

Appendix - I

APPENDIX-D

Copy of letter No. 62/17/95-6 GSI Dated, Chandigarh, the 3rd October, 1996

From

The Chief Secretary to Government Haryana

To

- 1) All Heads of Departments, Commissioners
Ambala, Rohtak, Gurgaon and Hisar Divisions.
- 2) All Deputy Commissioners and all Sub-Divisional
Officers (Civil) in Haryana.
- 3) The Registrar, Punjab and Haryana High Court and
All District and Session Judges in Haryana.

Subject: "Bonafide residents of Haryana- Guidelines regarding".

1. I am directed to invite your attention to Haryana Govt. letters noted in the margin on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institution (including technical/ medical institution). The matter has been reconsidered in the light of judgment delivered by the 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 has been held that instead of the word 'Domicile' the word 'Resident' be used in the instructions issued by the State Government and it has been decided to revise the Government instructions. Henceforth, the following categories of persons would be eligible for the grant of Resident Certificate:-
 - i) Candidates, who have passed the examination qualifying them for selection in an institution from a school/ college in Haryana.
 - ii) Children/ Wards (if parents are not living)/ Dependents :-
 - a) Of the employees of Haryana State posted in or outside Haryana State or working on deputation;
 - b) Of the employees of the statutory bodies/ corporations established by or under an Act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana;
 - c) Of the employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government.
 - iii) Children/ Wards (if parents not living)/ dependents of persons who after retirement have permanently settled in Haryana and draw their pensions from the treasuries situated in the State of Haryana.
 - iv) Children/ Wards (if parents are not living)/ dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a State other than Haryana or he has settled after retirement in or outside Haryana.
 - v) Children/ Wards (if parents are not living)/ dependents or persons, who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana.
 - vi) The wives of such persons who are bonafide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage.
 - vii) Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/ guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are



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- a) Citizens of India;
 - b) Produce an affidavit to the effect that they or their children/ wards (if parents are not living)/ dependents have not obtained the benefit of Resident in any other State.
2. All candidates claiming to be bonafide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/ General Assistant to Deputy Commissioner or Sub-Divisional Officer (Civil) of the District/ Sub-Divisions to which the candidates belong. Resident Certificates in respect of elsewhere or in respect of the Children/ Wards/ Dependents of Haryana Govt. employees who are posted at Chandigarh, Delhi or elsewhere or in respect of Children/ Wards/ Dependents of pensioners of Haryana Govt. or in respect of the Children/ Wards/ Dependents of the employees of the Government of India posted at Chandigarh or in Haryana in connection with the affairs of Haryana Government, or in respect of Children/ Wards/ Dependents of the employees and retirees of the Statutory Bodies/ Corporations of Haryana established by or under an Act of the State of Haryana or a Central Act and located at Chandigarh, Haryana or outside Haryana, should be by their respective Heads of Departments.
 3. Candidates seeking admission in educational institutions (including medical and technical institutions) located in Haryana may not be required to produce Resident Certificate, if they have passed the examination from a school/ college situated in Haryana. For this purpose, a certificate of the Principal/ Headmaster from concerned institution where the Children/ Wards studied last should be considered sufficient. The Principal/ Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.
 4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim was false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated. The Principal/ Headmaster may take such other action against the student and his/her parents/guardians as he may deem proper in the circumstances of any particular case.
 5. For the purpose of uniformity for issuing certificate of Residence in the case of various categories to be issued by the competent Authorities, proformas have been prescribed which are enclosed herewith.
 6. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

Yours faithfully,
Sd/-

Under Secretary, General Administration,
for Chief Secretary to Govt. Haryana.

A copy is forwarded for information and necessary action to :-

- i. All Financial Commissioners and Secretaries to Govt. Haryana.
- ii. All Commissioners and Secretaries to Govt. Haryana

To

- i. All Financial Commissioners and Secretaries to Govt. Haryana.
- ii. All Commissioners and Secretaries to Govt. Haryana.

Sd/-

Under Secretary, General Administration,
for Chief Secretary to Govt. Haryana.

U.O.No. 62/17/95-6GSI

Dated Chandigarh, the 31.10.96

Director,
THE TECHNOLOGICAL INSTITUTE
OF TEXTILE & SCIENCES, BHIWANI

APPENDIX-D-I

No. 62/32/2000-6GSI

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Department in Haryana
2. The Commissioners Rohtak, Gurgaon, Hisar and Ambala Divisions
3. The Registrar, Punjab and Haryana High Court
4. All the Deputy Commissioners in Haryana
5. The Managing Directors of all Boards and Corporations in Haryana
6. The Registrars, Maharishi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hisar and Ch. Devi Lal University, Sirsa.

Sub :

Bonafide residents of Haryana- Guidelines regarding

Sir,

1. I am directed to invite your attention to Haryana Government circular letter No. 62/17/95-6GSI, dated 3.10.1996 on the subject noted above vide which the powers of issuing Haryana Resident Certificate was vested with District Magistrate/ General Assistant to Deputy Commissioner or Sub-Divisional Officer (Civil) of the District/ Sub-Divisions.
2. The matter has been reconsidered by the State Government in view of the problems being faced by the public in general and the students' community in particular in obtaining a Resident Certificate from the concerned authorities. With a view to improve the existing system in public interest, it has been decided by the Government to delegate powers of District Magistrates/ City Magistrates/ Sub-Divisional Officers (Civil) to Tehsildars to issue Haryana Resident Certificate to the claimant(s). Henceforth, the Tehsildars of Revenue Department are authorized to issue Resident Certificates besides the aforesaid functionaries.
3. These instructions may be observed by all concerned meticulously.

Yours faithfully,

Sd/-

Under Secretary General Administration,
for Chief Secretary to Government
Haryana.

To

All the Financial Commissioners and Principal Secretary/ Commissioners and Secretaries to Government Haryana.

U.O.No. 62/32/2000-6GSI

Dated, Chandigarh the 23.05.2003



Director,
THE TECHNOLOGICAL INSTITUTE
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APPENDIX-D-2

No. 62/27/2003-6GSI

From

The Chief Secretary to Government Haryana

To

1. All the Heads of Departments in Haryana
2. The Commissioners Rohtak, Gurgaon, Hisar and Ambala Divisions
3. The Registrars, Punjab and Haryana High Court
4. All the Deputy Commissioners in Haryana
5. The Managing Directors of all Boards and Corporations in Haryana
6. The Registrars, Maharshi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hissar and Ch. Devi Lal University, Sirsa.

Sub : Bonafide residents of Haryana- Guidelines regarding

Sir,

1. I am directed to invite your attention to Haryana Government circular letter No. 62/17/95-6GSI, dated 3.10.96 and No. 62/32/2000-GSI, dated 23.5.2003 on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of resident for purpose of admission to educational institutions (including technical/ medical institutions).
2. The matter has been reconsidered by the State Government in view of the problems faced by the children and wards of accredited journalist recognized by Government of Haryana and it has been decided that the children and wards of the accredited journalists residing at Chandigarh and recognized by Government of Haryana would also be eligible for the grant of Residence Certificate only for the purpose of admission in the academic institutions of Haryana State.
3. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

Yours faithfully,

Under Secretary General, Administration,
for Chief Secretary to Government Haryana.

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government of Haryana for information and necessary action.

Yours faithfully,

Under Secretary General, Administration,
for Chief Secretary to Government Haryana.

To

All the Financial Commissioners and Principal Secretary/Commissioners and Secretaries to Government of Haryana.

U.O.No. 62/27/2003-6GSI

Dated, Chandigarh the July 29, 2003

Director,
THE TECHNOLOGICAL INSTITUTE
OF TEXTILE & SCIENCES, BHIWANI

APPENDIX-D-3

Copy of letter No. 22/28/2003-3GSIII Dated, the 30th January, 2004.

From

The Chief Secretary to Government Haryana

To

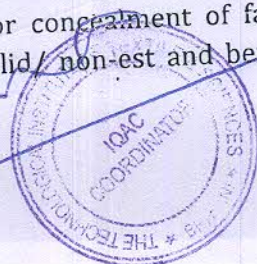
1. All the Heads of Departments in Haryana.
2. The Commissioners Rohtak, Gurgaon, Hissar and Ambala Divisions
3. The Registrar, Punjab and Haryana High Court
4. All the Deputy Commissioners in Haryana.
5. The Registrars, Maharshi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hissar, Guru Jambheshwar University, Hissar and Ch. Devi Lal University, Sirsa.

