor's Scale in the University. In case of retired persons, their pension will be deducted from the gross entitlements due to them.
  - (b) Those receiving salary from the parent institution, will be paid an honorarium fixed by the Executive Council from time to time. The Visiting Professor will also be entitled to rent free accommodation in the University, if available, or House Rent Allowance on the maximum of Professor's Scale in the University.
  - (c) A Visiting Professor will be entitled to travel and research grants as determined by the Vice-Chancellor with the approval of the Executive Council. Medical expenses will be reimbursed as per University rules.
  - (d) Visiting Professors invited from India or from outside the country may be paid Economy class airfare both ways by direct route.
- (v) Subject to the above, the Vice-Chancellor will determine with the approval of the Executive Council, such other terms and conditions as may be required, including the duration and emolument of the appointment.

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<sup>200</sup> Amended/Replaced vide E.C.23.12.2009

**B. Visiting Fellows**

- (i) Scholars who have made notable contributions in one or more fields of study covered at the University may, with the approval of the Executive Council, be invited as Visiting Fellows by the Vice-Chancellor. Persons in other fields such as music, literature, visual and performing arts, journalism, business and industry could also be invited as Visiting Fellows.
- (ii) Visiting Fellows may be invited for a period up to one year and not less than two weeks to deliver a course of lectures or take seminars or participate in such other activities that help in advancing the teaching and research work of the University. In exceptional circumstances, the duration may be extended to a maximum period of three years, with the approval of the Executive Council. They shall, however, not be members of any statutory committee of the Department or of the University.
- (iii) A Visiting Fellow will be paid in accordance with the following criteria:
  - (a) A Visiting Fellow not receiving salary from the parent institution, will be paid gross entitlements attached to the post of Professor/Associate Professor and rent free accommodation in the University, if available, or House Rent Allowance on the maximum of Professor's/ Associate Professor's scale.
  - (b) A Visiting Fellow, receiving salary from the parent institution, will be paid an honorarium fixed by the Executive Council from time to time. The Visiting Fellow will be entitled to rent free accommodation in the University, if available, or House Rent Allowance on the maximum of Professor's/ Associate Professor's scale.
  - (c) A Visiting Fellow will be entitled to travel and research grants as determined by the Vice-Chancellor with the approval of the Executive Council. Medical expenses will be reimbursed as per University rules.
  - (d) A Visiting Fellow from India or from outside the country may be paid Economy class airfare both ways by direct route.
- (iv) Subject to the above, the Vice-Chancellor will determine, with the approval of Executive Council, such other terms and conditions as may be required, including the duration and emolument of the appointment.

**<sup>201</sup>Ord. XII-B. Honorary Professors**

The Vice-Chancellor may recommend to the Executive Council for appointment as Honorary Professor, the names of such persons who, in the opinion of the Vice-Chancellor, are distinguished in an extraordinary way in any realm of human endeavor, which shall be of value to the University. Such a conferment shall carry no remunerative financial commitment on the part of the University. This title shall carry with it the following award: Should an Honorary Professor desire to create or offer a specific activity such as a series of lectures, seminars, workshops or similar

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<sup>201</sup> Amended/Replaced vide E.C.23.12.2009 & E.C. 03.11.2012



programmes at the University and deemed by the Honorary Professor to be of value to the University then, subject to mutual convenience, such an activity may be undertaken by the Honorary Professor for a continuous period ranging from one week to a month once each academic year. The Honorary Professor shall be entitled to one time return air fare (international/domestic) and free board and lodging at the International Guest House of the University of Delhi as well as local transportation for the duration of the programme so offered by the Honorary Professor. An Honorary Professor may be situated in a department/faculty or may be appointed at large.

## <sup>202</sup>Ordinance XII-C. Adjunct Professors and Adjunct Fellows

### (1) Adjunct Professors

- (i) The Executive Council may, on the recommendation of the Vice-Chancellor, appoint a distinguished academic who is currently on the faculty of another University or academic or research institution in India or abroad, whose association with the University would enhance the quality of the academic life of the University. The duration of such appointments in any one term will not be more than five years and could be renewed.
- (ii) Adjunct Professors may be affiliated to one or more departments of the University. They are expected to be associated with the teaching and research activities at the departments. They may be allowed supervision of doctoral work on the basis of recommendation of the Department Research Council and the concerned Board of Research Studies. They shall, however, not be members of any statutory committee of the Department or of the University.
- (iii) Adjunct Professors will not receive any salary from the University, they will be paid an honorarium, fixed by the Executive Council from time to time, for teaching in the University. They will be entitled to reimbursement of their local travel expenses as per rules of the University. The Department may provide suitable office space, if available.
- (iv) <sup>203</sup>Payment of honorarium and extension of other facilities to overseas Adjunct Faculty:
  - (a) Payment of monthly honorarium to a maximum of Rs. 80,000/- (@Rs.4000 per day)
  - (b) One visit to the department per semester i.e at the most, 2 visits per academic year, for a maximum stay of one month per visit and minimum of two weeks.
  - (c) Cost of air travel in economy class.
  - (d) Medical insurance expenses for the period of stay in India.
  - (e) Local travel expenses, as per actuals.
  - (f) Free lodging and boarding in the University's International Guest House.

<sup>202</sup> Amended/Replaced vide E.C.23.12.2009

<sup>203</sup> Inserted vide E.C.17.12.2022

**(2) Adjunct Fellows**

- (i) The Executive Council may, on the recommendation of the Vice-Chancellor, appoint an academic who is currently on the faculty of another University or academic or research institution in India or abroad, whose association with the University would enhance the quality of the academic life of the University. The duration of such appointments in any one term will not be more than five years and could be renewed.
- (ii) Adjunct Fellows so appointed may be affiliated to one or more departments of the University. They are expected to be associated with the teaching and research activities in these departments. They may be allowed supervision of doctoral work on the basis of the recommendation of the Department Research Council and the concerned Board of Research Studies. They shall, however, not be members of any statutory committee of the Department or of the University.
- (iii) Adjunct Fellows will not receive any salary from the University, they will be paid an honorarium, fixed by the Executive Council from time to time, for teaching in the University. They will be entitled to reimbursement of their local travel expenses as per rules of the University. The Department/Departments may provide suitable office space, if available.

**<sup>204</sup>Ord. XII-D. Professor Emeritus**

- (i) <sup>205</sup>The Vice-Chancellor may recommend the name of any eminent scholar for an Emeritus Professorship directly to the Executive Council. This is in addition to the process where a department recommends to the Vice-Chancellor the name of a retired Professor for the conferment of the title of Professor Emeritus. The Vice-Chancellor can choose to take these names to the Executive Council.
- (ii) The title of Professor Emeritus will be conferred on a Professor of the University who has retired from the University after a total service of a minimum of ten years in the University with a minimum of five years' service as Professor in the University. In exceptional circumstances, a retired Professor who has served for at least five years in the University as Professor may also be considered for the title of Professor Emeritus.
- (iii) The title of Professor Emeritus will be conferred on scholars who have made outstanding contribution to their subject through their published research work and teaching.
- (iv) A Professor Emeritus may pursue academic work in the Department to which the Professor is attached. To the extent possible, the Department shall make every possible effort to provide the Professor with facilities like

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<sup>204</sup> Amended/Replaced vide E.C.23.12.2009

<sup>205</sup> Amended/Replaced vide E.C.03.11.2012

## ORDINANCE XII

a personal office, library access etc. The Professor, however, will not be a member of any statutory committee of the Department or of the University.

- (v) Emeritus Professorship will carry with it no financial commitment for the University or responsibility for providing residential accommodation.
- (vi) The conferment of the title of Professor Emeritus will be for life.

**Ord. XIII. General**

1.<sup>206</sup>

- (i) The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/College. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra- Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

Assistant Professor	- 16 hours per week
Associate Professor /Professor	- 14 hours per week

- (ii) Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

2. Guest/Part-time teachers<sup>207</sup>

**Temporary Ord. XIII-A- Deleted**

**Ord. XIII-B. Part-time Lecturers in Law**

1. In the Faculty of Law essential qualifications for part-time lectureship will be:
  - (a) at least a Bachelor's degree in Law with not less than 50% marks or equivalent grade-point average;
  - and
  - (b) not less than five years of actual practice as a lawyer at the High Court level.
2. Part-time lecturer in Law shall teach at least nine periods.
3. Part-time lecturers in Law shall be paid a monthly honorarium of Rs. 2,500/- p.m.\*
4. In all other respects part-time lecturers in Law will be governed by the same rules as are applicable to part-time lecturers in other Departments of the University.

**Ord. XIII-C: Academic Calendar**

<sup>208</sup>The Academic Calendar of the University of Delhi shall include the following:

1. There shall be at least 180 teaching days in the Academic Year and 90 teaching days in each semester.
2. The University will notify the Academic Calendar each year before commencement of the new academic session.

<sup>206</sup> Amended/Replaced vide E.C.17.08.2013 & E.C. 01-02.07.2019

<sup>207</sup> Guidelines for the Guest/Part-time teachers have been subsequently adopted as per UGC letters vide EC.25.03.2007 & 01-02.07.2019.

\* As prescribed from time to time.

<sup>208</sup> Amended/Replaced vide E.C.17.08.2013

CHAPTER-V  
OF THE AUTHORITIES

**Ord. XIV. Academic Council**

1. The number of Heads of Departments other than Deans of the Faculties and Principals of Colleges for membership of the Academic Council will be according to table given below:

<b>Faculty</b>	<b>No. of Heads of Department</b>
Arts	15 <sup>209</sup>
Science	10
Social Sciences	09
Law	01
Education	01
Medical Sciences	21
Agriculture & Forestry	02
Technology	09
Music and Fine Arts	02
Management Studies	01
Ayurvedic and Unani Medicines	02
Mathematical Sciences	04
Inter-disciplinary and Applied Sciences	07
Applied Social Sciences and Humanities	01 <sup>210</sup>
Commerce & Business	01
Open Learning	01
Faculty of Homeopathic	01
Total	88

2. Membership from among the Heads of the Departments in any Faculty will go in rotation among the Departments by seniority according to the date of establishment of the Departments.

3. The first term of two years of members, after reconstitution of the Council shall, in respect of members under sub-clauses (v), (vi) and (vii) of Clause (1) of Statute 7, commence from the beginning of the academic year 1960-61.

4. The number of members as well as the list of persons who become member, as Heads of Departments and as Principals of Colleges shall be determined at the

<sup>209</sup> Amended vide E.C.28.02.2017/07.03.2017

<sup>210</sup> Amended vide E.C.28.05.2015 and MHRD letter No. 4-11/2017-CU-II dated 26.06.2019 has given assent for above E.C. Resolution No. 04 (12) (4) dated 28.05.2015 and reported in the E.C. 13-17.03.2020.

beginning of each academic year and a person who had become a member at the beginning of the year, shall not cease to be a member, merely because of change in the number or the personnel of members under the different categories.

**Ord. XIV-A. Faculties**

1. The following shall be the Departments comprised in the Faculty of Arts:

Department of English  
Department of Philosophy  
Department of Sanskrit  
Department of Hindi  
Department of Germanic and Romance Studies  
Department of Library & Information Science  
Department of Urdu  
Department of Modern Indian Languages and Literary Studies\*  
Department of Buddhist Studies  
Department of Linguistics  
Department of Psychology  
Department of Arabic  
Department of Persian  
Department of Panjabi  
Department of Slavonic and Finno-Ugrian Studies<sup>211</sup>

2. The following shall be the Departments comprised in the Faculty of Science:

Department of Physics and Astrophysics  
Department of Chemistry  
Department of Anthropology  
Department of Zoology  
Department of Botany  
Department of Nursing  
Department of Home Science  
Department of Geology  
Department of Pharmacy  
Department of Environmental Studies

3. The following shall be the Departments comprised in the Faculty of Social Sciences:

Department of Economics  
Department of Social Work  
Department of History  
Department of Political Science  
Department of African Studies  
Department of Sociology  
Department of Geography

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\* The following subjects will be included in the Department: Bengali, Sindhi, Tamil, Telugu, Malayalam, Kannada, Marathi, Gujarati, Oriya, Manipuri and Assamese.

<sup>211</sup> Inserted vide E.C.28.02.2017/07.03.2017

Department of East Asian Studies  
Department of Adult Continuing Education and Extension.

4. The Faculty of Law shall consist of a single Department of Law.
5. The Faculty of Education shall consist of a single Department of Education.
6. The following shall be the Departments comprised in the Faculty of Medical Sciences:

Department of Anatomy  
Department of Physiology  
Department of Medical Biochemistry  
Department of Pathology  
Department of Dental Science<sup>212</sup>  
Department of Medical Microbiology  
Department of Pharmacology  
Department of Forensic Medicine  
Department of Medicine  
Department of Paediatrics  
Department of Psychiatry  
Department of Community Medicine  
Department of Obstt. & Gynaecology  
Department of Radiology, Radio-Therapy, Radio Diagnosis and Radiation Medicine.  
Department of Dermatology & Venereology  
Department of Surgery  
Department of Ophthalmology  
Department of Orthopaedics  
Department of Otolaryngology  
Department of Anaesthesiology and Critical Care  
Department Tuberculosis and Respiratory Diseases

7. The following shall be the Departments comprised in the Faculty of Agriculture and Forestry:

Department of Agriculture  
Department of Forestry.

8. The following shall be the Departments comprised in the Faculty of Technology:

Department of Electrical Engineering  
Department of Mechanical Engineering  
Department of Civil Engineering  
Department of Architecture and Planning  
Department of Electronics and Communication Engineering  
Department of Applied Sciences and Humanities  
Department of Computer Engineering

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<sup>212</sup> Inserted/Amended vide E.C.27.12.2007

Department of Instrumentation and Control Engineering.  
Department of Production & Industrial Engineering

9. The following shall be the Departments comprised in the Faculty of Music and Fine Arts :

Department of Music  
Department of Fine Arts.

10. The following shall be the Departments comprised in the Faculty of Mathematical Sciences:

Department of Mathematics  
Department of Statistics  
Department of Operational Research  
Department of Computer Science.

11. The Faculty of Management Studies shall consist of a single Department of Business Management and Industrial Administration.

12. The following shall be Departments comprised in the Faculty of Ayurvedic and Unani Medicines.

Department of Ayurvedic Medicine.  
Department of Unani Medicine.

13. The following shall be the Departments comprised in the Faculty of Inter-disciplinary and Applied Sciences.

Department of Bio-Chemistry  
Department of Microbiology  
Department of Genetics  
Department of Electronics Science  
Department of Plant Molecular Biology.  
Department of Bio-Physics  
Department of Physical Education and Sports Sciences<sup>213</sup>

14. The following shall be Departments comprised in the Faculty of Applied Social Sciences and Humanities:

Department of Finance and Business Economics<sup>214</sup>  
<sup>215</sup>\*\*\*Omitted\*\*\*

15. The following shall be the Departments comprised in the Faculty of Commerce and Business:

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<sup>213</sup> Inserted vide E.C. 01.04.2005

<sup>214</sup> Amended vide E.C. 28.05.2015 (Note: The Visitor of the University vide MHRD letter No. 4-11/2017-CU-II dated 26.06.2019 has given assent for E.C. Resolution No. 04 (12) (4) dated 28.05.2015 and reported in the E.C. 13-17.03.2020.)

<sup>215</sup> Omitted vide E.C.28.02.2017/07.03.2017



Department of Commerce.  
<sup>216</sup>\*\*\*Omitted\*\*\*

16. The following shall be the departments comprised in the Faculty of Open Learning:

Department of Distance and Continuing Education.

17. The following shall be the Department comprised in the Faculty of Homeopathic Medicine:

Department of Homeopathic Medicine.

### **Ord. XIV-B. Meeting of a Faculty**

1. (a) Meetings of the Faculty may be convened by the Dean of the Faculty concerned whenever he considers them necessary. He shall call a meeting at least once a term and also on receipt of a requisition signed by not less than one-third of the total number of members:

Provided that a meeting required to be called on a requisition shall not be convened during the period when the University is closed for vacations.

(b) The requisition shall state the purpose or purposes for which the meeting is to be called.

(c) At a meeting called on requisition no matter other than the purpose or purposes will be discussed.

2. Except in the case of emergent meetings not less than seven days' notice shall be given. The notice shall state the time and the place of the meeting as well as the business to be transacted and shall be issued by the Registrar.

3. The quorum for the meeting shall be one-third of the members of the Faculty concerned provided that in the case of a Faculty where the total number of members of the faculty exceeds 45, the quorum shall be 15. The adjourned meeting shall need no quorum.

4. The Faculty may make Regulations laying down the procedure to be observed at the meetings, the constitution of the Committees of Courses and other relevant matters.

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<sup>216</sup> Amended vide E.C. 28.05.2015

*Note: The Visitor of the University vide MHRD letter No. 4-11/2017-CU-II dated 26.06.2019 has given assent for E.C. Resolution No. 04 (12) (4) dated 28.05.2015 and reported in the E.C. 13-17.03.2020.*

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5. Each Faculty may constitute such and so many Committees of Courses as there are departments teaching subjects included in the Faculty. It shall be open to the Faculty concerned to have one Committee of Courses for two or more subjects or to have more than one Committee for any Department

6. Each Faculty shall recommend Courses of Studies in the various subjects comprised in the Faculty after considering the recommendations of the relevant Committee of Courses and Studies.

7. Each Faculty shall recommend to the Academic Council after considering the recommendations of the Committee of Courses and Studies concerned the names of examiners in the subjects assigned to the Faculty except in the case of M.Phil. examination and the theses work submitted for the Degree of Doctor of Philosophy, Doctor of Literature, Doctor of Science, Doctor of Civil Laws and Doctor of Engineering and Technology for which appointment of examiners will be made in accordance with the procedure laid down in the relevant clauses of the Ordinances VI and VI-C of the Ordinances of the University.

**RESIDENCE, HEALTH AND DISCIPLINE BOARD**

ORDINANCE XV

CHAPTER VI

OF BOARDS AND STANDING COMMITTEES

**Ord. XV. Residence, Health and Discipline Board**

1. (1) The Board of Residence, Health and Discipline shall be constituted as follows:

1. The Proctor, Chairman and Convenor;
2. The Director of Health Services, Delhi State, or a medical practitioner deputed by him to act in his absence;
3. The University Engineer;
- 4-8. Five persons, including a woman, appointed by the Executive Council, not necessarily from among their own member;
9. A Senior Architect from the C.P.W.D., nominated by the Chief Engineer, C.P.W.D., New Delhi.

Provided that the Principal of a College or a person nominated by the Principal shall be a member of the Board when the College concerned is being inspected by the Board.

(2) The members of the Board, other than ex-officio members, shall hold office for a period of two years.

2. Subject to the Ordinances, the Board shall inspect once in every academic year each College together with such buildings as may be occupied therewith for the use of students, and shall submit a report to the Executive Council with such recommendations as it may think fit.

3. The Board may at any time direct one or more of its members to make a special inspection, and to report on any College regarding compliance with the condition of residence as laid down by the Ordinances, in addition to the inspection.

4. (1) Any matter of residence, health or discipline which a Principal desires to refer to the Board respecting his College and any matter involving Inter-Collegiate or Inter-Hall discipline on which the Principals concerned are unable to come to an agreement, shall be dealt with by the Board, but there shall be the right of appeal in such cases to the Vice-Chancellor, whose decision shall be final.

