



**Dr. Y.S.R. HORTICULTURAL UNIVERSITY**  
**ADMINISTRATIVE OFFICE, VENKATARAMANNAGUDEM,**  
**WEST GODAVARI DISTRICT-534101, A.P.**

\*\*\*

**INFORMATION BROCHURE**

**Counseling for admission into B.Sc. (Hons.) Horticulture Course in Colleges of Dr.Y.S.R. Horticultural University (Dr.YSRHU) Venkataramannagudem, including Affiliated Colleges for the academic year 2023-24.**

**Colleges under Dr.Y.S.R. Horticultural University**

<b>Dr.YSRHU Constituent Horticultural Colleges</b>	<b>Dr.YSRHU Affiliated Horticultural Colleges</b>
1) College of Horticulture, Venkataramannagudem, near Tadepalligudem, West Godavari Dist.	1) Sri Krishna Devaraya College of Horticultural Sciences, Alamuru Village, Anantapuramu Dist.
2) College of Horticulture, Anantharajupeta, Kodur Mandal, Annamayya Dist.	2) Kadiri Babu Rao College for Horticulture, Seelamavaripalli, C.S.Puram, Prakasam Dist.
3) College of Horticulture, Parvathipuram, Parvathipuram Manyam Dist.	3) N.S. College of Horticultural Sciences, Gobburu village, Peddaraveedu Mandal, Markapur, Prakasam Dist.
4) College of Horticulture, Chinnalatarapi, Kandukuru Mandal, SPSR Nellore Dist.	4) J.C. Diwakara Reddy Horticultural College, Tadipatri, Anantapuramu Dist.
5) College of Horticulture, Pulivendula, YSR Dist.	

**Intake of students:**

<b>Dr.Y.S.R. Horticultural University</b>		
<b>S.No</b>	<b>Course</b>	<b>No. of Seats</b>
1.	B.Sc. (Hons.) Horticulture	360 + 13 ** + 168****
10% supernumerary seats are also allocated under EWS category		

\*\*These seats shall be treated as "**Payment Seats**" only (as per approval of Government of Andhra Pradesh) to be filled up based on the AP EAPCET-2023 ranks of the candidates as per the rule of reservation and presidential order but with high fee structure (as indicated in the information brochure).

\*\*\*These seats are **Category "A" Seats** in Affiliated Horticultural Colleges of Dr.YSRHU to be filled up based on the AP EAPCET 2023 ranks of the candidates as per the Presidential order and Rule of reservation **but with a separate fee structure.**

**Eligibility:** A pass in two year Intermediate examination conducted by the Board of Intermediate Education, A.P. or any other examination recognized as equivalent thereto by the University or Board of Intermediate Education with the following subjects namely:

- i) Physical Sciences
- ii) Biological or Natural Sciences

## **Age Limit - Eligibility Criteria as on 31<sup>st</sup> December, 2023**

**For General Category:** Minimum age limit is 17 years – Upper age limit 22 Years  
(Candidates should be born between 01<sup>st</sup> January, 2002 – 31<sup>st</sup> December 2006)

**For SC & ST Candidates:** Minimum age limit is 17 years – Upper age limit 25 Years  
(Candidates should be born between 01<sup>st</sup> January 1999 – 31<sup>st</sup> December 2006)

**Physically Challenged candidates:** Minimum age limit is 17 years – Upper age limit 27 Years  
(Candidates should be born between 01<sup>st</sup> January 1997 – 31<sup>st</sup> December 2006)

### **Reservation of seats for the candidates coming from families of Agriculturist cum Rural Area (Farmers' Quota):**

- **Forty per cent (40%) of the seats in Dr.YSRHU** are reserved for candidates coming from families of Agriculturists (Farmers)
  - **Candidates will not less than 1 (one) acre of land is eligible**
  - **Land should be in the name of the parents or in the name of the candidates**
  - **(If the land is owned by grandfather, grandmother or guardian or any other relations is not acceptable)**
  - **Candidate should studied for a minimum of 4 years in schools located in Non-Municipal areas.**
- If the candidates applied under farmers quota they have to produce the following forms

