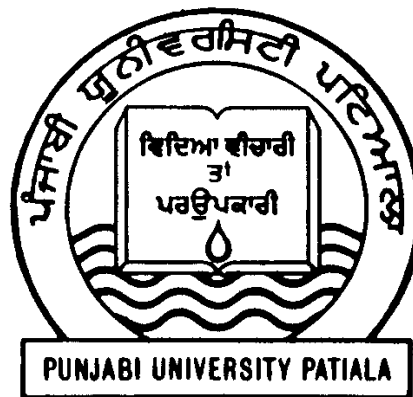


HANDBOOK OF INFORMATION

For B. Tech Courses in Engineering

2016-2017



University Campus

PUNJABI UNIVERSITY, PATIALA

(Established under Punjab Act No. 35 of 1961)

Graded as 'A' Grade University by NAAC

Visit at www.pupadmissions.ac.in

(Contact for Admission Enquiry only)

0175-3046522, 3046390

Notwithstanding the information provided in this Handbook of Information, the Vice-Chancellor will have the right, in consultation with the Standing Committee of Academic Council, to delete, change or make additions to any of the provisions contained in it.

If there is any dispute/ambiguity, the decision of the Vice-Chancellor will prevail.

All disputes arising from this document or connected therewith are subject to the territorial jurisdiction of Courts situated at Patiala only and to the exclusion of all other Courts.

Important Note: Ragging in any form is not allowed. As per order of the Hon'ble Court' "if any incident of ragging comes to the notice of authority, the concerned student shall be given liberty to explain and if explanation is not satisfactory, the authority would expel him from the institution".

As per Punjab Government Notification No. 3/7/2010 training(3)/1007 Chandigarh dated 10-03-2010

**** The candidates seeking admission to any course at Punjabi University, Patiala are not required to submit any type of affidavit (unless it is legally required),self declaration can be furnished.***

**** In place of attested copies of various certificates, candidate can submit self attested copies of various documents alongwith admission form.***

Coordinator

Dr. Balwinder Singh Tiwana
Professor
Department of Economics

Co-Coordinator

Dr. M.I.S. Saggoo
Professor
Department of Botany

Co-Coordinator

Dr. Bhajan Singh
Professor
Department of Physics

Co-Coordinator

Dr. Kawaljeet Singh
Director
University Computer Centre

Co-Coordinator

Dr. Manjit Singh
Professor
Department of ECE

Co-Coordinator

Dr. Nishan Singh Deol
Professor
Department of Physical Education

Co-Coordinator

Mr. Jagmohan Singh Juneja
Joint Director
University Computer Centre

Co-Coordinator

Dr. Sanjiv Puri
Professor
Department of Basic & Applied
Sciences

Published by Dr. Devinder Singh, Registrar, Punjabi University, Patiala

Academic Calendar of Session 2016-17

- | | | |
|----|-----------------------------------------|--------------------------|
| 1. | Opening of Teaching Departments | 11-07-2016 |
| 2. | Summer Break | 30-05-2016 to 08-07-2016 |
| 3. | First Semester | 18-07-2016 to 21-11-2016 |
| 4. | Examination of 1 st Semester | 01-12-2016 to 15-12-2016 |
| 5. | Winter Break | 26-12-2016 to 05-01-2017 |
| 6. | Second Semester | 08-01-2017 to 28-04-2017 |
| 7. | Examination of 2 nd Semester | 05-05-2017 |
| 8. | Starting of Classes | 01-08-2016 |

B. Tech First Year Students shall report at 10 AM on 01.08.16 at Engineering Wing for Orientation Program.

ਯੂਨੀਵਰਸਿਟੀ ਧੁਨੀ

ਆਸਾ ਮਹਲਾ ।। ਚਉਪਦੇ ।।

ਵਿਦਿਆ ਵੀਚਾਰੀ ਤਾਂ ਪਰਉਪਕਾਰੀ ।
ਜਾ ਪੰਚ ਰਾਸੀ ਤਾ ਤੀਰਥ ਵਾਸੀ ।
ਘੰਗਰੂ ਵਾਜੇ ਜੇ ਮਨੁ ਲਾਗੈ ।
ਤਉ ਜਮੁ ਕਹਾ ਕਰੇ ਮੇ ਸਿਉ ਆਗੈ ।। ਰਹਾਉ ।।
ਆਸ ਨਿਰਾਸੀ ਤਉ ਸੰਨਿਆਸੀ ।।
ਜਾ ਜਤੁ ਜੋਗੀ ਤਾ ਕਾਇਆ ਭੋਗੀ ।
ਦਇਆ ਦਿਗੰਬਰੁ ਦੇਹ ਬੀਚਾਰੀ ।
ਆਪਿ ਮਰੈ ਅਵਰਾ ਨਹ ਮਾਰੀ ।
ਏਕੁ ਤੂ ਹੋਰਿ ਵੇਸ ਬਹੁਤੇਰੇ ।
ਨਾਨਕ ਜਾਣੇ ਚੋਜ ਨ ਤੇਰੇ ।

(ਸ੍ਰੀ ਗੁਰੂ ਗ੍ਰੰਥ ਸਾਹਿਬ)

English Translation of University Anthem

True learning *induces in the mind* service of mankind.
One subduing the five passions has truly taken abode at holy
bathing-spots. (1)
The mind attuned *to the Infinite* is the true singing of
ankle-bells in *ritual dances*.
With this how dare Yama intimidate me in
the hereafter ? (Pause 1)
One renouncing desire is the true Sannyasi.
From continence comes true joy of living in the body. (2)
One contemplating *to subdue* the flesh is the truly
Compassionate Jain ascetic.
Such a one subduing the self, forbears harming others. (3)
Thou Lord, art one and Sole.
Many Thy forms-
The manifold play beyond Nanak's comprehension. (4) (25)

(Translated by: Gurbachan Singh Talib)

Centralized Admission Cell

Coordinator

Dr. Balwinder Singh Tiwana, Professor of Economics

Co-coordinator

Dr. M.I.S. Saggoo, Professor of Botany

Dr. Bhajan Singh, Professor of Physics
Dr. Kawaljeet Singh, Director, University Computer Centre

Dr. Manjit Singh, Professor of ECE

Dr. Sanjiv Puri, Professor of Basic & Applied Sciences

Dr. Nishan Singh Deol, Professor of Physical Education

Mr. Jagmohan Singh Juneja, Joint Director, University Computer Centre

Incharge (Computer Operations)

Mr. Dalbir Singh, System Analyst, UCC

Mr. Harminder Pal Singh, System Analyst, UCC

Mr. Ashminder Singh, System Analyst, UCC

Er. Sukhjinder Singh Buttar, Assistant Professor, ME, UCOE

Er. Sikander Singh Cheema, Assistant Professor, CE, UCOE

Technical Team

Mr. Satish Mittal, Tech. Gr.-II (Teaching Aid), UCC

Mr. Arshdeep Singh, Trainee Programmer, UCC

Mr. Sukhdeep Singh, Assistant System Analyst, UCC

Mr. Mandeep Singh, Technical Assistant, ASC

Sh. Nirmal Singh, Junior Technical Assistant, UCC

Secretarial Staff

Mr. Balwant Singh, Assistant Registrar

Advanced Centre for Technical Development of Punjabi Language, Literature and Culture

Mr. Gurlal Singh, Superintendent, University Computer Centre

Grievances Committee

Dr. Bhajan Singh, Professor of Physics

Dr. Nishan Singh Deol, Professor of Physical Education

Mr. Jagmohan Singh Juneja, Joint Director, University Computer Centre

Mr. Balwant Singh, Assistant Registrar

Advanced Centre for Technical Development of Punjabi Language, Literature and Culture

Mr. Gurlal Singh, Superintendent, University Computer Centre

Centralized Admission Cell
Near Coffee House
Punjabi University, Patiala - 147 002, Punjab, India
Phone: 0175-3046522, 0175-3046390

FACULTY OF ENGINEERING

MAIN CAMPUS, PUNJABI UNIVERSITY PATIALA

ENGINEERING DEPARTMENTS

- 1) Department of Computer Engineering.**
- 2) Department of Electronics & Communication Engineering.**
- 3) Department of Mechanical Engineering.**
- 4) Department of Civil Engineering.**
- 5) Department of Basic & Applied Sciences.**

About Us

Engineering departments are formed from University College of Engineering during September 2013. University College of Engineering (UCoE) at Punjabi University Campus, Patiala came into existence in the year 2003. About its existence, the senior faculty of the University, technical experts and the Vice-Chancellor seriously deliberated upon the need of quality education in the field of Engineering and Technology in the state of Punjab. Punjabi University has already shown a remarkable growth and excellence in the various fields over the last 48 years. The increasing need of technical education was kept in view and University decided to use its potential for enriching the aspiring students with quality technical education in the state of Punjab. Overwhelming response from the people was witnessed during the last counseling sessions conducted by Punjab Technical University, Jalandhar. This exhibits the tremendous faith that have in promising growth and the capability the people of Punjab of Punjabi University, Patiala. The University, on its part, has drawn up a master plan to be executed in three phases to provide technical education in the basic and specialized fields in the times to come. Initially, three branches of B.Tech. (CE, ECE, ME) degree had been offered in the first phase. While the second phase, regular M.Tech. (CE, ECE, ME) with 30 seats in each courses have been started from year 2009. In third phase (year 2011), B.Tech. Civil Engineering with (180 seats) and Part time M.Tech. (CE, ECE, ME) with 60 seats in each branch were introduced. In addition, 35 seats have also been enhanced in each regular M.Tech. (CE, ECE, ME).

In future, new programmes in Engineering & Technology planned to be introduced. The fourth phase would include the further expansion and emphasis in the research work. It also has establishment a separate research and development centre with collaboration and active participation of the industry which suggests ways and means for overall growth of the industry in the region. Till date more than 35 laboratories as per the curriculum has been developed. Also, the Institute has a well-equipped workshop with the modern and latest equipment. The curriculum is updated frequently as per the changing needs of the industry and technology advancements. It encourages flexibility by promoting inter - disciplinary approach that would provide flexibility for promoting inter-disciplinary approach. The hostel facility for boys & girls is available but with limited occupancy. Engineering departments provide opportunities and encourages its students to participate in the extra-curricular activities such as NCC, NSS, youth welfare and cultural programmes, debates, technical festival, sports etc. Their interaction with the other students of the University in such programmes also contributes towards their overall personality development.

