BULLETIN OF INFORMATION 2020-21

College of Vocational Studies

A 'NAAC' ACCREDITED 'A' GRADE COLLEGE

Table of Contents

DISCLAIMER

Every care has been taken to verify the authenticity of the contents of this Prospectus. This Prospectus has to be read in conjunction with the University of Delhi Bulletin of Information for Undergraduate Programmes 2020-21. The information contained in Relevant Rules, Regulations, Ordinances and Statutes of the University will be final. The data contained in this Prospectus is indicative only and cannot be used for legal purposes.

PRINCIPAL'S NOTE

Greetings from College of Vocational Studies, an institution with almost fifty year's tradition of exuberance, creativity and hundreds of success stories. The College was started in the golden jubilee year of the University of Delhi in 1972. It marked a small beginning to change the way in which higher education was treated in the country. Since the time we started in a small building in north Delhi to the present premises we have come a long way. The College of Vocational Studies has been awarded NAAC Grade A with a unique status of the premier institution for Vocational education. The College strives for excellence with the objective of the holistic development of the students.

The humanities, social sciences, commerce, vocational and computer subjects offered in the College create a perfect combination of high academics and practical pragmatism – both essential for the young adults to meet the challenges of these times. The University of Delhi prescribed uniform syllabus is enriched here with add-on certificate courses, modules, lecture series, seminars, debates, industrial tours, field trips, heritage walks, green initiatives, CSR & start-up projects, MOOCs, international online courses and application-based research.

The College presents a kaleidoscopic myriad activity of forty plus students' societies which range from NCC, NSS to sports to music to drama and the list is endless. These societies add vibrancy to the College ambiance and provide full opportunity to students to reach to unprecedented heights. Thanks to the dedicated combined efforts of the faculty, students and non-teaching staff the online classes are going on in full swing during the Covid-19 situation. The College campus is Wi-Fi enabled and class rooms are equipped with projectors. The whole campus is under electronic surveillance.

We welcome the new students to the College and firmly believe that they are the real architects of change. The College of Vocational Studies is committed to bring out the best in our students. We look forward to a meaningful interaction and association of learners and teachers during the new academic year 2020-21.

CMA Prof. Inder Jeet Dagar
Principal,
College of Vocational Studies, DU

ABOUT US

The College of Vocational Studies is a maintained institution of University of Delhi and has been serving the cause of vocational, management and conventional education since 1972. It marks a small beginning in a great change in the field of higher education making it more meaningful and diversified. Through this experiment, we seek to break new ground by bridging the gap between static university education and the social environment. It had been among the pioneer institutions in the country to offer vocational education, bridging the gap between traditional university education and the changing socio-economic environment. In addition to vocational courses the College has been offering Honours Courses in Commerce, Economics, History, Business Economics and Computer Science.

NAAC Accreditation

The College was accredited with 'Grade A' by National Assessment and Accreditation Council (NAAC) Inspection Committee that visited the college from 3rd to 5th October, 2016. The grade was given on various parameters such as infrastructure, departments, extra-curricular activities, etc. NAAC is an autonomous body established by UGC to assess and accredit institution of higher education in the country.

Location

CVS is in the heart of South Delhi in Sheikh Sarai, Phase-II. The College is well connected by Metro and buses. The Nearest metro station is Malviya Nagar (Yellow Line) & Chirag Delhi (Magenta Line).

Our Mission

College of Vocational Studies aims to be an institution of excellence not only in management based Vocational courses but also in other professional and conventional courses. It aims to bring in focus the Vocational or practical aspect of higher education. Our aim is to create an environment where innovation is focused. The students pursue knowledge with passion and freedom and blossom into responsible citizens of the society in a harmonious academic environment

Our Vision

College of Vocational Studies strives for excellence both in the academic as well as extra-curricular domains. The mission of the college is that the student should excel in his/her respective fields of Vocational, commerce and humanities. The college provides excellent facilities, which include computer labs, classrooms with projectors, well-equipped library, activity rooms, well maintained sports ground and above all a well-trained faculty. Students are constantly encouraged to think not just within the parameters of a set curriculum but to realize their true potential through continuous research and learning

Governing Body

1.	Prof. B. C. Tripathy	Chairman
2.	Mr. Naresh Grover	Treasurer
3.	Prof. N. Sukumar	Member
4.	Prof. Shailja Chennat	Member
5.	Mr. Raj Kumar Verma	Member
6.	Dr. Meenakahi Agarwal	Teacher Representative, Department of Commerce
7.	Dr. Pradip Biswas	Teacher Representative, Department of Economics
8.	**Dr. Inder Jeet Dagar**	**Secretary/Principal**

FACILITIES

College Building

The College Campus is spread across 10 acres of land boasting of lush green lawns and different varieties of flowers, trees and bushes. It also houses a large playground including basketball court, table-tennis court, outdoor gym etc. The existing college building has around 25 classrooms, Boys' Common Room, Girls' Common Room etc. The new teaching block has recently been added to the existing College Campus. It houses 28 new classrooms, conference room, yoga room and a new toilet block. The administration and finance section have been revamped and automated. Also, a Committee Room and IQAC room have recently been added to the College infrastructure.
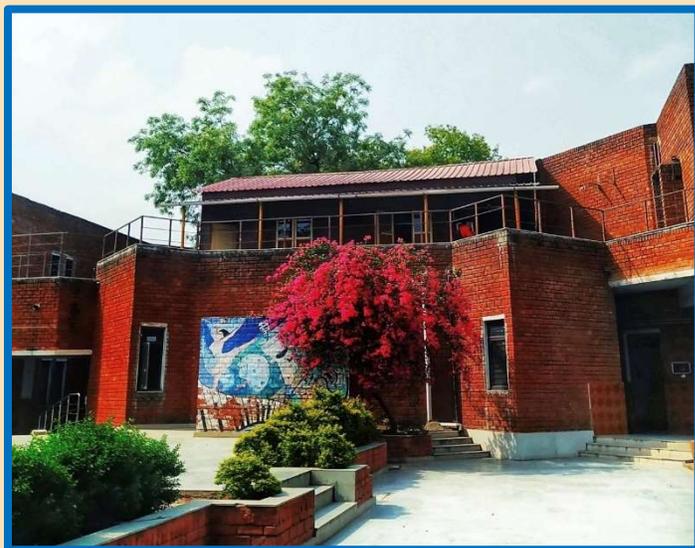
College Library

The College has a well-stocked fully computerized and air-conditioned library. It has three sections, namely reference section, textbook section and general section. The reading room provides newspapers and magazines for general reading. It also provides scholarly journals and periodicals for consultation. The rules for the use of library are notified on the Notice Board by the Librarian from time to time. It has 55,664 books and approx. 500 bound scholarly journals in its stock comprising of a good number of valuable reference/multi-disciplinary books. The Library subscribes to 31 journals and periodicals and 12 newspapers for its users. The Library reading room remains open from 9:00AM to 5:30PM. The Library is well known for its valuable, rare and unique collection of study material on vocational/management subjects. Students and teachers are provided with internet connectivity and Laptops for preparing their course related contents, lessons, assignments etc., along with access to e-resources such as INFLIBNET-NLIST for further study & research works.

College Computer Labs

The College has two Computer Labs well equipped with the latest hardware and software. There are 80 computers with networking. All the necessary software is also available for students. The College also has a Digital Electronics Lab.

Seminar Room

The College has a fully air conditioned and fully equipped Seminar Room for organizing different activities. The Seminar Room is further being upgraded and renovated.

Sports Activities

The College encourages all students to participate in various games, sports and extra-curricular activities. The facilities for games and sports like basketball, football, volleyball, cricket, athletics, table-tennis and so are provided by the college to the students, there is a reservation for the deserving sports persons and having excellence in extra-curricular activities for admission in the first semester. The admissions will be made for Archery, Badminton, Basketball, Boxing, Chess, Cricket, Football, Volleyball and Yoga. However, the candidates excelling in individual sports may also be considered. The College also owns a separate Yoga room for the Yoga Enthusiasts.

Cultural Activities

The College has a very vibrant and active Cultural Society. Over the last few years, the College has carved a niche for itself in the cultural calendar of the University. We hope to keep this going by induction of fresh blood among the new students. Our students are encouraged to take part in various cultural activities like music, street dance, western dance, fashion, debating and so on.

College Annual Fest

Every Year the College celebrates its Annual Festival, "**Tatva**". It will be held in February 2021.

IGNOU Study Centre

Study Centre (No. 07103) has been activated at the College for providing counselling in MBA, M. Com and M.T.M.

NCWEB Centre

Non-Collegiate Womns' Education Board (NCWEB) Centre is active at the College, offering B. Com and B.A. Programmes.

Foreign Language Courses

The College also offers part time certificate / diploma courses in French and German Languages. The students interested may enroll themselves in these add on courses. The office may be contacted for admission in Language Courses.

Magazine

The College publishes VOCANA, The Annual Magazine. The objective is to inculcate a literary habit among students of the College. Those interested in contributing to the magazine should contact the convenour/members of the Magazine Committee.

Photostat Facilities

The College has arranged the services of a private contractor to provide photostat facilities to the students and teachers of the college at a nominal rate.

Campus Under Electronic Surveillance

32 CCTVs have been installed throughout the campus to ensure safety and security of the students.

College Website

Students are required to visit the website of the College i.e. www.cvs.edu.in from time to time for College related updates.

University Website

Students are required to visit the website of the University i.e. www.du.ac.in from time to time for important updates.

College Canteen

The College has a spacious canteen to provide wholesome snacks at moderate rates. The canteen works under the supervision of a Canteen Committee appointed by the Staff Council.

Scholarships

The College Teachers offer a number of scholarships to the students on merit-cum-means basis. The College has decided to grant special assistance to EWS students towards internet recharge for Online Learning in COVID 19 context for the odd semester 2020-21.

Societies

The College has a number of Societies/Associations/ Cells/ Clubs /Projects which are active throughout the year in carrying out various social, cultural and academic programmes. All Departments have their own societies. Membership of these societies is automatic, upon being a regular student at College of Vocational Studies. These societies lend vibrancy to academics in the college through the regularly organized seminars, talks, debates, paper-reading, competitions and Department festivals. Many societies bring out wall magazines and printed magazines. They have also created Blogs and Facebook, Instagram and Twitter pages.

College Level Societies

- Cultural Union - REVERIE
- Aaghaaz
- Aspire
- CDF
- Dr. S. Radhakrishnan Book Club
- Gandhi Study Circle
- Green Brigade
- NSS
- NCC
- Students' Union

Cultural Societies - Reverie

- Arpeggio
- Criador
- Dramanomics
- CVS Zest - CVS Streets
- Manthan
- Shashtrarth
- Zephyr
- Quest

Departmental Societies

- Biznomics
- Carvan
- COMSOC
- ECONOX
- ENCRYPT
- FIC
- Inspirix
- Litsoc
- Mercadeo
- MSOC
- Rotaract
- Samvaad
- Time Travellers
- Vociferous Vocationals

Inclusion and Support

- Foreign Student Association
- North East Students Association

Projects

- Enactus
- ERIC
- TEB
- Quonsult

The Official Social Media of College - SMCCVSDU

College societies:

These societies are college-oriented societies which were initiated to work on common ideas and concepts. Students of different Departments interact with each other and work together on common grounds of environment, human development, women development, social works etc. Societies like Green Brigade, Inspirix, Aaghaaz etc. are working these principles.

Aaghaaz – Women Development Cell (WDC)

Aaghaaz, Women Development Cell (WDC) of the College has been functioning since 2012, founded by Dr M Geetha during the 2011-12 session and became a fully-fledged Women Development cell. The cell did various programmes on issues like Sexual harassment, female foeticide etc and held workshops on Self-Defence and Cyber Crime in association with Delhi Police. Aaghaaz also has a Queer Cell for LGBTQIA+ students and has been organising Pride March over the last two academic sessions. On all college wide events, the cell provides support to the Non-Teaching Staff of the college.

Aspire – The Placement Cell

The link between dreams and success is that of aspirations. ASPIRE: The Placement Cell of College of Vocational Studies, University of Delhi, aims at making opportunities available to students that take them towards a successful future. Under the guidance of Dr. Gauri Mishra, College Placement Cell has brought a lot of well-renowned companies for placements as well as internships to the college campus: Aon Hewitt, Genpact, Tommy Hilfiger, Ernst and Young, Deloitte to name a few. We are aiming for more companies in the time to come. The placement coordinators work tirelessly to bring the best companies and job profiles to the college and their dedication ensured that Aspire is rated amongst the top placement cells of Delhi University.

Aspire has seen exponential growth over the years and it is now offering placements with packages up to 8-9L PA. Besides this, internships with multiple profiles are being offered to all the students through the year. The coordinators work

selflessly to get the best of opportunities for the students and are always available to resolve their issues.

CDF - Connecting Dreams Foundation

Connecting Dreams Foundation is a youth led social entrepreneurship initiative that works for social development of children and women. Many colleges of Delhi University are working under CDF Pan India with the aim of rectifying the social evils ruling the penurious segment of the social strata. Students from the College of Vocational Studies established it as a society in 2018.

Our AIM:

- Achieving our vision through health, technology, internet, and entrepreneurship education.
- Creating new employment and business opportunities for women in the countryside through a technology enabled village enterprise.
- Connecting villages and women groups with each other with use of simple, usable and relevant technology.

Dr. S. Radhakrishnan Book Club of CVS

It works to promote a reading culture and critical thinking among students. Our aim is to nurture book reading culture among students. The Book Club was initiated in 2018 by Dr. Richa Malhotra. It has to its credit eight Book Club Meets where nine classic works were discussed by eleven illustrious resource

persons from different interdisciplinary genres. For last two years since its inception the Book Club was a wing of the Time Travellers, the History Society, CVS. Now from

Academic session 2020 - 21, it is now a College level Society - open to all students and all departments of the College.

The society aims to bridge the gap between students and teachers on a literary and creative theme. Our primary focus is towards an overall holistic educational development in every specific genre. Ever since 2018 the society has been consistently organising book club meets. Our podiums have been graced by intellectuals, writers, professors, thinkers, authors, economists, sociologists and historians. These Book Club meets were accompanied with various competitions for students. Books in discussion were reviewed by the students. Video, ppt, short films, poetry composition and recital were some of the great attractions of the book meets.

Gandhi Study Circle

The Gandhi Study Circle CVS is affiliated with the Gandhi Bhawan, University of Delhi. It is being activated in the College of Vocational Studies from the current academic session 2020-21 under the aegis of the National Social Scheme of CVS. It aims to provide an active platform for the students to express diverse opinions on different topics, going beyond the mere promotion of Gandhian values. It aims to organize many participatory events as well as lectures and seminars by experts in the field of Gandhian ideology of empowerment of individual, society and nation. The Gandhi Study Circle, CVS will be organizing activities like Shramdaan, swachhata campaign and spinning on various occasions besides showing documentaries and films on Gandhian way of life. A study tour/walk to the places related to Gandhiji's life will be one of the many participatory activities of the Gandhi Study Circle CVS. Gandhi's deep-rooted belief in truth, non-violence, self-reliance and his extraordinary vision, foresight and indomitable courage would be realized and appreciated by the students as attendees and participants of sessions, activities and events on Gandhi.

Green Brigade -The Environment Society

The Society strongly believes in the power of youth and aim to motivate and empower them to become more eco-conscious and mitigate environmental destruction. The society endeavors to transform the 'Generation Z' to 'Generation Green' to conserve and preserve our environment.

SOME MAJOR INITIATIVES

1) Bi-Annual E-Waste Collection Drive: From Nov 2018 we have successfully conducted 03 E-Waste Collection Drives. It is a week-long drive whereby College

Teachers and Students are encouraged to submit e waste to us which is later sent to a Chintan Environment Research and Action Group for their scientific recycling. Till now we have successfully collected and recycled over 150Kg of E-Waste in 03 collection drives.

2) Project Gyaan: Project Gyaan is our annual environment education programme under which we visit a Primary School and raise awareness about environmental issues and what they (School Students) can do.

3) The Earth Conference: Earth conference is one of our flagship initiative through which we try to connect Prominent Personalities in the field of Environment Conservation with the Youth. The first edition of The Earth Conference was organised on 05 June 2020 and was well appreciated by the attendees.

4) Vasudha-The Environment Fest: Vasudha is our annual Environment Fest, which is organised in the month of February. It is a 1-day event which consists of a variety of events, from enlightening talks to fun-filled Competitions.

NSS (National Service Scheme)

The National Service Scheme (NSS) unit of College of Vocational Studies works in accordance with the ideals of selfless service towards the society. The idea that governs the working of the society is 'Not Me But You!', and ofcourse the abiding ethic is that of service before self. We are a group of self-motivated students who have decided to bring a change in the society and work towards spreading the message of peace, education, love and development.

- NSS CVS organized a silent rally, "Walk of Concern" to mourn the burning Amazon rainforest.
- NSS CVS successfully organised a seminar on eye donation in collaboration with Venu Eye Institute and Research Centre.
- On the occasion of National Sports Day, NSS-CVS organized a live telecast of Fit India Movement in the college to promote healthy lifestyle.

- NSS CVS celebrated the NSS day with the founder of NSS, Mr. Krishan Kumar Gupta as the chief guest on the occasion of NSS Day.
- NSS CVS organized an interactive and informative workshop cum awareness program on Women healthcare, hygiene, gender sensitivity and women empowerment.

- NSS CVS installed Sanitary Pad Vending Machine and incinerator in the girl's common room for health and hygiene of girls.
- NSS CVS installed three -colored dustbins in every corner of the college and

distributed blankets to the college security staff.
- NSS CVS along with Sakshi NGO organised The Rakshin Project: An Awareness campaign on child sexual abuse and POCSO.
- NSS CVS conducted a cleanliness drive where the NSS volunteers got involved in keeping the campus green and clean followed by a walk-a-thon whose topic was "Beti Bachao, Beti Padhao" for encouraging people to give the light of education to all the girls of the world.
- NSS CVS ended the year by celebrating the joyous annual fest of NSS, THE ODYSSEY- 5.0.

NCC (National Cadet Corps)

National Cadet Corps was initially established in the year 1948, and became world largest uniformed youth organisation. It comes directly under Ministry of Defence and is headed by a 3-star ranked officer. With the motto of Unity and Discipline, the organisation provides an exposure of national and international level camps to upskill each cadet, whether a male or a female, in camaraderie

and leadership. It also gives a taste of military life to all the young and aspiring cadets.

ACHIEVEMENTS:

- Cdt. Pushpak Dhami (Batch of 2016-19) got recommend for INDIAN ARMY.
- CVS NCC hosted their first ever NCC Festival, with Major General Rajan Kochhar (Retd.) and Colonel Gopal Rai (Retd.)
- Cdt. Sushil Dhillon got selected in the RAJPATH contingent at RDC'19.
- Cdt. Avneet Kaur secured All India 3rd position in Firing at AINSC'19.
- POC Ujjwal Dobhal, along with his team, secured the 3rd position in Boat Pulling at AINSC'19.
- Cdt. Avneet Kaur and POC Ujjwal Dobhal represented Delhi Directorate at AINSC'19 as Best Cadet.
- POC Madho Bisht became the only Naval Wing cadet from Delhi Directorate to be a part of the RAJPATH contingent at RDC'20.
- POC Prithvi Thakur represented Delhi Directorate as the Best Cadet at RDC'20.
- Cdt. Aastha Verma, along with her team, secured the 1st position in Boat Pulling and represented as the Best Cadet from Delhi Directorate at Indian Naval Academy, Ezhimala, Kerela at AIATC'20.
- 1Cdt. Avneet Kaur was awarded by the Lieutenant Governor for her excellent performance on 4th February, 2020.
- Cdt. Tannu was selected for the CM Rally'19 on the occasion of the Republic Day
- Our annual festival, VARUNAM, was among the greatest shows of Delhi University and with 2500+ cadets and spectators. The whole fest was covered with a drone. Major attractions of our fest were:
- Kargil War Enactment by the combined efforts of first- and second-year cadets.
- A Josh talk session was given by Major D. P. Singh (Retd.), A Kargil War veteran and India's first blade runner
- A storytelling session of the Bravehearts of the Kargil War by Mrs. Rachna Bisht Rawat, author of well renowned books -- Kargil: The Untold Stories; 1965; Shoot. Dive. Fly.