(2) Subject to any powers conferred by the Act or the Statutes, on the Vice-Chancellor, all matters of discipline in the University which are either not directly cognizable by, or after due warning by the Proctor, are not investigated and decided by a Principal shall be dealt with by the Board.

5. (1) Every student of the University shall live either-
- (a) in a College of which he is a member, or

(b) with a parent or some person accepted by his College to be his guardian, or

(c) in the case of a woman student, with a parent or some person accepted by the Proctor to be her guardian.

Every resident student shall conform to regulations drawn up by the Principal of his College.

(2) The Board shall submit to the Executive Council, after consultation with the Principals, draft Ordinances prescribing the conditions of residence to be observed in the Colleges.

6. As soon as possible after the re-opening of a College after the long vacation, the Principal shall submit to the Board the following information:

(a) the number of the hostels and the names of Superintendents; (b) the number of resident students in each hostel;

(c) the number of non-resident students living with their parents; (d) the number of non-resident students living with their guardians.

7. All Colleges shall provide adequate facilities for the physical exercise of their students, and shall forward a statement of the same to the Board.

8. (1) The inspection of the Colleges by the Board shall be carried out and completed by the 15th of November each year, and the inspection report shall be forwarded by the Proctor to the Registrar within two weeks after completion of the inspection.

(2) The report shall be placed before the Executive Council before the Christmas holidays, and the resolutions and recommendations, if any, of the Executive Council on the report shall be forwarded to the Principals concerned, who shall inform the University of the action, if any, that has been taken or is proposed to be taken on the resolutions and recommendations.

(3) The observations of the Principals shall be forwarded to the Proctor by the end of January, and the Proctor shall make a final report to the Executive Council. At the time of the next inspection the Board shall have before it the report of the previous year and the resolutions and recommendations of the Executive Council and the replies from the Principals and shall make a report as to what action, if any, has been taken in the matter.

9. In this Ordinance "College" shall include Hall and a recognised Institution, and "Principal" shall have a corresponding meaning.

#### **Ord. XV-A. Board of Inter-Disciplinary Programmes**

1. There shall be a Board called "Board of Inter-disciplinary Programmes."

2. Subject to the overall control and supervision of the Academic Council the Board shall have power to sanction establishment of Centres of Inter-disciplinary Programmes and approve the setting up of committees for preparing blueprints for

such Inter-disciplinary Programmes and for operationalising the same.

3.<sup>217</sup>The Board of Inter-disciplinary Programmes shall be constituted as follows:

1. Vice-Chancellor or his nominee (Chairman)
2. Pro-Vice-Chancellor
- 3-7. Five members of the teaching staff of the University/Colleges nominated by the Academic Council for their inter-disciplinary involvement.
- 8-12. Five eminent academicians known for their involvement in inter-disciplinary programmes from outside the University to be nominated by the Executive Council.
13. A person not below the rank of Deputy Registrar nominated by the Vice-Chancellor to act as Secretary.

4. The essential functions of a Centre of Inter-disciplinary Programme will include developing mechanism to facilitate the coming together of scholars from different departments/disciplines and institutions of the University for collaborative research and/or teaching in the programme and perform such administrative functions as may be necessary for implementation of the programme.

5. In the event of setting up of any Centre of Inter-disciplinary programme, the Board will also set up an Academic Advisory Committee for the Centre consisting of distinguished scholars in the field from within and outside the University and report the same to the Academic Council M.Phil. Committee/Board of Research Studies concerned, as the case may be.

6. The Academic Advisory Committee of any Centre shall perform the following functions:

- (i) select fellows and associate fellows from the faculties of the University departments and the Colleges on the basis of their research interest, record and the proposals made;
- (ii) contribute to the coordination and strengthening of teaching programmes in the institutions of the University in the area of interest of the centre;
- (iii) initiate, develop and strengthen research programmes in the area of interest of the centres; and
- (iv) submit an annual report of its activities to the Board of Inter-disciplinary Programmes.

7. The Director of the Centre who shall be appointed by the Vice-Chancellor after due consultation with the Board of Inter-Disciplinary Programmes shall be the Chairman of the Academic Advisory Committee in each case.

8. A report about the functioning of the Board of Inter-disciplinary Programmes shall be submitted to the Academic Council at the end of each academic year.

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<sup>217</sup> Amended/Replaced vide E.C. 04.06.2004

**Ord. XV-B. Maintenance of Discipline among Students of the University**

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.

2. The Vice-Chancellor may delegate all or such powers as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.

3. Without prejudice to the generality of power to enforce discipline under the Ordinance, the following shall amount to acts of gross indiscipline:

- (a) physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution/ Department and against any student within the University of Delhi;
- (b) carrying of, use of, or threat to use of any weapons;
- (c) any violation of the provisions of the Civil Rights Protection Act, 1976;
- (d) violation of the status, dignity and honour of students belonging to the scheduled castes and tribes;
- (e) any practice-whether verbal or otherwise-derogatory of women;
- (f) any attempt at bribing or corruption in any manner;
- (g) wilful destruction of institutional property;
- (h) creating ill-will or intolerance on religious or communal grounds;
- (i) causing disruption in any manner of the academic functioning of the University system;
- (j) ragging as per Ordinance XV-C

4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor, may in the exercise of his/her powers aforesaid order or direct that any student or students-

- (a) be expelled; or
- (b) be, for a stated period rusticated; or
- (c) be not for a stated period, admitted to a course or courses of study in a College, Department or Institution of the University; or
- (d) be fined with a sum of rupees that may be specified; or
- (e) be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or
- (f) that the result of the student or students concerned in the Examination or Examinations in which he/she or they have appeared be cancelled.

5. The Principals of the Colleges, Heads of the Halls, Deans of Faculties, Heads of Teaching Departments in the University, the Principal, School of Correspondence Courses and Continuing Education and Librarian shall have the authority to exercise all such disciplinary powers over students in their respective Colleges, Institutions, Faculties and Teaching Departments, in the University as may be necessary for the proper conduct of the Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to, such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.

6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself/herself with a copy of these rules.

7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Ordinances and the Rules that have been framed thereunder by the University.

#### **Ord. XV -C. Prohibition of and Punishment for Ragging**

1. Ragging in any form is strictly prohibited, within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport.

2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.

3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which-

- (a) involve physical assault or threat to use of physical force;
- (b) violate the status, dignity and honour of women students;
- (c) violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
- (d) expose students to ridicule and contempt and affect their self-esteem;
- (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.

4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, of University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.

5. Notwithstanding anything in Clause (4) above, the Proctor may also suo moto enquire into any incident of ragging and make a report to the Vice-Chancellor

of the identity of those who have engaged in ragging and the nature of the incident.

6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.

8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.

9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in Clause 3 (a), (b) and (c) the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.

10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.

11. In case any students who have obtained degrees of Delhi University are found guilty under this Ordinance appropriate action under Statute 15 for withdrawal of degrees conferred by the University shall be initiated.

12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.

13. All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

<sup>218</sup>**Ord. XV-D- Sexual Harassment**  
**\*\*\*Omitted\*\*\***

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<sup>218</sup> It is Omitted as superseded by "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013" vide E.C. Res. No.122 (13) dated 06.03.2014 and "University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015" vide E.C. Res. No. 46 (xi) dated 28.02.2017/07.03.2017



**<sup>219</sup>Ord. XVI Delhi University Library System**

1. The Delhi University Library System comprises the Central Library and the libraries established in the various campuses, faculties, schools, departments and centers of the University of Delhi. The Library System shall be managed and administered by a Governing Body, and each library in the System shall be managed and administered by a Library Committee under the supervision and control of the Governing Body.
2. Subject to the supervision and control of the Executive Council there shall be a Governing Body constituted for the management and administration of the Delhi University Library System.

The Governing Body shall be constituted as follows:

- |   |   |                  |
|---|---|------------------|
| 1. Pro-Vice-Chancellor - Chairperson  | - | ex-officio       |
| 2. Treasurer  | - | ex-officio       |
| 3. Director, South Campus   | - | ex-officio       |
| 4. Deans, Faculties of Arts, Science and Social Sciences  | - | ex-officio       |
| 5. Director, Delhi School of Economics  | - | ex-officio       |
| 6. Registrar  | - | ex-officio       |
| 7. One other Dean by rotation (except Medicine, Engineering and Technology) nominated by the Vice-Chancellor  | - | ex-officio       |
| 8. Director, DU Computer Centre   | - | ex-officio       |
| 9. <sup>220</sup> Six members, to be nominated by the Vice-Chancellor of whom one shall be an expert in Library and Information Science, one shall be a member of Executive Council, one shall be a member of Academic Council, one Professor, one Associate Professor and one Assistant Professor. |   |                  |
| 10. One employee of the University Library System, by rotation, to be nominated by the Vice-Chancellor.   |   |                  |
| 11. Librarian   | - | Member Secretary |

- 2.1 In the absence of the Pro-Vice-Chancellor, Vice Chancellor shall nominate the Chairperson.
- 2.2 The members of the Governing Body, other than ex-officio members, shall hold office for a term of two years.
- 2.3 The Governing Body shall meet at least twice in a year. One third of members will constitute quorum at a meeting of the Governing Body.
- 2.4 Under the control of the Executive Council the Governing Body shall administer the Library System through the Librarian and shall frame rules for its management. The administrative functions pertaining to establishment matters

<sup>219</sup> Amended/Replaced vide E.C.17.12.2004

<sup>220</sup> Amended/Replaced vide E.C.17.08.2013

such as staff recruitment and personnel management, in the Library System shall be looked after by the Establishment Branch of the University Administration in consultation with the Librarian. The management of finance of the Library System shall be looked after by the Finance Branch of the University Administration in consultation with the Librarian.

- 2.5 The Governing Body shall arrange for periodic inspection of each Library at least once in two years and shall take necessary steps to streamline the functioning of various libraries in the system.
- 2.6 The Governing Body shall constitute one or more standing committees to oversee on a regular basis the specific aspects of operations of the Library System, including a committee to recommend the distribution of resources among libraries of the system, and committees to manage the Central Library and the South Campus Library.
- 2.7 The Governing Body shall approve estimates of income and expenditure of the University Library System and such other supplementary and revised estimates as may be necessary from time to time and submit the same for approval to the Finance Committee and the Executive Council.
- 2.8 Based on the annual reports of various units, the Governing Body shall approve an annual report of the Library System as a whole prepared by the Librarian, and place it before the Executive Council. A report on academic aspects shall be placed before the Academic Council.
- 2.9 On the direction of the Pro-Vice-Chancellor, in his capacity as Chairperson, meetings of the Governing Body shall be convened. The Librarian shall, ordinarily at least seven days before each meeting of the Governing Body, issue to each member thereof, a notice convening the meeting and a copy of the Agenda thereof. Provided that in case of emergent meetings, the Chairman may suspend or modify the operation of the above rule regarding issue of notice and agenda.
3. There shall be a Library Committee for each Library in the University Library System to monitor, regulate and review the functioning of the Library and to advise the Administrative Head of the Unit in which the Library is located.

The Library Committee shall be constituted as follows:

1. Administrative Head of the unit in which the Library is located- Chairperson
2. (a) For a library that services one department:

Three to six teachers to be nominated by the Head of the Department

- (b) For a library that services more than one department:

One or two representatives of each Department to be nominated by the concerned Head of the Department.

3. One Professional Senior in rotation by seniority and one Professional

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Junior in rotation by seniority, from among those working in that Library; provided that in the absence of either category no substitution will be made between the two categories.

4. Three students with high academic achievements enrolled as members in the Library concerned to be nominated by the Administrative Head of the Unit concerned for one year.
  5. Professional in-charge of the Library - Member Secretary.
- 3.1 Members of the Library Committee, other than ex-officio and student members, shall hold office for a period of two years.
  - 3.2 One third of total membership shall form the quorum.
  - 3.3 Each Library Committee shall meet at least once in a term.
  - 3.4 The functions of the Library Committee shall include acquisition of books and journals and other related material, formulation of guidelines for such acquisition and for periodic stock verification, allocation of tasks to staff, library discipline, user services, inter- library co-operation and networking.
  - 3.5 The Library Committee of a unit shall formulate proposals concerning estimates of income and expenditure and forward it to the Member- Secretary of the Governing Body.
  - 3.6 The Library Committee of a Unit shall prepare an annual report of the Library concerned and submit the same to the Librarian for consolidation and submission to the Governing Body.
  - 3.7 On the direction of the Administrative Head of the Unit in which the Library is located, meetings of the Library Committee shall be convened. The Member-Secretary shall send, ordinarily at least seven days before each meeting of the Library Committee to each member thereof, a notice convening the meeting and a copy of the Agenda thereof. Provided that in the case of emergent meetings, the Chairman may suspend or modify the operation of the above rule regarding issue of notice and agenda.
  - 3.8 Not less than half the members of the Library Committee may send a request to the Chairperson to requisition a meeting of the Library Committee.

## **FINANCE COMMITTEE**

### **Ord. XVII. Finance Committee**

1. No re-appropriation of allotments in the annual budget shall be made except by the Executive Council on the advice of the Finance Committee.

2. The Finance Committee shall make such reports to the Executive Council from time to time as it may think fit on any matter affecting the finances of the University.

## **CHAPTER VII OF COLLEGES AND HALLS**

### **Ord. XVIII. Colleges other than those Maintained by the Government of India**

1. No College shall have more than 1,000 students on its rolls and in case of an Extended College, not more than 1,500 students, except with the specific approval of the University.

#### **1-A.**

A College seeking recognition as a Constituent College must have an endowment fund of Rs.5 lakhs of which at least Rs.3 lakhs should be immediately available and the balance to be deposited within four years, and have either suitable buildings or a building fund of at least Rs.3 lakhs. It shall also satisfy the University that either it already has 7-8 acres of land (4-5 if there is no hostel attached) or has reasonable prospects of having the same for the College building.

A College seeking recognition as an affiliated College must have an endowment fund of Rs.3 lakhs of which Rs.2 lakhs should be immediately available and the balance to be deposited within two years, and have either suitable buildings or a building fund of at least Rs.2 lakhs. It shall also satisfy the University that either it already has a minimum of 3 acres of land (or 5 acres of land if hostel is attached) or has reasonable prospects of having the same:

Provided that the provisions of this clause shall not apply in the case of a college whose entire financial responsibility is borne by the Government of India/Delhi Administration in conjunction with the University Grants Commission.

#### **1-B. Permanent Affiliation**

(a) Subject to the provisions of Statute 30, the Executive Council may grant permanent affiliation to any institution if the following conditions are satisfied:

- (i) that the constitution and personnel of the Governing Body are in accordance with the Ordinances and Statutes of the University.
- (ii) that the fees levied or proposed to be levied and the provision made for the expenditure on buildings and for the continued maintenance and efficient working of the institution are in accordance with the rules and regulations laid down by the University.

(iii) that satisfactory arrangements exist for library, laboratory (in case of science subjects) and other facilities and emoluments of the teaching and non-teaching staff and their terms and conditions of service are in accordance with the Ordinances of the University.

(b) The Executive Council may, if it is so desired, cause an institution to be inspected for the purpose of ascertaining that the above conditions are satisfied.

Provided that no institution shall be granted affiliation unless it has a standing of one year, has fulfilled all the conditions of affiliation and attained the academic and administrative standards prescribed by the University from time to time.

2. The Governing Body will meet at least once in a term, and, subject as hereinafter provided, shall have general supervision and control of the affairs of the College and maintain its own records of its proceedings which shall be open to inspection by the inspection authority.

3.

(1) The members of the Governing Body, other than the Principal, shall hold office for a period of one year and shall be eligible for re-appointment or re-election, provided that in respect of teachers' representatives provisions of Sub-Clause (2) of this Clause shall apply.

Provided that on the expiry of one year the Executive Council may, either on the request of the Trust/Delhi Administration or on its own, as the case may be, if it is satisfied that the circumstances so warrant, extend the term of the existing nominees of the Trust/Delhi Administration on the Governing Body for a further period not exceeding six-months but not more than three months, at a time.

Provided further that on the grant of approval by the Executive Council the existing office bearers of the Governing Body shall continue to function as such for the extended period.

(2) The teacher's representatives shall become members of the Governing Body by rotation according to seniority. At least one of the representatives from among the teachers of the Day Classes and one of the representatives from among the teachers of the Evening Classes (where Evening Classes are held and Evening teachers are represented on the Governing Body) shall be from among those with more than 10 years of service and at least one from among those from the Day Classes and one from among those from the Evening Classes with less than 10 years of service. If, however, eligible candidates are not available in one of those categories, namely, those with more than 10 years' service and those with less than 10 years' service, all the representatives may be taken from the other. The term of membership of teachers' representatives shall be for a period of one year:

Provided that a teacher who has become a member of the Governing Body of a College under the category of teachers with less than 10 years' service

and completes his ten years' of service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

**Note:** For the purpose of this Clause "teachers" will be understood to be those holding a permanent whole time post, with requisite service in the College in question.

(3) The Governing Body shall elect from among its own members a Chairman to hold office for one year provided that this does not exceed his current term as a member of the Governing Body, and shall be eligible for re-election.

(4) In this Clause and in subsequent Clauses of this Ordinance, if not specified, Principal includes Principal (Evening Classes).

**4.**

(1) The Governing Body shall appoint a Treasurer from among its own members to supervise the receipts and expenditure of the Governing Body, who shall be responsible for the proper keeping of its accounts.

(2) The Governing Body, on the recommendation of the Principal, shall appoint a Bursar who shall be a member of the teaching staff and who shall assist the Principal in the maintenance of accounts and in the day-to-day financial affairs of the College. The Principal and Bursar shall jointly operate the Bank account within the budget estimates relating to maintenance grant items duly approved by the Governing Body.

(3) The Principal shall be the Member Secretary of the Governing Body and shall not accept the membership of the Governing Body of any other College of the University. It shall be the duty of the Member-Secretary to summon meetings with the consent of the Chairman and in accordance with the Regulations framed by the Governing Body for the purpose and to record proceedings of the meetings.

(4) <sup>221</sup>An existing Senior Faculty, **who fulfill the qualifications for the post of Principal**, may be designated as Vice-Principal by the Governing Body of the College on the recommendation of the Principal, for a tenure of two years, who can be assigned specific activities, in addition to concerned faculty member's existing responsibilities. During the absence of the Principal, for any reason, the Vice Principal shall exercise the powers of the Principal. The appointment of such Vice-Principal shall require the approval of the University.

(5) <sup>222</sup>\*\*\***Omitted**\*\*\*

**5.** The accounts of the college shall be kept in such form as the University Grants Commission may prescribe. The accounts shall be audited by an auditor chosen by the Governing Body out of a panel of three Auditors approved by the University in consultation with the Institute of Chartered Accountants, New Delhi.