Dated, Chandigarh the 30th January, 2004.

Sub: "Streamlining the procedure in the offices regarding issuing of Resident/Income Certificates and the Caste Certificate to Scheduled Castes and Backward Classes".

Sir,

1. I am directed to invite your attention to Haryana Government letter Nos. 62/17/95-2GSIII, dated 03.10.1996, No. 22/51/93-3GTSIII, dated 12.08.93 and even No. dated 14.10.97 on the subject noted above wherein instructions regarding the Caste Certificates (SC/BC/OBC), and Resident Certificates have been issued. The policy has been reviewed keeping in view the various courts judgements and the hardships caused to the individuals in obtaining above quoted certificates. Government is of the view that the procedure be institutionalized by delegating powers at proper level for ensuring speedy disposal of work without any harassment or exploitation. The present modification of the policy also aims at simplifying the procedure for obtaining certificate by an individual falling under the reserved categories.
2. The matter has been reconsidered in depth by the State Government in view of the problems being faced by the Government employees in obtaining these certificates. With a view to improve the existing system in issuing various certificates, it has been decided by the Government that henceforth Circle Revenue Officers (Tehsildars/ Naib Tehsildar-cum-Executive Magistrate) concerned will be authorized to issue Resident as well as Caste Certificate (SC/BC/OBC) after getting the verification done through the subordinate revenue staff in case of applicants residing in the rural area and through the Corporation concerned in case of applicants residing in urban areas. It has further been decided that in case of Haryana Government employees serving in the offices located at Chandigarh/ Panchkula and residing at Chandigarh/ Panchkula, the Resident Certificate and the Caste Certificates to SC/BC employees and for their children may be issued by their respective Heads of Departments also.
3. The validity of Resident Certificate issued by the competent authority shall be as long as the holder of this certificate maintains his residential address in Haryana State.
4. SC certificate once issued be valid as long as the caste is not removed from the Schedule of the Constitution and BC certificate shall be valid for life from the date of issue of the certificate or till the applicant does not fall into creamy layer category as defined from time to time. The applicant applying for BC certificate would also submit a self declaration on simple paper that he does not fall under creamy layer category. However, if the certificate has been obtained by fraud or misrepresentation or concealment of facts or by some other means, the said certificate shall be declared as invalid/ non-est and benefit taken by the applicant will be



withdrawn and a criminal case shall be registered against the applicant misrepresenting the facts as well as against the guilty officers/ officials, if any. In addition, Social Justice & Empowerment Department, Haryana is being directed to finalize the modalities and procedure to constitute the Scrutiny Committee.

The files relating to Caste and Resident certificate shall be retained for 10 years and Register shall be retained permanently. The proformae of the application form, Register and SC/BC certificates prescribed by the Government shall be followed by all the Departments/ Institutions in letter and spirit as it has come to the notice of the Govt. that some Department/ Institutions demand such certificates in proformae which are at variance with the proformae in which these certificates are being issued by the competent authorities (Tehsildar/ Naib Tehsildar/ HODs). It is, therefore, decided that the Departments/ Institutions shall accept these certificates only in the proformae in which these are being issued by the competent authorities which have been prescribed by the Govt. itself.

5. To make institutional arrangements, it has also been decided that in future the Resident and Caste certificates will be issued to all the students studying in class 8th every year as per the time schedule given below :-

i	Filling of application form by the Parents/ students.	1 st Nov. to 10 th Nov. every year
ii	Verification by a) Sarpanch/ Nambardar in case of rural areas and Municipal Councillors in case of Urban areas. b) Verification by Patwari in case of rural areas/ EO/ Secy. (MC) any other officer/ official authorized by the local body for the purpose in case of urban areas. c) Head Teacher/ Head-master	upto 15 th Nov. every year 30th November. upto 15th Dec
iii	Forwarding of application to CRO by Head Teacher/ Head Master	Upto 31 st December.
iv	Verification & issue of certificate by CRO	Upto 31 st Jan. every Year

6. All the application forms of a particular School may be sent to the Tehsildar/ Naib Tehsildar concerned preferably at one go so that the certificates are issued and sent back to the Headmasters of Government Schools/ Private Schools for distribution to the concerned students. The Head Teacher/ Headmaster shall be responsible for getting the application forms filled and files prepared of all the students presently studying in Class-VIII to XII will be issued these certificates during the months of January, 2004 to March, 2004. The schedule will be finalized by the concerned Deputy Commissioner in this regard.

7. It has been further decided that in case of SC/BC students claiming benefit under various welfare schemes upto Class IX, the benefits will be given by the Headmaster/ Head Teacher after getting the verification done from Sarpanch/ Nambardar/ MC and a caste certificate issued by the CRO (Tehsildar/ Naib Tehsildar) may not be demanded for this purpose by the School authorities.

8. The matter regarding issue of income certificate to the students for claiming various benefits in educational institutions has been considered and it has been decided that in future the



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APPENDIX-D-4

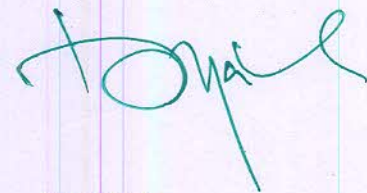
Copy of letter No. 62/17/95-6GSI dated 17.7.98 from the Chief Secretary to Govt. Haryana addressed to all the Heads of Deptt. and Org.

Subject: Bonafide residents of Haryana-guidelines regarding.

Sir,

1. I am directed to invite your attention to Haryana Government circular letter No. 62/17/95-6GSI, dated 3.10.96 regarding the subject mentioned above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Bonafide residents of Haryana for the purpose of admission of educational institutions (including technical/medical institutions).
2. Several departments have sought clarification from the State Govt. whether adhoc/ contract/daily-waged employees are also covered under these institutions.
3. The matter has been examined by the Government. It is clarified that only regular employees of the State Govt./ Statutory bodies/ corporations and Govt. of India mentioned in the above instructions and not ad hoc/ contract/ daily-waged of these State Govt./ Statutory bodies/ corporations fall within the ambit of these instructions. Accordingly, in the sub-Clause (a), (b) and (c) of Clause (ii) in para 1 of the instructions in question, for the word "employee" the word 'regular employee' is substituted and should be read as such. These instructions may be noted carefully for compliance.



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SECTION - 4

DISTRIBUTION & RESERVATION OF SEATS

Category	Percentage
a) All India Open Category Seats (Including Haryana State) (AIC)	15% of the sanctioned intake
Economically Weaker Section (EWS) as per Central Govt. Policy	10% of All India Open Category seats
b) State Quota	85% of the sanctioned intake
(b-1) Haryana Open General Category (HOGC)	50% of the State Quota i.e., 42.5 % of total intake
Economically Weaker Section (EWS)	10% of Haryana Open General Category (HOGC) i.e., 4.25% of total intake
(b-2) Reserved Categories of Haryana	50% of the State Quota i.e., 42.5% of total intake
Scheduled Caste (SC)	20% of State Quota (17% of total intake) i) 10% of State Quota to Scheduled Castes (8.4% of Total Intake) ii) 10% of State Quota to Deprived Scheduled Castes (8.4% of Total Intake) (refer to Appendix-K1)
Backward Classes of Haryana	27% of State Quota (22.95% of total intake)
i. Backward Classes of Haryana (BC-A)	16% of State Quota (13.6% of total intake)
ii. Backward Classes of Haryana (BC-B)	11% of State Quota (9.35% of total intake)
Physically Handicapped (PH)	3% of State quota (2.55% of total intake).

Note: It is mandatory to maintain a Roster Register at Departmental level for distribution and reservation of seats.

In the event of quota reserved for Physically Handicapped remain unutilised due to non-availability for suitable category of Handicapped Candidates, it may be offered to the Ex-Servicemen and their wards (1%) and the dependents of Freedom Fighters (1%).

