

# PROSPECTUS

## 2017-18

FOR

### DIPLOMA COURSES(VLDD & DVLT) (Two Years duration)

1. VETERINARY AND LIVESTOCK DEVELOPMENT DIPLOMA (VLDD)
2. DIPLOMA IN VETERINARY LABORATORY TECHNOLOGY (DVLT)



### INSTITUTE OF PARA VETERINARY SCIENCES

Lala Lajpat Rai University of Veterinary and Animal Sciences,  
Hisar-125004

(Established by Haryana Act No. 7 of 2010)

Website: [www.luvas.edu.in](http://www.luvas.edu.in)

## Admission form for VLDD and DVLT

1. Prospectus will be available on our University website: [www.luvas.edu.in](http://www.luvas.edu.in)
2. Admission form will be accepted only by **online** process.
3. For applying online scanned copy of your recent photograph (as mentioned in the Prospectus) as well as of your signature will be required.
4. The candidates claiming category benefit will also be required to upload the scanned copy of the latest certificate of the category issued by the competent authority.

### IMPORTANT DATES:

- 1) Process for online submission of admission form will start on **13.06.2017**
- 2) Last Date for online submission of admission form (without late fee): **12.07.2017**
- 3) With late fee of Rs. **600/-**: **19.07.2017**

### ENTRANCE TEST AND DECLARATION OF RESULT:

Diploma Programmes	Date of Diploma Entrance Test(DET)	Timings of Diploma Entrance Test(DET)	Online Declaration of Result of DET
VLDD & DVLT	<b>20.08.2017</b> (Sunday)	<b>10.00 A.M – 12.15 P.M.</b>	<b>By 28.08.2017</b>

### Application Processing, Entrance Test and Counseling Fee (Non- refundable):

General Category / In-service /GNCT Delhi / FF/ESM/PWD: **Rs.2000/-**

SC/BCA/BCB: **Rs.500/-**

**Note: Before coming for Counseling, please check the Counseling Schedule on the university website**

### TELEPHONE NUMBERS

For any query related to admission, please contact:-

1. Director, Institute of Para Veterinary Sciences (IPVS) LUVAS, HISAR: 01662-256079
  2. IIVER, BahuAkbarpur, Rohtak: 9729263696, 9729288664, 9215750017
  3. SDS College of Animal Science, Tohana, Fatehabad: 9802345000, 9991040111
- Office Timings: **7.00 A.M. to 1.30 P.M.** (From 1<sup>st</sup> May to 31<sup>st</sup> July)  
**9.00 A.M. to 4.30 P.M.** (From 1<sup>st</sup> August to 30<sup>th</sup> April)

## IMPORTANT INSTRUCTIONS

**Note: Please read the Prospectus carefully before filling the admission form online.**

1. Admission to both the diploma courses is open for male and female candidates.
2. All the candidates who apply for the diploma courses must ensure that they fulfill the requisite qualifications.
3. Roll numbers for entrance test will be issued to the candidates provisionally, however, at the time of counseling, if a candidate comes in merit but does not fulfill the requisite qualification(s) and other eligibility conditions, he/she will not be considered for admission and his/her claim will be out- rightly rejected.
4. For minimum educational qualifications: See point 2.10 of Chapter IV
5. The candidates including fresh candidates of NCT Delhi should not be less than 17 years and more than 22 years of age as on **31.12.2017**. However, for the reserve categories (SC/BC), there will be relaxation of 5 years in the maximum age. For in-service candidates of all categories, the maximum age limit is 50 years.
6. The Diploma courses are open to Haryana Residents only.
7. The photograph to be uploaded with the admission form should be colored, clear and recent **i.e. snapped on or after 01.01.2017. The photographs should be without cap and dark glasses and should bear the candidate's name and date of photo with a placard or by computer while snapping it.**
8. The admission form should be filled in carefully and no column be left blank.
9. **Select the category carefully while filling the on-line admission form because once it is submitted; no change in category is permissible.** In case category is not clearly indicated in the admission form, it will be treated as 'General Category'. The candidates claiming category benefit will also be required to upload the scanned copy of latest certificate of category along with the admission form.
10. Attendance in person at the counseling and medical examination is compulsory.
11. Non-production of original documents at the time of counseling on his/her turn shall make a candidate ineligible for admission. No request in this respect will be entertained

12. **The In-service candidates of Lala Lajpat Rai University of Veterinary and Animal Sciences (LUVAS), Animal Husbandry & Dairying Department of Government of Haryana and Animal Husbandry Department (AHD) of GNCT, Delhi as well as fresh candidates of NCT Delhi will also be required to appear in the Diploma Entrance Test (DET)-2017.** They will also have to apply online. A photocopy of the filled in online admission form along with the required documents is to be submitted through proper channel to the Director, Institute of Para Veterinary Sciences, LUVAS, Hisar by **20.08.2017**, otherwise their candidature will not be considered for admission.
13. The candidates of village Riwasa, Mahendergarh will also have to apply online and have to appear in the Diploma Entrance Test for the additional one seat reserved for the residents of this village for offering land on lease basis for Regional Veterinary Diagnostic and Extension Centre (RVDEC) of the university. However if he/she belongs to General or any of the reserved categories, he/she will be first considered for admission against the seat of that particular category to which he belongs as per his/her merit in the DET, on production of valid certificate of his/her category at the time of counseling.
14. The Inservice candidates of Seema Sashtra Bal (SSB) are not required to appear in the Diploma Entrance Test.
15. The applications along with the enclosed documents of those candidates, who are not admitted even during the last counseling or cutoff date, shall be destroyed after six months barring the court cases, if any. Similarly, the Diploma Entrance Test material shall be destroyed after six months of the Entrance Test barring the court cases, if any.
16. **Ragging** is banned with zero tolerance in the University. The University has adopted the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 as well as the directions of the Hon'ble Supreme Court (See Chapter-VIII). **Affidavits are to be submitted by the candidates and their parents/guardians at the time of counseling**(See Annexure- X11 & X11I). No ragging case took place during the session **2016-17. If any incident of ragging comes to the notice of the University Authority, action will be taken as per the rules and regulations as mentioned in Chapter VIII.**

# CONTENTS

<b>CHAPTER</b>	<b>TITLE</b>	<b>PAGE(S)</b>
I	MEANING AND SCOPE OF THE PROSPECTUS	5
II.	INTERPRETATION OF RULES & REGULATIONS	6
III	INTRODUCTION	7-9
IV	RULES & REGULATIONS GOVERNING ADMISSION	10-18
V	ADMISSION CAPACITY	19-22
VI	DETAILS OF FEE AND FINANCIAL ASSISTANCE	23-24
VII	LIST OF UNRECOGNIZED/DERECOGNIZED BOARDS /25-26 FAKE UNIVERSITIES	
VIII	RULES REGARDING PREVENTION OF RAGGING	27-30
IX	ANNEXURES (I- XIII)	31-43

## **CHAPTER – I**

### **MEANING AND SCOPE OF THE PROSPECTUS**

It is a brief compilation of information and not an exhaustive detail of all the regulations made by the competent authority in this regard. The provisions of the Prospectus are in the shape of guidelines which are available to the candidates seeking admission and do not in any manner limit the power of any Competent Authority in making additional regulations regarding the admission of the candidates in VLDD and DVLТ courses from time to time.

Admissions are made in accordance with the admission rules/guidelines. Since it is not possible to mention detailed procedure and guidelines in the Prospectus, admission rules are to be read with the instructions issued/to be issued from time to time with the approval of the Board of Studies of College of Veterinary Sciences/Competent Authority. The candidates are advised to visit our website ([www.luvas.edu.in](http://www.luvas.edu.in)) regularly for the updates.

#### **Competent Authority**

The original jurisdiction to make regulations regarding the admission of the candidates in the VLDD and DVLТ programmes is vested in the Board of Studies of College of Veterinary Sciences of Lala Lajpat Rai University of Veterinary and Animal Sciences, Hisar (Established by Haryana Legislature Act No. 7, 2010 hereinafter referred to as the Act, 2010). The provisions as reproduced in the Prospectus or the guidelines as provided in this Prospectus shall not make precedence over the powers of the Board of Studies of College of Veterinary Sciences as provided in Section 9 of the Act, 2010 and the powers of the Vice-Chancellor as contained in Section 21 of the Act, 2010 and any of the provisions of the Act, 2010 and the subsequent Statutes framed by the University from time to time.

