

# PROSPECTUS

## 2024-25



## Diploma in Veterinary Science and Animal Health Technology



**GURU ANGAD DEV  
VETERINARY AND ANIMAL SCIENCES UNIVERSITY**  
[www.gadvasu.in](http://www.gadvasu.in)



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## 2024-25

### Diploma in Veterinary Science and Animal Health Technology



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VETERINARY AND ANIMAL SCIENCES UNIVERSITY**  
LUDHIANA -141 004, PUNJAB, INDIA  
[www.gadvasu.in](http://www.gadvasu.in)



### DISCLAIMER

The statements made and information contained in the prospectus is of general nature for the knowledge of the candidates seeking admission to Diploma in Veterinary Science and Animal Health Technology programme of the university's constituent and affiliated colleges/ polytechnic. The information contained herein is believed to be correct at the time of publication/uploading. However, the university reserves the right to make any alteration(s) in the provision(s) contained in the prospectus, at any time without any prior notice, where upon the university will not be responsible for any hardship or expenses incurred by any candidate or any other person on account of such amendments, additions, omissions or errors, no matter how they are caused. The candidates are advised to visit GADVASU website ([www.gadvasu.in](http://www.gadvasu.in)) regularly to see the updates regarding admission/counselling.

### JURISDICTION

Any dispute/litigation arising out of anything concerned with the university and its activities, including Admissions/ operation of Academic & Hostel Rules will be subject to the jurisdiction of the Courts at Ludhiana only.

### Admission Enquiries

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**The Candidates are advised to visit GADVASU website ([www.gadvasu.in](http://www.gadvasu.in)) regularly for the updates regarding admission/counselling**



**Dr. Inderjeet Singh**  
Vice-Chancellor

## Message

It gives me immense pleasure to extend a warm welcome to you on behalf of the entire academic community of Guru Angad Dev Veterinary and Animal Sciences University. The university has achieved the highest standards of education and research through its hi-tech infrastructure, well-resourced laboratories and excellent animal health care facilities. The five constituent colleges viz., College of Veterinary Science, College of Dairy and Food Science Technology, College of Fisheries and College of Animal Biotechnology at Ludhiana and College of Veterinary Science at Rampura Phul are serving the state of Punjab by producing world class graduates and postgraduates to serve the livestock sector. The undergraduate and postgraduate programmes (Master's and Ph.D.) of the university have attracted the finest talent not only from the Punjab state but also from other states and overseas. Various skill-oriented diploma, certificate and short courses have been introduced to inculcate the sense of entrepreneurship among the youth. The alumni of the university are well posted in various government and private fields, and many have set up their own enterprises in India and abroad. They have also excelled in the field of research and education. The College of Veterinary Science, Rampura Phul and two of its associated institutions viz., Veterinary Polytechnic and Regional Research Training Centre, Kaljharani and Baba Hira Das Ji College of Veterinary Pharmacy, Badal offers an excellent opportunity to carry out the two-year diploma course in Veterinary Science and Animal Health Technology. We are confident that bright students will join these institutes during the forthcoming academic session, and will be equipped with all necessary skills and competence to benefit not only animal husbandry sector but society as a whole. I extend best wishes to all concerned for the upcoming academic session 2024-2025.



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### ABBREVIATIONS

AF	Armed Forces
AHDP	Animal Husbandry Department, Punjab
BC	Backward Class
COVS	College of Veterinary Science
COE	Controller of Examinations
Dip. V.Sc. & A.H. Tech.	Diploma in Veterinary Science and Animal Health Technology
DP	Disabled Person/Differently Abled Person
DSW-cum-EO	Director of Students Welfare-cum-Estate Officer
FF	Freedom Fighter
GADVASU	Guru Angad Dev Veterinary and Animal Sciences University
Gen	General
KJR	Bonafide Resident of Kaljharani
OBC	Other Backward Classes
OCPA	Overall Credit Point Average
PPO	Pension Payment Order
SC	Scheduled Caste
SP	Sports Person
ST	Scheduled Tribe
TA	Terrorist Affected
UT	Union Territory
VP & RRTC	Veterinary Polytechnic and Regional Research Training Centre
VPP	Vigyanak Pashu Palan



### IMPORTANT INFORMATION

#### A. Mode of Admission, Application Submission and Counseling Schedule

Mode of Admission	Through 10+2 (Medical) Merit
Application submission	Fill online application at University website
<b>Application Schedule (Last date to apply online)</b>	
For <b>First Counselling</b> with fee of Rs.2400/- (non-refundable)	18.07.2024 (up to 11:59 PM)
For <b>Second Counselling</b> with fee of Rs. 3600/- (non-refundable)	09.08.2024 to 19.08.2024 (up to 11:59 PM)
<b>Counselling Schedule</b>	
First counselling	05.08.2024 to 07.08.2024
Second counselling	28.08.2024 to 29.08.2024
*Walk in interview/ Mop up round application and Counselling (If required) with fee of Rs. 6000/-	Dates will be announced on the university website
Registration/ start of session	04.09.2024

#### B. Application Fees and Course Fees\*

(i) **Application Fee** (non-refundable) to be paid online:

1 <sup>st</sup> Counselling	2 <sup>nd</sup> Counselling **	Walk in interview/ Mop up Round **
Rs.2400/- (Incl.GST)	Rs.3600/- (Incl.GST) Fresh applicants	Rs.6000/- (Incl.GST) Fresh applicants

\*Details of schedule and mode of payment etc. will be published on the university website

#### Note :-

\*\*The candidates, who have applied once, need not to pay and apply again for any subsequent counselling. However, at every counselling a fresh merit list will be prepared considering all the applicants (Previous and Fresh applicants). The merit list, venue and schedule etc. for counselling will be available on the university website at least one day before every counselling.

(ii) **Course Fees (Fees in Rs. to be deposited at the time of admission)#:**

College/ Institute	Type of seat	Boarder	Non-Boarder
College of Veterinary Science, Rampura Phul	General	80,780/-	63,530/-
	Self-Financed/Other States	100,780/-	83,530/-
Veterinary Polytechnic, Kaljharani	General	80,780/-	63,530/-
	Self-Financed/Other States	100,780/-	83,530/-
Baba Hira Das Ji College of Veterinary Pharmacy, Badal	University Quota Fee	83,300/-	66,800/-
	Management Quota Fee	1,10,700/-	94,200/-

# For details of fees and subsequent annual/semester fees to be paid please refer Chapter V





### (iii) Mode of Payment

The candidates selected for admission will have to pay the applicable fees for the first semester immediately at the venue of counselling as per details provided in chapter V of prospectus.

#### C. Check list of the documents to be submitted at the time of counselling:-

- i) Self-attested copies of educational qualification certificates and mark sheets from 10<sup>th</sup> class onwards issued by the Board/University, Proof of Date of Birth and Character Certificate from the last institution attended.
- ii) Original certificate issued by the competent authority in support of the claim of belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST) or Backward Class (BC) or to any other reserved category (ies), in which admission is sought in the prescribed format (Annexure I-VI, IX).
- iii) (a) Self-attested copy of the Residence Certificate obtained from the competent authority in the prescribed format (Annexure VII A), only for Punjab/ UT Chandigarh candidates.  
(b) Self-attested copy of Aadhar Card, and Residence certificate issued by the competent authority of respective state (in case of candidates from other states).
- iv) Self-declaration by the parent/guardian in the prescribed format (Annexure VII).
- v) Freeship card and Income certificate for candidates under SC/ST category with annual family income below Rs. 2.5 lakhs for claiming Post-Matric Scholarship (Annexure I Form-B).
- vi) Income certificate for candidates under BC category (Annexure II, Form-B/Form-C).
- vii) Self-undertaking of gap in study period, if applicable (Annexure VIII).
- viii) Bonafide Certificate for candidates seeking admission under Kaljharani residents quota (IX-A)
- ix) Rural area certificate for candidates seeking admission under Rural Area Category (Annexure IX-B)
- x) Border Area Certificate for candidates seeking admission under this category (Annexure IX- C-I, C-II).
- xi) Undertaking regarding Anti-Ragging (Annexure X-A, B).
- xii) Self-undertaking for candidates who passed 10+2 from open school (Annexure XI)
- xiii) Self-attested copy of Election Photo Identity Card (EPIC). The candidates who don't have an EPIC card must apply for the same at the website of Election Commission of India as per FORM-6 (Annexure XII).
- xiv) Latest copy of Aadhar Card of candidate and his/her mother's.



## CHAPTER I

### INTRODUCTION

Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana was established on 21<sup>st</sup> April, 2006 through Punjab Act no. 16 of 2005. The primary focus of the university is to serve the society by promoting livestock production and health through integrated teaching, research, and extension. The University has been recognized and accredited by UGC and ICAR with Grade “A”. The university imparts Diploma in Veterinary Science and Animal Health Technology (Dip.V.Sc & A.H. Tech.) through two of its constituent colleges (College of Veterinary Science, Rampura Phul & Veterinary Polytechnic, Kaljharani, Bathinda) and one affiliated private college (Baba Hira Das Ji College of Veterinary Pharmacy, Badal, Sri Muktsar Sahib).

#### (a) Constituent Colleges of the University

##### (i) College of Veterinary Science, Rampura Phul, Bathinda:

The College of Veterinary Science, Rampura Phul was established as a constituent college of Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana. The foundation stone of the college was laid on 30<sup>th</sup> October, 2014. It became functional on October 1, 2019 with the approval of Veterinary Council of India. The mandate of the college is to produce veterinary graduates, para-professionals and trained personnel to serve the animal husbandry sector in the state. In addition, its endeavor will be to implement the research outputs and extension education programmes for better livestock health and production, especially in the South- Western zone of Punjab. The college campus comprises of college buildings, veterinary hospital, farms, playgrounds and fodder production area. The residential complex comprises of hostels, guest house and staff quarters. The college offers the following academic programmes:

Programme	Duration of the course	Medium of Instructions
B.V.Sc. & A.H.	5½ years	English
Diploma in Veterinary Science and Animal Health Technology	2 years (4 Semesters)	English
Certificate Courses	3 months	English
Short Courses	6 Weeks	English



**(ii) Veterinary Polytechnic, Kaljharani:**

Veterinary Polytechnic, Kaljharani, District Bathinda was established in the year 2010 as a constituent institute of Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana to impart education of Diploma in Veterinary Science and Animal Health Technology to support the veterinary services through trained para-veterinary staff. The polytechnic has its own well developed teaching infrastructure, a large Sahiwal cattle dairy farm and a Beetal Goat farm with a view to impart good practical training to the students. The institute also has a well-furnished hostel with all the latest facilities like gym and playground. The students after completing the diploma course get the excellent opportunities to work in Veterinary Hospitals, Veterinary Colleges, Research and Training Institutes, Cooperative Sector and Non- Government Organizations etc. Recently, the job avenues for diploma holders are also opening in abroad. The polytechnic offers the following academic programme.

Programme	Duration of the course	Medium of Instructions
Diploma in Veterinary Science and Animal Health Technology	2 years (4 Semesters)	English

**(b) Private College affiliated to the University**

**Baba Hira Das Ji College of Veterinary Pharmacy, Badal, Sri Muktsar Sahib:**

During the year 2015, to supplement the increasing demand of para-veterinarians another college was established at Badal, Sri Muktsar Sahib in the private sector. The college offers the following diploma programme

Programme	Duration of the course	Medium of Instructions
Diploma in Veterinary Science and Animal Health Technology	2 years (4 Semesters)	English



## CHAPTER II

### ADMISSION PROCEDURE

#### Academic Programmes and Mode of Selection for Admission

Programme	Selection Criterion
Diploma in Veterinary Science and Animal Health Technology	Merit list prepared on the basis of combined percent marks obtained in the subjects of Biology, Physics, Chemistry and English, excluding optional subjects in 10+2 (Medical).

#### Breaking of Tie in the Merit List:

In case of two or more candidates obtaining equal marks in 10+2 in aggregate as above, the inter-se-merit shall be determined as follows:

1. The candidate obtaining higher marks in Biology in 10+2 examination, followed by
2. The candidate obtaining higher marks in Chemistry in 10+2 examination, followed by
3. Candidate older in age.

#### Application procedure

- (i) The candidate applying for admission to diploma programmes of the university will have to fill the online application form at the university website ([www.gadvasu.in](http://www.gadvasu.in)).
- (ii) Procedure/Guidelines to fill the online form will be available on the university website.
- (iii) Application Fee (non-refundable) to be paid online:

1 <sup>st</sup> Counselling	2 <sup>nd</sup> Counselling*	Walk in interview/ Mop up Round*
Rs.2400/- (Incl.GST)	Rs.3600/-(Incl.GST) Fresh applicants	Rs.6000/- (Incl.GST) Fresh applicants

\* The candidates, who have applied once, need not to pay and apply again for any subsequent counselling. However, at every counselling a fresh merit list will be prepared considering all the applicants (Previous and Fresh applicants).

The fresh merit list, venue, schedule and payment of fees etc., for counselling will be published on the university website at least one day before the day of counselling.

#### (iv) Last date to apply/ receipt of application form:

- First Counselling
  - 18.07.2024 (up to 11:59 pm)
- Second counselling
  - 09.08.2024 to 19.08.2024 (up to 11:59 pm)
- Mop up round: If required, will be notified on the university website

#### Note:

To avoid any kind of inconvenience or last-minute rush or unforeseen difficulties, the candidates are advised to submit application forms without waiting for the last date.



## Eligibility Criteria and Selection Procedure for Admission

For eligibility, the applicant must have secured a minimum of 50% marks (40% for SC/ST/BC and DP categories) combined in subjects of Biology, Physics, Chemistry and English excluding optional subjects, in 10+2 (Medical), passed from a Board recognized by Council of Boards of School Education (COBSE) in India.