A constant active interaction with the industry is promoted by inviting technical experts from the industrial houses and holding regular extension lectures. There are frequent visits of the students to the industry, assigning the field/project work to the students and organizing workshops and seminars on various specific themes. A central placement cell has been established by the Punjabi University for arranging the training and final placement of its students. The cell is in constant touch with the industrial houses and is entrusted with the responsibility of arranging on & off campus interviews of its students with the executives of the industry. University also projects its students by highlighting their achievements and potential for delivering goods as per the requirements of the industry. Many Companies including Infosys, TCS, Tech Mahindra, Osram Lighting (R & D), Birlasoft, Emmerson, (ITS), Quark, Satyam, HCL, Comnet, Siemens, Wipro, Cannon, Idea Cellular, Polaris Software, Infogain, Accenture, Newgen, JohnDeere etc. have visited the University Campus and recruited a large number of B.Tech. and M.Tech. students over the past few years.

THE PUNJABI UNIVERSITY, PATIALA

AN INTRODUCTION

Punjabi University Patiala, one of the premier institutions of higher education in the north of India, was established on the 30th April, 1962 under the Punjabi University Act 1961. This is the second University in the world to be named after a language, the first being Hebrew University of Israel. Initially the University started with the objective of developing and promoting the language, literature and culture of the Punjabi people, over the time, has evolved into a multi-faceted multi-faculty educational institution. Presently it has fifty-five teaching and research departments covering disciplines in Humanities, Arts and Sciences as diverse as Fine Arts, Biotechnology, Forensic Science and Space Sciences. The University provides international standard facilities for students and researchers in various disciplines.

The University was awarded 'A' Grade (3.34) Status by the National Assessment and Accreditation Council (NAAC), an autonomous institution of the U.G. C. in the year 2016 after thorough evaluation in the field of academic, sports and cultural activities. The University, for the first time got the Maulana Abul Kalam Azad (MAKA) Trophy for 2006-07 for its overall performance in the field of Sports among the universities of India. In addition to above, the University also won 93 Gold, 58 Silver and 73 Bronze Medals in the Inter-University competition at the National level and 6 Gold, 15 Silver and 17 Bronze Medals in the National/Inter-National level in the Individual capacity during 2009-2010 session. However, three sportsmen participated in the World Championships and three participated in the Asian Championship during this period. The winning spree of this prestigious sports trophy is continued till 2014-15.

The University has a modern well planned **campus** situated on Patiala-Chandigarh road at a short distance from the main city. Sprawling across 316 acres, the campus is away from the din and noise of the city. It presents a splendid sight of a magnificent buildings which include the famous Guru Gobind Singh Bhawan.

The University has **20 regional centres/Neighbourhood campuses/Constituent Colleges** namely Guru Kashi Campus, Talwandi Sabo; Regional Centre, Bathinda; Regional Centre for Information Technology and Management, Mohali; Nawab Sher Mohammad Khan Institute of Advanced Studies, Malerkotla; Dr. Balbir Singh Sahitya Kendra, Dehradun; Neighbourhood Campus, Rampura Phul; Neighbourhood Campus, Jhunir, Punjabi University Baba Jogi Peer Neighbourhood Campus Ralla; Punjabi University Akali Phula Singh Neighbourhood Campus Dehla Seehan; Punjabi University Neighbourhood Campus, Sardool Garh ; Punjabi University Neighbourhood Campus, Jaito. In order to spread higher education in the rural areas the University has taken over a sick college at Maur and the admission has started from July 2009 onwards.

The University has maintained the estate of Dr. Norah Richards at **Andhretta** in Himachal Pradesh which the noted artist donated to the Punjabi University. The buildings of the estate have been renovated keeping the original architecture intact. Arrangements have been made for the stay of faculty members and students who wish to carry out study and research in the field of Theatre and Television. The Department of Youth Welfare organises youth activities during the summer at Andhretta (Youth Leadership Camps) and the Department of Theatre and Television also arranges theatre performances at Andhretta every year.

The University has maintained research facilities for scholars at **Dr. Balbir Singh Sahitya Kendra at Dehradun**. There is a rich library with rare books and manuscripts bequeathed by Bhai Vir Singh, Dr. Balbir Singh and Prof. Puran Singh, the doyens of Punjabi literature. Research on comparative religions is carried out there. This centre is being developed as an Advanced Centre for Sikh Studies.

Note: For more details see General 'Handbook of Information website: www.pupadmissions.ac.in

COURSES OFFERED BY FACULTY OF ENGINEERING
UNIVERSITY CAMPUS, PATIALA
(CSE/ECE/ME/CIVIL)

1. B.Tech. (4 year) : CSE/ ECE/ ME/ CIVIL

Pre-requisite: Passed out students of 10+2 or equivalent with Physics, Chemistry, Mathematics and English subjects, will be admitted on the basis of their merit in **JEE (Main) - 2016** as per the schedule and guidelines notified through advertisement(s) in newspapers and University website. Refer Table-I for seat matrix.

2. LATERAL ENTRY FOR DIPLOMA HOLDERS IN 2ND YEAR OF 4 YEARS B.TECH. (CSE/ECE/ME/CIVIL) PROGRAMME.

3. Six Year Integrated B.Tech.-M.B.A. Programme in CSE/ECE/ME/CIVIL

For the detail of courses given under Sr. No. 2 & 3 please refer Punjabi University Handbook of Information 2016-17 available on website: “www.pupadmissions.ac.in”

DEPARTMENT OF COMPUTER ENGINEERING

FACULTY

Professors

- 1.Lakhwinder Kaur, Ph.D., **Head**
- 2.Amardeep Singh, Ph.D.
- 3.Raman Maini, Ph.D.
- 4.Himanshu Aggarwal, Ph.D.

Assistant Professors

- 1.Jagroop Kaur Joshan, M.Tech.
- 2.Harpreet Kaur, M.Tech.
- 3.Jaswinder Singh, Ph.D.
- 4.Kanwal Preet Singh Attwal, M.Tech.
- 5.Harmandeep Singh, M.Tech.
- 6.Madan Lal, M.Tech.
- 7.Jasvir Singh, M.Tech..
- 8.Nirvair Neeru, M.Tech.,
- 9.Rakesh Singh, M.Tech.
10. Brahmleen Kaur Sidhu, M.Tech.
11. Gurjeet Singh Bhathal, M.Tech.
12. Anantdeep, M.Tech.
13. Amrit Kaur, M.Tech.
14. Lal Chand, M.Tech.
15. Navdeep Kanwal, M.Tech.
16. Navdeep Singh, M.Tech.
17. Sikander Singh, M.Tech.
18. Abhinav Bhandari, M.Tech.
19. Gaurav Deep, M.Tech.
20. Gaurav Gupta, Ph.D.
21. Ram Singh, M.Tech.
22. Sumandeep Kaur, M.Tech.
23. Wiliamjeet Singh, Ph.D.
24. Dhavlesh Rattan, Ph.D.
25. Navpreet Kaur,M.Tech.
26. Navroz Kaur, M.Tech.
27. Priyanka Jarial, M.Tech.
28. Supreet Kaur Gill, M.Tech.
29. Karandeep Singh, M.Tech.
30. Charanjiv Singh Saroa, M.Tech.
31. Navjot Kaur, M.Tech.
32. Navneet Kaur, M.Tech.
33. Neelofar Sohi, M.Tech.

DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

FACULTY

Professors

1. Manjeet Singh Patterh, Ph.D.
2. Gurmeet Kaur, Ph.D., Head
3. Manjit Singh Bhamrah, Ph.D.

Associate Professors

1. Kulwinder Singh, M. Tech.
2. Ranjit Kaur, Ph.D.,

Assistant Professors

1. Charanjit Singh, Ph.D.
2. Amrit Kaur, M.Tech.
3. Sonia Goyal, M.E.
4. Amandeep Singh Sappal, Ph.D.
5. Deepak Saini, Ph.D.
6. Gautam Kaushal, M.Tech.
7. Harjinder Singh, M.Tech.
8. Amandeep Kaur, M.Tech.
9. Harmanjot Singh, M.Tech.
10. Simranjit Singh Tiwana, Ph.D.
11. Rajbir Kaur, M.Tech.
12. Lovkesh, M.Tech.
13. Ramandeep Kaur, M.Tech.
14. Mandeep Kaur, M.Tech.
15. Karamjit Kaur, M.Tech.
16. Dipti Bansal, M.Tech.
17. Bhawna Utreja, M.Tech.
18. Pankaj Mohindru, Ph.D.
19. Amandeep Kaur Brar, M.Tech.
20. Reecha Sharma, M.Tech.
21. Simranjit Singh, Ph.D.

DEPARTMENT OF MECHANICAL ENGINEERING

FACULTY

Professors

1. Jaimal Singh Khamba, Ph.D., **Head**
2. Inderpreet Singh Ahuja, Ph.D.
3. Vinay Kumar Gupta, Ph.D.
4. Balraj Singh Saini, Ph.D.
5. Chanpreet Singh, Ph.D.
6. Jaswinder Singh Dureja, Ph.D.
7. Vinod Verma, Ph.D.

Assistant Professors

1. Kanwarpreet Singh, Ph.D.
2. Prahlad Garg, M.Tech.
3. Harwinder Singh, M.Tech.
4. Rajinder Singh, M.Tech.
5. Gurpreet Singh, Ph.D.
6. Sukhjinder Singh, M.Tech.
7. Yonus Muhammad, M.Tech.
8. Lakshmi Shankar, M.Tech.
9. Chandan Deep Singh, M.Tech.
10. Davinder Singh, M.Tech.
11. Talwinder Singh, M.Tech.
12. Roshan Lal Viridi, M.Tech.
13. Rajdeep Singh, M.Tech.
14. Baljinder Ram, M.Tech.
15. Kulbir Singh Sandhu, M.Tech.
16. Khushdeep Goyal, M.Tech.
17. Dharampal Deepak, Ph.D.
18. Hemant Kumar, M.Tech.
19. Simranjeet Singh Sidhu, M.Tech.
20. Mandeep Singh, M.Tech.
21. Sandeep Singh, M.Tech.
22. Jagjeet Singh Chatha, M.Tech.
23. D. S. Sahota, M.Tech.

DEPARTMENT OF CIVIL ENGINEERING

FACULTY

Assistant Professors

1. Gurpreet Singh Dhanoa, Ph.D.,
2. Maninder Singh, Ph.D. **Incharge**
3. Rajiv Chauhan, Ph.D.
4. Kunal Jain, Ph.D.
5. Karanbir Singh Randhawa, M.Tech.
6. Gurpreet Singh Sidhu, M.Tech.
7. Anhad Singh Gill, M.Tech.
8. Gurpreet Singh Kheira, M.Tech.
9. Harjinder Singh, M.Tech.
10. Bikramjit Singh, M.Tech.
11. Lakhvir Kaur, M.Tech.
12. Sunita, M.Tech.
13. Amanpreet Kaur, M.Tech.

