

ADMISSION PROCEDURE AND CRITERIA (B.A./ B.Com. 1st Year)

Guidelines and General Instructions:

- The candidates seeking admission to the above courses should apply **online**. Also, all the documents must be produced in original at the time of counseling. The form, complete in all respect, is to be filled by the candidate and copies of the requisite documents should be uploaded through the college website www.gdcnohradhar.ac.in.
- Subject wise merit list will be displayed on the college notice board and the college website on the dates notified by the University.
- The admission form recommended by the Admission Committee and approved by the Principal entitles a student to deposit the prescribed fee within the stipulated period.
- A candidate who fails to deposit the fees/dues by the scheduled date and time shall forfeit her right to admission and the seat shall be offered to the next student in the merit list for which the notices will be displayed on the official website, accordingly.
- In case of a tie, the candidate older in age shall be given weightage.
- Roster for reservation of seats in various categories shall be as per the ordinance of HP University, Shimla.
- Incomplete admission forms and those without hard copies (at the time of counselling) of uploaded documents will **not** be entertained.
- No admission, whatsoever, shall be made after the due date.
- All admissions will be as per admission schedule notified by H.P. University from time to time.

Documents and Certificates to be Uploaded

- Passport size photograph
- Copy of **Matriculation** certificate
- Copy of **10+2** certificate
- Copy of **Original Character Certificate** from the Head of the Institution last attended or character certificate issued by a Gazetted Officer in case of a private candidate. The character certificate should **not have been issued more than 6 months prior to** the date of admission.
- Copy of certificate issued by competent authority for availing benefit of **reservation** in the category concerned.
- Copy of **Bonafide Himachali Certificate** for the exemption of Tuition Fee.
- A documentary evidence/declaration as the proof of activities for the **period of gap** in the academic career (Maximum gap of 2 years is permissible).
- An **equivalence eligibility certificate** from HP Board/University for the candidates who have passed +2 from a Board other than HP Board of School Education/ ICSE/ CBSE
- Copy of **original Migration certificate** for the candidates who have passed from Board /University other than the HP Board of School Education /HP University.
- Copy of **Aadhar** card