Students' Union of CVS

Each student of CVS is a member of the Students' Union. The Principal of the College is the patron of the Students' Union. The Students' Union is affiliated to the Delhi University Students' Union, (DUSU). Elections for the posts of President, Vice-President and Central Councilors are held as per the schedule declared by the University for the Elections to DUSU every year. In every college of Delhi University, the Students Union acts as an umbrella body over Departmental Societies, Cultural Societies, various cells, cubs, wings, sports organization, the National Cadet Corps, and National Service Scheme. Neither the Students' Union nor any society arranges any programme/ meeting which has any affiliation with any political party. All students annually participate in the election of office-bearers.

All students annually participate in the election of office-bearers. In the Academic session 2019-20, for the first time in CVS, first division marks were taken as the basic eligibility criterion for the Student Union election candidates. Ridam Kumar is the first ever elected Student Union President of CVS with high score in academics. Ridam is one of the symbols of change and a trendsetter in student union elections in Delhi University. The highlight of the CVS Student Union's activities is Freshers welcome, celebration of festivals like Lohri and Tatva the annual festival of CVS which the Student union and cultural union organize combinedly.

Cultural Societies:

The cultural spirit and talents are playing the pivotal roles in exuberanting the college's name and fame. These societies provide an opportunity to fulfill its zeal towards dance, music, art, drama, literary, photography etc. enhancing the artistic styles and aesthetic knowledge. Societies like Arpeggio, Dramanomics etc. are such platforms to showcase one's talent.

Reverie

Reverie: The cultural wing of CVS is the backbone of our prestigious College and its various societies have won many accolades for the college over the years. It comprises of an inspiring group of students who contribute towards all the cultural activities organized in the College. The cultural wing and its societies work incessantly to keep up the cultural spirit of the College.

There are various subsidiary societies in the Cultural Wing which have been formed according to the interest and talent of the students which are:

- Arpeggio: The Music Society
- Criador: The Fine Arts & Creative Writing Society
- CVS Zest: The Western Dance Society
- CVS Streets: The Street Dance Society
- Dramanomics: The Theatre Society
- Manthan: The Fashion Society
- Quest: The Quzzing Society
- Shaastrarth: The Debating Society
- Zephyr - The Film and Photography Society

Arpeggio, The Music Society

Arpeggio is not a group of people making music, we are a family of musicians. A family who helps you grow, who lifts you up in not only the field of music but also in life. No individual is restricted to one genre/ team, we provide a huge spectrum for you to grow. The Society is willing to welcome new voices into our family who have the same love for music, if not knowledge, as we'll provide you with that whether it is instrumental, vocal or theoretical. On the other hand, prizes are not what we aim for Securing a position in a competition is not our main goal, trying our best is. Our society believes m not giving up and participating everywhere to become better. The accomplishments are rewards which push us forward but that's not what keeps us going, our love for music does. You don't need certificates to join us, you only need talent.

Criador - The Fine Arts and Creative Writing society

It is a judgement free space for lovers of creativity. It is one such Platform which encourages artists to create and display their work. They together, share and Critique each other's works and discuss ideas. Their only motive is to encourage aspiring artists and have fun together. Criador as a team has successfully organized various events like Slam Poetry, art workshops, creative writing competitions, tattoo art competitions and many more. Every year the team using its unique imagination conducts two events, it never fails to engage and attract all artists from all over Delhi University. Each event has a unique theme in the past these events revolved around Halloween, Treasure hunts, Avengers.

CVS Zest – CVS Streets – Dance Societies

CVS Zest is the western dance society of the college which is a platform to encourage all Dance Lovers to be together and enjoy dance.

CVS Streets is the Street Dance society of the college where the members practice and perform street-based dance styles like hip-hop, Locking-Popping, B- Boying etc.

DramaNomics -The Theater society

It was formed in 2012, It gives an avenue to access and appreciate theater. Initially it was formed as a street play society and eventually expanded in the domain of making stage and mime productions. The society celebrates its annual theater festival for street and stage plays, The Thespian. It has been a constant and an active partaker in the Delhi Collegiate Theater Circuit. The society has been acknowledged and appreciated for its work by the college and various other departments of Delhi University.

The society aims to create awareness about theater and its various aspects in young enthusiastic students. It talks about the prevailing environmental, social and political societal issues. This place not only looks for budding and passionate writers, actors, and musicians but also for individuals who hold a spark to create a difference through their unique skills and capabilities. The society provides a space to learn and teach theatrical skills, create and design plays, experiment with yourself and explore the concealed characters of your personality.

Manthan – The Fashion Society

2008, a year worth remembering, when Manthan-The Fashion Society of College of Vocational Studies was founded. Formed to last a perennial impact, 11 years ago, with an aim to spread awareness among the youth by its unique style of representation, Manthan - The Fashion Society of College of Vocational Studies, expanded its roots among the Delhi University circuit with all its efforts and attained the tag of 'Top 5 fashion societies' of Delhi University.

Quest-The Quizzing Society

It has shown an impressive learning curve since its inception in 2017 and Quest provides a platform to people who wish to expand their horizons with knowledge from around the globe. It's fun but it's no game. A quest for real!

Quest will help you to find your limits and push them further while enjoying it. Our regular quizzing sessions by experienced quizmasters will help the students gain an edge over the others.

Shaastraath, The debating society

It is a dynamic club of powerful orators who prove their endurance by bringing laurels to the institution. It tries to ream the ethos of both the auditor and the rhetorician since debating helps one to celebrate our diversity and debate our differences while respecting the ideologies and believes of others. The journey of Shaastraath started five years ago when two debating enthusiasts decided to give young minds a platform to discuss, deliberate and act. We strive to make pupils understand the power of deploying rational and reasoned arguments in action and enable them to elucidate their standpoint through utilising rhetorical eloquence. We endeavour to instil a great sense of poise, confidence and nurture budding debaters into leaders of tomorrow.

Zephyr - The Film and Photography Society

Since it is trailblazing inception in 2016, Zephyr - The Film and Photography Society, College of Vocational Studies, University of Delhi, has aimed at growing as a family and a team consisting of

illustrious photographers, film makers and graphic/web designers. Zephyr has always taken up every quest of adventure to capture the world through its lens.

We at Zephyr believe that photography is more than just about arrangement of complex equipment. It's about playing with the full spectrum of vision making the ordinary look extraordinary. We endeavor to instill Photography as a passion not just a mere hobby. We strive incessantly to bring the change in our society through our perceptive lens.

Departmental Societies:

These societies come under certain departments of course which are offered in the college. The motive behind the establishment of such societies was to create a sense of belongingness, team spirit and to enhance understanding over the subject. Societies such as ECONOX, COMSOC, Samvaad, Litsoc, Time Travellers etc. comes under Departments like Economics, Commerce, Hindi, English and History respectively.

Biznomics - The Business Economics Society

From imparting knowledge to college students through seminars and webinars to promoting sports through competitions, Biznomics was created to make the students learn how to work as a team and work within timelines while facing various challenges.

Activities and events:

- Freshers- Invite 1st year students to embark a start to a new journey in life and have Fun activities, performances, dance, music, and lunch.
- Industrial visit- Educational trip to an industry and have learning experience along with lots of fun
- Runbhoomi- A 4-day sports event where Numerous colleges are invited to compete. Members learn values like Teamwork and event management along with time constraint.
- Seminar/Webinar- Learning experience where renowned speakers from top notch companies at great managerial positions enrich the knowledge of our students.

- Farewell- Wish good luck to final year students for their journey and endeavours ahead in life.

Carvan- The Travel and Tourism Society

It is the first society of University of Delhi which focuses on promoting travel and tourism by improving the socio-cultural environment by traveling and collaborating with people all across India. Carvan believes that traveling is beyond exploring new places; it's a therapy which helps discovering ourselves as well.

Every year, Carvan organises 'Carvan Walks' which aims at delving into the charms of Delhi. Apart from exploring places like the streets of Old Delhi, Carvan collaborates with social workers and food bloggers to guide them even better. A yearly trip of Carvan makes the members explore new places and show their talents like dancing, singing, etc. The trips are joyous, adventurous, and inspiring for everyone onboard.

The society aims at bringing together the many tourism sectors to discuss, debate and share ideas and stories, to network and to develop the best practices. Carvan is known for supporting various members at all stages of their progress in the industry. We also support and encourage an individual's understanding of sustainable development and the issues around it. The society promotes and advances the professionalism of individuals in tourism in all sectors and at all levels. The society recognizes individual achievements in the field of tourism.

COMSOC – The Commerce Society

ComSoc CVS was founded by a young group of dynamic and enthusiastic students of B. Com(H) in 2018. The primary objective of ComSoc is to make its members aware about the current developments in business and industry and various challenges that a company faces in the corporate world. Through webinars/seminars

ComSoc encourages and assists students to increase their knowledge and skills. It also aims to provide students with practical knowledge through Industrial visits.

ComSoc has successfully organized four industrial visits in the past two years to Tecumseh Industries Pvt. Ltd., Yakult, Mother Dairy and Coca Cola Happiness Factory.The society organized a regional seminar in coordination with SEBI (Securities and Exchange Board of India), BSE (Bombay Stock Exchange), and CDSL (Central Depository Services Ltd.) in February 2020 on the topic "Financial Inclusion through Financial Education".

ECONOX- The Economics Society

In today's world, economics is not restricted to only a few fields, one can find the use of economic theories in almost all spheres of life, we at ECONOX aim to promote economic applications and practical thinking through our diverse events, special lectures, webinars and many other activities. In a world which believes in theoretical

knowledge more than actual application we thrive to stay true to our motive and make people more interested in economics while enjoying our events involving the correct balance of practical and theoretical mastery. Activities and Events to be held this session Guest Lecture Series, Arthotsava in which we organise series of events like Policy simulation/resource allocation, Auction based event & many more and, The Economics Summit in which we organise series of events and workshops like Research paper, Enigma & many more.

ENCRYPT- The Technical Society

The department of Computer Science offers B.Sc. (H) Computer Science, which is a highly sought-after course as it provides opportunities for higher studies or for lucrative job opportunities.

Encrypt, The Tech society of CVS is the academic society of department of computer science. We always focus on idiosyncratic and brainstorming novel ideas pertaining to technology and daily life experiences.

Every year Encrypt organizes many successful events as follows:

- TECHNOPHILIA 2.0: This event was organized for maintaining a balance between academic and non-academic activities. The events were FIFA'19, PUBG, Counter strike, Blind coding, Debate battle, Geek Hunt and Comic con.

- <u>Machine Learning Workshop:</u> Encrypt organized a seminar session on Machine learning using MICROSOFT AZURE in association with Yash Yadav and Pranav Gurditta, who were ex-students of CVS. Students gained hands-on knowledge about python, machine learning, Microsoft azure, etc.
- <u>Seminar for Developing Employability Skills for Future:</u> A seminar on developing employability skills by ICT Academy was organized by Encrypt. The speakers were Mr. Anjani Kumar and Ms. Shruti Dutt. They conducted an interactive session and focused on analyzing data to study market trends and decide the future career option.
- <u>Webinar on "Android Application Development":</u> The speaker was Mr. Shiv Kumar Malik, who is an industry expert and specializes in designing Android App architecture. He discussed Android operating system and the reasons for its popularity. The audience had a hands-on knowledge of designing an App using Android Studio.

We also organize TECHNEX-the annual fest of Encrypt and CODOTSAV-the departmental fest of computer science in collaboration with ENCRYPT, however, these could not be held this year due to COVID-19.

FIC - Finance and Investment Cell

FIC – CVS is a society where elements of finance and investment come in tandem to enrich and expand the knowledge and network base of the members. It was founded in 2010 with the aim of generating interest and creating awareness about the various aspects of finance and investment at the undergraduate level.

Formerly known as the Business and Economics Society, FIC recruited a total of 70 dynamic students from over 300 applications received for the 2019-20 batch. FIC

organises one of the most well-liked events - FINESCO (the semi-annual event) during the month of October- November and BIZKRIEG (annual event) in Feb-March, which involves different categories of events pertaining to Marketing, Business, Finance and Consulting. The academic year always begins with a Carnival introducing freshers to FIC in a joyful manner.

INSPIRIX -The Human Resource Development Cell

INSPIRIX uplifts and encourages individuals to be the best. We, as a team, constructed a different world through the foundations of our course, "Human Resource Management" in 2016. We work with a vision of enhancing the employability of our student-members in the present-day corporate world by providing a platform where they can learn and update their knowledge like public speaking and meet ups.

INSPIRIX, the HRD Cell of CVS, aims at developing HR competencies, skills and knowledge.

Our mission includes:

- Keeping abreast with HR trends.
- Training on mental strength and managerial techniques and practices that enhance efficiency.
- Creation of collaborative partnerships for soft skills and personality development.
- Create a high performance yielding conducive work environment for HR students to grow.
- Organising seminars and workshops with HR and industry experts.

LITSOC - The Literary Society

It consists of students from the English Department who come together to employ and enhance their creative faculties. They aim to foster a love for literature, develop linguistic and analytical skills, and provide a platform for self-expression beyond the classroom curriculum.

The students are involved in all things literary, and yet not limited to it. Whether it is complex real-world experiences or intricate human relationships, everything that is part of them, makes them grow in the literary field.

In their own words:

"We have the drive and the means. All we need from you is a hard skin for sarcasm and the willingness to surpass yourself. Our poets, writers, heads and members can vouch for that."

The English literary society has various well-coordinated departments and offers opportunities from marketing to content to corporate relations.

The book fairs organized by the Society are a bibliophile's dream. The events (namely Renaissance and Zenith) are eagerly awaited. The Society's lectures are attended and appreciated by academics. And the excursions in the streets of Old Delhi provides a practical canvas. The goal is to learn, organize, express all that life presents.

MERCADEO – The Marketing Society

Formed in the academic session 2014-15, Mercadeo was incarnated by 5 dedicated BMS students to create a society exclusively dedicated to marketing. It aims to provide a platform for students to experience the field of marketing that will prepare them for the real world. Mercadeo believes in creating young and responsible individuals in society by providing them extensive internship opportunities, live projects, marketing campaigns and setting canopies in other colleges to educate not only our college students but others too.

Mercadeo conducts a biannual and annual fest, namely Oktoberfest and Incendo respectively. Members learn how to advertise, devise a plan and strategies to reach the optimum stage. Mercadeo believes in unity in diversity since students from all over the college unite over their passion for marketing.

MSOC - The Management Society

The management society of CVS, was formed in 2018 which an aim to stimulate creativity, utilize the hidden calibre and brush up management skills. It is the society for those who have an avid interest in field of management. The society runs with total of 60 members with knowledge in their respective department.

The society aims at bringing out the best in students and providing them with opportunities like events and seminars which help to test their management skills. The society engages with its audience through activities like Crossword, Poll, Creative management picture, quotes and news. The society is also working to start its newsletter "The Monthly Management Dispatch" with the aim of providing great insight in Management world.

ROTARACT CLUB OF CVS

(A part of Rotary International District 3011)

Rotaract Club was formed in the college on 18th July 2018, guided by Rotary Club of Delhi South West. It connects CVS Rotaractors with the Rotaract Movement.

The Rotaract club of CVS is involved in:

- Community Services aimed at improving life in our local communities. These activities are often initiated as District events. Our club participates in all the events organised by the Rotaract District 3011 as well as any other Rotary event.
- Club Services- They promote socializing, making friends and having a good time Fellowship.
- Professional Vocational Services aimed at developing skills of student-members with opportunities for professional development.
- International Services – student members also participate in any international Rotary event that is beyond the boundaries of Rotaract District 3011. This can

include interaction with even non-Rotary service minded community leaders of another country.

संवाद – हिंदी साहित्य सभा

यूं तो कॉलेज ऑफ़ वोकेशनल स्टडीज़ का हिंदी विभाग कॉलेज की स्थापना के समय से ही एक बहुत सक्रिय विभाग के रूप में प्रतिष्ठित है, परंतु अकादमिक सत्र 2017-18 से हिंदी ऑनर्स पाठ्यक्रम का श्रीगणेश होने के परिणामस्वरूप औपचारिक रूप से हिंदी साहित्य सभा 'संवाद' की स्थापना के बाद इसकी गतिविधियों को एक नई दिशा-गति मिली है। 'संवाद' की स्थापना का मूल उद्देश्य विविध आयोजनों द्वारा महाविद्यालय के छात्रों में हिंदी भाषा और साहित्य के प्रति जागरूकता और रुचि पैदा करना, साहित्य की विभिन्न विधाओं, उनके इतिहास और समकालीन विचारों-विवादों-विमर्शों से उन्हें परिचित करवाना तथा उनके युवा मस्तिष्कों में तर्कशीलताके साथ-साथ उनकी संवाद-क्षमता व रचनात्मकता का विकास करना है। यह सभा प्रतिवर्ष अनेक साहित्यिक-सांस्कृतिक कार्यकर्मों का आयोजन करती है जिनमें एक-दिवसीय संगोष्ठी, विशिष्ट व्याख्यान, कवि-गोष्ठी, परिचर्चा और साहित्य व कला केन्द्रित प्रतियोगिताएं शामिल हैं। इन गतिविधियों के माध्यम से महाविद्यालय के विद्यार्थियों को देश के प्रतिष्ठित साहित्यकारों-विद्वानों-चिंतकों का बौद्धिक सान्निध्य मिलता है। स्थापना-वर्ष से लेकर अब तक 'संवाद' ने अनेक महत्त्वपूर्ण कार्यक्रमों का सफलतापूर्वक आयोजन किया है।

हिंदी साहित्य सभा 'संवाद' के तत्वावधान में प्रतिवर्ष हिंदी विभाग अपने वार्षिकोत्सव 'सबद' का भी आयोजन करता है। 'सबद' के अंतर्गत मूलतः छात्र-केंद्रित गतिविधियों का आयोजन किया जाता है। इसका मुख्य लक्ष्य विद्यार्थियों में रचनात्मक कौशल विकसित करना है। विभागीय वार्षिकोत्सव में महाविद्यालयी और अन्तः-महाविद्यालयी स्तर पर वाद-विवाद प्रतियोगिता, आशु-भाषण प्रतियोगिता, कविता-लेखन एवं कविता-पाठ प्रतियोगिता,, साहित्यिक प्रश्नोतरी प्रतियोगिता, रंगोली प्रतियोगिता, नारा-लेखन प्रतियोगिता, पोस्टर-निर्माण प्रतियोगिता आदि गतिविधियों का आयोजन किया जाता है, जिनमें अनेक महाविद्यालयों/ संस्थाओं के प्रतियोगी शामिल होते हैं। यह बात उल्लेखनीय है कि वार्षिकोत्सव के अवसर पर काव्य-गोष्ठी भी आयोजित की जाती है, जिसमें देश के जाने-माने कवियों को आमंत्रित किया जाता है।

विगत तीन वर्षों में विभिन्न गतिविधियों के माध्यम से हिन्दी साहित्य सभा 'संवाद' ने कॉलेज ऑफ़ वोकेशनल स्टडीज़ के विद्यार्थियों को साहित्य, कला और संस्कृति से जोड़ने का काम किया है। स छात्रप्रिय संस्था ने महाविद्यालय के साहित्यिक-सांस्कृतिक वातावरण को समृद्ध करने में उल्लेखनीय योगदान दिया है। विद्यार्थियों में भाषायी और साहित्यिक अभिरुचि उत्पन्न व विकसित करने की दिशा में 'संवाद' निरंतर सक्रिय है।

The Time Travellers - The History Society

The Time Travellers, History Society of College of Vocational Studies aims to promote awareness, understanding and love for history. It organises many lecture series, seminars, dialogues, interactions, heritage walks, study trips and competitions to popularize history and heritage. Commemorating the 150 years of the Mahatama Gandhi the Time Travellers organised a National Seminar, "Thought and Action: Perspectives on Gandhi" on 25-26th September 2019. The seminar hosted a galaxy of eminent personalities like Prof. Ramesh Bhardwaj, Dr Varsha Das, Nikhil Dey, Prof. Mridula Mukherjee, Dr. Vasudhå Pande, Dr. Amit Mishra, Amrit Kaur, Pankaj Shukla, Vinay Mahajan, Vishwajeet Mukherjee and many others.