The provisions or guidelines provided in the Prospectus are not final and are subject to modifications made by the Competent Authority under the Act and Statutes and if superseded by such decision by the Competent Authority, the latter will prevail and the information given in the Prospectus shall stand modified to that extent automatically.

## **CHAPTER – II**

### **INTERPRETATION OF RULES AND REGULATIONS**

In the event of any inconsistency in the rules framed for admission policy or in the event of any clarification with respect to the rules, the matter shall be referred to the Competent Authority and the interpretation of the rules/guidelines as mentioned in the Prospectus shall be final. The Vice-Chancellor is competent to eliminate any inconsistency and decide as to which provision shall take precedence over the others.

#### **Remedies**

If any applicant has any grievance or is of the opinion that in his/her case, the rules framed for admission etc. have not been followed, he/she shall submit an application outlining clearly the grievance/deviation in his/her opinion to the Vice-Chancellor. The Vice-Chancellor shall consider the application in the light of the relevant rules and his decision in the matter shall be final. All grievances/disputes if not covered under guidelines/rules mentioned in the Prospectus will be resolved by the Competent Authority.

#### **Disclaimer**

The statements made in this Prospectus and all other information contained herein are believed to be correct. However, the Competent Authority reserves the right to make, at any time without notice, additions and alternations in the regulations, conditions governing admissions, the code of conduct of students, requirements for the diploma, fee and any other information or statement/rule contained in this Prospectus. Competent Authority may drop/cancel any Diploma programme, indicated in the Prospectus, at any time without prior notice or reduce or enhance the number of seats for reasons to be recorded in writing. No responsibility shall be accepted by the University for hardships or expenses incurred by the candidates or any other person for such changes, additions, omissions or errors, no matter how these are caused.

#### **Jurisdiction**

Jurisdiction for all disputes shall be at Hisar.

## **CHAPTER – III**

### **INTRODUCTION**

Two Diploma courses viz., Veterinary and Livestock Development Diploma (VLDD) and Diploma in Veterinary Laboratory Technology (DVLVT) are offered by the Institute of Para Veterinary Sciences, Lala Lajpat Rai University of Veterinary and Animal Sciences, Hisar.

#### **Institute of Para Veterinary Sciences**

This Institute has been established by the University recently. The Director of the Institute is responsible for all the activities concerning admissions, rules, regulations, time table, examinations, and administrative, educational and financial aspects relating to the diploma courses being run in this university. The admissions and academic standards in the private institutes affiliated with the university will also be governed by the Director, Institute of Para Veterinary Sciences, LUVAS, Hisar.

#### **College of Veterinary Sciences**

The college has a legacy from Veterinary College at Lahore established in 1882. Initially, a Camp Veterinary College was established at Hisar in 1948. In 1970, it became a part of Haryana Agricultural University, Hisar. Now, it is the constituent college of LUVAS, Hisar. The college is a centre of regional, national and international excellence for learning in Animal Health and production. It caters to the needs of Haryana by carrying out teaching, research and extension education programmes pertaining to Veterinary and Animal Sciences. The college has highly competent and experienced faculty with significant contributions in research and has won several national and international awards. This college has 18 departments having excellent laboratory facilities and adequate infrastructure for teaching and research. A well equipped Teaching Veterinary Clinical Complex (TVCC) is catering to the needs of farmers and pet owners. Additionally, there are well established Animal and Poultry Farms and a Disease Free Small Animal House.



## **The University**

Lala Lajpat Rai University of Veterinary and Animal Sciences (LUVAS) was established by Haryana Government (Haryana Act No. 7 of 2010) on 7<sup>th</sup> April, 2010. The University has been catering to the needs of Haryana pertaining to livestock health and production since 1<sup>st</sup> December, 2010. The university has the following objectives:-

- (a) To impart education in different branches of veterinary sciences, animal sciences, fishery sciences and allied sciences as it may determine from time to time;
- (b) To further advancement in learning and research in veterinary sciences, animal sciences, fishery sciences and other allied sciences and to undertake extension of such specialized knowledge to the needy people;
- (c) To further advancement in learning and research in veterinary sciences, animal sciences, fishery sciences and other allied sciences and to undertake extension of such specialized knowledge to the needy people;
- (d) To undertake study in marketing strategies of livestock and livestock products, conservation of livestock breeds and wild animals;
- (e) To liaison and establish vital linkage with the concerned departments of Animal Husbandry, Fisheries and Dairy Development of the State and Union Governments, National and International Research Institutes specialized in the fields of veterinary sciences, animal sciences, fishery sciences and allied sciences with a view to keep abreast of the latest technology;
- (f) To raise level of Veterinary study to International Standards and
- (g) Such other objects, as the Board may determine, from time to time.

## **University Campus**

The main campus of the University is situated at Hisar at a distance of about 172 KM North-West of Delhi on National Highway No. 10 and is 2 KM from the railway station and 3 KM from the bus stand.

## **Library and Information Services**

This University is presently sharing the library and information services of CCSHAU, Hisar. The Library is housed in a centrally located elegant building and it opens for 15-16 hours daily throughout the year. The library also has a Bookshop. The students can buy books from the Bookshop at discounts. Photocopying service is provided at nominal rates.

## **Medical Services**

This facility is presently shared with CCSHAU, Hisar. There is a well-equipped 50 bed hospital in the Campus. Medical aid is provided round the clock to the students and staff.

## **Directorate of Students' Welfare**

The Directorate is responsible for the welfare of students and helps in their counseling and placement, cultural and sports activities. Presently, LUVAS is sharing the students' welfare facilities of CCSHAU, Hisar.

### **i) Giri Centre for Sports Activities**

The Giri Centre for students' sports activities is an outstanding feature being shared by the university. It has two indoor badminton courts, two indoor squash courts, hobby rooms, two multipurpose indoor gymnasiums. A synthetic track of international standard has also been provided in the athletic stadium.

### **ii) Co-curricular Activities**

The Directorate of Students' Welfare is also responsible for promotion of all the co-curricular activities such as sports, NCC, mountaineering, graphic arts, literary, music, dance, drama etc.

### **iii) Students' Counseling and Placement Cell**

The Counseling and Placement Cell of the university provides information to the students on job opportunities, competitive examinations, scholarships/fellowships etc. It also conducts trainings/coaching classes for the entrance examinations, personality development and explores the job opportunities in the public and private sectors.

## CHAPTER – IV

### RULES AND REGULATIONS GOVERNING ADMISSION

#### 1. Admission Form and Prospectus

- 1.1 Candidates seeking admission to Veterinary and Livestock Development Diploma (VLDD) and / or Diploma in Veterinary Laboratory Technology (DVLТ) can download the Prospectus from the website:[www.luvas.edu.in](http://www.luvas.edu.in) However, the admission form is to be submitted on line. There is only one admission form for VLDD and DVLТ. One can apply for both the Diploma courses, alongwith the required Diploma Entrance Test (DET) fee of **Rs. 2000/- (Rs.500/-for SC/BCA/BCB)**.
- 1.2 The process for **online** submission of admission form will start from **13.06.2017** and will continue till **12.07.2017**, however, with late fee of Rs. 600/- the admission forms will be accepted upto **19.07.2017**.

#### 2. Entrance Test

- 2.1 All candidates including inservice candidates of LUVAS, Animal Husbandry & Dairying Department of Government of Haryana and Animal Husbandry Department of GNCT Delhi, fresh candidates of Delhi and village Riwasa, Mahendergarh (except Inservice candidates of Seema Sashtra Bal, SSB) seeking admission in diploma courses as per their quota of seats, will have to appear in the Diploma Entrance Test (**DET-2017**) to be conducted by the Director, Institute of Para Veterinary Sciences, LUVAS, Hisar at various centres of Hisar on **20.08.2017 (Sunday) at 10.00 A.M.**

- 2.2 **Syllabus:** Details of the subjects of the Diploma Entrance Test are as under:

- 2.2.1 For VLDD & DVLТ Entrance Test:

Subject	No. of questions	Marks
Physics	30	30
Chemistry	30	30
Biology	40	40
<b>Total</b>	<b>100</b>	<b>100</b>

**Note: The syllabus for Entrance Test will be of 10+1 and 10+2 standard of Board of School Education, Haryana / CBSE, New Delhi.**

- a) **Minimum qualifying marks in the Entrance Test are 35% (33% for SC and In-service candidates)**
- b) The merit list will be prepared for only those candidates, who qualify the Entrance Test.