**6.**

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<sup>221</sup> Amended/Replaced vide E.C.17.08.2013, 01-02.07.2019 & 10.10.2020/21.10.2020

<sup>222</sup> Omitted vide E.C.17.08.2013

**6-A**

- (1) There shall be a Staff Council in every College.
- (2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.
- (3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.
- (4) (a) The Principal shall be ex-officio Chairman of the Staff Council.  
(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.
- (5)
  - (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:
    - (i) Preparation of College time-table.
    - (ii) Allocation of extra-curricular work of teachers not involving, payment of remuneration.
    - (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
    - (iv) Laying down guide-lines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
    - (v) Organising admission of students.
  - (b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:
    - (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
    - (ii) Formulation of admission policy within the framework of the policy laid down by the University;
    - (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
    - (iv) Formulation of guide-lines regarding discipline of the students;
    - (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

**Note:** The administrative staff of the College will not be within the purview of the Staff Council.

**6-B**

- (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily
  - (i) no person shall be member of more than two Committees at a time; and
  - (ii) no person shall hold office as a member of a Committee for more than two

consecutive terms.

- (b) The Principal shall have the right to be present and to speak any meeting of any Committee.
- (c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.
- (d) The decisions of the committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.
- (e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, any emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

**6-C**

The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

**7.**

- (1) The appointment of the Principal and other members of teaching staff shall be made after advertisement.

The Principal should, in addition to his duties as Principal, be also required to undertake some teaching work in the College, or the University.

- (2) <sup>223</sup>

- (a) The appointment of the College Principal and Professor shall be made by the Governing Body of the College on the recommendation of a Selection Committee consisting of the following:

- 1. Chairperson of the Governing Body to be the Chairperson.
- 2. Two members of the Governing Body of the College to be nominated by the Chairperson of whom one shall be an expert in academic administration.
- 3. Two nominees of the Vice-Chancellor who shall be Higher Education experts in the subject/field concerned out of which at least one shall be a person not connected in any manner with the affiliating University.

In Case of Colleges notified/declared as Minority Educational Institutions, one nominee of the Chairperson of the College from out of a panel of five names, preferably from Minority Communities, recommended by the Vice-Chancellor of the University of whom one should be a subject expert.

- 4. Three Higher Education experts consisting of the Principal of a College, a Professor and an accomplished Educationist not below the rank of a Professor (to be nominated by the Governing Body of the

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<sup>223</sup> Amended/Replaced vide E.C.10.02.2004, E.C.06.03.2014, E.C. 01-02.07.2019 & E.C.10.10.2020/21.10.2020



College out of a panel of six experts approved by the Academic Council).

5. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body of the College out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the Academic Council.

In Case of Colleges notified/declared as Minority Educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the Academic Council.

6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee does not belong to that category.
7. Five members, including two experts, shall constitute the quorum.
8. The selection procedure of the selection committee shall be completed on the day/last day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring Proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.
9. The list of selected and waitlisted candidates/panel of names in order of merit, duly signed by all members of the Selection Committee shall be forwarded to the University.

- (b) <sup>224</sup>The list thus submitted by the Governing Body shall be considered by a Selection Committee constituted for the purpose and consisting of the following:
  - (i) Vice-Chancellor,
  - (ii) Pro-Vice-Chancellor,
  - (iii) A nominee of the Visitor;
  - (iv) Chairman of the Governing Body of the College concerned; and
  - (v) Two members of the Executive Council, nominated by it; and
  - (vi) <sup>225</sup>An academician representing SC/ST/OBC/Minority/Women/Persons with Disability categories, if any of candidates representing these categories is an applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.

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<sup>224</sup> Amended/Replaced vide E.C.10.02.2004 & E.C.06.03.2014

<sup>225</sup> Amended/Replaced vide E.C.06.03.2014

- (c) <sup>226</sup>On the recommendation of the Selection Committee, the University shall transmit to Governing Body a list of persons mentioned in the order of preference whom the University would be prepared to recognize as Principal or, if none of the applicants are considered suitable, shall refrain from sending a list in which case the post shall be re-advertised.

Provided that the term of appointment of the College Principal shall be five years with eligibility for reappointment for another term only after following the due process of selection laid down under this Ordinance.

- (d) <sup>227</sup>Tenure

- (i) A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a committee appointed by the University.
- (ii) Committee for Assessment of College Principal and Professor for Second Term

The committee for assessment to the post of College Principal for second term shall have the following composition:

- i. Nominee of the Vice-Chancellor.  
ii. Nominee of the Chairman, UGC

The nominees shall be nominated from the Principals of the Colleges with Excellence/College with Potential for Excellence/ Autonomous Colleges/ NAAC 'A' accredited Colleges.

- (e) <sup>227</sup>After the completion of her/his term as Principal, the incumbent shall join back her/his parent organization with the designation as Professor and in the grade of the Professor.
- (f) <sup>227</sup>The Governing Body of the college shall advertise the post of Principal at least six months before the post is likely to fall vacant. The Governing Body shall complete the process of appointment of Principal within six months of the post falling vacant, failing which the University shall take necessary steps to initiate and complete the process of appointment of Principal.

- (3) In case of a casual vacancy in the office of the Principal, the Vice- Principal, if any, shall until the appointment of the Principal, act as the Principal. In case there is no Vice-Principal, the senior most teacher shall act as Principal. The teacher so to act as Principal shall fulfil the minimum eligibility requirements for appointment as Principal of the College.

Such temporary arrangements shall be made ordinarily for a period not exceeding six months and shall require the prior approval of the University.

3. (a) If the arrangement is for less than one month, the Vice-Principal shall not

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<sup>226</sup> Amended/Replaced vide E.C.10.10.2020/21.10.2020

<sup>227</sup> Amended/Replaced vide E.C. 01-02.07.2019

get any additional allowance. If the arrangement exceeds one month but is less than six months, the Vice-Principal shall be eligible for 10% of the minimum of the basic pay of the post of Principal as "Additional Charge Allowance". Further, if the arrangement exceeds six months, the Vice-Principal shall be designated as "Officiating Principal" and shall be eligible for the scale of pay of the post of Principal for the duration of the arrangement.

3 (b) In the case of a long term vacancy in the office of the Principal being appointed as an officer of the University or on deputation to a government/educational institution, an appointment can be made for the period of lien. The person to be appointed must fulfil the minimum eligibility requirements for appointment as Principal of the College. The appointment shall be made after due advertisement by a Selection Committee to be constituted by the Governing Body on the same basis as that for the appointment of the Principal. Such appointments shall require the prior approval of the University. The person so appointed, shall be entitled to the salary and other allowances of the Principal, only for the period of such appointment.

3 (c) Where circumstances so warrant that it may be necessary to appoint an OSD to officiate as Principal, the Governing Body may recommend a panel of at least three names to the Vice-Chancellor for approval of a candidate for appointment as an OSD. However, in case there is no appointing authority to recommend such a panel, the Vice-Chancellor shall appoint the OSD. The appointment of OSD shall ordinarily be for a period of six months, which may be extended or terminated with the prior approval of the Vice-Chancellor.

<sup>228</sup>**4 (a)** The members of the teaching staff shall be appointed by the Governing Body on the recommendation of a Selection Committee, which will have following composition (This will also apply to the promotion of Assistant Professor to Associate Professor and further to Professor under relevant Career Advancement Scheme):

1. The Chairperson of the Governing Body or nominee, from amongst the members of the Governing Body, who shall be the Chairperson of the Selection Committee.
2. The Principal of the College.
3. Teacher In-Charge of the subject concerned in the College. For promotion/appointment of Professor, Teacher In-Charge of the subject concerned from the college should not be below the rank of Professor.
4. Two nominees of the Vice-Chancellor, of whom one should be a subject-expert.

For appointment/promotion of Associate Professor and Professor, two University representatives nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. For

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<sup>228</sup> Amended/Replaced vide E.C.17.08.2013, E.C.14.08.2014 & E.C. 01-02.07.2019

appointment/ promotion of Professor the nominees of the Vice-Chancellor should not be below the rank of Professor.

In case of Colleges notified/declared as a minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from the Minority Communities, recommended by the Vice-Chancellor, from the list of experts suggested by the Governing Body of the College, of whom one should be a subject-expert. For appointment/ promotion of Professor the nominees of the Chairperson should not be below the rank of Professor.

5. Two subject-experts not connected with the College who shall be nominated by the Chairperson of the Governing Body of the College out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the Academic Council of the University.

In case of Colleges notified/declared as **Minority Educational Institutions**, two subject experts not connected with the College nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from Minority Communities, recommended by the Vice Chancellor from the list of subject experts approved by the Governing Body of the College.

6. An academician representing SC/ST/ OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee does not belong to that category. For appointment/ promotion of Professor the nominees of the Chairperson should not be below the rank of Professor.

7. <sup>229</sup>Where the Selection Committee is constituted for making recruitment to 10 or more vacancies in any level of posts or services, it shall be mandatory to have one member belonging to SC/ST, one member belonging to OBC category and one member belonging to Minority Community in such Committees/Boards. Further, one of the members of the Selection Committee, wherever from the General Category or from the Minority Community or from the SC/ST/OBC community should be a lady failing which a lady member should be co-opted on the Committee. It may also be ensured that where the number of vacancies against which selection is to be made is less than ten, no effort should be spared in finding the SC/ST/OBC Officer and the Minority Community Officer and a lady officer, for inclusion in such Committees.

Provided that Selection Committees for the post of Director of Physical Education and Sports, College Librarians shall be the same except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing

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<sup>229</sup> Amended/Replaced vide E.C.17.08.2013, E.C.14.08.2014 & E.C. 01-02.07.2019

Explanatory Note: Clause 7 above has been incorporated in terms of DoP&T OM No. F.No.42011/2/2014-Estt.(Res) Dated 13.02.2014. This clause was given assent by the Visitor of the University vide Letter No. F.No. 4-93/2014-Desk-U dated 18<sup>th</sup> March 2015.

Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

Five members, including two outside subject experts, shall constitute the quorum.

**Note:**

- (a) The overall selection procedure shall be as per UGC Regulations 2018.
- (b) The Selection process shall be completed on the day/last day of the Selection Committee meeting, wherein the minutes are recorded and recommendation made, on the basis of the performance of the interview, are duly signed by all members of the selection committee.
- (c) For all Selection Committees specified herein, the Head of Department/Teacher-In charge should be either in the same or higher rank/position than the rank/position for which the interview is to be held.
- (d) The Academician(s) belonging to the Scheduled Caste/Scheduled Tribe/ OBC /Minority/Women/ Differently abled Category and so nominated in the Selection Committee(s) shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government, in relation to the categories mentioned above, are strictly followed during the selection process.

4. (b) <sup>230</sup> \*\*\**Omitted*\*\*\*

4 (c) <sup>231</sup>[(a) The Selection Committee for recommending promotion of Lecturer to Lecturer in Senior Scale under the relevant Merit Promotion Scheme, shall consist of the following:

- 1. The Chairman of the Governing Body of the College concerned or his nominee.
- 2.
  - (a) The Principal of the College and
  - (b) also the Vice-Principal, if there is one, looking after the Evening Classes in case the promotion is for a Lecturer for the Evening Classes.
- 3. The Head of the University Department of the subject concerned.
- 4. Another member of the University Department in the subject concerned from amongst the Professors and Readers out of a panel drawn by the Department and approved by the Academic Council.
- 5. A Reader in subject concerned in the College in order of seniority for a period of three years; provided that where there is only one Reader or no Reader in the subject in a College, a Reader/Lecturer in the Reader's Grade (selection grade) in order of seniority for a period of three years.

**Note:**

- (i) At least four persons present at the meeting inclusive of the Chairman and one out of categories 3 and 4 shall form the quorum.
- (ii) The Selection Committee may at their discretion require any candidate to appear for interview.]

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<sup>230</sup> Omitted vide E.C.17.08.2013

<sup>231</sup> Amended/Replaced vide E.C.21.03.2007

Provided that the Selection for recommending promotion of Lecturer in (Director of) Physical Education to Lecturer in (Director of) Physical Education in Senior Scale under the relevant Merit Promotion Scheme shall consist of the following :

1. Chairman of the Governing Body of the College or a member of the Governing Body nominated him/her (Chairman);
2. Principal of the College/Principal (Evening Classes) in case the promotion is for a teacher of the Evening Classes;
3. Director of Physical Education in the University;
4. Two experts nominated by the Academic Council from out of the panel of names approved by it.
5. Reader in Physical Education/Lecturer in (Director of) Physical Education in Reader's Grade (Selection Grade) in the College.

Note: (i) At least four persons present at the meeting inclusive of the Chairman and one out of categories 3 and 4 shall form the quorum.

(ii) The Selection Committee may at their discretion, require any candidate to appear for interview.

<sup>232</sup>[Provided that the "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professor/equivalent cadres of Librarians/Director of Physical Education in Colleges from one Academic Level to the next higher Academic Level shall consist of:

1. The Principal of the College;
2. Teacher In charge of the concerned subject in the College/University Librarian/ University Director, Physical Education and Sports in Case of College Teacher/College Librarian/College Director, Physical Education and Sports;
3. Two experts in the concerned subject nominated by Vice Chancellor from the University panel of experts.

Provided in the case of College Librarian, the experts should be working Librarians; and for Director of Physical Education and Sports, the experts should be from the field of Physical Education and Sports Administration from the University system respectively nominated by the Vice Chancellor from the University panel of experts.

Three members including one subject expert shall form the quorum.]

- (b) The Selection Committee for recommending promotion of Lecturer/Lecturer in Senior Scale (other than Physical Education) to Reader/Lecturer in Reader's Grade (Selection Grade) and for designating a Lecturer in Reader's Grade (Selection Grade) as Reader under the relevant Merit Promotion Scheme shall

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<sup>232</sup> Amended/Replaced vide E.C.17.08.2013 & E.C. 01-02.07.2019

consist of the following :

1. A nominee of the Vice-Chancellor (Chairman)
2. Chairman of the Governing Body of the College or a member of the Governing Body nominated by him/her;
3. Principal of the College/Principal (Evening Classes) in case promotion is for a teacher of the Evening Classes.
4. One Expert to be nominated by the Academic Council, viz., the Head of the Department in the University in the subject concerned;
5. Two experts in the subject out of a panel drawn by the University Department and approved by the Academic Council to be nominated by the Vice-Chancellor;
6. A Reader in the subject concerned in the College in order of seniority for a period of three years; and if the Selection is for the Lecturer in Reader's Grade (Selection Grade), a Reader/Lecturer in Reader's Grade (Selection Grade), in order of seniority for a period of three years;
7. One of the representatives of the University on the Governing Body.

Provided that in case the Selection Committee finds that a candidate is not suitable for promotion as Reader, it may consider him/her for promotion in Reader's Grade (Selection Grade). However, he/she can apply for being considered for Reader's designation after one year.

- Note : (i) At least 5 persons present at the meeting inclusive of 1 and 2 and at least two from categories 4 and 5 shall form the quorum.
- (ii) Every candidate will be required to appear for interview before the Selection Committee unless on his/her request the Selection Committee agree to consider him/her in absentia.

Provided that the Selection Committee for recommending promotion of Lecturer in (Director of) Physical Education/Lecturer in (Director of) Physical Education in Senior Scale to Reader/Lecturer in (Director of) Physical Education in Reader's Grade (Selection Grade) and for designating a Lecturer in (Director of) Physical Education in Reader's Grade (Selection Grade) as a Reader in the College under the relevant Merit Promotion Scheme shall consist of the following :

1. A nominee of the Vice-Chancellor (Chairman);
2. Chairman of the Governing Body of the College or a member of Governing Body nominated by him/her;
3. Principal of the College/Principal (Evening Classes) in case promotion is for a teacher of the Evening Classes;
4. Director of Physical Education in the University;
5. Two experts out of the panel approved by the Academic Council to be nominated by the Vice-Chancellor;
6. A Reader in Physical Education in the College and if the Selection is for Reader's Grade (Selection Grade), a Reader/Lecturer in Physical Education in Reader's Grade (Selection Grade) in order of seniority for a period of three years;
7. One of the representatives of the University on the Governing Body.

Note : (i) At least 5 persons present at the meeting inclusive of 1 and 2 and at least two from categories 4 and 5 shall form the quorum.

(ii) Every candidate will be required to appear for interview before the Selection Committee unless on his/her request the Selection Committee agrees to consider him/her in absentia.

<sup>233</sup>[Provided that the Selection Committee for appointment/promotion to the post of Professor and for promotion from Assistant Professor to Associate Professor under CAS-2010 shall consist of the following:

1. Pro-Vice-Chancellor/ Dean of Colleges/ Director, South Campus – Chairperson.
2. An academician nominated by the Vice-Chancellor.
3. Chairperson of the Governing Body or a member of the Governing Body nominated by him/her.
4. Principal of the College concerned/Head of the Institution.
5. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Academic Council of the University.
6. In case of promotion as Associate Professor, the senior most Associate Professor in the subject concerned in the College.
7. Head of the concerned Department of the University.
8. An academician representing SC/ST/OBC/Minority/Women/Persons with Disability to be nominated by the Vice Chancellor, if any, of the candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category.

Provided that Selection Committees for the College Librarians and Director, Physical Education & Sports shall be the same except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Physical Education Director, as the case may be, shall be associated with the Selection Committee as one of the subject experts to be nominated by the Director of Physical Education/University Librarian, as the case may be.

At least four members, including the Chairman and two subject experts shall constitute the quorum.

The above composition of the Screening-cum-Evaluation Committees and Selection Committees for appointment/promotions to the teaching posts shall mutatis mutandis, be applicable to all the University Maintained Institutions/Colleges under Ordinance XX except the Institutions/Colleges where composition of Selection Committees constituted under Statute 19(1) apply. The relevant provisions of Ordinance XX shall stand amended accordingly.]

(c) The Selection Committee for recommending promotion of Reader as Professor under the relevant Merit Promotion Scheme shall consist of the following:

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<sup>233</sup> Amended/Replaced vide E.C.17.08.2013



1. Vice-Chancellor/Pro-Vice-Chancellor/nominee of the Vice- Chancellor (Chairman);
2. Chairman of the Governing Body of the College or a member of the Governing Body nominated by him/her.
3. Principal of the College/Principal (Evening Classes) in case the promotion is for a teacher in the Evening Classes;
4. One expert to be nominated by the Academic Council, viz., the Head of the Department in the University in the subject concerned, if he/she is a Professor;
5. Three experts in the subject concerned out of a panel drawn by the department and approved by the Academic Council to be nominated by the Vice-Chancellor;
6. A Professor in the subject concerned in the College;
7. One of the representatives of the University on the Governing Body, if he/she is a Professor.

- Note : (i) At least 5 persons present at the meeting inclusive of 1 and 2 and at least three from categories 4 and 5 shall form the quorum.
- (ii) Every candidate will be required to appear for interview before the Selection Committee unless on his/her request the Selection Committee agree to consider him/her absentia.

<sup>234</sup> Provided that the teachers who become eligible for promotion under Career Advancement Scheme on or after **31.12.2008**<sup>235</sup> shall be governed by the provisions of the Career Advancement Scheme - 2010 as provided under Ordinance XXIV

(5) The Governing Body, before advertising an appointment on the teaching staff shall give notice to the University of their intention so to do and shall take into consideration any representations which the University may make thereon within fourteen days.

(6) Members of the teaching staff of the College (other than a member appointed temporarily in case of emergency, or a member appointed to take the place of a member absent on leave or by reason of sickness, or on a contract basis) may be appointed on probation for not more than one year and if confirmed after the probationary period shall be appointed to the post on a permanent basis.

The period of probation may be extended in special case for a further period of one year.