The Dr. P. L. Malhotra Memorial Lecture series this year was delivered by Prof. B.P. Sahu. He spoke on "Making of Regions in Indian History" during Karvan the annual festival of the society. The lecture series on History related careers, "Excavation of Sanauli: Landmark in Indian Archaeology" was by Dr Sanjay Kumar Manjul, Joint Director General, Archaeological Survey of India. A dialogue between two eminent journalists Sandeep Chaudhary and J P Diwan took place in Feb.2019. Various study visits to National Museum, of India,National Gallery of Modern Art, Humayun'sTomb, Chausath Khamba, Nizamuddin Dargah, Chandni Chowk, Khari Baoli. Jama Masjid and Fatehpuri Masjid were organised.

VOCIFEROUS VOCATIONALS – The Vocational Society

Formed in 2016, VV is a society of students of the vocational studies programmes in the College. Each year 100's of students are added to the VV family. The society has diverse membership from across all vocational programmes - HRM, TOU, MMRB, OMSP,

MMI, MM and SME. The society calendar begins with an ice-breaker promotional fun event and recruitment of new members. Induction includes workshops held to orient students about the functioning of different departments present in the society.

Every year two major events are conducted that include the bi-annual event ENTHUSIA and annual event VERVE. These events are the foundation that enhance the skills of students by giving them an opportunity to put theory into practice. Members from different vocational streams benefit from the inter-disciplinary inputs as they work with each other as a team.

Inclusion and Support societies:

These societies were initiated to provide conducive nurturing and inclusive environment for students providing bridge between diversed cultures. The sense of 'Vasudhaiva Kutumbakam' legit the functioning of these societies to work for an all-round development. Societies like North Eastern Students Association and Foreign Students' Association provide platform to students.

Foreign Students Association

The Foreign Student Association is an initiative taken up by College of Vocational Studies to build a conducive environment for the international students. This Association provides the foreign students a suitable platform to come forward and manifest their talent. It helps feel comfortable in the new place, among new people and in new culture. The Foreign Students Association presents immense possibilities to foreign students to express their independent, original ideas in an inclusive environment. It acts as a bridge between diversified cultures. The society is working to provide a home like environment to the international students and to take a note on their problems if any, so that they feel in CVS 'A home away from Home'.

North Eastern Students Association

North Eastern Students Association is an initiative to promote the involvement of the students of north eastern India and give them a conducive environment to nurture and develop themselves as great learners in their respective fields of interest. The society provides the students a suitable platform to put forward and manifest their talents. It helps them feel comfortable in the new place, among new people and in new culture.

The society is working to provide them a home like environment and to take a note of their problems and help them to get a perfect solution.

Project based Societies:

These societies were established to promote skilled based learnings and research platforms for enhancing all-round academia of students. They provide dais in fields of entrepreneurship, technical working, social working etc. Working under such societies also provide job opportunities and internships in reputed firms. Societies like TEB, ERIC, Enactus etc. are some societies which will fulfill your dreams.

ENACTUS

Our College collaborated with Enactus and formed Enactus-CVS in October 2013. Enactus is an international non-profit organisation with presence in 36 countries and more than 1700 universities worldwide and works with university students. It believes students can make a difference in their communities by becoming socially responsible business leaders. The purpose is to enable progress through entrepreneurial action with the mission to see an India free from the clutches of gender inequality, where men and women have equal opportunity.

It was founded by 9 students, who wished to rise by lifting others. Eventually, these students became the pillars of Enactus CVS. Enactus-CVS has thus far undertaken four projects (Katran, Madari, Raah, Abyaan).

ERIC (Entrepreneurship, Research and Incubation Centre)

ERIC was founded in 2018 by students of the college. It aims to promote entrepreneurship by helping students pursue their research ideas. To ideate is futile without implementation, and to implement is impossible without methodical research.

Aiming to solve this quandary for the budding entrepreneurs and the other students of CVS, ERIC perches on the belief that the only secret for getting ahead is getting started. Initially, any entrepreneurial or research idea is limited either by the mind or the funds. By providing incubation facilities to plausible start-ups, along with mentorship and consultancy for research and academia, ERIC eradicates both limitations. Thus, it fosters and facilitates a conducive environment for a student's growth.

- INCUBATION: ERIC helps start-ups by providing basic facilities and helping them connect with experts in their field. An Incubation Centre provides initial guidance and infrastructure to a start-up.
- RESEARCH: ERIC also aims to help students with academic research in the fields such as finance, economics etc.

TEB - The Entrepreneurial Board

The E-Cell of College of Vocational Studies was founded in 2016. It aims towards fostering the hustler mindset in modern youth and works towards ensuring that

youngsters get ample opportunities to discover, develop, and hone their entrepreneurial and personal skills with the requisite platform and insights.

Teb aims to instil and sustain entrepreneurial ideals and give students a glimpse of the entrepreneurial mindset by providing them with a platform to manifest their business models and ideas. Involvement with Teb broadens the horizons of its members as they explore the recourse of being their own boss rather than working a regular 9-5 job.

Quonsult

This consulting society was established in December 2019, within the premises of the College of Vocational Studies by the students of the Economics Department, led by Ayush Shukla.

The two-fold purpose as clearly defined by the core council of Quonsult was to first, helpbridge the gap between the ever curious undergraduate and the well-informed professional looking for passion to mentor and second ensure proper utilization of the skills of said students by providing hands on experiences in affiliated NGOs and startups.

Currently with the 18+ professionals on board and the hands-on experience gained at affiliated organsiations such as PFA and Satat, the society is still finding its foot while aiming to strive for the best.

At Quonsult, the gate into a world of enriching experience opens for those who seek and who wish to participate in the happenings of today.

OFFICIAL SOCIAL MEDIA OF THE COLLEGE

With a view to connect all higher educational institutions with each other and with MHRD, using social media, SMC (Social Media Champion) is an MHRD initiative.

It was introduced in College of Vocational Studies in July 2019 under the mentorship of head of the institution and Principal Prof. Inder Jeet Dagar and Dr. Richa Malhotra in the role of Convenor. The first post was a Criador event uploaded on 13th September, 2019. The SMCCVS aims to establish a common platform to highlight and showcase all the events, activities and achievements of College, departments, faculty, student societies, individual students, alumni and non-teaching members at one place through media channels. It is the central media wing of CVS working shoulder to shoulder with all the College Societies and departments in dynamic social sphere.

SMCCVS is active on Facebook, Instagram and Twitter.

Accomplishments

1. One of the most active social media platform across the Delhi University Circuit.

2. A manifestation of all the college activities in every field at a single platform.

3. Successfully completed three creative and evocative series –

    a. <u>Corona Diaries</u>- A series to manifest the creative side of the students as well as the teachers admits the COVID-19 lockdown period.

    b. <u>Farewell Notes</u>- To give the virtual farewell to the students of different courses and departments through Social Media Channels of SMC.

    c. <u>Let's Join CVS</u> - A series which gives a detailed account of its 40 thriving Student Societies, cells, clubs and wings engaged various extracurricular activities and contributing in the holistic development of the students.

4. SMCCVS has evolved as a chronicler of the repository of the CVS events and activities.

5. SMCCVS has successfully showcased 2400+ posts collectively on all the platforms i.e. Facebook, Instagram and Twitter.

Currently there are three Ongoing Series: -

1. <u>नवतारा   NovaStar of CVS -</u> one of ongoing series in which SMCCVS acknowledges the overall accomplishments of one student of III year within and outside the College. It is a monthly series where a student who has made college proud is declared as the नवतारा _ NovaStar of CVS.

2. <u>FLASHBACK CVS 1972 -</u> another ongoing series of SMCCVS which introduces the CVS Alumni from 1972 onwards current students.

3. <u>Paaras: Know Your Faculty -</u> A series for students to get familarised with the college faculty of various departments.
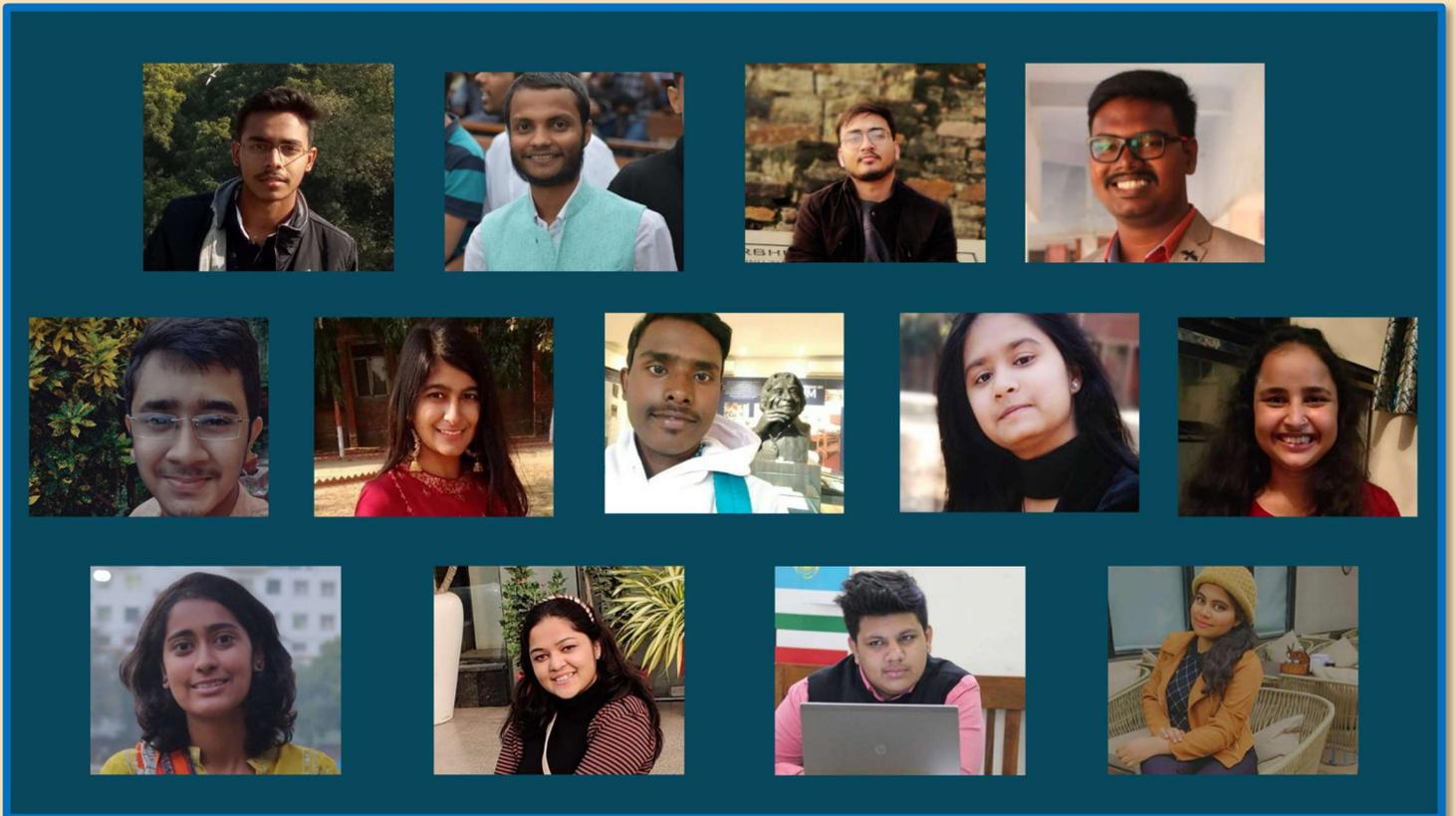
SMCCVSDU is on:

1. Facebook - College of Vocational Studies - SMC CVS
2. Instagram - @SMCCVSDU
3. Twitter - @SMCCVSDU
4. Email – SMCCVSDU@GMAIL.COM

TEACHING FACULTY

PROF. INDER JEET DAGAR
(PRINCIPAL)
M.Com, P.G.D.C.A., P.G.D.B.A.,
M.Phil. F.I.C.W.A., Ph.D.

Department of Commerce

1.   Mr. S.K. Bhatia, M.Com. M.Phil.
2.   Ms. Neerja Arya, M.Com. M.Phil.
3.   Dr. Surender Singh, M.com., Ph.D., ACMA
4.   Dr. Ragini Aggarwal, M.Com., Ph.D.
5.   Dr. Meenakshi Agrawal, M.Com. M.Phil., Ph.D.
6.   Ms. Rekha Rani, M.Com. M.Phil.
7.   Dr. Sunil, M.Com. M.Phil., Ph.D.
8.   Ms. Deepa Sahai Garg, M.Com. M.Phil.
9.   Dr. Ajay Kumar, M.Com., Ph.D.
10. Dr. Bhupinder Sigh, M.Com. M.Phil. PGDBA, PGDMM, Ph.D.
11. Dr. Archana Yadav, M.Com. Ph.D.
12. Ms. Shweta, M.Com. M.Phil.

Dr. Meera Nangia
M.Com. M.Phil., Ph.D.
(Teacher-in-Charge)

Department of Economics

1. Dr. Anjana Arora Bhatnagar, M.A., M.Phil., Ph.D.
2. Ms. Nandini Oberoi, M.A., M.Phil.
3. Dr. P.K. Biswas, M.Sc., M.Phil., Ph.D.
4. Dr. Ashish Taru Deb, M.A., M.Phil., Ph.D.
5. Dr. Vijaya Rajni, M.A., M.Phil., Ph.D.
6. Dr. Anand Kumar, M.A., M.Phil., Ph.D.
7. Dr. Anu Satyal, M.A., M.Phil., Ph.D

Department of English

1. Mr. Sanjiv Kakar, M.A., M.Phil.
2. Ms. Sonya Ghosh, M.A., M.Phil.
3. Dr. M. Geetha, M.A., M.Phil., Ph.D.
4. Dr. Gauri Mishra, M.A., M.Phil., Ph.D.

Department of Hindi

1. Dr. Vinay Kumar Jain, M.A., M.Phil., Ph.D.

Ms. Shashi Singh, M.A.
(Teacher-in-Charge)

Ms. Anuradha Bawa Singh
M.A., M.Phil.
(Teacher-in-Charge)

Dr. Harjender Singh Chaudhary
M.A., M.Phil., Ph.D.,
LLB, PG Dip. (Linguistics)
(Teacher-in-Charge)

Department of History

1. Dr. Shalini Singhal, M.A., Ph.D.
2. Ms. Anu Singh, M.A., M.Phil.
3. Dr. Richa Malhotra, M.A., M.Phil., Ph.D.

Dr. Kumar Ram Krishna
M.A., M.Phil., Ph.D.
(Teacher-in-Charge)

Department of Mathematics

Mr. Manmohan Singh
M.A., M.Phil.
(Teacher-in-Charge)

Department of Physical Education

Dr. Sunil Koak
M.A. Ed., M.Phil. PGDSM,
Dip. (Yoga)
(Teacher-in-Charge)

Department of Tourism

Dr. Kumar Ashutosh
MTA, PGDMM,
IATA/FIATA, DGR, Ph.D.
(Teacher-in-Charge)

Department of Computer Science

Ms. Parul Chachra
B. Com (H), MCA, NIIT Diploma,
M.Tech (Computer Science and
Application) UGC - NET
(Teacher-in-Charge)

NON - TEACHING FACULTY

Name	Designation	Name	Designation
Mr. Manoj Kumar Sharma	Administrative Officer	Mr. Subhash	Mali
Mr. Punit Kumar	Administrative Officer	Mr. Leela Dhar	Office Attendant
Mr. Kunal Kishor Singh	Professional Assistant	Mr. Suresh Kumar	Office Attendant
Mr. Naresh Rawat	Semi-Professional Assistant	Mr. Jagdish Chand	Chowkidar
Mr. Ramesh Kumar Tiwari	Semi-Professional Assistant	Mr. Surender Singh	Library Attendant
Ms. Vidya Nair	Assistant	Mr. Ashok Kumar	Library Attendant
Mr. Siddharth	JACT	Ms. Meenakshi Rani	Library Attendant
Mr. Vicky Kumar	JACT	Mr. Puran Chand Bhatt	Library Attendant
Ms. Damini Sinha	JACT	Mr. Khalik Hussain	Library Attendant
Mr. Mool Chand	Daftri	Ms. Vidya Library	Attendant
Mr. Madan Lal	Waterman	Mr. Vikas Sharma	Computer Lab Attendant
Mr. Sukhbir Singh	Safai Karamchari	Mr. Sanjay Kumar	Computer Lab Attendant (Temporary)

Teaching and Non-Teaching Members of CVS on the Sports Day.

PROGRAMMES OF STUDY

(All the Courses Offered by the College are CBCS Based)

The College offers the following Courses in various Streams.

Courses	Total Seats	UR	SC	ST	OBC	EWS	PWD	KM.	CW	Sports	ECA
B.A.(VS) Office Management and Secretarial Practice	130	45	17	8	30	11	5	5	5		
B.A.(VS) Marketing Management and Retail Business	149	51	19	9	34	13	6	6	6		
B.A.(VS) Human Resource Management	149	51	19	9	34	13	6	6	6		
B.A.(VS) Small and Medium Enterprises	74	25	9	5	17	6	3	3	3		
B.A.(VS) Management and Marketing of Insurance	74	25	9	5	17	6	3	3	3		
B.A.(VS)Material Management	74	25	9	5	17	6	3	3	3		
B.A.(VS)Tourism Management	149	51	19	9	34	13	6	6	6		
B.COM (HONS.)	115	39	14	7	26	10	5	5	5		
B.A.(Hons.) Economics	94	31	12	6	21	8	4	4	4		
B.A.(Hons.) History	94	31	12	6	21	8	4	4	4		
B.SC.(H) Computer Science	69	23	9	4	16	6	3	3	3		
B.A.(H) Business Economics	90	31	12	6	21	8	4	4	4		
B.A.(Hons.) English	69	23	9	4	16	6	3	3	3		
B.A.(Hons.) Hindi	69	23	9	4	16	6	3	3	3		
BMS	67	23	9	4	16	6	3	3	3		
Total	1466	497	187	91	336	126	61	61	61	30	16

B.A. (VS) HUMAN RESOURCE MANAGEMENT

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
Business Organization and Enviroment – 1 (Core Discipline)	Business Organization and Enviroment - 2 (Core Discipline)
Principles of Mirco-Economics (Core Discipline)	Macroeconomics (Core Discipline)
SEMESTER III	SEMESTER IV
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Organizational Behaviour-I (Core Discipline)	Organizational Behaviour-II (Core Discipline)
Indian Economy – Sectoral Issues (Core Discipline)	Labour and Development in India (Core Discipline)
Computer Concepts and Software Packages (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	SEMESTER VI
Management of Human Resource-I (Elective Core – Discipline Based)	Industrial Relations (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Globalization/ Management of Human Resource-II (Elective Core- Generic)
Financial Accounting/Corporate Laws (Elective Core- Generic)	Business Law/Financial management (Elective Core- Generic)
Labour Welfare and Legislative Framework (Skills Enhancement Course – SEC)	Human Resource Information System (Skills Enhancement Course – SEC)

B.A. (VS) MARKETING MANAGEMENT AND RETAIL BUSINESS

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
Business Organization and Enviroment – 1 (Core Discipline)	Introduction Marketing Management - 2 (Core Discipline)
Principles of Mirco-Economics (Core Discipline)	Macroeconomics (Core Discipline)
SEMESTER III	**SEMESTER IV**
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Advertising & Sales Promotion (Core Discipline)	Retail Business Management (Core Discipline)
Indian Economy – Sectoral Issues (Core Discipline)	Labour and Development in India (Core Discipline)
Computer Concepts and Software Packages (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	**SEMESTER VI**
Legal Aspects of Marketing (Elective Core – Discipline Based)	International Marketing: An Overview (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Globalization/Retail Management (Elective Core- Generic)
Financial Accounting/Corporate Laws (Elective Core- Generic)	Business Law/Financial management (Elective Core- Generic)
Rural Marketing (Skills Enhancement Course – SEC)	Human Resource Information System (Skills Enhancement Course – SEC)