The **selection of candidates** for admission to course will be made as per the merit list prepared on the basis of marks obtained in the qualifying examination (aggregate of marks of Physics, Chemistry, Biology and English in 10+2, excluding optional subject).

- At the time of counselling, the candidates are required to present duly filled admission form along with self-attested copies of all relevant documents as per check list. The admission form can be downloaded from the university website [www.gadvasu.in](http://www.gadvasu.in) and it will be available at least one week before the 1<sup>st</sup> counselling date. Simultaneously, the candidates are required to produce original certificates/testimonials for verification at the time of counselling.
- Applicants who have applied under sports person (SP, Annexure C of prospectus) or Armed Forces (AF, Annexure IV of prospectus) categories, must submit supporting documents as per following schedule:

Counselling	Date and time of submission of documents	Office where to submit documents	
		Sports Person	Armed Forces
1 <sup>st</sup>	29.07.2024 and 30.07.2024 any time during office hours	Office of Director of Students' Welfare-cum	Office of Registrar, GADVASU, Ludhiana
2 <sup>nd</sup>	21.08.2024 and 22.08.2024 any time during office hours	-Estate Officer, GADVASU, Ludhiana	

Candidates are advised to adhere to the above schedule strictly. The claim of candidates failing to submit the required documents related to admission under said categories shall stand cancelled.

### Note:

- The Academic Council of the University is the supreme academic authority to frame rules and regulations, and to decide all other matters relating to admissions and academic affairs. The Academic Council also has the right to promote or discontinue any programme and also to increase or decrease seats in any programme, whatsoever.
- Diploma programme of the university is full time residential programme. A student, therefore, cannot study more than one programme at a time. The admission to the Diploma course shall be made by the Registrar, GADVASU on the recommendation made by the Chairman of the Selection Committee, who reserves the right to cancel the admission before or during the diploma course obtained by misrepresentation/concealment of facts or admission made due to error or oversight etc.



**CHAPTER III**

**COUNSELLING SCHEDULE**

The University will prepare category wise merit list of applicants based on marks obtained by the candidate in the qualifying examination (10+2) aggregate of Physics, Chemistry, Biology and English. The merit list of applicants will be displayed on university website ([www.gadvasu.in](http://www.gadvasu.in)) at least one day before the day of counselling. The candidate wishing to seek admission in the university must attend the counselling as per schedule below:

Programme	Date and Time		Venue	Commencement of session
	1 <sup>st</sup> Counselling	2 <sup>nd</sup> Counselling		
Dip. V. Sc. & A. H. Tech	05.08.2024 to 07.08.2024 (09.00 a.m. onwards)	28.08.2024 to 29.08.2024 (09.00 a.m. onwards)	Venue will be notified at the university website ( <a href="http://www.gadvasu.in">www.gadvasu.in</a> ) at least a day before counselling	04.09.2024

**NOTE:**

1. Counselling/Interview will be held as per dates and schedule mentioned in the prospectus and/or notified on the university website.
2. The candidates are required to regularly check the university website for updates in regard of admission/counseling.
3. No separate intimation will be sent for counselling. For consideration of admission, the candidate must be physically present at counselling as per schedule. Absentees, for any reason whatsoever, will not be considered for admission.
4. Once the seat is allotted, no shifting among quotas/college will be allowed in the ongoing Counselling.
5. Status of vacant seats, if any, will be available on the university website at least one day prior to subsequent counselling(s).
6. Date of special counselling, if any, will be notified on the university website.
7. The candidates appearing in the counselling are required to produce all the original certificates, otherwise, the candidature will not be considered.
8. The University will not pay any T.A./D.A. or any other expenses for appearing in the Counselling.
9. If a candidate misses the first counselling, he/she can attend the subsequent counselling (s), but the candidate will be considered for admission strictly on fresh merit list prepared for the remaining available seats.
10. During counselling, the candidates will be called in the descending order of merit prepared by the university as per set criteria.



11. **Date of counselling will not change under ordinary conditions, even if, declared a holiday.**
12. Depositing of fee on shifting/sliding and refund policy of fee for new entrants shall be as per the procedure explained in Chapter V Refund Policy.
13. At the time of counseling, the candidates are required to submit a duly filled counselling/ admission form along with self-attested copies of all relevant documents as per check list. The admission form can be downloaded from the university website [www.gadvasu.in](http://www.gadvasu.in) and will be available at least one week before 1<sup>st</sup> counselling date. Simultaneously, the various original certificates/ documents listed in this chapter are required to be submitted/ presented to the Selection Committee for verification, failing which candidate will not be considered for admission.
14. At the time of counselling, the Selection Committee shall also consider the past record of the candidate. If, it is known that the candidate has been involved in any act of indiscipline in the hostel/ college/school/institute or in organizing unlawful demonstrations, etc., the Selection Committee may refuse admission to such candidates. The candidate, who has been expelled/ rusticated or debarred by any university/institute, shall not be admitted. Hiding of facts whatsoever may attract disqualification of a candidate, if it so warrants, as and when such facts come to notice of the university. Such candidates will have no right for any type of refund of fee.

### Deposit of Fees:

The candidates selected for admission shall require to deposit entire fees for the 1<sup>st</sup> semester immediately after selection for admission at the venue of counselling, as detailed in Chapter V, failing which the seat will be offered to the next candidate on merit list. The selection letter will be issued to a candidate only when he/she has deposited the required fee.

The candidates getting admission in any of the constituent colleges of university (VP, Kaljharani or COVS, Rampura Phul) should preferably deposit an initial demand draft of Rs. 60,000/- for general/ regular seat, and demand draft of Rs. 80,000/- for self-finance/ other state category in favour of Comptroller, GADVASU payable at any scheduled bank in Ludhiana. The remaining fees of the first semester may be paid either in cash or by credit/ debit card at the time of counselling itself, or by visiting the respective college within two working days, failing which allotted seat of candidate will be cancelled and the entire amount paid by candidate will be forfeited.

**Note: In case of unavoidable circumstances, payment can be accepted through cash/ credit/ debit card.**

#### Note:

1. The candidates selected for admission will have to submit the **Medical Fitness Certificate** obtained from the University Medical Officer of Health Centre at PAU campus. A medical examination fee of Rs 430/- will be charged by the Health Centre. Any candidate found medically unfit, shall be entitled to refund of fees as per university approved procedure, and the seat falling vacant will be offered to the next candidate at the next counselling. In such cases the application for refund must be submitted within 14 days from the date of issue of selection notice.
2. No admission shall be made after the last date of admission, unless date(s) for special counselling(s) are notified/declared by the University.



**Check- list of the documents to be submitted at the time of counselling:-**

- i) Self-attested copies of educational qualification certificates and mark sheets from 10<sup>th</sup> class onwards issued by the Board/University, Proof of Date of Birth, and Character Certificate issued by the institute last attended.
- ii) Original certificate issued by the competent authority in support of the claim of belonging to Scheduled Caste (SC)/ Scheduled Tribe (ST) or Backward Class (BC) or to any other reserved category (ies), in which admission is sought in the prescribed format (Annexure I-VI, IX).
- iii) Self-attested copy of the Residence Certificate obtained from the competent authority in the prescribed format (Annexure VII A).
- iv) Self-declaration by the parent/guardian in the prescribed format (Annexure VII).
- v) Freeship card and Income certificate for candidates under SC/ST category with annual family income below Rs.2.5 lakhs for claiming Post-Matric Scholarship (Annexure I, Form-B).
- vi) Income certificate for candidates under BC category (Annexure II, Form-B/Form-C).
- vii) Self-undertaking of gap in study period, if applicable (Annexure VIII).
- viii) Bonafide Certificate for candidates seeking admission under Kaljharani residents quota (IX-A)
- ix) Rural area certificate for candidates seeking admission under Rural Area Category (Annexure IX-B)
- x) Border Area Certificate for candidates seeking admission under this category (Annexure IX- C-I, C-II).
- xi) Undertaking regarding Anti-Ragging (Annexure X-A, B).
- xii) Self-undertaking for candidates who passed 10+2 from open school (Annexure XI)
- xiii) Self-attested copy of Election Photo Identity Card (EPIC). The candidates who don't have an EPIC card must apply for the same at the website of Election Commission of India as per FORM-6 (Annexure XII).
- xiv) Latest copy of Aadhar Card of candidate and his/her mother's.





## CHAPTER IV

### ADMISSION CAPACITY, DISTRIBUTION OF SEATS AND RESERVATIONS

#### Admission capacity and distribution of seats:

Programme	Name of College	Admission Capacity
Diploma in Veterinary Science and Animal Health Technology	College of Veterinary Science, Rampura Phul, Bathinda	$49^a + 49^b + 1^e + 1^f = 100$
	Veterinary Polytechnic, Kaljharani, Bathinda	$72^a + 10^b + 10^c + 2^d + 1^e + 1^f = 96$
	Baba Hira Das Ji College of Veterinary Pharmacy, Badal, Sri Muktsar Sahib (Private College affiliated to GADVASU)	50 University quota + 50 Management quota Total = 100

<sup>a</sup>Seats for resident of Punjab state and Union Territory of Chandigarh.

<sup>b</sup>Self financed seats for resident of Punjab state and Union Territory of Chandigarh/ Other states\*.

<sup>c</sup>Seats reserved for candidates from States other than Punjab and Union Territory of Chandigarh.

<sup>d</sup>Seats reserved for Bonafide Residents of Village Kaljharani subject to fulfilment of minimum essential qualifications.

<sup>e</sup>Seats reserved for 'Rural Area' candidates subject to fulfilment of minimum essential qualifications.

<sup>f</sup>Seats reserved for 'Border Area' candidates subject to fulfilment of minimum essential qualifications.

#### Note

- Candidates who are resident of Punjab State/ Union Territory of Chandigarh, seeking admission to diploma programme, are required to furnish self-declaration (**Annexure VII**) and Residence Certificate (**Annexure A**) as applicable as per instructions/ guidelines issued by Punjab Government regarding competent authority to issue residence certificate at the time of counselling.
- Candidates applying for seats reserved for States other than Punjab and Union Territory of Chandigarh are required to furnish self-declaration (**Annexure VII**) and self-attested copy of Aadhar card, and Residence Certificate issued by competent authority of respective state at the time of counselling.
- Seats remaining vacant under "States other than Punjab<sup>c</sup>" at Veterinary Polytechnic, Kaljharani will be filled from self-financed category and vice versa.
- \*Candidates from other states, fulfilling the eligibility criteria, for admission at College of Veterinary Science, Rampura Phul will be considered under self-financed category only after considering the candidates from Punjab and UT Chandigarh.
- University reserves the right to increase or decrease the seats from time to time as deemed fit.



**Reservation:**

Within the seats for residents of Punjab State/ Union Territory of Chandigarh, the reservations shall be as under

S. No.	Category type	(%)
(a)	Scheduled Caste / Scheduled Tribe (SC/ST)	<b>25%</b>
(b)	Backward Class (BC)	<b>10%</b>
(c)	Children/grandchildren of Freedom fighters (FF)	<b>1%</b>
(d)	(i) Children/Wards of Defense Personnel (In order of preference as per Annexure IV-A)	<b>2%</b>
	(ii) Children/Wards of Punjab Police Personnel, Punjab Armed Police, Punjab Home Guards and Para Military Forces (In order of preference as per Annexure IV-B)	
(e)	Children/Grand Children of terrorist affected persons (TA): i) Persons killed in terrorist action in Punjab/riots outside Punjab ii) Terrorist/riot affected/displaced persons iii) Army deserters killed / 100% physically disabled	<b>2%</b>
(f)	For admission to the diploma programme, Persons with Disability (DP), who suffers from not less than 40% of relevant disability for reservation, would be eligible, as per Government of Punjab, the provision of Rights of Person With Disability Act 2016. However, candidates shall not be considered, if they suffer from i) Disability of total body, including disability of chest/spine more than 50% ii) Disability of lower limb of more than 50% iii) Disability of upper limb iv) Visually handicapped candidates and those with hearing disability v) Progressive diseases like myopathies, etc. vi) Disabilities, which otherwise would interfere in the performance of duties of a veterinarian.	<b>5%</b>
(g)	Outstanding sports persons	<b>2%</b>

**Note:**

1. The candidate claiming reservation under category (a) to (f) above, shall have to submit a certificate issued by the competent authority prescribed by the Government of Punjab on prescribed Performa available in Prospectus. The admission of sports persons under **category (g)** above shall be governed by the criteria at **Annexure C**.
2. Under Armed Forces (AF) category, preference will be given to children/wards of Defence personnel.
3. While calculating reservations, fraction more than 0.5 will be taken as one seat.
4. Unfilled seats from the reserved categories, shall be offered to the candidates competing on open merit basis during the 2<sup>nd</sup> counselling.



5. The seats reserved for Bonafide residents of Kaljharani will be filled as per following norms:
  - (a) The candidate must be a resident of Village Kaljharani for the last five years and will be required to furnish requisite Bonafide Resident Certificate (**Annexure IX-A**) in support thereof.
  - (b) The candidate must fulfil the qualifications prescribed for admission to diploma course, as applicable from time to time.
  - (c) The seats remaining, vacant under KJR category, if any, shall be converted into Self-financed category.
6. The seats reserved for Rural Area and Border Area categories will be filled as additional seats in the following manner:
  - (a) For claiming 'Rural Area' reservation, one has to produce a certificate from Sub-divisional Magistrate/Tehsildar/BDPO/Naib Tehsildar or GA to DC of having studied for a minimum of three years and passed Matric, 10+1 and 10+2 from a school which is situated in rural area (**Annexure IX-B**). The school should not fall within the limits of any Municipal Committee, notified area or a Cantonment Board. Schools like Dashmesh Academy and those situated in University Campuses, Nangal Township and Talwara Township are excluded from the list of schools in the rural category. The candidate should also be a permanent resident of a rural area (village).
  - (b) For claiming 'Border Area' reservation, candidate must be from a village/town within the belt of 16 K.M./10 miles from the International Border and has studied there for at least five years and has passed public examination (Matric, 10+1 and 10+2) from a school located in border village/town (excluding the District towns of Ferozepur and Gurdaspur). Two certificates, one from the DC/GA to DC of the District or SDO (Civil)/SDM/ BDPO/Tehsildar for the village/town being within 16 K.M./10 miles limit from the International border (**Annexure IX-C-I**), and another from the Head Master/Principal of the institution with details of exact date of joining and leaving the school/college (**Annexure IX-C-II**) must be produced along with the application form.
  - (c) The candidate seeking admission under these categories must fulfill the qualifications prescribed for admission to diploma course.

