

FOR OFFICE USE ONLY

Class..... Section..... Roll No.....  
Date..... Receipt No..... Amount.....

APPLICATION FORM FOR ADMISSION (To be filled by the candidate herself)

**BBK DAV COLLEGE FOR WOMEN**

LAWRENCE ROAD AMRITSAR

Telephones: 0183-2221757, 5095263 Fax: 183-2229937 E-mail: bbkdavcw@gmail.com Website: www.bbkdav.org

2020-21

PARTICULARS OF THE CANDIDATE

- Do you belong to SC/BC/ST/ General/Sports/Blind/Physically Handicapped/NRI/ Minority/ Rural Area/ Urban Area/ Border Area/ Defence Personal /Terrorist Affected/ Kashmiri Migrant/ Hostler/ other state \_\_\_\_\_ If yes, attach certificate)
- Class you wish to join..... NAD id.....
- Regd. No. (if any)..... 4. Online Student ID if any.....
- Name (In Block Letters)..... ਨਾਮ (ਪੰਜਾਬੀ ਵਿਚ) .....
- Date of Birth.....Day.....Month.....Year..... Blood Group.....  
Student's Aadhaar No.....Student's Mobile No.....  
Student's e-mail ID.....
- Father's name (In Block Letters)..... ਪਿਤਾ ਦਾ ਨਾਮ (ਪੰਜਾਬੀ ਵਿਚ) .....
- Mother's name (In Block Letters)..... ਮਾਤਾ ਦਾ ਨਾਮ (ਪੰਜਾਬੀ ਵਿਚ) .....
- Guardian's name & relation.....(If required)
- Father's/Guardian's specific occupation & position.....Annual Income from all sources .....
- Firm/Office Address.....Landline No.....  
Father's Mobile No.....e-mail ID.....
- Father's Aadhaar No.....12. Mother's Aadhaar No. ....
- Permanent address.....
- Previous College Roll No. (if any).....15. Religion.....

ACADEMIC INFORMATION FROM CLASS X ONWARDS

Examination Passed	Year	University Board Roll No.	Total Marks	Marks Obtained	% of Marks	If placed under Compartment, specify subject	Name of the School or College last attended	Name or the University/ Board	Subjects taken in the respective examination passed	Gap year if any, give reasons
Class X										
Plus One- Science/ Humanities/Comm										
Plus Two-Science/ Humanities/Comm.										
UG Class Sem-I										
UG Class Sem-II										
UG Class Sem-III										
UG Class Sem-IV										
UG Class Sem-V										
UG Class Sem-VI										
UG Class Sem-VII										
UG Class Sem-VIII										
PG Class Sem-I										
PG Class Sem-II										
PG Class Sem-III										
PG Diploma (If any)										
Add-on Course (if any)										

Paste your Photograph here

FOR MIGRATION CASES ONLY. To be filled in by the students other than GNDU/ Punjab Board. You are required to submit original DMC and Migration Certificate in General Office within one month of admission.

Note: Those students who produced eligibility certificate, are eligible to seek admission.

Last Examination Passed	Year	Roll No.	Name of the University or Board	Total Marks	Score	%	Subjects Passed	Whether Migration and Eligibility Certificate Attached or Not	Reason of Migration

FOR FOREIGN STUDENTS (Attach all certificate/documents)

Last Examination Passed	Year	Roll No.	Name of the University or Board	Total Marks	Score	Subjects Passed	Details of Student's Visa From..... to .....

FOR THE OLD STUDENTS OF THIS COLLEGE

Year of first joining the college	Year of last attended class	Roll No.	General English Section & Teacher

**Other Information:**

1. How would you come to college? Bicycle  Scooter / Moped  Rickshaw

(Change of mode may immediately be informed to the office)

2. Name of the real sister/ sisters who is /are seeking admission in the college

Name of the real sister	Class	Roll No.
1.		
2.		

Certified that the information/particulars given above are correct and true to the best of my knowledge.

.....  
Signature of the Parents / guardian

.....  
Signature of the Student

Date .....

Date .....

**ADD-ON-COURSES**

Note: A students enrolled in any stream may also take up any one or two of the following Add-On-Courses, which would lead to Certificate or Diploma or Advanced Diploma along with the UG/PG Degree. These courses would add on skills & increase employability & entrepreneurship for the students. The courses available are:

- COMPUTER FUNDAMENTALS & INTERNET APPLICATIONS
- COMMUNICATION SKILLS
- OFFICE MANAGEMENT & SECRETARIAL PRACTICES
- ANCHORING, REPORTING & NEWS READING
- COSMETOLOGY
- FOOD PRESERVATION
- INTERIOR DECORATION
- FRENCH
- COMPUTER GRAPHICS & ANIMATION

For details see prospectus or contact coordinates and fill a separate proforma for this.