DEPARTMENT OF BASIC & APPLIED SCIENCES

FACULTY

Professors

1. Sanjiv Puri (Physics), Ph.D., **Head**

Assistant Professors

1. Rakesh Kumar (Maths), Ph.D.
2. Parveen Lata (Maths), M.Sc. M. Phill
3. Anup Thakur (Physics), Ph.D.
4. Baldeep Singh (Management), Ph.D.
5. Heena Atwal (Management), M.B.A.
6. Jyoti Puri (English), M.A. M. Phill
7. Kanchan (English), M.A.
8. Jasleen Kaur (Management), Dr.
9. Raminder Kaur (Physics), Ph.D.
10. Sukhpal Singh (Physics), Ph.D.
11. Isha Mudahar (Physics), Ph.D.
12. Jasmine Kaur (English), M.A.
13. Mohinder Singh (Physics), M. Sc.
14. Ella Mittal (Management), M.B.A.
15. Garima Goel (Maths), M.Sc.
16. Reetu (Maths), M.Sc. M. Phill
17. Nidhi Gupta (Chemistry), Ph.D.
18. Amrinder Pal Singh, M.Sc.
19. Ritu Bala (Chemistry), Ph.D.
20. Sudesh Kumari (Physics), M. Sc.
21. Anil Kumar (Physics), Ph.D.

The department offers foundation courses in Physics, Chemistry, Mathematics, Communicative English and Management to the students of B. Tech. and Six year Engineering Management Integrated Programme. Besides, the department also offers some other courses such as Numerical Methods and Applications and operation research to the B. Tech. students. Additionally, the subjects of Environmental Science and Road Safety and Punjabi Language are also offered by the department.

OTHER IMPORTANT INFORMATION ABOUT ENGINEERING PROGRAMMES:

- A) **For B. Tech.,** admission of NRI candidates (5% of sanctioned intake in each branch i.e. (CSE, ECE, ME and CIVIL) will be done based on their merit in 10+2 (Non-Medical science Group) or equivalent examination. A candidate seeking admission under this category must have secured a minimum of 60% marks or equivalent grade point in 10+2 (non-medical) examination or equivalent. In case total obtained marks are not mentioned in the DMC of a candidate then a combination of Physics, Chemistry, Mathematics, English and a subject having greater marks out of other subjects (Punjabi, Hindi, Computer Science, Physical Education, Environmental Education etc.) will be considered to evaluate the minimum 60% marks criteria in order to determine eligibility of that candidate. However, only the marks of Physics, Chemistry, Mathematics & English will be considered to calculate the percentage in order to prepare the merit list. Candidates of NRI category should submit the admission form, proof of NRI category, certificate of 10+2 examination or equivalent & other documents to the Admission Coordinator for engineering departments, Main Campus, Punjabi University, Patiala by the stipulated date.

The counseling schedule for NRI category will be notified through advertisement(s) in newspapers and the university website.

- B) **Six Year Integrated B.Tech.-M.B.A. Programme in CSE, ECE, ME & CIVIL Options:**

For the first four years, the students will study in Punjabi University, Main Campus, Patiala in this programme. The annual fee and funds will be notified by the University from time to time.

The student will have to give consent in writing in the beginning of B.Tech. Third Year regarding any one of the following three options:

First option: The student will have to complete four year B.Tech. and can opt for two year M.B.A. (Dual degree) programme of School of Management, Punjabi University, Patiala, whereby, the student will have to pursue one year M.B.A. programme at Punjabi University, Patiala and the subsequent year of this Programme at Wilkes University, USA.

Second option: The student will have to complete four year B.Tech. and can opt for two year M.B.A. (International Business) programme of School of Management, Punjabi University, Patiala.

Third option: The student will have to complete four year B.Tech. and can opt for one year M.B.A. programme at Wilkes University, USA. These students will have to pursue additional courses during Summer semesters after B.Tech. Third and Fourth year (during summer vacations), as per academic requirements of Wilkes University, USA.

However, the candidate can opt out of the Integrated programme after the completion of four year B.Tech. Degree.

For this Integrated Programme, the fee and regulations of Engineering Departments will be applicable for B.Tech. (Integ.), while for M.B.A. (Dual Degree) and M.B.A. (International Business), the fee and regulations of School of Management, Punjabi University will be applicable.

If the student opts for pursuing M.B.A. at Wilkes University, PA, USA, the fee, rules & regulations of Wilkes University, USA will be applicable at that time. It will be student's responsibility to get the visa and other clearances for studying in USA. In case visa to student is denied by US embassy or due to other justifiable reasons (accepted by university) the student could not study at Wilkes University, then student can complete his/her two year at Punjabi University main campus, and the fee and regulations of School of Management, Punjabi University will be applicable.

The counseling schedule for the admission under this category will be notified through advertisement(s) in newspapers and updates will be made available University website“www.pupadmissions.ac.in”.

C) Branch Shifting Procedure in B. Tech.

The provision of internal branch shifting, for admitted students of B.Tech. Part-I, shall be allowed strictly in second year of the programme on the basis of merit of marks obtained in first semester of B. Tech. The processing fee in the form of demand draft will be paid by students who get their branch changed as per the Punjabi university rules during the branch change counseling procedure. As an outcome of branch shifting process, the vacant seats in first year of a particular branch shall be added to General Category (85% Punjab). *However, the additional category candidates namely Rural Area, Outstanding Sports, Youth Festival/Cultural Activities, NRI, Kashmiri Migrants, Cancer/Aids and Thalassemia could get their branch shifted if seats are available in their respective categories.*

The branch shifting to students of Six Year Integrated B.Tech.-M.B.A. Programme, Part-I, shall be allowed strictly on the merit of first semester result. However, during branch shifting process, the student will remain in 6 year integrated program, although his/her branch may change. Subsequently, the vacant seats in first year of a particular branch shall be offered to General Category (85% Punjab candidates) *in the second year to diploma passed students on the merit basis. The student of B. Sc. pass will be considered on merit for admission through lateral entry if all applied diploma candidates have been exhausted. In this regard, the candidates seeking admission need to apply for the admission in second year of 6 year integrated programme as and when vacant seats are advertised through newspaper and the University website.*

D) General instructions/ Guidelines for Bachelor Programme applicants:-

- (1)
 - (a) The candidate must attach the attested copy of Detail Marks Card of qualifying exam (10+2) along with the application.
 - (b) The candidates seeking admission in B.Tech. Second year must attach the attested copies of Detail Mark Cards for all semesters of Diploma, B.Sc. & provisional result (indicating overall percentage of marks) from the institute last attended at the time of applying for admission.
- (2) The candidates with incomplete result (re-appear, result not declared, result awaited) will not be considered for admission.
- (3) A Candidate seeking admission under particular reserved category should clearly mention his / her category at an appropriate place of the application form. He/she must provide claimed category certificate(s) as per the format available in Punjabi University Professional handbook of Information at the time of counseling. Also, these certificates must be issued by the appropriate authority. Otherwise, the candidate's claim will be forfeited.

Further, the candidates seeking admission under Rural Area category has to submit 'Rural Area Residence Certificate' in addition to the 'Education from Rural Area Certificate' as given in the university handbook of Information.
- (4) The order of preference given by the candidate regarding choice of branch B. Tech. (CSE/ECE/ME/CIVIL) before counseling shall be treated as final & no request for any change in preference will be entertained later on. If choice is not mentioned against any of the branch (es), any blank space in the admission form will be treated as not interested.
- (5) The seats for outstanding sports persons lying vacant in B.Tech. Part-I in the respective branch of Engineering will be offered to Diploma qualified candidates (outstanding sports persons) in 2nd year. The admission will be given on the basis of merit prepared by Director (Sports), Punjabi University, Patiala. However, these sports category candidates would submit their applications along with the relevant academic and sports certificates (with grading) to admission Coordinator B.Tech. II (LATERAL ENTRY) within the stipulated time period as notified by the department.

TABLE-1
B. Tech. (4 year) Course in Branches: CE, ECE, ME, CIVIL
(As per Punjab Govt. Notification)

Sanctioned Seats per Branch of Engineering		180	
FOR PUNJAB DOMICILE (85%)		153	
S. No.	Description	%	Seats
	General	----	78
i	Scheduled Castes/Scheduled Tribes	25%	38
ii	Backward Classes / OBC	5%	8
iii	a) Border Area – 2%	4%	3
	b) Backward Area – 2%		3
iv	Sports Persons	2%	3
v	Children / Grand Children of Freedom Fighters	1%	2
vi	a. Disabled Persons (Blind) - 1%	3%	5
	b. Disabled Persons (Deaf & Dumb) - 1%		
	c. Disabled Persons (Other handicapped) - 1%		
vii	Children/ widows of defense personnel killed or disabled to the extent of 50% or more in action, wards of gallantry awardees. children of service defense personnel/serviceman	2%	3
viii	Children/ Widows of Para-military Forces Personnel	2%	3
ix	November 1984 Riots Affected, children of Army deserters killed /100% physically disabled, children of families of persons killed as result of terrorist violence or by security forces acting in aid of civil authorities and the children of innocent civilians who have sustained 100% disability in terrorist violence or during operation by security forces acting in aid of civil authorities.	2%	3
x	Single Girl Child or one of the Girl of parents having two or more girls and having no male child	1%	2
xi	The reservation of Tsunami affected persons shall be available for the children/grand children of original ex-serviceman settler of Campbell Bay Island only or student suffering from Cancer/AIDS/Thalassemia. (with adequate proof)	1%	2
SEATS IN OUTSIDE PUNJAB CATEGORY (15%)		27	
S. No.	Description	%	Seats
	General	--	19
i	SC/ST	25%	7
ii	BC / OBC	5%	1
ADDITIONAL SEATS			
S. No.	Description	%	Seats
1	Rural Area	10%	18
2	Sports (Outstanding)	-	5
3	Youth Festival / Cultural Activities	-	*
4	NRI Category	5%	9
5	Kashmiri Migrants	-	1

* Youth festival / cultural activities seats will be decided by the Youth Welfare Department as per Punjabi University Rules.