In the case of teachers on probation whose work was not found to be satisfactory, periodical warnings should be given to them.

Principals of colleges will be exempted from the above and shall be appointed on a permanent basis.

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<sup>234</sup> Amended/Replaced vide E.C.17.08.2013 & E.C.14.08.2014

<sup>235</sup> Amended/Replaced vide E.C.14.08.2014

In the case of members of the teaching staff appointed on probation or on a temporary basis, the engagement may be terminated by one month's notice on either side or by the payment of a sum equivalent to one month's salary by the party choosing to terminate such engagement.

Provided that where the engagement is for a period less than one month, neither notice nor payment of salary in lieu of notice shall be necessary.

(7) Not more than one-third of the total number of the teaching staff shall be on a temporary or contractual basis at the same time.

(8) The engagement of the Principal or of any other member of the teaching staff may be summarily determined by the Governing Body for misconduct, but save as aforesaid shall not be determined except for good cause and after three months' notice in writing or the payment of three months' salary in lieu of notice.

In the case of a teacher who has served for not less than one academic year on the staff of the college the notice given under this condition shall take into account any period by which the vacation already taken with salary falls short of three months.

(9) No decision for the termination of the services of any teacher or Principal appointed on substantive basis whether on probation or permanent, or for his suspension, shall be taken by the College or the institution concerned without the prior approval of the Vice-Chancellor.

(10) A member of the teaching staff of a College, including the Principal, may at any time terminate his engagement by giving three months' notice in writing to the Governing Body, and if three months' notice in writing is not given such member of the teaching staff shall become liable to pay to the Governing Body a sum equivalent to thrice his monthly salary unless the Governing Body decides in any particular case not to realise such sum from such member:

Provided that in the case of a member of the teaching staff on a contractual basis, the contract may provide for a lesser period of notice than three months but not less than one month and the provisions of this paragraph shall be construed accordingly.

(11) Any dispute arising in connection with termination of the service of either the Principal or of any member of the teaching staff of a College except when on probation or on a temporary basis shall be referred to the arbitration of an Appeal Committee of three independent persons appointed by the Chancellor. The Appeal Committee shall have power to inquire into the facts and to interpret the terms of any Agreement, and its decision shall be final and binding on both parties and the Indian Arbitration Act, 1940, shall apply to such arbitration. The Appeal Committee shall give its final decision within a reasonable time:

Provided that during the pendency of the appeal, the teacher shall continue to draw such salary or subsistence allowance, as the case may be, as he was drawing immediately prior to the termination of his/her services.

8. (1) The payment of salaries to teachers shall be in accordance with scales approved by the Government of India.

(2) Increments shall be granted by the Governing Body on the recommendation

of the Principal and shall not be withheld without the consent of the University.

9. The number of recognised teachers in any College shall be such that the proportion of students on the rolls of the College to the teachers in the College shall, not exceed twenty to one in case of Pass students and twelve to one in the case of Honours and Post-graduate students unless a higher proportion is approved by the Government of India.

10. (1) Every Governing Body shall maintain a Provident Fund for the benefit of members of its teaching staff, in accordance with rules prescribed by the Government of India.

(2) The accounts of the Fund shall be duly audited each year and a copy of the accounts so audited shall be furnished to each subscriber to the Fund.

11. The Executive Council may from time to time cause an inspection to be made of the College for the purpose of satisfying themselves that the conditions of this Ordinance or any conditions on which recognition has been given are being complied with.

**<sup>236</sup>Ord. XVIII-A. Sherubtse College, Kanglung, Maintained by the Royal Government of Bhutan**

**Ord. XVIII-B.**

*The provisions of Clause 2-A and 2-B of Ordinance XII and Clauses 3(4), 7(4-C) (b) (c) of Ordinance XVIII will apply mutatis mutandis to Colleges and Institutions maintained by the University under Ordinance XX(1), XX(4), XX(5), XX-B, XX-C, XX-E and XX-F.*

**Ord. XIX. Government Maintained Colleges**

*Repealed by the Central Government, vide their letter No. D.5490/T/51 dated 12th April 1951.*

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<sup>236</sup> Affiliation Phased out from University of Delhi vide EC Res. No. 7 dated 17.12.2004

**Ord. XX. Colleges and Institutions Maintained by the University**

**(1) Miranda House**

1. The Executive Council shall constitute, for a College maintained by the University, a Governing Body to administer the affairs of the College.
  
2. The Governing Body shall have the following powers and functions:
  - (a) to organise the teaching in the College and to determine the teaching requirements of the College;
  - (b) to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them;
  - (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure with the limits fixed in the budget approved by the Executive Council;
  - (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information along with its comments;
  - (e) to appoint the administrative staff of the College;
  - (f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose subject to the approval of the appointment of the Principal and recognition of the teaching staff by the Executive Council;
  - (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
  - (h) to define the duties and responsibilities of the Principal and administrative staff of the College.
  
3. The Governing Body will be constituted as follows:
  - (1) A person appointed by the Vice-Chancellor-Chairman
  - (2) Treasurer of the University (ex-officio)
  - (3) The Principal of the College (ex-officio) -Member-Secretary
  - (4) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves, including one old student of the College.
  - (5) Two members of the teaching staff by rotation according to seniority for a term of one year. One of the teachers' representatives shall be from among those with more than ten years' service; and one from among those with less than ten years' service. If however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than 10 years' service and completes her ten years of service during the term of her

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membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

4. Members, other than ex-officio members, shall hold office for a term of one year.
5. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:
  1. Chairperson of the Governing Body of the College or his/ her nominee to be the Chairperson of the Selection Committee.
  2. The Principal of the concerned College.
  3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
  4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
  5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6. The appointment of the Librarian and the Director of Physical Education in the Colleges maintained by the University shall be made by the Governing Body of the Colleges by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows:

Librarian:

1. Chairman of the Governing Body or his nominee (Chairman).
2. One University representative on the Governing Body.
3. University Librarian.
4. Head of the Department of Library and Information Science.
5. Principal of the College.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body
3. Director of Physical Education of the University
4. Principal of the College
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of

Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

6-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be ex-officio Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

(i) Preparation of College time-table.

(ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.

(iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.

(iv) Laying down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.

(v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, Staff Council shall make recommendations in respect of the following matters:

(i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;

(ii) Formulation of admission policy within the frame-work of the policy laid down by the University.

(iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate student's organisation;

(iv) Formulation of guidelines regarding discipline of the students;

- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time, and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meeting shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

## **(2) Vallabhbhai Patel Chest Institute**

1. There shall be a Governing Body constituted for the management and administration of the Vallabhbhai Patel Chest Institute.

The Governing Body shall be constituted as follows:

- (1) Chairman-Vice-Chancellor (ex-officio) or a person nominated by him.
- (2) Treasurer of the University (ex-officio).
- (3) Director of the Institute (ex-officio) - Member-Secretary.
- (4) Director General of Health Services, Government of India, New Delhi.
- (5) Two members of the Executive Council nominated by the Executive Council.
- (6) Dean, Faculty of Medical Sciences.
- (7) Two members nominated by the Ministry of Health and Family Welfare, Government of India, New Delhi.
- (8) One member not connected with the University appointed by the Executive Council.
- (9) One Professor of the Institute, by rotation according to seniority for a

period of one year.

- (10) One Reader or Lecturer of the Institute, by rotation according to seniority reckoned by the total length of service in the Institute, for a period of one year.

2. Subject to the general control and supervision of the Executive Council, the Governing Body will manage the affairs of the Institute and shall have the following powers and functions:

- (a) To organise the teaching and research in the Institute and to determine the staff and other requirements for the same. The Governing Body may constitute an Advisory Committee to advise it on matters of special interest which the Institute wishes to investigate. The Advisory Committee may include persons who are not connected with the University.
- (b) subject to the control of the Academic Council, to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them;
- (c) to frame the Budget of the Institute and submit the same for approval to the Executive Council, and to incur expenditure within the limits fixed in the Budget approved by the Executive Council;
- (d) to consider the annual accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;
- (e) <sup>237</sup>
- (i). Assistant Professors will be selected (direct recruitment) on recommendation of the selection committee in terms of Statute 19 (1) of the Statutes of the University subject to approval of the Executive Council.
- The Teaching staff so appointed will stand recognized as Assistant Professor of the University.
- (ii). Associate Professors (GP Rs. 7600, PB-3) promoted through screening committee (DACP Scheme) will be required to be recognized as University Teacher (Associate Professor of the University) in terms of Statute 17, 18 & 19 of the Statutes of the University.
- (iii). Professors (GP Rs. 8700, PB-4) promoted through screening committee (DACP Scheme) will be required to be recognized as University Teacher (Professor of the University) in terms of Statute 17, 18 & 19 of the Statutes of the University.
- (iv). Director-Professors (GP Rs. 10000, PB-4) promoted through screening committee (DACP Scheme) will be required to be recognized as University Teacher (Director Professor of the University) in terms of Statute 17, 18 & 19 of the Statutes of the University.

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<sup>237</sup> Amended/Replaced vide E.C.28.05.2015



**Note:** Presently, there is no such designation of Director-Professor in the University Act/ Statutes/ Ordinances as such, the Medical Teachers promoted under DACP Scheme as Director-Professor may be recognized as Professor of the University in terms of Statute 17, 18 & 19 till such time the designation of Director-Professor is included in the Act, Statutes & Ordinances of the University.

The appointment of Director shall be made by the Executive Council.

- (f) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the Institute in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service:

Provided, however, that the qualifications for appointment, emoluments, and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.

- (g) to make such rules as the Governing Body may think essential for the regulation of the business of the Institute; and
- (h) to exercise such other powers and functions, as may be assigned to them by the Executive Council.

**3. <sup>238</sup>(a) Screening Committee for DACP - 2008**

The Screening Committee shall consider the proposals for following categories of teachers at VPCI for recommending promotion under DACP – 2008 Scheme:-

- (i). From Assistant Professor (GP Rs. 6600, PB-3) to Associate Professor (GP Rs. 7600, PB-3)
- (ii). From Associate Professor (GP Rs. 7600, PB-3) to Professor (GP Rs. 8700, PB-4)
- (iii). From Professor (GP Rs. 8700, PB-4) to Director-Professor (GP Rs. 10000, PB-4).

The Screening Committee shall consist of the following:

1. The Vice-Chancellor or his nominee
2. The Chairman of the Governing body of the concerned College/Institution
3. Director, VPCI.
4. The Head of the Department of the University in the subject concerned.
5. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Academic Council

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<sup>238</sup> Amended/Replaced vide E.C.28.05.2015

6. One of the representatives of the University on the Governing Body
7. An academician representing SC/ST/OBC/ Minority/Women/Persons with Disability to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the screening committee does not belong to that category.

**Note:** The categories 1, 2 and 3 and at least two persons from categories 4 to 5 shall form the quorum.

- (b) The Selection Committee (including quorum requirement) for recommending promotion of Lecturer/Lecturer in Senior Scale to Lecturer in Reader's Grade/Reader and Reader to Professor shall be the same as provided under Statute 19(1) for appointment to the post of Readers and Professors respectively and every candidate will be required to appear for interview before the Selection Committee unless the request from any candidate the Selection Committee agrees to consider his/her case in absentia.

4. Save as otherwise expressly provided, a member of the Governing Body, shall hold office for a period of three years.

### **(3) Halls Maintained by the University**

1. The University may maintain such and so many Halls as it may determine from time to time, for the residence of the post-graduate and research students of the University and for University appointed Teachers.

2. Each of the Halls may be given such name as the University may think proper; the name may be changed whenever the University desires to do so.

3. The internal administration and discipline of the Hall shall be vested in a Provost. The Provost shall be appointed by the Executive Council for a period of two years. The person appointed as Provost shall be eligible for re-appointment. Casual vacancies in the office of the Provost shall be filled up by the Executive Council for the unexpired period.

The Provost may be assisted by a Warden and a Resident Tutor. The Warden and the Resident Tutor shall be appointed by the Executive Council. They shall hold office for a period of two years and shall be eligible for re-appointment.

4. Every Hall maintained by the University shall be managed by a Managing Committee constituted as follows:

- (i) Five persons nominated by the Executive Council.
- (ii) The Provost of the Hall who shall be ex-officio Secretary
- (iii) The Warden of the Hall who shall be the Assistant Secretary of the Managing Committee.
- (iv) The Resident Tutor of the Hall (ex-officio)

- (v) The Proctor, University of Delhi (ex-officio)
- (vi) The Dean, Students' Welfare, University of Delhi (ex-officio)
- (vii) One-person elected by the teachers resident in the Hall from among their own members.
- (viii) The President of the Resident Student's Union of Hall
  - a. (ex- officio) as long as he continues to be a resident of the Hall.
- (ix) Chairman/Secretary, whosoever designated, of the Hall Mess Committee (ex-officio), as long as he continues to be a resident of the Hall.

The Chairman, of the Managing Committee shall be a person nominated by the Vice-Chancellor from among its members. He shall hold office for a period of two years. In case of a casual vacancy in the office of the Chairman, the Vice-Chancellor shall nominate another person for the residue of the term:

Provided that in the case of the International Students' House a representative of the Indian Council for Cultural Relations and a representative either of the Ministry of Education or the Ministry of External Affairs, shall be additional members of the Managing Committee.

The constitution of the Managing Committee of the Hostels of the Department of Social Work and Department of Education shall be as follows:

- (i) The Head of the Department concerned.
- (ii) Two members of the Executive Council to be nominated by it.
- (iii) The Warden of the Hostel.
- (iv) The Resident Tutor of the Hostel.
- (v) The President of Resident Students' Union of the Hostel (ex- officio) as long as he continues to be a resident of the Hall.

5. The members of the Managing Committee, other than the ex- officio members, shall hold office for a term of two years.

6. Subject to the control of the Executive Council, the Managing Committee shall have the following powers and duties:

- (a) to prescribe rules for admission of students to the Hall concerned, the fees to be paid and the mode of payment and the discipline of the residents of the Hall.
- (b) to lay down conditions for the residence of Teachers.
- (c) to submit to the Executive Council an estimate of the income and expenditure of the Hall other than the one relating to the mess of the Hall and to incur expenditure within the limits fixed in the budget approved by the Executive Council.
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information along with its comments.
- (e) to create administrative, ministerial and other posts (other than the Warden

and Resident Tutor), to determine the number and emoluments of such posts and to appoint staff to such posts.

- (f) to grant leave to the staff according to the rules framed for the purpose.
- (g) to exercise administrative control over the staff of the Hall.
- (h) to do such other acts as may be necessary for the exercise of the above functions.
- (i) to deal with such matters relating to the Hall as may be assigned to it by the Executive Council.
- (j) to write off losses and to exempt the payment of late fee fine.

7. Every Hall shall comply with the relevant Statutes, Ordinances and Regulations of the University.

8. Every Hall shall maintain such registers and records as may be prescribed by the University, and shall furnish such statistical information as the University may, from time to time, require.

9. Every Hall shall submit each year by a date to be fixed by the University, a report on the working of the Hall for the previous year, the number of residents and a statement of income and expenditure and such further information as may be required.

**(3) (a) W.U.S. University Hostel for Post-Doctoral Women Researchers/ Teachers of the University and Visiting Teachers.**

1. The University may maintain the Hostel (presently called W.U.S. Women's Hostel) for the residence of Post-Doctoral Women Researchers/ teachers of the University and Visiting Teachers.

2. The Hostel shall be managed by the Managing Committee consisting of the following:

- (i) A Chairperson appointed by the Vice-Chancellor.
- (ii) Two teachers appointed by the Executive Council, at least one of whom shall be a woman.
- (iii) The Proctor, University of Delhi, (Ex-Officio)
- (iv) One Resident of the Hostel to be selected according to the procedure laid down by the Managing Committee.

Members of the Managing Committee other than ex-officio members will be appointed for a term of two years. However, the representative of the residents of the Hostel will remain a member of the Committee for a period of two years provided she continue to be a resident of the Hostel.

3. The internal Administration and discipline of the Hostel shall be looked after by the Chairperson of the Managing Committee.

4. Subject to the control of the Executive Council, the Managing Committee shall have the following powers and duties:

- (a) to prescribe rules for admission of residents to the Hostel concerned, the fee to be paid and the mode of payment, duration of stay and the discipline of the residents of the Hostel.
- (b) to lay down conditions and rules for the residents.
- (c) to submit to the Executive Council an estimate of the income and expenditure of the Hostel other than the one relating to the mess of the hostel and to incur expenditure within the limits fixed in the budget approved by the Executive Council.
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.
- (e) to create administrative, ministerial and other posts to determine the number and emoluments of such posts and to appoint staff to such posts subject to approval of the Executive Council.
- (f) to grant leave to the staff according to the rules framed for the purpose.
- (g) to exercise administrative control over the staff of the Hostel.
- (h) to do such other acts as may be necessary for the exercise of the above functions.
- (i) to deal with such matters relating to the Hostel as may be assigned to it by the Executive Council.
- (j) to write off losses and to exempt the payment of late fee fine.

5. The Hostel shall comply with the relevant Statutes, Ordinances and Regulations of the University.

6. The Hostel shall maintain such registers and records as may be prescribed by the University and shall furnish such statistical information as the University may, from time to time, require.

7. The Hostel shall submit each year by a date to be fixed by the University, a report on the working of the Hostel for the previous year, the number of residents and a statement of income and expenditure and such further information as may be required.

#### <sup>239</sup>(4) School of Correspondence Courses and Continuing Education<sup>240</sup>

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<sup>239</sup> The amendment of Statute 9-A & Statute 9-B received from the Visitor vide MHRD letter No.F.4-16/99-Desk(U) dated 03.08.1999, reported in E.C. dated 30.11.1999.

<sup>240</sup> School of Correspondence Courses and Continuing Education has been replaced by School of Open Learning vide E.C. 24.11.2003.

**(5) College of Vocational Studies**

1. The University shall maintain and run the College of Vocational Studies as a maintained Institution of the University.
2. The Executive Council shall constitute a Governing Body as follows to administer the affairs of the College :
  - (i) A person appointed by the Vice-Chancellor--Chairman
  - (ii) Treasurer (Ex-Officio)
  - (iii) The Principal of the College (Ex-Officio )--Member-Secretary.
  - (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
  - (v) Two members of teaching staff by rotation according to seniority for a term of one year. One of the teachers' representative shall be from among those with more than ten years' service and one from among those with less than ten years' service; if however, eligible candidates are not available in one of those categories both the representatives may be taken from the other.

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for a full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.
4. Subject to the general control and supervision of the Executive Council the Governing Body shall exercise the following powers and functions:
  - a. to organise the teaching in the College and to determine the teaching requirements of the College;
  - b. to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non- resident, and to prescribe the fees to be paid by them;
  - c. to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within limits fixed in the budget approved by the Executive Council;
  - d. to consider the Annual Accounts along with the Audit Report and after approval to submit the same to the Executive Council for information alongwith its contents;
  - e. to create, appoint; suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;

Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

- (f) to appoint the Principal and the teaching staff, on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;

- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the exercise of the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of:

- (a) The Chairman of the Governing Body (Chairman).
- (b) One member of the Governing Body to be nominated by the Chairman.
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert.
- (d) Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

At least four members, including two experts, should constitute the quorum.