**Distribution of seats for Punjab State and Union Territory of Chandigarh:**

**a) Constituent Colleges of GADVASU**

Name of College	Total Seats	SC/ST (25%)	BC (10%)	SP (2%)	FF (1%)	AF (2%)	TA (2%)	DP (5%)	GEN
College of Veterinary Science, Rampura Phul	49	12	5	1	0	1	1	2	27
Veterinary Polytechnic kaljharani	72	18	7	1	1	1	1	4	39

**b) Affiliated Private College:**

**Baba Hira Das Ji College of Veterinary Pharmacy, Badal**

Quota	Total Seats	SC/ST (25%)	BC (10%)	SP (2%)	FF (1%)	AF (2%)	TA (2%)	DP (5%)	GEN
University	50	12	5	1	0	1	1	2	28
Management	50	12	5	1	0	1	1	2	28



## CHAPTER V

### FEE DETAILS

#### College of Veterinary Science, Rampura Phul and Veterinary Polytechnic, Kaljharani

S. No.	Head	Fee (Rs.)
<b>Fee charges (One Time at Fresh Admission)</b>		
1	Medical Examination Fee	430
2	University Admission/Re-Admission Fee	8000
3	College Security (Refundable)	2500
4	Literature Fee ( Vigyanak Pashu Palan)	1000
<b>Fee Charges (Annual)</b>		
5	College Admission Fee	770
6	Accidental/ Health Insurance	1000
7	Student Aid & Red Cross Fund	1100
<b>Fee Charges (Semester wise)</b>		
8a	Tuition Fee	35000
8b	Tuition Fee Self-Financed/Out of State	55000
9	Library Fee	1320
10	Amalgamated Fund	1760
11	Examination Fee	1650
12	College Development and Student Fund	9000
<b>Hostel Charges (Semester wise)</b>		
13	Hostel Security (Refundable; one time)	5500
14	Hostel Fee	9000
15	Electricity Fund	2750
16	Additional Electricity Charges	Extra as applicable
<b>Miscellaneous Charges</b>		
a.	Supplementary Examination Fee per paper	1200
b.	Re-Totaling (per paper)	900
<b>Total Fees to be Paid at First Admission</b>		
<b>General/ Regular seat</b>		Rs. 63530/- (Non-Boarder) Rs. 80780/- (Boarder)
<b>SelfFinanced/ Outside State Candidate</b>		Rs. 83530/- (Non-Boarder) Rs. 100780/- (Boarder)

#### Semester wise fees to be paid at College of Veterinary Science Rampura Phul and Veterinary Polytechnic, Kaljharani\*

Category		1st semester	2nd semester	3rd semester	4th semester
General	Without Hostel	63530	48730	56660	53603
	With Hostel	80780	60480	69585	66528
Self-Financed	Without Hostel	83530	68730	78660	75603
	With Hostel	100780	80480	91585	88528

\*Approximate fee structure. This fee structure is subjected to any change in the policy adopted by the University/ Punjab Government from time to time.



### Mode of Payment:

The candidates selected for admission shall require to deposit fees for the 1<sup>st</sup> semester immediately after selection at the venue of counselling, failing which the seat will be offered to the next candidate on merit. The selection letter will be issued to a candidate only when he/she has deposited the required fee.

The candidates getting admission in any of above constituent colleges of university should preferably deposit an initial demand draft of Rs. 60,000/- for general/ regular seat, and demand draft of Rs. 80,000/- for self-finance/ other state category in favour of Comptroller, GADVASU payable at any scheduled bank in Ludhiana. The remaining fees of the first semester may be paid either in cash or by credit/ debit card at the time of counselling itself, or by visiting the respective college within two working days, failing which allotted seat of candidate will be cancelled and the entire amount paid by candidate will be forfeited.

**Note: In case of unavoidable circumstances, payment can be accepted through cash/ credit/ debit card.**

### Note:

1. The boys admitted to Veterinary Polytechnic, Kaljharani will be provided hostel accommodation at Kaljharani. It is desirable that boys reside in the hostel as long as the seats are available.
2. The girl students admitted to Veterinary Polytechnic, Kaljharani will have to make their own arrangement for accommodation.
3. The students (both boys and girls) admitted to COVS, Rampura Phul for Diploma programme will be provided accommodation subject to availability.

### Baba Hira Das Ji College of Veterinary Pharmacy (BHDJCVP), Badal (Semester Fees)

S No.	Fee Head	Boarder	Non- Boarder
1	University Quota Fee	83300*	66800*
2	Management Quota Fee	110700*	94200*

\*Inclusive of university examination and university admission fee of Rs. 1900/- and Rs. 8000/-, respectively.

The candidates getting admission in BHDJCVP, Badal can deposit fees in cash or through credit/ debit card or online transfer mode.

### Note:

- If for any reason, complete amount of fee is not deposited, encashed, or credited into the college account within the allotted time, Baba Hira Das Ji College of Veterinary Pharmacy will not be held liable. The seat of such a candidate will be declared vacant for further needful and the fee already deposited by such candidate will stand forfeited. Nevertheless, from the money received at the time of counseling, the college will be required to pay off all the dues, including the university admission fee and any other relevant administrative fees, to be calculated on annual basis.
- The college will charge the same fees from the students eligible for Post-Matric Scholarship Scheme admitted under SC/ST Category (Univ Quota) as is being charged by the constituent colleges of the university.
- The University Examination Fee has to be deposited in the office of Controller of Examinations and University Admission Fee in the office of Registrar, GADVASU.



**Miscellaneous Fees:**

**(i) Fees for Various Certificates/ Documents**

Type of Certificate/ Document	Charges (Rs.)
Diploma Certificate	2400/-
Inter-university Migration Certificate	600/-
Duplicate Inter-university Migration Certificate	2400/-
Duplicate Diploma Certificate	6000/-
Duplicate Semester Report	2400/-
Duplicate Copy of Merit Certificate	2400/-
Duplicate copies of various types of certificates at college level	1200/-
Duplicate copy of sports certificate	1800/-
Duplicate/Incomplete Transcript of Academic Record	2400/-
Authentication of various documents	1200/-per copy
Authentication/supplying information to the other institution	1800/- per copy
Changing of name in University Record as per university guidelines	6000/-
Reissue of Diploma/ PDC/ Transcript on account of change of name	6000/- (Diploma/PDC) 2400/- (Transcript)
Verification of certificates/documents issued by GADVASU	2400/- per copy
Issue of Duplicate Identity Card/ Library card	600/-
Postal Charges for post with in India	200/-
Postal Charges for post to foreign countries	3000/- or actual if more (Speed Post air-mail)
Sending scanned documents through E-mail	1200/-per case

Note: Above rates are inclusive of GST as applicable

**(ii) Club Membership Fees\***

Music Club Fee	500/-
Fine Arts and Photography Club Fee	500/-

\*To be charged only from those students who join the club



### Refund Policy:

Depositing of fee during shifting/sliding on account of seat secured at subsequent counselling (s) and refund of fee for new entrants shall be as per the following procedure:

1. The students taking admission as per their interest/ choice, in case shift/slide their seats in between the constituent/ affiliated colleges during subsequent counseling can do so without depositing the fee repeatedly. The balance refundable amount of fee after deductions, if any, would be refunded after the admission is closed for that Academic Year.
2. Any excess amount in case of higher fee is to be paid by such students immediately after the counselling agreeing to the terms and conditions of payment.
3. Candidates admitted in a counselling can participate in subsequent counselling (2<sup>nd</sup> / mop-up round counselling, etc.) only, if there is financial benefit on account of fee structures. If a student chooses to withdraw from the programme of study, the concerned institution shall follow the following five-tier system for the refund of fees\* remitted by the student:-

Sr. No.	%age of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI
(1)	100%	15 days or more <b>before</b> the formally-notified last date of admission.
(2)	90%	Less than 15 days <b>before</b> the formally-notified last date of admission.
(3)	80%	15 days or less <b>after</b> the formally-notified last date of admission.
(4)	50%	30 days or less, but more than 15 days, <b>after</b> formally-notified last date of admission
(5)	0%	More than 30 day <b>after</b> formally-notified last date of admission.

### Note

- a) The concerned college/institute shall deduct an amount not more than 5% of the fees paid by the student subject to a maximum of Rs. 6000/- as processing charges from the refundable amount.
- b) In case of Sr. No. 5 mentioned in above table, only the caution money/refundable security shall be refunded to the student.
- c) It is further clarified that the last counselling conducted by the University prior to the mop-up round/ special counselling/ walk-in-interview will be the formally notified last date of admission.



### Refund Policy for students failing in supplementary examination

Refund of fee in respect of students who got failed in supplementary examination and don't want to continue their study programme shall be as under:

1. Student(s) getting supplementary have the choice to register and pay the fee for the next semester after the declaration of result of supplementary examination.
2. The student(s) who fail to clear supplementary examination but have deposited the fee for the next semester and do not want to continue study program can claim for refund of fee deposited for that particular semester.

### IMPORTANT

1. The University reserves the right to enhance the rates of fee/charges and funds etc. from time to time. An annual increase of 10% in the fee structure shall be applicable to the constituent colleges of the university.
2. The securities not claimed for three semesters succeeding the semester in which the student leaves the college either by completing the diploma programme or drop outs or otherwise, shall be forfeited.
3. All claims for refund of hostel security shall be entertained through the Principal/ Dean of the college.
4. The University is authorized to realize additional charges proportionally from the hostellers through the Principal/ Dean of the college, the Generator running cost at hostel and also the electricity consumption bills, if in excess than the normal.
5. The private colleges/institutes affiliated to GADVASU will charge the same fees from the students eligible for Post Matric Scholarship Scheme admitted under SC/ST Category (University Quota) as is being charged by the university from the students of said category in respect of the particular course.
6. Hostel accommodation shall be provided subject to availability.

### Fee Concession

Provision of fee concession is available only for the students enrolled at Veterinary Polytechnic, Kaljharani. The Dean, College of Veterinary Science, Rampura Phul (Controlling Officer, Veterinary Polytechnic, Kaljharani) can remit tuition fee of up to 10% of students of Diploma in Veterinary Science and Animal Health Technology admitted during a given academic year on recommendation of the Principal-cum-Joint Director, Veterinary Polytechnic, Kaljharani. Out of these 10% students,

- 3% may be granted 100%,
- next 3% may be granted 50%, and
- remaining 4% may be granted 33.3% concession in tuition fee





### General Criteria for award of Fee Concession

- The eligibility of the student will be considered on merit-cum- means basis to help such students having financial difficulty in continuing with their studies.
- The students interested in availing fee concession must submit their application/form along with requisite document(s)/certificate(s) such as an affidavit with respect to the family income (income certificate from Tehsildar as per Annexure with details of income from different sources) and academic profile in the office of concerned Dean/Principal within one month of their registration for timely processing of the application for fee concession/refund/adjustment.
- The students with lowest family income will be given priority in higher slab of fee concession. However, the girl students will be given priority in full tuition fee concession to promote the education of a girl child from economically weaker sections.
- The students enrolled through Self Finance Programme shall not be eligible for fee concession as per the University guidelines.
- It is further clarified that there is no provision of fee concession at College of Veterinary Science, Rampura Phul under any category.

### Note:

The fee concession for the wards of Working and Retired C and D Employees of the GADVASU, and the Sportspersons/ Co-curricular activities may be considered for the students enrolled at Veterinary Polytechnic, Kaljharani as per the detailed guidelines regarding criteria and procedure for availing the fee concession available in the Chapter-VII (Page No: 56-57) of university prospectus 2024-25.

### General conditions applicable to all categories of students availing fee concession

- i. Fee concession is not a matter of right of the student. University can increase or decrease percent of students to be granted fee concession, extent of fee concession, amount of fee concession, limit of income of their parents/guardian to be eligible for fee concession or any other condition.
- ii. Annual income of the parents/guardian of the student from all sources should be below the basic taxable limit, without allowing any exemption/deduction, for the corresponding Financial Year as fixed by the Income Tax Department.
- iii. The minimum percentage of marks in qualifying examination should be 60% and subsequently in second year of study should be a minimum OCPA of 6.000 out of 10.000. This condition will not be applicable for SC students availing Post Matric Scholarship.
- iv. The tuition fee concession may be granted subject to the condition that the student is regular in attendance and that he/she has satisfactory progress in his/her studies, which should be certified by Advisor/Major Advisor of student.
- v. The concession may be withdrawn on misconduct/ indiscipline on the part of the student, irregularity in attendance or failure or unsatisfactory grade in any of the courses in any examination.