Note:

- For Punjab Domicile (85%) and Other States Category (15%), Seats will be allotted and confirmed through online / offline counseling by Punjabi University Patiala, on the basis of merit in JEE (Main) – 2016 and subject to verification of original certificates and documents.
- Rural Area (Additional seats, S.No. 1) will be filled on the merit of Entrance Test JEE (Main) - 2016. Other additional seats (Additional seats, S.No. 2 - 5: Table 1) will be filled by Punjabi University Patiala as per the criteria defined in its Punjabi University's Handbook of Information, 2016 -2017 through a separate counselling advertisement by Punjabi University, Patiala. For admission under these categories, the candidates should refer to website of Punjabi University, Patiala www.punjabiversity.ac.in / advertisement in newspapers.
- **Punjab Residence condition will be applicable to November, 1984 Riot affected displaced persons[S.No. ix: Table 1] provided they fulfil other conditions of eligibility.**
- The candidates claiming seats under any of the reserved category/categories will be admitted on merit inter-se in those category/categories subject to fulfilling the eligibility requirements under those category/categories. The candidates must declare their claim for reserved categories at the time of filling their forms for the entrance test JEE (Main) – 2016 Online Counselling; otherwise, their subsequent claims will not be accepted at a later stage.
- A candidate applying for admission under BC/OBC category shall be considered provided he/she produces income certificates of parents along with Backward Class/OBC Certificate signed by appropriate authority as per latest instructions of the Punjab Government.
- The persons belonging to creamy layer are not entitled to the reservation under BC/OBC category as per Notification No. 1/41/93 RS1/609, Government of Punjab, Department of Welfare dated 24-10-2013. The rule of exclusion will apply to sons and daughters of (a) Persons having gross annual income of Rs. 6 lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for the period of three consecutive years; (b) Persons in Categories I, II, III and IV who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above. Explanation: Income from salaries or agricultural land shall not be clubbed. (Copy of the circular attached)
- A candidate shall be eligible under the category of Border Area [mentioned at Sr. No. iii (a), TABLE-1], only if he/she is from a town/village within 10 miles from the International Border excluding the towns of Ferozepur and Gurdaspur. A certificate to this effect should be obtained from S.D.M. / G.A. to D.C./ A.D.C. and S.D.O. (Civil). It is mandatory that he/she has studied for at least 5 years in a recognized institution(s) located in such village/town, as per dates of joining and leaving school/college, which also fall within the belt of 10 miles from the international border.
- **The candidate claiming benefit under Rural Area category must be hailing from Rural Area (Residence Proof of Rural Area required, besides the rural educational requirements). [Sr. No. 1, Additional Seats: TABLE-1]**
- The counselling for Sports Persons [Sr. No. iv), TABLE-1] will be based on the sports merit prepared by the Punjabi University, Patiala. The sports merit will be prepared as per the criteria defined in the Punjabi University's Handbook of Information, 2016 -2017. The candidates seeking admission under sports quota should report at Punjabi university, Patiala with all necessary original documents as per the details to be displayed on Punjabi university website (www.punjabiversity.ac.in) or advertisement in new papers..

Faculty of Engineering, Punjabi University, Patiala
FEE STRUCTURE Session : 2016-17

Semester (s)	B.Tech
1st Semestar	89249.00
<i>Includes Security (Refundable)</i>	32550.00
<i>Semester Tuition Fee</i>	26250.00
<i>Annual / Monthly Funds</i>	30449.00
ECA & SW Fund (Annual)	1000.00
2nd Semester	28830.00
<i>Includes Semester Tuition Fee</i>	26250.00
<i>Annual / Monthly Funds</i>	2580.00
3rd, 5th & 7th Semester	56199.00
<i>Includes Semester Tuition Fee</i>	26250.00
<i>Annual / Monthly Funds</i>	29949.00
ECA & SW Fund (Annual)	1000.00
4th, 6th & 8th Semester	28830.00
<i>Includes Semester Tuition Fee</i>	26250.00
<i>Annual / Monthly Funds</i>	2580.00

Fee structure may be revised by the University as and when required.

Fee must be deposited immediately at the time of admission. Fee can be paid in Cash/Demand Draft. If Fee is paid through DD then it should be in the name of Registrar, Punjabi University, Patiala Payable at Patiala.

- *The candidates are advised not to deposit fee by using any of the Fee slips available in information brochure of Punjabi University, Patiala on its website. The required fee slips will be issued by the Verification Committee of university department after successful verification of documents and certificates of the candidate.*
- *If a candidate is admitted under NRI category and later on he/she is admitted under any of the other categories, all the dues paid by him/her will be adjusted except tuition fee, which will not be refunded.*

For NRI Candidates

1 st Installment	US \$ 4,500/- (per year)
2nd Installment	As notified by university from time to time.

Hostel Fee (to be revised)

Installment	General/Reserved category students	For NRI students
1 st Installment	Rs. 7,755/-	As notified by Directorate of International Students.
2 nd Installment	Rs. 4,530/-	

Limited seats are available in hostels.

- Mess Bill is not a part of Hostel Fee.
- Residents of the hostel, where co-operative mess is being run or those joining co-operative mess, shall have to pay Rs. 1800/- in advance as mess bill. This amount is refunded / adjusted, as and when student leaves the hostel or the mess is closed permanently.

SCHEDULE OF PAYMENT

The students selected for admission shall collect tuition fee slips from the concerned department and hostel charges slips from the concerned hostel. The tuition fee shall be charged for 12 months as given below:

<i>Half Yearly</i>	<i>Semester</i>	<i>Date of Payment</i>
First Half Yearly Installment	June to November	At the time of admission
Second Half Yearly Installment	December to May	November 10 to November 25

- i) Examination fee will be deposited separately according to Examination Schedule.
- ii) Students of evening classes shall also deposit their fees at the State bank of Patiala, Punjabi University Branch, as per schedule laid down for the campus students. For this purpose fee slips to students of the Campus and those of evening classes will be issued by the respective departments.
- (iii) The students have the option to deposit fee for the whole year/session in one installment.
If a student does not deposit hostel charges/tuition fee by the due date, he/she will have to pay fine as under:
 - (a) For the first 15 days Rs. 2/- per day
 - (b) After 15 days but within 2 months Rs. 100/- per month
 - (c) Beyond that Rs. 300/- per month

The Dean Students/Provost is authorized to remit the fine if he feels that the student could not deposit the fee for some genuine reasons. Provided further that for non-payment of any dues for more than 15 days, the name of the student shall be struck off the rolls of the department.

Students, however, can seek re-admission and in case it is allowed, all the dues, late fee charges and admission fee etc. as provided shall have to be paid. A candidate shall have to pay Rs. 200/- as re-admission charges. If the name of a candidate is struck off because of absence from the class for 10 days continuously, his/her name shall be struck off the rolls of the department. Students, however, can seek re-admission and in case it is allowed by the competent authority they shall have to pay Rs. 200/- re-admission charges.

FEE CONCESSION

Full fee concession (Tuition fee) is available to the needy and deserving students up to 8% of the total number of students in a class. For fee concession to the students of SC the rules whatsoever framed by Punjab Government will be followed. The employees of Punjabi University who are permitted to join the University classes are allowed full fee concession. Benefit of half tuition fee concession amongst two or more children of parents would be allowed to a child/children whose course fee (including all funds) is less than the other child/children. Benefit of half fee concession shall not be allowed to married child/children, as he/she cannot be considered as a dependent on parents.

The children of the University employees and children of those employees who are on deputation from the Punjab Government with the University (provided there is no objection by the State Government) will be allowed tuition fee concession. The details of the fee concession allowed to the children of University employees are as follows:

<i>Upto 21600/- (Basic + Grade pay)</i>	<i>Full fee Concession</i>
<i>Rs. 21600/- to 24750/- (Basic + Grade pay)</i>	<i>50% Concession.</i>
<i>Rs. 24751/- and above (Basic + Grade pay)</i>	<i>25% Concession.</i>

In case the father and mother, both are employed in the University, the student is allowed to avail of benefit of either of the two. However, sons/daughters of the University employees who are themselves in service, are not exempted from the payment of tuition fees.

Fee concession will be given by a centralized committee duly constituted by the Vice-Chancellor under Convener ship of Dean Students Welfare.

RULES FOR REFUND OF FEES APPLICABLE TO ENGINEERING DEPARTMENT

<u>Sr No.</u>	<u>Reasons for seeking fee refund</u>	<u>Quantum of fee to be refunded</u>
1.	When a candidate surrenders the seat in writing before commencement of the course/classes in the year of admission.	Fee deposited by candidate will be refunded after deduction of Rs. 1000/- as processing fees.
2.	When a candidate surrenders the seat in writing on or after the date of commencement of the classes but/on or before the closing date of admission.	Fee deposited by candidate will be refunded after deducting tuition fee and funds for three months.
3.	When a candidate surrenders the seat (in writing) after closing date of admission.	Only security amount will be refunded on receipt of application and No Dues Certificate from the concerned department.
4.	When cancellation of admission is due to concealment/ falsification of facts, submission of false/fake certificate(s), providing misleading information by the candidate or for any error on part of the candidate.	No fee will be refunded.
5.	Fees and funds (University and department dues) of a candidate, who gets admission in any other department or different programme of the same department of Punjabi University, are Transferable to that department or programme.