#### **Form -I:**

- It is a proforma indicating the patta numbers and extent of land owned by the **candidate / parents** duly certified by the **Mandal Revenue Officer / Tahsildar with office seal.**
- **Candidate must also upload land owned record - Adangal / 1B from Meebhoomi Land records (or) Original Pattadar Passbook as evidence for the extent of land owned.**

#### **Form-II:**

- It is a proforma to be certified by the **Head Master** of the School with office seal stating that the candidate has studied for a **minimum period of four years in schools located in Non-Municipal areas** during their period of study from 1<sup>st</sup> class to 12<sup>th</sup> class/Intermediate (**Non-Municipal Area Study Certificate**).
  - All study certificates claimed under non municipal area must also be uploaded.
- **Duly filled Form-I and Form-II with the signatures of concerned officials viz., Mandal Revenue Officer/ Tahsildar and concerned Head of Institution, respectively, along with office seal need to be submitted.** Otherwise, the claim of the candidates under this category will be summarily **uploaded**.
  - **During certificate verification under farmer's quota the candidate must produce original Form I, Form II, the original Pattadar Passbook or Adangal/1B from Mee-seva as an evidence for the extent of land and study certificates from the educational institutions studied as per application registered.**

## Reservation of Seats:

**Backward Classes:** 29% of seats are reserved under this category.  
(BC-A – 7% ; BC-B – 10% ; BC-C – 1% ; BC-D – 7% ; BC-E – 4% )

**Scheduled Caste (SC) :** 15%

**Scheduled Tribe (ST) :** 6%

**Other Reservations :** 9%

### (Special Categories)

a)	Defence Personnel (CAP) ...	2%
b)	National Cadet Corps. (NCC) ...	1%
c)	Physically Challenged (PH) ... (Subject to Government Orders)	5%
	i) Visually Handicapped	
	ii) Hearing Impaired	
	iii) Orthopedically Handicapped	
d)	Games & Sports ...	0.5%
e)	Scouts and Guides ...	0.5%

**Note:** The counselling/verification under special categories (PH, CAP, NCC, SG & Sports) will be held in the presence of authorities concerned and seats will be allotted as per the priorities indicated by the officers concerned.

### **Economically Weaker Section (EWS) – 10% (supernumerary seats)**

**Reservation of seats for Women:** 33 $\frac{1}{3}$ % of the seats shall be reserved infavour of women candidates from each category.

## **Allocation of seats in favour of Local candidates in relation to Local area:**

### **Constituent Colleges of Dr.YSRHU**

- 15 % seats shall be Un- Reserved (UR) for candidates from AU/ SVU region. Candidates from Osmania University (OU) region also can compete for these seats with AP EAPCET 2023 ranks.
- Remaining 85% local seats, the seats shall be allocated in 42: 22 ratio in Andhra University and Sri Venkateswara University area, respectively among the candidates in relation to the local area.

**Local status certificate:** Candidate claiming local status in Andhra Pradesh (AU/SVU) by virtue of his/her migration from the State of Telangana shall submit scanned copy of Local status certificate issued by Tahsildar of concerned along with their application (**as per G.O.Ms.No.171, General Administration (SPF & MC) Department dated 20-11-2017**).

### **Affiliated colleges with Dr.YSRHU**

- 15 % seats shall be Un-Reserved (UR) for candidates from AU / SVU region. Candidates from Osmania University (OU) region also can compete for these seats with AP EAPCET 2023 ranks.
- For the 85% local seats **in each college**, the seats shall be allocated in 42 : 22 ratio in Andhra University and Sri Venkateswara University area, respectively among the candidates in relation to the local area.

## **Criteria for Selection:**

- The admission process in the B.Sc. (Hons.) Horticulture is carried out duly following the G.O.Ms.No.184, Dt.20-08-1993 Govt. of A.P. The selection of candidates for all the seats shall be made on the basis of ranks obtained by the candidates in **AP EAPCET 2023**. The candidates will be selected based on merit, presidential order, region and social status. **State Level rank** only will be considered.