- vi. The students placed on Conduct Probation or failed to achieve “Good Standing” will not be considered for any fee concession for that period. Also, the students who are re-admitted after having been dropped, as envisaged in the Semester and Hostel Rules, will not be eligible for fee concession during the first year of their re-admission.
- vii. Employed parents/guardians are required to obtain income certificate from their employer and for any additional income from other sources, they would furnish declaration by way of an affidavit on non-judicial stamp paper.
- viii. The students who are awarded any other scholarships/ fellowships are also eligible for this benefit of fee concession with the condition that the annual income of the parents/guardian of the student from all sources should be below the basic taxable limit, without allowing any exemption/deduction, for the corresponding Financial Year as fixed by the Income Tax Department and provided that the already awarded scholarship does not cover more than 50% of tuition fee.
- ix. Applications will be invited within one month of admission to a particular course/year in prescribed format.
- x. Committees for recommending the number of students to be given fee concession and amount of fee concession to be given will be as follows:
  - a. Principal of the college
  - b. Two senior most teachers of the college
  - c. Welfare Officer of college (Convener)



## CHAPTER VI

### REGULATION REGARDING RUSTICATION AND EXPULSION OF STUDENTS

1. The Principal/Dean of the college shall have the power to expel or rusticate a student for sufficient reasons including acts of indiscipline and misconduct inside or outside the college.
2. Cases of rustication and expulsion shall be reported to the Registrar, GADVASU by the Dean/Principal of the College through the controlling officer immediately after rustication or expulsion for registration and notification.
3. The Principal/Dean may revise his decision within 15 days of the date of passing of the order of rustication or expulsion. The revised decision together with reasons shall be communicated to the Registrar for placing before the Academic Council.
4. The minimum period of rustication shall be one semester and the maximum period of rustication shall be two semesters.
5. The student under rustication shall have the option of re-joining the class during the ensuing semester after the expiry of the period of rustication.
6. It shall be obligatory on the part of the college to readmit a rusticated student if he/she wishes to re-join after the expiry of the rustication period.
7. The name of the rusticated student shall not be maintained on the rolls of the college nor shall any fees be charged during the period of rustication.
8. A student expelled from the college shall not be allowed to seek fresh admission into the same college or into another college without the permission of the Academic Council. In no case such a student shall be allowed to do so before the expiry of two academic years excluding the academic year in which he/she was expelled.
9. When facts come to the knowledge of the Vice-Chancellor, GADVASU which makes him think that the order of the Principal/Dean requires revision, the Vice-Chancellor may bring the case to notice of the Academic Council after consideration of which, the decision of the Academic Council shall be final.
10. Ragging is strictly prohibited. Any student found indulging in the act of ragging will be strictly dealt with according to the directions given by the Hon'ble Supreme Court of India. According to Raghavan Committee observations, ragging has several aspects including psychological, social, political, economic, cultural and academic dimensions.

Anti-ragging committees and squads at the college/polytechnic have been constituted to keep a check on the incidents of ragging. Every student as well as his/her parents/guardian is supposed to submit an affidavit that he/she or their ward will desist from ragging in any form. Any student found guilty may invite punishment up to expulsion from the institute or registration of F.I.R. under provisions of the Indian Penal Code.

An annual undertaking to be signed by each student whether fresher or senior, and his/her parent(s) jointly stating that each of them have read the relevant instructions/regulations against ragging as well as punishments, and that if the ward has been found guilty, he/she could be prosecuted as mentioned in Annexure X-A, B. Undertaking should be provided in English as well as in the vernacular language (Annexure X-A, B).



## CHAPTER VII

### GENERAL IMPORTANT INFORMATION, SCHOLARSHIPS AND MERIT CERTIFICATES

#### 7.1 General Important Information

- (i) Candidates may download the prospectus from the University website ([www.gadvasu.in](http://www.gadvasu.in)) and should carefully read the eligibility criteria, admission rules, etc. before applying for admission.
- (ii) To avoid any kind of inconvenience or last minute rush and/or any unforeseen difficulties, the candidates are advised to submit application forms without waiting for the last date.
- (iii) Only one application is to be submitted for consideration of admission. Submitting more than one application for Diploma programme is liable for rejection of candidature.
- (iv) The residents of Punjab or Union Territory of Chandigarh and candidates from other states are eligible for seeking admission as indicated.
- (v) The candidates who have applied under Sports person category (Annexure-B and C) and under Armed Force Category (Annexure IV-A) must submit the supporting document(s) by the date as per schedule mentioned in the prospectus and/or as notified on the university website, in the office of Director of Students' Welfare-cum-Estate Officer (for Sports persons) and Registrar (for Armed Force Category), failing which, claim for admission under the said category (ies) shall stand cancelled.
- (vi) Counselling/Interview will be done as per dates and schedule mentioned in the prospectus and/or notified on the University website. No separate call/invitation letter will be made to the candidate.
- (vii) The prescribed dates will not usually be changed, even if dates are declared as holidays. However, if any change is mandated due to any exigency, it will be notified on the University website ([www.gadvasu.in](http://www.gadvasu.in)). Candidates are advised to check the university website an evening prior to every activity pertaining to admission, for update(s) if any.
- (viii) It is mandatory for a candidate to report personally for counselling/interview as per scheduled date, time and venue.
- (ix) The applicants shall be called for counselling on the basis of merit in descending rank, one after the other. If a candidate called for counselling, does not present himself/herself before the Selection Committee, his/her claim for any seat shall get forfeited. In case, the candidate reports after his/ her name has been called for counselling but within stipulated time on the day of counselling, the seat offered to that candidate shall be out of the remaining seats available at the point of time when he/she reports before the Selection Committee.
- (x) If a candidate misses any scheduled counselling, he/she can attend the subsequent counselling (s), but he/she will be considered for admission on the basis of merit against the remaining vacant seats only.
- (xi) The date/schedule of Special Counselling(s)/ Mop-up Round(s)/Walk-in-Interview and other update(s) if any will be notified at the University website. The candidates are advised to visit the University website regularly.
- (xii) The candidates appearing for counselling to Diploma programme are required to fill the required admission forms along with annexures (as applicable), which will be available at the University website. The form can be downloaded from University website. Duly filled admission form along with a set of self-attested copies of all the relevant documents as per Check List of Documents available in the said form and mentioned in the prospectus at important information Section C (page iii) is to be submitted by the candidate at the time of counselling.



- (xiii) The candidate must bring original certificates, documents and testimonials (as per checklist) to be verified by the Selection Committee, failing which his/her candidature will not be considered for admission. A candidate can also get his/her documents verified from the Selection Committee through Digilocker.
- (xiv) At the time of counselling, the Selection Committee shall also consider the past record of the candidate. If, it is known that the candidate has been involved in any act of indiscipline in the hostel/ college/school/institute or in organizing unlawful demonstrations, etc., the Selection Committee may refuse admission to such candidates. The candidate, who has been expelled/ rusticated or debarred by any university/institute, shall not be admitted. Hiding of facts whatsoever may attract disqualification of a candidate, if it so warrants, as and when such facts come to notice of the university. Such candidates will have no rights for any type of refund of fee.
- (xv) Once the seat is allotted, no shifting among quotas/ colleges/disciplines will be allowed during the same ongoing counselling.
- (xvi) The selected candidates shall have to deposit the Demand Draft/fee immediately at the venue of counselling agreeing to the terms and conditions. The Selection Notice will be issued only after the deposit of fee by the candidate as per prescribed procedure.
- (xvii) The selected candidates are required to submit the medical fitness certificate to be issued by the University Medical Officer. The medical examination fee of Rs. 430/- will be charged by the University Health Centre. Any candidate found medically unfit, shall be entitled to refund of admission fees. In such case, the application for refund must be submitted within 14 days from the issue of Selection Notice.
- (xviii) The university will not pay any T.A./D.A./or any other expenses for appearing in the counselling.
- (xix) The seats remaining vacant under reserved categories, if any, shall be offered to the candidates competing on open merit basis.
- (xx) The status of vacant seats, if any, will be available on the university website at least one day prior to the 2<sup>nd</sup>/ mop-up counselling/interview as applicable. The date of Special Counselling(s)/Mop-up Round(s)/Walk-in Interview, if any, will be notified on the University website. The candidates are advised to visit the university website regularly for update(s).
- (xxi) No admission shall be made after the last date of admission, unless date(s) for Special Counselling(s)/ Mop-up Round/Walk-in-Interview is/are notified by the university on the website.
- (xxii) The students admitted to any academic programme in the University shall have to abide by all the rules and regulations (as applicable) of the Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana.
- (xxiii) The admission obtained by a candidate due to misrepresentation/concealment of facts or admission made due to error/oversight at university level, can be cancelled at any stage.
- (xxiv) Diploma programme of the university is full time residential programme. A student, therefore, cannot be admitted to more than one programme at a time in this or any other university/institute.
- (xxv) Admission to Diploma programme in the university is made by the Registrar on the recommendations of the Chairman counselling /Selection Committee.
- (xxvi) The Registrar may, at his discretion, cancel the admission of a candidate if at any time, it is found that the candidate obtained admission by misrepresentation/concealment of facts or the admission was made due to error, oversight, etc.



- (xxvii) The Academic Council of the University is the supreme authority to frame rules and regulations, and to decide all other matters relating to admissions and academic affairs. The Academic Council also has the right to promote or discontinue any programme and also to increase or decrease seats in any programme, whatsoever.
- (xxviii) The fee structure and number of seats in any programme and category can be changed by the competent authority without any notice.
- (xxix) The University reserves the right to enhance the fees, charges, funds, etc. at any time. An annual incremental increase of 10% in the fee structure shall be applicable to the constituent colleges of the university.
- (xxx) Any litigation arising for the fee being charged from the students will be dealt by the constituent/affiliated college itself.
- (xxxi) In case of hosteller students, the electricity bills received in excess of the electricity fund collections shall be proportionately charged from the residents of the respective hostels.
- (xxxii) The securities not claimed for three semesters succeeding the semester in which the student leaves the college either by completing a particular programme or dropouts or otherwise, shall be forfeited. In case of trainees (last semester), claims for refund of hostel security shall be entertained after the completion of the training programme.
- (xxxiii) All claims for refund of hostel security shall be entertained through the concerned college.
- (xxxiv) Hostel accommodation shall be provided subject to availability only.
- (xxxv) Request for surrender of seat as well as claim for refund of fee (if applicable) accordingly be submitted to the Dean/Principal of the concerned college. Copy of Selection Notice must be enclosed with the said request.

## 7.2 Check list of Documents to be submitted at Counselling

Check List of Documents mentioned in the application form and prospectus at Important Information Section C (page iii) are to be submitted by the candidate at the time of counselling.

### Note:

The eligibility under reserved category(s) will be determined only on the basis of option(s) claimed while submitting the online application form. The supporting document(s) in prescribed format shall be produced at the time of counselling. Any claim for reservation at a later stage will not be entertained.

**7.3 Refund Policy and Fee Concession:** Refer to Chapter V of the prospectus.

## 7.4 Mop-up Round(s)/Special Counselling(s)/ Walk-in Interview:

- (i) Any seat(s) remained vacant if required to be filled in the Mop-up Round(s)/Special Counselling(s)/Walk-in Interview, will be filled under Self-Financed/Management Quota only, and the details of same will be notified on the university website.
- (ii) The said seats, remaining vacant (other than reserved for other state candidates) after considering the candidates from Punjab & UT Chandigarh, will be offered to the candidates from other states provided they meet all the eligibility requirements as notified by the university, have applied within stipulated dates and have paid requisite fee.
- (iii) Sliding/shifting of the candidates from one Quota to another or from one college to another will not be allowed in Mop-Up Round(s)/Special Counselling(s)/ Walk-in Interview, if any.



## 7.5 SCHOLARSHIPS AND MERIT CERTIFICATES

### a) Merit Certificate

The University has instituted Merit Certificates for the students who achieve an OCPA of 8.000 (out of 10.000) or more at the end of their Diploma in Veterinary Science & Animal Health Technology.

### b) Post Matric Scholarship (PMS) Scheme-SC

It is a centrally sponsored scheme with a 60:40 sharing ratio between the Centre and States (90:10 in case of North Eastern States).

#### Eligibility

Scholarships will be paid to the scheduled caste students whose parents'/guardians' income from all sources does not exceed Rs. 2,50,000/- (Rupees two lakh fifty thousand only) during the last financial year. Income certificate is required to be taken once only i.e. at the time of admission to courses which are continuing for more than one year. The income certificate shall be issued by the authority as decided by the State Government. The scholarship includes compulsory non-refundable fees including tuition fee, as fixed by the Fee Fixation/ Rationalization Committee of the State Government, and Academic Allowance (10% extra allowance for Divyang (physically challenged) students).

#### Freeship Card

All eligible students shall be entitled to take admission in the institution without pre-payment of tuition fees and hostel fees (but will pay refundable charges) as per the Scheme Guidelines available on the site <https://scholarships.gov.in> under Ministry of Social Justice & Empowerment. To enable this, a FREESHIP CARD will be issued by the State Government to the eligible students. This Freeship card shall make the student eligible to study in the institution without pre-payment of the fees, and on the condition that as and when amount is released to the student's account, the institution would be intimated to collect the same from the student.

Student should have a valid functional Mobile Number, Aadhar Number (UID), Aadhar linked Bank Account, Income Certificate, Caste Certificate and Passing Certificate for applying on the Dr Ambedkar Scholarship Portal, Government of Punjab at [www.scholarships.punjab.gov.in](http://www.scholarships.punjab.gov.in) (select 'New Registration' from 14-04-2022 onwards). The student shall, well before the expected date of admission, register for issuance of a Freeship Card on the respective scholarship portal giving the details like the Aadhaar number, the name of the course in which he/she wants to take admission (e.g. Diploma) and an undertaking that the institution's charges would be paid within 7 working days from the date of receipt of the scholarship amount in his/her account. For the purpose of registration of Freeship Card, the portals shall remain open throughout the year. For the purpose of admission, the Freeship card will remain valid for period of one year from the date of issue.

**Note: Those without Freeship card will have to deposit the full fee.**

### c) PM Young Achievers Scholarship Award Scheme

A new scheme namely PM Young Achievers Scholarship Award Scheme has been formulated for OBC, EBC and DNT students as per letter no. BC-12013/10/2020-BC-I issued by the Ministry of Social Justice & Empowerment, GOI received through Director, Animal Husbandry, Pb vide his memo No. 5737-38 dated 22.05.2023.