6 Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

- 1. Chairperson of the Governing Body of the College or his/ her nominee to be the Chairperson of the Selection Committee.
- 2. The Principal of the concerned College.
- 3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
- 4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
- 5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the College maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows :

Librarian

- 1. Chairman of the Governing Body or his nominee (Chairman)
- 2. One University representative on the Governing Body.
- 3. University Librarian
- 4. Head of the Department of Library and Information Science
- 5. Principal of the College.

Three members inclusive of the Chairman and University Librarian or Head of the

Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal of the College.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7. The College, subject to the general supervision of the Governing Body, shall have a Staff Council as provided under Clause 6 of Ordinance XVIII.

**(6) Dr. B.R. Ambedkar Centre for Bio-Medical Research:**

1. There shall be a Governing Body constituted for the management and administration of the Dr. B.R. Ambedkar Centre for Bio-medical Research.

The Governing Body shall be constituted as follows:

- (1) Chairman-Vice-Chancellor (ex-officio) or a person nominated by him.
- (2) Treasurer of the University (ex-officio).
- (3) Director of the Institute (ex-officio).
- (4) One member nominated by the Ministry concerned/funding agency.
- (5) One member nominated by the Ministry of Welfare, Government of India, New Delhi.
- (6) Dean, Faculty of Science, Delhi University.
- (7) Two members nominated by the Executive Council (leading Scientists in the field of Bio-medical Sciences).
- (8) Two members of the Executive Council of the University nominated by the Executive Council.
- (9) One Professor (Research Scientist-C) of the Centre by rotation according to seniority for a period of one year.
- (10) One Reader/Lecturer (Research Scientist) of the Bio- medical Centre according to seniority reckoned by the total length of service in the Centre, for a period of one year.

2. The Director of the Centre will be the Chief Executive Officer and also In charge of the academic affairs. Subject to the general control and supervision of the Executive Council, the Governing Body will manage the affairs of the Bio-medical Centre and shall have the following powers and functions:

- (a) to organise the research/teaching in the Centre and to determine the staff and other requirements for the same. The Governing Body will constitute an



Advisory Committee to advise it on matters of special research interest, which the Centre may like to investigate. Advisory Committee members may be the persons who are leaders in their field of research and not connected with the University.

- (b) the Governing Body may constitute a Research Advisory Council for the Centre, which will help in collaborating the research and also to get funding through collaborative research projects. These persons may not be connected with the University and even may be working in any lab of the world.
  - (c) subject to the control of Academic Council, to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them on the advise of Advisory Committee.
  - (d) to frame the budget of the Centre and submit the same for approval to the Executive Council, and to incur expenditure within the limits fixed in the budget approved by the Executive Council.
  - (e) to consider the annual accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.
  - (f) after obtaining the recommendations of the Selection Committee under Statute 19(1) and subject to the approval of the Executive Council to appoint the teaching staff for the Centre, the teaching staff so appointed will stand recognised as Professors, Readers and Lecturers etc. as the case may be, of the University.
  - (g) to appoint the Visiting Faculty/Fellows subject to approval by the Executive Council. The persons working in national labs, senior scientists and pioneers in their fields all over the world may be appointed as Visiting Faculty/Fellows.
  - (h) to appoint, suspend or terminate the services of administrative and other non-academic staff of the Centre in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service: provided however, that the qualifications for appointment, emoluments, and conditions of the service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.
  - (i) to appoint or terminate the services of the non-academic staff on contract basis in order to improve the efficiency of the Centre in respect of whom such powers may be delegated by the Executive Council.
  - (j) to hold, subject to the approval of the Executive Council the funds of the Centre in a nationalised Bank and to authorise the Director or such Officer as it may specify to operate on the Bank account.
  - (k) to make such rules as Governing Body may think essential for the regulation of the business of the Centre;
  - (l) to exercise such other powers and functions, as may be assigned to them by the Executive Council; and
  - (m) to do such other acts as may be necessary for the exercise of the above functions.
3. Save as otherwise expressly provided, a member of the Governing Body

shall hold office for a period of two years. The Governing Body shall meet at least once in a term.

4. The appointment of the Director of the Centre shall be made by the Executive Council for a period of five years after inviting applications by advertisement or otherwise on the recommendations of a selection committee. The tenure of the Director can be extended by Executive Council for a period of another two years. The Selection Committee shall consist of:

- (i) The Vice-Chancellor (Chairman)/person nominated by the Vice-Chancellor.
- (ii) The Pro- Vice-Chancellor.
- (iii) The nominee of the Visitor on the Selection Committee constituted under Statute 19(1) for appointments in the Faculty of Science.
- (iv) A member of the Governing Body to be nominated by the Vice- Chancellor.
- (v) Two persons nominated by the Vice-Chancellor (persons of eminence in the field of Bio-medical Science).
- (vi) Two members of the Executive Council nominated by it.
- (vii) The quorum for the meeting shall not be complete unless in addition to the Chairman, 4, members, including at least three from categories (iii) and (v) are present in the meeting.

<sup>241</sup>Note: The Qualification for the post of Director, ACBR are mentioned under Clause XIV of Ordinance XXIV.

5. The Director being the Head of the Centre under the Act shall be the Chief Executive Officer and subject to the overall control of the Governing Body and shall also be responsible for the management and administration of the Centre in accordance with the Act, the Statutes, the Ordinances, the Rules and the Regulations of the University.

6. The Director will organise the activities in the Centre in accordance with the rules and regulations laid down by the University from time to time.

#### <sup>242</sup>**(7) School of Environmental Studies**

#### <sup>243</sup>**(8) School of Open Learning**

The School of Open Learning shall be a constituent of the Campus of Open Learning. It shall function in close cooperation with the Department of Distance Education in academic matters, and be under the overall administrative and financial supervision of the Campus of Open Learning, subject to the general control of the Executive Council.

##### 1. Objectives

The objectives of the School of Open Learning shall be as follows:

- (i) To serve as an institution of distance education and open learning for

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<sup>241</sup> Inserted vide E.C. 25.03.2022

<sup>242</sup> School of Environmental Studies has been discontinued and teaching reallocated in the Department of Environmental Studies vide EC Res (8) dated 23.12.2009.

<sup>243</sup> Inserted vide E.C. 24.06.2004 and amended vide E.C.01-02.07.2019

promoting teaching in different disciplines leading to the award of undergraduate and post-graduate degrees of the University.

- (ii) To develop a variety of materials, print and non-print, that are required for distance education programmes.
- (iii) To provide student support services including personal contact between teachers and students as well as through the use of appropriate technology.
- (iv) To undertake research as well as programme evaluation for student progress, achievement rates and analysis of trends.
- (v) To initiate and offer new courses through the Department of Distance and Continuing Education as per University Statutes and Ordinances.
- (vi) To engage in such other activities as are considered necessary for the promotion of distance education and open learning.

## 2. Governance

2.1 There shall be a Governing Body for the management of the School of Open Learning. The Governing Body shall be constituted as follows:

- (i) Director, Campus of Open Learning (ex-officio) -Chairperson
- (ii) Dean, Faculty of Open Learning (ex-officio)
- (iii) Head, Department of Distance and Continuing Education (ex-officio)
- (iv) Treasurer of the University (ex-officio)
- (v) **Principal**<sup>244</sup>, School of Open Learning—Member Secretary (ex-officio)

(vi) Not less than 5 and not more than 8 members appointed by the Executive Council of the University, who may not necessarily be from among its members, and

(vii) Two members of the teaching faculty of School of Open Learning by rotation according to seniority. One of the teacher representatives shall be from among those with more than ten years' service and the other from among those with less than ten years' service. If however, no eligible candidate is available from either of these categories, both representatives shall be from the other category; provided further that a teacher who has become a member of the Governing Body of the School under the category of teachers with less than ten years' service and completes ten years' service during the term of membership will nevertheless continue to be a member of the Governing Body for a full term of one year.

2.2 Members of the Governing Body under item (vi) of clause 2.1 above, shall hold office for a term of two years and members under item (vii) of the said clause for a term of one year.

2.3 The Governing Body shall manage the affairs of the School and shall exercise the following powers and functions, subject to the general control and supervision of the Executive Council, in accordance with the Statutes and Ordinances of the University:

- (i) to organize teaching through the distance mode in the courses offered from

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<sup>244</sup> Amended/Replaced vide E.C.01-02.07.2019

time to time in the School.

- (ii) to make proposals regarding the creation of posts required for the School.
- (iii) to appoint teachers and professional/technical staff that may be required from time to time.
- (iv) to suspend or terminate the services of the academic staff of the School.
- (v) to define the duties of the academic staff of the School.
- (vi) to regulate the admission of students and determine the fees to be paid by them subject to the Ordinances and Regulations of the University.
- (vii) to prepare an annual statement of financial requirement of the School of Open Learning and the progress made by the School as a whole and submit the same to the Executive Council through the Director, Campus of Open Learning.
- (viii) to consider the Annual Accounts along with the Audit Report and after approval, to submit the same to the Executive Council through the Director, Campus of Open Learning.
- (ix) to approve expenditure within the limits of the budget and to have maintained proper accounts thereof and submit the annual accounts for purposes of audit.
- (x) to appoint and terminate the services of the administrative and other non-academic staff of the School and to determine the emoluments and conditions of service; provided, however, that the qualification for appointments, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.
- (xi) to define the duties of the administrative and other non-academic staff of the School.
- (xii) provide for the filling up of temporary vacancies in the administrative and non-academic staff, and if need be, to fill up such vacancies in the School.
- (xiii) to make rules and/or bye-laws from time to time and to alter, amend or repeal the same as may be necessary or desirable for regulation of the business and work of the School and of the Governing Body.
- (xiv) to receive money due to the School of Open Learning by way of fees and other charges from students through such officers or personnel as it may specify on its behalf and to authorize such officers or personnel to issue receipts.
- (xv) to hold, subject to the approval of the Executive Council, the funds of the School in such bank/banks as the Executive Council may specify, and to authorize the Principal or such other officer as it may specify to operate the bank account.
- (xvi) to exercise such other powers and functions as may be assigned to the Governing Body by the Executive Council from time to time.

### **3. Principal**

*The **Principal** shall be in the pay scale of a Professor. In addition to the essential qualifications and experience as may be prescribed, it is desirable that the **Principal** should have experience in the field of Open and Distance*

*Learning. The Governing Body shall appoint the **Principal**, subject to the approval of the Executive Council.*

#### **4. Deputy Directors**

*The School of Open Learning would be decentralized by setting up Regional Centres within its territorial jurisdiction. Each Regional Centre would be headed by a Deputy Director who will have academic and administrative responsibilities and would be reporting to the **Principal**, SOL.*

Essential qualifications

- (a) good academic record with a doctoral degree or equivalent published work
- (b) ten years of experience of teaching and/or research.

Desirable qualifications

- (a) experience in the field of distance education.
- (b) some administrative experience.

He/she shall be appointed by a Selection Committee duly constituted by the Governing Body for the purpose and consisting of the following members:-

- (i) Chairperson of the Governing Body
- (ii) *Principal*, School of Open Learning
- (iii) Three members of the Governing Body of whom at least two will be University Professors.

Deputy Directors shall be eligible for additional charge allowance as per University norms.

#### **5. Status of the Teachers and Non-academic staff**

All existing teachers of the erstwhile School of Correspondence Courses and Continuing Education shall become teachers of the School of Open Learning and shall retain their seniority. They shall also be members of the Department of Distance Education in their capacity as recognised teachers. The non-teaching staff of the School of Correspondence Courses and Continuing Education will stand transferred to the School of Open Learning and will retain their seniority. The non-teaching staff may be deployed in any of the constituent units of the Campus of Open Learning.

#### **6. Selection Committee for Selection of Teachers**

Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:

- (i) Chairperson of the Governing Body or his/her nominee to be the Chairperson of the Selection Committee.
- (ii) Principal of the School of Open Learning.
- (iii) Two nominees of the Vice-Chancellor of whom one should be a subject expert.
- (iv) Two subject experts not connected with the School of Open Learning to be nominated by the Chairperson of the Governing Body out of a panel of

names approved by the Vice-Chancellor.

- (v) One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

## **7. Appointment of the Librarian/Professional Senior**

The appointment of the Librarian/Professional Senior shall be made by the Governing Body through all advertisement. The Selection Committee for recommending appointment of the Librarian/ Professional Senior will be constituted as follows:

- (i) Chairperson of the Governing Body or his/her Nominee- Chairperson
- (ii) One University Representative on the Governing Body
- (iii) *Principal* of the School of Open Learning
- (iv) Two experts to be nominated by the Vice-Chancellor.

Three members inclusive of the Chairperson, the *Principal* and at least one of the two experts shall constitute the quorum.

## **8. Staff Council**

- (i) There shall be a Staff Council in the School of Open Learning.
- (ii) All members of the teaching staff, and the Librarian shall constitute the Staff Council.
- (iii) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the *Principal* shall act as the ex-officio Chairperson of the Staff Council.
- (iv) The Staff Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.
- (v) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

Preparation of the School time-table.

Allocation of extra-curricular work of teachers not involving payment of remuneration.

Organising extra-curricular activities, including cultural activities of students, sports games, National Service Scheme and other social services schemes and academic societies.

Laying down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.

Organising admission of students.

- (vi) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments.

Formulation of admission policy within the framework of the policy laid down by the University.

Formulation of guidelines regarding welfare of students in consultation with appropriate students' organizations, if in existence.

Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

**Note:** The functioning of the Administrative staff of the School of Open Learning will not be within the purview of the Staff Council.

The Staff Council shall function through Committees, appointed by the Council. Ordinarily,

- (i) no person shall be member of more than two Committees at a time and
- (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

The *Principal* shall have the right to be present and to speak at any meeting of any Committee.

Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and prepare and maintain the minutes of these meetings.

The decisions of the Committees shall be reported to the subsequent meetings of the Staff Council for ratification, wherever necessary.

The *Principal* shall implement the decisions of the Staff Council. If, in the opinion of the *Principal*, however, any emergency has arisen which requires that immediate action should be taken, the *Principal* shall take such action as he/she deems necessary and shall report the same at the next meeting of the Staff Council for confirmation.

The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

#### <sup>245</sup>**(9) Centre for Global Studies (CGS)**

The **Centre for Global Studies (CGS)** shall be a constituent of Faculty of Social Sciences with the objective of promoting a Third World perspective into teaching and research in the University of Delhi and to engage in interdisciplinary studies on developing countries. The Centre shall be under the overall administrative and financial supervision of the Executive Council.

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<sup>245</sup> Inserted vide E.C. 24.06.2004 and Amended/Replaced vide E.C.31.08.2021

## 1. Objectives

The objectives of the Centre shall be as follows:

- (i) To design and introduce courses on developing countries;
- (ii) To promote research on inter-disciplinary themes relating to developing countries;
- (iii) To encourage students at undergraduate and postgraduate level to undertake studies of the Third World;
- (iv) To organize seminars and conferences including national international events in Third World Studies;
- (v) To organize documentation of resources material on Asia, Africa and South America;
- (vi) To establish networks of cooperation among scholars and institutions in Third World Studies;
- (vii) To publish research papers, books, newsletter and journal in Third World Studies;
- (viii) To generate financial resources from public and private sources both at the national and international level and;
- (ix) To undertake such other activities as decided upon by the Advisory Committee from time to time.

## 2. Governing Structure

The Governance of the Centre shall be carried out through the following committees;

- (i) Advisory Committee
- (ii) Research Committee
- (iii) Fellows Council.

**2.1.** There shall be an Advisory Committee for the management of the *Centre for Global Studies* which shall be composed of:

- (i) Vice-Chancellor (or VC's nominee) -Chairperson.
- (ii) Four members of academic repute from outside Delhi University who shall be nominated by the Vice-Chancellor.
- (iii) Dean, Faculty of Social Sciences
- (iv) Three Fellows of the Centre [according to seniority and by rotation].
- (v) The outgoing Director (Ex-Officio)
- (vi) The Director (Ex-Officio)
- (vii) Four Scholars from the University Departments and colleges appointed by the Vice-Chancellor on the recommendation of the Fellows' Council.

**2.2.1** Members of the Advisory Committee shall have a term of three years except for Ex-Officio members.

**2.2.2** The Advisory Committee must meet at least once in the financial academic year. The quorum in the meetings of the Advisory Committee shall be one third of the total membership.



**2.2.3** Subject to the overall control of the Executive Council of the University, the Advisory Committee shall exercise the following functions:

- (i) Recommend the appointment of the Director to the Vice-Chancellor;
- (ii) Approve all the appointments made by the Research Committee;
- (iii) Approve academic proposals, programmes, and research projects;
- (iv) Consider and approve proposals for teaching programmes, including short term courses and courses leading to Diploma and Degrees.
- (v) Consider and approve staff requirement, create positions and initiate steps for filling them.
- (vi) Consider and approve infrastructural requirements and make arrangements for their acquisition;
- (vii) Consider and approve the annual report of the Centre;
- (viii) Consider and approve annual financial statement and the budget of the Centre for sending them for the approval of the Executive Council of the University;
- (ix) Consider and approve the annual accounts and submit the same with the audit report of the Executive Council of the University;
- (x) Make such rules; as it may consider necessary, for regulation and smooth functioning of the centre; and,
- (xi) Exercise such other powers and functions, as may be assigned by the Executive Council of the University from time to time.

**2.2.** There shall be a Research Committee for guiding the teaching, research and academic programmes which shall be composed of:

- (i) Director -Chairperson;
- (ii) Two members of the Advisory Committee, who are from the University of Delhi;
- (iii) Three Fellows, who are members of Advisory Committee;
- (iv) Two members co-opted by the Research Committee in its first meeting;
- (v) All office bearers shall be ex-officio members.

**2.2.1** Members of the Research Committee shall have a term of three years except ex-officio members.

**2.2.2** The Research Committee shall meet as and when required but not less than twice in a year. The quorum in the meetings of the Research Committees shall be one third of the total membership.

**2.2.3** Subject to the overall control of the Advisory Committee of the Centre, the Research Committee shall perform the following functions:

- (i) Recommend the appointment of the Joint Directors, Deputy Directors, Fellows and Associates to the Advisory Committee;
- (ii) Monitor and evaluate the ongoing programmes of the Centre and examine fresh proposals;
- (iii) Formulate long term plans for the activities, i.e., research, teaching, documentation, curriculum development, seminars, collaboration with national and international organizations;
- (iv) Constitute panels of experts for scrutinizing various project proposals;
- (v) Constitute Resource Groups working in various Colleges and University Departments to carry out the programmes of the Centre;
- (vi) Form working groups based at the Centre for specific purposes;
- (vii) Affiliate those groups, and organizations involving students and teachers of the University who are engaged in the activities that are of interest to the Centre; such groups will be eligible for financial and other assistance from the Centre, subject to the approval of the Advisory Committee on a case basis;
- (viii) Ensure that following programmes are regularly organized:
  - (a) Comparative Theory Seminar;
  - (b) Annual Grassroots Politics Colloquium in order to facilitate dialogue between scholars and activists;
  - (c) Annual Workshop on different issues related to Human Rights;
  - (d) Oliver Tambo and Pablo Neruda Lecturers every alternate year;
- (ix) Perform such other functions, as may be assigned by the Advisory Committee from time to time.

