



ARYABHATTA COLLEGE

Policy on Admission of Students in various courses offered by the College

Aryabhata College, being a constituent college of University of Delhi, strictly adheres to the admission procedure and policy announced by the University for all academic session(s). The University issues notices and directives as required from time to time during the admission process. The College adheres to the same.

The college offers admission to various courses through entrance-based and merit-based admission procedure as per the University guidelines. The list of courses which are offered by the college every academic year is mentioned in the college prospectus.

The college adopts the following process for admission

Step 1: As per the directive of the University before the commencement of admissions, the college constitutes various committees in the staff council to ensure smooth conduct of the admissions. The committee comprises of all Teachers-In-Charges for the forthcoming Academic session and the members of the staff council/committee appoint an Admission Convener and a Convener for admissions in the B.A. (Programme) and the B.Com. course. The Staff council ensures formation of the following committees besides the appointment of Liaison officers to supervise/monitor the admissions in the OBC/SC/ST category:

- a) Prospectus Committee
- b) Admission Grievances Committee
- c) ECA Admission Committee
- d) Sport Quota Admission Committee

Step 2: The decision of the college to offer any relaxation in cut off percentage(s) to women applicants is notified to the University before the release of its Admission bulletin.

Step 3: The prospectus/admission brochure of the college containing essential information relating to the college is released before the beginning of the Admission process.

Step 4: The Teacher In-Charges of the respective departments decide the cut-off percentage for each category, then the Admission Committee in consultation with the Principal and Convener declares the same for various courses offered by the college. Further, these percentages are forwarded to the University for release.

Step 5: Applicant(s) meeting the cut off criteria, seeking admission are verified for their eligibility by the College. An enquiry counter is set-up in the college to address the queries of parents and applicants. In case of admissions under OBC/SC/ST/PWD categories, the additional compliances with regard to authenticity of certificates is dealt with by their respective liaison officers.



Step 6: After verification by the college the applicant is notified for payment of fees. On payment of fees, provisional admission is given, and is finalized on approval by the university.

Step 7: On competition of time allotted for each cut-off the status of vacant seats in various courses and categories is notified to the Admission Committee for further perusal of next cut-off as per the University schedule.

Step 8: On completion of the admission process, the list of admitted students is uploaded to the University admission portal.

Addendum:

- When applicable, in case of any discrepancy in the documents, a student can be given provisional admission along with a signed undertaking that they will submit the requisite documents in original within two weeks, failing which their provisional admission stands cancelled.
- During COVID-19 pandemic, the admissions were conducted through an online process maintained by the University.

Disclaimer: Policy was updated in Academic year 2020-21