Further, 3% reservation is also provided to Ex-servicemen/ Freedom Fighters and their dependants by providing reservation within reservation of 1% of General Category, 1% out of Scheduled Caste and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided / Institutes located in Haryana. As far as Block allocation in Block-A and Block-B of Backward Classes category is concerned year wise rotational system will be adopted. For example, if Block-A of Backward Classes are given seats in academic year 2018, the next Block i.e., (B) Block of Category of Backward Classes will be given seats in the next academic year 2019 and so on. Further, a roster register for reservation of seats for ex-servicemen/freedom fighters shall be maintained and carry forward all fractions, till one seat is accumulated through different fractions over the years. As and when the total comes to one, a seat will be provided.

Fifty percent of the twenty percent seats reserved for Scheduled Castes for admission in any educational institution shall be set aside for candidates belonging to deprived Scheduled Castes as enumerated in the Appendix-K1.

Where a seat is set aside for candidate from the deprived Scheduled Castes for admission in Government Educational Institution is not filled up in any academic year due to non-availability of candidate of the deprived Scheduled Castes possessing the requisite qualification, the same shall be made available to the candidate of Schedule Castes.



Handwritten signature in green ink.

Director,
THE TECHNOLOGICAL INSTITUTE
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GUIDELINES FOR RESERVATION

1. **The reservation of seats is as per the Reservation Policy of Haryana Govt. and is subject to change/amendment made by the State Govt. from time to time.**
2. Candidates belonging to SC/DSC/ST are required to submit a certificate from the competent authority as per **Appendix-C**. The list of Scheduled Castes notified by the Haryana Government, is available at **Appendix-K**.
3. Candidates belonging to Backward Classes are required to submit a certificate from the competent authority as per **Appendix-D**. Circular no. 1170-SW(1)-95 dated 07.06.1995 & No.213-SW(1)-2010 dated 31.08.2010, No.22/22/20043 GS-III dated 14.06.2016 and Haryana Government Welfare of Schedule Castes and Backward Classes Department Notification No. 1282-SW (1) dated 28.08.2018 be followed. Instructions for Gross Annual Income may be referred in Govt. notification dated 28.08.2018. The list of Backward Classes in Haryana notified by the Haryana Government, is available at **Appendix-I**.
4. The children or grand children (Maternal & Paternal) of Freedom Fighters are required to submit a certificate from the competent authority as per **Appendix-E**.
5. Only those candidates who have permanent disability of not less than 40% (being otherwise fit for admission to the program) will be considered for admission as Physically Handicapped. They will submit a certificate from the competent authority as per **Appendix-H**. Disability Certificate shall, however, be subject to verification by a Medical Board to be constituted by the University. The decision of Medical Board in this regard shall be final.
6. Children or Wards of Military Personnel (including personnel of Para-Military Forces killed in Action or Permanently Disabled in Action and Boarded Out from the Services or Ex- Servicemen and their wards will be considered for reservation. They will submit a certificate as per **Appendix-F**. The following categories of personnel of Territorial Army are included in the definition of Ex-Servicemen in terms of the State Govt. Letter No. 12/18/2006-GS-II dated 8-01-2008:
 - i) Pension holders for continuous embodied service
 - ii) Persons with disability attributable to military service
 - iii) Gallantry Award Winners and
 - iv) Such recruits boarded out/released on medical grounds and granted medical/disability pension.



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7 A candidate who applies for a reserved category will be considered first in general category on the basis of merit. In case, he/she is not selected in general category, he/she will be considered for reserved category.

The Scheduled Castes/Backward Classes candidates who get selected /admitted in Educational/Professional/Technical Institutions and Universities in open competition on the basis of their own merit, will not be counted against the quota reserved for scheduled caste/ backward classes, rather they will be treated as open competition candidates. However, such candidates shall fulfill condition of eligibility regarding age etc. as are meant for general category candidates (Memo No.13864-75 dated 24.8.2012 received from the Principal Secretary to Govt. of Haryana, Welfare of Scheduled Caste and Backward Classes Department, Chandigarh).

8 If a candidate belongs to more than one reserved category, he/she shall be required to give his/her preference at the time of filling up the admission form. Preference once given shall not be changed.

9 If any seat remains vacant in sub-categories of BC (A) and BC (B), the same will be filled up through the candidates belonging to other category. For example, if any seat in BC (B) category remains vacant, the same will be filled up from BC (A) category and vice-versa.

10 If any seat remains vacant in sub-categories of SC and DSC, the same will be filled up through the candidates belonging to other category. For example, if any seat in SC category remains vacant, the same will be filled up from Deprived SC category and vice-versa.

11 Benefit of reservation will be given to all the reserved categories upto 3rd counseling according to the reservation policy given in the Prospectus. In case at the time of 3rd counseling the reserved seats of various categories remain vacant and no eligible candidates of the reserved categories are available then these vacant seats may be thrown open to Haryana General Category by the concerned Head of the Department/Director at his/her own level. In case, the seats in Haryana General Category remain vacant at the end the same will be thrown open to All India Open Category by the concerned Head of the Department/Director at his/her own level.

12 Admission Criteria for EWS derived from the Government of Haryana, Notification No.22/12/2019- 1GS-III dated 25.02.2019 and even No. dated 13.03.2019 as under:

(a) Income & Assets Certificate issuing Authority:

(i) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.



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A handwritten signature in blue ink is written above the printed name "Director, THE TECHNOLOGICAL INSTITUTE OF TEXTILE & SCIENCES, BHIWANI".

- (ii) As per instructions given in Govt. of Haryana General Administration Dept. (G-III Branch) Notification No.22/12/2019-1GS-III dated 13.03.2019, Verifying Authorities for issue of EWS Certificate shall be same as prescribed for issue of resident/income certificates as specified in instruction No. 22/28/2003-3GS-III, dated 30.01.2004.
- (iii) The prescribed format for EWS Income and Asset Certificate shall be provided at **Annexure- R1**.

(b) Criteria of Income & Assets:

- (i) Persons who are not covered under the existing scheme of reservation for Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs. 6.00 lakh (Rupees six lakh only) are to be identified as EWSs for benefit of reservation, Income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.
- (ii) Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income: -
- 5 acres of agricultural land and above;
 - Residential flat of 1000 sq. ft. and above;
 - Residential plot of 100 sq. yards and above in notified municipalities;
 - Residential plot of 200 sq. yards and above in areas other than the notified municipalities;
 - Total immovable assets owned are valued at Rs. One Crore or more.
- (iii) The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.
- (iv) The term "Family" for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

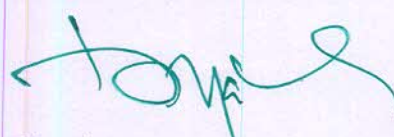
Note: For any other clarification, Government of Haryana, Notification No. 22/12/2019-1GS-III dated 25.02.2019 and even No. dated 13.03.2019 will be referred.

13 Criteria for EWS in All India Category seats:

The reservation @ 10% to Economically Weaker Sections in All India Category seats (i.e. 15% of sanctioned intake) under Centre Govt. policy would be in addition to the existing reservation. Admission Criteria for EWSs derived from the Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training, Government of India Notification No.36039/1/2019-Estt (Res) dated 31.01.2019 and the




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whose family has gross annual income below Rs. 8.00 lakh (Rupees eight lakhs only) are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession, etc. for the financial year prior to the year of application.

Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income :-

- 5 acres of agricultural land and above;
- Residential flat of 1000 sq. ft. and above;
- Residential plot of 100 sq. yards and above in notified municipalities;
- Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.
- The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.
- Income and Asset Certificate Issuing Authority:
- The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate is issued by any one of the following authorities in the prescribed format as given in **Annexure-R** shall only be accepted as proof of candidate's claim as belonging to EWS:
 - District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner
 - Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
 - Revenue Officer not below the rank of Tehsildar and
 - Sub-Divisional Officer of the area where the candidate and/or his family normally resides.



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- 14 Proforma for Economically Weaker Section of income & asset certificate issued by Government of Haryana dated 13.03.2019 as per **Appendix-R1**.
- 15 Proforma of affidavit by the parents of the Backward Class category candidates as per **Appendix-S**.