Note :1. *The candidates are advised to ask the concerned office for reference no. immediately on submitting their application for withdrawal of admission.*

Note :2. *Notwithstanding any other rules for refund of fees, university shall follow its own refund rules.*

Note:3. *Commencement of classes 01-08-2016.*

Appendix- I

Formats of Certificates / Documents

Sr. No.	Detail of Information / Certificate	Page No.
1.	LIST OF COMPETENT AUTHORITY TO ISSUE VARIOUS CERTIFICATES	24
2.	BONAFIDE RESIDENT OF PUNJAB-GUIDELINES FOR GRANT OF RESIDENT CERTIFICATE.	25
3.	CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEADMASTER OF THE GOVERNMENT/RECOGNISED SCHOOL/COLLEGE CONCERNED IN CASE OF CATEGORY (I): TABLE 5	27
4.	CERTIFICATE TO BE ISSUED BY THE HEAD OF THE DEPARTMENT IN CASE OF CATEGORY (II) (a): TABLE 5	28
5.	CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF CATEGORY (II) (b): TABLE 5	29
6.	CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF CATEGORY (II) (c): TABLE 5	30
7.	CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF CATEGORY (II) (d): TABLE 5	31
8.	RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDO (C), GA TO DC, D.O.R.G., D.R.O., E.M.TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (IV): TABLE 5	32
9.	RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDO (C), GA TODC, D.O.R.G., D.R.O., E.M. TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (V): TABLE 5	33
10.	RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDO (C), GA TO DC, D.O.R.G., D.R.O., E.M.TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA CATEGORY(VI): TABLE 5	34
11.	FORM OF CERTIFICATE FOR SCHEDULED CASTES	35
12.	CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEADS OF THE INSTITUTIONS/SCHOOLS IN FAVOUR OF CANDIDATES SEEKING ADMISSIONS	36
13.	CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEADS OF THE DEPARTMENTS OR HEAD OF OFFICE	37
14.	FORM OF CERTIFICATE OF BACKWARD CLASS	38
15.	NOTIFICATION OF BACKWARD CLASS/OTHER BACKWARD CLASS	39
16.	FORM OF CERTIFICATE OF OTHER BACKWARD CLASS	41
17.	BACKWARD AREA CERTIFICATE	42
18.	CERTIFICATE FOR BEING CHILDREN/GRANDCHILDREN OF POLITICAL SUFFERERS (GRANDCHILDREN WOULD MEAN SON'S SONS/DAUGHTERS OR DAUGHTER'S SONS/DAUGHTERS)	43
19.	CERTIFICATE IN RESPECT OF 1984 RIOTS AFFECTED MIGRANTS/DISPLACED PERSONS/DEPENDENTS OF TERRORIST AFFECTED FAMILY OF PUNJAB	44
20.	CERTIFICATE FOR THE HANDICAPPED	45
21.	CERTIFICATE BY THE CANDIDATE HAILING FROM BORDER AREA	46
22.	DEFENCE/PARA-MILITARY/PUNJABPOLICE/P.A.P/PUNJAB HOME GUARDS PERSONNEL CERTIFICATE	47
23.	CERTIFICATE FOR RURAL AREA CANDIDATE	48

LIST OF COMPETENT AUTHORITY TO ISSUE VARIOUS CERTIFICATES

1. A candidate applying for admission under [**category S. No. (i): Table 1**] i.e. against the seats reserved for Scheduled Casts/Scheduled Tribes category shall be considered provided he/she produces a Certificate signed by the District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/First Class Stipendary Magistrate/City Magistrate/Sub Divisional Magistrate/Talika Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendary Magistrate). Revenue Officer not below the rank of Tehsildar as per U.O. No. 10/2/96-2 SWI/11-12-13-14 dated, Che. 8.1.99. or as per Punjab Government notification Nos. 1/3/95-PPII/7332 and 1/3/95-3PII/10377 dated 14.06.1999 and 18.08.2000 and 1/8/07-RC1/853 dated 29-06-2009.
2. A candidate applying for admission under [**category S. No. (ii): Table 1**] i.e. against the seats reserved for Backward Classes/OBC category shall be considered provided he/she produces income certificates of parents along with Backward Class/OBC Certificate signed by appropriate authority as per latest instructions of the Punjab Government.
3. A candidate shall be eligible for admission under [**category S. No. iii (a & b): Table 1**] only if he/she is from a town/village within 10 miles from the International Border excluding the towns of Ferozpur and Gurdaspur or his/her town/village falls within the Backward area limits. A certificate to this effect should be obtained from S.D.M./G..A. to D.C./D.C. and S.D.O. (Civil).
4. A candidate seeking admission under [**category S. No. v: Table 1**] will produce a certificate from the respective Deputy Commissioner.
5. A candidate claiming admission under [**category S. No. vi (a, b & c): Table 1**] must at least be 40 per cent handicapped duly certified by the C.M.O.
6. A candidate claiming admission under the [**category S. No. vii, viii: Table 1**] will produce a certificate from the Commanding Officer/Commandant/SSP.
7. In order to decide the eligibility of riots-affected [**category S. No. ix: Table 1**], the candidate must produce a certificate from the respective Deputy Commissioner to the effect that he/she is a November, 1984 riots affected displaced person. As regards a terrorist affected person/dependent of terrorist affected families in Punjab, a certificate from the respective Deputy Commissioner to this effect is required. Dependents of terrorist affected family will mean a family which has lost its bread-earner in some terrorist action in Punjab.
8. **Single Girl Child or one of the Girl [Additional seats, category S. No. x : Table 1]** In each course of study there will be 1% seats for Single Girl Child or one of the Girl of parents having two or more girls and having no male child. Students admitted against the Single Girl Child seat in post-graduate courses will be eligible to apply for the scholarship under UGC scheme "Post Graduate Indira Gandhi Scholarship Scheme for Single Girl Child" provided that an affidavit from the student duly attested by the First Class Magistrate/Gazetted officer mentioning that she is the only child in the family is submitted.
9. Candidates from Rural Areas [**Additional seats, category S. No. 1: Table 1**] In each course of study, there will be 10% additional seats for the candidates **hailing from rural areas (i. e. Residence Proof of Rural Area required)**, subject to a minimum of one seat. Only those candidates will be considered in this category who have passed their Matriculation/+2 examination from those rural schools which do not fall in the area of a Municipal Corporation/Municipal Committee/Small Town/Notified Area.
Further, the candidate should have been studying in such school for at least five years before passing the last examination. A candidate claiming such benefit will have to produce a certificate from the Tehsildar of the area certifying that the school from where the candidate has passed the Matriculation/+2 examination, falls within the aforesaid rural area.

No. 1/3/95-3PPH/9619

GOVERNMENT OF PUNJAB
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL POLICIES II BRANCH)

Dated, Chandigarh the 6/6/1996

To,

- (I) All the Financial Commissioners to the Government of Punjab.
- (II) All the Principal Secretaries/Administrative Secretaries to the Government of Punjab.
- (III) All Heads of Department, Commissioners of Divisions, Registrar, Punjab and Haryana High Court, District and Session Judges, Deputy Commissioners, Sub-Divisional Officers(Civil) in the Punjab State.

Subject: Bonafide resident of Punjab- Guidelines for grant of Resident Certificate.
Sir/Madam,

I am directed to invite your attention to the Punjab Government Circular Letter No. 1/3/95-3PPH/2043, dated 29.1.1996 vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institutions (including technical/Medical institutions). The matter has been reconsidered in the light of judgment delivered by the Hon'ble Supreme Court of India in the case of Dr. Pardeep Jain Vs. Union of India and others (reported as AIR 1984-SP-1421) wherein it was held that instead of the word 'Domicile' the word 'Resident' be used in the instructions issued by the State Governments on the subject. Accordingly, it has been decided by the Government to revise the Government instructions referred to above, as under:

Categories	Affidavit certificate and the authorities competent to issued the same
(A) Citizen of India	
(B) Produce an affidavit to the effect that they or their children/wards have not obtained the benefit of Residence in any other state.	Affidavit of the parent/guardian to be attested by an Executive Magistrate/Oath Commissioner/ Notary Public.
(I) Candidates who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years just preceding the qualifying examination for the admission.	Certificate to be issued by the Head/Principal of the Govt. And recognized Schools/Colleges concerned.
(II) Children/wards of:	
(a) The employees of Punjab Government posted in or outside Punjab State or working on deputation having at least 3 years of service.	Certificate to be issued by respective Head of the Department.
(b) The employees of Govt. Of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. For a period of 3 years	Certificate to be issued by the respective Head of the Department.
(c) The employees of State Govt. Institutions/undertakings who are posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. For a period of 3 years.	----do----
(d) The employees having at least 3 years of service in autonomous bodies/companies in which Punjab Govt. Has 20% or more shares	----do---

(III) Children/wards of the pensioners of Punjab Govt. Irrespective of the fact that the original home of the retiree is in a State other than Punjab or he has settled after retirement in or outside Punjab	PPO issued by the Accountant General, Punjab.
(IV) Children/wards of persons who have settled in Punjab or had resided in Punjab for a period of at least 5 years at any time prior to the date of the submission of application either in pursuit of a profession or holding a job.	Certificate to be issued by the DC, ADC(R), ADC(D), SDO(Civil), GA to DC, DORG, DRO, EM, Tehsildar, Commissioners of Municipal Corporations of Amritsar, Jalandhar and Ludhiana.
(V) Children/wards of persons who have held immovable property in Punjab for a period of five years. The property should be in the name of the parents/guardians or the candidate himself.	DC, ADC(R), ADC(D), SDO(Civil), GA to DC, DORG, Tehsildar/DRO based on copies of Jamabandi, Revenue Record, Municipal Record, Registered Deeds or any other document to the full satisfaction of D.C.
(VI) Persons who were born in Punjab and produce a certificate to the effect.	As per Category (IV) above.

2. For the purpose of uniformity for issuing the certificate of Residence in the case of various categories to be issued by the competent authorities, proformas have been prescribed which are enclosed herewith. After careful consideration it has also been decided to delete the D.T.O., included among the certifying authorities against category (IV) & (VI) of the policy instruction dated 29/10/1996.

**CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEADMASTER OF THE
GOVERNMENT/RECOGNISED SCHOOL/COLLEGE CONCERNED IN CASE OF CATEGORY(I): TABLE 5**

It is certified that

Miss/Mr.....

D/o/ S/o Sh.....has been a student of this

School/College for a period of.....years from

to He left the School/College

on.....

Dated:.....

Signature of
Principal/Headmaster of the
College/School
(with Seal)

CERTIFICATE TO BE ISSUED BY THE HEAD OF THE DEPARTMENT IN CASE OF CATEGORY (II) (a): TABLE 5

Certified that Sh.....S/o Sh..... father of
Miss/Mr.....is an employee of the

.....

(Name of Child/ward)

of Punjab Government. He is working as..... and is posted at

.....

(Name of office)

He has more than three years service at his credit.

OR

Certified that Sh.....S/o Sh.....is father of
Miss/Mr.....and employee of the.....of Punjab Government. He is working
as.....on deputation with the.....and is posted
at.....He has more than three years service at his credit.

Place:.....

Head of the Department

Dated:.....

(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF
CATEGORY (II) (b): TABLE 5**

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

Place:.....

Head of the Department

Dated:.....

(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF
CATEGORY (II) (c): TABLE 5**

Certified that Sh.....S/o Sh.....father of
Miss/Mr.....is an employee of..... of the Government
of Punjab and is working as

(State Govt. Institution/Undertaking)

He is posted at Chandigarh/Punjab in connection with the affairs of the Punjab Government for
the period of past three years.

Place:.....

Head of the Department

Dated:.....

(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN CASE OF
CATEGORY (II) (d): TABLE 5**

Certified that Sh.....S/o Sh.....father of
Miss/Mris an employee of..... in which
the Punjab Govt. has 20% or more share.