## CHAPTER VIII

### FORMULA FOR INTERCONVERSION OF OGPA/OCPA AND AGGREGATE PERCENTAGE OF MARKS

The following conversion formulae have been adopted by the university to determine the equivalence of Overall Credit Point Average (OCPA), Overall Grade Point Average (OGPA) and Percentage of marks

#### Formula for conversion of OCPA into percentage

$$Y = 10Z$$

Where Y = Percent Marks

Z = Overall Credit Point Average (OCPA) in 10.000 point system of evaluation.

#### Formula for conversion of OGPA into OCPA

$$Z = (50 - 10X + 5X^2) / 10$$

Where Z = OCPA in 10.000 point system of evaluation

X = OGPA in 4 point scale (maximum = 4.00) in the letter grade system of evaluation

#### Formula for conversion of OGPA into Percent marks

$$Y = 50 - 10X + 5X^2$$

Where Y = Percent marks

X = OGPA in 4 point scale (maximum 4.00) in the letter grade system of evaluation





**CHAPTER IX**

**ACADEMIC CALENDAR 2024-25**  
**(1<sup>st</sup> Year)**

	1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester
Registration	04.09.2024	03.03.2025
Commencement of Classes	05.09.2024	04.03.2025
Last date of Registration with prescribed late fee of Rs 2000/-	11.09.2024	10.03.2025
Last date of Registration with prescribed late fee of Rs 3000/-	16.09.2024	13.03.2025
Last date of Registration with prescribed late fee of Rs. 5000/-	20.09.2024*	-
Mid Semester Examination	14.11.2024 to 26.11.2024	12.05.2025 to 23.05.2025
Submission of Mid Semester Result by HOD/ course in charge to the Principal/ Dean of the college	29.11.2024	28.05.2025
Submission of Mid Semester Result by Principals to Controlling Officer	04.12.2024	02.06.2025
Submission of Mid Semester Result by Controlling Officer to COE	11.12.2024	09.06.2025
<b>End of Semester Examination</b>		
Practical	10.01.2025 to 20.01.2025	04.07.2025 to 15.07.2025
Theory	23.01.2025 to 04.02.2025	18.07.2025 to 31.07.2025
Submission of Grades by COE to Registrar	14.02.2025	11.08.2025
Announcement of Results	18.02.2025	14.08.2025
Last Date of Application for Re -totaling	21.02.2025	18.08.2025
Submission of result of retotaling by COE to Registrar	26.02.2025	22.08.2025
Announcement of result of retotaling	28.02.2025	26.08.2025
Last Date of Application for Supplementary Examination (Principal/Dean to COE through controlling officer)	05.03.2025	29.08.2025
Supplementary Examination	10.03.2025 to 14.03.2025	03.09.2025 to 10.09.2025
Submission of Grades of Supplementary Examination by COE to Registrar	20.03.2025	16.09.2025
Announcement of Supplementary Results	24.03.2025	19.09.2025
Semester Break	05.02.2025 to 02.03.2025	01.08.2025 to 01.09.2025
Breakup	04.09.2024 to 04.02.2025	03.03.2025 to 31.07.2025
Total number of days	154	151
Total number of working days	110	109

\*For new entrants with permission of the Registrar after recommendation of Controlling Officer



**ACADEMIC CALENDAR 2024-25**  
**(2<sup>nd</sup> Year)**

	1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester
Registration	27.08.2024	24.02.2025
Commencement of Classes	28.08.2024	25.02.2025
Last date of Registration with prescribed late fee of Rs 2000/-	03.09.2024	03.03.2025
Last date of Registration with prescribed late fee of Rs 3000/-	06.09.2024	05.03.2025
Mid Semester Examination	05.11.2024 to 15.11.2024	-----
Submission of Mid Semester Result by HOD/ course in charge to the Principal/ Dean of the college	20.11.2024	-----
Submission of Mid Semester Result by Principals to Controlling Officer	25.11.2024	
Submission of Mid Semester Result by Controlling Officer to COE	29.11.2024	-----
<b>End of Semester Examination</b>		
Practical	02.01.2025 to 13.01.2025	21.07.2025 to 23.07.2025
Theory	16.01.2025 to 27.01.2025	----
Submission of Grades by COE to Registrar	06.02.2025	28.07.2025
Announcement of Results	11.02.2025	31.07.2025
Last Date of Application for Re-totaling	14.02.2025	-----
Submission of result of retotaling by COE to Registrar	20.02.2025	-----
Announcement of result of retotaling	24.02.2025	-----
Last Date of Application for Supplementary Examination (Principal/Dean to COE through controlling officer)	27.02.2025	-----
Supplementary Examination	03.03.2025 to 07.03.2025	-----
Submission of Grades of Supplementary Examination by COE to Registrar	14.03.2025	-----
Announcement of Supplementary Results	18.03.2025	-----
Semester Break	28.01.2025 to 23.02.2025	-----
Break up	27.08.2024 to 27.01.2025	24.02.2025 to 23.07.2025
Total days	154	150
Total working days	110	108



## General rules to Academic Calendars

1. No registration will be allowed after the prescribed dates (with late fee) in the academic calendar.
2. If a certain day happens to be a holiday, the next working day will be considered for the particular activity. There will, however, be no change in the schedule of examinations except in the case of emergency/exigency.
3. Students getting and eligible for supplementary exam in 1<sup>st</sup>/2<sup>nd</sup> semester of diploma program must get themselves registered for the respective next semester (2<sup>nd</sup>/3<sup>rd</sup>) as per prescribed dates in the academic calendar, and they must start attending the classes of next semester from the day immediately following their respective last supplementary exam. However, if any of such students, intends to attend the classes for next semester prior to supplementary exam to lessen his/her academic loss, can do so.
4. Registration to the 4th Semester courses of diploma program will be allowed only after successful completion of 1st, 2nd and 3rd Semester courses of diploma program with a minimum OCPA of 5.500 out of 10.000.
5. Further, the students becoming eligible for registration for the registration to 4<sup>th</sup> semester course after clearing the supplementary examination must get themselves registered within three working days of declaration of their supplementary exam result. In case of unsatisfactory work/ performance and/ or any period of short of attendance up to 15 days during the 4<sup>th</sup> semester course program, the period of institutional training shall be extended by not less than 15 days. If this period of absence/ shortage of attendance is more than 15 days, the trainee student has to register afresh for the entire semester.
6. 1st year academic calendar will be followed for students enrolled in Special Semester.

**Note:** Students must have attended at least 75% of lectures and practical separately in each of the courses, failing that, he/she shall not be allowed to appear in the end of semester examination in theory and practical of the respective course. Detailed guidelines of academic rules are available in the Academic & Hostel Rules 2021-22 of the university.



**CHAPTER X**

**CERTIFICATE AND SHORT COURSES**  
**College of Veterinary Science, Rampura Phul**

Course Name	No. of Seats	Eligibility Qualifications	Course Duration	Course Period	Course Fee (Rs.)*	Organizing Department	Application Submission Period
<b>Certificate Courses (CC)</b>							
Artificial Insemination Technician	20#	Minimum 10th Standard (Experience in the relevant field will be preferred)	3 Months (complete offline in the campus)	September/October 2024	15000	Veterinary Clinical Complex	01.08.2024 to 20.08.2024
	20#			January/February 2025			01.12.2024 to 20.12.2024
<b>Short Courses (SC)</b>							
Scientific Dairy Farming	20#	Minimum 10th Standard (Experience in the relevant field will be preferred)	2 Week	September/October 2024	2000	Livestock Production Management, Livestock Farm Complex	01.08.2024 to 20.08.2024
	20#			January/February 2025			01.12.2024 to 20.12.2024
Backyard Poultry Farming	20#	Minimum 10th Standard (Experience in the relevant field will be preferred)	6 Weeks (10 days offline in the campus)	November/December 2024	2000	Livestock Production Management, Livestock Farm Complex	01.10.2024 to 20.10.2024
	20#			April/May 2025			01.03.2025 to 20.03.2025
Veterinary Laboratory Techniques**	20#	Diploma in Veterinary Science & Animal Health Technology	6 Weeks	November/December 2024	15,000	Department of Veterinary Pathology	01.10.2024 to 20.10.2024
	20#			April/May 2025			01.03.2025 to 20.03.2025
Health Care and Management of Dogs**	20#	Diploma in Veterinary Science & Animal Health Technology	6 Weeks (3 weeks offline in campus)	November/December 2024	15,000	Department of LPM and Veterinary Medicine	01.10.2024 to 20.10.2024
	20#			April/May 2025			01.03.2025 to 20.03.2025
Feed Processing Technology**	20#	Diploma in Veterinary Science & Animal Health Technology	6 Weeks (3 weeks offline in campus)	November/December 2024	15,000	Department of Animal Nutrition	01.10.2024 to 20.10.2024
	20#			January/February 2025			01.12.2024 to 20.12.2024

#Minimum 10 candidates to initiate the programme

\*Excluding boarding/lodging

\*\*If the available number of candidates with diploma is less, then the candidates with B.Sc. (Medical)/10+2 Science Stream with experience in the relevant field may be considered.

Note: Certificate/ short course may be conducted out of schedule as per demand and availability of minimum number of candidates and will be highlighted on the university website



**Note:**

- (i) For admission, candidates will be considered strictly on the basis of merit/marks of qualifying examination. However, wherever applicable preference will be given to Dip.V.Sc. & A. H. Tech. holder candidates for Certificate courses in College of Veterinary Sciences. In case two or more candidates are obtaining equal marks in the qualifying examination, the preference will be given to the candidate older in age.
- (ii) Change, if any, in application submission dates and the counselling dates will be notified on the university website only. The aspirants are advised to visit the university website regularly for the updates.
- (iii) The admission to Certificate and Short courses are open to residents of all states and union territories of India.
- (iv) The admission form is available on the University website “www.gadvasu.in”. The candidates seeking admission will have to download the application form, fill offline and submit along with all required documents and proof of payment of application fee to the office of Dean, COVS, Rampura Phul as hard copy or soft copy as scanned single pdf file via email at address given in box below on or before the last date fixed for receipt of the application form.

To	Email address
Dean, College of Veterinary Science, Rampura Phul (Bathinda)	covsrampura@gadvasu.in

- (v) Only one application is to be submitted for consideration for admission to a particular course. If a candidate wishes to be considered for more than one course, he or she has to submit separate applications for each Course and pay the application fee accordingly. It is to note that, at a time, the candidate will be admitted to one course only.
- (vi) **Application Fee** is Rs. 1000/- for Certificate Course and Rs. 500/- for Short Course. The fee can be deposited through “Demand Draft” favouring Comptroller GADVASU, Ludhiana or through “Bank Transfer” as per account details given below:

Beneficiary Name	COMPTROLLER, GADVASU
Account No	50100094320540
Bank	HDFC Bank Ltd, Feroze Gandhi Market, Ludhiana
Bank IFSC Code	HDFC0000634
Bank Swift Code	HDFCINBBXXX

- (vii) The candidates seeking admission may be called for counselling if required.
- (viii) At the time of counselling, the candidate is required to present the hard copy of the submitted application form and the original certificates.
- (ix) The university possesses no boarding facilities for the candidates taking admission in Certificate/Short courses. So, they have to arrange accommodation at their own level.
- (x) The reservation policy will be followed as per guidelines of the state government and as mentioned in other programmes of the university.
- (xi) The in-service candidates deputed by the employer will be given preference in admission.



**ANNEXURE – A**  
**INSTRUCTIONS/GUIDELINES FROM PUNJAB GOVERNMENT REGARDING**  
**COMPETENT AUTHORITY TO ISSUE RESIDENCE CERTIFICATE**

**1. Residence Certificate**

Copy of letter No. 1/3/95-3PPII/9619 dated 06.06.1996 from the Deputy Secretary Personnel, Government of Punjab, Department of Personnel and Administrative Reforms (Personnel Policies-II Branch) to

- (i) All the Financial Commissioners to the Government of Punjab.
- (ii) All the Principal Secretaries /Administrative Secretaries to Govt. of Punjab.
- (iii) All Heads of Departments, Commissioners of Divisions, Registrar, Punjab and Haryana High Court, District and Session Judges, Deputy Commissioners, Sub Divisional Officers (Civil) in the Punjab State.

**Subject:** Bonafide resident of Punjab Guidelines for grant of Resident Certificate.

Sir/Madam

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

		<b>Self-Declaration/Certificate and the Authorities competent to issue the same</b>
a)	Citizens of India	Self-declaration of the Parents /Guardian (Annexure VII)
b)	Produce an affidavit to the effect that they or their children/wards have not obtained the benefit of residence in any other State.	*Affidavit of parents/guardian to be attested by an Executive Magistrate/Oath Commissioner/Notary Public.
<b>Categories</b>		
i)	Candidates who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years preceding the qualifying examination for the admission.	Certificate to be signed by the Headmaster/ Principal of the recognized Schools/ College concerned.
ii)	Children/Wards of:	
a)	The employee of Punjab Government posted in or outside Punjab State or working on deputation having at least 3 years of service	Certificate to be issued by the respective Head of the Department.
b)	The employees of Government of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. for a period of 3 years.	-do-



c)	The employees of State Government Institutions/Undertakings who are posted in Chandigarh or in Punjab in connection with affairs of the Punjab Government for a period of 3 years.	-do-
d)	The employees having at least 3 years of service in autonomous bodies/companies in which Punjab Government has 20% or more shares.	-do-
iii)	Children/Wards of the Pensioners of Punjab Govt. irrespective of the fact that the original home of the retiree is in a State other than Punjab or he has settled after retirement in or outside Punjab	PPO issued by the Accountant General, Punjab
iv)	Children/Wards of the persons who have settled in Punjab or had resided in Punjab for a period of at least 5 years at any time prior to the date of submission of the application either in pursuit of a profession or holding of a job.	Certificate to be issued by the DC, ADC (R),ADC(D), SDO(Civil), GA to DC, DORG, DRO,EM, Tehsildar, Commissioners of Municipal Corporation of Amritsar, Jalandhar and Ludhiana
v)	Children/Wards of persons who have held immovable property in Punjab for a period of five years. The property should be in the name of the parents/guardians or the candidate himself.	Certificate to be issued by the DC, ADC(R), ADC(D),SDO(Civil), GA to DC, DORG, Tehsildar/DRO based on copies of jamabandi Revenue Record, Municipal Record, Registered deeds or any other document to the full satisfaction of the DC.
vi)	Persons who were born in Punjab and produced a certificate to that effect	As per category (iv) above

For the purpose of uniformity for issuing the certificate of Residence in the case of various categories to be issued by the competent authorities, proforma have been prescribed which are enclosed herewith. After careful consideration it has also been decided to delete the D.T.O. included among the certifying authorities against category (iv) & (vi) of the policy instructions 29.01.1996.

