

Guidelines for Applicants

1. Registration on Online Admission Portal is mandatory for admission seekers. In no circumstances, admission without registration on portal shall be allowed.
2. Weightage, wherever applicable, would be given after verification of the uploaded documents and the applicant shall be provided with a maximum weightage of 10 percent.
3. PPP (Parivar Pehchaan Patra) shall be required for registration towards admission for Haryana residents.
4. List of Documents to be uploaded online by the applicant:
 - Scanned copy of Passport size photograph
 - Scanned copy of signature
 - Matric (10th) Marksheet
 - 10+2 Marksheet
 - Migration Certificate (required in case of other than Haryana School Education Board)
 - Character Certificate
 - NCC/ NSS/Sports Certificate for weightage, wherever applicable
 - Bonafide Resident of Haryana Certificate, if applicable
 - Income Certificate required for claiming benefits of EWS or SC / BC Scholarships, if applicable
 - Reserved Category Certificate, if applicable
 - Gap Year Affidavit, if applicable
5. Name of the applicant will appear in the Merit List after online verification of documents as per eligibility/merit.
6. Online Documents verification shall be carried out by the college opted as first choice by the applicant. All colleges including Govt. Colleges, Govt. Aided Colleges and Self-Financing Colleges shall be included during the process of Online Documents Verification.
7. The Process of filling Sports seats, if applicable, shall be ensured by the Colleges only during open counseling as per affiliating University/State Government norms.
8. The applicant whose admission is confirmed shall submit his/her original

migration certification in the college within ten days of admission, if he/she has passed the qualifying examination from any board other than board of school Education Haryana.

9. Merit list will be prepared after considering marks of best five subjects in the qualifying examination including weightage and as per state reservation policy, in additional provision of defer the allotted seat by the applicant in the 1st Merit List for reconsideration in 2nd Merit List will be provided subject to the condition that the applicant did not get his first choice in 1st merit list.
10. General category students can now opt for EWS (Economically Weaker Section) quota within the Haryana General Quota. However, they need to upload the required certificate for the same.
11. After final selection, the admission charges shall be paid through online mode only. There is no provision of payment of admission charges physically at the College.
12. All admissions done are provisional. College / University will cancel any such admission if the information provided by the students is found to be fictitious /bogus at any stage and the student concerned will be held solely responsible for this.
13. If any document of a student is rejected due to some reasons during the process of online verification, a system generated SMS will be sent to the applicant and applicant will be required to re-upload the correct document on the online admission portal by logging in his/her account within 48 hours of receiving that SMS. No physical presence shall be required to revise the document.
14. Queries regarding admissions, if any, be raised at email e-mail id: admissions2021@highereduhry.com.