**2.3.** There shall be a Fellows Council for academic planning and consisting of all Fellows of the Centre. Associates may be invited to the meetings of the Fellows Council. The Director shall preside over the meetings of the Fellows Council. It shall elect one of its members as the Convenor for each academic session. The quorum of the meetings shall be one third of the total membership.

**2.3.1** Subject to overall guidance of the Research Committee, the Fellows Council shall perform the following functions:

- (i) Consider research proposals and make recommendations to the research committee;
- (ii) Review on-going research projects and suggest necessary steps for completion of the projects;
- (iii) Prepare academic plans and suggest steps for implementation;
- (iv) Make appropriate arrangements for implementation and monitoring of various activities;
- (v) Make recommendations for constituting various committees for specific purposes;
- (vi) Perform such other tasks assigned by the Research Committee from time to time.

### **3. Office Bearers**

#### **3.1. Director**

- (a) There shall be a Director who will be the Head of the Centre under the Ordinance and shall function under the overall control of the Advisory Committee. He will be responsible for the management and administration of the Centre in accordance with the Act, the Statutes, the Ordinances, the rules and regulations of the University.
- (b) The Director shall be appointed by the Vice-Chancellor, ordinarily from among the scholars associated with the Centre. He/She may be appointed as a full time Director or an Honorary Director in addition to his/ her duty.
- (c) The term of the Director shall be three years which may be renewed.
- (d) The Director shall act as:
  - (1) Member Secretary of the Advisory Committee;
  - (2) Chairperson of the Research Committee;
  - (3) Chairperson of the Fellows Council.
- (e) The Director will carry out the activities in the Centre in accordance with the rules and regulations laid down by the University from time to time.
- (f) The Director shall be authorized person to maintain and operate an Imprest Account for expenditure on day to day functioning of the Centre.

#### **3.2. Joint Directors**

- (a) There shall be Joint Directors to look after different activities of the Centre. They shall assist the Director in the functioning of the Centre.
- (b) The Joint Directors shall be appointed at the level of Professor/ Reader by the Advisory Committee on the recommendation of the Research Committee, ordinarily from among the scholars associated with the Centre. He/she may be appointed on full time or on honorary basis in addition to his/her duties.

- (c) The term of the Joint Director shall be three years which may be renewed.

### **3.3. Deputy Directors**

- (a) There shall be Deputy Directors to look after different activities of the Centre. They shall assist the Director/Joint Director in the functioning of the Centre.
- (b) The Deputy Directors shall be appointed at the level of Reader/Lecturer by the Advisory Committee on the recommendation of the Research Committee, ordinarily from among the scholars associated with the Centre. The appointments would be subject to approval of the Advisory Committee. He/She may be appointed on full time or on honorary basis in addition to his/her duties.
- (c) The term of Deputy Director shall be three years which may be renewed.

## **4. Faculty**

- (i) The Centre shall have a core faculty at the levels of Professors, Readers and Lecturers to conduct and co-ordinate teaching, research and other academic programmes of the Centre.
- (ii) All Fellows and Associates would constitute the Faculty of the Centre.

### **4.1. Fellows and Associates**

#### **(i) Full time Fellows:**

The Centre may directly appoint Fellows at the level of Professor/Reader/Lecturer who shall be located in Centre on full time basis.

#### **(ii) Fellows on Secondment/Transfer/Deputation:**

- (a) Fellows already in the employment in the Department or a College of the University of Delhi may be placed in the Centre on secondment/transfer with full pay protection. They shall also be entitled for all allowances and benefits applicable to them prior to their placement in the Centre.
- (b) Fellows already in the employment in the Colleges or other institutions may be placed in the Centre on deputation with full pay protection. They shall also be entitled for all allowances and benefits including continuity of service applicable to them prior to their placement in the Centre.
- (c) In the event of a Fellow being selected from outside the University, such appointment shall be for a specific period on terms and conditions to be decided by the Advisory Committee of the Centre.

#### **(iii) Affiliated Fellows:**

Teachers and researchers in Delhi University Departments/Colleges/other Institutions can be considered for Fellowship for

specific periods by the Advisory Committee on the recommendation of the Research Committee. They may continue working in their respective departments/colleges/institutions and at the same time locate their research projects in the Centre and participate in its programmes.

**(iv) Visiting Fellows:**

The appointment of Visiting Fellows from within the country and abroad for specific periods and their terms and conditions shall be decided by the Advisory Committee on the recommendations of the Research Committee. The terms and conditions of their appointment shall be as per the norms of the University.

**(v) Visiting Fellows:**

Advisory Committee on the recommendations of the Research Committee may designate distinguished scholars associated with the Centre as Emeritus Fellows.

**(vi) Honorary Fellow:**

Advisory Committee on the recommendations of the Research Committee may designate distinguished scholars in the field of Third World studies as Honorary Fellows of the Centre.

**(vii) Associates:**

Research scholars working in University Departments, Colleges and Centers will be considered for affiliation as Associates for a specific period by the Research Committee.

**5. Finances**

- (i) All expenditures of the Centre such as those on the conduct of seminars, research projects, teaching, publications, administration and other support activities shall be made as per budget and allocations approved by the Research Committee.
  - (ii) All financial operations shall be conducted according to the rules and regulations of the University of Delhi.
6. All existing resources (financial, material and human) so far acquired by the Centre at the commencement of the Ordinance will continue to remain at its disposal.
  7. Existing fellows and associates at the commencement of the Ordinance will continue till the end of their terms.

<sup>246</sup>**(10) Open Learning Development Centre**

The Open Learning Development Centre shall be a constituent of the Campus of Open Learning. Designed to be a resource centre, it shall provide technical and resource support for developing basic skills as well as advanced expertise in the field of distance education and open learning, while drawing upon academic resources of the University.

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<sup>246</sup> Inserted vide E.C. 17.12.2004

A. Objectives and functions

The objectives and functions of the Open Learning Development Centre shall be:

1. to facilitate the School of Open Learning in converting the currently correspondence-based educational programmes to the open and distance learning mode through the use of educational technologies.
2. to provide technical and resource support to plan and design new educational programmes in the open and distance learning mode to be offered by the Department of Distance and Continuing Education and the School of Open Learning.
3. to initiate and undertake training and capacity building to strengthen the professional and technical capacities of the faculty of the School of Open Learning as well as other interested faculty of the University.
4. to harness potential of information and communications technologies and facilitate planning, design and execution of innovative approaches to learning so as to strengthen the teaching/learning processes.
5. to initiate and facilitate networking among teachers within the University of Delhi and across Universities for the development of new and flexible teaching-learning practices.

B. Governance

Subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University, the Open Learning Development Centre shall have a Governing Body. The composition of the Governing Body shall be as follows:

- (i) Director, Campus of Open Learning (ex-officio)- Chairperson
- (ii) Dean, Faculty of Open Learning (ex-officio)-member
- (iii) Head, Department of Distance and Continuing Education (ex-officio)-member
- (iv) Director, Computer Centre, university of Delhi, (ex-officio), - Member
- (v) Executive Director, School of Open Learning (ex-officio)-member
- (vi) Coordinator, Open Learning Development Centre, (ex-officio)- Member Secretary
- (vii) Two nominees of the Executive Council with professional expertise in the use of technology for distance learning
- (viii) One member of the teaching faculty of the Department of Distance and Continuing Education, by rotation, according to seniority
- (ix) One member of the teaching faculty of the School of Open Learning, by rotation, according to seniority.

The members of the Governing Body under item (vi) above shall hold office for a term of two years and members under item (vii) and (viii) above for a term of one year.

## ORDINANCE XX

The Governing Body shall exercise the following powers and functions, subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University:

- (1) Recommend to the Executive Council, the appointment of the Coordinator of the Centre on the basis of the recommendations of the Selection Committee duly constituted for the purpose.
- (2) Ensure the preparation of proposals, organization of programmes, and liaison with colleges and departments of the University.
- (3) Monitor staff requirements, create posts with the prior approval of the Executive Council, and initiate steps for filling them.
- (4) Determine infrastructure requirements and make arrangements for their acquisition.
- (5) Prepare an annual statement of financial requirements of the Centre and monitor the progress made by it and submit the same to the Executive Council of the University.
- (6) Consider the Annual Accounts along with the Audit Report, and after approval, submit the same to the Executive Council of the University.
- (7) Approve expenditure within the limits of the budget and to have maintained proper accounts thereof and submit the annual accounts for purposes of audit.
- (8) Appoint and terminate the services of the administrative and other non-academic staff appointed by the Centre and to determine the emoluments and conditions of services; provided, however, that the qualifications for appointments, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.
- (9) Approve proposals for generation of funds for the programmes undertaken by the Centre.
- (10) Make such rules as it may consider necessary for the regulation and smooth functioning of the Centre, and
- (11) Exercise such other powers and functions, as may be assigned to it by the Executive Council of the University from time to time.

### C. The Academic Staff

The Open Learning Development Centre shall be headed by a Coordinator. The Coordinator shall hold a Post-graduate degree in Computer Sciences/Humanities/Social Sciences with at least 55% marks, with technical expertise in the development of multi-media and web-based materials. His/her principal responsibility shall be to act as a facilitator who can network and collaborate with individuals/ organizations whereby technology can be harnessed for augmenting and strengthening the teaching/learning processes in the University.

The Selection Committee for the appointment of the Coordinator shall consist of the following:

1. Director, Campus of Open Learning- Chairperson
2. Two nominees of the Vice Chancellor
3. Two nominees of the Executive Council with professional expertise in the use of technology for distance learning
4. One member of the Governing Body, to be nominated by the Chairperson, Governing Body.

The Co-ordinator shall be appointed on deputation/contract basis for a minimum period of three years and a maximum period of five years. He/she shall be assisted by a group of professionals who are highly experienced designers of distance education materials, with demonstrated capacity to enthuse others. These would include at least one professional each in the fields of instructional design, media design, graphics, editing, and project management. In addition, efforts would be made to identify expertise either from within the University or from established centres of excellence so that they can be seconded to the Open Learning Development Centre for specific tasks.

While the Centre would have media facilities for developing prototype materials, it would not directly engage in multiple reproductions of any media.

#### <sup>247</sup>(11) Institute of Life Long Learning (ILLL)

1. There shall be an Institute of Life Long Learning (ILLL) thereafter called the Institute maintained by the University with the following objectives:
  - (i) The Institute will have the responsibility of developing the classroom back up material, e-learning material for students & teachers and Information Communication and Technology (ICT) based specific contents for the distance mode and self-instructional mode in collaboration with key agencies including government agencies and other national or international institutes.
  - (ii) The Institutes will undertake research in the field of teaching and learning technologies, curriculum development and content design, development and delivery in collaboration with industry and other institutions and experts from various Departments of the University.
  - (iii) The Institute will develop training courses in the relevant areas in collaboration with experts from industry and various Departments of the University to improve practical skills of the students and the teachers.
  - (iv) The Institute will conduct training courses of short duration for teachers and students by itself or in collaboration with experts from Departments of the University and Industry.
  - (v) The Institute will have the academic and administrative responsibility of Centre for Professional Development in Higher Education (CPDHE).
  - (vi) The Institute shall undertake such endeavours as are necessary or incidental or related to any or all of the objectives indicated above, with a view to ensure upgradation of the quality, skill and practices of learning for the Students and Teachers.

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<sup>247</sup> Inserted vide E.C. 27.12.2007



- 2(a) The Institute shall be guided by an Advisory Committee appointed by the Executive Council. The Advisory Committee shall be composed of the following:
- (i) Vice-Chancellor or his nominee-Chairperson
  - (ii) Director of the Institute- Member Secretary.
  - (iii) Two eminent persons from the Industry.
  - (iv) Two eminent persons from the Professional bodies/ Government agencies.
  - (v) One person who is a member of the Executive Council.
  - (vi) One expert in the area of Distance Learning.
  - (vii) Two professors of University of Delhi.
- (b). Members of the Advisory Committee at Sr. No. 3 to 7 above shall be nominated by the Executive Council on the recommendation of the Vice-Chancellor.
- (c). The Director will be the Head of the Institute and subject to the overall Control and Superintendence of the Executive Council, he shall function under the guidance of the Advisory Committee. He will be responsible for the management and administration of the Institute in accordance with the rules and regulations of the University.
- (d). Except for the Director who is ex-officio Member-Secretary, all other members of the Advisory Committee shall have a term of two years, or till their substantive position subsists, whichever is earlier.
- (e). Subject to the overall control of the Executive Council, the Advisory Committee shall have the following powers and functions:
- (i). To organize training and research programmes for students and teachers. In this effort, the material prepared for fulfillment of the objectives shall be subjected to peer review by the in-house or national or international experts.
  - (ii). To appoint Coordinators on the recommendations of the Director of the Institute.
  - (iii). To appoint whole time/part-time visiting/guest/adjunct faculty on contract on such terms and conditions as may be laid down by the Executive Council.
  - (iv). To appoint such Committees as may be necessary for effective implementation of the objectives and programmes thereunder.
  - (v). To undertake endeavours to achieve the objectives enumerated in the Clause 1 of above.
  - (vi). To prepare, consider and approve the annual statement of financial estimates and budget of the institute and submit the same to the Executive Council for approval.
  - (vii). To consider the annual accounts and audit report and after its adoption, submit the same to the Executive Council.

- (viii). To incur expenditure within the approved budget and to maintain proper accounts thereof and submit the annual accounts for the purpose of audit.
- (ix). The secretarial and ministerial staff shall ordinarily come from the Central Pool. The Director shall exercise administrative / superintendence and control over the academic administrative and ministerial staff working in the Institute. In case of any misconduct or act of indiscipline, the Director shall make out and forward a report in this regard to the Vice-Chancellor.
- (x). The Institute shall prescribe/define the duties of the administrative, secretarial and academic staff.
- (xi). The Executive Council shall make 'Regulations' from time to time or effect modification/repeal of such regulations or provisions therein, for the conduct and governance of the programmes for realizing the objectives of the Institute or for discharging the functions of the Institute.

3. (a) The Institute shall have a Director who shall function under the Advisory Committee, subject to the overall control and superintendence of the Executive Council. The Director shall discharge the administrative and academic responsibilities for realizing the stipulated objectives of the Institute.

(b) A Director can be posted on deputation or by direct recruitment or by secondment from any of the teaching departments of the University.

(c) The qualifications for the post of Director will be same as for the post of a Professor in the University. There shall be a search committee for suggesting a name or panel for appointment as Director in accordance with provision in sub clause 3 (b) above. The composition of the Committee shall be as follows:

- (i) Vice-Chancellor- Chairperson
- (ii) One Vice-Chancellor of another University (to be nominated by the Chairperson)
- (iii) Two experts to be nominated by the Advisory Committee.
- (iv) One nominee of the UGC.

The Registrar will be the 'non-member' secretary of the search committee.

At least three members, including UGC nominee, shall constitute the quorum.

The term of appointment of the Director shall be five years. The Director shall be the special invitee to the Academic Council.

- (d) There shall be a Deputy Director in the pay scale of a Reader. For the Dy. Director, the qualifications will be the same as in the case of similar positions in the University. The Selection Committee and procedure will be the same as for the similar positions in the University, with the modification

that in this case, the Director will be an ex-officio member of the Selection Committee. His term shall be for 5 years. A Deputy Director may come on deputation or secondment from a University Department or on a term contract.

- (e) Both Director and Deputy Director shall be the academic post.

**Ord. XX-A. Omitted**

**Ord. XX-B. Deshbandhu College**

1. The University shall maintain and run the following College.

(i) Deshbandhu College, Kalkaji, New Delhi.

2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:

(i) A person appointed by the Vice-Chancellor-Chairman

(ii) Treasurer (Ex-officio)

(iii) The Principal of the College (Ex-officio)-Member-Secretary

(iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.

(v) Two members of the teaching staff from among the teachers of the Day Classes and two members of the teaching staff from among the teachers of the Evening Classes by rotation according to seniority for a term of one year. One of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with more than 10 years' service, and one of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

(a) to organise the teaching in the College and to determine teaching requirements of the College;

(b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non- resident, and to prescribe the fees to be paid by them;

(c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;

- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.
- (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;  
Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
- (f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the exercise of the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman),
- (b) One member of the Governing Body to be nominated by the Chairman,
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
- (d) Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:

- 1. Chairperson of the Governing Body of the College or his/ her nominee to be the Chairperson of the Selection Committee.
- 2. The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College.)
- 3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
- 4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
- 5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

Librarian

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science.
5. Principal/Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be ex-officio Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.
- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying-down guidelines for purchase of library books and laboratory equipment in consultation with the appropriated departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
- (iv) Formulation of guidelines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convener appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, any emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for

confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

**Ord. XX-C. Ram Lal Anand College**

1. The University shall maintain and run the following College:

(i) Ram Lal Anand College, Anand Niketan Marg, New Delhi.

2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:

(i) A person appointed by the Vice-Chancellor-Chairman

(ii) Treasurer (Ex-officio)

(iii) The Principal of the College (Ex-officio)-Member-Secretary

(iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.

(v) Two members of the teaching staff from among the teachers of the Day Classes and two members of the teaching staff from among the teachers of the Evening Classes by rotation according to seniority for a term of one year. One of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with more than 10 years' service, and one of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become member of the Governing Body of the College under the category of teachers, with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

(a) to organise the teaching in the College and to determine teaching requirements of the College;

(b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non- resident, and to prescribe the fees to be paid by them;

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- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Council;
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.
- (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;  
Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
- (f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman),
- (b) One member of the Governing Body to be nominated by the Chairman,
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
- (d) Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6 Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/ her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College).
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.



4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the College maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows:

Librarian

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science.
5. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be ex-officio Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.
- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying down guide-lines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guide-lines regarding arrangements for the residence and welfare of students in consultation with appropriate students organisations;
- (iv) Formulation of guide-lines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note: The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the

meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

### **Ord. XX-D. The University College of Medical Sciences**

1. The University College of Medical Sciences, founded by the University, shall be run as a University Maintained Institution.

2. (a) The Executive Council shall constitute a Governing Body as follows. Subject to the Act, Statutes, Ordinances and Regulations, if any, and subject to the general control and supervision of the Executive Council, the Governing Body shall manage the affairs of the College for which it has been constituted:

- (i) Chairman-Vice-Chancellor (ex-officio) or a person nominated by him;
- (ii) Treasurer of the University (Ex-officio);
- (iii) The Principal of the College (Ex-officio)-Member-Secretary;
- (iv) The Dean, Faculty of Medical Sciences (ex-officio);
- (v) Two members nominated by the Executive Council, of whom one shall be a member of the Council, and the other being an eminent medical educationist;
- (vi) One member nominated by the Ministry of Health and Family Planning, Government of India;
- (vii) One Professor of the College by rotation, in order of seniority;
- (viii) One member of the teaching staff of the College other than Professors, by rotation, in order of seniority;

Whereas, the members under items (v) and (vi) above shall hold office for a period of two years, the members under items (vii) and (viii) shall hold office for a period of one year.