Director,
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CHAPTER-5
DISTRIBUTION OF SEATS

5.1 For Govt./ Self Financing: The Reservation policy notified by the State Government of Haryana is applicable for admissions in Technical Education Institutions for the session 2021-22:

Category	Code	Percentage
[a-1] Rest of Haryana Category (excluding Haryana State)-Only for B.E./B.Tech Course.	RoHC	15% of the sanctioned intake
[a-2] All India Category (Only for B. Arch Course)	AIC	15% of the sanctioned intake
[b] State Quota		85% of the sanctioned intake
[b-1] Haryana Open General Category (General)	HOGC	50% of State Quota
[b-2] Reserved Categories of Haryana		50% of State Quota
Scheduled Castes	SC*	20% of State Quota i) 50% of 20% to Scheduled Castes (SC) ii) 50% of 20% to Deprived Scheduled Castes (SCD)
Backward Classes (A)	BCA	16% of State Quota
Backward Classes (B)	BCB	11% of State Quota
Physically Handicapped	PH	3% of State Quota

***In case of SC category the condition of 50% of 20% to Scheduled Castes and 50% of 20% to Scheduled Deprived Castes (as mentioned above) is applicable only for reservation in Admission In Government Educational Institutions**

In the event of quota reserved for physically handicapped remain unutilized due to non-availability for suitable category of handicapped candidates, it may be offered to the Ex-serviceman and their wards (1%) and the dependents of freedom Fighters (1%).

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 category for admission to the various educational institutions of the Govt. and Govt. aided/institutes located in Haryana. As far as block allocation in Block-A and Block-B of Backward Classes category is concerned, year-wise rotational system will be adopted. For example, if Block A of Backward Classes are given seats in the academic year 2006, the next block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2007 and so on.



As far as seat allocation in SC and Deprived SC of Scheduled Castes category is concerned, year-wise rotational system will be adopted for Ex-servicemen/ Freedom Fighter and their dependents. For example, if seat given to SC of Scheduled Castes in the academic year 2020-21, then seat will be given to the Deprived SC of Scheduled Castes in the next academic year i.e. 2021-22 and so on.

Instructions vide Notification No.22/27/2019-1GS-III dated 04.06.2020 issued by the GS-III Branch of Govt. of Haryana for Haryana Scheduled Castes will be implemented as follows: "Fifty percent of the twenty percent seats reserved for Scheduled Castes for admission in any Government educational institution shall be set aside for candidates belonging to deprived Scheduled Castes as enumerated in the **Appendix-C1**.

Where a seat is set aside for candidate from the deprived Scheduled Castes for admission in Government Educational Institution is not filled up in any academic year due to non-availability of candidate of the deprived Scheduled Castes possessing the requisite qualification, the same shall be made available to the candidate of Schedule Castes." (List of Scheduled Castes is at **Appendix-C** and Deprived Scheduled Castes are at **Appendix-C1**).

Vide Notification No. 808-SW (1) dated 17 August, 2016 issued by Welfare of Scheduled Castes and Backward Classes Department, Haryana, the criteria for exclusion of creamy layer within the Backward Classes as per the Schedules appended to the Act. namely Scheduled I, II & III will be as under:

"The children of persons having gross annual income of upto three lakh rupees shall first of all get the benefit of reservation in services and admission in educational institutions. The left out quota shall go to that class of Backward Classes of citizens who earn more than Three Lakh rupees but upto Six Lakh rupees per annum. The sections of the Backward Classes earning above Six Lakh rupees per annum shall be considered as Creamy Layer under section 5 of the said Act."

The welfare of Scheduled Castes and Backward Classes Department, Haryana Vide Notification No.1282-SW (1) dated 28.08.2018, further issued notification in reference to above notification dated 17.08.2016 as under:

"The Government' notification No. 808-SW (1) dated 17.08.2016 has been examined in consultation with the Advocate General Haryana. The Advocate General relying upon the judgment of the Hon'ble Punjab and Haryana High Court has opined that the criteria for



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computing annual income as prescribed under the above notification as gross annual income shall include income from all sources. All previous notifications or instructions which provided for a different mode of computing annual income stands over-riden.

Income certificate mentioning gross annual income issued after 17.08.2016 shall only be considered for availing any benefit under BC (A) and BC (B) category."

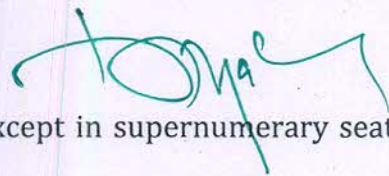
As per the above notification dated 28.08.2018, only amendment in the notification dated 17.08.2016 is that the criteria for computing annual income as prescribed under the notification dated 28.08.2018 as gross annual income shall include income from all sources and all previous notifications or instructions which provided for a different mode of computing annual income stands over-riden and income certificate mentioning gross annual income issued after 17.08.2016 shall only be considered for availing any benefit under BC (A) and BC (B) category. The criteria of income slabs as mentioned in notification dated 17.08.2016 i.e. upto 03 lakhs and 03 to 06 lakhs remains the same.

The seats in B.E./B.Tech Courses in all Government/Private Technical Institutions/State Universities for the session 2021-22 shall be filled against 15% Rest of Haryana Quota (excluding Haryana State) upto 2nd Online Counseling. **After 2nd Online Counseling all the vacant seats under this Rest of Haryana Category (RoHC) shall be made in General Category to all the candidates including Haryana in subsequent counseling.**

Under **Economically Weaker Sections (EWSs)** will be supernumerary seats and will be filled separately on the basis of All India rank obtained in JEE-Mains 2021 for B.E./B.Tech. as thereafter on the basis of inter-se-merit of qualifying examination, seats up to maximum 10 percent of the sanctioned intake per course shall be available in all educational institutions other than the minority educational institutions approved by AICTE. These seats shall be supernumerary in nature. In case of B.Arch. EWS seats will be filled on the basis of merit prepared from score of valid NATA-2021 & marks of qualifying exam in 50:50 as per COA. **(*Subject to change as per guidelines/directions of AICTE/COA and State Govt.).**

Important Note:

- 25 % horizontal reservation in all categories except in supernumerary seats shall be provided for girl candidates.
- Haryana Govt. Senior Secondary School Topper (HGST):- One seat in each branch discipline of B.Tech. course in every institute is reserved for topper of 10+2 within



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obtained in JEE (MAIN)-2021 and thereafter on the basis of merit of marks obtained in qualifying examination in a fair and transparent manner.

- 75% of sanctioned intake shall be filled through HSTES.

Note:- The admissions of 75% of sanctioned intake in Private Unaided Institutes shall be done by HSTES as per the Reservation Policy notified by the State Government of Haryana.

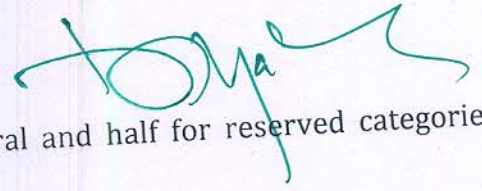
➤ **The sanctioned intake in Private Unaided Institutions for B.Arch. course shall be distributed as under:-**

- The institute shall fill their 25% seats of sanctioned intake (management quota) at their own level.
- 75% of sanctioned intake shall be filled through HSTES.

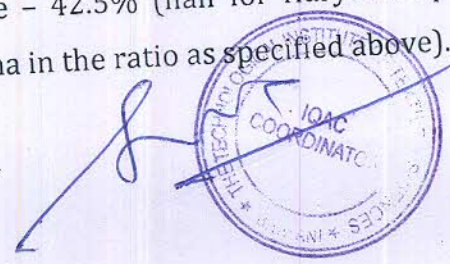
Note:-The admissions of 75% of sanctioned intake in Private Unaided Institutes shall be done by HSTES from Haryana resident and All India Open (AIO) category candidates as per the State Reservation Policy in counseling.

5.3. For private unaided Minority institutions:-

- Rest of Haryana Category (RoHC)(Excluding Haryana State)including NRI seats not exceeding upto 15% (at the discretion of the management as above).
- Minority Quota- 42.5% of sanctioned intake fixed by the State Govt. vide notification No. 20/5/2004-4TE, dated 25.06.2004.
- Balance - 42.5% (half for Haryana Open General and half for reserved categories of Haryana in the ratio as specified above).