**ACTIVITIES / CLUBS / SOCIETIES**

Do you wish to join any of the following? – Tick your choice.

- |  |  |
|--|--|
| <input type="checkbox"/> SPORTS (CHOOSE OUT OF 40 GAMES) | <input type="checkbox"/> NATURE & GARDENING CLUB         |
| <input type="checkbox"/> NCC                             | <input type="checkbox"/> PHOTOGRAPHY CLUB                |
| <input type="checkbox"/> NSS & COMMUNITY SERVICES        | <input type="checkbox"/> MAHAKAVI KALIDAS SANSKRIT SABHA |
| <input type="checkbox"/> RED CROSS                       | <input type="checkbox"/> COMMERCE SOCIETY                |
| <input type="checkbox"/> ARYA YUVTI SABHA                | <input type="checkbox"/> COMPUTER SOCIETY                |
| <input type="checkbox"/> WEF (WOMEN ENLIGHTENMENT FORUM) | <input type="checkbox"/> PLANNING FORUM                  |

**YOUTH WELFARE CLUB – Write your choice.**

- LITERARY (DECLAMATION, POEM RECITATION AND QUIZ) .....
- THEATRE (ONE ACT PLAY, SKIT, MIME, .....  
FANCY DRESS, HISTRIONICS & MIMICRY)
- MUSIC (CLASSICAL, FOLK, WESTERN & INSTRUMENTAL) .....
- DANCE (CLASSICAL & FOLK) .....
- FINE ARTS (LANDSCAPE, STILL LIFE, .....  
COLLAGE, CARTOONING, POSTER,  
CLAY MODELLING, RANGOLI, FLOWER ARRANGEMENT & THE LIKE)

Subject Combinations				<ul style="list-style-type: none"> <li>• BA HONS (ENGLISH)</li> <li>• B.SC. NON-MEDICAL WITH BIOINFORMATICS</li> <li>• B. SC. MEDICAL WITH BIOINFORMATICS</li> <li>• B.SC. BIOTECHNOLOGY</li> <li>• B.DESIGN MULTIMEDIA (4 YEAR)</li> <li>• B.DESIGN (BACHELOR OF DESIGN) (4 YEAR) WITH SPECIALIZATION IN FASHION, TEXTILE &amp; INTERIOR DESIGNING</li> <li>• B.COM (PASS &amp; HONOURS)</li> <li>• B.COM (FINANCIAL SERVICES)</li> <li>• BFA IN APPLIED ART/ PAINTING (4 YEAR)</li> <li>• BBA (BACHELOR OF BUSINESS ADMINISTRATION)</li> <li>• BA JOURNALISM &amp; MASS COMMUNIAION</li> <li>• BCA (BACHELOR IN COMPUTER APPLICATION)</li> <li>• B.SC. IT</li> <li>• B.SC. ECONOMICS</li> <li>• B.SC. COMPUTER SCIENCE</li> <li>• MA FINE ARTS</li> <li>• MA PUNJABI</li> <li>• MA ENGLISH</li> <li>• MA JMC</li> <li>• M.SC (COMPUTER SCIENCE)</li> <li>• M.SC (INTERNET STUDIES)</li> <li>• M.SC (FASHION DESIGNING &amp; MERCHANDISING)</li> <li>• M.COM.</li> <li>• M. DESIGN MULTIMEDIA</li> <li>• MASTER OF TOURISM MANAGEMENT (MTM)</li> <li>• PG DIPLOMA IN GARMENT CONSTRUCTION &amp; FASHION DESIGN</li> <li>• PG DIPLOMA IN COMPUTER APPLICATIONS</li> <li>• PG DIPLOMA IN FINANCIAL SERVICES</li> <li>• PG DIPLOMA IN APPLIED ART</li> <li>• DIPLOMA IN COSMETOLOGY</li> <li>• B.VOC (BANKING &amp; FINANCIAL SERIVCES)</li> <li>• B.VOC (BEAUTY &amp; FITNESS)</li> <li>• B.VOC (RETAIL MANAGEMENT)</li> <li>• B.VOC (SOFTWARE DEVELOPMENT)</li> <li>• B.VOC (ENTERTAINMENT TECHNOLOGY)</li> <li>• B.VOC (THEATRE &amp; STAGE CRAFT)</li> <li>• B.VOC (FASHION TECHNOLOGY)</li> </ul>
Group No.	Subject	Subject	Subject	
Group-I	a) H.Sc/ C.Sc	b) Eco/Socio/Fine Art/APP. Art/Psy/Hist	c) Eng/Hindi/Pbi/Skt	
Group-II	a) Eco/Socio/Fine Art/APP. Art	b) MV/MI/Phil./Hist./P.Sc./Psy	c) Eng/Hindi/Pbi/Skt	
Group-III	a) Phy Edu	b) Psy/ Hist/ MV/ MI/ Phil/ P.Sc./ Geo/ Dance/ SPAP	c) Eng/Hindi/Pbi/Skt	
Group-IV	a) MV	b) MI	c) Eng/Hindi/Pbi/Skt	
Group-V	a) P.Sc/ Dance	b) Phil/MV/Psy/Hist/MI	c) Eng/Hindi/Pbi/Skt	
Group-VI	a) P.Sc/Dance	b) Eco/ Socio/ Fine Art/MV/APP. Art	c) MI/Phil/Hist/Psy	
Group-VII	Mathematics/Quantitative Techniques with any two of the following a) Eco/ Sociology/Phil.	b) Eng/Hindi/Pbi/Skt	c) C.Sc/ C.App.	
Group-VIII	Geography with any two of the following a) Eco/ Socio/ Pol.Sc./TTM	b) Eng/Hindi/Pbi/Skt	c) Psy/ Hist	
Group-IX	Tourism and Travel Mangement with any two of the following a) Eng/Hindi/ Pbi/ Skt.	b) Hist/Psy/C.Sc/ C.App.	c) Geography	
Group-X	Fashion Design and Garment Construction with any two of the following a) Eng/ Hindi/Sanskrit/EI Pbi	b) Eco/Art/ Socio/ APP. Art	c) GJD	
Group-XI	Still Photography and Audio Production with any two of the following a) Eng/Hindi/ Pbi/ Skt	b) Fine Art/ APP. Art/ Socio/ Eco		
Group-XII	Gemology and Jewellery Design with any two of the following a) Eng/Hindi/Pbi/Skt	b) Eco/ Socio/ Fine Art/ APP. Art	c) Fashion Desig & Garment Const./ H.Sc	
Group- XIII	Computer Application with any two of the following a) Eng/ Hindi/Pbi/Skt	b) Fine Art/ APP. Art/ Eco/ Socio	c) Maths/Psy/Hist/Phil	

**Note:** Mathematics cannot be taken with Fine Art/APP. Art

- General English and General Punjabi are Compulsory.
- Students from other states can opt for Basic Punjabi in lieu of Punjabi.
- The students can opt for any one group of the above, selecting three subjects, picking one each from (a), (b) & (c).
- A Student will have to study the same subjects taken at B.A. Sem., I till last Semester.
- A Student cannot opt for more than two vocational subjects in B.A.- Sem.-I
- A Student will have to clear a paper of Environmental Studies In Semester III/IV
- A Student can opt for both Hindi & Sanskrit as Elective Subjects.
- The combination of Home Science with Computer Science as elective subjects is allowed.
- Paper of Drug Abuse has been introduced as a compulsory subject for all Sem I & II Classes.

**Note:** For details of subjects, in the above-mentioned courses, please refer to the prospectus.

### CHOICE OF SUBJECTS FOR ALL COURSES

Besides English & Punjabi /Basic Punjabi as Compulsory subjects, choose any three subjects out of the subject groups given above.

Class you wish to join .....

Percentage of marks in previous class.....

Fill your choice for Punjabi or Basic Punjabi .....

#### CHOICE OF SUBJECTS

#### SUBJECTS FINALLY ALLOTTED BY THE ADMISSION INCHARGE Subjects will be allotted on merit, as per seats available

1. .... 1. ....

2. .... 2. ....

Signature of Student

Signature of the Admission Incharge

Date .....

Signature of the HOD

See Prospectus for Eligibility Rules, if you want to opt for Basic Punjabi.

- For BA-I, kindly attach these documents: 5 passport size coloured photographs, Residence Proof, Matriculation DMC, Roll No. Slip of XII (in case the result is not declared)
- Fee must be paid on the day when Principal or her nominee signs the admission form, otherwise the student loses the right to her choice of subjects.
- Form must be deposited at the fee counter.
- Revalidation of the form is necessary, if the fee is not paid on the day of the admission.
- Withdrawal from the college will be as per the rules stated in the Prospectus.
- If no information is received regarding withdrawal, the student is liable to be charged fee for the whole year.
- For +2 PSEB student: you are required to submit your original +2 Passed DMC in General Office within one month of admission.

## ELIGIBILITY FOR UNIVERSITY EXAMINATION\*

The students are required to fulfil the following eligibility conditions for appearing in the final examinations GNDU

- Get 25 % marks in aggregate of all the subjects or 35% marks in each subject in the House Test.
- Attend 75% of the total lectures delivered, in each of the subjects taken by them, including theory and practical. Condonation of shortage of lectures, upto 15% of lectures attended, is Principal discretion and not a student's right.
- Clear all the dues of the college.

In case they fail to fulfil any of these conditions, they shall be detained from appearing in the examinations of GNDU. It is the responsibility of the students to apprise their parents of all the rules & regulations.

### Note:-

- RAGGING is strictly prohibited in the college campus/ hostel, it is a cognizable offence under the law and according to UGC regulations. Any student found guilty of RAGGING would be strictly dealt with. Her admission may stand cancelled or she may be suspended/ rusticated/ expelled, from the college/ Hostel.
- A student, who is absent in the house tests will be heavily fined.
- Always carry your IDENTITY CARD, while in the college. No student will be allowed to enter the college premises without the identity card. Its loss shall entail heavy penalty besides the cost of new identity card.
- Don't carry mobile phones in the college. Strict action would be taken against a student found guilty of using mobile in the academic or classroom area.
- It is compulsory for all students to see the Students' Notice Board daily. Certified that I have noted the conditions and the rules given above.

.....  
Signature of the Parents/ Guardian

.....  
Signature of the Student

## DECLARATION TO BE SIGNED BY THE STUDENTS

I affirm solemnly to abide by the rules and regulations of the college and not to associate myself with any subversive activities, which in the opinion of the Principal are prejudicial to the discipline of this institution. I shall participate constructively and wholeheartedly in the building up of the new projects and the institution as a whole. My name may be removed from the rolls of the college or I may be fined, rusticated or expelled from the college, if found directly or indirectly taking part in any movement or agitation, to stage a strike in the college for any reason whatsoever, or incite indirectly, any other students to do so. I stand committed to the rules & regulations of the University/Board/College as appended in the Prospectus, to the course of study, I wish to pursue. I shall have no moral as well as legal right to go to the court, if I fail to fulfil the eligibility conditions as laid down in the Prospectus & the GNDU Calendar. I am joining this institution with the permission of my parents/guardian.

Date.....

.....  
Signature of the Student

## DECLARATION BY THE PARENT/GUARDIAN

I declare that my ward and I have gone through the College Prospectus and have read all the rules & regulations carefully. She is joining with my permission. I guarantee that during her stay at the college, she will not participate in any anticollege activity and that I will personally see that she fulfils all those conditions mentioned in the college Prospectus, to earn eligibility to sit in the annual examination. It shall be my responsibility to find out the lecture attended by my ward and the result of the College House Examination from the office, in respect of my ward, and to ensure that my ward gets requisite number of lectures, as required under the rules. In the event of non-compliance of these conditions, if my ward is rendered ineligible, the decision of the college authorities in this respect shall be final and binding on me/my ward. I undertake to pay the amounts due, consequent upon the admission/provisional admission of my ward, as per the Prospectus and not to claim refund there of, except for the security deposit, in any event.

Date .....

.....  
(Full Signature of the father/Mother/Guardian)  
ADMIT PROVISIONALLY

Date.....

.....  
Convenor Admission Incharge

**Note :** Admission will be strictly according to the rules stated in the Prospectus.

## RULES ARE SUBJECT TO CHANGE AT THE DISCRETION OF THE PRINCIPAL WITHOUT ANY PRIOR NOTICE

- N.B. :-**
- Please bring Original Certificate of the last examination passed along with documents to be deposited at the time of Admission.
  - Student seeking inter-university migration shall have to produce migration certificate, detailed marks certificate issued by the University (as the case may be) as a proof of her having passed the previous examination, with English as one of the subjects, within a fortnight from the date of her admission. She will, however, be enrolled on provisional basis, at her own risk and responsibility, till the production of the required certificates. In case the requisite information is not furnished within the scheduled time her admission is liable to be cancelled.
  - A Certificate of Eligibility is required to be produced by the students, who have passed their last University class from other than Guru Nanak Dev University and foreign students will have to submit complete documents, including the details of student visa.
  - Change in address should be communicated immediately to the Principal.
  - Fees and Funds once paid shall NOT be REFUNDED.
  - SECURITY SHALL BE REFUNDED AFTER THE COMPLETION OF THE COURSE.
  - Right of Admission is reserved with the Head of the institution.
  - Students who have compartment in +2 will have to clear compartment in single chance (if given by GNDU). If they fail to clear compartment in one attempt their admission will stand cancelled.
  - Fill your Examination form in class and paste your photographs.

Checked by Teacher Incharge  
Confirmation by Superintendent/ Senior Clerk

Admission (Confirmed)  
Principal

Date .....

Subject to Confirmation by the University/ Board

\*IF THE UNIVERSITY CHANGES ANY OF THE ELIGIBILITY CONDITIONS, THESE WOULD BE NOTIFIED TO THE STUDENTS THROUGH A FRESH CIRCULAR DURING THE SESSION.