- c) The Counseling Venue in all the cases will be committee room of the Dean College of Veterinary Science (COVS), Lala Lajpat Rai University of Veterinary and Animal Sciences (LUVAS) Hisar.

### **2.3 General Instructions for the Entrance Test:**

- 2.3.1 Total duration of the test will be 2 hrs and 15 minutes (first 30 minutes are for completing pre-examination formalities and remaining 1 hour 45 minutes for solving the question paper). The timings of the test will be 10.00 A.M. to 12.15 P.M.
- 2.3.2 There will be 100 multiple choice questions of one mark each.
- 2.3.3 The question paper for Diploma Entrance Test will be in **English** only.
- 2.3.4 There will be no negative marking.
- 2.3.5 Entry to the Examination Centre will not be allowed without a valid Admit Card.
- 2.3.6 The Admit Card to be downloaded by the candidate will be in duplicate, a copy of which will be retained at the Centre of Examination for counseling purpose. The formalities regarding pasting of photographs and self attestation on the admit card are to be completed by the candidate.
- 2.3.7 Candidates must be in their seats by 9.30 A.M. **In any case no entry will be allowed after 10.00 A.M. No excuse will be entertained for the late arrival.**
- 2.3.8 Every candidate will be required to put his/her thumb impression on the attendance sheet during the Diploma Entrance Test **and if this thumb impression will not match with that put on the admission form at the time of counseling, the admission to the candidate will be refused.**
- 2.3.9 The candidates must bring with them **two blue or black ball pens**. The OMR sheet of such candidate who uses **pencil or ball pen of any other colour** will not be evaluated and the candidate will be debarred from admission.
- 2.3.10 Electronic devices such as mobile phones, calculators, etc are not allowed in the Examination Centre.
- 2.3.11 Before using the OMR sheet, the candidate must carefully check the question booklet and OMR sheet and report the shortcomings, if any, to the supervisory staff. **Once the candidate starts writing on the OMR sheet, no replacement shall be allowed.**
- 2.3.12 Cutting(s) / over-writing(s) / using erasing fluid / erasing tape etc are not allowed on OMR sheet. Such answers will not be credited.
- 2.3.13 The OMR sheet should not be folded and no rough work is to be done on OMR sheet.
- 2.4 The result of the Entrance Test will be displayed by **28.08.2017** on the University website: [www.luvass.edu.in](http://www.luvass.edu.in)

- 2.4.1 Result will **not be** communicated to individual candidates by post.
- 2.5 **There is no provision for re-checking or re-evaluation of answer sheets and no enquiry or request in this regard shall be entertained.**
- 2.6 **Penalty for use of unfair means in the Entrance Test:**
- 2.6.1 Candidate(s) found guilty for use of unfair means or misconduct (as defined below) shall be expelled from the Diploma Entrance Test (DET) by the Centre Superintendent/Director, IPVS and his decision shall be final.
- i. Creating disturbance of any kind during the Diploma Entrance Test (DET) or otherwise misbehaving in or around the Diploma Entrance Test (DET) centre or refusing to obey the Superintendent/Supervisor/Invigilator etc. or changing his/her seat with any other candidate.
  - ii. Having in his/her possession or accessible to him/her papers/books/notes which may possibly be of any assistance to him/her or found giving or receiving assistance or copying from any paper/book/notes/mobile, etc. or allowing any other candidate to copy from his/her OMR sheet or found writing on a paper other than his/her question booklet or OMR sheet or using or attempting to use any other unfair means during the Diploma Entrance Test (DET).
  - iii. Tempering with his/her roll number or name on the OMR sheet.
  - iv. Using cellular phone or any such device etc., during the Diploma Entrance Test (DET).
- 2.6.2 Any candidate found impersonating for another candidate or found being impersonated by another candidate during the Diploma Entrance Test (DET), apart from expulsion from the Diploma Entrance Test (DET), **shall be debarred from seeking admission to any programme of this College/University** forever and a criminal case may be registered with the local police.
- 2.6.3 If use of unfair means is detected at the time of evaluation of OMR sheets/counseling or thereafter or any complaint (anonymous/ pseudo anonymous) is received after admission and it is proved to be correct after an enquiry, the candidate will be disqualified and his/her admission will be cancelled as the case may be and he/she will be debarred from seeking admission to any programme of this Institute / College / University forever.

## **2.7 General conditions governing admissions:**

- 2.7.1 The eligible candidates as per the merit list in the respective category are to report for the Counseling as per the **Counseling Schedule to be displayed on the university website [www.luvvas.edu.in](http://www.luvvas.edu.in)** Before coming for counseling, kindly check the counseling schedule on LUVAS website. **However, no separate letter regarding counseling/admission will be sent to any candidate.**

- 2.7.2 The candidates called for 1<sup>st</sup> Counseling shall be required to report at the auditorium of the College of Veterinary Sciences (COVS) Hisar for attendance and for submission of the self-attested photocopies of the required documents as indicated under point 2.8 as per the Counseling Schedule placed on the university website [www.luvas.edu.in](http://www.luvas.edu.in) otherwise they will not be considered for the Counseling.
- 2.7.3 After obtaining attendance slip, they have to report to the Admission Committee for verification and submission of documents in the Committee Room of Dean, COVS. Admission shall be allowed on the basis of availability of seat(s) and merit in the DET.
- 2.7.4 The candidate has to appear in person along with the original certificates/documents, otherwise he/she will not be considered for admission. **A candidate, even if present on counseling day, but does not turn up for verification of documents on his/her turn, is likely to lose his/her chance for admission in that counseling session.**
- 2.7.5 First of all, seats in general category will be filled up from the combined merit list (including reserve category candidates). Thereafter, reserved category seats will be filled up as per the rules. A candidate who has secured admission in the first counseling in the reserved category cannot be adjusted against general category seat even though his/her turn comes in the subsequent counseling for the general category also.
- 2.7.6 **Candidates belonging to BCA/BCB category are requested to submit "Income Certificate" as per Annexure IV, failing which admission under this category will not be granted. Income certificate is mandatory as per Haryana Government notification Ends. No. 808-SW(1) dated 17.08.2016.**
- 2.7.7 Seats lying vacant for any reserved category due to non-availability of eligible candidates during 1<sup>st</sup> counseling or fallen vacant subsequently due to any reason, shall be filled in the 2<sup>nd</sup> counseling **on the basis of combined merit list**. There will be no admission after 2<sup>nd</sup> counseling (cut-off date) and seat(s) remaining vacant shall be treated as cancelled.
- 2.7.7.1 Additional seats lying vacant for any reserved category due to non-availability of eligible candidates shall not be transferred to any other category and the seat(s) remaining vacant shall be treated as cancelled.
- 2.7.8 In case of seats reserved for different categories (excluding general category), the merit will be determined *inter se* amongst the Haryana domiciled candidates belonging to the respective categories.
- 2.7.9 The selected candidates will have to deposit the prescribed fee, **there and then**. After the deposition of fee, he/she will be considered as provisionally admitted. If fee is not deposited on the spot, the selection will be cancelled and the next candidate in the merit will be given the chance of admission. **While coming for counseling the candidates must bring the required complete fee with them.**

2.7.10 Soon after the deposition of fee, the selected candidate will have to undergo medical examination (to be conducted by the Senior Medical Officer at the University Hospital, Old Campus, CCS HAU, Hisar) on the same day and the medical certificate is to be deposited in the office of the Director, Institute of Para Veterinary Sciences, LUVAS, Hisar. If any candidate is found medically-unfit, his/her admission will be cancelled and the fee paid at the time of admission will be refunded.

2.7.11(a) The candidates to be admitted to the Affiliated Institutes and whose counseling will be done by the Institute of Para Veterinary Sciences, LUVAS, Hisar will have to deposit the counseling-cum-registration fee including annual examination fee for two years amounting to **Rs. 11000/-** at Hisar and their medical examination will also be done by the SMO of the University Hospital as mentioned above under point 2.7.10. **However, the tuition fee and other dues as applicable will have to be deposited by the selected candidates at the concerned affiliated institute within two days of 1<sup>st</sup> Counseling, otherwise the seat will be declared as vacant and will be filled up in the 2<sup>nd</sup> counseling.**

(b) The counseling-cum-registration fee including annual examination fee for two years of students admitted under management quota by the affiliated institute @ **Rs. 11000/-** per student will be deposited by the concerned institute along with the list of students admitted under management quota, within one month of the registration.