- In case of a tie in ranks obtained by two or more candidates in the AP EAPCET 2023, the marks secured in the optional subjects of the qualifying examination shall be taken into consideration. In case of a further tie, the age of the candidate shall be taken into consideration.

**Allotment of seats during counseling process:**

Based on Merit in AP EAPCET 2023 duly following Presidential Order & Rule of reservation and based on the web-options given by the candidate, the seat allotment will be done.

The candidate needs to exercise online self-admission into the allotted college, report at allotted college with all original certificates and pay fee in the stipulated time failing which the seat falls vacant, which will be filled in next phase of online-counseling.

**Reservation under special category seats:**

Seat allotment in these reservations shall be done based on the priorities awarded to candidates in each category following certificate verification and authentication by respective authorities as per the relevant G.O's applicable from time to time (NCC by NCC Directorate, Hyderabad; Defence (CAP) by Sainik Welfare Department; Games and Sports by Sports Authority of Andhra Pradesh; Scouts and Guides, Andhra Pradesh and Differently abled (PH) by Medical Authorities) and rank in AP EAPCET 2023. **Wards of candidates under CAP quota, claiming Local Status are required to submit scanned copy of Local status certificate issued by Tahsildar of concerned along with their application.**

**Hostel facility:** Hostel facility shall be provided subject to the availability of accommodation.

**Online Registration Fee:**

The candidates must pay online registration fee of Rs.1000/- (Rupees one thousand only) for General Candidates and Rs.500/- (Rupees five hundred only) in case of SC, ST & PH (Differently Abled) candidates at the time of uploading online application before last date.

However, the candidates are allowed for online registration upto three days after last date of registration with late fee of Rs.2,000/- (Rupees two thousand only) for General Candidates and Rs.1,000/- (Rupees one thousand only) in case of SC, ST & PH (Differently Abled) candidates.

The candidates who are granted admission shall pay the following prescribed fees at the time of joining the college and hostel.

**Fee structure:**

Particulars	Dr.YSRHU Constituent Colleges		Affiliated Colleges
	General	Payment	
Tuition Fee (per semester)	6,910/-	94,315/-	Fees will be announced after issue of Government Orders
Other Fee	12,448/-	12,448/-	
Library Deposit (Refundable)	2,345/-	2,345/-	
Laboratory Deposit (Refundable)	2,345/-	2,345/-	
Hostel Deposit (Refundable)	7,880/-	7,880/-	
Mess Advance (Refundable)	7,880/-	7,880/-	
Hostel Establishment Charges (per semester)	9,375/-	9,375/-	
Hostel Room Rent (per semester)	1,900/-	1,900/-	
<b>TOTAL</b>	<b>51,083/-</b>	<b>1,38,488/-</b>	

**NOTE:**

- If the admitted candidate cancels his / her seat before the closure of admissions for the academic year 2023-24, an amount of **Rs.3,900/-** shall be collected towards seat cancellation fee for General (for SC/ST/PH - **Rs.1,950/-**). The remaining fees already paid during admission shall be refunded.
- If the admitted candidate cancel his / her seat after closure of admissions process for the academic year 2023-24, the candidate forfeits the fees already paid and in addition, he /she has to pay an amount of **Rs.3,900/-** towards seat cancellation fee for General (for SC/ST/PH - **Rs.1,950/-**).

**Original certificates to be produced& submitted at the time of joining the college:**

The candidates granted admission, should submit the following certificates **in Original** at the time of admission.

1. Pass Certificate-cum-Memorandum of Marks obtained by the candidates in the qualifying examination (Intermediate)
2. Hall Ticket & Rank Card of APEAPCET-2023
3. SSC or its equivalent examination Certificate
4. The Community Certificate in the case of candidates belonging to Backward Classes/ Scheduled Castes / Scheduled Tribes, signed by the competent authority / Latest EWS Certificate for the year 2023-24 & older certificates will summarily be rejected.
5. Bonafide / Study certificates (6<sup>th</sup> class to Intermediate or its equivalent)
6. Residence Certificate, if necessary
7. Transfer Certificate from the College or School where the candidate last studied
8. Candidates joined under farmer quota has to submit the Form I and Form II, Adangal/ 1B and study certificates claimed under Non-Municipal area
9. In case of candidates under Special Categories (CAP / NCC / PH / SG/ Sports & Games) the original certificates issued by the competent authorities.