(b) Without prejudice to the generality of the above provisions, Governing Body shall have and exercise the following powers and functions:

- (i) subject to the control of the Academic Council, to organise the teaching and/or research in the subjects assigned from time to time in the College;
- (ii) to make proposals to the Academic Council regarding the creation of posts of teachers required for the College generally in accordance with the norms laid down by the Medical Council of India. All vacancies of teachers shall be filled by advertisement and by open recruitment save in the cases of vacancies, appointments to which may be required to be made urgently in the interest of organisation of teaching in the College for a period not exceeding one year;

(iii) <sup>248</sup>

a. *Assistant Professors will be appointed (direct recruitment) after obtaining the recommendations of the Selection Committee in terms of Statute 19 (1) of the Statutes of the University and subject to the approval of the Executive Council.*

*The Teaching staff so appointed will stand recognized as Assistant Professor of the University.*

b. *Associate Professors (Grade Pay Rs. 7600, PB-3) promoted through Screening Committee (DACP Scheme) will be required to be recognized as University Teacher (Associate Professor of the University) in terms of Statutes 17, 18 & 19 of the Statutes of the University.*

c. *Professors (Grade Pay Rs. 8700, PB-4) promoted through Screening Committee (DACP Scheme) will be required to be recognized as University Teacher (Professor of the University) in terms of Statute 17, 18 & 19 of the Statutes of the University.*

d. *Director-Professors (Grade Pay Rs. 10000, PB-4) promoted through Screening Committee (DACP Scheme) will be required to be recognized as University Teacher (Director Professor of the University) in terms of Statute 17, 18 & 19 of the Statutes of the University.*

**Note:** *Presently, there is no such designation of Director-Professor in the University Act/Statutes/Ordinances as such, the Medical Teachers promoted under DACP Scheme as Director-Professor may be recognized as Professor of the University in terms of Statutes 17, 18 & 19 till such time the designation of Director-Professor is included in the Act, Statutes & Ordinances of the University.*

- (iv) subject to the Ordinances and Regulations of the University to regulate the admission of students, determine the fees to be paid by them, and to prescribe rules for the residence, health, discipline and welfare of the students;
- (v) to prepare annually a statement of financial requirements of the College and to submit the same to the Executive Council;
- (vi) to incur expenditure within the limits in the budget and to maintain proper accounts thereof and submit the annual accounts for purposes of audit;
- (vi)-(a) to make proposals to the Executive Council regarding creation of administrative and other non-academic posts for the College;
- (vii) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;
- (viii) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the College in respect of whom such powers may have been delegated by the Executive Council, and to determine the emoluments and conditions of service;

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<sup>248</sup> Amended Replaced vide E.C.28.05.2015

Provided, however, that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

- (ix) to define the duties of the administrative and other non-teaching staff of the College;
- (x) to provide for filling up of the temporary vacancies in the administrative and non-academic staff, and if need be, to fill up such vacancies in the College in accordance with the rules and procedure laid down by the Executive Council for similar posts in the University;
- (xi) to make rules and/or bye-laws from time to time and to alter, amend or repeal the same as may be necessary or desirable for the regulation of the business and work of the College and of the Governing Body;
- (xii) to receive moneys due to the College by way of fees and other charges from students through such officer or personnel as it may specify in this behalf and to authorise such officer or personnel to issue receipts;
- (xiii) to hold, subject to the approval of the Executive Council, the funds of the College in the State Bank of India, its subsidiaries or any of the nationalised banks and to authorise the Principal or such other Officer as it may specify to operate on the Bank account;
- (xiv) to exercise such other powers and functions as may be assigned to the Governing Body by the Executive Council; and
- (xv) to do such other acts as may be necessary for the exercise of the above functions.

(c) The Executive Council may make any other special provision regarding the powers of the Governing Body of the College as may be found necessary.

3. The appointment of the Principal of the College shall be made by the Executive Council after inviting applications by advertisement or otherwise, on the recommendations of a Selection Committee which shall consist of -

- (i) The Vice-Chancellor (Chairman)
- (ii) The Pro-Vice-Chancellor.
- (iii) The nominee of the Visitor on the Selection Committee constituted under Statute 19 (1) for appointments in the Faculty of Medical Sciences.
- (iv) The Chairman of the Governing Body.
- (v) Two members of the Executive Council nominated by it.
- (vi) A person not connected with the University, nominated by the Vice-Chancellor, for his eminence in the Medical Profession.

#### 4. <sup>249</sup>(a) Screening Committee for DACP - 2008

The Screening Committee shall consider the proposals for following categories of teachers at UCMS for recommending promotion under DACP – 2008 Scheme:-

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<sup>249</sup> Amended Replaced vide E.C.28.05.2015

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- (i) From Assistant Professor (GP Rs. 6600, PB-3) to Associate Professor (GP Rs. 7600, PB-3)
- (ii) From Associate Professor (GP Rs. 7600, PB-3) to Professor (GP Rs. 8700, PB-4)
- (iii) From Professor (GP Rs. 8700, PB-4) to Director-Professor (GP Rs. 10000, PB-4).

The Screening Committee shall consist of the following:

1. The Vice-Chancellor or his nominee
2. The Chairman of the Governing body of the concerned College/Institution
3. The Principal, UCMS.
4. The Head of the Department of the University in the subject concerned.
5. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Academic Council
6. One of the representatives of the University on the Governing Body
7. An academician representing SC/ST/OBC/ Minority/Women/Persons with Disability to be nominated by the Vice Chancellor, if any of the candidates representing these categories is an applicant and if any of the above members of the screening committee does not belong to that category.

**Note:** The categories 1, 2 and 3 and at least two persons from categories 4 to 5 shall form the quorum.

(b) The Selection Committee (including quorum requirement) for recommending promotion of Lecturer/Lecturer in Senior Scale to Lecturer in Reader's Grade/Reader and Reader to Professor shall be the same as provided under Statute 19 (1) for appointment to the post of Readers and Professors respectively and every candidate will be required to appear for interview before the Selection Committee unless on a request from any candidate the Selection Committee agrees to consider his/her case in absentia.

5. The Principal being the Head of the College under the Act, shall be its Chief Executive Officer and subject to the overall control of the Governing Body, shall be responsible for the management and administration of the College in accordance with the Act, the Statutes, the Ordinances, the Rules and the Regulations of the University.

6. The Principal will organise teaching in the College in accordance with Ordinances, Rules and Regulations laid down by the University from time to time.

### **Transitory Provision**

Notwithstanding anything contained in any Ordinance, the Governing Body of the College may, subject to the approval of the Executive Council invite qualified persons to impart instruction in any subject comprised in the Faculty of Medical

Sciences and the Executive Council may, for that purposes, recognise such persons as Visiting Lecturers, Readers or Professors, as the case may be, in accordance with the provisions of Statutes 17 and 19 of the Statutes of the University.

**Ord. XX-E. Dyal Singh College**

1. The University shall maintain and run the following College:
  - (i) Dyal Singh College, Lodi Road, New Delhi.
2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:
  - (i) A person appointed by the Vice-Chancellor-Chairman.
  - (ii) Treasurer (Ex-officio).
  - (iii) The Principal of the College (Ex-officio)-Member-Secretary.
  - (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
  - (v) Two members of the teaching staff from among the teachers of the Day Classes and two members of the teaching staff from among the teachers of the Evening Classes by rotation according to seniority for a term of one year. One of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with more than 10 years' service, and one of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

- (a) to organise the teaching in the College and to determine the teaching requirements of the College;
- (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non- resident, and to prescribe the fees to be paid by them;
- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;

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- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information along with its comments;
- (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service:  
Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.
- (f) To appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purposes;
- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of:

- (a) The Chairman of the Governing Body (Chairman),
- (b) One member of the Governing Body to be nominated by the Chairman,
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
- (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:

1. Chairperson of the Governing Body of the College or his/ her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College).
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.



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The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the Colleges maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows:

Librarian

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian.
4. Head of the Department of Library and Information Science.
5. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. Director or Physical Education of the University.
4. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the Colleges in case of selection of additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert member nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A (1) There shall be Staff Council in every College.

- (2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.
- (3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.
- (4) (a) The Principal shall be ex-officio Chairman of the Staff Council.  
(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no

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person shall hold office of Secretary for more than two consecutive terms.

- (5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:
- (i) Preparation of College time-table.
  - (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
  - (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
  - (iv) Laying down guide-lines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
  - (v) Organising admission of students.
- (b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:
- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
  - (ii) Formulation of admission policy within the framework of the policy laid down by the University;
  - (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
  - (iv) Formulation of guidelines regarding discipline of the students;
  - (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convener appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

#### **Ord. XX-F. Kirori Mal College**

1. The University shall maintain and run the following College: Kirori Mal College.
2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, as follows:
  - (i) A person appointed by the Vice-Chancellor-Chairman.
  - (ii) Treasurer (Ex-officio).
  - (iii) The Principal of the College (Ex-officio)-Member-Secretary.
  - (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
  - (v) Two members of the teaching staff by rotation according to seniority for a term of one year. One of the teachers' representatives shall be from among those with more than ten years' service and one from among those with less than ten years' service; if, however, eligible candidates are not available in one of those categories both the representatives may be taken from the other:

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for a full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

- (a) to organise the teaching in the College and to determine the teaching requirements of the College;
- (b) to admit students to the various courses as per rules laid down by the

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Academic Council from time to time, resident and non- resident, and to prescribe the fees to be paid by them;

- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;
- (d) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of services;

Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

- (e) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (f) to grant leave to teachers and other staff according to the rules framed for the purpose;
- (g) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (h) to do such other acts as may be necessary for the exercise of the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman),
- (b) One member of the Governing Body to be nominated by the Chairman,
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
- (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College.

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3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the Colleges maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows:

Librarian:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science.
5. Principal of the College.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal of the College.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert member nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be ex-officio Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

(i) Preparation of College time-table.

(ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.

(iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.

(iv) Laying down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.

(v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

(i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;

(ii) Formulation of admission policy within the framework of the policy laid down by the University;

(iii) Formulation of guide-lines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;

(iv) Formulation of guide-lines regarding discipline of the students;

(v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

### **Ord. XX-G. Agricultural Economics Research Centre**

1. There shall be a Governing Body constituted for the management and administration of Agricultural Economics Research Centre.

The Governing Body shall be constituted as follows;

- (1) Chairman--Vice-Chancellor or his nominee (ex-officio).
- (2) Treasurer of the University (Ex-officio) :
- (3) Director of the Centre (Ex-officio) (Member-Secretary).
- (4) Economic and Statistical Adviser, Ministry of Agriculture, Government of India, New Delhi (ex- officio).
- (5) One member of the Executive Council nominated by the Executive Council for a period of three years.
- (6) Head of the Department of Economics. Delhi University (ex- officio).
- (7-9) Three persons nominated by the Executive Council for their professional expertise in Agricultural Economics and the related disciplines for a period of three years.
- (10) One Professor (other than Director) of the Centre by rotation according to seniority for one year.
- (11) One Reader/Lecturer of the Centre by rotation according to seniority reckoned by the total length of service in the Centre for a period of one year.

2. Subject to the general control and supervision of the Executive Council, the Governing Body will manage the affairs of the Centre and shall have following powers and functions:

- (a) (i) to organise research on agriculture in a multi-disciplinary framework including maintenance of a Data Bank in the Centre and to determine the staff and other requirements for the same;

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- (ii) to participate in organizing and teaching of courses on Agricultural Economics and related disciplines offered in relevant departments of the University;
  - (iii) to conduct training programmes, not leading to formal qualifications dealing with aspects of agricultural rural development;
  - (iv) subject to the control of Academic Council, offer jointly with School of Open Learning, Courses leading to post-graduate diploma/ Master's Degree programmes in Agricultural Development Economics;
- (b) subject to the control of the Academic Council, to prescribe the rules for admission of the students, resident and non- resident, and the fees to be paid by them;
  - (c) to frame the Budget of the Centre and submit the same for approval to the Executive Council, and to incur expenditure within limits fixed in the Budget approved by the Executive Council;
  - (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;
  - (e) after obtaining the recommendations of the Selection Committee constituted by the Executive Council and subject to its approval to appoint teaching/academic staff including the Director of the Centre. The staff so appointed will be subject to the recognition by the Executive Council;
  - (f) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the Centre in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service;  

Provided however, that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
  - (g) the Governing Body may constitute an Academic Advisory Committee to advise it on matters of special interest which the Centre wishes to investigate. The Academic Advisory Committee may also include persons who are not connected with the University;
  - (h) to make such rules as the Governing Body may think essential for the regulation of the business of the Centre; and
  - (i) to exercise such other powers and functions as may be assigned to them by the Executive Council.

### **Ord. XX-H. Centre for Science Education and Communication (CSEC)**

#### 1. Objects

A Centre for Science Education and Communication in the University is hereby



constituted to serve as an institution in which studies can be carried out by teachers and students of the University, and other interested individuals, for the generation of ideas and materials for the improvement of science education at University and School levels; and for the promotion of a wider interest in science and scientific issues, through all means of communications.

2. Constituents:

The Centre shall have:

- (a) Governing Council,
- (b) Programme Advisory Council,
- (c) Programme Implementation Committee,
- (d) Council of Associates.

3. (1) Constitution of the Governing Council:

The Governing Council shall consist of the following: Vice-Chancellor who shall be its Chairman.

Chairman of the Programme Advisory Council.

Two nominees of the Executive Council, who shall not be members of the University of Delhi.

Three nominees of the Academic Council from within the University of Delhi.

Dean, Faculty of Science.

Two Fellows of the Centre (by rotation in order of seniority). Director of the Centre who shall be its Member-Secretary.

(2) Term:

Except for ex-officio members all other members of the Governing Council shall have a term of two years.

(3) Functions of the Governing Council:

Subject to the overall control of the Executive Council of the University, the Governing Council shall exercise the following functions:

- (i) Recommend the appointment of the Director and Fellows, to the Executive Council of the University in accordance with the procedure listed hereunder:
  - (a) For the appointment of the Director the Governing Council shall constitute a Selection Advisory Committee consisting of the Vice-Chancellor, the Chairman of the Programme Advisory Council, and three experts who, apart from their own disciplines, have shown an interest in the field of Science Education and Communication and who are not connected with the University. The Governing Council shall consider and forward, to the Executive Council of the University, the recommendation of the Selection Advisory Committee.
  - (b) For the appointment of the Fellows, the 'Chairman of the Programme Advisory Council and the Director shall seek the opinion on their suitability from two experts who, apart from their

own disciplines, have shown an interest in the field of Science Education and Communication and who are not connected with the University, and place the recommendation for the consideration of the Governing Council.

- (ii) Make appointment of Visiting Fellows on the recommendation from a Committee consisting of the Chairman of the Programme Advisory Committee, the Director and the Fellows;
- (iii) Ensure the preparation and implementation of academic proposals, organisation of programmes, and liaison with other components of the University;
- (iv) Monitor staff requirement, create posts and initiate steps for filling them;
- (v) Determine infra-structure requirements and make arrangements for their acquisition;
- (vi) Frame the annual budget of the Centre and submit the same for approval to the Executive Council of the University;
- (vii) Prepare the annual accounts and submit the same with the audit report of the Executive Council of the University;
- (viii) Make such rules as it may consider necessary for the regulation and smooth functioning of the Centre; and
- (ix) Exercise such other powers and function, as may be assigned to it by the Executive Council of the University from time to time.

4. (1) Constitution of the Programme Advisory Council:

The Programme Advisory Council shall consist of the following: Chairman,

Ten members drawn from the various Departments of the Faculties of Science, Interdisciplinary Sciences, Mathematical Sciences, Education, Technology and Medicine,

Two members drawn from other Faculties,

Ten members drawn from various Colleges,

Ten members drawn from other Universities, Government agencies, Voluntary agencies, media, publishers, industry, etc. concerned with the promotion of Science Education and Communication.

Two students associated with the Centre, All Fellows of the Centre,

Immediate past Director of the Centre,

Director of the Centre who shall be its Member-Secretary.

- (2) The Chairman shall be appointed by the Vice-Chancellor.
- (3) (a) The members of the first Programme Advisory Council shall be nominated by the Vice-Chancellor, half of them for a term of two years and other half for a term of three years.  
(b) Subsequently the retiring members shall be replaced by fresh members nominated by the Programme Advisory Council.

(4) Functions of the Programme Advisory Council:

The Programme Advisory Council shall perform the following functions:

- (i) Monitor and evaluate the ongoing programmes of the Centre and examine fresh proposals,
- (ii) Formulate long term plans for the activities of the Centre,
- (iii) Constitute panels of experts for scrutinising various project proposals,
- (iv)
  - (a) Constitute Resource Groups working in various Colleges and University Departments to carry out the programmes of the Centre at the respective institutions;
  - (b) Form working groups based at the Centre for specific purposes;
  - (c) Affiliate those groups, clubs, and organizations-involving students and teachers of the University who are engaged in the activities which are of interest to the Centre. Such groups will be eligible for financial and other assistance from the centre, subject to the approval of the Governing Council on a case to case basis;
- (v) Formulate collaborative programmes in association with groups or Institutions working in areas within the Centre's areas of interest, and
- (vi) Perform such other functions, as may be assigned to it by the Governing Council from time to time.

5. (1) Constitution of the Programme implementation Committee:

The Programme Implementation Committee shall consist of the following:

Director who shall be its Chairman, All Fellows,  
All Visiting Fellows working at the Centre.

(2) Functions of Programme implementation Committee:

The Programme Implementation Committee shall assist the Director in the implementation of all programmes of the Centre, including such programmes that are being run by groups associated with the Centre and located in various Departments and Colleges of the University as well as in various field centres.

The Programme Implementation Committee will periodically arrange meetings with the representatives of these groups to ensure smooth running of these programmes.

6. (1) Council of Associates

The Council of Associates shall comprise all members of the Programme Advisory Council and the Associates of the Centre.

The Associates shall be persons engaged in activities which are in consonance

with the objectives of the Centre and who have been invited to be Associates by the Governing Council on the recommendation of the Council of Associates.

The Associate ship of the Centre will be:-

- (i) honorary,
- (ii) for a term of 10 years, and
- (iii) non-renewable.

The total number of the Associates of the Centre shall not exceed 100 at any time.

(2) Functions

The Council of Associates shall:

- (i) maintain liaison with teachers, students and all others who are interested in the objectives of the Centre;
- (ii) recommend to the Governing Council names of the persons to be recognised as Associates of the Centre;
- (iii) discuss the annual report and review the progress of the Centre.

(3) The Council of Associates shall meet at least once in an academic year.

(4) The Director shall be the Convenor of the Council of Associates.

7. (1) The academic activities will be normally carried out by Resource Groups consisting of students and teachers of the University spread in various Departments and Colleges of the University as well as in various field centres. In order to coordinate these activities the Centre would acquire on a non-permanent basis a nucleus of academic staff consisting of a Director, Fellows and Visiting Fellows on terms and conditions described hereinafter:

(2) Academic Staff :

- (i) The Director as well as such of the Fellows already in the employment of a Department or a College of the University of Delhi will be appointed to the Centre on deputation for a minimum period of 3 years and maximum period of 5 years.
  - (ii) Such persons on deputation shall, whenever necessary, be allowed to continue research in their parent institutions.
  - (iii) If the project of a Fellow at the Centre requires the teaching of a subject, the Governing Council may ensure that teaching facility is available to the Fellow at the parent institution, or in any other institution.
- (3) In the event of a Fellow being selected from outside the University, such appointment shall be for a period of three to five years, on contract, on terms and conditions to be decided by the Governing Council of the Centre.
- (4) (i) There shall also be positions of Visiting Fellows associated with the Centre for short duration, from three months to a maximum of one year in each case, from within the University. Such Visiting Fellows shall be

treated as on duty leave from the Institution to which they originally belong and the Centre shall reimburse to the parent institution the salary and allowances for any appointment against the Fellow's post in the parent organisation.