(c) The annual examination fee in respect of students who fail in a particular class will be deposited by the affiliated institute within one month of the student's registration in that class as per the rates mentioned in the Prospectus of Diploma Courses of LUVAS.

(d) The supplementary examination fee in respect of students of affiliated institute appearing in supplementary examination will be deposited by the affiliated institute before the start of their supplementary examination as per the rates mentioned in the Prospectus of Diploma Courses of LUVAS.

**Note: All payments will be accepted in the form of DD in favour of Director, Institute of Para Veterinary Sciences, LUVAS, Hisar.**

2.7.12 **Candidates are required to submit the original documents as per rule 2.8 of this chapter at the time of counseling, failing which they shall be refused admission.** All the original certificates of the candidates admitted to these Diploma courses shall be retained by the office of the Director, Institute of Para Veterinary Sciences, LUVAS, Hisar, so as to get these verified from the Board/University/Office concerned after admission of the students. **If on verification, any certificate is found false/ bogus/ incorrect or from a de recognized or unrecognized board at any stage, the admission of the candidate will be cancelled there and then.**

2.7.13 Second counseling for filling up of vacant seats, if any, will be held as per the schedule to be displayed on the University website. At the time of second counseling, all the eligible candidates who could not get admission in the first counseling will be considered again in order of merit.

**2.8 Following original documents are required to be deposited by the candidates with the Admission Committee at the time of counseling, otherwise the candidate will not be considered for the admission.**

- i) Matric Certificate with Date of Birth and Father's / Mother's Name.
- ii) 10+2 certificate with Physics, Chemistry, Biology (**PCB**) from Board of School Education, Haryana/ CBSE/ICSE/any other Board considered approved/equivalent as member by COBSE, New Delhi. If such certificates are found fake or not equivalent by any of the above Boards, admission will be cancelled and legal action initiated. In case result has been declared publicly but the certificate of qualifying examination has not been issued by the concerned Board/University, such candidates shall have to produce a certificate (**Annexure-X**) from the Head of the Institute last attended. The certificate of the concerned Board/University should be submitted within a month of registration; otherwise, the admission will be cancelled.
- iii) Haryana Resident Certificate & other residents certificate as applicable (**Annexure-I & 1-A**), if required.
- iv) Character Certificate (CC) from the institute last attended.

**Note : 1.** The applicants who have passed the qualifying examination earlier and if there is a gap of more than one year from the date of declaration of result of the previous examination (other than the pursuit of studies in an institution/college) shall give a self undertaking regarding their non-enrolment in any institution (**Annexure-XI**). Similarly, the applicants who have passed the qualifying examination as private candidates will also have to submit the undertaking in this regard.

- v) Relevant certificate if the benefit of reserved category is being claimed (**Annexure-II to VIII**) as the case may be). The candidates claiming reservation under BC categories are required to submit the income certificate as per **Annexure-IV**.
- vi) Two passport-size copies of **the same photograph** as was uploaded while submitting the form online, are to be submitted at the time of counseling. The photographs should be coloured, clear and recent i.e. snapped on or after **01.01.2017**. **The photographs should be without cap and dark glasses and should bear the candidate's name and date of photo with a placard or by computer while snapping it.**

**Note :** I. If the photographs are old, not identical or with cap or dark glasses, the admission form will be cancelled.



vii) Others:

- a) i) Deceased Employee Certificate from Head of the Department/Office clearly mentioning that previously no other ward of this family has ever been issued such certificate through which he/she could obtain benefit under this category, for admission to any course in this University or CCSHAU, Hisar - be attached in original (**Annexure-VIII**).
- ii) The candidate also has to submit an affidavit from an Executive Magistrate indicating that no other ward of his family has ever obtained admission to any course of this University or CCSHAU, Hisar under this category.
- b) In-service candidate certificate (**Annexure-IX**), whichever applicable) is to be attached in original failing which the application will be rejected out rightly. Certificate should be issued by:
  1. HOD for the In-service candidates of University.
  2. Director/Deputy Director, AH for in-service candidates of Animal Husbandry Department of Haryana
  3. Director AHD, GNCT Delhi for inservice candidates of GNCT Delhi as well as for fresh candidates of Delhi.

2.9 The affidavit, wherever required, is to be submitted in **original**.

**2.10 Minimum educational qualifications for admission to VLDD and DVLTT Courses through Entrance Test:**

10+2 with Physics, Chemistry & Biology (**PCB**) from a recognized Board/ University.

**Note:** The list of derecognized / unrecognized / unapproved / not found equivalent by Haryana Board / CBSE Board / ICSE Board and Council of Boards of School Education, New Delhi is given in Chapter VII.

**2.10.1 For Inservice candidates for admission to VLDD course through Entrance Test:**

**2.10.1.1 For Inservice candidates of LUVAS, Hisar(VLDD & DVLTT) :**

- a) 10+2 pass with Physics, Chemistry & Biology from a recognized Board/ University.
- b) He should be serving on any of the posts as mentioned in Chapter-V point No. C(i) for VLDD candidates & C(ii) for DVLTT candidates.
- c) He should have a minimum of 5 years experience of working on any of these posts in LUVAS as on the last date of submission of admission form.
- d) He should have a good service record.

**2.10.1.2 For Inservice candidates of Animal Husbandry & Dairying Department, Govt. of Haryana & for AHD, Delhi.**

- a) Educational qualifications are the same as mentioned under point No. 2.10.1.1.
- b) He should be serving on any of the posts as mentioned in Chapter-V point no. D & E respectively.
- c) He should have a minimum of 5 years experience of working on any of these posts as on last date of submission of admission form.
- d) He should have a good service record.

**2.10.1.3 For Fresh candidates of GNCT, Delhi:**

- a) Educational qualifications are the same as mentioned under point No. 2.10

**2.10.2 For Inservice candidates of Seema Sashtra Bal (SSB) without Entrance Test:**

- a) Educational qualifications are the same as mentioned under point No. 2.10.
- b) He should be employed as a Constable (Veterinary).
- c) He should have a good service record.

**2.11 Admission will be made strictly on merit and the same will be determined based on the marks obtained in the DET-2017. However:-**

**a) For the candidates of GNCT Delhi, first preference will be given to in-service candidates of AHD, Delhi and if seats remain vacant, the fresh candidates of NCT Delhi, will be admitted. The vacant seats if any will not be transferred to any other category of seats.**

**b) For the candidates of Riwasa, Mahendergarh, the candidates will be first considered for admission in the General or any of the reserved categories to which he belongs as per his/her merit in the DET, on the production of valid certificates of his/her category at the time of counseling.**

**2.11.1 Minimum qualifying marks in Entrance Test are 35% (33% for SC and for in-service candidates) Merit list will be prepared for only those candidates, who qualify the DET.**

**2.11.2** If two or more candidates score the same marks in the DET, the merit amongst these candidates will be decided on the basis of percentage of marks obtained in 10+2 examination. If still there is a tie then the candidate senior in age will be considered higher in the merit.

**2.11.3 Merit of In-service candidates of LUVAS/Animal Husbandry and Dairying Department, Haryana/GNCT/AHD, Delhi and for additional one seat of Riwasa, Mahendergarh.**

- i) Admission will be made strictly on merit and same will be determined based on the marks obtained in DET.
- ii) Reservation of seats is not applicable here.

2.12 List of derecognized/unrecognized Boards and fake Universities has been given in Chapter-VII of this prospectus. Equivalence and acceptability of certificates / examinations / degrees etc. for the purpose of admission in VLDD / DVLTL courses will be decided by the following Standing Committee:

- |                          |          |
|--------------------------|----------|
| 1. Director, IPVS        | Chairman |
| 2. Incharge VLDD Section | Member   |
| 3. Incharge DVLTL        | Member   |

**The decision of the Committee will be final.**

2.13 At the time of selection/admission, the Director, IPVS/Admission Committee shall also consider the past record of the candidate, concerning his/her conduct as a student/employee in this University or elsewhere. If the authority is satisfied that the applicant/student/employee, as the case may be, being considered for admission was involved in any act(s) of indiscipline, organizing demonstration(s), involvement in criminal offence(s) specially involved in immoral activities, the Director, IPVS/Admission Committee may refuse admission to such a candidate.

2.14 A person aggrieved by any decision of the Director, IPVS/Admission Committee may appeal within three days to the Vice-Chancellor, who will examine the application with reference to rules and regulations and decision of the Vice-Chancellor in the matter shall be final.