(Name of the autonomous bodies/company)

He is working as.....and is posted at.....

It is also certified that he has three years service in the above said autonomous
bodies/company.

Place:.....

Head of the Department

Dated:.....

(With Seal)

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDO (C), GA TO DC,
D.O.R.G., D.R.O., E.M.TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF
AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (IV): TABLE 5**

Certified that Sh.....S/o Sh..... father/guardian of
Miss/Mr.....
(Name of the person) (Name of the Child/ward with full address)

has settled* in Punjab or has resided* in Punjab for a period of 5years from.....

to.....He is working as.....
(Name of profession Designation and job)

*Strike which ever is not applicable

Place:.....

Dated:.....

Signature of DC, ADC(R), ADC(D), SDO
(C), GA to DC, D.O.R.G, D.R.O., E.M.
Tehsildar, Commissioners
ofMunicipal Corporations of
Amritsar, Jalandhar and Ludhiana.
(WithSeal)

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDO (C), GA TODC,
D.O.R.G., D.R.O., E.M. TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF
AMRITSAR, JALANDHAR AND LUDHIANA IN CASE OF CATEGORY (V): TABLE 5**

Certified that Sh.....S/o Sh.....father/guardian of
..... Miss/Mr.....hold
Immovable property at.....
(Name of the Child/Ward with full address)
.....in the state of Punjab for the
past.....years.
(Place and District)

Signature of DC, ADC(R), ADC(D), SDO(C), GA to
DC, D.O.R.G, D.R.O., E.M.Tehsildar, based on
copies of Jamabandi, Revenue Record,
Municipal Record, Registered deeds or any other
document to the full satisfaction of the D.C.
(With Seal)

Place:.....
Dated:.....

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDO (C), GA TO DC,
D.O.R.G., D.R.O., E.M.TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF
AMRITSAR, JALANDHAR AND LUDHIANA CATEGORY(VI): TABLE 5**

Certified that Miss/Mr.....S/o
Sh..... resident
of.....
..... was born in Punjab as per Birth Certificate.

Signature of DC, ADC(R), ADC(D), SDO
(C), GA to DC, D.O.R.G, D.R.O., E.M.
Tehsildar, Commissioners
ofMunicipal Corporations of
Amritsar, Jalandhar and Ludhiana.

Place:.....

Dated:.....

(WithSeal)

FORM OF CERTIFICATE FOR SCHEDULED CASTES

1. It is certified that Shri/Shrimati/Kumari..... son/daughter of Shri.....of village/town.....in district/Division State of Punjab belongs to.....caste which has been recognized as Scheduled Class per "The Constitution (Scheduled Castes) Order, 1950".
2. Shri/Shrimati/Kumari.....and his/her family lives in village/town District/Division of Punjab State.

Place: _____

Date: _____

Designation
(Seal of the Office)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEADS OF THE INSTITUTIONS/SCHOOLS
IN FAVOUR OF CANDIDATES SEEKING ADMISSIONS**

It is certified that Shri/Shrimati/Kumari.....Son/
Daughter of Shri.....of village/
town.....District/Division.....State of Punjab belongs
to caste which has been recognized as Scheduled Caste as per "The
Constitution (Scheduled Castes) order, 1950."

It is further certified that entry to this effect exists in the school record and a copy of Scheduled
Caste certificate issued by a competent Authority in favour of the candidate or the father of
candidate is also available in the school record.

Shri/Shrimati/Kumari.....and his/her family lives in
village/town.....District/Division.....of the Punjab
State.

Place:

Signature

Designation

Date:

(Seal of Institution)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEADS OF THE DEPARTMENTS
OR
HEAD OF OFFICE**

It is certified that Shri/Shrimati/Kumari.....Son/ Daughter of
Shri..... of village/
town.....District/Division.....State of Punjab belongs
to.....castse which has been recognized as Scheduled Caste as per "The
Constitution (Scheduled Castes) order, 1950."

It is further certified that entry to this effect exists in the service record of
Shri.....father of.....who is
employed in.....department of Punjab/Govt. of India.

Shri/Shrimati/Kumari.....and his/her family lives in
village/town.....District/Division.....of the Punjab State.

Place:

Signature

FORM OF CERTIFICATE OF BACKWARD CLASS

1. This is to certify that Shri/Shrimati/Kumari_____son/daughter of Shri_____village/town_____in District/ Division_____of the State of Punjab belongs to the_____caste which is recognized as a Backward Class in terms of Punjab Government Letter No._____dated_____

2. This is also certified that he/she does not belong to any category of persons/sections mentioned in column 3 of the schedule to Punjab Government. Department of Welfare letter No. 1/41/93-RCI/459dated17.1.1994.

3. Shri/Shrimati/Kumari_____and/or/his/her family ordinarily reside(s) in village/town_____of district/Division_____of the State of Punjab.

Place:

Signature_____

Date:

Designation_____

(with office seal of the Officer concerned)

**This Certificate must not be dated one year before the first day of counselling for admission. A certificate issued more than one year before counselling date shall not be valid.*

ਨੰ: 1/41/93-ਰਸ1/ 609
ਪੰਜਾਬ ਸਰਕਾਰ
ਕਲਾਈ ਵਿਭਾਗ
(ਰਿਜ਼ਰਵੇਸ਼ਨ ਸੈਲ)

ਸਵਾ ਵਿਖੇ,

ਰਾਜ ਦੇ ਸਮੂਹ ਵਿਭਾਗਾਂ ਦੇ ਮੁਖੀ,
ਰਿਜ਼ਿਸਟਰਾਰ, ਪੰਜਾਬ ਅਤੇ ਹਰਿਆਣਾ ਹਾਈ-ਕੋਰਟ,
ਰਾਜ ਦੀਆਂ ਸਮੂਹ ਡਵੀਜ਼ਨਾਂ ਦੇ ਕਮਿਸ਼ਨਰ,
ਰਾਜ ਦੇ ਸਮੂਹ ਸਿਪਟੀ ਕਮਿਸ਼ਨਰਜ਼,
ਰਾਜ ਦੇ ਸਮੂਹ ਉਪ ਮੈਂਡਲ ਮੈਜਿਸਟਰੇਟ ।

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ, 24-10-2013

ਵਿਸ਼ਾ:- ਹੋਰ ਪੱਛੜੀਆਂ-ਸੁੱਟੀਆਂ/ਪੱਛੜੀਆਂ-ਸੁੱਟੀਆਂ ਦੇ ਰਾਖਵੇਂਕਰਨ ਦੇ ਦਾਇਰੇ ਵਿਚੋਂ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਉੱਨਤ (ਕਰੀਮੀਲੇਅਰ) ਵਿਅਕਤੀਆਂ ਨੂੰ ਬਾਹਰ ਰੱਖਣ ਲਈ ਆਮਦਨ ਸੀਮਾ ਦੇ ਮਾਪਦੰਡਾਂ ਵਿੱਚ ਸੋਧ ਕਰਨ ਬਾਰੇ ।

ਸ਼੍ਰੀ ਮਾਨ ਜੀ,

ਮੈਨੂੰ ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਆਪ ਦਾ ਧਿਆਨ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ: 1/41/93-ਰਸ-1/459 ਮਿਤੀ:17-1-94,ਪੱਤਰ ਨੰ: 8/144/93-ਡਬਲਯੂ. ਸੀ 2/7017, ਮਿਤੀ 27-9-1995, ਪੱਤਰ ਨੰ:1/41/93-ਆਰ. ਸੀ 1/1597, ਮਿਤੀ 17-8-2005 ਅਤੇ ਪੱਤਰ ਨੰ:1/41/93-ਆਰ.ਸੀ.1/209, ਮਿਤੀ 24-2-2009 ਵੱਲ ਦਿਵਾਉਣ ਅਤੇ ਇਹ ਦੱਸਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਉਨ੍ਹਾਂ ਵਿਅਕਤੀਆਂ ਦੇ ਪੁੱਤਰ ਅਤੇ ਪੁੱਤਰੀਆਂ ਜਿਨ੍ਹਾਂ ਦੀ ਲਗਾਤਾਰ ਤਿੰਨ ਸਾਲਾਂ ਤੱਕ ਕੁੱਲ ਸਾਲਾਨਾ ਆਮਦਨ 4.5 ਲੱਖ ਰੁਪਏ ਜਾਂ ਇਸ ਤੋਂ ਵੱਧ ਹੈ, ਉਹ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਉੱਨਤ (ਕਰੀਮੀਲੇਅਰ) ਦੇ ਦਾਇਰੇ ਅਧੀਨ ਆਉਂਦੇ ਹਨ ਅਤੇ ਹੋਰ ਪੱਛੜੀਆਂ-ਸੁੱਟੀਆਂ/ਪੱਛੜੀਆਂ-ਸੁੱਟੀਆਂ ਨੂੰ ਰਿਜ਼ਰਵੇਸ਼ਨ ਦੇ ਮਿਲਣ ਵਾਲੇ ਲਾਭਾਂ ਦੇ ਹੱਕਦਾਰ ਨਹੀਂ ਹਨ । ਹੁਣ ਭਾਰਤ ਸਰਕਾਰ ਵੱਲੋਂ ਉਨ੍ਹਾਂ ਦੇ ਪੱਤਰ ਨੰ:36033/1/2013-Ess. (Res) ਮਿਤੀ 27-05-2013 ਰਾਹੀਂ ਹੋਰ ਪੱਛੜੀਆਂ-ਸੁੱਟੀਆਂ/ਪੱਛੜੀਆਂ-ਸੁੱਟੀਆਂ ਲਈ ਸਮਾਜਿਕ ਤੌਰ ਤੇ ਉੱਨਤ (ਕਰੀਮੀਲੇਅਰ) ਵਿਅਕਤੀਆਂ ਲਈ ਨਿਰਧਾਰਤ ਆਮਦਨ ਸੀਮਾ Less than 4.5 ਲੱਖ ਰੁਪਏ ਤੋਂ ਵਧਾ ਕੇ Less than 6 ਲੱਖ ਰੁਪਏ ਸਾਲਾਨਾ ਕਰਨ ਸਬੰਧੀ ਟੈਸਟਾਂ ਨਿਰਧਾਰਿਤ ਹੋ ਗਿਆ ਹੈ । ਇਸ ਤਰ੍ਹਾਂ ਸਰਕਾਰ ਦੇ ਪੱਤਰ ਨੰ: ਪੱਤਰ ਨੰ:1/41/93-ਆਰ.ਸੀ.1/209, ਮਿਤੀ 24-2-2009 ਵਿੱਚ ਕੈਟਾਗਰੀ-VI ਅਧੀਨ ਦਰਜ ਉਪਬੰਧ ਦੀ ਬਜਾਏ ਹੇਠ ਦਰਸਾਏ ਅਨੁਸਾਰ ਪ੍ਰਤੀ-ਸਥਾਪਿਤ (Substituted) ਯੋੜਾ ਜਾਂਦਾ ਹੈ :-

Category	Description of Category	To whom the rule of exclusion will apply.
VI	Income/Wealth Test	Son (S) and daughter (S) of Persons having gross annual income of Rs. 6 lakh or above or possessing wealth above the exemption limit as prescribed in the Wealth Tax Act for period of three consecutive years .