**Grievance Request:**

- The Data/Information of all candidates has been considered from AP EAPCET 2023 examination as entered by the candidates and validated for AP EAPCET 2023 examination.
- If any candidate wants to edit or upload any document now in support of candidature, the candidate first must COMPLETE REGISTRATION process.
- A registered candidate can edit or upload any certificate/ document by Applying from "Grievance Request" and add/upload documents or Certificates in relevant fields, THIS FACILITY can be AVAILED ONLY ONCE. All those uploaded documents will be considered for further processing only subject to the verification by the competent authorities.

**Login:**

- No separate login is required for the candidates as the Registered Mobile number and Hall Ticket would be authenticated for all services such as Registration, Grievance requests, Web Options, print payment receipt, etc.
- Applicants have to complete their registration by verifying their data populated in the application form and also making payment.
- The candidates are informed to **mention their personal mobile numbers** but not the mobile numbers of relatives, friends, net/online/Xerox centres etc. during online registration.
- Candidates are required to **read the Information Brochure** thoroughly.
- For any other information, the candidates may contact the following Phone Nos. from **Monday to Saturday working hours from 10:30 A.M. to 5:00 P.M strictly.**

Dr.YSR Horticultural University, Venkataramannagudem	7382633640 / 9989901103
<b>Constituent Colleges</b>	
1) College of Horticulture, Venkataramannagudem	7382633648
2) College of Horticulture, Anantharajupeta	7382633651
3) College of Horticulture, Parvathipuram	7382633660
4) College of Horticulture, Chinnalatarapi	7382633443
5) College of Horticulture, Pulivendula	8978440808
<b>Affiliated Colleges</b>	
1) Sri Krishna Devaraya College of Horticultural Sciences, Anantapuramu.	9493386669
2) Kadiri Babu Rao College for Horticulture, C.S.Puram.	9652810243
3) N.S. College of Horticultural Sciences, Markapur.	9121479291
4) J.C. Diwakara Reddy Horticultural College, Tadipatri	9448798404

**Note:**

- In the event of establishment of new colleges such seats will also be considered for filling up through this notification only.
- Candidates are required to read the Information Brochure thoroughly before applying.
- The parents and students are informed to visit the university website <https://drysrhu.ap.gov.in> for any further information.
- The University is not responsible for the information provided in other websites.
- In case, the information furnished or the certificates uploaded by the candidates are found to be false, the University will take appropriate action against the individuals concerned and his/her application will be summarily rejected at any point of counselling or after admission in the college.

**FORM – I (Latest)**  
**(For Academic Year 2023-24)**

**AGRICULTURAL LAND HOLDING CERTIFICATE**

This is to certify that Mr. / Ms.....

Son / Daughter of.....comes from an agriculturist family. He / She / His / Her parent(s) own land as detailed below\*

<b>Mandal</b>	<b>Village</b>	<b>Patta No./ Khata No.</b>	<b>Survey No.</b>	<b>Area (in Acres)</b>
<b>Total Area</b>				

**\*Total Area in words** \_\_\_\_\_

Place:  
Date :

Office Seal

Signature of Mandal Revenue Officer/  
Tahsildar

Note: Candidate must also upload the land owned record (Adangal / 1B from Meebhoomi Land Records (or) Original Pattadar Passbook) as evidence for the extent of land owned.