**Note:**

- 1.The duration for appeal has been kept short as in the matters of admission the time bound schedule is to be followed.
- 2.Admission to Diploma programmes will be made by the Director, Institute of Para Veterinary Sciences, LUVAS, Hisar. If it is found, at any time, that a candidate has obtained admission to this programme by misrepresentation of facts or that candidate has availed some benefit which was not due to him/her or if a candidate has been admitted due to an error, the Director, IPVS may at his discretion, cancel his/her admission to the Diploma Programme.

2.15 In case of any doubt, decision of the Vice-Chancellor will be final.



**The remaining 50% seats of the affiliated institutes will be filled up by the concerned Institute on the basis of merit of candidate in DET-2017. In any case, no separate Entrance Test is to be conducted by the affiliated institutes.**

**Definition of Persons with Disability:**

“Applicants having permanent disability of not less than 40%, provided the applicants are otherwise fit for field/Lab. duty. Such applicants will have to bring a certificate at Annexure-VII from Chief Medical Officer of the District to which the candidate belongs. Such candidates will also have to appear before the Medical Board constituted by the Vice-Chancellor for determining the percentage of disability and for assessment whether they are fit to carry out the duties of Veterinary & Livestock Development Assistant (VLDA) / Lab. Technician despite being handicapped. The findings of the University’s Board shall be final, superseding the certificate already submitted by the applicant. However, the applicant should not suffer from the followings:

- a). Disability of total body including disability of chest/spine more than 50%.
- b). Disability of lower limb of more than 50%.
- c). Disability of upper limb.
- d). Visually handicapped and hearing disability.
- e). Progressive diseases like myopathies etc.
- f). Disabilities which otherwise would interfere in the performance of the duties of VLDA/Lab. Technician.

Note 1: In the event of quota reserved for persons with disability remains unutilized due to non-availability of handicapped candidates, it may be offered to the Ex-servicemen and their wards, the dependents of Freedom Fighters and dependents of Operation Vijay to the extent of 1% each to these categories.

Note2: Further, 3% horizontal reservation is also provided to Ex-servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of scheduled castes and 1% from backward classes categories for admission to the various educational institutions of the Government and Government aided/Self financing Colleges/Institutes located in Haryana. As far as block allocation in Block A and Block B of Backward Class categories is concerned, year-wise rotational system will be adopted. For example, if Block A of Backward Classes is given seats in the Academic year 2014, the other block i.e. Block B of Backward Classes will be given seats in the next academic year i.e. 2015, if becomes due and so on (Vide letter No.22/10/2013-1GSIII Chandigarh dated 28.02.2013, issued by Government of Haryana). For this purpose a roster has been maintained with effect from the academic year 2011-12. Fraction of each year shall be carried forward till total comes to one, then one seat shall be indicated in the prospectus and admission on this seat will be made on the basis of inter-se merit of ESM and FF candidates.

Note 3: Seats under Ex-servicemen category will be filled in the following order:

- a) Wives/sons/daughters of military persons killed in operation.
- b) Wives/sons/daughters of military persons permanently disabled in action.

Above preference order shall be followed irrespective of merit in the entrance test. However, if there are more than one candidate in that particular category (a or b), then the merit of entrance test will be taken into consideration for the admission.

- c) Dependents of ESM (as per merit of entrance test)

Note 4: **Benefit of reservation of Backward class categories shall not apply to the wards and the applicants belonging to creamy layer as defined by the State Government from time to time.**

Note 5: In case, candidates are not available in one particular block of BC category, the seats shall be filled up from the candidates of other block.

**C. Additional Seats:-**

**i) For In-service candidates of LUVAS: VLDD Course**

**Eligibility:** The candidates working on the following posts will be considered: Lab. Attendant, Animal Attendant, Milk Recorder, Lab. Assistant, Beldar, Bull Supervisor, Attendant, Ferrier, Inseminator, Dairy Manufacturing Assistant, Operation Theater Assistant, Butcher and Kennel Attendant. The candidate should possess the required minimum eligibility qualifications as mentioned under point No. 2.10.1.1 of Chapter –IV.

**ii) For In-service candidates of LUVAS: DVLTT Course**

**Eligibility:** Only the Lab. Staff working on the following posts will be considered: Lab. Attendant, Lab. Assistant and Senior Lab. Assistant, The candidate should possess the required minimum eligibility qualifications as mentioned under point No. 2.10.1.1 of Chapter –IV.

**D. For the In-service candidates of the Animal Husbandry and Dairying Department, Govt. of Haryana :**

All Class-IV regular employees of Animal Husbandry & Dairying Department whose posts are or have been merged into one category i.e. Animal Attendant or Laboratory Attendant after restructuring/right-sizing of posts as per Director General, Animal Husbandry & Dairying Office letter No. 24613-718 Plg dated 12.07.2007, are eligible for admission. The concerned Deputy Director, Animal Husbandry & Dairying, Haryana has to clearly certify the same in Annexure -

IX and no cuttings and over-writings in this regard will be accepted. The candidate should possess the required minimum eligibility qualifications as mentioned under point No. 2.10.1.2 of Chapter –IV.

**E. For Inservice candidates of AHD, GNCT Delhi:**

**Eligibility:-** The candidates working on the following posts will be considered: Lab. Attendant, Animal Attendant, Bull Attendant, Poultry Attendant, Dresser, Water Carrier, Semen/Vaccine Messenger, Pig Attendant, Dairy Attendant, Cow-Herd/ Milkman, Shepherd, Animal Catcher, Junior Milker, Calf-Boy, Drencher and Mate (Livestock). The candidate should possess the required minimum eligibility qualifications as mentioned under point No. 2.10.1.2 of Chapter –IV.

**F. For candidates of Village Riwasa, Mahendergarh:-**

**Eligibility:-** The candidates should possess the required minimum educational qualification as mentioned under rule no. 2.10

**G.** Only one ward in family of LUVAS employee who dies while in service may be given admission only once (if interested) against additional seat(s) provided he fulfills the minimum eligibility conditions and obtains the prescribed qualifying marks in the Entrance Test.

**CHAPTER - VI**  
**DETAILS OF FEE AND FINANCIAL ASSISTANCE**

To be paid at the time of admission.

<b>S.No.</b>	<b>Item</b>	<b>Amount (Rs.)</b>
<b>A.</b>	<b>To be paid only once during admission:</b>	
1.	Institute Security – Refundable	1000.00
2.	Library Security -Refundable	1000.00
3.	Institute’s Development Fund	17,500.00
4.	Identity card	80.00
<b>B.</b>	<b>Annual Charges:</b>	
1.	Admission Fee	250.00
2.	Tuition Fee	7000.00
3.	Amalgamated Fund	1650.00
4.	Medical Fund	150.00
5.	Sports & Youth Welfare Fund	150.00
6.	Students Welfare Fund	50.00
7.	Students Aid Fund	100.00
8.	Library Fund	100.00
9.	Laboratory Fund	900.00
10.	Examination Fee	1100.00
11.	Examination Fee for failed students of Affiliated Institute	1100.00
12.	Amartya Shiksha Yojna & Personal Accident Policy	100.00
13.	Admission form fee for SSB candidates only	2000.00
<b>C.</b>	<b>Supplementary Examination Fee</b> :                      Rs. 500/- per subject	

- Note:**
1. The candidates of GNCT Delhi will pay the same fee as for the Haryana residents. However in addition to this fee the AHD/GNCT Delhi candidates will pay Rs. 40000/- per candidate per year to the Director IPVS, at the time of admission/registration.
  2. No tuition fee will be charged from persons with disability and women candidates of Haryana.
  3. Any other change in fee, if applicable and approved by the competent authority will be chargeable at the time of admission



## **REFUND POLICY**

**The fee paid shall be refunded according to the following table:**

<b>S.No.</b>	<b>Situation</b>	<b>Refund</b>
1	Request of the candidate received upto one day before the cut off date and seat could be filled by the Institute	Entire fees less Rs. 1000/-
2	Request of the candidate received after cut off date	No refund (except refundable security deposits)

### **Number and value of scholarships / stipends for COVS, LUVAS, Hisar**

The Scholarships / Stipends shall be awarded only to the candidates possessing Haryana Resident Certificate admitted in IPVS, LUVAS, Hisar against Haryana Resident seats on the basis of the merit list prepared (for admission) in accordance with the rules relating to award of Scholarships and Stipends by the University as given in University Calendar Vol. II of CCS HAU (applicable to LUVAS, also)

### **Scholarships for Diploma students:**

The Scholarships / Stipends shall be awarded to the VLDD and DVLT students admitted against Haryana Resident seats only and their merit will be prepared on the basis of the merit of the Entrance Test. The University awards merit scholarship of Rs. 400/- per month to a student as prescribed for Haryana resident only. This scholarship is, however, offered to only 25% of those students who have been admitted against the Haryana Resident seats. If an occasion arises for re-award of scholarships, the number of scholarships is determined by the strength of the class at the time of re-award. After award of scholarships, when the fraction is half or more than half, it is to be taken as one for the purpose of award of scholarship.

## CHAPTER – VII

### LIST OF NOT-RECOGNIZED/DE-RECOGNIZED/FAKE BOARDS

1. All India Board of Secondary Education, Delhi, Bhawan No. 700, Gali No. 17, Gopalpur Village (Timarpur), P.O. Azadpur, Delhi-110019
2. All India Board of Secondary Education, Gazipur.
3. Bhartiya Shiksha Parishad (U.P.) Open Vishwavidyalaya, Lucknow (U.P.).
4. Board of Adult Education & Training, Office 1, Aliganj (Kasturba Nagar), Kotla Mubarakpur, New Delhi- 110003
5. Board of Higher Secondary Education, Delhi
6. Bombay Hindi Vidyapeeth, Bombay.
7. Board of Secondary Education Madhya Bharat, Gwalior
8. Board of Secondary Education, Karkardooma, Delhi
9. Central Board of Higher Education, East Patel Nagar, New Delhi
10. Central Board of Higher Education, Uttam Nagar, New Delhi.
11. Council of Secondary Education, Mohali
12. Delhi Open School, Delhi
13. Delhi Vishwa-Vidyapeeth, 233, Tagore Park, Model Town, Delhi
14. Gandhi Hindi Vidyapeeth, Prayag, Allahabad (U.P.)
15. Hindi Sahitya Sammelan, Allahabad
16. Hindi Sahitya Sammelan, Prayag (Allahabad), U.P.
17. Indian Education Council of U.P., Lucknow (U.P.)
18. Jamia Islamia, Lucknow.
19. Kesarwani Vidyapith, Jabalpur, M.P.
20. Takshila Kendriya Vishwavidyala, Uttam Nagar, New Delhi
21. Uttar Madhyama and Purva Madhyama from Gurukul, Jhajjar.
22. Uttar Pradesh Vishwavidyala, Kosi Kalan, Mathura (U.P.)
23. Uttar Pradesh Vishwavidyapeeth, Kosi Kalan, Mathura (U.P.)
24. Varanaseya Sanskrit Vishwavidyalaya Varanasi (Uttar Pradesh)/Jagat Puri, Delhi.
25. Any other Board not-recognized/declared de-recognized/fake/not equivalent by COBSE, New Delhi/State Govt./CBSE/Haryana Board of School Education, Bhiwani.

## List of De-Recognized Universities

1. ADR-Centric Juridical University,ADR House,8J,Gopala Tower,25 Rajendra Place,New Delhi.
2. Amritsar University, Amritsar (Punjab).
3. Arya University, Srinagar (Jammu & Kashmir).
4. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum, Karnataka.
5. Bible University, Ambur (North Arcot).
6. Blobe University of Science, Kumbaromam.
7. Commercial University Ltd., Darya Ganj, Delhi.
8. D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu.
9. Eastern Orthodox University, Ambur (North Arcot).
10. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh
11. Gurukul Vishwavidyalaya, Vridanvan, Uttar Pradesh
12. Indian Institute of Alternative Medicine, Kolkatta.
13. Indian Institute of Science and Engineering, New Delhi
14. Indraprastha Shiksha Parishad, Institutional Area,Khoda,Makanpur,Noida Phase-II, UP.
15. Institute of Alternative Medicine and Research,8-A, Diamond Harbour Road, Builtech inn, 2nd Floor, Thakurpurkur, Kolkatta
16. Maharana Pratap Shiksha Niketan Vishwavidyalaya, Pratapgarh U.P.)
17. Maharishi Valmiki National University, Delhi
18. Mahila Gram Vidyapith/Vishwavidyalaya (Women University), Prayag, Allahabad (U.P).
19. Maithili University/Vishwavidyalaya, Darbhanga, Bihar.
20. Nababharat Shiksha Parishad, Anupoorna Bhawan, Plot No. 242, Pani Tanki Road,Shaktinagar, Rourkela
21. National University of Electro Complex Homeopathy, Kanpur (U.P.)
22. National University, Nagpur
23. Netaja Subhash Chandra Bose University (Open University), Aligarh (U.P.)
24. North Orissa University of Agriculture & Technology, Odisha
25. Raja Arabia University, Nagpur.
26. Self Culture University, Kizhanattam, Kerla
27. Shrimati Mahadevi Verma Open University, Mughal Sarai (U.P.)
28. Sree Narayan Open University, Quilon (Kerala)
29. St. John's University, Kizhanattam, Kerala.
30. Testator Research University, Bodihaya, Ranur (Tamil Nadu).
31. United Nations University, Delhi.
32. University Newjerusalem, Kathuparamba, Cannore (Kerala).
33. Urdu University, Motia Park, Bhopal
34. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh
35. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi
36. Viswakarma Open University for Self-Employment, Rozgar Sewasadan, 672, Sanjay Enclave, Opp. GTK Depot, Delhi
37. Vocational University, Amritsar.
38. Vocational University, Delhi
39. Western University of Kapurthala
40. World Social work University, Perunguzhi (Kerala).
41. Any other Board/University not-recognized/ declared de-recognized/fake/ not equivalent by COBSE, New Delhi/ CBSE/State Govt./Haryana Board of School Education, Bhiwani /UGC

## **CHAPTER-VIII**

### **RULES REGARDING PREVENTION OF RAGGING**

#### **Title, Commencement and Applicability**

These Rules shall be called the “Lala Lajpat Rai University of Veterinary and Animal Sciences Rules on Curbing the Menace of Ragging, 2013” The University has adopted the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 as well as the directions of the Hon’ble Apex Court.

They shall apply to all the students enrolled in certificate, diploma, UG and PG degree programmes or any other category of courses in which instruction / education is imparted by the Lala Lajpat Rai University of Veterinary and Animal Sciences and which includes its departments, constituent / affiliated colleges and all the premises, whether being academic, residential, playgrounds, canteen or other such premises of the University whether located within the campus or outside / outstations / Research Stations, and to all means of transportations of students, whether public or private, accessed by students for the pursuit of studies in this University.

#### **Objectives**

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from this University, by prohibiting it under these Rules, preventing its occurrence and punishing those who indulge in ragging as provided for in these Rules and the appropriate law in force.

#### **What constitutes Ragging**

Ragging constitutes one or more of any the following acts :

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;

- c. asking any student to do any act which such student will not in the ordinary course do an which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche or such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity or any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self-confidence of a fresher or any other student. With or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

### **Anti-Ragging Committee**

To be proposed by the DSW and headed by the Registrar, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representative of faculty members, representatives of parents, representatives of students belonging to the fresher' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender. Action to be taken by the Deans / Principal of the Constituent Colleges On receipt of the recommendation of the Anti Ragging Squads or on receipt of any information concerning any reported incident of ragging, the Deans / Principal shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i) Abetment of ragging;

- ii) Criminal conspiracy to rag;
- iii) Unlawful assembly and rioting while ragging;
- iv) Public nuisance created during ragging;
- v) Violation of decency and morals through ragging;
- vi) Injury to body, causing hurt or grievous hurt;
- vii) Wrongful restraint;
- viii) Wrongful confinement;
- ix) Use of criminal force;
- x) Assault as well as sexual offences or unnatural offences;
- xi) Extortion;
- xii) Criminal trespass;
- xiii) Offences against property;
- xiv) Criminal intimidation;
- xv) Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi) Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii) Physical or psychological humiliation;
- xviii) All other offences following from the definition of “Ragging”.

Provided that the Deans / Principal shall forthwith report the occurrence of the incident of ragging to the Vice-Chancellor. Provided further that the Constituent College shall also continue with its own enquiry and other measures without waiting for action on the part of the police / local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

#### **Administrative action in the event of ragging**

1. The Deans / Principal shall punish a student found guilty of ragging after following the procedure and in the manner prescribed here in under:
  - a) The Anti-Ragging Committee of the University shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging establishment in the recommendations of the Anti-Ragging Squad.
  - b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, recommend, to those found guilty, one or more of the following punishments, namely;
    - i) Suspension from attending classes and academic privileges.
    - ii) Withholding / withdrawing scholarship / fellowship and other benefits.