(b) Persons in Categories 1, II, III & V A who are not disentitled to the benefit of reservation but have income from other sources of wealth which will bring them within the income/wealth criteria mentioned in (a) above.

Explanation-

Income from salaries or agricultural land shall not be clubbed.

ਇਸ ਪੱਤਰ ਦੀ ਪਹੁੰਚ ਰਸ਼ੀਦ ਭੇਜੀ ਜਾਵੇ।

ਵਿਸਵਾਸਪਾਤਰ
ਸੁਪਰਡੈਂਟ
ਹਿਜਰਵੈਸਨ ਸੈਲ

ਉਤਾਰ ਨਿਮਨਲਿਖਤ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਪਕਾਈ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਵਾ ਹੈ -

- 1. ਰਾਜ ਦੇ ਸਮੂਹ ਵਿੱਤੀ ਕਮਿਸ਼ਨਰ,
- 2. ਰਾਜ ਦੇ ਸਮੂਹ ਮੁੱਖ ਸਕੱਤਰ ਅਤੇ
- 3. ਰਾਜ ਦੇ ਸਮੂਹ ਪ੍ਰਬੰਧਕੀ ਸਕੱਤਰ।

ਸੁਪਰਡੈਂਟ
ਹਿਜਰਵੈਸਨ ਸੈਲ

ਸੰ.ਪ.ਨੰ: 41/93-ਰਸ/ 610
ਪ.ਨ.ਅੰ.ਨੰ: 41/93-ਰਸ/ 611

ਮਿਤੀ, ਚੰਡੀਗੜ: 24-10-2013
ਮਿਤੀ, ਚੰਡੀਗੜ: 24-10-2013

ਉਪਰੋਕਤ ਦਾ ਇਕ ਉਤਾਰ ਮੈਂਟਰ ਸਕੱਤਰ, ਪੰਜਾਬ ਰਾਜ ਅਨੁਸੂਚਿਤ-ਜਾਤੀਆਂ ਕਮਿਸ਼ਨ, ਚੰਡੀਗੜ ਸੈਲੀਆ ਕਮਿਸ਼ਨ, ਮੰਜਿਲ-4, ਪੰਜਾਬ ਸਿਵਲ ਸਪੋਂਟਰੇਜ, ਚੰਡੀਗੜ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜਿਆ ਜਾਵਾ ਹੈ।

ਸੁਪਰਡੈਂਟ
ਹਿਜਰਵੈਸਨ ਸੈਲ



GOVERNMENT of PUNJAB
Office of the Tehsildar, (_____))
Name of District

Certificate of Other Backward Class

Document Sr. No.

This is to Certified that Shri/Smt.
Son/Daughter of Shri of
Village/Town of
District/Division _____

State of Punjab belongs to the _____ Caste which has been recognized as a backward class in terms of Punjab Government Letter No. 11096-WG55/53380 dated 03/09/1955.

This is also to certify that he/she does not belong to any category of persons/sections mentioned in column 3 of the schedule to the Punjab Government, Department of welfare letter No. 1/41/93-RC1/209 dated 24-02-2009 and Notification No. 1/41/93-RC1/209 dated 24-02-2009

Shri/Smt. _____ and his/her family ordinarily resides in Village/Town _____ District/Division of _____ the state of Punjab.

Date of Issuance:
Authority:

Signature of the Issuing

Digitally Signed by:

Designation:

Date:

(Stamp and sign of certificate printing center)

Place:

Disclaimer- "This is a digitally Signed Certificate and does not require hand written signatures. The responsibility of verification of this document, before accepting the same for any legal purpose, would rest with the Institution or Organization or Company or any other entity where this document is produced."

The Content of this document could be verified using the document serial number at the following web link <http://edistrict.punjab.gov.in/EDA>

BACKWARD AREA CERTIFICATE

Dispatch No.-----

Date-----

Certified that -----son /daughter of shri ----- is a
bonafide resident of -----village-----Tehsil-----
-----district-----

which has been declared as backward area by the Punjab Government. His/Her claim falls under
Category* _____ indicated below:

(a) a person who with the family members has been residing in a particular village or town included in the list of areas which are declared backward constantly for a period of ten years or more and is likely to continue to reside there.

(b) a person who has been residing in a village/town for a period of less than ten years but not less than five years who is likely to reside there on account of the fact that he has obtained employment and will settle there afterretirement.

In case of a person who has been residing in a village or town included in the list of areas which are declared backward and has migrated to another village or town in the said area, the total of his stay at both places will be counted.

Place:

**District Magistrate/G.A. to D.C.
or Sub-Divisional Officer (Civil)
(with Seal of the Court)

Date:

* Please mention here category (a) or (b) as the case may be.

**Certificate from authority other than D.M./G.A. to D.C. or S.D.O. (Civil) is not valid.

**CERTIFICATE FOR BEING CHILDREN/GRANDCHILDREN OF POLITICAL SUFFERERS
(GRANDCHILDREN WOULD MEAN SON'S SONS/DAUGHTERS
OR DAUGHTER'S SONS/DAUGHTERS)**

Despatch No.

Date _____

Certified that -----son/daughter of Shri----- of Village-----

----- P.O. -----Tehsil-----District-----

and father/mother of Shri/Kumari----- is a bonafide

(Name of the Candidate)

Political sufferer and has been granted freedom fighter's pension by the Punjab Government or has

been awarded Tamra Patra for his political sufferings.

Place:

*Deputy Commissioner

Date:

(with Seal of the Court)

*Certificate from no other authority will be accepted.

**CERTIFICATE IN RESPECT OF 1984 RIOTS AFFECTED MIGRANTS/DISPLACED
PERSONS/DEPENDENTS OF TERRORIST AFFECTED FAMILY OF PUNJAB**

Despatch No. _____

This is to certify that _____ son/daughter of
Sh. _____

is a November 1984 riots affected migrant/displaced person/Terrorist affected person/Dependent of
terrorist affected family in Punjab. (Dependents of terrorist affected family will mean a family which
has lost its bread winner in some terrorist action in Punjab).

He/She is a child of army deserter killed/100% physically disabled or the child of family of person
killed as a result of terrorist violence by security forces acting in aid of civil power or the child of
innocent civilians who have sustained 100% disability in terrorist violence or during operation by
security forces acting in aid of civil power.

Place:

Deputy Commissioner

Date:

(with Seal of the Court)

- (a) Certificate from authority other than D.C. is not valid.
 - (b) The applicant will have to fulfill the basic qualifications and any criteria prescribed by the
University.
-

CERTIFICATE FOR THE HANDICAPPED

Despatch No. _____ Date _____

Certified that _____ son/daughter of Shri _____
suffers from a loss of disabilavity of

- (a) 50% or more
- (b) 40% or more but less than 50%

according to the criteria laid down in the Punjab Govt. notification.

Date:

Chief Medical Officer
Punjabi University
Patiala

CERTIFICATE BY THE CANDIDATE HAILING FROM BORDER AREA

Despatch No. _____

Date:

(i) Certified that _____ son/daughter of
Shri _____ of
village _____ District _____ is a bonafide resident of
village _____ District _____

_____ the village/town fall within the belt of 10 miles from the international border.

It is further certified that _____ has studied for at least 5 years in a recognised institutions(s) located in such village/town, as per dated of joining and leaving school/college given below, which also fall within the belt of 10 miles from the international border.

- (1) _____
- (2) _____
- (3) _____
- (4) _____

Place:
D.C./S.D.O.(Civil)
Date:

*D.C./G.A. to
(with Seal of the Court)

*Certificate from no other authority will be accepted.

(ii) Certified that _____ son/daughter of
Sh. _____ of
village _____ District _____ was a bonafide student
of _____ the _____ school/college
from _____ to _____.

(exact date of joining and leaving the School/College to be given)

Place:

Signature of Headmaster/
Principal of the School/College
(with Seal)

Date:

**DEFENCE/PARA-MILITARY/PUNJABPOLICE/P.A.P./PUNJAB HOME GUARDS
PERSONNEL CERTIFICATE**

To be obtained from the appropriate authority with dispatch number and date of the issue along with seal of the officer issuing the certificate mentioned in the Reservation Policy in the Prospectus for this category. Certificate must indicate the name of the candidate.

Officer/Commandant/SSP.

Note: A candidate claiming admission under the above **categories** will produce a certificate from the Commanding Officer/Commandant/SSP

CERTIFICATE FOR RURAL AREA CANDIDATE

(Applicable for admission to University College of Engg, Punjabi University, Patiala)

(Required only from those candidates claiming benefit of reservation under rural area)

Certified that _____ son/daughter/wife of Shri _____ an applicant for admission to various courses (2016-2017) in Punjabi University, Patiala has passed Matriculation/Higher Secondary examination from Name of School _____
Village _____
District _____ which was situated in rural area i.e. an area that falls neither under a Corporation/Municipal Committee nor under a Notified Area Committee and he/she has studied in school situated in rural area for at least five years prior to his/her Matriculation/Higher Secondary Examination.

Place:

Signature of the Principal/
Headmaster of the School
with office stamp

Date:

Signature of Tehsildar of the

Despatch

No. _____

area with clear office stamp

Dated _____

Note:

- 1) The school run on the campuses of Corporations, Universities and Cantonment areas will not be considered in this category.
- 2) The candidate claiming benefit under Rural Area category must be hailing from Rural Area (i.e. Residence proof of Rural Area required).

The certificate of residence, class, caste, wards of political sufferers/freedom fighters, riot effected or of being from the backward area/border area are to be signed by the appropriate authority as specified in the Reservation Polity of the Prospectus and must bear the office stamp. The Officeres signing the Certificate are particularly requested to affix their Revenue Official stamp and not the Magistrate's Court Stamp, as the later gives no indications that the Certifying Officer is a Revenue Officer as required under the rule.

Appendix- II
Formats of Certificates /Documents

SR. NO.	DETAIL OF INFORMATION / CERTIFICATE	
1.	UNDERTAKING REGARDING ATTENDANCE	50
2.	SELF DECLARATION BY PARENTS REG. NOT CLAIMING RESIDENCE IN ANY OTHER STATE.	51
3.	MEDICAL FITNESS CERTIFICATE	52
4.	SELF DECLARATION ANTI RAGGING – AFFIDAVIT BY THE STUDENT	53
5.	SELF DECLARATION ANTI RAGGING – AFFIDAVIT BY PARENT/GUARDIAN	54
6.	INSURANCE FORM OF STUDENT	55
7.	GAP CERTIFICATE	56
8.	NRI SELF DECLARATION	57

Certificate to be furnished by the students before he/she is admitted to the Department of the University:-

Name of the Department/Faculty - **Faculty of Engineering,
Punjabi University, Patiala**

Class - _____

Date - _____ **For Session 2016-17.**

This is to affirm and declare that I have the Knowledge.

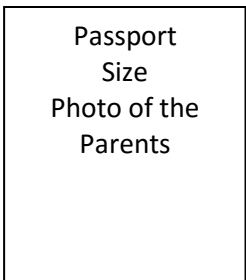
- 1) That if I will remain absent for continuous 10 days in the beginning of session after depositing the admission fee my name will be struck off from the Rolls of the class/department.
- 2) That if I will remain absent continuously for 10 days at any time during the semester, my name will be struck off from the Rolls of the class/department.
- 3) That I have to attend minimum 75% Lectures delivers to that class in each subject, Even in case of Re-admission Counting of 75% lecture will be clone from total number of lectures deliver to that class in each paper.
- 4) That if I will fall short of 75% of lectures delivered, I can be given 6% lecture by the Head of the Department on the recommendation of ACD and 6% by the committee headed by Dean Academic Affairs in exceptional situation.
- 5) That this benefit in exceptional situation is available only in the cases of Medical ground where some serious illness requiring hospitalization is there. For availing this benefit, information is required to be submitted to the Head of the Department before and immediately after the recovery of the illness and not at the end of the semester.
- 6) That a medical certificate in this regard should be approved from the medical officer of the University and submitted to the Head of the department. A certificate not approved by the Medical Officer of the University will not be accepted.
- 7) That beyond these limits of relaxation. I am not entitled or any other relaxation even in case of extreme illness or another emergency and I have not other recourse except to seek readmission next academic session.
- 8) That as a sports person I am entitled for duty leave during my attendance in the sports camps, competition days and journey days etc. But for availing the benefit of attendance during camp days or competition days, I will have to submit a leave application duly approved by the Director of Sports in this regard to the Head of the Department. (Copy to the Dean Student Welfare and Dean Academic Affairs) and also upon the end of the Camp or Competition will report in writing to the Head of the Department (Copy to the Dean Student Welfare and Dean Academic Affairs). Such request has to be signed by Director Sports and the joining report should be given in the department within three days from the end of the Camp or Competition.
- 9) That I understand that as a sports person if I will not do comply with condition given at 8, I will not get any benefit of attendance for the time spent in Camp or Competition days.
- 10) That as a participant in Youth Welfare Activities, NSS or any other type of activities I will have to follow the same procedure for attendance as is followed by sports persons as mentioned at Sr. No. 8 and 9 above.
- 11) That I have to appear for all the internal assessment, tests and submit assignments for continuous evaluation process.
- 12) That I am expected to receive the evaluated assignment and Answer book of MST within seven days from their submission/end of MST.
- 13) That in case I do not receive the evaluated Answer book / assignment and I do remind the concerned teacher, I will not have the right to raise the voice after a reasonable period.
- 14) That if there is any disagreement regarding marks given in internal assessment, I have to immediately take up the matter with concerned teacher/Head of the Department and not to wait till the end of the semester. If I am not given proper hearing in this regard I have to report the matter to the Dean Students Welfare and Dean Academic Affairs.
- 15) That I have also read all other rules relating to students in the handbook of information.

Certified that I have read all above conditions and I am signing this in the presence of official of the university with complete knowledge and understanding of above.

Signature of the Student with Date

Self Declaration by Parents
(Not Claiming Residence in any other state)

I.....
father/mother/guardian of Miss/Mr.....
resident of.....
.....
(full address to be given)



do hereby solemnly state and affirm as under:-

- That I am a citizen of India.
- That neither the deponent nor the child/ward of deponent have obtained the benefit of Residence in any other State.

Dated:.....

DEPONENT

Verification

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

Dated:.....

DEPONENT

MEDICAL FITNESS CERTIFICATE

I certify that I have carefully examined Sh./Km.

Son/Daughter of Sh.

His / Her age is about

His Chest Measurement is :- Unexpanded cm Expanded Cm

His / her eyesight is upto the prescribed standards:

Details of glasses, (if worn)

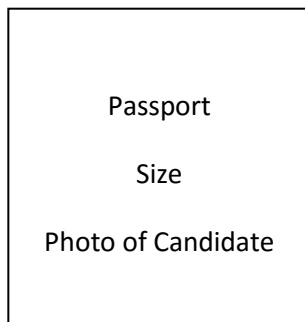
He / She has no disease or mental bodily infirmity unfitting or likely to unfit him/her in the future for active outdoor service.

Marks of identification:

Right Hand Thumb Impression: -

Dated

(Signature of Gazetted Medical Officer)
With Office Seal



Signature of Candidate

SELF DECLARATION
ANTI RAGGING - AFFIDAVIT BY THE STUDENT

Passport
Size
Photo of
Candidate

I

S/o, D/o Mr. / Mrs. / Ms

having been admitted to

have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations.

2. I have, in particular, persued clause 3 of the regulations and am aware as to what constitutes ragging.
3. I have also, in particular, persued clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that :-
 - a. I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 or Regulations, without prejudice to any other criminal action that may be taken against me under my penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty or, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this day of Month ofyear

Signature of Deponent
Name

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at day of Month ofyear

Signature of Deponent

SELF DECLARATION
ANTI RAGGING - AFFIDAVIT BY PARENT/GUARDIAN



I
Father/Mother/Guardian of Mr. / Ms
having been admitted to

have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations.

2. I have, in particular, persued clause 3 of the regulations and am aware as to what constitutes ragging.
3. I have also, in particular, persued clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he / she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that :-
 - a. My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the regulations.
5. I hereby affirm that, if found guilty of ragging, my ward liable for punishment according to clause 9.1 or Regulations, without prejudice to any other criminal action that may be taken against me under my penal law or any law for the time being in force.
6. I hereby declare that my ward have not been expelled or debarred from admission in any institution in the country on account of being found guilty or, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my ward's admission is liable to be cancelled.

Declared this day of Month ofyear

Signature of Deponent
Name

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at day of Month ofyear

Signature of Deponent

ਫੈਕਲਟੀ ਆਫ਼ ਇੰਜੀਨੀਅਰਿੰਗ
ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ।
(1961 ਦੇ ਪੰਜਾਬ ਐਕਟ ਨੰ. 35 ਤਹਿਤ ਸਥਾਪਤ)

ਵਿਦਿਆਰਥੀ ਦੇ ਬੀਮੇ ਸਬੰਧੀ ਨਾਮਜ਼ਾਦਗੀ ਫਾਰਮ

ਵਿਦਿਆਰਥੀ ਦਾ ਨਾਮ

ਪਿਤਾ ਦਾ ਨਾਮ

ਕੋਡ ਨੰ. ਕਲਾਸ ਰੋਲ ਨੰਬਰ

ਬਰਾਚ:

ਕਲਾਸ ਬੀ. ਟੈਕ. ਭਾਗ ਪਹਿਲਾ (ਸਮੈਸਟਰ ਪਹਿਲਾ) ਸੈਸਨ : 2016-2017

ਘਰ ਦਾ ਪੱਕਾ ਪਤਾ:

.....

ਫੋਨ ਨੰਬਰਮੋਬਾਇਲ ਨੰਬਰ

ਪੱਤਰ ਵਿਹਾਰ ਲਈ ਪਤਾ:

.....

ਨਾਮਜ਼ਦ ਵਿਅਕਤੀ ਦਾ ਨਾਮ:

ਵਿਦਿਆਰਥੀ ਨਾਲ ਰਿਸ਼ਤਾ

ਨਾਮਜ਼ਦ ਵਿਅਕਤੀ ਦਾ ਪੱਕਾ ਪਤਾ

.....

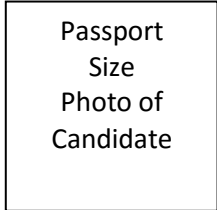
ਫੋਨ ਨੰਬਰਮੋਬਾਇਲ ਨੰਬਰ

ਮਿਤੀ ਵਿਦਿਆਰਥੀ ਦੇ ਹਸਤਾਖਰ

ਨੋਟ: ਇਹ ਫਾਰਮ ਵਿਦਿਆਰਥੀ ਦੇ ਦਾਖਲਾ ਫਾਰਮ ਦੇ ਨਾਲ ਲਗਾ ਦੇ ਵਿਭਾਗ ਦੇ ਰਿਕਾਰਡ ਵਿੱਚ ਰੱਖਿਆ ਜਾਵੇ।

Self Declaration
Regarding Discontinuity in Studies (Gap Certificate)

I
S/o, D/o Mr. / Mrs. / Ms
Resident of



do hereby solemnly affirm and declare as under:-

- That I discontinued my study from Session to
- That during the above period I was not involved in any offence or in any illegal activity.
- That no criminal case is pending against me in any court.

Dated:.....

DEPONENT

Verification

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

Dated:.....

DEPONENT

FORM-A
NRI SELF DECLARATION
(FOR NRI SEAT ONLY)

I _____ son/daughter of
Shri _____
resident of _____
_ solemnly affirm and declare that I am non-Resident Indian and presently staying at _____

1. That I am serving as _____ with _____
OR
that I am doing my own business at _____
2. That Mr/Ms _____ who has applied for admission to _____ of Punjabi University, Patiala under NRI category is my son/daughter. A proof in this regard is attached herewith.
3. That I undertake to bear all his/her expenses on tuition fee and other university dues during the entire period of study in this course in the university as per university rules.
4. That in support of evidence, I am enclosing a copy of Passport and Visa/GreenCard/Salary Certificate/Income Tax Return/Bank Balance (in foreign exchange).

DATED:

DEPONENT

VERIFICATION

I solemnly state and affirm that the contents of my declaration (Para 1 to 4) are true to the best of my knowledge and belief.

DEPONENT