*Specimen formats of Residence Certificate for the categories mentioned in guidelines issued by the Punjab Govt. are given as **Annexure VII-A** in the application form. The candidates should furnish the certificate as applicable to them*

1	*Self-declaration certificate duly signed by the Parents/Guardians in place of Affidavit	
2	The employees borne on the establishment of Punjab and the Haryana High Court discharging duties in connection with the affairs of the State of Punjab having at least three years of service who have not availed this facility from their parent State, State of Haryana and U.T. Chandigarh	Certificate to be issued by the Head of the Department of the Punjab and Haryana High Court

(issued vide no. 1/3/95-3PP2/1530 Government of Punjab, Department of Personnel (Personnel Policies-II Branch), Chandigarh dated 14.12.2011) and vide no. 12/82/2010-1PP2/557970/1 dated 17.01.2015.



**ANNEXURE - B**  
**SELF DECLARATION**

Paste latest  
passport size  
photograph  
of the candidate  
Do not staple

I, \_\_\_\_\_ son/daughter of Shri  
aged \_\_\_\_\_ years, resident of \_\_\_\_\_ have  
passed matriculation in the year \_\_\_\_\_ and 10+2 in the year \_\_\_\_\_ and  
have achieved the following distinctions in the field of sports. I further state that in case any of the  
achievements stated below is found to be false, I shall be liable to be punished under the  
provisions of the law. I hereby give an undertaking that if I am admitted to **Diploma in Veterinary  
Science & Animal Health Technology** programme at the Guru Angad Dev Veterinary and Animal  
Sciences University, Ludhiana in the category of sports persons, I shall regularly attend the play  
grounds and shall also participate in various tournaments besides fulfilling the mandatory  
requirements, and if I fail to do so, my admission may be cancelled by the University.

Sr. No.	Name of Sport/ Discipline	Name of the institute/ District/ State represented	Venue and name of the tournament, with year and date	Position won	Category of tournament (Senior/ Junior)

Date:

Declarant

Place:

**Verification**

I, the above named declarant, solemnly declare and affirm that the contents of my above Declaration are true to the best of my knowledge and nothing has been concealed therein.

Date:

Place:

Declarant

Encl.: Copy of all the certificates.





## ANNEXURE – C

### CRITERIA FOR ADMISSION OF OUTSTANDING SPORTS PERSONS

1. The admission against the sports quota shall be finalized on the basis of recommendations of the Sports Committee constituted by the DSW-cum-Estate Officer.
2. The candidates applying for admission under sports quota shall have to obtain a gradation certificate from the Sports Department, Govt. of Punjab for their performance at 10+1 and 10+2 level. No weightage will be given to the candidates who have participated after 10+2 level. Only the participation in the academic year of passing 10+2 and the preceding year will be considered.
3. The shortlisted candidates in order of merit, three times the number of available seats, will undergo trial for satisfactory performance. The tracks will be video-graphed, and obtaining a satisfactory grading will be mandatory for admission under sports quota.
4. In case of two or more candidates are obtaining similar grades in Sportspersons category, the following criteria will be used to determine the merit of selection for admission under Sportspersons category:
  - (a) The candidate winning the higher position in a competition of the same level will be placed higher followed by
  - (b) The candidate representing the competitions at the same level more times followed by
  - (c) The candidate having higher rank/marks in qualifying test/examination as applicable followed by
  - (d) The candidate senior in age
5. The candidate shall be required to submit self-declaration in the prescribed form as per **Annexure – B** regarding his/her achievements in sports. If the candidate is a minor, declaration may be given by the parents/guardian in respect of his/her ward's/child's achievements in sports.
6. The admission of candidates under the sportsperson category shall be made on the explicit understanding that after joining the university, he or she shall attend the play fields regularly and shall also participate in various tournaments. If the candidate fails to do so, his/her admission may be cancelled.
7. Only the games/disciplines listed below will be considered for admission under sports category

Athletics	Kabaddi
Badminton	Lawn Tennis
Basketball	Shooting
Cricket	Swimming
Cycling	Table Tennis
Equestrian	Volley ball
Football	Weight Lifting
Handball	
Hockey	



### DETAILS OF ANNEXURES

S. No	Annexure No.	Title of the Annexure	Issuing Authority
1	Annexure I (Form A)	Certificate for scheduled castes/scheduled tribes (SC/ST)	District Magistrate / Additional District Magistrate / Deputy Commissioner / Additional Deputy Commissioner / First Class Stipendiary Magistrate / Sub Divisional Magistrate / Executive Magistrate / Revenue Officer not below the rank of Tehsildar
2	Annexure I (Form B)	Income Certificate	Tehsildar
3	Annexure II (Form A)	Certificate in support of claim of belonging to backward class (BC)	Deputy Commissioner /Additional Deputy Commissioner / Sub-Divisional Magistrate, Executive Magistrate (PCS Officers only), Tehsildar
4	Annexure II (Form B)	Income Certificate	Tehsildar
5	Annexure II (Form C)	Self-Declaration Performa to be submitted by the person belonging to backward class category at the time of admission	Self-Declaration
6	Annexure III	Certificate to be furnished by the children/grandchildren of freedom fighter (FF)	Deputy Commissioner /Additional Deputy Commissioner / GA to Deputy Commissioner of the Distt. to which the freedom fighter belongs.
7	Annexure IV-	Certificate to be furnished by the candidate in support of claim of being child / ward of serving defence or ex- servicemen of Indian army, air force and navy	Signature of Commanding Officer /Director Defence Services / Welfare Officer Punjab (with Official Seal)
8	Annexure IV-B	Certificate to be furnished by the candidate in support of claim of being child / ward of serving or ex-servicemen of Punjab police / Punjab armed police / Punjab home guards/para military forces personnel including officials	IG Police (HQ), Punjab
9	Annexure V	Certificate to be furnished in respect of innocent civilians killed/100% physically injured by terrorist/security forces acting in aid of civil power (TA)	Deputy Commissioner / Additional Deputy Commissioner / GA to Deputy Commissioner of the District / Sub-Divisional Officer (C)
10	Annexure VI	Certificate to be produced in support of claim of disability by disabled persons (DP)	Single specialist doctor for single disability



**DETAILS OF ANNEXURES**

11	Annexure VII	Self-declaration of the parents/guardian	Self-Declaration
12	Annexure VII-A	Residence certificate (specimen format) **Certificate to be issued by the principal / head master of the government / recognized school /college concerned in case of category (i)	Head of Department
		Residence certificate in Case of Categories (iv).	Signature of DC, ADC (R), ADC (D), SDM, Asstt. Commissioner General, DORG, DRO, EM, Tehsildar, Commissioners of Municipal Corporations of Amritsar, Jalandhar, Patiala, and Ludhiana
13	Annexure VIII	Self-undertaking of gap in study period	Self-Declaration
14	Annexure IX-A	Bonafide Certificate for the permanent residents of Kaljharani	Tehsildar, Bathinda
15	Annexure IX-B	Certificate in support of claim of rural area candidate	Sub Divisional Magistrate/ Tehsildar/ BDPO/Naib Tehsildar/ GA to DC
16	Annexure IX-C-I	Certificate in support of claim of border area candidate	DC/GA to DC of the District or SDO (Civil)/SDM/ BDPO/tehsildar
17	Annexure IX-C-II	Certificate in support of claim of border area candidate	Headmaster / Principal of the Institution
18	Annexure X-A	Undertaking by parent/guardian regarding anti-ragging	Self-Declaration
19	Annexure X-B	Undertaking by parent/guardian regarding anti-ragging (in Punjabi language)	Self-Declaration
20	Annexure XI	Self-undertaking for candidates who passed 10+2 from open school	Self-Declaration
21	Annexure XII	Form-6 for Election Photo Identity Card (EPIC) Registration	



**ANNEXURE I (FORM A)**

**CERTIFICATE FOR SCHEDULE CASTES/SCHEDULED TRIBES (SC/ST)**

Dispatch No. \_\_\_\_\_

Date: \_\_\_\_\_

1. It is certified that Shri/Smt./Kumari \_\_\_\_\_ son/ daughter of Shri \_\_\_\_\_ of village/ town \_\_\_\_\_ District/ Division \_\_\_\_\_ State of Punjab belongs to \_\_\_\_\_ Caste which has been recognized as Scheduled Caste as per “The Constitution (Scheduled Castes) Order, 1950”
2. Shri/Smt./Kumari \_\_\_\_\_ and his/ her family lives in village/town \_\_\_\_\_ District/Division of Punjab State.

Place .....  
Date .....

Signature.....  
Designation .....  
(with seal of office)

**Authority competent to issue SC/ST Certificate:**

- (i) District Magistrate/Additional District Magistrate/Deputy Commissioner/Additional Deputy Commissioner/First Class Stipendiary Magistrate/Sub Divisional Magistrate/ Executive Magistrate/Revenue Officer not below the rank of Tehsildar.

**N.B.:** In case the certificate is found to be false or incorrect, the candidate will render himself/ herself liable for criminal prosecution.



**ANNEXURE I (FORM B)**

OFFICE OF THE TEHSILDAR \_\_\_\_\_

**Income Certificate**

(For Applicants of SC category under post matric scheme only)

No. \_\_\_\_\_

Date \_\_\_\_\_

It is certified that according to the regional establishment, the annual income of the whole family of Sh./Smt./Kumari \_\_\_\_\_

S/O./D/O./W/O. \_\_\_\_\_ Resident of village

Post office Tehsil \_\_\_\_\_ District \_\_\_\_\_ (Punjab), for the

financial year \_\_\_\_\_ is not more than 2,50,000/- (Rupees two lakhs fifty thousand only) per annum from all sources.

TEHSILDAR

(With seal of office)

Place \_\_\_\_\_

Date \_\_\_\_\_

**Note:** Employed parents/guardians are required to obtain income certificate from their employer along with an affidavit on non-judicial stamp paper at the time of admission of their wards



### ANNEXURE II (FORM A)

#### CERTIFICATE IN SUPPORT OF CLAIM OF BELONGING TO BACKWARD CLASS (BC)

1. This is certified that Mr./Ms. \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ village/town \_\_\_\_\_ in District/Division \_\_\_\_\_ of the State of Punjab, belongs to the \_\_\_\_\_ community which is recognised as Backward Class under the Government of Punjab, Department welfare of SCs and BCs vide Notification No. \_\_\_\_\_ dated \_\_\_\_\_.
2. Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinary resides in village/town \_\_\_\_\_ of District/Division of the State of Punjab.
3. This is also verified that he/she does not belong to the persons/sections (Creamy Layer) and that income of the family from all sources does not exceed Rs 8,00,000/- (Rupees Eight lakhs) per annum in terms of letter No. 1/41/93-RC- 1/1093050/1 dated 27/10/2017 from Department of Welfare, Government of Punjab, Chandigarh or as per State Government notification or whichever is latest.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Designation \_\_\_\_\_  
(with seal of office)

Paste Passport size  
photograph with gum  
**Do not staple**

#### Authorities competent to issue BC Certificate

Deputy Commissioner, Additional Deputy Commissioner, Sub-Divisional Magistrate, Executive Magistrate (PCS Officers only), Tehsildar.

- Note:** i) In case the certificate is found to be false or incorrect, the candidate will render himself/herself liable for criminal prosecution.
- ii) **The certificate must not be dated one year before the first day of counselling for admission.** A certificate issued more than one year before the counselling date shall not be valid.
- iii) Candidates whose certificate is older than one year from the date of issue must submit the self-declaration as per Annexure II (Form C)



**ANNEXURE II (FORM B)**

OFFICE OF THE TEHSILDAR \_\_\_\_\_

**Income Certificate**

(For Applicants of BC category only)

No. \_\_\_\_\_

Date \_\_\_\_\_

It is certified that according to the regional establishment, the annual income of the whole family of Sh./Smt./ Kumari \_\_\_\_\_  
S/O/ D/O./Wife/O \_\_\_\_\_ resident of village \_\_\_\_\_ Post office  
Tehsil \_\_\_\_\_ District \_\_\_\_\_  
(Punjab), is Rupees \_\_\_\_\_

TEHSILDAR  
(With seal of office)

Place \_\_\_\_\_

Date \_\_\_\_\_

**Note:** Employed parents/guardians are required to obtain income certificate from their employer along with an affidavit on non-judicial stamp paper at the time of admission of their wards



**ANNEXURE II (FORM C)**

**SELF-DECLARATION PERFORMA TO BE SUBMITTED BY THE PERSON BELONGING TO BACKWARD CLASS CATEGORY AT THE TIME OF ADMISSION**

I \_\_\_\_\_ S/O, D/O \_\_\_\_\_ Resident  
of \_\_\_\_\_ Village/Tehsil/City \_\_\_\_\_ District  
\_\_\_\_\_ hereby declare that I \_\_\_\_\_ belong to \_\_\_\_\_ caste  
and this caste has been declared as backward class by State Government as per letter  
no. \_\_\_\_\_ dated \_\_\_\_\_.