- iii) Debarring from appearing in any test / examination or other evaluation process.
  - iv) Withholding results.
  - v) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
  - vi) Suspension / expulsion from the hostel.
  - vii) Cancellation of admission.
  - viii) Rustication from the institution for period ranging from one to four semesters.
  - ix) Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.
- 2 The appeal shall lie with the Vice-Chancellor within fortnight from the date of issue of orders.
  - 3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the University, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these rules or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

### **Suspension**

- 1 After having regard to the nature and gravity of the incident of ragging, the Dean of the college concerned/Principal of the constituent/affiliated college with respect to the students is satisfied that it is necessary/desirable in the interest of the University to place under suspension, the student found involved in an act of indiscipline, he/she may place such student under suspension. Such suspension will not amount to any penalty having been imposed under the provisions under these rules.
- 2 Such suspension will debar a student from availing any facility of the University.

**Note : Use the Annexure (s) to type the relevant proforma fresh on a separate sheet for submission at the time of counseling**

**ANNEXURE-I**

**HARYANA RESIDENT CERTIFICATE**

(For bonafide Residents of Haryana only)

Certified that Sh./Km./Smt. \_\_\_\_\_ son/daughter of Sh. \_\_\_\_\_ Resident of \_\_\_\_\_ (complete address) since is a bonafide resident of Haryana State in terms of Chief Secretary, Haryana letter No.62/17/95-6 GSI dated 3.10.96 and letter No. 62/27/2003-6 GSI dated 29.7.2003, under clause\_\_\_\_\_

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

(Signature of the competent authority)

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

Designation  
(with legible office seal)

**Note :**

- i) The competent authorities to issue Haryana Resident Certificate will be as per State Govt. letter No. 22/28/2003-3 G. S. III dated 30.01.2004.
- ii) The Haryana Resident applicants, who have passed their qualifying examination alongwith matric and 10+2 examinations from the Universities/Board/Institutes located in Haryana are not required to produce Certificate of Haryana Resident.

**ANNEXURE-I -A**

**RESIDENT CERTIFICATE**

(For bonafide Residents of Riwasa, Mahendergarh & for GNCT Delhi)

Certified that Sh./Km./Smt. \_\_\_\_\_ son/daughter of Sh. \_\_\_\_\_ Resident of (Name of Village/City) \_\_\_\_\_ (complete address) since \_\_\_\_\_ is a bonafide resident of village Riwasa, Mahendergarh Haryana State (To be attested by Village Sarpanch and Gram Sachiv with seal) and GNCT Delhi in terms of orders of the Chief Secretary, GNCT, Delhi.

No. \_\_\_\_\_ Place: \_\_\_\_\_

(Signature of Village Sarpanch and Gram Sachiv)

(Signature of the competent authority)

Designation (with legible office seal)

Designation (with legible office seal)



## ANNEXURE-II

### Haryana Government

Photo of the  
applicant to be  
attested by the  
issuing  
authority

Certificate Sr. No. .... /Year ..... / Teh. ....

### SCHEDULED CASTE CERTIFICATE

This is to certify that Shri/Smt./Kumari \_\_\_\_\_  
son/daughter of Shri . \_\_\_\_\_ resident of \_\_\_\_\_ village/town \_\_\_\_\_  
Tehsil \_\_\_\_\_ District \_\_\_\_\_ of the State/Union Territory \_\_\_\_\_ belongs to  
the \_\_\_\_\_ Caste/ Tribe, which is recognized as a Scheduled Caste/Scheduled Tribe under the  
Constitution (Scheduled Castes) Order, 1950.

**(Applicable in the case of person who have migrated from other State/Union Territory  
Administration.)**

2. This Certificate is issued on the basis of the Scheduled Caste Certificate issued by  
\_\_\_\_\_ vide letter No \_\_\_\_\_ dated \_\_\_\_\_ to Shri/Smt.  
\_\_\_\_\_ Father/Mother of Shri/Smt./Kumari \_\_\_\_\_ of Village/Town  
\_\_\_\_\_ of Tehsil \_\_\_\_\_ District \_\_\_\_\_ of State/Union Territory  
\_\_\_\_\_ who belongs to the \_\_\_\_\_ caste which is recognized as Scheduled  
Caste/Scheduled Tribes in the State/Union Territory \_\_\_\_\_.

3. Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside (s) in  
\_\_\_\_\_ Village/Town \_\_\_\_\_ of Tehsil \_\_\_\_\_ District  
\_\_\_\_\_ of the State/Union Territory \_\_\_\_\_.

Signature with seal of Issuing Authority

Full Name .....

Designation .....

Address with

Telephone No. with code .....

Place .....

Date .....

- Issuing Authority : Tehsildar -cum-Executive Magistrate,  
Naib Tehsildar-cum-Executive Magistrate  
Head of Department in case of Government employees.
- Strike out the paragraph which is not applicable.
- For instructions refer to [www.csharyana.gov.in](http://www.csharyana.gov.in)

**ANNEXURE-III**  
**Haryana Government**

Photo of the  
applicant to be  
attested by the  
issuing  
authority

Certificate Sr. No. .... /Year ..... / Teh. ....

**BACKWARD CLASS CERTIFICATE (BCA/BCB)**

This is to certify that Shri/Smt./Kumari \_\_\_\_\_  
son/daughter of Shri . \_\_\_\_\_ resident of \_\_\_\_\_ village/town \_\_\_\_\_  
Tehsil \_\_\_\_\_ District \_\_\_\_\_ of the State/Union Territory \_\_\_\_\_ belongs to  
the \_\_\_\_\_ Caste. This caste is mentioned in the State list of BC Block A/B \_\_\_\_\_.

***(Applicable in the case of person who have migrated from other State/Union Territory Administration)***

2. This Certificate is issued on the basis of the Backward Class Certificate issued by  
\_\_\_\_\_ vide letter No \_\_\_\_\_ dated \_\_\_\_\_ to Shri/Smt.  
\_\_\_\_\_ Father/Mother of Shri/Smt./Kumari \_\_\_\_\_ of Village/Town  
\_\_\_\_\_ of Tehsil \_\_\_\_\_ District \_\_\_\_\_ of State/Union Territory  
\_\_\_\_\_ who belongs to the \_\_\_\_\_ caste which is recognized as Backward Class in  
the State/Union Territory \_\_\_\_\_.

***(The applicant shall submit an affidavit that he/she falls /does not fall in creamy layer)***

3. Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside (s) in  
\_\_\_\_\_ Village/Town \_\_\_\_\_ of Tehsil \_\_\_\_\_ District \_\_\_\_\_  
of the State/Union **Territory** \_\_\_\_\_.

4. This is to certify that he/she does not belong to the person/section (Creamy layer) as per State  
Govt. letter No. 170-SW(1)-95 dated 7-6-1995, No. 22/36/2000-3GS-III dated 09.08.2000 & No. 213-  
SW(1)-2010 dated 31.08.2010

Signature with seal of Issuing Authority

Full Name .....

Designation .....

Address with

Telephone No. with code .....

Place .....

Date .....

- Issuing Authority : Tehsildar –cum-Executive Magistrate,  
Naib Tehsildar-cum-Executive Magistrate  
Head of Department in case of Government employees.
- Strike out the paragraph which is not applicable.
- For instructions refer to [www.csharyana.gov.in](http://www.csharyana.gov.in)

**ANNEXURE-IV**  
**INCOME CERTIFICATE**  
**(For Backward Class Category Candidates)**

This is to certify that Shri/Smt./Kumari .....son/daughter  
of Shri..... resident of village/town .....Tehsil .....  
district .....of the State/Union Territory .....belongs to the  
..... Caste which is included in the list of Backward Classes Block.....  
and is having annual family income of Rs. .... as verified by Numberdar/  
Sarpanch/ Patwari etc.

**No.**

**Date**

**Place**

**Tehsildar/Naib Tehsildar**

**(Signature with seal)**

**Note : The candidates, whose parents are in service, may submit the income certificate issued by the Head of the Department/Office.**

**ANNEXURE-V**

**CERTIFICATE FOR DIFFERENTLY ABLED PERSON**

Certified that Mr./Ms. \_\_\_\_\_ S/o/D/oSh.