- (ii) In the event of Visiting Fellows being appointed from outside the University, the terms and conditions shall be decided by the Governing Council of the Centre.
- (5) The Director shall be Chief Executive of the Centre, and shall be responsible for the discipline and overall functioning of the Centre under the control of its Governing Council and Executive Council of the University and shall be ex-officio:
- (i) Convenor of the Council of Associates,
  - (ii) Chairman of the Programme Implementation Committee,
  - (iii) Member Secretary of the Governing Council, and
  - (iv) Member Secretary of the Programme Advisory Council.
8. For those members of the Centre who hold positions of Professor/Reader/Lecturer in their parent institution in the University of Delhi, the number of years spent at the Centre shall be considered equivalent in all respects to an equal number of years of teaching/research experience in the parent institution in the appropriate grade/cadre for all purposes, as applicable, including that of--
- (i) the determination of minimum eligibility requirement for appointment to higher positions;
  - (ii) the eligibility of promotion (including personal promotion) to senior positions in their parent institutions;
  - (iii) the determination of seniority in the parent institute, and
  - (iv) all other services benefits.

#### **Ord. XX-I. Institute of Informatics and Communication (IIC)**

There shall be an Institute of Informatics and Communication maintained by the University with the following objectives:

- (i) To serve as an inter-disciplinary centre for humanities, social sciences pure and applied sciences and as a nodal point between University and various Institutions, Organisations/Industries related to communication and informatics.
  - (ii) To conduct Professional/Socially relevant Post-graduate teaching programmes, independently or in collaboration with various departments on different aspects of communication and informatics.
  - (iii) To conduct research on various aspects of informatics and communication.
  - (iv) To provide computer and networking services including intern access and training to departments in the South Campus.
2. (i) The Institute shall have a Governing Council. The same shall consist of the following :

ORDINANCE XX

- (a) Nominee of the Vice-Chancellor - Chairman
- (b) Director of the Institute - Member-Secretary
- (c) Two eminent persons in the field of informatics and/or communications, to be nominated by the Vice-Chancellor.
- (d) Two persons from industries/organisations relevant to Informatics and Communication to be nominated by the Vice-Chancellor.
- (e) Two person to be nominated by the Executive Council from amongst its members.
- (f) Dean, Faculty of Inter-disciplinary and Applied Sciences.
- (g) Dean, Faculty of Applied Social Sciences and Humanities.
- (h) Dean, Faculty of Technology.
- (i) One Professor of the Department of Electronics Science by rotation in order of seniority.
- (j) Two Programme Coordinators by rotation in order of seniority.
- (k) Treasurer of the University.

(ii) Term :

Except for ex-officio members all other members of the Governing Council shall have a term of two years.

(iii) Functions of the Governing Council:

Subject to the overall control of the Executive Council, the Governing Council shall exercise the following powers and functions:

- (a) To organise teaching and research programme and to terminate any such programme.
- (b) To appoint such Committees as may be necessary for effective implementation of programmes.
- (c) To make proposals to the Academic Council regarding the creation of teaching posts required for the Institute generally in accordance with the norms laid down by the Executive Council of the University. All vacancies of teachers shall be filled by open advertisement and on the recommendations of a regular constituted selection committee, save in the case of vacancies, appointment to which may be required to be made urgently in the interest of organisation of teaching in the Institute on contracts for a period not exceeding two years.
- (d) After obtaining the recommendations of the Selection Committee constituted under Statute 19(1) and subject to the approval of the Executive Council to appoint the teaching staff for the Institute, the teaching staff so appointed will stand recognized as Professors, Reader, Lecturer, etc. as the case may be, by the University.
- (e) To appoint Programme Coordinators on the recommendations of the Director of the Institute.
- (f) To appoint whole time/part-time visiting/guest/adjunct faculty on contract on such terms and conditions as may be laid down by the Governing

Council with the approval of the Executive Council.

- (g) To organise the admission of students, and to prescribe rules for the residence, health, discipline and welfare of the students.
- (h) To prepare annually a statement of financial estimate and budget of the institute and submit the same to the Executive Council.
- (i) To prepare expenditure within the limits in the budget and to maintain proper accounts thereof and submit audited annual accounts to Executive Council.
- (j) To make proposals to the Executive Council regarding creation of administrative and other non-academic posts for the Institute.
- (k) To define the duties of the administrative and other non- teaching staff of the Institute.
- (l) To exercise such other powers and functions as may be assigned to effectively execute the teaching and research in the field of informatics and communication.

### 3. Director

- (i) The appointment of the Director of the Institute shall be made by the Executive Council on the recommendations of the following Selection Committee:
  - (1) Vice-Chancellor - Chairperson
  - (2) Pro-Vice-Chancellor
  - (3) Director, South Campus
  - (4) One Executive Council nominee
  - (5) One Visitor's nominee
  - (6) Three experts to be nominated by the Vice-Chancellor.

The Vice-Chancellor, or in his absence, the Pro-Vice-Chancellor shall preside at the meeting of a Selection Committee.

Provided that a person of high academic distinction, eminence and professional attainment may be invited by the Selection Committee with the approval of the Executive Council to accept the post.

The term of appointment of the Director shall be for five years, which will be renewable for another term.

- (ii) The Director shall be responsible for the management and administration of the Institute, subject to the overall control of the Governing Council.

### 4. Programmes

- (i) The Institute shall organise teaching/research programmes to be broadly classified into the following aspects of Informatics and Communication: (a) technological (b) environmental planning and natural resource management (c) social and mass communication and such other areas which the Institute may decide from time to time.
- (ii) The programme will lead to diploma (one year), M.A./ M.Sc. (two years), Master

of Applied Science (M. Appl. Sc.)/Master of Applied Social Science (M. Appl. Socl. Sc.) (three years duration) with provision of awarding M.A./M.Sc. after completion of two years of the programme, M.Tech. (four year duration) and Ph.D. degree.

(iii) The Institute may also conduct short duration certificate course.

**\* Ord. XX-K. CLUSTER INNOVATION CENTRE<sup>250</sup>**

There shall be a Cluster Innovation Centre (CIC) in the University of Delhi with the following objectives to:

1. Foster an environment of innovation.
2. Create degree and short term programmes that reflect and use innovation.
3. Educate and sensitize students and teachers by launching projects related to innovation in the real world for undergraduate students and college teachers.
4. Enhance potential of faculty and students by conducting training/orientation programmes/modules on innovation and research.
5. Incubate ideas that are highly innovative and relate to society in a practical Way.
6. Facilitate collaborations and partnerships with industry, academia and other segments of society.
7. To encourage a culture of entrepreneurship for the University as an entity.

**Advisory Body**

The Advisory Body will be nominated by the Vice-Chancellor for a period of 3 years. In addition to the above, the Advisory Body will have the Vice-Chancellor, the Pro-Vice-Chancellor, the Dean of Colleges, the Director, University of Delhi South Campus, Treasurer, **[the Director, Cluster Innovation Centre]<sup>251</sup>** as ex-officio members. There will be five more members from within the University system to be nominated by the Vice-Chancellor.

The function of the Advisory Body will be to give suggestions for the meaningful accomplishment of the objectives of the Centre and to engage with the progress of the ongoing programmes from time to time. The Advisory Body shall be chaired by the Vice Chancellor.

**Governance**

Subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University, the Innovation

<sup>\*</sup> Note: No entry has been made for Ord. XX-J.

<sup>250</sup> Inserted vide E.C.03.09.2011 and amended vide E.C.14.08.2014

Note: Some amendments were made in Ord. XX (K) regarding Merger of "Institute of Information and Communication (IIC)" and "Centre for Science Education and Communication (CSEC)" with Cluster Innovation Centre (CIC) vide E.C. dated 13.10.2015 however the same has been deferred in the next E.C. dated 28.02.2017/07.03.2017.

<sup>251</sup> Amended/Replaced vide E.C.14.08.2014



Centre shall have a Governing Body. The term of the Governing Body will be one year. The composition of the Governing Body shall be as follows:

1. Chairperson (Vice-Chancellor or his nominee)
2. Pro-Vice-Chancellor
3. Dean of Colleges
4. <sup>252</sup>Chairperson (Research Council)
5. Director, University of Delhi South Campus
6. Treasurer
7. Three members to be nominated by the Vice-Chancellor
8. Finance Officer or his nominee
9. *Director – Member Secretary*
10. *Joint Director*

The Governing Body shall exercise the following powers and functions, subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University.

### **The Academic Staff**

#### **<sup>253</sup>Director and Joint Director**

1. There shall be a Director and a Joint Director at the Center. The Director shall be the Head of the Center and the Joint Director will assist the Director in carrying out all the academic and administrative works at the Center in accordance the rules and regulations laid by the Governing Body.
2. The Governing Body shall appoint the Director and the Joint Director from among the Professors of the University. The term of Director and Joint Director shall be five years. The Governing Body may extend the term of Director and Joint Director. The appointment of Director and Joint Director shall be reported to the Executive Council of the University.
3. The Director will be the ex-officio member of the Advisory Body.
4. The Director and Joint Director will be the ex-officio members of the Governing Body.
5. In the absence of Director, the Joint Director shall act as Director.

### **Faculty**

Faculty members from various Colleges and other Universities with innovative ideas will be invited to join the Institute on deputation for three years after following a due selection process. As and when required permanent appointments will be made as per the University rules.

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<sup>252</sup> Amended/Replaced sub-clause 4,9 & 10 vide E.C.14.08.2014

<sup>253</sup> Amended/Replaced vide E.C.14.08.2014

<sup>254</sup>Ord. XX-L. RAMANUJAN COLLEGE

1. The University shall maintain and run the following College
  - (i) Ramanujan College, Kalkaji, New Delhi.
2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:
  - (i) A person appointed by the Vice-Chancellor - Chairman
  - (ii) Treasurer (Ex-officio)
  - (iii) The Principal of the College (Ex-officio) - Member-Secretary
  - (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
  - (v) Two members of the teaching staff by rotation according to seniority for a term of one year. One of the teachers representatives shall be from among those with more than ten years service and one from among those with less than ten years service; if, however, eligible candidates are not available in one of those categories both the representatives may be taken from the other:

Provided that a teacher who has become member of the Governing Body of the College under the category of teachers with less than ten years service and completes his ten years service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.
4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:
  - (a) to organize the teaching in the College and to determine teaching requirements of the College;
  - (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non-resident, and to prescribe the fees to be paid by them;
  - (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;
  - (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.
  - (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;  
 Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
  - (f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval

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<sup>254</sup> Inserted vide E.C.21.03.2012

- of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
  - (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
  - (i) to do such other acts as may be necessary for the exercise of the above functions.
5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of:
- (a) The Chairman of the Governing Body (Chairman).
  - (b) One member of the Governing Body to be nominated by the Chairman.
  - (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert.
  - (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.
- (At least four members, including two experts, should constitute the quorum).
6. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:
- (i) Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
  - (ii) The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College).
  - (iii) Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
  - (iv) Two subjects-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
  - (v) One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

**Librarian:**

- (a) Chairman of the Governing Body or his nominee (Chairman)
- (b) One University representative on the Governing Body.
- (c) University Librarian
- (d) Head of the Department of Library and Information Science.
- (e) Principal/Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

**Director of Physical Education:**

- (a) Chairman of the Governing Body or his nominee (Chairman)
- (b) One University representative on the Governing Body.
- (c) Director of Physical Education of the University.
- (d) Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
- (e) Two experts nominated by the Academic Council from out of the panel of names approved by it.
- (f) Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

**7.**

**A.**

- (1) There shall be a Staff Council in every College.
- (2) All the members of the teaching staff, the Librarian and the Director of Physical education shall constitute the Staff Council.
- (3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.
- (4)
  - (a) The Principal shall be ex-officio Chairman of the Staff Council.
  - (b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.
- (5)
  - (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:
    - (i) Preparation of College time-table.
    - (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
    - (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
    - (iv) Laying-down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
    - (v) Organising admission of students.
  - (b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students organizations;
- (iv) Formulation of guidelines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

**Note:** The administrative staff of the College will not be within the purview of the Staff Council.

**B.**

- (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily
  - (i) no person shall be member of more than two Committees at a time and
  - (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.
- (b) The Principal shall have the right to be present and to speak at any meeting of any Committee.
- (c) Each Committee shall have a Convener appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.
- (d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.
- (e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, any emergency has arisen which require that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

**C.** The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

<sup>255</sup>**Ord. XX-M. – Aryabhata College**

1. The University shall maintain and run, Aryabhata College, Benito Juarez Road, New Delhi.
2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the college, constituted as follows:
  - (i) A person appointed by the Vice-Chancellor – Chairperson
  - (ii) Treasurer (Ex-officio)

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<sup>255</sup> Inserted vide E.C.14.08.2014

- (iii) The Principal of the College (Ex-officio) – Member-Secretary
- (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
- (v) Two members of the teaching staff from among the teaching staff by rotation according to seniority for a term of one year. One of the teachers representatives shall be from among those with more than 10 years' service, and one from among those with less than 10 years' service; if, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other.

Provided that a teacher who has become member of the Governing Body of the College under the category of teachers with less than ten years' service and completes ten years' service during the term of membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the ex-officio members, shall hold office for a period of one year.
4. Subject to the general control and supervision of the Executive Council, and subject to the provisions of the Act, the Statutes, the Ordinances of the University, the Governing Body shall exercise the following powers and functions:
  - (a) to organize the teaching in the college and to determine teaching requirements of the college;
  - (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non-resident, and to prescribe the fees to be paid by them; and to prescribe rules for the residence, health discipline and welfare of students;
  - (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;
  - (d) to consider the Annual Accounts along with the Audit Report and after approval to submit the same to the Executive Council for information along with its comments;
  - (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;  
Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
  - (f) to appoint the principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
  - (g) to grant leave to teachers and other staff according to the rules framed for the purpose;

- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the college; and
  - (i) to do such other acts as may be necessary for the exercise of the above functions.
5. Subject to the general supervision of the Governing Body, the College shall have a Staff Council as provided under Clause 6 of Ordinance – XVIII, as amended from time to time.
6. The appointment of Principal, members of teaching staff, Librarian, Director of Physical Education and others, shall be made as provided under Clause 7 of Ordinance – XVIII, as amended from time to time.

<sup>256</sup>**Ord. XX-N. - Delhi School of Journalism**

The School of Journalism (hereinafter referred to as DSJ) at the University of Delhi shall be established under Ordinance XX (N) of the University. DSJ shall resolve to recognise the crucial role of journalists in promoting democracy and transparency in governance by:

- enriching the minds of future journalists both in technical skills and professional ethics of the media.
- nurturing a pool of minds who could collect and disseminate information without prejudice in order to strengthen the democratic and participatory governance.
- developing and enriching the discipline of journalism through introduction of trans-disciplinary modules, new pedagogical paradigms and integrating the field based researches into teaching learning scheme.
- inculcating a sense of responsibility so as to preserve the culture of peace and order in society.
- promoting human dignity.

**1. Objectives**

The objectives of the Delhi School of Journalism shall be as follows:

- i. Identify and nurture aspiring journalists.
- ii. Impart perspectives, technical skills, and professional ethics of service.
- iii. Instill a sense of responsibility into the personal and professional conduct of journalism students.
- iv. Enrich the discipline through trans-disciplinary modules, innovative pedagogical techniques and integration of critical insights.
- v. Become a driving force for a quality driven public sphere and information economy.
- vi. Introduce a five-year integrated Masters in Journalism (MJ) Programme.
- vii. Run Short Term Courses for working journalists and University students.
- viii. Offer 'Add on' Courses on foreign and regional languages.
- ix. Introduce Research Programs (M.Phil. and Ph.D.).

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<sup>256</sup> Inserted vide E.C. 03/14-15.07.2017

- x. Undertake such other activities and programmes as decided by the Advisory Council/Governing Body from time to time.

The School shall be responsible with respect to its constituents in all academic matters, including approval of teaching courses in Journalism, registration of M.Phil./Ph.D. students and other related matters.

## **2. Governing Structure**

The governance of DSJ shall be carried out through the following bodies under the overall control and supervision of the Executive Council of the University:

- 2.1. Governing Body
- 2.2. Advisory Council

### **2.1.1. Constitution of the Governing Body**

There shall be a Governing Body for the management of DSJ which shall comprise:

- i. Vice Chancellor (or VC's nominee) – Chairperson
- ii. Pro-Vice-Chancellor
- iii. Dean of Colleges
- iv. Director, South Campus
- v. Dean, Academics
- vi. Dean, Social Sciences
- vii. Dean, Applied Social Sciences
- viii. Five members representing the discipline of journalism to be nominated by the Executive Council
- ix. Finance Officer
- x. Registrar
- xi. Director/Honorary Director/OSD, DSJ - Member Secretary

### **2.1.2. The Term**

Except for the ex-officio members, all other members of the Governing Body shall have a term of two years. The Governing Body shall meet at least once in the academic year. The quorum in the meetings of the Governing Body shall be one third of the total membership. The members may opt to attend the meeting through SKYPE or any other audio-visual system and their attendance shall be counted.

### **2.1.3. Functions of the Governing Body**

Subject to the overall control and supervision of the Executive Council of the University, the Governing Body shall exercise the following functions:



- i. Recommend the appointment of the Director/Honorary Director to the Executive Council of the University in accordance with the applicable procedure.
- ii. Make appointment of the Guest Faculty and office staff.
- iii. Monitor staff requirement, create posts and initiate steps for filling them.
- iv. Determine the infrastructure requirements and make arrangements for their acquisition.
- v. Consider the annual budget of the School and recommend the same for approval to the Executive Council of the University.
- vi. Consider the annual accounts and recommend the same with the audit report to the Executive Council of the University.
- vii. Make such rules as it may consider necessary for the regulation and smooth functioning of the School.
- viii. Exercise such other powers and functions, as may be necessary in respect of its responsibility relating to the governance of the School and/or as may be assigned to it by the Executive Council of the University from time to time.
- ix. To appoint, suspend or terminate the services of administrative and non-academic staff of the Institute in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service: provided, however, that the qualifications for appointment, emoluments, and conditions of the service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.
- x. To appoint or terminate the services of the non-academic staff on contract basis on the recommendation of the Advisory Council in order to improve the efficiency of the Institute in respect of whom such powers may be delegated by the Executive Council.
- xi. To determine the infrastructure requirements, including building, make arrangements for procurement and consider the recommendations of the Advisory Council.

#### **1.2.1. Constitution of the Advisory Council**

There shall be an Advisory Council for designing and managing the academic programmes of DSJ which shall comprise:

- i. Chairperson to be nominated by the Governing Body.
- ii. Two eminent Professors from the Central Universities or other institutions (teaching Journalism/mass communication) to be nominated by the Governing Body.
- iii. Ten distinguished personalities from the media to be nominated by the Governing Body.
- iv. Five distinguished personalities from the related fields to be nominated by the Governing Body.
- v. Two distinguished members of Civil Society, including at least one woman member, to be nominated by the Governing Body.
- vi. Director, Doordarshan or his/her nominee (Ex-officio)
- vii. Finance Officer