**FORM – II (Latest)**  
**(For Academic Year 2023-24)**

**NON-MUNICIPAL AREA CERTIFICATE**

Certified that Mr./ Ms. ....  
Son/Daughter of .....has studied in this  
school / Institution in classes during the period as indicated below; and also certified that this  
school (Name of the school) .....  
Village..... Mandal..... District.....  
is located in **Non-Municipal area.**

Class	Academic Year

*Office Seal*

*Signature of the Head Master/  
Head Mistress of the School / Institution*

**Note:**

1. In case of a student studied in different schools / institutes, separate certificates should be enclosed in the above format only duly signed by the Heads of Schools/ Institutions where he / she had studied, failing which he/ she will not be considered under this category.
2. Form-I & Form - II in original has to be submitted at the time of counseling or joining an allotted college.
3. If a candidate fails to enclose Form - II, his/ her candidature will not be considered under the Non-municipal Area category.



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**ADMINISTRATIVE OFFICE, VENKATARAMANNAGUDEM,**  
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**Information Brochure for B.Sc. (Hons.) Horticulture Course in**  
**Dr. Y.S.R. Horticultural University on curbing the menace of ragging**  
**in higher educational institutions**

**UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER**  
**EDUCATIONAL INSTITUTIONS, 2009**

In exercise of the powers conferred by Clause (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely -

**1. Title, commencement and applicability:-**

- 1.1. These regulations shall be called the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”.
- 1.2. They shall come into force with immediate effect.
- 1.3. They shall apply to all the universities established or incorporated by or under a Central Act, a Provincial Act or a State Act, to all institutions deemed to be university under Section 3 of the UGC Act, 1956, to all other higher educational institutions, including the departments, constituent units and all the premises (academic, residential, sports, canteen, etc) of such universities, deemed universities and other higher educational institutions, whether located within the campus or outside, and to all means of transportation of students whether public or private.

**2. Objective:-**

To root out ragging in all its forms from universities, colleges and other educational institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

**3. Definitions:-** For the purposes of these Regulations:-

- 3.1. “college” means any institution, whether known as such or by any other name, which provides for a programme of study beyond 12 years of schooling for obtaining qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification.

- 3.2. "Head of the institution" means the 'Vice-Chancellor' in case of a university/deemed to be university, 'Principal' in case of a college, 'Director' in case of an institute.
- 3.3. "institution" means a higher educational institution (HEI), like a university, a college, an institute, etc. imparting higher education beyond 12 years of schooling leading to a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
- 3.4. "Ragging" means the following:  
Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.
- 3.5. "Statutory/Regulatory body" means a body so constituted by a Central/ State Government legislation for setting and maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
- 3.6. "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, an institution deemed to be university under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant degrees.

#### **4. Punishable ingredients of Ragging:-**

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of criminal force;
- Assault as well as sexual offences or unnatural offences;
- Extortion;
- Criminal trespass;
- Offences against property;
- Criminal intimidation;

- Attempts to commit any or all of the above mentioned offences against the victim(s);
- Physical or psychological humiliation;
- All other offences following from the definition of “Ragging”.

## **5. Measures for prohibition of ragging at the institution level:-**

- 5.1 The institution shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted, considering ragging as a cognizable offence under the law on a par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST, and prohibiting ragging in all its forms in all institutions.
- 5.2 Ragging in all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- 5.3 The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

## **6 Measures for prevention of ragging at the institution level:-**

### **6.1 Before admissions:-**

- 6.1.1 The advertisement for admissions shall clearly mention that ragging is totally banned in the institution, and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately (for punishments, ref. section 8 below).
- 6.1.2 The brochure of admission/instruction booklet for candidates shall print in block letters these Regulations in full (including Annexures).
- 6.1.3 The ‘Prospectus’ and other admission related documents shall incorporate all directions of the Supreme Court and /or the Central or State Governments as applicable, so that the candidates and their parents/ guardians are sensitized in respect of the prohibition and consequences of ragging. If the institution is an affiliating university, it shall make it mandatory for the institutions under it to compulsorily incorporate such information in their ‘Prospectus’.
- 6.1.4 The application form for admission/ enrolment shall have a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the applicant (English version given in Annexure I, Part I), to be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and to the effect that he/she has not been expelled and/or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.