\_\_\_\_\_ resident of (place) \_\_\_\_\_

District \_\_\_\_\_ appeared before the District Medical Board for medical check up. On medical Examination, he/she is found suffering from \_\_\_\_\_ (name of diseased condition) and thus he/she is physically handicapped. His/her percentage of Handicap is \_\_\_\_\_ %(in figure) \_\_\_\_\_ (% in words).

Certified that the above named applicant is not suffering from any of the following physical disabilities:

- a). Disability of total body including disability of chest/spine more than 50%.
- b). Disability of lower limb of more than 50%.
- c). Disability of upper limb.
- d). Visually handicapped and hearing disability.
- e). Progressive diseases like myopathies etc.
- f). Disabilities which otherwise would interfere in the performance of the duties of VLDA/ Lab. Technician.

Place \_\_\_\_\_

Signature

Date \_\_\_\_\_

Name .....

Chief Medical Officer  
of Distt. to which the applicant belongs  
(legible office seal)

**The attested copy of the medical report duly signed by the members of the board is to be enclosed with this certificate; otherwise the certificate shall not be considered valid.**

**The candidate will have to undergo medical examination with Medical Board of the University as well.**

**ANNEXURE – VI**

**ESM CERTIFICATE**

**(Certificate to be furnished in support of claim for ESM and their Wards along with Retirement/Pension Book)**

Certified that Sh \_\_\_\_\_ (ESM)  
Husband/Father of \_\_\_\_\_ (name of the applicant) is an Ex-serviceman and his wife/son/daughter is entitled for the benefit of reservation of seats for admission to \*Veterinary & Livestock Development Diploma / Diploma in Veterinary Laboratory Technology of Institute of Para Veterinary Sciences, LUVAS, Hisar. His detailed particulars are as under:

1. Name of ESM \_\_\_\_\_
2. Father's Name \_\_\_\_\_
3. Whether (Give details)
  - i) Killed in operation during military service. \_\_\_\_\_
  - ii) Permanently disabled in action during military service \_\_\_\_\_
  - iii) Others \_\_\_\_\_

**\* Strike out, whichever is not applicable**

Place: \_\_\_\_\_  
Date : \_\_\_\_\_  
(Seal of the above authority)

Signature of Secretary  
Zila Sainik Board to which ESM belongs

## **ANNEXURE-VII**

### **CERTIFICATE TO BE FURNISHED BY CHILDREN/GRAND CHILDREN OF FREEDOM FIGHTERS**

Certified that Sh/Smt \_\_\_\_\_ (F.F.) son/daughter  
of Sh. \_\_\_\_\_ resident of \_\_\_\_\_  
\_\_\_\_\_ (complete address), a Freedom Fighter of Haryana is/was  
father/mother/grandfather/grandmother of Mr./Ms. \_\_\_\_\_  
(Name of the applicant) son / daughter of Sh \_\_\_\_\_ Resident of  
village / town \_\_\_\_\_ Police Station \_\_\_\_\_ Tehsil  
\_\_\_\_\_ District \_\_\_\_\_ (Haryana).

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

Deputy Commissioner of concerned  
District of Haryana  
(with legible seal)

**ANNEXURE-VIII**

**CERTIFICATE TO BE FURNISHED BY WARD OF DECEASED EMPLOYEE OF  
LALA LAJPAT RAI UNIVERSITY OF VETERINARY AND ANIMAL SCIENCES,  
HISAR**

It is certified that Shri./Smt. \_\_\_\_\_ father/mother  
of Mr. \_\_\_\_\_ was a regular employee of this  
department as \_\_\_\_\_ since  
\_\_\_\_\_. He/she expired during service on \_\_\_\_\_.

It is also certified that previously no other ward of this family has ever been  
issued such certificate through which he/she could obtain benefit under this  
category for admission to any course in any constituent college of Lala Lajpat Rai  
University of Vety. & Animal Sciences, Hisar.

Place \_\_\_\_\_  
Date \_\_\_\_\_

Head of the department/office  
(with seal)

## **ANNEXURE- IX**

### **FOR IN-SERVICE CANDIDATES/FRESH CANDIDATES OF GNCT, DELHI**

1. Certified that as per service record Shri \_\_\_\_\_ S/o Sh. \_\_\_\_\_ has been employed as (Designation) \_\_\_\_\_ in the office of \_\_\_\_\_ since \_\_\_\_\_.
2. Certified that Shri \_\_\_\_\_ S/o Sh. \_\_\_\_\_ is a fresh candidate of GNCT, Delhi.
3. Certified that this post after restructuring/right-sizing of posts as per Director General, Animal Husbandry & Dairying Office letter No. 24613-718 Plg dated 12.07.2007) has been merged into one i.e. Animal Attendant or Laboratory Attendant (for the candidates of Animal Husbandry and Dairying Department of Haryana.)
4. It is also certified that nature of his duty involves animal work or laboratory work.
5. Certified that his service record is good. His service record has been checked and there is nothing adverse against him to debar him for admission to the programme for which he has applied.
5. The attested photo copy of Service Book of the employee indicating designation of post held and date of appointment is attached with the admission form.
6. I hereby recommend his candidature for admission to VLDD /DVLTT programme.

No:-

Place \_\_\_\_\_

Date \_\_\_\_\_

Competent Authority  
(seal)

1. HOD for LUVAS employee
2. Director/DD for AHD department, Haryana.
3. Director AHD for GNCT, Delhi

Note:

1. No alteration in the proforma/certificate will be acceptable.



**ANNEXURE -X**

**CERTIFICATE BY HEAD OF THE INSTITUTION  
(For non-availability of Detailed Marks Sheet)**

It is certified that Mr./Ms. ....s/o/d/o  
Sh.....has appeared in/passed the 10+2 examination under roll  
No ..... conducted by the .....  
(Board/University) in ..... (Month and Year) and has  
obtained .....marks out of .....maximum marks.

Subject-wise marks obtained are given as below:

<b>Sr. No.</b>	<b>Subject</b>	<b>Marks Obtained</b>	<b>Maximum Marks</b>
1.			
2.			
3.			
4.			
5.			

Date : .....

Signature of Principal

Place : .....

(with Rubber stamp)

**ANNEXURE-XI**  
**SELF UNDERTAKING OF GAP IN STUDY PERIOD**

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

1. That I have passed ..... examination\* held in ..... from  
..... (School/college).
2. That I have not joined any college/institution after passing .....  
Examination\*.

\* Indicate the latest examination passed.

OR

That I have joined the course ..... at .....  
(Name of the institution) w.e.f. .... And will leave the same  
before joining the VLDD / DVLTL programme.(strike out the one not applicable)

3. That I have never been convicted for any offence by any court of law and there is no  
criminal proceeding pending against me during the above said gap period.

Signature of candidate

Note : Strike out whichever is not applicable.

Verification :

I, the above named candidate do hereby declare that the above contents are true and  
correct to the best of my knowledge and belief and nothing has been concealed therein.

Date:.....

Signature of candidate

Place: .....

## ANNEXURE-XII

### AFFIDAVIT BY THE STUDENT FOR NON PARTICIPATION IN RAGGING

1. I \_\_\_\_\_ S/o D/o Sh. \_\_\_\_\_ having been admitted to \_\_\_\_\_ (Name of institution) have received a copy of LUVAS Rules on Curbing the Menace of Ragging – 2009, (hereinafter called the “Rules”) carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that :
  - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Deponent

Name .....

#### VERIFICATION

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

Verified at   (place)   on this day   (day)   of   (month)   ,   (year)   .

Signature of Deponent

Name .....

Solemnly affirmed and signed in my presence on this the   (day)   of   (month)   ,   (year)   after reading the contents of this affidavit.

**ANNEXURE-XIII**

**AFFIDAVIT BY PARENTS / GUARDIAN**

1. I, \_\_\_\_\_ father / mother / guardian of \_\_\_\_\_ (Name of the student), having been admitted to \_\_\_\_\_ (name of institution), have received a copy of the LUVAS Rules on Curbing the Menace of Ragging, 2009, (hereinafter called the “Rules”) carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against ward in case he/she is found guilty or or abetting ragging, actively or passively, or being part or a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that :
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty or ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Deponent

Name .....

Address .....

Telephone/Mobile No. ....

**VERIFICATION**

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

Verified at   (place)   on this day   (day)   of   (month)   ,   (year)  .

Signature of Deponent

Name .....

Solemnly affirmed and signed in my presence on this the   (day)   of   (month)   ,   (year)   after reading the contents of this affidavit.

**OATH COMMISSIONER**