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**5.4. Special Reservation in Institute of Urban Planning and Architecture,
Pandit Lakhmi Chand State University of Performing and Visual Arts,
Rohtak:-**

1. Category Code
- | | | |
|------------------------------------|---|--|
| (1) All India category seats (AIC) | = | 50% of the sanctioned intake |
| AIC General | = | 50.5% of AIC i.e. 25.25% of total intake |
| AIC SC | = | 15% of AIC i.e. 7.5% of total intake |
| AIC ST | = | 7.5% of AIC i.e. 3.75% of total intake |
| AIC OBC | = | 27% of AIC i.e. 13.5% of total intake |
| (2) HCS (Haryana Category Seats) | = | 50% of the sanctioned intake |

2. State reservation policy at the time of counseling (for preparation of seat matrix) shall be followed.

3. 25% horizontal reservation in all above categories shall be provided for girl students.

4. The reservation policy is to be implemented as per existing State Government Policy.

5. Vacant seats if any against reserved categories will be offered to General Category aspirants on the basis of merit.

Note:

1. Change, if any, shall be applicable at the time of counseling.

2. The seats in B.E. /B. Tech Courses in all Government/Private Technical Institutions/State Universities shall be filled against 15% Rest of Haryana Quota (excluding Haryana State) upto 2nd Online Counseling. After 2nd Online Counseling all the vacant seats under this Rest of Haryana Category (RoHC) shall be made in General Category to all the candidates including Haryana in subsequent counseling at institution level.

3. For B.E. /B. Tech Courses, 10 (Ten) seats are reserved for the bonafide residents of Murthal in DCR University of Science & Technology, Murthal (Sonapat). So these will be filled strictly in accordance with the relevant decision of Hon'ble Punjab and Haryana High Court Civil Writ Petition No. 1382 of 2003 & 10 (Ten) seats in CDLM Engg. College, Panniwala Mota, Sirsa for residents of Village Panniwala Mota. These



qualifying exam by the Director-Principal at their own level in ~~transparent~~ manner by giving due publicity.

5. For B.E. /B. Tech Courses, 8 seats (2 seats in each branch) are reserved in JMIT Radaur for the residents of Chhotabans. All admissions shall be made firstly on the merit of JEE(Main) and vacant seats if any, shall be filled on the merit of qualifying exam by the Director-Principal at their own level in transparent manner by giving due publicity.
6. Only the candidates having the permanent disability of not less than 40% (being otherwise fit for admission to the course) will be considered for admission as Physically Handicapped. Disability certificate must be issued from Chief Medical Officer of the concerned District. However, the certificate shall be subject to verification by a Medical Board constituted by the affiliating university for the purpose. The decision of the Board shall be final. Physically Handicapped candidates belonging to Haryana are required to submit the handicap certificate as per **Annexure-VI** at the time of Joining/Reporting.
7. Merging of sub-categories in the reserved categories and removal of ESM priorities of Haryana shall be made before 2nd online off-campus counseling. The vacant seats of reserved categories of Haryana shall be converted and offered to General Category Candidate's alongwith other net resultant in the subsequent counseling.
8. Candidates claiming reservation under Scheduled Caste will submit the certificate as per **Annexure-IV-A** and Backward Class (Block 'A' & 'B') will submit the Certificate on the prescribed Proforma as per **Annexure-V**.



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9. The parents of BC candidates (Block A & B) candidates for benefit of reservation for their ward shall have to furnish an income certificate to the effect that they fall under the slabs of 0-3 lakh or 03-06 lakh or above 06 lakh annual income at the time of admission *vide Haryana Govt Letter No 808-SW(I) dated 17.08.2016.*)

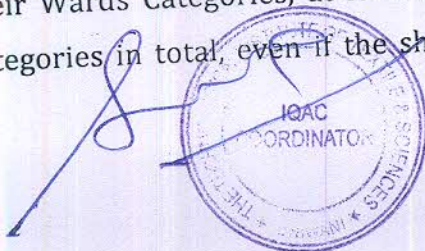
10. Children & Grand-children of Freedom Fighters of Haryana are required to submit a certificate from the Deputy Commissioner of the concerned District as per **Annexure-VII** at the time of counseling.

11. The seats reserved for ESM category shall be offered in order of following priorities:

- I. Widows/Wards of Defence personnel killed in action.
- II. Wards of disabled in action and boarded out from service.
- III. Widows/Wards of Defence personnel who died while in service with death attributable to military service.
- IV. Wards of disabled in service and boarded out with disability attributable to military service.
- V. Wards of Ex-Servicemen who are in receipt of Gallantry Awards:-
 - Param Vir Chakra
 - Ashok Chakra
 - Sarvottam Yudh Seva Medal
 - Maha Vir Chakra
 - Kirti Chakra
 - Uttam Yudh Seva Medal
 - Vir Chakra
 - Shaurya Chakra
 - Yudh Seva Medal
 - Sena, Nau Sena, Vayu Sena Medal
 - Mention-in-Despatches
- VI. Wards of Ex-Servicemen

So, the candidates claiming reservation for these categories of Haryana are required to submit the certificate as per **Annexure-VIII** in case of deceased/disabled and **Annexure-IX** in case of discharged or serving personnel, whichever is applicable, at the time of counseling.

12. If the number of seats in any particular category is not a round figure, 0.5 or above will be taken as one and less than 0.5 shall be ignored, except that in Physically Handicapped, Children & Grand-children of Freedom Fighters and Ex-Servicemen and their Wards Categories, at least one candidate will be admitted from all the three categories in total, even if the share is less than 0.5 seats provided the number of



5.5 NRI Quota Seats:

In compliance of the judgment dated 12.08.2005 of Hon'ble Supreme Court of India in PA Inamdar case, a limited reservation of NRI Seats, not exceeding 15%, may be made available to NRIs depending on the discretion of the Management subject to two conditions:

1. Such seats should be utilized Bonafide by the NRIs only and for their children or wards.
2. Secondly, within the quota, the merit should not be given a complete go-by.
 - (a) The amount of money, in whatever form collected from such NRIs, should be utilized for benefitting students such as from economically weaker sections of the society, whom, on well-defined criteria, the educational institutions may admit on subsidized payment of their fee.
 - (b) To prevent mis-utilization of such quota or any malpractice referable to NRI quota seats, it will be for the committees constituted pursuant to Islamic Academy's direction i.e. under the Chairmanship of Hon'ble Mr. Justice R.K. Nehru (Retd.) to regulate till suitable legislation or regulations are framed by the state.
 - (c) List of institutions offering NRI seats and their fee structure shall be made available in due course of time.

Note:

- i. Students in their own interest, are advised to seek admission against NRI seats only, if they fulfill the eligibility and other conditions prescribed in Hon'ble Supreme Court decision in PA Inamdar case, failing which, it is most likely that their admission may be cancelled at any later stage, whenever, comes to the notice of the competent authority.



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- ii. Counseling for NRI seats, if any, shall be strictly done by the concerned institute at their own level as per the counseling schedule mentioned in key dates and strictly as per guidelines of Hon'ble Supreme Court Decision in PA Inamdar case.
- iii. Eligibility for such seats shall remain the same as mentioned in Chapter-3. Anyhow, the candidates passing qualifying exam, from foreign countries shall produce the equivalency certificate from the association of Indian University. Such seats shall be filled on the basis of inter-se-merit of qualifying exam.
- iv. The fee shall be charged, as devised by the concerned institute and determined by State Fee Committee. However, it is made clear that no institute shall charge more or less fee than determined by the State Fee Committee.
- v. Applications shall be invited by the concerned institute for NRI Quota seats at their own level and the merit list of such candidates admitted by the Institute shall be displayed on the institute's website by the institute before final cut-off date of all admissions with copy to affiliating University, Haryana State Technical Education Society and Chairman, Admission Fee & Regularity Committee in the following format:

Sr. No.	Name of the candidate with complete address	Father's Name	Mother's Name	Name of Board/University from which qualifying exam passed	Name & complete address of NRI of which candidate is children or ward	Amount of fee charged & Name of Currency	Branch Allotted	Remarks, if any

- vi. The institutes must update their NRI admissions online on the website www.intrahstes.gov.in before final cut-off date of all admissions mentioned in "Key Dates".