I hereby declare that, I do not come under Column-3 of the Schedule to the Government of Punjab, Department of Welfare of SCs and BCs notification No. 1/41/93-RC-1/459 dated 17.01.94 as amended vide notification no. 1/41/93-RCI/1597 dated 17.08.2005, notification no.1/41/93-RCI/209 dated 04.02.2009 and notification no. 1/41/93-RCI/609 dated 24.10.2013.

**Declarant**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Verification:**

I hereby declare that the above submitted information is correct as per my understanding and nothing has been concealed herein. I am well versed with the facts that I would be liable to face any punishment prescribed by law in case my above information is found to be false and the benefits granted to me (the applicant) will be withdrawn.

**Declarant**

Place: \_\_\_\_\_

Date: \_\_\_\_\_





### ANNEXURE III

#### CERTIFICATE TO BE FURNISHED BY THE CHILDREN/GRAND CHILDREN FREEDOM FIGHTER (FF)

Certified that Mr./Ms. .... an applicant for admission to Diploma in Veterinary Sciences and Animal Health Technology programme at Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana is a son/ daughter/ son's son/ son's daughter or daughter's son/ daughter's daughter (delete whichever is not applicable) of Shri ..... who is freedom fighter/Tamra Patra holder and/or drawing pension form ..... treasury as per Punjab Govt. Rules/Instructions vide letter no ..... dated .....

Place .....

Signature.....

Date.....

Designation.....

(with seal of office)

#### Authority competent to issue FF Certificate:

Deputy Commissioner/Additional Deputy Commissioner/G.A. to Deputy Commissioner of the district to which the freedom fighter belongs.

**N.B.:** In case the certificate is found to be false or incorrect, the candidate will render himself/ herself liable for criminal prosecution.



### ANNEXURE IV-A

#### CERTIFICATE TO BE FURNISHED BY THE CANDIDATE IN SUPPORT OF CLAIM OF BEING CHILD/WARD OF SERVING DEFENCE OR EX-SERVICEMEN OF INDIAN ARMY, AIR FORCE AND NAVY

Certified that Ms./ Mr. .... son/daughter of Sh. .... is a resident of Punjab/Union Territory of Chandigarh

Sh./Smt. .... is /was a father/mother/guardian of Ms./Mr. .... (Name of the candidate) and covers under Priority ..... for reservation/ preference. As per service record at the time of entry into service his/her home address is/was .....

Inter-se priority/preference for reservation for the wards of defence personnel is as below:

Priority I: Widows/Wards of Defence personnel killed in action

Priority II: Wards of Defence personnel disabled in action and boarded out from service

Priority III: Widows/Wards of Defence personnel who died while in service with death attributable to military service

Priority IV: Wards of disabled in-service and boarded out with disability attributable to Military Service.

Priority V: Wards of Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards

i) Paramvir Chakra

ii) Ashok Chakra

iii) Maha Vir Chakra

iv) Kirti Chakra

v) Vir Chakra

vi) Shaurya Chakra

vii) Sena, Nau Sena, Vayu Sena Medal

viii) Mention-in-Despatches

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 attributable to military service

(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

This certificate is being issued for admission purpose only to Mr./Ms.

to apply for (name of the course) in Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana.

Date:

Signature of Commanding Officer  
(with Official Seal)

Countersigned by the Director Defence Services Welfare Officer, Punjab (with official seal)

\*Strike through whichever is not applicable

Note:

- 1) The candidates seeking admission against the above categories of defence personnel in case of State quota, who are bonafide resident of Punjab State should produce a certificate from the Army/Navy/Air Force Headquarters or the Commanding Officer of the Unit duly countersigned by the Director, Defence Services Welfare Punjab in the case of serving Defence Personnel. In the case of Ex-Servicemen, certificate should be signed by the concerned District Defence Services Welfare Officer duly countersigned by the Director, Defence Services Welfare Punjab.
- 2) The above said benefit is only for the wards of Punjab State and UT of Chandigarh Defence personnel only Guardians will only be considered if parents of the applicant/ward are not alive.



### ANNEXURE IV-B

#### CERTIFICATE TO BE FURNISHED BY THE CANDIDATE IN SUPPORT OF CLAIM OF BEING CHILD/WARD OF SERVING OR EX-SERVICEMEN OF PUNJAB POLICE/PUNJAB ARMED POLICE/PUNJAB HOME GUARDS/PARA MILITARY FORCES PERSONNEL INCLUDING OFFICIALS

Certified that Mr./Ms. \_\_\_\_\_ son/ daughter of Sh. \_\_\_\_\_ resident of \_\_\_\_\_ is father/mother/guardian of Mr./Ms. \_\_\_\_\_

(Name of the candidate) who has been/is:

(Inter-se priority/preference for reservation is as below)

Priority I: Killed in action

Priority II: Disabled in action to the extent of 50% and above

Priority III: Winners of Gallantry award/President's Police Medal for Gallantry/Police Medal for Gallantry

This certificate is being issued for admission purpose only to Mr./ Ms. \_\_\_\_\_ to apply for \_\_\_\_\_ (name of the course) in Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana.

Place \_\_\_\_\_

Signature of IG Police (HQ) with official seal

Date \_\_\_\_\_

\*Strike through whichever is not applicable

- Note:**
- i) In case of children/wards of Punjab Police personnel, Punjab Armed Police, Punjab Home Guards, Paramilitary Forces Personnel, the certificate may be signed by the IG Police (HQ), Punjab.
  - ii) In case the certificate is found to be false or incorrect, the candidate will render himself/herself liable for criminal prosecution.



**ANNEXURE V**

**CERTIFICATE TO BE FURNISHED IN RESPECT OF INNOCENT CIVILIAN KILLED/100% PHYSICALLY INJURED BY TERRORIST/SECURITY FORCES ACTING IN AID OF CIVIL POWER (TA)**

1. It is certified that Shri/Smt./Kumar.....son/daughter/of Sh./Smt.....was/ is father/mother/guardian of Mr./Ms.....(Name of the candidate) resident of..... (Name of Village, Tehsil (in case the deceased belonged to rural area) house number, name of mohalla and area of town to which he/she belongs) was killed/100% physically disabled by the terrorists/security forces acting in aid of civil power on ..... in village/mohalla .....Tehsil/Town ..... District ..... He was neither terrorist nor having any links with such elements.
2. This certificate is being issued for admission purpose only to Mr./ Ms..... to apply for admission to Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana.

No. \_\_\_\_\_

Signature.....

Place .....

Designation.....

Date .....

(With seal of office)

**Authority competent to issue TA Certificate:**

Deputy Commissioner/Additional Deputy Commissioner/GA to Deputy Commissioner of the district.

**N.B.:** In case the certificate is found to be false or incorrect, the candidate will render himself/herself liable for criminal prosecution.



**ANNEXURE VI**

**CERTIFICATE TO BE PRODUCED IN SUPPORT OF CLAIM OF DISABILITY BY DISABLED PERSONS (DP)**

No.....

Date .....

It is certified that Mr./Ms. ....age about.....years  
son/daughter Sh ..... Resident of .....Tehsil  
.....District .....

.....  
has been examined by Dr. .... or a medical board of Civil Hospital  
.....consisting of Dr. .... Dr. .... and Dr. ....

His/her report is as under:

- Name of the Disease.....
- Whether the Disease is progressive or non-progressive.....
- Whether the candidate is fit to carry on studies.....
- He/she is physically handicapped and his/her disability is.....%
- His/her signatures are given below:

Signature .....

Designation.....

(With seal of office)

Photograph pasted with  
gum and then attested by  
the medical officer  
conducting the  
medical test.  
Do not Staple

.....  
Signature of the Candidate

**Authority competent to issue Disability Certificate:**

1. Civil Surgeon through a Medical Board consisting of at least 3 Members out of which one shall be specialist in the particular field for assessing locomotor / cerebral / visual / hearing disability, as the case may be in case of multiple disabilities.
2. Single specialist doctor for single disability.

**Note:** In case the certificate is found to be false or incorrect, the candidate will render himself/herself liable for criminal prosecution.



**ANNEXURE VII**

**SELF DECLARATION**

**\* SELF DECLARATION OF THE PARENTS /GUARDIAN**

Recent Passport  
size photograph  
of declarant

I.....Father/Mother/Guardian of  
Ms./Mr.....Resident of (Full address to  
be given)..... do, hereby,  
solemnly state and affirm as under:

1. That I am a citizen of India.

or

I am overseas citizen of India (proof attached)

2. That neither the declarant nor the child has obtained the benefit of Residence in any other state.
3. That my son/daughter/ward has not been involved in any unlawful activity.
4. That my son/daughter/ward has not passed the qualifying examination from more than one board/university.
5. If at any stage, the information provided is found false/wrong, the admission of my son/daughter/ward is liable to be cancelled.

Dated .....

**DECLARANT**

**Verification**

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

Dated .....

**DECLARANT**



**ANNEXURE VII-A**

**RESIDENCE CERTIFICATE ( SPECIMEN FORMAT)**

**\*\* CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEAD MASTER OF THE GOVERNMENT / RECOGNISED SCHOOL/ COLLEGE CONCERNED IN CASE OF CATEGORY (i)**

It is certified that

Miss/Mr..... D/o./S/o.  
Sh.....has been a student of this  
School/College for a period of ..... years, from..... to  
..... He/She left the School/College on .....

Date.....

Signature of Principal/Head  
Master of the School/College  
(with seal)

**\*\* CERTIFICATE TO BE ISSUED BY THE HEAD OF DEPARTMENT  
IN CASE OF CATEGORY (ii) (a)**

Certified that Mr./Miss..... S/o./W/o Sh.....  
Father/mother os Miss/Mr..... (name of the Child/Ward)  
is an employee of the .....(name of office) of Punjab Government. He/She is  
working as .....and is posted at.....  
He/she has more than three years service at his /her credit.

Date.....

Head of Department  
(seal)

or

Certified that Mr/Ms .....S/o.W/o/Sh ..... is  
father/mother of Miss/Mr ..... is an employee of the .....  
of Punjab government. He/She is working as..... on deputation  
with the .....and is posted at ..... He/ She has more  
than three year's service at his/her credit.

Place.....

Date.....

Head of the Department  
(with seal)



**\*\*CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF CATEGORY (ii) (b)**

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

Head of the Department  
(With Seal)

Date.....

---

**\*\*CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF CATEGORY (ii) (c)**

Certified that Mr./Ms.....S/o/W/o Sh.....is father/mother of Miss/Mr.....is an employee of the..... of (Institution/Undertaking) of the Government of Punjab and is working as..... He /She has been posted at Chandigarh/Punjab in connection with the affairs of Punjab Government for the past three years

Head of the Department  
(With Seal)

Date.....

---

**\*\*CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT IN THE CASE OF CATEGORY (ii) (d)**

Certified that Mr./Ms.....S/o/W/o. Sh.....is father/mother of Miss/ Mr. ....is an employee of the.....(name of autonomous body/company) .....in which the Punjab Government has 20% or more share. He/ She is working as..... and is posted at ..... It is also certified that he/she has three years of service in the above said autonomous body/company.

Head of the Department  
(With Seal)

Date.....

---





**\*\*RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC (D), SDO (Civil), GA to DC, DORG, DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR, PATIALA AND LUDHIANA IN CASE OF CATEGORY (iv).**

Certified that Mr./ Mrs. S/o/W/o Sh. .... Father/mother/guardian of Mr./Miss ..... (Name of the Child/Ward with full address) has settled\* in Punjab or has resided\* in Punjab for a period of 5 years from .....to ..... He/she is working as ..... (name of profession, designation and job).

\*Strikeout whichever is not applicable.

Date.....

Signature of DC, ADC (R), ADC (D), SDM,  
Asstt. Commissioner General, DORG, DRO, EM,  
Tehsildar, Commissioners of Municipal Corporations of  
Amritsar, Jalandhar, Ludhiana and Patiala

**\*\*RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC (D), SDO (Civil), GA to DC, DORG, TEHSILDAR, DRO BASED ON COPIES OF JAMABANDHI, REVENUE RECORD, MUNICIPAL RECORD, REGISTERED DEED OR ANY OTHER DOCUMENT TO THE FULL SATISFACTION OF THE DC IN CASE OF CATEGORY (v)**

Certified that Mr./Mrs. .... S/o/ W/o Sh..... Father/mother/guardian of Mr./Miss ..... (Name of the Child/Ward with full address) hold immovable property at (place.....and district) ..... in the state of Punjab for the past.....years.

Date.....

Signature of DC, ADC (R), ADC (D), SDM, SDO (Civil), ASSTT. COMMISSIONER GENERAL, GA to DC, DORG, TEHSILDAR, DRO, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR, PATIALA AND LUDHIANA based on copies of Jamabandhi, Revenue Record, Municipal Record, Registered Deed or any other document to the full satisfaction of the DC.



**\*\* RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC (D), SDM, ASSISTANT COMMISSIONER GENERAL, DORG, DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL CORPORATIONS OF AMRITSAR, JALANDHAR, PATIALA AND LUDHIANA IN CASE OF CATEGORIES (vi).**

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

Signature of DC, ADC (R), ADC (D), SDM,  
Asstt. Commissioner General, DORG, DRO, EM,  
Tehsildar, Commissioners of Municipal Corporations of  
Amritsar, Jalandhar, Ludhiana and Patiala

Date.....

- \* **This declaration is to be given by all candidates**
- \*\* **Any one of these certificates, as applicable to the candidate according to the Punjab Govt. Instructions, is to be given.**



### ANNEXURE VIII

#### SELF UNDERTAKING OF GAP IN STUDY PERIOD

I.....Son/daughter of.....

Resident of (full address to be given) do hereby solemnly declare and affirm as under:

1. That I have passed 10+2 examination held in.....from .....  
.....(School/ College).
2. That I have not joined any college/ institution after passing 10+2.

**or**

That I have joined the course.....  
at..... (name of Institution) w.e.f.....  
and will leave the same before joining the Diploma in Veterinary Science and Animal Health Technology.

**or**

That I am working at .....as..... I will leave the same or  
I will get my leave sanctioned before joining the studies.

3. That I was not involved in any unlawful activity during the period.

Date:.....

.....  
Signature of the Candidate



**ANNEXURE IX-A**

**OFFICE OF THE TEHSILDAR, BATHINDA**

**BONAFIDE CERTIFICATE FOR THE PERMANENT RESIDENTS OF KALJHARANI**

No.....Tehsildar Bathinda

Dated.....

Certified that Shri/ Smt/ Miss.....  
Son/ Daughter/ Wife of.....is permanent  
resident of **Village** Kaljharani, **Tehsil** Bathinda , **District** Bathinda, Punjab.

Further Certified that the Certificate has been issued in accordance with Punjab Govt.  
Instructions contained in Letter No.1-3-95/3 PP-II / 9619 dated 6-6-96 and is covered under  
Category No of the said letter.

**Tehsildar**



**ANNEXURE IX-B**

**CERTIFICATE IN SUPPORT OF CLAIM OF RURAL AREA CANDIDATE**

Dispatch No. ....

Date:.....

1. It is certified that Shri/Smt./Kumari..... son/daughter of Shri..... Resident of (Full address of candidate).....is a permanent resident of a rural area (village). (Attach Voter Card and or Aadhar Card).
2. He/she must have studied for a minimum of three years and passed Matric and Senior Secondary (10+1 and 10+2) from the school(s) which/those is/are situated in rural area as per details mentioned below.

S.No	Examination Passed	Name and Address of the School	Sign and Stamp of the Principal
	10 <sup>th</sup>		
	10+1		
	10+2		

Place .....

Signature.....

Date .....

Designation .....

(with seal of office)

**Authority competent to issue 'Rural Area' Certificate:**

- (i) Sub Divisional Magistrate/ Tehsildar/BDPO/Naib Tehsildar
- (ii) GA to DC

**N.B.:**

1. The school should not fall within the limits of Municipal Committee, notified area or Cantonment Board. Schools like Dashmesh Academy and those situated in University Campuses, Nangal Township and Talwara Township etc. are excluded from the list of Schools in rural category.
2. In case, any of the requisite certificate(s) is/are found to be false or incorrect, the candidate will render himself/ herself liable for criminal prosecution and/or cancellation of seat as per Clause XXIII of Chapter VII of Prospectus.

.....  
Signature of Candidate



**ANNEXURE IX-C-I**

**CERTIFICATE IN SUPPORT OF CLAIM OF BORDER AREA CANDIDATE**

Dispatch No. ....

Date:.....

It is certified that Shri/Smt./Kumari ..... son/daughter of Shri .....has studied in (Name and Address of the school)..... which is situated in a border area (village) lying within the belt of 16 K.M./ 10 Miles from the International Border from (Date of joining).....to (date of leaving).....

Signature.....

Designation .....  
(with seal of office)

**Authority competent to issue 'Border Area' Certificate:**

- (i) DC/GA to DC
- (ii) SDO (Civil)/SDM
- (iii) BDPO/Tehsildar

**N.B.:**

1. In case the certificate is found to be false or incorrect, the candidate will render himself/herself liable for criminal prosecution and/or cancellation of seat as per Clause XXIII of Chapter VII of Prospectus.

.....  
Signature of Candidate



**ANNEXURE IX-C-II**

**CERTIFICATE IN SUPPORT OF CLAIM OF BORDER AREA CANDIDATE**

Dispatch No. ....

Date.....

It is certified that Shri/Smt/Kumari.....son/daughter of Shri..... has studied for a period of .....year(s) i.e., from (date of joining)..... to (date of leaving)..... and passed the following examination from our school which is situated in Border area village/ town (excluding the district towns of Ferozepur and Gurdaspur) and lying within the belt of 16 K.M./ 10 miles from the International Border as per details mentioned below:

(Bifurcation of 5 year study as per Border Area Clause 7.4.1. of Chapter VII of the Prospectus)

S. No.	Examination Passed	Name and Address of the School	Sign and Stamp of the Principal
1.			
2.			
3.	10 <sup>th</sup>		
4.	10+1		
5.	10+2		

**N.B.:**

1. Candidate must be from a village/ town within the belt of 16 K.M./ 10 miles from the International Border and has studied there for at least five years and must have passed Matric and Senior Secondary (10+1 and 10+2) examination from a school located in border village/ town within the belt of 16 K.M./10 miles from the International Border (excluding the district towns of Ferozepur and Gurdaspur).
2. In case the certificate is found to be false or incorrect, the candidate will render himself/ herself liable for criminal prosecution and/or cancellation of seat as per Clause XXIII of Chapter VII of Prospectus.

-----  
Signature of Candidate



**ANNEXURE X-A**

**UNDERTAKING BY PARENT/GUARDIAN REGARDING ANTI-RAGGING**

1. I,.....Father/Mother/Guardian of....., have carefully read and fully understood the law prohibiting ragging and the directions of the Hon'ble Supreme Court and the Central/State Government in this regard on curbing the menace of ragging in Higher Educational Institutions.
2. I assure you that my son/daughter/ward will not indulge in any Act of Ragging.
3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be punished as per the provisions of the Regulations the Law in force.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

,

Signature

Address: \_\_\_\_\_

Name:

Mobile no. \_\_\_\_\_

(1) Witness: .....

Address: .....

.....Mobile no. ....

(2) Witness: .....

Address: .....

.....Mobile no. ....





ANNEXURE X-B

## ਮਾਤਾ/ਪਿਤਾ/ਸਰਪ੍ਰਸਤ ਵੱਲੋਂ ਸਪਤ ਪੱਤਰ

1. ਮੈਂ..... ਪਿਤਾ ਮਾਤਾ ਸਰਪ੍ਰਸਤ .....ਮਾਨਯੋਗ ਸੁਪਰੀਮ ਕੋਰਟ /ਕੇਂਦਰ ਸਰਕਾਰ, ਰਾਜ ਸਰਕਾਰ ਦੁਆਰਾ ਜੀ ਰੈਗਿੰਗ ਸਬੰਧੀ ਕਾਨੂੰਨ ਚੰਗੀ ਤਰ੍ਹਾਂ ਪੜ੍ਹ ਲਿਆ ਹੈ।
2. ਮੈਂ ਆਪ ਜੀ ਨੂੰ ਵਿਸ਼ਵਾਸ ਦਿੰਦਾ ਹਾਂ ਕਿ ਮੇਰੇ ਬੇਟਾ/ਬੇਟੀ ਕਿਸੇ ਵੀ ਤਰ੍ਹਾਂ ਦੀ ਰੈਗਿੰਗ ਸਬੰਧੀ ਕਿਸੇ ਕਾਰਵਾਈ ਵਿੱਚ ਹਿੱਸਾ ਨਹੀਂ ਲਵੇਗਾ।
3. ਮੈਂ ਇਸ ਗੱਲ ਨਾਲ ਪੂਰੀ ਤਰ੍ਹਾਂ ਸਹਿਮਤ ਹਾਂ ਕਿ ਜੇਕਰ ਮੇਰਾ ਬੇਟਾ/ਬੇਟੀ ਰੈਗਿੰਗ ਸਬੰਧੀ ਕਿਸੇ ਵੀ ਤਰ੍ਹਾਂ ਦੀ ਕਾਰਵਾਈ ਵਿੱਚ ਹਿੱਸਾ ਲੈਂਦਾ ਹੈ ਜਾਂ ਦੋਸ਼ ਪਾਇਆ ਜਾਦਾ ਹੈ ਤਾਂ ਉਹ ਸਰਕਾਰ ਦੀਆਂ ਹਦਾਇਤਾਂ ਮੁਤਾਬਕ ਸਜ਼ਾ ਦਾ ਹਕਦਾਰ ਹੋਵੇਗਾ।

ਮਿਤੀ .....

ਹਸਤਾਖਰ

ਪਤਾ .....

.....

.....

ਮੋਬਾਇਲ ਨੰ:.....

ਗਵਾਹ 1 .....

ਪਤਾ .....

ਮੋਬਾਇਲ ਨੰ: .....

ਗਵਾਹ 2 .....

ਪਤਾ .....

ਮੋਬਾਇਲ ਨੰ: .....



## ANNEXURE XI

### SELF UNDERTAKING BY CANDIDATES

I.....Son/daughter of .....  
resident of ..... (full address to  
the given) do hereby solemnly declare and affirm as under:

1. That I have passed 10+2 examination held in (Academic Year) ..... from  
.....open school Board.
2. That the school has been listed at Sr.no. .... as per the list of approved open school/boards  
displayed on the website of Council of Boards of School Education (COBSE), New Delhi.
3. I hereby submit my Aadhaar Card and Domicile/ Residence Certificate.
4. That I was not involved in any unlawful activity during this period.

Dated.....  
,

Signature of Candidate



**ANNEXURE XII**

**ELECTION COMMISSION OF INDIA**

**FORM-6**

Acknowledgement No. \_\_\_\_\_

(See Rules 13(1) and 26) of Registration of Electors Rule-1960

(To be filled by office)



**Application for Inclusion of Name in Electoral Roll for First time Voter OR on Shifting from One Constituency to Another Constituency.**

To, <b>The Electoral Registration Officer,</b> ..... <b>Assembly / Parliamentary Constituency</b>		SPACE FOR PASTING ONE RECENT PASSPORT SIZE PHOTOGRAPH (3.5 CM X 3.5 CM) SHOWING FRONTAL VIEW OF FULL FACE WITHIN THIS BOX
I request that my name be included in the electoral roll for the above Constituency. (Tick appropriate box) <b>As a first time voter</b> <input type="checkbox"/> <b>or due to shifting from another constituency</b> <input type="checkbox"/>		
Particulars in support of my claim for inclusion in the electoral roll are given below:-		
<b>Mandatory Particulars</b>		
(a) Name		
(b) Surname (if any)		
(c) Name and surname of Relative of Applicant [see item (d)]		
(d) Type of Relation (Tick appropriate box)	Father <input type="checkbox"/>	Mother <input type="checkbox"/>
	Husband <input type="checkbox"/>	Wife <input type="checkbox"/>
	Other <input type="checkbox"/>	
(e) Age [as on 1 <sup>st</sup> January of current calendar year.....]	Years <input type="text"/> <input type="text"/>	Months <input type="text"/> <input type="text"/>
(f) Date of Birth (in DD/MM/YYYY format)(if known)	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
(g) Gender of Applicant (Tick appropriate box)	Male <input type="checkbox"/>	Female <input type="checkbox"/>
	Third Gender <input type="checkbox"/>	
(h) Current address where applicant is ordinarily resident		House No.
Street/Area/Locality		
Town/Village		
Post Office	Pin Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
District	State/UT	
(i) Permanent address of applicant		House No.
Street/Area/Locality		
Town/Village		
Post Office	Pin Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
District	State/UT	
(j) EPIC No. (if issued)		
<b>Optional Particulars</b>		
(k) Disability (if any) (Tick appropriate box)	Visual impairment <input type="checkbox"/>	Speech & hearing disability <input type="checkbox"/>
	Locomotor disability <input type="checkbox"/>	Other _____
(l) Email id (optional)		
(m) Mobile No. (optional)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
<b>DECLARATION - I hereby declare that to the best of knowledge and belief -</b>		
(i) I am a citizen of India and place of my birth is Village/Town.....District.....State.....		
(ii) I am ordinarily resident at the address given at (h) above since ..... (date, month, year).		
(iii) I have not applied for the inclusion of my name in the electoral roll for any other constituency.		
*(iv) My name has not already been included in the electoral roll for this or any other assembly/ parliamentary constituency		
<b>OR</b>		
*My name may have been included in the electoral roll for _____ Constituency in _____ State in which I was ordinarily resident earlier at the address mentioned below and if so, I request that the same may be deleted from that electoral roll.		
* strike off the option not appropriate		



Address of earlier place of ordinary residence (if applying due to shifting from another constituency)					
House No.		Street/Area/Locality			
Town/Village					
Post Office				Pin Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
District				State/UT	

*I am aware that making a statement or declaration which is false and which I know or believe to be false or do not believe to be true, is punishable under Section 31 of the Representation of the People Act, 1950 (43 of 1950).*

Place.....  
 Date..... Signature of Applicant.....

**Remarks of Field Level Verifying Officer:**

**Details of action taken**  
**(To be filled by Electoral Registration Officer of the constituency)**

The application of Shri / Shrimati/ Kumari .....for inclusion of name in the electoral roll in Form 6 has been accepted/ rejected. Detailed reasons for acceptance [under or in pursuance of rule 18/20/26(4)] or rejection [under or in pursuance of rule 17/20/26(4)] are given below:

Place:  
 Date: Signature of ERO Seal of the ERO

Intimation of decision taken (to be filled by Electoral Registration Officer of the constituency and to be posted to the applicant on the address as given by the applicant)

The application in Form 6 of Shri/Shrimati/Kumari.....					Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch
Current address where applicant is ordinarily resident			House No.		
Street/Area/Locality					
Town/Village					
Post Office			Pin Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
District			State/UT		

Has been (a) accepted and the name of Shri/Shrimati/Kumari.....  
 Has been registered at Serial No.....in Part No..... of AC No.....  
 (b) rejected for the reason.....  
 Date: Electoral Registration Officer  
 Address.....

**Acknowledgement/Receipt**

Acknowledgement Number \_\_\_\_\_ Date \_\_\_\_\_  
 Received the application in form 6 of Shri / Smt. / Ms. \_\_\_\_\_  
 [ Applicant can refer the Acknowledgement No. to check the status of application].  
 Name/Signature of ERO/AERO/BLO





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