



RC/PO/2021

Date: 07th October, 2021

NOTICE
ADMISSION UNDER DU WARD QUOTA

Applications are invited for the Admissions of Wards of the University/College staff, both Teaching and Non-Teaching (Permanent/Retired/Deceased Permanent/Temporary/Adhoc and Contractual Staff (with three years of service) w.e.f. 11th October, 2021. Only those wards of the University/ College staff, who have registered on the UG admission portal will be considered on merit basis and subject to availability of seats. Courses with best four/ three subjects percentage is required as per University of Delhi's rule.

The Applications have to be sent to the email id: wardquota2021@ramjas.du.ac.in. The last date for receiving the applications is 16th October, 2021, till 5 PM.

Steps for registration:-

1. Fill the ward quota application form available on the college website at the following link <https://ramjas.du.ac.in/ward/web/index.php>
2. Download the filled application form and send at the email wardquota2021@ramjas.du.ac.in.
3. Documents required to upload to fill the form:-
 - XII Marksheet
 - Admission registration form of Delhi University
 - Recently issued Employment certificate from the employer clearly mentioning the status of the employee(three years of service in case of Temp./adhoc/contractual staff)

Notes:-

- It may clearly be noted that applications received earlier (via online/offline mode) and on any other email IDs of the College shall not be entertained under any circumstances.
- Kindly note that ID card of the employee will not be considered as valid document for claiming admission under ward quota. Please note that the supporting documents must have been issued recently by clearly mentioning the name of the employee, employment status and details of the ward.
- Tie Breaker rules:-
 - a. In case of best four/three percentages are equal, the admission will be given on the basis of higher aggregate marks in class XII
 - b. In case of best aggregate percentages are equal, the admission will be given on the basis of higher marks in relevant subject of class XII, in which admission is sought.
- Any addendum/corrigendum shall be posted on the college website only.

Principal

Dear Sir/Madam,

Please find enclosed the guidelines for processing the admissions under DU ward quota for the Academic year 2021-22.

1. Admissions under Ward Quota will be done in accordance with the AC resolution no.09 dated 27.11.2020 and according to the criteria mentioned in the Section 5.6 of the Undergraduate Bulletin of Information 2021-22.
2. Only those wards of the University/College {Permanent/Retired/Deceased Permanent/Temporary/Ad-hoc and Contractual Staff (with three years of service)} who have registered on the UG admission portal through his/her desk board, will be admitted on merit basis and subject to availability of seats.
3. The admissions will be done alongwith the 4th cut-off onwards.
4. Colleges may invite the online applications of the desirous candidates from 11th Oct to 16th Oct 2021 through a dedicated email id of their respective colleges.
5. Colleges to verify the document and prepare the merit of the applicants. The supporting document must have been issued recently, (duly certified by the Competent Authority mentioning the name of the employee, employment status and detail of the ward).

Kindly note: ID will not be considered as valid document for the claim ward quota.

The Final merit list of (16) Sixteen (8 Permanent teaching + 8 Permanent Non-teaching) ward will be processed in order of preference as given below:

- i Permanent Staff
 - ii Retired Staff
 - iii Deceased Permanent Staff (while in service)
 - iv Temporary/Ad-hoc and Contractual Staff (with three years of service)
6. Final merit list of eligible candidates external/ internal under ward quota shall be sent to the Admission Branch by 22nd Oct 2021 for final approval.
 7. Fee payment link will be enabled for these applicants from 1st Nov-3rd Nov 2021 after approval by the admission branch.

Regards,
Office of Admission Branch
University of Delhi