- 6.1.5 The application form shall also contain a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the parent/ guardian (English version given in Annexure I, Part II), to be signed by the parent/ guardian of the applicant to the effect that he/ she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/ her ward in case the latter is found guilty of ragging and/or abetting ragging.
- 6.1.6 The application for admission shall be accompanied by a document in the form of the School Leaving Certificate/Transfer Certificate/ Migration Certificate/ Character Certificate which shall include a report on the behavioral pattern of the applicant, so that the institution can thereafter keep intense watch upon a student who has a negative entry in this regard.
- 6.1.7 A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure I (both Parts) along with his/ her application for hostel accommodation.
- 6.1.8 At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- 6.1.9 To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably multicolored with different colours for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
- 6.1.10 The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- 6.1.11 The institution shall identify, properly illuminate and man all vulnerable locations.
- 6.1.12 The institution shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
- 6.1.13 The institution shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, leaflets, seminars, street plays, etc.
- 6.1.14 The faculties/ departments/ units of the institution shall have induction arrangements (including those which anticipate, identify

and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.

## **6.2 On admission:-**

- 6.2.1 Every fresh student admitted to the institution shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committees, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc., so that the fresher need not look up to the seniors for help in such matters and get indebted to them and start doing things, right or wrong, at their behest. Such a step will reduce the freshers' dependence on their seniors.
- 6.2.2 The institution through the leaflet mentioned above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.
- 6.2.3 The leaflet mentioned above shall also inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
- 6.2.4 The leaflet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- 6.2.5 The institution shall also organize joint sensitization programmes of 'freshers' and seniors.
- 6.2.6 Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.

## **6.3 At the end of the academic year:-**

- 6.3.1 At the end of every academic year the Vice-Chancellor/ Dean of Students Welfare/ Director/ Principal shall send a letter to the parents/ guardians of the students who are completing the first year informing them about the law regarding ragging and the punishments, and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.
- 6.3.2 At the end of every academic year the institution shall form a 'Mentoring Cell' consisting of Mentors for the succeeding academic year. There shall be as many levels or tiers of Mentors as

the number of batches in the institution, at the rate of 1 Mentor for 6 freshers and 1 Mentor of a higher level for 6 Mentors of the lower level.

#### **6.4 Setting up of Committees and their functions:-**

- 6.4.1 The Anti-Ragging Committee:- The Anti-Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the anti-ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.
- 6.4.2 The Anti-Ragging Squad:- The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the said Committee.
- 6.4.3 Monitoring Cell on Ragging:- If the institution is an affiliating university, it shall have a Monitoring Cell on Ragging to coordinate with the institutions affiliated to it by calling for reports from the Heads of such institutions regarding the activities of the Anti-Ragging Committees, Squads, and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling sessions, etc., and regarding the incidents of ragging, the problems faced by wardens and other officials, etc. This Cell shall also review the efforts made by such institutions to publicize anti-ragging measures, cross-verify the receipt of undertakings from candidates/students and their parents/guardians every year, and shall be the prime mover for initiating action by the university authorities to suitably amend the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti ragging measures at the level of the institution.

#### **6.5 Other measures:-**

- 6.5.1 The Annexures mentioned in sub-clauses 6.1.4, 6.1.5 and 6.1.7 of these Regulations shall be furnished at the beginning of each academic year by every student, that is, by freshers as well as seniors.