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SEAT MATRIX 2020-21

		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
B.Tech Computer Engineering	120	30	90	14	76	38	38	15	12	8	2	37
B.Tech Electronics and Communication Engineering	30	8	22	3	19	10	10	4	3	2	1	10
B.Tech Fashion and Apparel Engineering	30	8	22	3	19	10	10	4	3	2	1	10
B.Tech Mechanical Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Chemistry	30	8	22	3	19	10	10	4	3	2	1	10
B.Tech Textile Technology	70	18	52	8	44	22	22	9	7	5	1	22
Total Engg	340	87	253	38	215	109	109	44	34	23	7	108
Bachelor of Business Administration	60	15	45	7	38	19	19	8	6	4	1	19
M.TECH Textile Technology	18	5	13	2	11	6	6	2	2	1	0	5
TOTAL	418	107	311	47	264	134	134	54	42	28	8	132

	340	85	255	38	217	108	109	43	35	24	7	109
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		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
2020-21	418	104	313	46	267	133	134	53	43	29	8	133

ROHGC REST OF HARYANA GENERAL CATEGORY BC -A BACKWARD CASTE BLOCK A
HOGC HARYANA OPEN GENERAL CATEGORY BC-B BACKWARD CASTE BLOCK B
SC SCHEDULE CASTE PH PHYSICAL HANDICAP



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SEAT MATRIX 2019-20

		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
B.Tech Computer Engineering	120	30	90	14	76	38	38	15	12	8	2	37
B.Tech Electronics and Communication Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Fashion and Apparel Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Mechanical Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Chemistry	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Technology	70	18	52	8	44	22	22	9	7	5	1	22
Total Engg	430	108	322	50	272	136	136	56	43	29	7	135
M.TECH Textile Technology	18	5	13	2	11	6	6	2	2	1	0	5
M.TECH Computer Engineering	18	5	13	2	11	6	6	2	2	1	0	5
TOTAL	466	118	348	54	294	148	148	60	47	31	7	145

	430	107	322	48	274	137	137	55	44	30	8	137
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		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
2019-20	466	116	349	52	297	148	149	59	48	33	9	149

ROHGC REST OF HARYANA GENERAL CATEGORY BC -A BACKWARD CASTE BLOCK A
HOGC HARYANA OPEN GENERAL CATEGORY BC-B BACKWARD CASTE BLOCK B
SC SCHEDULE CASTE PH PHYSICAL HANDICAP



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SEAT MATRIX 2018-19

		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
B.Tech Computer Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Information Technology	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Electronics and Communication Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Fashion and Apparel Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Mechanical Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Chemistry	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Technology	70	18	52	8	44	22	22	9	7	5	1	22
Total Engg	430	108	322	50	272	136	136	57	43	29	7	136
M.TECH Textile Technology	18	5	13	2	11	6	6	2	2	1	0	5
M.TECH Computer Engineering	18	5	13	2	11	6	6	2	2	1	0	5
M.TECH Fashion & Apparel Engineering	18	5	13	2	11	6	6	2	2	1	0	5
TOTAL	484	123	361	56	305	154	154	63	49	32	7	151

	430	107	322	48	274	137	137	55	44	30	8	137
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		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
2018-19	484	121	363	54	309	154	155	62	49	34	9	154

ROHGC REST OF HARYANA GENERAL CATEGORY
HOGC HARYANA OPEN GENERAL CATEGORY
SC SCHEDULE CASTE

BC -A BACKWARD CASTE BLOCK A
BC-B BACKWARD CASTE BLOCK B
PH PHYSICAL HANDICAP



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SEAT MATRIX 2017-18

		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
B.Tech Computer Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Information Technology	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Electronics and Communication Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Fashion and Apparel Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Mechanical Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Chemistry	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Technology	70	18	52	8	44	22	22	9	7	5	1	22
Total Engg	430	108	322	50	272	136	136	57	43	29	7	136
M.TECH Textile Technology	18	5	13	2	11	6	6	2	2	1	0	5
M.TECH Computer Engineering	30	8	22	3	19	10	10	4	3	2	1	10
M.TECH Fashion & Apparel Engineering	18	5	13	2	11	6	6	2	2	1	0	5
TOTAL	496	126	370	57	313	158	158	65	50	33	8	156

	430	107	322	48	274	137	137	55	44	30	8	137
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		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
2017-18	496	124	372	55	317	158	159	63	51	35	10	159

ROHGC REST OF HARYANA GENERAL CATEGORY BC -A BACKWARD CASTE BLOCK A
HOGC HARYANA OPEN GENERAL CATEGORY BC-B BACKWARD CASTE BLOCK B
SC SCHEDULE CASTE PH PHYSICAL HANDICAP



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SEAT MATRIX 2016-17

		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
B.Tech Computer Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Information Technology	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Electronics and Communication Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Fashion and Apparel Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Mechanical Engineering	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Chemistry	60	15	45	7	38	19	19	8	6	4	1	19
B.Tech Textile Technology	70	18	52	8	44	22	22	9	7	5	1	22
Total Engg	430	108	322	50	272	136	136	57	43	29	7	136
M.TECH Textile Technology	18	5	13	2	11	6	6	2	2	1	0	5
M.TECH Computer Engineering	30	8	22	3	19	10	10	4	3	2	1	10
M.TECH Fashion & Apparel Engineering	18	5	13	2	11	6	6	2	2	1	0	5
TOTAL	496	126	370	57	313	158	158	65	50	33	8	156

	430	107	322	48	274	137	137	55	44	30	8	137
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		25%	75%	15%ROHGC	85% State Quota	50% HOGC	50% RESERVED	20% SC	16% BCA	11% BCB	3% PH	Total
2016-17	496	124	372	55	317	158	159	63	51	35	10	159

ROHGC REST OF HARYANA GENERAL CATEGORY BC -A BACKWARD CASTE BLOCK A
HOGC HARYANA OPEN GENERAL CATEGORY BC-B BACKWARD CASTE BLOCK B
SC SCHEDULE CASTE PH PHYSICAL HANDICAP



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CHAPTER-7
IMPORTANT PROCEDURES FOR SESSION 2021-22

7.1 PROCEDURAL STEPS FOR PARTICIPATING IN ONLINE OFF CAMPUS COUNSELING

1. This procedure is applicable for the candidates who want to take admissions through online counseling.
2. Candidates should go through information brochure for gathering detailed information about counseling schedule and procedure. Softcopy is available on the websites www.hstes.org.in
3. For depositing of counseling fee of Rs.500/- visit website <https://techadmissionshry.gov.in> and click on "Payment Registration" / generate your Roll no. and deposit the counseling fee through Credit/Debit Card or Net banking by using online payment gateway.

(Remember you have paid your counseling fee before proceeding for online counseling, else your allotted seat can be CANCELLED at any stage and candidate would not have any claim on such allotted seat.)

4. The seats in B.E./B.Tech. Courses in all Government/Private Technical Institutions/State Universities shall be filled against 15% Rest of Haryana Quota (excluding Haryana State) upto 2nd Online Counseling. After 2nd Online Counseling all the vacant seats under this Rest of Haryana Category (RoHC) shall be made in General Category to all the candidates including Haryana in subsequent counseling.
5. **Two online counseling** will be conducted for admission to B. Tech. course for all the seats of University Departments, Govt./Govt. Aided Institutions and 75% seats of Self Financing Institutes as follows:

1st counseling: shall be done for all categories namely RoHC, HOGC, SC, SCD, BCA, BC-B, PH, ESM (with all priorities) and FF of all categories with 25% Horizontal Female reservation.

2nd counseling: shall be done for all categories namely RoHC, HOGC, SC (by merging SC and SC-D in SC), BC (by merging BCA and BCB in BC) and merging all ESM (all priorities) and FF with 25% Horizontal Female reservation.

For the supernumerary seats i.e. Tuition Fee Waiver (TFW) and Economically Weaker Section (EWS) seats, online counseling will be done parallel to above counseling on the basis of JEE (Main)-2021 rank. For Kashmiri Migrants (KM), online counseling will be




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done parallel to above counseling on the basis inter-se-merit of qualifying exam.

6. After 2nd counseling no online counseling shall be conducted by HSTES and admission shall be made at Institute level counseling after merging the sub categories (including female) of a particular reserved category into the main reserved category. In event of seats remaining vacant/unfilled, if any, same shall be filled up before final cut-off date of admissions without any reservation, firstly on the basis of entrance exam merit and only thereafter on the basis of marks of qualifying examination.