BA. (VS) TOURISM MANAGEMENT

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
History of Tourism - I (Core Discipline)	History of Tourism – II (Core Discipline)
Fundamentals of Management (Core Discipline)	Entrepreneurship and Small Business (Core Discipline)
SEMESTER III	**SEMESTER IV**
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Concept and Impacts of Tourism (Core Discipline)	Profile of Modern Tourism (Core Discipline)
Tourism Marketing (Core Discipline)	Managerial Accounting and Finance in Tourism (Core Discipline)
Computer Concepts and Software Packages (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	**SEMESTER VI**
Tourism Undertaking (Elective Core – Discipline Based)	Procedure and Operations in The Tourism Business (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Globalization/ Conservation and Preservation of Nature and Culture (Elective Core- Generic)
Culture In Indian Subcontinent I/Corporate Laws (Elective Core- Generic)	Business Law/ Culture in Indian subcontinent II (Elective Core- Generic)
Airport Handling (Skills Enhancement Course – SEC)	E-Commerce/Business Tourism and Hospitality (Skills Enhancement Course – SEC)

BA. (VS) OFFICE MANAGEMENT AND SECRETARIAL PRACTICE

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
Office Management and Methods (Core Discipline)	Communication & Business Correspondance (Core Discipline)
Financial Accounting (Core Discipline)	Business Law (Core Discipline)
SEMESTER III	**SEMESTER IV**
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Secretarial Practice and Basic Phonography-I (Core Discipline)	Secretarial Practice and Basic Phonography-II (Core Discipline)
Computing Basics and its Applications-I (Core Discipline)	Corporate Laws (Core Discipline)
Banking and Insurance Operations (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	**SEMESTER VI**
Advance Phonography (Practical) - I (Elective Core – Discipline Based)	Advanced Phonography (Practical)-II (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Computing Basics and its Applications-II (Elective Core-Discipline Based)
Indian Polity & Governance/Making of Indian Nation (Elective Core- Generic)	Administration and Public Policy/ Conservation and Preservation of Nature and Culture (Elective Core- Generic)
MIS (Skills Enhancement Course – SEC)	E-Commerce (Skills Enhancement Course – SEC)

BA. (VS) MANAGEMENT AND MARKETING OF INSURANCE

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
Risk Management and Insurance (Core Discipline)	Insurance Law and Regulation (Core Discipline)
Principles of Micro Economics (Core Discipline)	Business Law (Core Discipline)
SEMESTER III	**SEMESTER IV**
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Insurance Law and Regulation (Core Discipline)	General Insurance - I (Core Discipline)
Indian Economy-Sectoral Issues (Core Discipline)	Labour and Development in India (Core Discipline)
Computer Concepts and Software Packages (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	**SEMESTER VI**
General Insurance- II (Elective Core – Discipline Based)	Practice of Life Insurance and Health Insurance (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Globalization/International Financial Management (Elective Core-Discipline Based)
Financial Accounting/Corporate Laws (Elective Core- Generic)	Business Law/Service Marketing (Elective Core- Generic)
Insurance Marketing (Skills Enhancement Course – SEC)	Underwriting and Claim Management in Insurance (Skills Enhancement Course – SEC)

BA. (VS) MATERIAL MANAGEMENT

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
Material Management : An Overview (Core Discipline)	Stores Keeping and Stores Accounting (Core Discipline)
Principles of Micro Economics (Core Discipline)	Macro Economics (Core Discipline)
SEMESTER III	**SEMESTER IV**
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Purchase Management-I (Core Discipline)	Purchase Management-II (Core Discipline)
Indian Economy-Sectoral Issues (Core Discipline)	Labour and Development in India (Core Discipline)
Computer Concepts and Software Packages (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	**SEMESTER VI**
Inventory System and Control Techniques (Elective Core – Discipline Based)	Material Logistics and Distribution Management (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Globalization/Supply Chain Management (Elective Core-Discipline Based)
Financial Accounting/Corporate Laws (Elective Core- Generic)	Business Law/Material Planning and Control (Elective Core- Generic)
Productivity Management (Skills Enhancement Course – SEC)	Quality Management (Skills Enhancement Course – SEC)

BA. (VS) SMALL & MEDIUM ENTERPRISES

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)	Ability Enhanncement Compulsory Course (Enviromental Studies/Languages: English/Hindi/Modern Indian Languages)
English/MIL I (Core Discipline)	English/MIL I (Core Discipline)
Fundamentals of Entrepreneurship & MSMEs (Core Discipline)	Stores keeping & Stores Accounting (Core Discipline)
Principles of Micro Economics (Core Discipline)	Macro Economics (Core Discipline)
SEMESTER III	SEMESTER IV
English/MIL II (Core Discipline)	English/MIL II (Core Discipline)
Institutional Support to MSMEs (Core Discipline)	MSMEs Policy Framework (Core Discipline)
Indian Economy-Sectoral Issues (Core Discipline)	Labour and Development in India (Core Discipline)
Computer Concepts and Software Packages (Skills Enhancement Course – SEC)	Business Communications and Personality Development (Skills Enhancement Course – SEC)
SEMESTER V	SEMESTER VI
Financial Management in MSMEs (Elective Core – Discipline Based)	Marketing Management in MSMEs (Elective Core – Discipline Based)
Internship Project/Project (Elective Core- Generic)	Globalization/Human Resource Management in MSMEs (Elective Core-Discipline Based)
Financial Accounting/ Corporate Laws (Elective Core- Generic)	Business Law/Marketing Strategy and relationship marketing (Elective Core- Generic)
Contemporary Environment of MSMEs (Skills Enhancement Course – SEC)	E-Commerce (Skills Enhancement Course – SEC)

BA. (HONS.) HISTORY

SEMESTER I	SEMESTER II
Ability Enhanncement Compulsory Course (Enviromental Studies)	Ability Enhanncement Compulsory Course (English/Modern Indian Languages)
History of India-I (Core Course)	History of India-II (Core Course)
Social Formations and Cultural Patterns of the Ancient World (Core Course)	Social Formations and Cultural Patterns of the Ancient World (Core Course)
Generic Elective	Generic Elective
SEMESTER III	**SEMESTER IV**
History of India-III (750 CE- 1200 CE) (Core Course)	Rise of Modern West-II (Core Course)
Rise of Modern West-I (Core Course)	History of India-V (1500 CE- 1600 CE) (Core Course)
History of India-IV (1200 CE- 1500 CE) (Core Course)	History of India-VI (1750 CE- 1857 CE) (Core Course)
Skill Enhancement Courses (A) Understanding Heritage (B) Archives & Museums	Skill Enhancement Courses (A) Indian Art and Architecture (B) Understanding Popular Culture
Generic Elective	Generic Elective
SEMESTER V	**SEMESTER VI**
History of Modern Europe -I (Core Course)	History of Modern Europe -II (Core Course)
History of India - VII (1600 CE- 1750 CE) (Core Course)	History of India-VIII (1857 CE- 1950 CE) (Elective Core-Discipline Based)
Discipline Specific Course (DSE) 1 (From List of Group 1)	Discipline Specific Course (DSE) 3 (From List of Group 3)
Discipline Specific Course (DSE) 2 (From List of Group 2)	Discipline Specific Course (DSE) 3 (From List of Group 3)

Note: The Foreign Students or Indian Students who have not studied Hindi upto 8th Standard can offer the following papers of Pol. Science in lieu of MIL:
1. Introduction to Political Theory
2. Indian Govt. & Politics

The College may offer Papers of other Discipline(s) in lieu of MIL

B. Com (HONS.)

	Semester-I	
1.1	Environmental Studies	Ability Enhancement Compulsory Course (AECC-1)
1.2	Financial Accounting	Core Course (C-1)
1.3	Business Laws	Core Course (C-2)
1.4	Generic Elective (GE-1)	Generic Elective (GE-1)
	Semester-II	
2.1	Business Communication (Language- English/Hindi/MIL)	Ability Enhancement Compulsory Course (AECC-2)
2.2	Corporate Accounting	Core Course (C-3)
2.3	Corporate Laws	Core Course (C-4)
2.4	Generic Elective (GE-2)	Generic Elective (GE-2)
	Semester-III	
3.1	Human Resource Management	Core Course (C-5)
3.2	Income Tax Law and Practice	Core Course (C-6)
3.3	Management Principles and Applications	Core Course (C-7)
3.4	Generic Elective (Any one) BCH 3.5(a)- E-Commerce 30 BCH 3.5(b)- Training and Development 33 BCHS 3.5(c)- Digital Marketing 35 BCH 3.5(d)- Personal Tax Planning 38 BCH 3.5(e)- Communication and Documentation in Business BCH 3.5(f)-Personal Finance and Planning	Generic Elective (GE-3)
	Semester-IV	
4.1	Cost Accounting	Core Course (C-8)
4.2	Business Mathematics	Core Course (C-9)
4.3	Computer Applications in Business	Core Course (C-10)
4.4	Generic Elective (GE-4)	Generic Elective (GE-4)

4.5	Skill Enhancement Course (Any one) BCH 4.5(a)- Computerised Accounting System 54 BCHS 4.5(b)-Business Research Methods & Analytics 56 BCH 4.5(c)-Leadership and Team Development 58 BCH 4.5(d)- Collective Bargaining & Negotiation Skills 60 BCH 4.5(e)-E-Filing of Returns 62 BCHS 4.5(f)- Cyber Crimes and Laws63	Skill Enhancement Courses (SEC-2)
Semester-V		
5.1	Principles of Marketing	Core Course (C-11)
5.2	Fundamental of Financial Management	Core Course (C-12)
5.3	Discipline Specific Elective (Any one) BCH 5.3(a)- Management Accounting 74 BCH 5.3(b)- Organizational Behaviour 77 BCH 5.3(c)- Macro- Economics 79 BCH 5.3(d)- Entrepreneurship Development 81	Discipline Specific Elective (DSE-1)
5.4	Discipline Specific Elective (Any one) BCH 5.3(a)- Management Accounting 74 BCH 5.3(b)- Organizational Behaviour 77 BCH 5.3(c)- Macro- Economics 79 BCH 5.3(d)- Entrepreneurship Development 81 Discipline Specific Elective (Any one) BCH 5.4(a)- Corporate Tax Planning 83 BCH 5.4(b)- Financial Markets, Institutions and Services 85 BCH 5.4(c)- Advertising and Personal Selling 87 BCH 5.4(d)- Business Statistics	Discipline Specific Elective (DSE-2)
Semester-VI		
6.1	Auditing and Corporate Governance	Core Course (C-13)
6.2	Goods & Service Tax (GST) & Custom Laws	Core Course (C-14)
6.3	Discipline Specific Elective (Any one) BCH 6.3(a)- Fundamentals of Investment 98 BCH 6.3(b)- Compensation Management 100 BCH 6.3(c)- Business Tax Procedures and Management 102	Discipline Specific Elective (DSE-3)

6.4	Discipline Specific Elective (Any one) BCH 6.4(a)- Financial Reporting & Analysis 107 BCH 6.4(b)- Banking and Insurance 109 BCH 6.4(c)- Project Management & Techniques 111 BCH 6.4(d)- International Business 113 BCH 6.4(e)- Industrial Relations and Labour Laws	Discipline Specific Elective (DSE-4)

BACHELOR OF MANAGEMENT STUDIES*

(*Admission on the basis of Entrance Test)

	Semester-I	
101	Environmental Science	Ability Enhancement Compulsory
102	Fundamentals of Management & Organizational Behaviour	Core Discipline
103	Statistics for Business Decisions	Core Discipline
104	Any One from the List of Generic Elective/Interdisciplinary Course	Elective Course-Generic/Interdisciplinary
	Semester-II	
201	Business Communication (Language: English/MIL)	Ability Enhancement Compulsory
202	Managerial Economics	Core Discipline
203	Business Accounting	Core Discipline
204	Any one from the list of Generic Elective/Interdisciplinary Courses	Elective Course-Generic/ Interdisciplinary
	Semester-III	

301	Macroeconomics	Core Discipline
302	Principles of Marketing	Core Discipline
303	Management Accounting	Core Discipline
304	Any One from the List of Generic Elective/Interdisciplinary Courses	Elective Course-Generic/ Interdisciplinary
305	Any One from List of Skill Enhancement Course SEC	Skill Enhancement Course

Semester-IV

401	Business Research	Core Discipline
402	Human Resource Management	Core Discipline
403	Financial Management	Core Discipline
404	Any One from the List of Generic Elective/Interdisciplinary Courses	Elective Course-Generic/ Interdisciplinary
405	Any One from the List of Skill Enhancement Course (SEC)	Skill Enhancement Courses

Semester-V

501	Quantitative Techniques for Management	Core Discipline
502	Legal Aspects of Business	Core Discipline
503	Discipline Specific Elective-I	Discipline Specific Elective
504	Discipline Specific Elective-II	Discipline Specific Elective

Semester-VI

601	Business Policy & Strategy	Core Discipline
602	Financial Institutions & Markets	Core Discipline
603	Discipline Specific Elective-III	Discipline Specific Elective

604	Discipline Specific Elective-IV	Discipline Specific Elective

SKILL ENHANCEMENT COURSES (SEC)

1. MS 305 Advanced Spreadsheet Tools for Business Analysis
2. MS 306 Software for Data Extraction and Analysis
3. MS 307 IT tools for Business
4. MS 308 Personality Development and Communication
5. MS 405 Statistical Software Package
6. MS 406 E Commerce
7. MS 407 Basic Econometrics Using Software
8. MS 408 Business Analytics

Generic Elective/Interdisciplinary Courses

(Select Any FOUR)

1. Entrepreneurship Development
2. Ethics & Corporate Social Responsibility
3. Tax Planning
4. Econometrics
5. Production & Operations Management
6. India's Diversity & Business

Discipline Specific Elective Courses

	DSE-I (Finance)	DSE-II (Marketing)	DSE-III (Human Resource)	DSE-IV (Management of Global Business)
1	I MDF 503 Strategic Corporate Finance	I MDM 503 Consumer Behaviour	I MDH 503 Training and Management Development	I MDG 503 International Trade: Policies and Strategies
2	II MDF 504 Investment Analysis and Portfolio Management	II MDM 504 Personal Selling	II MDH 504 Management of Industrial Relations	II MDG 504 Transnational and CrossCultural Marketing

3	III MDF 505 Project Appraisal and Implementation	III MDM 505 Marketing of Services	III MDH 505 HRD: Systems and Strategies	III MDG 505 International Accounting and Reporting System
4	IV MDF 506 Business Analysis and Valuation	IV MDM 506 International Marketing	IV MDH 506 Counselling and Negotiation Skills for Management	IV MDG 506 Multinational Business Finance
5	V MDF 603 International Finance	V MDM 603 Retail Management	V MDH 603 Talent and Knowledge Management	V MDG 603 Global Business Environment
6	VI MDF 604 Investment Banking and Financial Services	VI MDM 604 Advertising and Brand Management	VI MDH 604 Performance and Compensation Management	VI MDG 604 International Supply Chain Management
7	VII MDF 605 Financial Time Series Econometrics	VII MDM 605 Distribution and Supply Chain Management	VII MDH 605 Organizational Development	VII MDG 605 International Joint Ventures, Mergers and Acquisition
8	VIII MDF 606 Derivatives and Risk Management	VIII MDM 606 Digital Marketing	VIII MDH 606 International Human Resource Management	VIII MDG 606 Cross Cultural Human Resource Management
9	IX Research Projects	IX Research	IX Research Projects	IX Research Projects

B.A. (HONS.) ECONOMICS

SEMESTER-I	SEMESTER-II
Economics Core Course-1: Introductory Microeconomics	Economics Core Course-3: Introductory Macroeconomics
Economics Core Course-2: Mathematical Methods for Economics-I	Economics Core Course-4: Mathematical Methods for Economics-II
Ability Enhancement Compulsory Course (AECC)-I	Ability Enhancement Compulsory Course (AECC)-II
Generic Elective (GE) Course-I	Generic Elective (GE) Course-II
SEMESTER-III	SEMESTER-IV
Economics Core Course-5: Intermediate Microeconomics-I	Economics Core Course-8: Intermediate Micro Economics-II
Economics Core Course-6: Intermediate Macro Economics-I	Economics Core Course-9: Intermediate Macro Economics -II
Economics Core Course-7: Statistical Methods for Economics	Economics Core Course-10: Introductory Econometrics
Skill Enhancement Course (SEC)-I	Skill Enhancement Course (SEC)-II
Generic Elective (GE) Course-III	Generic Elective (GE) Course-IV
SEMESTER-V	SEMESTER-VI
Economics Core Course-11: Indian Economy-I	Economics Core Course-13: Indian Economy-II
Economics Core Course-12: Development Economics-I	Economics Core Course-14: Development Economics-II
Discipline Specific Elective (DSE) Course-I (From List of Group-I)	Discipline Specific Elective (DSE) Course-III (From List of Group-II)
Discipline Specific Elective (DSE) Course-II (From List of Group-I)	Discipline Specific Elective (DSE) Course-IV (From List of Group-II)

Group-I (Discipline Specific Elective (DSE) Courses)	Group-II (Discipline Specific Elective (DSE) Courses)
(i) Economics of Health and Education	(viii) Political Economy-II
(ii) Applied Econometrics	(ix) Comparative Economic Development (1850-1950)
(iii) Economic History of India (1857-1947)	(x) Topics in Microeconomics-II
(iv) Topics in Microeconomics-I	(xi) Financial Economics
(v) Political Economy-I	(xii) Environmental Economics
(vi) International Economics	(xiii) Money and Financial Markets
(vii) Public Economics	(xiv) Dissertation/Project

B.A. (HONS.) BUSINESS ECONOMICS

The B.A. (Hons.) Business Economics is a self-financed course and admissions are made on the basis of the common entrance test to be conducted by the Department of Business Economics, South Delhi Campus, University of Delhi. During the three-year course the College organizes various activities from time to time. Seminars and discussions are held where eminent personalities are invited. Industrial trips are organized for the students. The three-year full-time degree course is split into six semesters. The semester wise detail of the course is given below:

Semester-I		
AECC-1	Environmental Studies	Ability Enhancement- Compulsory
C1	Microeconomics and Applications-I	Core Discipline
C2	Accounting for Managers	Core Discipline
G1	Any One from the List of Generic Elective/Interdisciplinary Courses	Elective Course- Interdisciplinary
Semester-II		

AECC-2	Business Communication (Language: English/MIL)	Ability Enhancement- Compulsory
C3	Microeconomics and Applications-II	Core Discipline
C4	Mathematics for Business Economics	Core Discipline
G2	Any One from the List of Generic Elective/ Interdisciplinary Course	Elective Course Interdisciplinary

Semester-III		
C5	Macro Economics and Applications-I	Core Discipline
C6	Statistics for Business Economics	Core Discipline
C7	Corporate Finance	Core Discipline
G3	Any One from the List of Generic Elective/ Interdisciplinary Courses	Elective Courses- Interdisciplinary
SEC-I	Any ONE from the list of SKILL ENHANCEMENT COURSE (SEC)	Skill Enhancement Course

Semester-IV		
C8	Macro Economics and Applications-II	Core Discipline
C9	Basic Econometrics	Core Discipline
C10	Marketing Management	Core Discipline
G4	Any One from the List of Generic Elective/ Interdisciplinary Courses	Elective Course Interdisciplinary
SEC-II	Any ONE from the list of Skill Enhancement Course (SEC)	Skill Enhancement Course

Semester-V		

C11	Quantitative Techniques for Management	Core Discipline
C12	Organization Behavior	Core Discipline
DSE-I	Elective-I	Discipline Specific Elective
DSE-II	Elective-II	Discipline Specific Elective
Semester-VI		
C13	International Economics	Core Discipline
C14	Legal Aspects of Business	Core Discipline
DSE-III	Elective-I	Discipline Specific Elective
DSE-IV	Elective-II	Discipline Specific Elective
Project Work/Dissertation in lieu of one of the Elective Core Discipline Papers		

SKILL ENHANCEMENT COURSES (SEC)

1. Entrepreneurial Skills
2. Introductory Research Methods
3. Applied Econometrics
4. Data base & Statistical Packages

DISCIPLINE SPECIFIC ELECTIVE COURSES (DSE)

1. Indian Economy
2. Environmental Economics
3. Indian Financial Markets & Services
4. Advertising & Consumer Behaviour
5. Economic Growth & Development
6. Industrial Economics
7. Investment and Risk Management
8. Research Methods in Business Economics

बी.ए. (ऑनर्स) हिन्दी

सेमेस्टर-1	
हिन्दी कोर प्रश्नपत्र-1	हिंदी भाषा और उसकी लिपि का इतिहास
हिन्दी कोर प्रश्नपत्र-2	हिंदी कविता (आदिकाल एवं भक्तिकालीन काव्य)
सेमेस्टर-2	
हिन्दी कोर प्रश्नपत्र-3	हिंदी साहित्य का इतिहास (आदिकाल और मध्यकाल)
योग्यता-संवर्द्धक अनिवार्य पाठ्यक्रम-2	
सामान्य ऐच्छिक पाठ्यक्रम-2	
सेमेस्टर-3	
हिन्दी कोर प्रश्नपत्र-5	हिंदी साहित्य का इतिहास (आधुनिक काल)
हिन्दी कोर प्रश्नपत्र-6	हिंदी कविता (आधुनिक काल छायावाद तक)
हिन्दी कोर प्रश्नपत्र-7	हिंदी कहानी
सामान्य ऐच्छिक पाठ्यक्रम-3	
कौशल-संवर्द्धक पाठ्यक्रम-1	
सेमेस्टर-4	
हिन्दी कोर प्रश्नपत्र-8	भारतीय काव्यशास्त्र
हिन्दी कोर प्रश्नपत्र-9	हिंदी कविता (छायावाद के बाद)
हिन्दी कोर प्रश्नपत्र-10	हिन्दी उपन्यास

सामान्य ऐच्छिक पाठ्यक्रम-4	
कौशल-संवर्द्धक पाठ्यक्रम-2	

सेमेस्टर-5	
हिन्दी कोर प्रश्नपत्र-11	पाश्चात्य काव्यशास्त्र
हिन्दी कोर प्रश्नपत्र-12	हिंदी नाटक/एकांकी
हिन्दी विषय-आधारित ऐच्छिक पाठ्यक्रम-1	
हिन्दी विषय-आधारित ऐच्छिक पाठ्यक्रम-2	

सेमेस्टर-6	
हिन्दी कोर प्रश्नपत्र-13	हिन्दी आलोचना
हिन्दी कोर प्रश्नपत्र-14	हिंदी निबंध और अन्य गद्य विधाएँ
हिन्दी विषय-आधारित ऐच्छिक पाठ्यक्रम-3	
हिन्दी विषय-आधारित ऐच्छिक पाठ्यक्रम-4	

हिंदी कौशल-संवर्द्धक ऐच्छिक पाठ्यक्रम (HSEC)

(कोई दो: 'क' और 'ख' वर्ग से एक-एक का चयन)

सेमेस्टर-3

(क)   1. विज्ञापन और हिंदी भाषा

2. कम्प्यूटर और हिंदी भाषा

3. सोशल मीडिया

4. अनुवाद-कौशल

सेमेस्टर-4

(ख)   1. कार्यालयी हिंदी

2. भाषायी दक्षता: समझ और संभाषण

3. भाषा और समाज

हिंदी विषय आधारित ऐच्छिक पाठ्यक्रम (HDSEC)

सेमेस्टर-5

1. हिंदी की मौखिक और लोक-साहित्य परंपरा अथवा अस्मितामूलक विमर्श और हिंदी साहित्य अथवा भारतीय एवं पाश्चात्य रंगमंचसिद्धांत

सेमेस्टर-5

1. हिंदी भाषा का व्यावहारिक व्याकरण अथवा कोश विज्ञान शब्दकोश और विश्वकोश अथवा भारतीय साहित्य की संक्षिप्त रूपरेखा

सेमेस्टर-6

1. लोक नाट्य अथवा हिन्दी की भाषिक विविधताएँ अथवा भारतीय साहित्य: पाठ परक अध्ययन

2. शोध-प्रविधि अथवा अवधारणात्मक साहित्यिक पद अथवा हिंदी रंगमंच

B.A. (HONS.) ENGLISH

Semester-I		
1.1	Indian Classical Literature	Core Course (C-1)
1.2	European Classical Literature	Core Course (C-2)
1.3	English/MIL Communication/ Environmental Studies	Ability Enhancement Compulsory Course
1.4	Media and Communication Skills	General Elective -1
Semester-II		
2.1	Indian Writing in English	Core Course (C-3)
2.2	British Poetry and Drama: 14th to 17th Centuries	Core Course (C-4)
2.3	English/MIL Communication/Environmental Studies	Ability Enhancement Compulsory Course
2.4	Individual and Society	Generic Elective -2
Semester-III		

3.1	American Literature	Core Course (C-5)
3.2	Popular Literature	Core Course (C-6)
3.3	British Poetry and Drama: 17th and 18th Centuries	Core Course (C-7)
3.4	SEC -1: Film Studies SEC -2: Modes of Creative Writing	Skill Enhancement Course (SEC-1)
3.5	Contemporary India: Women and Empowerment	Generic Elective-3

Semester-IV		
4.1	British Literature: 18th Century	Core Course (C-8)
4.2	British Romantic Literature	Core Course (C-9)
4.3	British Literature: 19th Century	Core Course (C-10)
4.4	SEC 1- Film Studies SEC - Modes of Creative Writing	Skill Enhancement Course (SEC-2)
4.5	Academic Writing and Composition	Generic Elective-4

Semester-V		
5.1	Women's Writing	Core Course (C-11)
5.2	Twentieth Century British Literature	Core Course (C-12)
5.3	Modern Indian Writing in Translation	Discipline Specific Elective - 1
5.4	Literary Criticism	Discipline Specific Elective - 2

Semester-VI		
6.1	Modern European Drama	Core Course (C-13)
6.2	Postcolonial Literature	Core Course (C-14)
6.3	Literary Theory	Discipline Specific Elective-1
6.4	Partition Literature	Discipline Specific Elective-2
6.5	Literature and Cinema	Discipline Specific Elective-3

DISCIPLINE CENTRIC ELECTIVE
(Any Four)

1. Modern Indian Writing in English Translation
2. Literature of the Indian Diaspora
3. British Literature: Post-World War-II
4. Nineteenth Century European Realism
5. Science Fiction and Detective Literature
6. Literary Criticism
7. Understanding Dalit Literature
8. Literature and Cinema
9. World Literatures
10. Literary Theory
11. Partition Literature
12. Research Methodology
13. Travel Writing
14. Autobiography

B.A. Vocational

Core English Language A, B and C

80% and above: English language through Literature

60% and above till 80%: English Fluency

Less than 60%: English Proficiency

(This pattern is the same in second and fourth semesters)

B.Sc. (HONS.) COMPUTER SCIENCE

The B.Sc. (Hons.) Computer Science is a self-financed three-year-full-time Degree Programme from University of Delhi. Requirement of subjects studied and passed Merit will be calculated based on "Best Four" of Mathematics, one language and two other subjects listed as academic / elective subjects, as specified in List A and List B above, as per the following:

1. 60% or more marks required in Mathematics;
2. 60% or more marks in aggregate of four subjects including Mathematics, one language and any two of Physics, Chemistry and Computer Science/ Informatics Practices.
3. Applicants from other streams (with Mathematics in Class XII), will have a disadvantage of 2% in aggregate of required four subjects.

Basis of Selection

Selection will be made on the basis of best four academic subjects including One Language, Mathematics, Physics, Chemistry and Computer Science/ Informatics Practices, The students of other streams: One Language, Mathematics with 2 Academic Subjects (List A) with a deduction of 2%.

Semester	Course Opted	Course Name	Credits
I	Core Course-I	Programming Fundamentals using C++	4
	Core Course-I Practical/Tutorial	Programming Fundamentals using C++ Lab	2
	Core Course-II	Computer System Architecture	4
	Core Course-II Practical/Tutorial	Computer System Architecture Lab	2
	Generic Elective-1	GE-1	4/5
	Generic Elective-1 Practical/Tutorial		2/1
II			2
	Core Course-III	Programming in JAVA	4

		Core Course-III Practical/Tutorial	Programming in JAVA Lab	2
		Core Course-IV	Discrete Structures	5
		Core Course-IV practical/Tutorial	Discrete Structures Tutorial	1
		Generic Elective-2	GE-2	4/5
		Generic Elective-2 Practical/Tutorial		2/1
III		Core Course-V	Data Structures	4
		Core Course-V Practical/Tutorial	Data Structures Lab	2
		Core Course-VI	Operating Systems	4
		Core Course-VI Practical/Tutorial	Operating Systems Lab	2
		Core Course-VII	Computer Networks	4
		Core Course-VII Practical/Tutorial	Computer networks Lab	2
		Skill Enhancement Course-1	SEC-1	2
		Generic Elective-3	GE-3	4/5
		Generic Elective-3		2/1
		Core Course-VIII	Design and Analysis of Algorithms	4
		Core Course-VIII Practical/Tutorial	Design and Analysis of Algorithms Lab	2
		Core Course-IX	Software Engineering	4
		Core Course-IX Practical/Tutorial	Software Engineering Lab	2

IV	Core Course-X	Database Management Systems	4
	Core Course-X Practical/Tutorial	Database management System Lab	2
	Skill Enhancement Course-2	SEC-2	2
	Generic Elective-4	GE-4	4/5
	Generic Elective-4 Practical		2/1
V	Core Course-XI	Internet Technologies	4
	Core Course-XI Practical/Tutorial	Internet Technologies Lab	2
	Core Course-XII	Theory of Computation	5
	Core Course-XII Practical/Tutorial	Theory of Computation Tutorial	1
	Discipline Specific Elective-1	DSE-1	4
	Discipline Specific Elective-1 Practical/Tutorial	DSE-1 Lab	2
	Discipline Specific Elective-2	DSE-2	4
	Discipline Specific Elective-1 Practical/Tutorial	DSE-2	2
	Core Course-XIII	Artificial Intelligence	4
	Core Course-XIII Practical/Tutorial	Artificial Intelligence Lab	2
	Core Course-XIV	Computer Graphics	4

	Core Course-XIV Practical/Tutorial	Computer Graphics Lab	2
VI	Discipline Specific Elective-3	SDE-3	4
	Discipline Specific Elective-3 Practical/Tutorial	SDE-3 Lab	2
	Discipline Specific Elective-4	DSE-4	4
	Discipline Specific Elective-4 Practical/Tutorial	DSE-4 Lab	2
Total Credits			**140**

Skill Enhancement Courses

(Credit: 02 Each) SEC-1, SEC-2

SEC-1 (Choose any one)

(a) BHCS19A Web Design and Development
(b) BHCS19B Programming in Python

SEC-2 (Choose any one)

(a) BHCS20A Android Programming
(b) BHCS20B Introduction to R Programming

Note: University may include more options or delete some from this list Discipline

Specific Elective papers

(Credit: 06 each): DSE-1, DSE-2, DSE-3, DSE-4

DSE-1 (Choose any one)

    (a)   BHCS15A Data Analysis and Visualization
    (b)   BHCS15B System Programming
    (c)   BHCS15C Combinatorial Optimization

DSE-2 (Choose any one)

    (a)   BHCS16A Digital Image Processor
    (b)   BHCS16B Microprocessors

DSE-3 (Choose any one)

    (a)   BHCS17A Information Security
    (b)   BHCS17B Data Mining
    (c)   BHCS17C Advance Algorithms

DSE-4 (Choose any one)

    (a)   BHCS18A Machine Learning
    (b)   BHCS18B Deep Learning
    (c)   BHCS18C Unix Network Programming
    (d)   BHCS18D Project Work/ Dissertation

PG Diploma Courses

The College of Vocational Studies runs two PG Diploma courses of One-year Duration.

These are following: -

1. PG Diploma Tourism
2. PG Diploma Book Publishing

Admission form can be downloaded from the College website and duly filled application form along with all the required documents needs to be mailed at administrativeofficer_accounts@cvs.du.ac.in

Annual Fee   Rs. 17,000/- (Non-Refundable)

Original documents will be required at the time of Admission:

1. Character Certificate
2. All Mark Sheets
3. Migration Certificate
4. College Leaving Certificate

Procedure for Admission

5. Candidates are advised to see the admission cut off list which will be displayed on the DU/ College Website and College notice board. No individual intimation will be sent to the applicants about their admission.
6. Eligible Candidates whose name appears in the cut-off list shall be required to fill up the provisional Admission Form and submit it along with necessary certificate/ documents and deposit their fees as per procedure.

Important dates for receipt of application forms and notification of admission lists are given in the E-Bulletin of information available on www.cvs.edu.in .

At the time of admission, students must bring the following documents in original, along with copies attested by a gazette officer / self-attested copy.

   a. Class X Certificate (Mark-sheet or certificate) indicating date of birth and Parents' names* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly, their parents' names must match in both sets of certificates).
   b. Class XII Mark-Sheet.

7. SC/ST/OBC/EWS/CW/KM Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on their corresponding School Board qualifying certificates; similarly, their parents' names must match in both sets of certificates).
8. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by http://ncbc.nic.in. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates).
9. EWS Certificate from competent authority certifying the applicant can claim reservation under this category.

The University will accept self-attested copies of documents/papers provided by the students. It is made clear that if any false attestation/falsified records are detected, the student will be debarred from attending any programme in the University/or its Colleges for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her.

Students admitted to the College will be bound by the existing rules and regulations of the College and the University and any new rules/regulations framed from time to time.

Basis of Calculation of Best Four

In order to facilitate the merit list, the applicant may choose subjects as relevant from List A and List B

List A: Language Subject			
List A1			List A2
Assamese Core/ Assamese Elective	Kannada Core/Kannada Elective	Punjabi Core/Punjabi Elective	Arabic Core/Arabic Elective
Bengali Core/Bengali Elective	Kashmiri Core/ Kashmiri Elective	Sanskrit Core/Sanskrit Elective	French Core/French Elective
Bodo Core/Bodo Elective	Konkani Core/ Konkani Elective	Santali Core/ Santali Elective	German Core/German Elective
Dogri Core/Dogri Elective	Maithili Core/Maithili Elective	Sindhi Core/Sindhi Elective	Italian Core/Italian Elective
English Core/English Elective	Malayalam Core/Malayalam Elective	Tamil Core/Tamil Elective	Spanish Core/Spanish Elective
Gujrati Core/Gujrati Elective	Manipuri Core/Manipuri Elective	Telegu Core/Telegu Elective	---------------------
Gujrati Core/ Gujrati Elective	Nepali Core/Nepali Elective	Urdu Core/Urdu Elective	---------------------

Hindi Core/Hindi Elective	Odia Core/Odia Elective	---------------------------------	---------------------------

List B (Elective Subjects)	
Accountancy	Geology
Anthropology	History
Biology/Biochemistry/Biotechnology	Home Science
Business Mathematics	Legal Studies
Chemistry	Mathematics
Civics	Philosophy/ Logic and Philosophy
Commerce/Business Studies	Physics
Computer Science/Computer Applications/Informative Practices	Political Science
Economics	Psychology
Geography	Sociology
Statistics	

Merit-based admission to courses offered through the Faculty of Arts/Social Sciences

A maximum of two language subjects may be allowed for the calculation of marks for 'Best Four' Combination. # Out of three academic/elective subjects chosen, one must be the concerned subject in which the admission is sought, failing which a deduction of 2.5% will be imposed on the calculated 'Best Four' percentage.

B.A. (Hons.) English

An aggregate of 45% marks in the qualifying examination: Combination of Subject for Best Four Calculation:

A. The merit shall be determined on the basis of one language and three best academic/elective subjects.
B. The applicant must have studied and passed English in the qualifying exam and should include English for calculation of 'Best Four' percentage.

B.A. (Hons.) Hindi

An aggregate of 45% marks in the qualifying examination: Combination of Subject for Best Four Calculation:

C. Applicants securing 40% marks in the aggregate and 50% marks in the subject concerned are also eligible for admission to the relevant Honours Course.
D. The merit shall be determined on the basis of one language and three best academic/elective subjects. The applicant must have studied and passed Hindi in the qualifying exam and should include Hindi for calculation of 'Best Four' percentage.
E. Applicants who have passed the intermediate Examination of an Indian University/Board with at least 40% marks in the aggregate and "Prabhakar in Hindi" shall be eligible for admission.
F. For admission to Honours in Hindi, the applicant must have studied and passed the respective language in the qualifying exam and should include respective language for calculation of 'Best Four' percentage.

B.A. (Hons.) History

An aggregate of 45% marks in the qualifying examination: Combination of Subject for Best Four Calculation:

A. The merit shall be determined on the basis of one language and three best academic/elective subjects.
B. Admission to B.A. (Hons.) Applied Psychology will be based on 'Best Four' percentage as in B.A (Hons.) Psychology
C. Admission to B.A (Hons.) Social Work and B.A (Hons.) Philosophy will be based on 'Best Four' percentage including one language and three academic/elective subject.

B.A. (Hons.) Business Economics

Bachelor in Management Studies (BMS)
Bachelor of Business Administration Financial Investment

Combination of Subject for Best Four Calculation:

A. Aggregate of 60% or more marks in the qualifying examination in four subject: English, Mathematics any two other subjects included in List B.
B. Selection will be based on the rank computed from the combined weighted average of percentage scored in the entrance test and the percentage scored in the qualifying examination where the weights are: Entrance Test: 65%
Qualifying Examination: 35%
The entrance test will examine the following areas: Quantitative Ability Reasoning and Analytical Ability

B.Sc. (Hons.) Computer Science

Combination of Subject for Best Four Calculation:

Mathematics, one language and two other subjects listed, as academic subjects should have secured as per the following:

A. 60% or more marks in Mathematics
B. 60% or more marks in aggregate of four subject including Mathematics, one language and two other subjects listed as Academic Subjects.
   - The Admission would be based on the aggregate of marks scored in class XII in four academic subjects inclusive of one language, Mathematics and two out of Physics, Chemistry and Computer Science/Informatics Practices.
   - Applicants from other streams, (with Mathematics in Class XII), will have a disadvantage of 2% in aggregate of required four subjects, i.e. Mathematics + one language + two academic subjects from those streams.

B.Com. (Hons.)

An aggregate of 45% marks in the qualifying examination:
Combination of Subject for Best Four Calculation:

A. The applicant must have studied and passed Mathematics/Business Mathematics at

the qualifying examination for admission to B.Com. (Hons.).

B. Selection shall be made on the basis of marks obtained in qualifying examination including one language and three best subjects as per the following:

- An aggregate of 45% or more in English/Hindi and combination of best three among the following subjects: Mathematics,Accountancy, Economics and Business Studies/Commerce
- Inclusion of any subject from List B other than mentioned above in the combination of best three will lead to a deduction of 1% per subject on the aggregate.
- Inclusion of any subject other than those in Lists A and B in the combination of best three will lead to a deduction of 2.5% per subject on the aggregate of the Best Four.

B.A. (Vocational Studies)

An aggregate of 40% marks in the qualifying examination:

The merit shall be determined on the basis of one language and three best academic/elective subjects. For admission to B.A. (Vocational) only, related vocational subjects (see Annexure XVI) may be treated at par with academic/elective subjects and upto two vocational subjects, which are in relationship with the course of study may be included for the calculation of 'Best Four'.

The following course are available -:

1. B.A. (Vocational Studies) Human Resources Management
2. B.A. (Vocational Studies) Management and Marketing of Insurance
3. B.A. (Vocational Studies) Marketing Management and Retail Business
4. B.A. (Vocational Studies) Material Management
5. B.A. (Vocational Studies) Office Management and Secretarial Practice (OMSP)
6. B.A. (Vocational Studies) Small and Medium Enterprises.
7. B.A. (Vocational Studies) Tourism Management.

The following is the list of "relevant Vocational subjects" to be considered in relation to the respective B.A. (Vocational Studies) courses for which criteria are outlined in section 2.2 of this Bulletin:

1) B.A. (Vocational Studies) Office management and Secretarial Practice (OMSP)
    - (i) Office Practice and Secretary Ship
    - (ii) Secretariat Practice & Accounting
    - (iii) Office Communication
    - (iv) Typewriting (English/Hindi)
    - (v) Stenography (English/Hindi)

2) B.A. (Vocational Studies) Material Management
   (i)   Financial Accounting
   (ii)   Elements of Cost Accountancy & Auditing
   (iii)   Store Accounting
3) B.A. (Vocational Studies) Marketing management and Retail Business (i) Marketing
   (i)   Salesmanship
   (ii)   Consumer Behavior and Protection
4) B.A. (Vocational Studies) Tourism Management
   (i)   Indian- The Tourist Destination
   (ii)   Travel Trade Management
   (iii)   Tourism Management and Man-Power Planning
5) B.A. (Vocational Studies) Management and marketing of Insurance
   (i)   Principles Practice of Life Insurance
   (ii)   Computer & Life Insurance Administration

Scheduled Caste/Scheduled Tribe OBC/PwD

There is a reservation as per University rules for the students belonging to SC/ST/OBC/PwD categories. They will be admitted by the college directly and their cut-off for admission will be notified separately. The rules & eligibility for admission will be governed by the rules and regulations of DU/UGC/GOI.

Foreign Students

Foreign Students who satisfy the course and age requirements are required to apply to:

Foreign Students Advisor,
Foreign Students Registry

C/o Faculty Management Studies,
University of Delhi,
Delhi-110007

Note: For Further information, please contact the Foreign Students Advisor, Delhi University.

College Fees for all Courses

Details of admission fee to be paid by the students (at the time of admission) of 1st year of BA (VS) and Bachelor with Honours in Commerce, Economics, History, Hindi, English, BMS and Computer Science during the year 2020-21.

Courses	Total Fee (₹)
B.COM (HONS.)	10,150
B.A.(Hons.) Economics	10,150
B.A.(Hons.) History	10,150
B.SC.(H) Computer Science	41,000
B.A.(Hons.) English	10,150
B.A.(Hons.) Hindi	10,150
BMS	10,150
B.A.(H) Business Economics	27,000
B.A.(VS) Human Resource Management	10,150
B.A.(VS) Marketing Management and Retail Business	10,150
B.A.(VS) Management and Marketing of Insurance	10,150
B.A.(VS) Material Management	10,150
B.A.(VS) Small and Medium Enterprises	10,150
B.A.(VS) Tourism Management	10,150
B.A.(VS) Office Management and Secretarial Practice	10,150

General Rules Regarding Fees

1) Students will pay the fees in advance at the time of admission.
2) The Examination fee shall be paid afterwards as per schedule to be notified on the notice board.
3) All annual dues are payable along with the tuition fee at the time of admission.

Cancelation of Admission & Refund of Fee

Rules for Refund of fee on account of withdrawal/cancellation of admission

Reasons for Seeking Refund	Quantum of Fees to be Refunded
When a Student applies for withdrawal of admission upto last date of admission	Full fee after deduction of Rs.1000/- and full examination fees
When Admission is made due to error/omission/commission on the part of the University	Full Fee and Full Examination Fees
When Cancellation is due to concealment/falsification of facts/ submission of false/fake certificates, providing misleading information by the student on for any error/mistakes on the part of the student	No fee will be Refunded
When a student of Self-Financing Course applies for withdrawal of admission on or before last date of admission	Full fee after deduction of Rs.1000/- and full examination fees
In case a student after his/her admission expires within one month of last date of admission	Full fee will be refunded to his/her parents

Payment of College Dues
(IInd/IIIrd Year Students)

The students of 2nd and 3rd year should deposit their fee along with the annual dues as soon as the results of the respective examinations are declared. In no case fee will be accepted beyond one month from the date of the declaration of the result. The class wise date of payment of dues will be notified on the College notice board at the appropriate time.

Re-admission of the Students

Re-admission of students will be made as per rules of University of Delhi.

Identity Cards

Every student of the College is issued an identity card which he/she is expected to carry with him/her at all times. He/she will have to produce the same whenever required to do so. Duplicate Identity Card shall be issued as per procedure prescribed by the College.

Notice Board

It shall be the duty of every student to check the Notice Board daily. No excuse shall be entertained for non-compliance with any order on the plea that he/she has not seen the notice board.

Office Hours for Student dealing

The College Office works from 9.00 a.m. to 5.30 p.m. from Monday to Friday for all student dealings. Generally, the students shall have to apply in advance for issue of all certificates/duplicate identity cards/ attestation of forms.

The Students can meet the Principal regarding their problems between 11.00 a.m. and 12.00 noon on all working days. However, before meeting the Principal, they may contact the College Administrative Officer for assistance and guidance.

CVS DU Alumni Association

(Old Students' Association)

All outgoing students can become members of the Association against payment of membership fee as decided by the College from time to time.

Overseas Students' Association

The College has an Overseas Students Association of which all the overseas students of the College are automatically members. This association arranges cultural get-together of the overseas students to promote greater understanding about their culture amongst Indian students.

Attendance

All students are expected to attend classes regularly. The students will be governed by the attendance rules framed/to be framed by the College/University from time to time. However, the same will be available on the University/College Website.

Code of Conduct

The Principal may appoint a board of faculty members to take care of the discipline among students, with powers to deal with breach of discipline. The students should avoid the following:

- Irregular Attendance
- Causing disturbance in or outside class-rooms, the office, library or the playgrounds.
- Refusal to participate in the co-curricular activities of the college or perform the duties assigned to them.
- Misconduct or misbehavior at any time.
- Disobedience of orders given to them by the Principal and Teachers.
- Disfigurement, or damage to the College building, property and books.
- Parents/Guardians are requested to help the College authorities in keeping their wards disciplined.

The College Associations organise educational cum excursion trips for students. Parents/Guardians are advised to seek verification of such trips from college authorities before permitting their wards.

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 postgraduate degree courses. This scheme of Internal Assessment shall not be applicable to the School of Correspondence Course and 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) There shall be 10% weightage assigned to Class test.

(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 each term, subject to a maximum of 12 written assignments per year for all the papers taken together.

(ii) (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 paripassu.

(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 postgraduate degree courses. This scheme of Internal Assessment shall not be applicable to the School of Correspondence Course and 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.

(i) 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.

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) There shall be 10% weightage assigned to Class test.

(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 each term, subject to a maximum of 12 written assignments per year for all the papers taken together.

(2)   (ii) (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 paripassu.

(2)   (iii) There shall be 5% weightage for regularity in attending lectures and tutorials, and the credit for regularity in each paper, based on attendance, shall be as follows: More than 67% but less than 70% - Imark70°/0 or more but less than 75%- 2 marks 75% or more but less than 80% - 3 marks80% or more but less than 85%- 4 marks85% 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).]

(2)   (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 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. (5) (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)   Win the case of students who repeat one or more paper(s), or all papers of Part I or Part II or Part III, the Internal Assessment marks shall be carried forward. (6) (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.

(6)   (ii) (a) Students who migrate from other Universities to the University of Delhi in the IIndYear;

(6)   (ii) (b) Students who fail in the Part I Examination of Honours Courses and join Pass/General Courses in the IInd year; and

(6)   (ii) (c) Students who transfer from 1st year Pass/General Courses to Honours Courses in the 2nd year.

(6)   (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/fieldwork. 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 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 extracurricular activities held in other Universities or such other activities approved by the Vice-Chancellor, the following provision will apply: (8) (i) A student in the categories listed above, will have to fulfill 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. (8) (ii) A student in the categories listed above, who is unable to write the House Examination on account of his/her participation in such aforesaid activities, may be assessed by the College through an alternative mode in lieu of the House Examination. This may be done only in exceptional circumstances. (8) (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. (9) (ii) The

respective University Moderation Committees in each subject shall moderate, if necessary, the Internal Assessment marks across Colleges.

Note 1: For details refer to ordinance VIIIE copies of which are available in the office/library.

Note 2: The above scheme of internal assessment may be modified in view of the semester system to be introduced in all the courses.

Examination

University examinations are held twice a year for semester based courses. Periodic assessments and class tests are held in the College to prepare the students for the end term examination.

Total Prohibition of Ragging

Regulations have been made by UGC / Government to root out ragging in all its forms from Universities, Colleges and other educational institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

"Ragging" means the following:

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

Ragging in all its forms is totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc.) whether located within the campus or outside and in all means of transportation of students whether public or private.

"As per Ordinance XV - C, 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. Any individual or collective act or practice or ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.

The student and parents will have to sign an undertaking to the effect that they are aware of the law regarding prohibition of ragging as well as punishment, and to the effect that he/she has not been expelled and /or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and / or abetting ragging, is liable to be punished appropriately."

Rules of Discipline

1. Students shall conduct themselves with dignity and display good manners both towards the members of the staff (teaching and administrative) and towards fellow students. Insubordination, unbecoming language or misconduct including teasing eistall be severely dealt with.

2. Students shall maintain silence in classrooms and desist from demonstrations or disorderly behavior. They should not loiter in the corridors or in front of class rooms or the office and must observe decorum at all times. During their free period students should make use of the Library/Reading room.

3. Students shall leave their vehicles in the parking space provided for the purpose. No vehicles shall be left in any other part of the College building.

4. Smoking in the College is prohibited. Those found smoking in the College shall be fined Rs. 100/- in the first instance and higher fines/punishment will be imposed on subsequent offences.

5. Indulging in ragging in any form is a criminal offence. Necessary legal action including termination, filing of FIR etc. will be taken.

6. The students quite often use staff toilets No. 10 (near Girls Common Room) and No. 48 (near Teaching Staff Room), which are exclusively for staff members only. The students are instructed not to make use of these toilets and use their own toilets (Ground & First Floor). Anyone found using these staff toilets will be fined Rs. 100/- at the first instance and Rs. 500/-at the second and subsequent instance.

7. It is mandatory and obligatory for each student to attend all the events of the College viz. Annual Day Prize Distribution Function, Annual Sports Day, Culture Programme, Fresher's Welcome and Farewell Party etc.

8. Students are responsible for their conduct to the College administration and are prohibited from doing anything, either inside the College or outside the college that will amount to breach of discipline or interference in the normal working of the College. A student will be liable to disciplinary action for violation of any of the rules of discipline. Disciplinary actions may involve warning and/or fines and / or suspension from the class, from examination, from use of the College library or even expulsion from the College as such or any such action as provided in ordinance XV-B, XV-C and XV-D of the rules of discipline of the University of Delhi. "The Ordinance XV - D is based on the policy against Sexual Harassment by the Delhi University and seeks to maintain and create an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the Delhi University." Copy of the Ordinance is available on College website.

9. Students shall conduct themselves in a disciplined manner both towards the members of the staff (Teaching and Non-Teaching) and towards their fellow students. In addition, unbecoming language or rude conduct shall be severely dealt with in accordance with the provisions leading to fine/suspension / expulsion from the college as deemed fit by the Principal.

10. Students shall maintain perfect discipline in class-rooms and desist from demonstration of disorderly behavior. They must not loiter in corridors or in front of class rooms or office rooms and must maintain silence. During their free periods, students must work quietly in the library or reading room but without causing any disturbance. Smoking in the College premises i.e. lawns, canteen, auditorium, class-rooms, corridors, staircase, library and reading room is strictly prohibited. Use of mobile phones and other audio devices are prohibited in and around the class rooms. Use canteen for refreshments. Classrooms and corridors are not the places to do so.

11. Students shall take proper care of the College property and they must not spoil or cause any damage to or tamper or deface College property, furniture, fitting etc. They shall not spoil the lawns. Students who do so will have to pay the cost of damage/loss caused to the property of the college.

12. Students shall leave their vehicles locked in the space provided for this purpose. No vehicle shall be left in any space other than the specified one. The College will not be responsible for any damage or loss on this account

13. No society can be formed in the college without the permission of the Principal. No person can be invited to address a meeting in the college without the prior permission of the Principal or allowed to enter college without the prior permission of the Principal or allowed to use the name of the Principal or his office in any form as specified above.

14. No student suffering from any contagious or infectious disease will be permitted to attend the College.

15. Any student who is found impersonating or allowing impersonation on his / her behalf at the University Examination will stand expelled from the College with immediate effect. No letter calling for explanation or show-cause notice will be issued to such student. No such student will be re-admitted to the College.

16. Outsiders are not allowed inside the College premises without permission of the College authorities. For the students, there shall be identity card entry in the College and they must produce their identity cards when asked.

17. Barring Clause 18, violations of the above mentioned rules will lead to severe disciplinary action involving fine, suspension and expulsion from the college. The Principal can take such action even without assigning any reason.

18. The use of mobiles in the college campus is strictly prohibited. Anyone found using the mobile will be fined Rs. 200/- at the first instance and 500/- for subsequent use.

Admission 2020-2021: Important Committees

Admission Committee 2020-2021

Name	Phone	Email
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Name	Subject	Phone	Email
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Special Categories Admission Enabling Committee FOR SC/ST/OBC

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CONVENER, DISCIPLINE COMMITTEE		
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CONVENER, COLLEGE COMPLAINT COMMITTEE (AGAINST SEXUAL HARASSMENT)		
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DISCLAIMER

- All eligible applicants desirous of seeking admission to Undergraduate Course(s) of the University of Delhi for the academic session 2020-21 must read the contents of this Bulletin of Information carefully.

- The University reserves the right to revise, amend, update, or delete any part of this Bulletin without giving any prior notice. Any change so made shall be updated on the UG Admissions Portal.

- Any change made in any course after the release of this Bulletin shall become effective from the date it is posted on the Undergraduate Admissions Portal, *https://ug.du.ac.in* .

- Applicants are responsible for regularly checking the portal for updates. Grievances resulting from not having consulted this bulletin and the portal will not be entertained.

- Before filling the application form for online registration, the applicants are advised to read the contents of the Bulletin of Information carefully and also consult the Delhi University Act, 1922 and the Statutes. The Ordinances, Rules and Regulations of the University of Delhi available on the University website, *www.du.ac.in* , which would be binding on them.

- This Bulletin of Information is a compendium of inputs assembled and collated from various Faculties, Departments, Centres, Colleges, other DU institutions and related sources. Due care has been taken to reproduce the authentic official version of rules and regulations and other relevant information in this Bulletin, as far as possible. However, it should, in no case, be construed as a warranty, express or implied, regarding completeness and accuracy of the information so far provided as a ready reference.

- The University of Delhi disclaims any liability towards any individual for any loss or damage caused to them arising out of any action taken on the basis of the information in the bulletin. Any error, if found, in the bulletin may be due to inadvertent omissions, clerical mistakes or any other reason.

- In case of non-compliance with any of the requirements for admission including non-submission of relevant documents and / or non-payment of Fee within the prescribed date and time, the applicant will lose their right to admission.

- If at any stage original documents relating to the admission of an applicant are found to be fake / non-genuine or fabricated or in any other manner defective, the said applicant will not be admitted and if already admitted, admission will be cancelled without any prior notice in this regard. If the same is found after the completion of course, the applicant's degree will be cancelled and appropriate legal action will be taken against them.

- The GE, DSC and other optional papers will be offered as per the decisions of the college i.e. all GE, DSC, other electives etc given may not be offered.

In view of the challenges brought about by Covid-19, any change in the procedures for personal appearance of applicants for entrance examinations/trials for ECA, Sports and Music, as well as for verification of certificates shall be notified in due course by the University of Delhi on its website. Applicants are advised to monitor the same and act as directed.

APPENDICES

Appendix I: Important Ordinances of the University

Successful applicants will be required to abide by the Ordinances of the University and will be required to provide a written undertaking to this effect at the time of admission. A few extracts of important ordinances are reproduced here.

ORDINANCE 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. Prohibition of 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 programme or programmes 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 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.   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. 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 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 therein by the University.

ORDINANCE XV-C: Prohibition 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 caste and tribe.

d.   Expose students to ridicule and contempt and affect their self-esteem.

e.   Entail verbal abuse and aggression, indecent gestures and obscene behavior.

4.   The Principal of a College, the Head of the Department or an Institution, the authorities of College, or University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.

5.   Notwithstanding anything in Clause above, the Proctor may also suomoto 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 programme 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 or diplomas of the University of Delhi are found guilty; under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degrees or diploma conferred by the University.

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 assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

> **Order of the Vice-Chancellor in pursuance of Ordinance XV-C:** Where incident(s) of ragging are reported to the Vice-Chancellor by any authority under this Ordinance, the students(s) involved in ragging, shall be expelled for a specified term, designated in the order. Non-students involved in reports of ragging will be proceeded with under the criminal law of India; they will also be rendered ineligible for a period of five years from seeking enrolment in any of the institutions of the University of Delhi. Students against whom necessary action is taken under this note, will be given post decisional hearing, with strict adherence to the rules of natural justice.

ORDINANCE XV-D/The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (MINISTRY OF LAW AND JUSTICE)

An Act to provide protection against sexual harassment of women at work place and for the prevention and redressal of complaints of sexual harassment and for matters connected there with incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognized human rights by international conventions and instruments such as Convention on the Elimination of all forms of discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India.

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace. For details, please see the website: *http://www.shebox.nic.in/assets/site/main/images/Sexual-Harassment-at-Workplace-Act.pdf* .

Appendix II: Related Vocational Subjects for B.A. (Vocational Studies)

The following is the list of "relevant Vocational subjects" to be considered in relation to the respective B.A. (Vocational Studies) courses for which criteria are outlined in section 2.2 of this Bulletin:

1) B.A. (Vocational Studies) Office Management and Secretarial Practice (OMSP)

   i. Office Practice and Secretary Ship
   ii. Secretariat Practice & Accounting
   iii. Office Communication
   iv. Typewriting (English/Hindi)
   v. Stenography (English/Hindi)

2) B.A. (Vocational Studies) Material Management

   (a) Financial Accounting
   (b) Elements of Cost Accountancy & Auditing
   (c) Store Accounting

3) B.A. (Vocational Studies) Marketing Management and Retail Business

   (a) Marketing
   (b) Salesmanship

    (c) Consumer Behaviour and Protection

4) B.A. (Vocational Studies) Tourism Management

    (a) Indian – The Tourist Destination

    (b) Travel Trade Management

    (c) Tourism Management and Man-Power Planning

5) B.A. (Vocational Studies) Management and Marketing of Insurance

    (a) Principles Practice of Life Insurance

    (b) Computer & Life Insurance Administration

Appendix III: Tentative List of Sports categories for trials

1.	Archery		15.	Kabaddi
2.	Athletics		16.	Kho-Kho
3.	Badminton		17.	Netball**
4.	Baseball*		18.	Shooting
5.	Basketball		19.	Softball**
6.	Boxing		20.	Squash
7.	Chess		21.	Swimming
8.	Cricket		22.	Table-Tennis
9.	Diving		23.	Taekwondo
10.	Football		24.	Tennis
11.	Gymnastics		25.	Volleyball
12.	Handball		26.	Weight Lifting
13.	Hockey		27.	Wrestling
14.	Judo			

*Only for men
**Only for women

Appendix IV: Reservation for Economically Weaker Sections

Proforma for Income and Asset Certificate:

Government of.......................

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)

Certificate No.....................   Date........................

VALID FOR THE YEAR..................

1.   This is to certify that Shri/Smt./Kumari........................son/daughter/wife of.................... permanent resident of.......................... Village/Street.............................. Post Office.......................... District...................... in the State/Union Territory....................... Pin Code.................. whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his /her family** is below to Rs. 8 lakh (Rupees Eight Lakh only) for the financial yea................. . His/her family does not own or possess any of the following assets***:

i: 5 acres of agricultural land and above; ii: Residential flat of 1000 sq. ft. and above; iii: Residential plot of 100 sq. yards and above in notified municipalities; iv: Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2.   Shri/Smt./Kumari .... belongs to the .... caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office....................................

Name .... Designation...............................

Recent Passport size attested photograph of the applicant

---

*Note 1. Income covered all sources i.e. salary, agriculture, business, profession, etc.

** Note 2. The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents and sibling below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3. The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

Appendix V: Format of the OBC certificate

This is to certify that Shri/ Smt/ Kumari _____ son/daughter of
_____ of village/town _____ in
District/ Division_____ in the State/ Union Territory _____
_____ belongs to the _____ community
which is recognised as the backward class under the Government of India, Ministry of Social Justice and
Empowerment's Resolution No. dated _____
_____ _____*.   Shri/ Smt/ Kumari _____ and/ or
his/ her family ordinarily reside(s) in _____ District/ Division of
State/ Union Territory. This is also to certify that he/ she
does not belong to the persons/ sections (Creamy Layer) mentioned in Column 3 of the Schedule to
the Government of India, Department of Personnel & training O.M. No. 36012/22/93 –Estt(SCT) dated
8.9.93**.

District Magistrate
Deputy   Commissioner   etc.
Dated:

Seal

 * The authority issuing the certificate may have to mention the details of resolution
of Government of India, in which the caste of the canditate is mentioned as the OBC.

 **As amended from time to time.

Appendix VI: Format of the Educational Concession Certificate

FORMAT
EDUCATIONAL CONCESSION CERTIFICATE
(ON THE PROPER LETTER HEAD)
(With complete address, telephone number/s and e-mail ID)

OFFICE OF THE ....

This is to certify that Mr./Miss..........................is son/daughter of .... (No. ....) resident of ....

The above named officer/JCO/OR...:-

Priority-I   Widows/Wards   of   Defence   personnel   killed in   action on ....during...................;

Priority-II Wards of disabled in action on .... during .... and boarded out from service. Priority-III Widows/Wards of Defence Personnel who died while in peace time on duty on.....................with death attributable to military service.

Priority-IV Wards of Defence Personnel disabled in service and boarded out with disability attributable to military service.

Priority-V Wards of Serving/Ex-servicemen including personnel of police forces who are in receipt of Gallantry Awards;

i. ParamVir Chakra ii.
Ashok   Chakra   iii.
MahaVir   Chakra   iv.
Kirti Chakra

v. Vir Chakra vi. Shaurya Chakra vii. President's Police Medal for Gallantry viii. Sena Medal (Gallantry), Nau Sena Medal (Gallantry), Vayu Sena Medal (Gallantry) ix. Mention-in-Despatches

x. Police Medal for Gallantry

Priority-VI Wards of Ex-Servicemen Priority-VII Wives of:

(i)   Defence Personnel disabled in action and boarded out from service.

(ii)   Defence Personnel disabled in service and boarded out with Disability.

(iii)   Ex-Servicemen and Serving Personnel who are in receipt of Gallantry Awards.

Priority-VIII Wards of Serving Personnel Priority-IX Wives of Serving Personnel

Master/Miss/Mrs........................ son/daughter/wife of......................Officer/JCO/OR is eligible for educational concession for admission in University of Delhi against the Armed Forces Category under Priority No. ....

No. :...............
Date: ..../....../........

(Signature)

Seal <Rubber Stamp> with Name & Designation

Appendix VII: Equivalence for Subjects from some boards other than CBSE/for variance in paper names

S.no	Subject	Board	Title	Decision
1.	Mathematics	Maharashtra State Board of Secondary and Higher Secondary Education	Mathematics and Statistics	Equivalent to CBSE Mathematics
		KeralaBoard of Higher Secondary Education	Mathematics (Commerce/ Science)	Equivalent to CBSE Mathematics
		Govt. of Karnataka Dept. of Pre-University Education	Basic Mathematics	Equivalent to Business Mathematics for B.Com (Hons)/ B.Com
		NagalandBoard of School Education	Fundamentals of Business Mathematics	Equivalent to Business Mathematics for B.Com (Hons)/ B.Com
2.	Political Science		Civics	Not Equivalent to Political Science of CBSE
3.	Economics	Board of Secondary Education,Madhya Pradesh	Business Economics	Not equivalent to CBSE Economics
4.	Accountancy	Board of Secondary Education,Madhya Pradesh	Book Keeping and Accountancy	Equivalent to CBSE Accountancy
		Tamil Nadu		
		Indian School Certificate (ISC)	Accounts	
5.	Arabic/ Malayalam/ Urdu	Kerala Higher Secondary Examination Board	Arabic/Malayalam/ Urdu	Equivalent to CBSE Arabic/Malayalam/ Urdu Elective languages
6.	Bengali	West Bengal Board of Secondary	Bengali	Equivalent to CBSE Bengali Elective

		Education		
7.	All elective Languages	Indian School Certificate (ISC)		Equivalent to CBSE Corresponding Elective languages

Appendix VIII: Examples for calculation of PCM/PCB/Best Four

Example 1: Theory marks less than 70% and practical marks more than 30%

	THEORY		PRACTICAL		TOTAL		THEORY		PRACTICAL		TOTAL	
	Max. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Marks Obtained	Converted Max. Marks	Converted Marks Obtained	Converted Max. Marks	Converted Marks Obtained	Converted Max. Marks	Converted Marks Obtained
English	100	90	NA	NA	100	90	100	90	NA	NA	100	90
Physics	60	50	40	40	100	90	70	58.33	30	30	100	88.33
Chemistry	60	52	40	39	100	91	70	60.67	30	29.25	100	89.92
Mathematics	100	92	NA	NA	100	92	100	92	NA	NA	100	92
Physical Education	100	95	NA	NA	100	95	100	95	NA	NA	100	95

A.   Best   Three   effective   percentage   is (88.33+89.92+92)/3=90.08% for admission in

- **B.Sc.(Hons.)**

    Chemistry/   Physics/   Polymer   Science/   Electronics/ Instrumentation/

    Geology/ Food Technology/ Home Science

- **B.Sc.(Prog.)**

Applied Physical Sciences with Analytical Methods in Chemistry and

Biochemistry/Applied Physical Sciences with Industrial Chemistry

– **B.Sc.(Prog.)**

Physical Science with Chemistry/Physical Science with Electronics

– **B.Sc.(Prog.)** Physical Science with Computer Science

B.   Best Four effective percentage is (90+88.33+89.92+92)/4 = 90.06% for admission

in

– **B.Sc.(Pass)** Home Science

– **B.Sc.** Mathematical Sciences

– **B.Sc.(Hons.)** Computer Science/ Mathematics/ Statistics

– **B.A.(Hons.)** English/ Journalism

– **B.A. Vocational Studies** offered through the Faculty of Social Sciences/ **B.Voc.** (Printing Technology)/ **B.Voc.** (Web Designing)/ **B.Voc.** (Software Development)/ **B.Voc.** (Health Care Management)/ **B.Voc.** (Retail Management and IT)/ **B.Voc.** (Banking Operations)/ **B.Voc.** (Software Development)

C. Case I: (90+88.33+89.92+92)/4 = 90.06% - 2% = 88.06% (negative 1% for each of

Physics and Chemistry)

Case II: (90+89.92+92+95)/4 = 91.73% – 1% - 2.5% = 88.23% (negative 1% for

Including Chemistry and negative 2.5% for including non-List A/B subject) Best

Four effective percentage is 88.23% for admission in B.Com.(Hons)/ B.Com

D. Case I: (90+88.33+89.92+92)/4 = 90.06% - 2.5% = 87.56% (negative 2.5% for not

studying relevant subject)

Case II: (90+89.92+92+95)/4 = 91.73% – 2.5% - 2.5% = 86.73% (negative 2.5% for

not studying relevant subject and inclusion of non-List A/ B subject)

Best Four effective percentage is 87.56% for admission in B.A.(Hons.) Applied

Psychology/ Geography/History/Political Science/ Social Work/ Sociology/ Psychology/

Economics/Philosophy

E. Case I: (90+88.33+89.92+92)/4 = 90.06% - 5% = 85.06% (negative 5% for not

studying relevant language)

Case II: (90+89.92+92+95)/4 = 91.73% – 5% - 2.5% = 84.23% (negative 5% for not

studying relevant language and negative 2.5% for inclusion of non-List A/B

subject) Best Four effective percentage is 85.06% for admission in B.A.(Hons.)

French/ German/ Italian/ Spanish/ Bengali /Punjabi /Sanskrit / Urdu/ Arabic/ Persian

F. Not eligible for

– **BA (Hons) Hindi/ Hindi Patrakarita** – for not studying Hindi in Class XII

– **B.Sc. (Hons.) Anthropology/Biological Sciences/Botany/Microbiology/**

Zoology/ Biochemistry/ Biomedical Science/ B.Sc. (Prog.)Applied Life Science /Life Science - for not studying Biology/ Biochemistry/ Biotechnology in class XII

Example 2: Theory marks have an internal assessment component and component of Theory is less than 70%

	THEORY				PRACTICAL		TOTAL		THEORY		PRACTICAL		TOTAL	
	IA Max. Marks	IA Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Marks Obtained	Converted Max. Marks	Converted Marks Obtained	Converted Max. Marks	Converted Marks Obtained	Converted Max. Marks	Converted Marks Obtained
English	-	-	100	90	NA	NA	100	90	100	90	NA	NA	100	90

Subject														
Physics	14	14	56	45	30	29	100	88	70	56.25	30	29	100	85.25
Chemistry	14	14	56	48	30	30	100	92	70	60	30	30	100	90
Mathematics	-	-	100	92	NA	NA	100	92	100	92	NA	NA	100	92
Biology	14	14	56	51	30	30	100	95	70	63.75	30	30	100	93.75

A.   Best Three effective percentage is (85.25+90+93.75)/3 = 89.67% for admission in

- **B.Sc.(Hons.)** Anthropology/ Biological Sciences / Botany/ Microbiology/

    Zoology/Geology (Higher marks in Biology)
- **B.Sc.(Prog.)** Applied Life Science /Life Science

B.   Best Three effective percentage is (85.25+90+92)/3 = 89.08% for admission in

- **B.Sc.(Hons.)** Chemistry/ Physics/ Polymer Science/

    Electronics/Instrumentation

- **B.Sc.(Prog.)** Applied Physical Sciences with Analytical Methods in

     Chemistry and Biochemistry/ Applied Physical Sciences with Industrial

    Chemistry

- **B.Sc.(Prog.)** Physical Science with Chemistry/Physical Science with

    Electronics
- **B.Sc.(Prog.)** Physical Science with Computer Science

C.   Best Three effective percentage is (85.25+90+93.75)/3 = 89.67% + 3% = 92.67%

    (Relaxation of 3% for studying Physics, Chemistry, Mathematics and Biology) for

admission in

 – **B.Sc.(Hons)** Food Technology/ Biomedical Science

 D. **Best Three effective percentage is (92+90+93.75)/3 = 91.92%
for admission in**

 – **B.Sc.(Hons)** Biochemistry/ Home Science

 E. **Best Four effective percentage is (90+90+93.75+92)/4 =
91.44% for admission in**

 – **B.Sc.(Pass)** Home Science

 – **B.Sc.** Mathematical Sciences

 – **B.Sc.(Hons.)** Mathematics/ Statistics

 – **B.A. Vocational Studies** offered through the Faculty of Social
Sciences/ **B.Voc.** (Printing Technology)/ **B.Voc.** (Web Designing)/
B.Voc. (Software Development)/ **B.Voc.**(Retail Management and IT)/
B.Voc. (Banking Operations)
 – BA (Hons) Journalism/ English

 Case I: (90+90+85.25+92)/4 = 89.31%

 **Case II: (90+90+93.75+92)/4 = 91.43% - 2% = 89.43%
(negative 2% for including Biology) Best Four effective
percentage is 89.43% for admission in**

 – **B.Sc.(Hons)** Computer Science

 **F.Best Four effective percentage is (90+90+93.75+92)/4 = 91.43% -
2% = 89.44%**
 (negative 1% each for Biology and Chemistry) for admission in
 – **B.Com. (Hons)/ B.Com**

 G. **Best Four effective percentage is (90+90+93.75+92)/4 =
91.43% + 2% = 93.43%**
 (additional 2% for studying Biology in Class XII) for admission in
 – **B.Voc.** (Health Care Management)

 H. **Best Four effective percentage is (90+90+93.75+92)/4 =
91.43% - 2.5% = 88.93%**

 (negative 2.5% for not studying relevant subject) for admission in

 – **B.A.(Hons)** Applied Psychology/ Geography/History/Political
Science/ Social Work/ Sociology/ Psychology/ Economics/Philosophy

I. Best Four effective percentage is (90+90+93.75+92)/4 = 91.43% - 5% = 86.43%

(negative 5% for not studying relevant language) for admission in B.A.(Hons.)

French/ German/ Italian/ Spanish/ Bengali /Punjabi /Sanskrit / Urdu/ Arabic/ Persian

J. Not eligible for

– **B.A.(Hons)** Hindi/ Hindi Patrakarita – for not studying Hindi in Class XII

Example 3:

Subjetcs	Max. Marks	Marks Obtainded
English Core	100	88
Economics	100	94
Accountancy	100	94
Legal Studies	100	92
Hindi Elective	100	86

A. Best Four effective percentage is (88+94+94+92)/4 = 92% for admission in

– **B.A.(Hons)** English/ Journalism

– **B.A. Vocational Studies** offered through the Faculty of Social Sciences/

B.Voc.(Retail Management and IT)/ B.Voc. (Banking Operations)/ Health Care

management

– **B.Sc (Pass) Home Science**

B. Best Four effective percentage is (86+94+94+92)/4 = 91.5% + 2% (additional 2% for having studied Hindi elective) for admission in

– **B.A.(Hons)** Hindi

C.   Best Four effective percentage is (88+94+94+92)/4 = 92% - 5%= 87% (negative 5% for not studying relevant language) for admission in

– **B.A.(Hons.)** French/ German/ Italian/ Spanish/ Bengali /Punjabi /Sanskrit / Urdu/

Arabic/ Persian

D.   Best Four effective percentage is (88+94+94+92)/4 = 92% - 2.5% = 89.5% (negative

2.5% for not studying relevant subject) for admission in

– **B.A.(Hons.)** Applied Psychology/ Geography/History/Political Science/ Social Work/

Sociology/ Psychology/ Philosophy

E.Best Four effective percentage is (86+94+94+92)/4 = 91.5% for admission in

– **B.A.(Hons)** Hindi Patrakarita

F.Not eligible for

– **B.A.(Hons)** Economics/ **B.Com.(Hons)** – Not studied Mathematics in Class XII

B.Sc.(Hons) Computer Science/ Mathematics/ Statistics – Not studied

Mathematics in Class XII

– **B.Sc.(Hons)** Anthropology/ Biological Sciences / Botany/ Microbiology/ Zoology/Geology/Chemistry/Physics/Polymer Science/Electronics/Instrumentation/Food Technology/Biomedical Science/Home Science – Not studied relevant science subjects

– **B.Sc.** Mathematical Science – Not studied Mathematics in Class XII

– **B.Sc.(Prog.)** Applied Physical Sciences with Analytical Methods in Chemistry and

Biochemistry/ Applied Physical Sciences with Industrial Chemistry – Not studied

relevant science subjects

– **B.Sc.(Prog.)** Physical Science with Chemistry/Physical Science with Electronics/

Applied Life Science /Life Science – Not studied relevant science subjects

    –   **B.Sc.(Prog.)** Physical Science with Computer Science – Not studied relevant

    science subjects

    –   **B.Voc.** Printing Technology/ Web Designing/ Software Development – Not

    studying Mathematics in Class XII.

Appendix IX: Structure of CBCS

1. One credit is equivalent to one hour of teaching (Lecture/Tutorial) or two hours of practical work or field work per week. The duration of classes may be decided accordingly by respective Principals of Colleges.

2. The number of papers under Core course, Elective Course and Ability Enhancement Courses and their respective credits for different Under-graduate programmes is as per UGC's guidelines at Annexure (1).

3. The examination scheme as approved by the Academic Council and Executive Council for the Under-graduate Courses under CBCS by amending Ordinance VIII (2) and Ordinance IX will be as per Annexure (2).

4. As per standard, the size of a tutorial is 8 to 10 students. The Principals of the respective Colleges may decide about the class-size and tutorial size as per their requirement according to prescribed standards.

5. The General elective courses offered by the department will be taught by teachers of the same department.

6. The Principal of Colleges may take decision for offering more than one General Elective papers to be opted by the students in each semester.

7. A Student admitted in a particular department can opt for General Elective Courses offered by other department, for example, a student admitted under B.A. (Hons.) History Programme cannot opt for General Elective Course offered by the Department of History.

8. The students admitted under BMS/BFIA Programme can opt for General Elective papers offered by the specialization different from the one in which they are admitted.

9. The General Elective papers offered by different specialization of Home Science Course can be opted by student admitted in Home Science courses,

considering the different specialization as different department and in confirmation with point no. 7.

10.   The General Elective papers as prepared by departments and approved by the Academic Council & Executive Council of the University of Delhi can be offered in the Academic Year 2015-16.

11.   The core papers of English/Hindi/MIL as part of two language required to be studied is different from the courses of English/Hindi/MIL under Ability Enhancement Courses (AEC). In view of the above, a student of B.A. (Programme) can opt for English language as his or her one of the core paper and also opt for English as Ability Enhancement Course under A,B or C Scheme.

12.   The syllabi of Courses under which admissions have been taken in the current session which are not prepared by the departments will be prepared and approved by respective Faculties at the earliest and submitted for approval of the Vice-Chancellor.

13.   The student of B.Sc. (Hons.) Botany and B.Sc. (Hons.) Zoology must opt one or two General Elective papers offered by Department of Chemistry so that their eligibility for admission in P.G. Courses in various institutions is not hampered.

14.   Similarly, students admitted under B.Sc. Programme and willing to pursue Post-graduation in Physics/Chemistry/Electronics must opt a paper of Mathematics as General Elective, if Mathematics is not one of the Core disciplines being studied.

15.   The students of B.Sc. (Hons.)/B.A.(Hons.)/B.Com (Hons.) in order to be eligible for Postgraduate in another discipline may opt for the General Elective of a particular subject in each semester to earn 24 credits in the concerned discipline.

16.   The Universities/Institutes may offer any number of choices of papers from different disciplines under Generic Elective and Discipline Specific Elective as per the availability of the courses/faculty.

17.   Universities/Institutes may evolve a system/policy about Extra Curricular Activities/ General Interest and Hobby Courses/Sports/NCC/NSS/Vocational courses/related courses on their own.

18.   A student can opt for more number of Elective and AE Elective papers than proposed under the model curriculum of UGC. However, the total credit score earned will not exceed 160 credits for UG Honours and 140 credits for UG Program degree.

19. The new scheme of UG courses should be given due consideration while framing the admission eligibility requirement for PG/ Technical courses in Indian Universities/Institutions to ensure that students following inter and multi-disciplinary format under CBCS are not at a disadvantage. It is suggested that wherever required, obtaining

20. 24 credits in particular discipline may be considered as the minimum eligibility, for admission in the concerned discipline, for entry to PG/Technical courses in Indian Universities/Institutions.

Details of courses under B.Sc. (Honours)

COURSE	THEORY+PRACTICAL	THEORY+TUTORIAL

I. Core Course (6 Credits)

(14 Papers) — $14 \times 4 = 56$ — $14 \times 5 = 70$

Core Course Practical / Tutorial*
(14 Papers) — $14 \times 2 = 28$ — $14 \times 1 = 14$

II. Elective Course (6 Credits) (8 Papers)

A.1. Discipline Specific Elective
(4 Papers) — $4 \times 4 = 16$ — $4 \times 5 = 20$

A.2. Discipline Specific Elective
Practical/ Tutorial*
(4 Papers) — $4 \times 2 = 8$ — $4 \times 1 = 4$

B.1. Generic Elective/Interdisciplinary
(4 Papers) — $4 \times 4 = 16$ — $4 \times 5 = 20$

B.2. Generic Elective Practical/ Tutorial*
(4 Papers) — $4 \times 2 = 8$ — $4 \times 1 = 4$

***Optional Dissertation or project work in place of one Discipline Specific**

Elective paper (6 credits) in 6th Semester

III. Ability Enhancement Courses

1. Ability Enhancement Compulsory Courses (AECC)

(2 Papers of 4 credits each) Environmental Science English/Hindi/MIL Communication	**2×4 = 8**	**2×4 = 8**

2. Skill Enhancement Courses (SEC)

(Minimum 2) **(2 Papers of 4 credits each)**	**2×4 = 8**	**2×4 = 8**

Total credit 148 148

Institute should evolve a system/policy about ECA/General Interest/ Hobby/ Sports/ NCC/ NSS related courses on its own.
*wherever there is a practical there will be no tutorial and vice-versa

SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.Sc. Honours

	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC)(2)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I.	C1	English/Hindi/ MIL Communication/ Environmental Science			GE-1
	C2				
II.	C3	Environmental Science/(English/ Hindi/ MIL			GE-2
	C4				

		Communication n)			
III	C5				
	C6		SEC -1		GE-3
	C7				
IV	C8				
	C9		SEC-2		GE-4
	C10				
V	C11			DSE-1	
	C12			DSE-2	
VI	C13			DSE -3	
	C14			DSE-4	

Details of courses under BA/B.Com (Honours)

COURSES	THEORY+PRACTICAL	THEORY+TUTORIAL
I. Core Course (6 Credits) (14 Papers)	14 × 4 = 56	14 × 5 = 70
Core Course Practical / Tutorial* (14 Papers)	14 × 2 = 28	14 × 1 = 14
II. Elective Course (6 Credits) (8 Papers) A.1. Discipline Specific Elective (4 Papers)	4 × 4 = 16	4 × 5 = 20
A.2. Discipline Specific Elective Practical/ Tutorial* (4 Papers)	4 × 2 = 8	4 × 1 = 4
B.1. Generic Elective/Interdisciplinary		

| (4 Papers) | $4 \times 4 = 16$ | $4 \times 5 = 20$ |

| B.2. Generic Elective Practical/ Tutorial*
| (4 Papers) | $4 \times 2 = 8$ | $4 \times 1 = 4$ |

*Optional Dissertation or project work in place of one Discipline Specific Elective paper (6 credits) in 6th Semester

III. Ability Enhancement Courses

1. Ability Enhancement Compulsory Courses (AECC)

| (2 Papers of 4 credits each)
Environmental Science
English/Hindi/MIL Communication | $2 \times 4 = 8$ | $2 \times 4 = 8$ |

2. Skill Enhancement Courses (SEC)
(Minimum 2)
(2 Papers of 4 credits each) | $2 \times 4 = 8$ | $2 \times 4 = 8$ |

| Total credit | 148 | 148 |

Institute should evolve a system/policy about ECA/General Interest/ Hobby/ Sports/ NCC/ NSS related courses on its own.
*wherever there is a practical there will be no tutorial and vice-versa

SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A./B.Com. (H)

	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC)(2)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I.	C1	English/ Hindi/MIL Communication/ Environmental Science			GE-1
	C2				
II.	C3	Environmental Science/(English/			GE-2

	C4	Hindi/ MIL Communication)			
III.	C5		SEC -1		GE-3
	C6				
	C7				
IV.	C8		SEC-2		GE-4
	C9				
	C10				
V.	C11			DSE-1	
	C12			DSE-2	
VI.	C13			DSE -3	
	C14			DSE-4	

Appendix X: Rules for Refund of Fee on Account of Withdrawal / Cancellation of Admission

S. No.	Reasons for seeking refund	Quantum of fee to be refunded
1.	When a student applies for withdrawal of admission up to last date of admission	Full fee after deduction of |1000/- and full examination fee.
2.	When admission is made inadvertently due to error/omission/commission on the part of the University/College	Full fee and full examination fee.
3.	When cancellation of admission is due to concealment/ falsification of facts, submission of false/ fake certificates(s), providing misleading information by the student or for any error/ mistake on the part of the student.	No fee will be refunded.

4.	When a student of Self-Financing course applies for withdrawal of admission on or before the last date of admission.	Full fee after deduction of |1000/- and full examination fee.
5.	In case a student after his/her admission expires within one month of the last date of admission.	Full fee including examination fee will be refunded to his/her parents.

Appendix XI: Frequently Asked Questions

Q. I have registered online on the DU undergraduate (UG) online portal. Do I still need to fill any offline form for undergraduate admission?

A. There is no offline form for DU undergraduate admissions. You need to register and fill up the online form, available on the centralized online Admission Portal of the University, where a candidate can apply for both courses where admission is based on merit in Class XII qualifying examinations, as well as courses where admission is based on entrance tests.

Q. What are the courses I can apply for using the online form?

A. The following are the courses which applicants may submit applications for using the online registration form:

Courses to which Admission is based on merit:

Name of the Faculty	Course
Faculty of Arts	B.A. Vocational Studies, B.A.(Hons.) in English and Hindi.
Faculty of Social Sciences	B.A.(Hons.) in Economics, and History.
Faculty of Commerce & Business Studies	B.Com. (Hons)
Faculty of Mathematical Sciences	B.Sc. (Hons) in Computer Science

Courses to which Admission is based on Entrance Test:

Name of the Faculty/ Institution	Course
Faculty of Applied Social Sciences and Humanities	B.A. (Honours) Business Economics Bachelor of Management Studies Bachelor of Business Administration (Financial Investment Analysis)
Cluster Innovation Centre	B.Tech. (Information Technology and Mathematical Innovations) B.A.(Honours) Humanities and Social Sciences

Q. Is there a way to apply for admission offline?
A. No, there's no offline form/method. You have to apply through the centralized online Admission Portal *http://admission.du.ac.in/* .

Q. What should I do if I filled an incorrect email address while registering?
A. You have to register again with the correct email address to fill the registration form.

Q. Can I register in multiple courses in an online form?
A. You can register in multiple courses by choosing all the courses that you wish to apply through a single online registration form.

Q. Can I apply for undergraduate course based on entrance tests through this form?
A. Yes, applicants can apply for undergraduate courses based on entrance tests through this portal.

Q. Do I need to fill separate forms for applying to different colleges?
A. No, one single form submits your registration and application for admission to the various colleges (except St. Stephens and Jesus & Mary College) of the University of Delhi.

Q. I am also interested in applying to minority colleges, how can I apply?
A. You would get an option to complete their registration form separately after applying through DU portal, It is mandatory for the candidates who wish to apply to minority colleges (Christian) to mention the university registration number generated through the online registration process.

Q. Which are the mandatory fields in the application?
A. Mandatory fields are indicated by a red star asterisk (*) adjacent to the titles of the fields. The applicant must fill the relevant information in these fields to complete the registration.

Q. I made an error in filling my online registration form. Do I register again using different email id and fill the new registration form?
A. No, the portal does not allow you to register twice. However, you can rectify your error by again logging into your account, and using the "Edit" button at the end of each session/page. You can do this till you click on the "Payment" link to pay the fee and thus submit your registration form. After you have submitted your form, you may only make a one-time correction for some limited types of information, for a fee of Rs. 100.

Q. In online portal, I have created my account and filled my registration form. Can I use the same account to fill the registration form for my friend?
A. No, only a single applicant can apply from one account for UG Admissions. Each applicant/candidate must create a separate account and fill the separate online registration form.

Q. I do not have an email account. Can I use someone else's email to create registration account during "Sign Up"?
A. No, you should not use anyone else's email account for registration. You must create a valid email account and remember its password, as all the communication from the University would be sent to your email account used during the admissions process.

Q. I forgot the email account that I created to use during my registration process. What should I do?
A. Your email address will be your login id during the registration process. It is absolutely necessary that you remember your email address, without which we will not be able to help you.

Q. How can Persons with Benchmark Disabilities (PwBD) access and fill the online application form?
A. The PwBD applicants may fill the online application form by using assistive technology. In particular, the visually impaired applicants may use screen reading softwares such as JAWS or NVDA to complete the application form. Those unable to use computer may take human assistance.

Q. What should be done if the University website link hangs or becomes non-functional during the process?
A. All possible measures are taken during the development phase to avoid such a situation. However, such a problem may arise due to Internet issues or if a large number of applicants access the site simultaneously. The registration form has a "Save and Continue" feature, which you may use if you are not able to complete the entire form in one session. You are advised to click on the "Submit" button on each page/session separately to save the information, and you may proceed with filling up of the remaining online registration form after refreshing the link or logging into your account in another session. You are also advised not to wait till the last day to complete or submit the form.

Q. How can I pay the registration fee on DU UG Portal?
A. Payment is accepted online only through Credit card/Debit card/Net Banking/UPI. Make sure that you pay only through the payment link provided in the Admissions Portal.

Q. Can I get a fee concession? What is the procedure for fee concession?

A. All applicants have to pay the registration fee as specified in Section 1 of the UG Admissions Bulletin 2020-21. There is a provision for fee concession in most of the colleges but only after admission. You are advised to contact the college for details.

Q. During online payment, the amount has been deducted from my account but I am still seeing the status "pending" on the UG admission portal.
A. A detailed resolution pathway for dealing with technical issues related to online payment will be provided as an Annexure (to be updated on the University Website) to the Undergraduate Admissions Bulletin 2020-21. You may approach the numbers and emails listed there with complete details of the transaction under "Grievance Description". Resolution of queries of this nature will be taken up on the priority basis.

Q. Will the applicants be given admission on a first-come, first serve policy after declaration of cut-offs?
A. Admissions in the colleges are not based on first come first serve policy. Instead, the applicant who has filled the online registration form and satisfies the criteria and cut-off for a particular course in a particular college will be considered for admission as per the schedule of admission specified.

Q. I am a science student. Can I apply for Bachelor with Honours in Arts/Humanities subjects?
A. Yes, provided you fulfil the course-specific eligibility conditions and meet the requisite cut-off for the course you wish to seek admission to. Refer to Sections 2 and 3 of the Undergraduate Bulletin of Information 2020-21 for more information.

Q. Once I have taken admission in a particular subject, can I change my subject during the course of study or after completing first year?
A. Once you are admitted in a particular subject, you can change your subject only before the last date of admission provided you have applied for that course in your online registration form, meet the requisite cut-off and provided seats are available. You cannot change your subject during the course of study or after completing the first year of your study.

Q. I appeared in the class XII exam last year but failed to clear Mathematics. Then, I appeared in the compartment exam and cleared it. Now, I have two marksheets, can I get admission?
A. Yes, you can get admission in the University of Delhi provided result of compartment exam is declared before the admission process is completed and seats are available. You are supposed to update the online registration form by filling your latest marks, possible till the end of admissions, while the registration portal is open.

Q. I have just passed class XII with science subjects. I want to apply to Delhi University colleges including St. Stephens and Jesus Mary College. Can I apply in through the online form?

A. The online registration form is applicable for all merit-based courses in various colleges. For applying to minority colleges like St. Stephens and Jesus and Mary, you will need to visit the portal of these colleges to fill their registration form separately. However, it is mandatory for those applicants who wish to apply to minority colleges to enter the university registration number in the online form of the minority colleges. These colleges shall follow the admission procedures notified well in advance on their websites.

Q. Can I submit the online registration form, even if my result is awaited?

A. Yes, you can submit the online registration form by choosing "Awaited" in the drop-down menu of "Result Status" on the "Academic Details" page/section while entering the information. However, you will have to fulfill the minimum eligibility criteria and meet the college- and course specific cut-off list during the stipulated period.

Q. Can I fill in the online registration form even if I have a compartment in class XII?

A. You can fill in the online registration form using the "Awaited" option for "Result Status" if you have submitted your marks for re-evaluation or if you have appeared again for the paper(s) that you have not passed in. Once your updated marks appear, you may update the Registration Portal. However, your registration form will be valid only if you update your marks within the admission period, and if you fulfill the course-specific eligibility criteria, meeting the cut-off marks for that course/college and subject to the availability of seats.

Q. Will registration fee be refunded or adjusted if I change my category?

A. The registration fee is mandatory for all categories and will not be refunded or adjusted in any circumstances.

Q. Why am I not able to preview my application and also not able to pay the fee?

A. Please ensure that you have:

i) Completed the mandatory fields (marked with red asterisk) on every page. *ii*) You have uploaded the required documents under "Mandatory Uploads."

Q. Can I register for multiple courses in one online form?

A. Yes, you may select all courses of interest to you through a single online registration form.

Q. Is it possible to change/update the information provided by the applicant in the online application form once the fee is submitted?
A. No. Applicants cannot change/update the information after they submit the registration fee.

Q. I belong to ST category and live in a remote place. How can I apply for undergraduate courses in your University?
A. You can apply online by filling the registration form from any location with Internet access.

Q. Is it important to have caste or tribe certificate in the name of the applicant? A. Yes, if you are applying under any reserved category, then you must have the relevant reservation certificate issued by the competent authority, in the name of applicant. The OBC certificate must also specify that applicant belongs to non-creamy layer and the caste is listed in the Central Government list.

Q. Will there be any disadvantage for gap year students?
A. No, there is no disadvantage to gap year students and they will be treated at par with regular students. They should meet the requisite course-specific criteria for admission and must possess the necessary documents/certificates.

Q. I did not have Mathematics in Class XII. Can I opt for Economics (Hons.) or B.Com. (Hons.)?
A. No, you cannot opt for Economics (Hons.) or B. Com. (Hons.) without having studied Mathematics in Class XII.

Q. Is the applicant/ candidate required to be present in-person to take admission once the cut-off is announced?
A. No, the applicant is not required to be present in-person to take admission once the cut-off is required. But the applicant must ensure that he/ she fulfils the eligibility criteria, fall in the required cut-off and has paid the fees once his/ her admission has been approved.

Q. Can I take admission in two different courses or the same course in different colleges after declaration of a cut off?
A. No, you cannot take admission simultaneously in two different courses or the same course in different colleges. In case you take admission at two places, your admission will be cancelled from both the colleges/courses.

Q. I was admitted under Sports Quota last year but could not clear the first year. Can I apply afresh and also change my course?
A. You can clear your first year as an ex-student, if your internal assessment is complete (including attendance). In case you wish to apply afresh for another

course, you can do so by cancelling your previous admission and then filling the online registration form again.

Q. I have completed my class XII from NIOS (National Institute of Open Schooling). Can I get admission in a regular college?
A. Yes, you can get admission in a regular college in a particular course provided you have applied in that course and meet the cut-off criteria.

Q. Can I enroll myself for a certificate language course along with my regular graduation course?
A. Yes, many colleges offer part time certificate courses in office management, foreign languages etc. However, it is advisable to first try to understand how your regular course works, how much free time you have, and then plan your certificate course accordingly.

Q. Can an applicant for an Undergraduate Honours Course be considered for admission in the non-Honours Course in the same College or not?
A. Applicants are required to select in the online registration form all those courses in which they intend to apply for admission. Admission shall be considered w.r.t. the courses applied in the filled online registration form. If you satisfy the course-specific eligibility and meet the cut-off mark requirements within the duration specified, you may be considered for non-Honours and Honours courses that you applied for through your online registration form.

Q. What is the mechanism of fee refund in case a student cancels his admission?
A. You may examine the relevant Annexure (to be updated) of the Bulletin of Information for Undergraduate Admissions 2020-21 to know the rules thereon.

Q. Is ECA and Sports quota applicable to courses where admission is based on entrance tests?
A. No, ECA and Sports quota are not applicable to courses where admission is based on entrance-test.

Q. How does one apply through the ECA or Sports quota? Is there a separate fee for applying to these quotas?
A. You can apply for the ECA and Sports quota by selecting appropriate options in registration form. There is an additional fee of Rs. 100 each for applying under ECA or Sports quota, i.e. if an applicant applies for both ECA and Sports quota, it would amount to Rs. 200 in addition to registration fee of the form.

Q. How many certificates must I furnish for admission through Sports Quota?

A. You may upload for a maximum of three categories of Games/Sports. You may attach a maximum of three of your Best/ Scoring/Highest Certificates for each game/sport that you think is the best scoring. You may refer to section 6.2 of the bulletin for detailed information.

Q. How many certificates must I furnish for admission through ECA Quota?
A. You may upload a maximum of five certificates. issued between 1st may 2017 to 30th April 2020. You may refer to section 6.1 for detailed information.

Q. Will there be a centralized sports trial?
A. The policy of the sports trial will be notified on the University of Delhi website considering the situation in the wake of COVID 2019.

Q. Is it possible to apply under ECA/Sports Category once I have paid my registration fee?
A. No, once you have paid the fee, you will not be able to apply under ECA/Sports Category.

Q. Does the University of Delhi offer hostel facilities?
A. Yes, there are a few colleges of the University that offer hostel facilities to the students. The list of such colleges with details of the selection process is given in the relevant Annexure of the Bulletin of Information for Undergraduate Admissions 2020-21.

Q. What is the procedure for getting hostel accommodations?
A. The selection process for hostels is strictly based on the merit of the candidate. Once a candidate gets admission in a college offering hostel facility then, they have to apply separately for hostels; accommodation is subject to availability of seats.

Q. Does the University of Delhi follow any policy with regard to ragging and sexual harassment?
A. Yes, the University believes in providing a safe and secure environment to all entrants. We adhere to the UGC guidelines, 2009 regarding curbing the menace of ragging and to ordinance XV-B of the University related to anti-ragging, in addition to following the provisions outlined in the Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act 2013.

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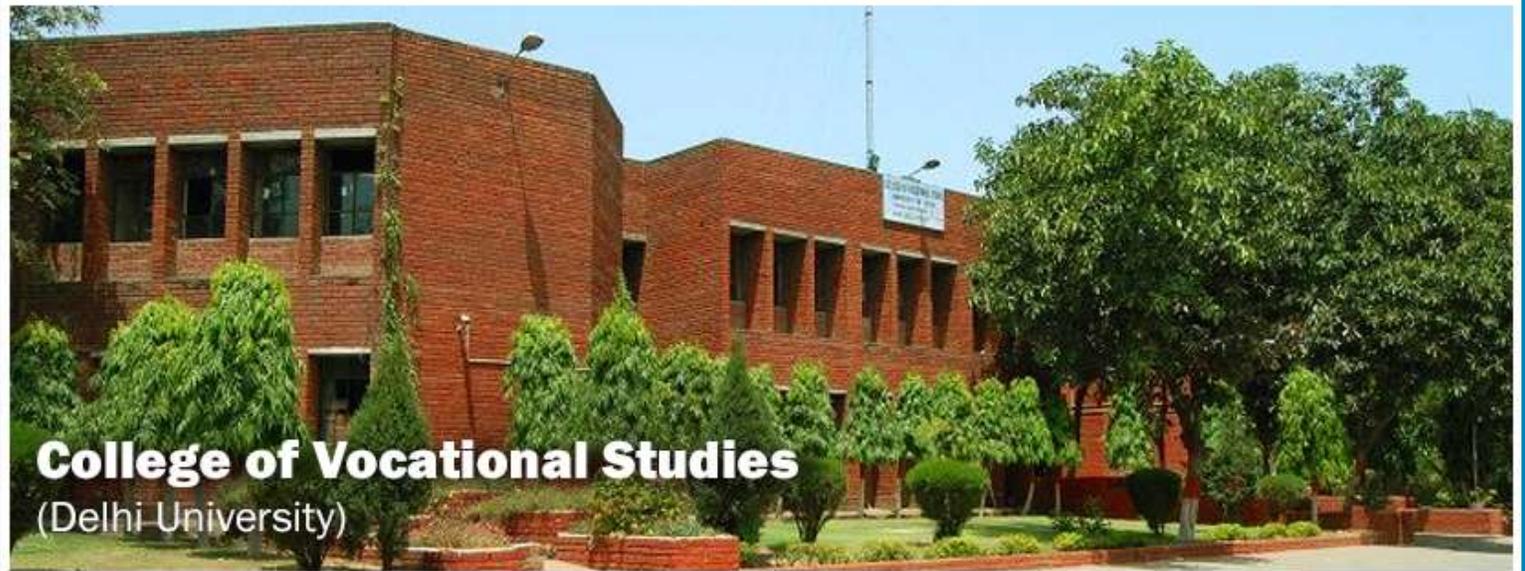
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