- 6.5.2 The institution shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year. This shall be done at the institution and department/ course levels. Parents and teachers shall also be involved in such sessions.
- 6.5.3 Apart from placing posters mentioned in sub-clause 6.1.9 above at strategic places, the institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions, workshops, painting and design competitions among students and other methods as it deems fit.
- 6.5.4 If the institution has B.Ed. and other Teacher training programmes, these courses shall be mandated to provide for anti-ragging and the relevant human rights appreciation inputs, as well as topics on sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach.
- 6.5.5 Wardens shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations. Wardens shall be accessible at all hours and shall be provided with mobile phones. The institution shall review and suitably enhance the powers and perquisites of Wardens and authorities involved in curbing the menace of ragging.
- 6.5.6 The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.
- 6.5.7 Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Local police, local administration and the institutional authorities shall ensure vigil on incidents that may come within the definition of ragging and shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within the campus. Managements of such private hostels shall be responsible for not reporting cases of ragging in their premises.
- 6.5.8 The Head of the institution shall take immediate action on receipt of the recommendations of the Anti-Ragging Squad. He/ She shall also take action suo motto if the circumstances so warrant.
- 6.5.9 Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
- 6.5.10 Anonymous random surveys shall be conducted across the 1<sup>st</sup> year batch of freshers every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not. The institution may design its own methodology of conducting such surveys.



- 6.5.11 The burden of proof shall lie on the perpetrator of ragging and not on the victim.
- 6.5.12 The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
- 6.5.13 The Migration / Transfer Certificate issued to the student by the institution shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.
- 6.5.14 Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.
- 6.5.15 The Heads of institutions other than universities shall submit weekly reports to the Vice-chancellor of the university the institution is affiliated to or recognized by, during the first three months of new academic year and thereafter each month on the status of compliance with anti-ragging measures. The Vice Chancellor of each university shall submit fortnightly reports of the university, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the Chancellor.
- 6.5.16 Access to mobile phones and public phones shall be unrestricted in hostels and campuses, except in class-rooms, seminar halls, library etc. where jammers shall be installed to restrict the use of mobile phones.

#### **6.6 Measures for encouraging healthy interaction between freshers and seniors:-**

- 6.6.1 The institution shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.
- 6.6.2 Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.
- 6.6.3 The institution shall enhance the student-faculty interaction by involving the students in all matters of the institution, except those relating to the actual processes of evaluation and of faculty appointments, so that the students shall feel that they are responsible partners in managing the



affairs of the institution and consequently the credit due to the institution for good work/ performance is due to them as well.

## **7. Measures at the UGC/ Statutory/ Regulatory body level:-**

### **7.1 Regulatory measures:-**

- 7.1.1 The UGC and other Statutory /Regulatory bodies shall make it mandatory for the institutions to compulsorily incorporate in their 'Prospectus' the directions of the Supreme Court and/or the Central or State Governments with regard to prohibition and consequences of ragging, and that non-compliance with the directives against ragging in any manner whatsoever shall be considered as lowering of academic standards by the erring institution making it liable for appropriate action.
- 7.1.2 The UGC (including NAAC and UGC Expert Committees visiting institutions for various purposes) and similar Committees of other Statutory/Regulatory bodies shall cross-verify that the institutions strictly comply with the requirement of getting the undertakings from the students and their parents/ guardians as envisaged under these Regulations.
- 7.1.3 The UGC and other funding bodies shall make it one of the conditions in the Utilization Certificate for sanctioning any financial assistance or aid to the institution under any of the general or special schemes that the institution has strictly complied with the anti-ragging measures and has a blemish-less record in terms of there being no incidents of ragging during the period pertaining to the Utilization Certificate.
- 7.1.4 The NAAC and other accrediting bodies shall factor in any incident of ragging in the institution while assessing the institution in different grades.

### **7.2 Incentives for curbing ragging:-**

- 7.2.1 The UGC shall consider providing special/ additional annual financial grants-in-aid to those eligible institutions which report a blemish-less record in terms of there being no incidents of ragging.
- 7.2.2 The UGC shall also consider instituting another category of financial awards or incentives for those eligible institutions which take stringent action against those responsible for incidents of ragging.
- 7.2.3 The UGC shall lay down the necessary incentive for the post of Warden in order to attract the right type of eligible candidates, and motivate the incumbents.

### **7.3 Monitoring mechanism to ensure compliance:-**

Apart from the monitoring mechanism built in under different sub-clauses of these Regulations, there shall also be the following monitoring mechanism:

7.3.1 The UGC shall constitute an Inter-Council Committee for prevention of Ragging consisting of representatives of the AICTE, the IITs, the NITs, the IIMs, the MCI, the DCI, the NCI, the ICAR and such other bodies which have to deal with higher education to coordinate and monitor the anti-ragging movement across the country and to make certain policy decisions. The said Committee shall meet at least twice a year in the normal course.