Steps for Participating in Online Counseling:

1. For participation in online counseling (ID Verification, registration, submission of choices, downloading of seat allotment letters etc.), candidate will visit the website www.techadmissionshry.gov.in from any internet point preferably from any of the technical institutions in the states. (Avoid going to Cybercafés, as they may mislead or misguide you).
2. On website, www.techadmissionshry.gov.in, view general information about institutions profile, cut off ranks, latest schedules of counseling etc.
3. **To start counseling** click on "New registration" option and submit your details of Course, Roll number, application number, Name, Date of birth (as per JEE-Main admit card in case of B.E./B. Tech. Course and NATA-2021 admit card in case of B. Arch. Course) OR details provided by HSTES.
4. In case your entered details are wrong, software will not allow you to submit. You may contact to HSTES for its rectification, if any.
5. If all information is entered correctly, you will get registration page for registering yourself as follows:

- (i) Gender
- (ii) Eligible for Haryana domicile
- (iii) Category
- (iv) Sub Category
- (v) Physically handicapped



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- (vi) Educational qualification
- (vii) % age marks in aggregate of all
- (viii) % age marks in aggregate of physics, chemistry and math (in case of B.E./B.Tech.)
- (ix) Name of School/College from where eligible educational qualification attained
- (x) Type of School /College
- (xi) Location of School /College
- (xii) Parental Annual Income (Exact income from all sources)
- (xiii) Password and Re-enter Password
- (xiv) Security Questions
- (xv) Security Answers
- (xvi) Contact Address
- (xvii) City/Town
- (xviii) Home District
- (xix) Pin Code
- (xx) Telephone number
- (xxi) Mobile number
- (xxii) Email address etc.
- (xxiii) Aadhaar Number (Enrolment number in case Aadhaar is not available)
- (xxiv) Bank Name
- (xxv) Bank Account Number
- (xxvi) IFSC Code of Bank Account.
- (xxvii) Bank Account linked with Aadhaar or Not
- (xxviii) Passport Number
- (xxix) Driving License Number
- (xxx) Parivar Pahchan Patra Number

6. Please check all the details once again, before the submission.

7. After this, candidate will be redirected to "Registration Confirmation" page where all entered registration details are displayed for confirmation once again. If you found any detail incorrect, that can be corrected by using the option "edit registration details" otherwise "Click here to continue", if all the registration details shown are correct.



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8. Once you proceeded from the above step, **your registration details can't be changed or edited**, so click on "**Registration Confirmation**" page when all your particulars are correct. In exceptional case, you may have to visit/contact HSTES only.

9. If any of the details are incorrect, please check the details once again. For any correction/ verification, you may contact HSTES on toll free number **18001373735**.

10. The candidate shall upload his/her following certificates/ documents to participate in Centralized Online counseling on website www.techadmissionshry.gov.in, as per key dates :

I. Haryana Residence Certificate (In case candidate has not passed qualifying exam from the School situated in Haryana):

a. Residents Certificate as per **Annexure-II**, if applicable:

Note:- Candidates, who has passed his/her qualifying examination from a Board/ Recognized School situated in the State of Haryana will be deemed to be Haryana resident and will not be required to submit certificates of bonafide residents of Haryana.

b. Certificate from the Employer in the case of Employee of Govt. of Haryana, members of All India Services born on Haryana Cadre, Employees of Statutory Bodies/ Corporations as per **Annexure-III**, if applicable.

II. Reserve Category Certificate:-

a. Scheduled Caste (SC) Certificate as per **Annexure-IVA**, if applicable and Deprived Schedule Caste (SCD) certificate as per **Annexure -IV-B**, if applicable.

b. Backward Class Certificate (BCA or BCB) as per **Annexure-V**, if applicable and annual parental income certificate for income slabs.

c. Certificate in respect of Physically Handicapped (PH) Candidates as per **Annexure-VI**, if applicable.

d. Certificate required to be furnished by the Children & Grand - children of Freedom Fighters as per **Annexure-VII**, if applicable.



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e. Certificate from wards of Deceased/ Disabled/ Discharged Military/ Para Military Personnel/ Ex-Servicemen or Ex-Personnel of Para-Military Forces **Annexure-VIII.**

f. Certificate from wards of ex-employee of Indian Defense Services/ Para Military Forces-**Annexure-IX.**

III. **Annual Parental Income Certificate**, in case of BCA, BCB and TFW Categories.

IV. Income and asset certificate in case of EWS category as per **Annexure-XIV.**

V. Relevant Kashmiri Migrants (KM) certificate in the support of their claim from the competent authority or Relief Commissioner.

VI. Relevant certificate of HGST (Haryana Govt School Topper) as per **Annexure-XIII.**

11. You can generate a User ID and Password. **Candidates should strictly keep records of this password for their own use only and not to disclose this to others. In the event of sharing of password, candidate will be solely responsible for the change of registration details, choice etc.** In the event of losing or forgetting of password, the same can be retrieved by the candidate on replying the queries by the system on the counseling website.

12. Candidate will login the website www.techadmissionshry.gov.in with his chosen User ID/Password. After this, Candidate will confirm his/her registration details and move to fill his/her eligible choice. Registration confirmation is necessary for choice filling.

13. Candidate can also see his eligible choices and can take the print out of his/her eligible Choices. Number of seats available in an institution will be displayed as per the eligibility/category. The non-availability of a seat in an institute for which a candidate is not eligible will not be displayed to him / her.



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14. Candidate will fill his /her choices by clicking on Fill/Modify choice and fill his/her Choices priority wise by clicking on add choice button (+) in left frame. Candidate should save the filled choices also.
15. **To increase the probability of getting a seat, candidates are advised to fill maximum eligible choices.**
16. After filling the choices, Candidate will lock his/her choices. Locking choices means Candidates finally filled his /her choice.
17. Candidate can unlock his/her choices and can edit, sort his/her choices in specified time period which is available on key date's link (choice locking starts, choice locking ends) on the website. Candidate should lock his/her filled choice for seat allotment result.
18. In case candidate make changes in his/ her-registration details, he/ she has to fill the choices again as previous choices will be deleted automatically by the system as soon as any changes is made in registration details.
19. After this, Candidate has to wait for result of desired course as per **key dates**.
20. Seat Allotment Result publishing date is available on Key date's section on the website.
21. After the declaration of result, candidate will log in to the counseling website www.techadmissionshry.gov.in by entering his/her Roll No. & Password and click on Provisional Seat Allotment result. If candidate has been allotted a seat then a page showing provisional seat allotment letter appears which shows Institute name, branch allotted to a candidate, Allotment Status and reporting duration.
22. Candidate should download Provisional Seat Allotment letter, and should online report to allotted institute between specified reporting dates for taking admission.
23. **Candidates who are willing to take admission in the allotted institution should report online ~~offline~~ and deposit online admission and tuition fees of Rs.**

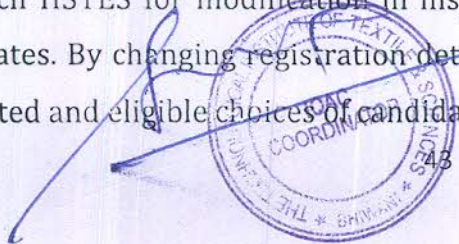
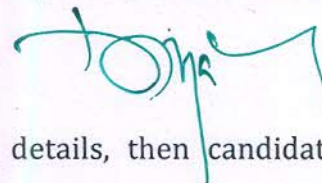


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10,000/- (Rs. 1000/- for SC/SCD) as a token fees in the account of HSTES during the process of reporting alongwith the application fee (as mentioned in key dates) and counseling fees (as mentioned in key dates) if already not paid, to take admission in the allotted institute. However, the confirmation of Provisional Admission will be done after verification of uploaded documents by the allotted institute.

Note: The candidate will deposit the remaining (as mentioned in Appendix-F) admission and tuition fee as and when physically join the allotted institute.

24. After that the candidate will obtain the Provisional Admission Slip from institute, and in this way candidate can reserve a seat.
25. For up gradation of the allotted seat, a candidate should participate in subsequent counseling.
26. For that the candidate will login on website www.techadmissionshry.gov.in and click on the undertaking that *"I understand and accept that, by participating in this counseling, my earlier admission/allotment, if any, will be cancelled automatically, in case I get new allotment of seat by participating in next counseling"*.
27. Candidate has to check the undertaking and click on Accept Participation and Proceed to participate in further counseling. **Candidate is advised to ONLY opt for the choice(s) which is/are better than the seat reserved in previous counseling.** Thus candidates are advised to fill the choices in order of priority only to upgrade. The candidates who wish to retain the reported seat are advised not to opt for subsequent counseling. However, if a candidate participates in the 2nd Counseling and after filling the choices he/she feels that he/she should not have opted for 2nd counseling then at this stage he/she should delete all the choices filled by him/her to retain the seat reported through 1st counseling.
28. If candidate wants to change his/her registration details, then candidate has to approach HSTES for modification in his/her registration details along with relevant certificates. By changing registration details, candidate filled up choices, if any, would be deleted and eligible choices of candidate may be affected.



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29. For all subsequent counseling's, step 11 to 28 will repeat.

Things to Remember

- In case a candidate gets a new seat in subsequent counseling, the earlier allotment/admission, if any, stand cancelled automatically.
- In case a candidate upgrades to a new discipline in the same institution, he/she should report again in the allotted institution but need not to deposit one semester fees again.
- If a candidate upgrades to a new institute in subsequent online counseling, then candidate need not to deposit online semester fees again for the new allotted seat, although candidate will confirm his/her acceptance of seat at the newly allotted institute. If not accepted then both the seats stand cancelled. In case of cancellation of online provisional admission, candidate should submit fee withdrawal request to the HSTES.
- The candidates who did not get seat in previous counseling or who are not satisfied with the allotted seat may try in subsequent counseling for getting a seat or upgradation as per the case respectively.
- Once the seat is allotted in subsequent counseling, the previous allotted seat will automatically be cancelled.
- After allotment of seat in subsequent counseling, the candidate must report at the allotted institute and in case of non-reporting by the candidate, the allotted seat will also be cancelled automatically (**previously allotted seat got cancelled due to new allotment of seat in subsequent counseling and newly allotted seat got canceled due to non-reporting**) and that seat will be automatically offered to the candidates in the next subsequent counseling. **Previously allotted seat will not be given to candidate by any means after allotment of seat in the subsequent counseling even if it remains vacant.**

7.2 COUNSELING FOR KASHMIRI MIGRANTS (KM)/HARYANA GOVT. SCHOOL TOPPERS (HGST)/ TUITION FEE WAIVER (TFW)/ECONOMICALLY WEAKER SECTION (EWS) SEATS FOR B.E. /B. TECH. COURSE SHALL BE DONE ONLINE.

- Kashmiri Migrants, Haryana Govt. School Toppers, Economically Weaker Section, Tuition fee waiver scheme candidate shall register online and fee for the purpose shall also be deposited online through <https://onlinetesthry.gov.in>. and upload the desired documents as per the procedure mentioned at **Chapter-3**.

- Kashmiri Migrants candidates will be required to have the original certificate of

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Migration duly signed by the competent authority or Relief commissioner.

- **The candidate applying for Tuition Fee waiver Scheme will produce the relevant Income Certificate issued by the competent authority (Annual income of Parents / Guardians should be less than Rs.8.00 lakh from all sources).** Counseling for Tuition Fee Waiver Scheme seats shall be done online for all institutions approved by the AICTE.
- **The candidate applying for Economically Weaker Section (EWS) will produce EWS Income and Asset Certificate issued by the competent authority.**
- In case of Haryana Government School Topper (HGST) of B. Tech. Course, the candidates will produce a certificate, as per **Annexure-XIII**, in the support of their claim from the Principal/Headmaster of the Govt. School of which the candidate is topper clearly stating the strength of class etc. They should also show the original mark-sheet along with them during time of reporting at the time of admission in the Institute. They are required to pay counseling fee of Rs. 500/- (non-refundable) through <https://techadmissionshry.gov.in> and after the display of merit list for the eligible candidates, they are required to participate in counseling through <https://techadmissionshry.gov.in>.
- Candidates applying for TFW are required to fill Application form Online, available at website <https://onlinetesthry.gov.in> (in case of B. Tech) on the basis of Roll No. of JEE Main 2021. After the display of list of the eligible candidates for TFW Category, they are required to deposit separate counseling fee of Rs.500/- (non-refundable) to participate in counseling through <https://techadmissionshry.gov.in>.

Note: Candidates may refer leading news-papers for advertisement or website www.hstes.org.in and <https://techadmissionshry.gov.in> (in case of any change in Key Dates for KM, TFW, EWS & HGST). These categories are not available for B.Arch. course.

7.3 COUNSELING PROCEDURE FOR ADMISSION TO B.ARCH. COURSE:

1. The admission seeker for B. Arch Course need to apply online at <https://onlinetesthry.gov.in> and shall upload his/her Score card of valid NATA - 2021 (PDF of Max 200 KB Size) and detailed marks certificate of Qualifying exam (PDF of Max 200 KB Size) on online application form on website www.onlinetesthry.gov.in.
2. However, the relevant documents/credentials as mentioned in Chapter-8 shall also be required at the time of physically joining the Institute; otherwise allotted



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seat will be cancelled by the reporting institute

3. The Merit list (B. Arch) shall be displayed on the website www.hstes.org.in as per "Key Dates".
4. EWS Candidate will apply on <https://onlinetesthry.gov.in> and upload the Income and Asset Certificate for EWS issued by the competent authority alongwith other requisites documents and shall register on www.techadmissions.hry.gov.in separately and pay counseling fee @ Rs. 500 separately.

Note: The candidates are required to pay counseling fee of Rs.500/- (non-refundable) through <https://techadmissionshry.gov.in> and after the display of merit list for the eligible candidates, they are required to participate in online counseling through <https://techadmissionshry.gov.in>.

7.4 COUNSELING PROCEDURE FOR 25% SEATS IN CASE OF B.E./B. TECH & B. ARCH COURSE TO BE FILLED BY THE PRIVATE INSTITUTIONS INCLUDING LEFT OVER/ UNFILLED SEATS OF ONLINE COUNSELING TO BE FILLED BY ALL CONCERNED INSTITUTES AT THEIR OWN LEVEL.

1. Private institutions shall fill 25% seats (including 15% seats for children/ wards of NRIs) in B. Tech. and B. Arch. courses at their own level in a just and transparent manner for which they shall invite the applications, prepare and display the merit list. The procedure shall be displayed by the Institute concerned on its website.
2. All institutions shall fill left over/ unfilled seats of online counseling at their own level in a just and transparent manner as per the judgment of Hon'ble Supreme Court in Civil Appeal no. 9048 of 2012 titled as Parshavnath Charitable & Ors Vs. AICTE & Ors. For this the institute shall dully advertise and notify the leftover/vacant seats and shall invite the applications, prepare and display the merit list. The procedure shall be displayed by the Institute concerned on its website and in newspapers.
3. All the institutions shall make these admissions before final cutoff date of admissions and no institute shall be allowed to make admission after Last cut off date i.e. the last date fixed by Hon'ble Supreme Court or AICTE.
3. The minimum eligibility condition for these seats shall remain the same as that for 75% seats to be filled by the Haryana State Technical Education Society.



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5. In the event of seats remaining vacant in B.E./ B. Tech course, if any, the vacant seats may be filled up before final cut of date admissions firstly on the basis of JEE- MAIN. 2021 merit and only thereafter on the basis of marks of qualifying examination.
6. In case of B. Arch, seats remaining vacant, if any, the vacant seats may be filled up before final cutoff date of admissions on the basis of NATA-2021 merit only i.e. valid NATA-2021 score and marks secured in the qualifying examination in the ratio of 50:50.
5. In any case all kind of admissions shall be done before the final cut-off date admissions (as mentioned in key dates) and the fee fixed by the State Fee Committee shall be charged as per the laid down procedure. In any case higher fee shall not be charged.
6. The final list of admitted candidates (including the institute level admission) should be uploaded online on www.intrahstes.gov.in by the institutes by the last cut of date of admissions, positively, so that the same may be forwarded online to the concerned Universities. The wrong admissions, whatsoever, shall not be permitted.
- **Admission Data Management Fee (Rs.200/- per admission) shall be charged one time by HSTES in respect of all admissions (Centralized Admissions and Institute Level admissions) in Self Financing Institutions including un-aided branches of Aided Institutions from the academic session 2016-17 onwards. The said Fee be charged from the admitted students by the concerned institute and be credited/ deposited in HSTES account.**



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