7.3.2 The UGC shall also have an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State level and university level Committees for effective implementation of anti-ragging measures.

## **8 Punishments:-**

### **8.1 At the institution level:-**

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- 8.1.1 Suspension from attending classes and academic privileges
- 8.1.2 Withholding/ withdrawing scholarship/ fellowship and other benefits
- 8.1.3 Debarring from appearing in any test/ examination or other evaluation process
- 8.1.4 Withholding results
- 8.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- 8.1.6 Suspension/ expulsion from the hostel
- 8.1.7 Cancellation of admission
- 8.1.8 Rustication from the institution for period ranging from 1 to 4 semesters
- 8.1.9 Expulsion from the institution and consequent debarring from admission to any other institution for a specified period
- 8.1.10 Fine ranging between Rupees 25,000/- and Rupees 1 lakh
- 8.1.11 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

### **8.2 At the university level in respect of institutions under it:-**

If an institution under a university (being constituent of, affiliated to or recognized by it) fails to comply with any of the provisions of these Regulations

and fails to curb ragging effectively, the university may impose any one or any combination of the following penalties on it:

- 8.2.1 Withdrawal of affiliation/ recognition or other privileges conferred on it
- 8.2.2 Prohibiting such institution from presenting any students then undergoing any programme of study therein for the award of any degree/diploma of the university
- 8.2.3 Withholding grants allocated to it by the university, if any
- 8.2.4 Withholding any grants channellised through the university to the institution
- 8.2.5 Any other appropriate penalty within the powers of the university.

### **8.3 At the appointing authority level:-**

The authorities of the institution, particularly the Head of the institution, shall be responsible to ensure that no incident of ragging takes place in the institution. In case any incident of ragging takes place, the Head shall take prompt and appropriate action against the person(s) whose dereliction of duty lead to the incident. The authority designated to appoint the Head shall, in its turn, take prompt and appropriate action against the Head.

### **8.4 At the UGC/Statutory/Regulatory body level:-**

If an institution fails to curb ragging, the UGC/Statutory/Regulatory body concerned may impose any one or any combination of the following penalties on it:

- 8.4.1 Delisting the institution from section 12B of the UGC Act or any similar provision in the Act of the Statutory/Regulatory body concerned
- 8.4.2 Withholding any grants allocated to it
- 8.4.3 Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the UGC/Statutory/ Regulatory body concerned
- 8.4.4 Declaring that the institution does not have the minimum academic standards and warning the potential candidates for admission accordingly through public notice and posting on the UGC Website/ Website of the Statutory/Regulatory body concerned.
- 8.4.5 Taking such other action within its powers as it may deem fit and impose such other penalties as provided till such time as the institution achieves the objective of curbing ragging.
- 8.4.6 Collaborating with one another to work out other possible deterrents.

**ANNEXURE I, Part I**

**UNDERTAKING BY THE CANDIDATE/STUDENT**

1. I, \_\_\_\_\_  
S/o. D/o. of Mr./Mrs./Ms. \_\_\_\_\_  
have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this regard.
2. I have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, and have carefully gone through it.
3. I hereby undertake that
  - I will not indulge in any behavior or act that may come under the definition of ragging,
  - I will not participate in or abet or propagate ragging in any form,
  - I will not hurt anyone physically or psychologically or cause any other harm.
4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.
5. I hereby affirm that I have not been expelled or debarred from admission by any institution.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Signature

Name:

Address:

**ANNEXURE I, Part II**

**UNDERTAKING BY PARENT/GUARDIAN**

1. I, \_\_\_\_\_  
F/o. M/o. G/o \_\_\_\_\_,  
have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this regard as well as the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.
2. I assure you that my son/ daughter/ ward will not indulge in any act of ragging.
3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ Year

Signature

Name:

Address: