

ORDINANCE: ADMISSION AND REGISTRATION OF REGULAR STUDENTS

1. No one shall be admitted to the University or may appear in any examination of the University unless she has been registered as a student of the University.

A Student admitted provisionally at her own risk and responsibility shall have to submit all the required documents, including Migration Certificate for registration to the University latest by 30th November, failing which her candidature for the concerned examination shall stand suspended automatically. However, if due to any reason admission to a course is made late, one month time shall be given to such students for submitting the above required documents.

Provided that the above condition shall not apply to a candidate for the 1st semester Examination (where there is a semester system of examination), but the result thereof will be declared only after her registration. However, the candidate for the 2nd semester examination shall have to deposit all the certificates before appearing in the 2nd semester examination.

However, a candidate may be allowed to continue her studies provisionally at her own risk and responsibility subject to the condition that she shall submit all the required documents, including the Migration certificate to the University within stipulated period. If a candidate fails to submit all the required documents, including the Migration certificate even upto 30th November of the year of examination, due to valid reasons, she may be allowed to continue her studies provisionally and to take the examination at her own risk and responsibility, if otherwise eligible. The result of such a candidate shall, however, be declared only after submission of all the documents with late fee as follows:

Last date of submission of Migration Certificate - 30th November

without late fee

Late submission of Migration Certificate - 31st January

with late fee of Rs. 500/-

Late submission of Migration Certificate -
with late fee of Rs. 1000/-

Before commencement
of 2nd Semester Exam

However, the candidate shall not be allowed to appear in 2nd Semester examination without submitting the Migration Certificate.

2. A student registered under this Ordinance shall be called the student of Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan, Sonipat.
3. Every student, who is not registered with the University, shall pay the prescribed fee/charges to the University, at the time of admission, through the department/college which she intends to join. Thereafter, in case of re-admission of a student whose name is struck off the rolls of the department/college, she shall pay re-admission fees of Rs. 2000/- for making necessary entries in the University register.
4. A student who applies to reappear in an examination as an ex student, she shall pay the prescribed examination fee.
5. The Registration and Scholarship Branch shall maintain a database of all Under – Graduate and Post- Graduate students for University examinations in the University Teaching Departments and the Colleges recognized by the University or carrying on research work in the University or appearing in a University examination in the capacity of ex student.
6. The database shall contain following details in respect of each student, her photograph, the full name, father's name, permanent address, institution entered, year of admission, particulars of the last examination passed, every pass or failure in a University examination with roll number, any University scholarship, medal or prize won, every degree taken and serious penalty awarded to her by the institution or the University.
7. On registration, the student shall be provided with a registration number under which her name has been entered in the database and that number shall be quoted in all

- subsequent report(s) concerning the student, and in all applications by the student for admission to a University examination.
8. Applications for correction in the particulars of a candidate shall be entertained by the Registration and Scholarship Branch upto one month of the communication of the registration number through the Principal/HOD without any fee, thereafter, a fine of Rs. 100/- shall be charged from the student.
 9. Application for admission to the University examination shall be scrutinized with reference to the student database. The Controller of Examinations may refuse to accept the application of a candidate about whom complete particulars have not been reported or have been reported incorrectly and requires him to forward a complete statement of the particulars through the Head of the Department/Principal of the College.
 10. A registered student is entitled to get a certified copy of the entries under her name on payment of Rs.200/-
 11. The request of a student who wishes to apply for change of her name after marriage in the records of Registration & Scholarship Branch shall be entertained only after submitting her marriage certificate issued by the competent authority after following due procedure. She shall pay a fee of Rs. 200/- for the purpose. Provided further that if a student wishes to change her name due to any other reason, she has to submit the required/prescribed documents as per Govt. instructions in the matter and shall pay the prescribed fee of Rs. 200/-. The same fee shall be charged for correction in name(s) after one month from the issuance of the DMC of 1st semester examinations.
 12. If a student's name is struck off the rolls of a College / Department, or she migrates to another College / Department or is rusticated or expelled, such a fact shall immediately be reported to the Registration and Scholarship Branch for record in the Register of Students and for such other action as may be necessary.
 13. A candidate who has passed her lower examination from a foreign University/Board, a fee of Rs. 1000/- shall be charged from her on account of verification of the documents from the concerned foreign University/Board
 14. Every Department/College has to submit the registration return to the Registration & Scholarship Branch of the University on the prescribed

proforma within one month from the last date of admission, failing which a late fee of Rs. 5/- per student, per day shall be deposited with the University Cashier in Accounts Branch by the defaulting personnel of the concerned Deptt./Institute/College and the copy of the receipt shall be attached with the Registration Return Proforma.

15. If the applicant be a detained student or one who has been degraded or against whom any disciplinary action has been taken, etc. the Principal shall specifically mention this in the application.

ORDINANCE: - MIGRATION

1. A student from any other recognized University or a Board of Examination other than Board of School Education, Haryana shall be eligible for admission to the University only on production of migration certificate (or Transfer Certificate, if a Board does not issue the migration certificate) to show that the University or Board has 'No Objection' to her joining this University and she will have to submit the same up to 30th November of the year of examination without any late fee, failing which her candidature for the concerned examination shall stand suspended automatically. Provided that the condition of production of the migration certificate shall not apply in the case of students passing their examination from a foreign University.

However, a candidate may be allowed to continue her studies provisionally at her own risk and responsibility subject to the condition that she shall submit the migration certificate to the University upto 30th November of the year. If a candidate fails to submit the migration certificate by the 30th November of the year of examinations due to valid reasons, she may be allowed to continue her studies provisionally and to take her examination also at her risk and responsibility, if otherwise eligible. The result of such candidate shall, however, be declared only if the candidate submits her migration certificate before the issuance of the Roll number for the next semester examination with the late fee as follows:

Last date of submission of Migration Certificate -30th November

without late fee

Late submission of Migration Certificate - -31st January

with late fee of Rs. 500/-

Late submission of Migration Certificate - Before commencement

with late fee of Rs. 1000/- of 2nd Semester Exam

However, the candidate shall not be allowed to appear in 2nd Semester examination without submitting the Migration Certificate.

2. A student who has not completed her course of studies or having completed her course of studies has not appeared at the examination for which she was studying under the ambit of any other University or a College admitted to its privileges shall not be admitted to the University except on production of the following documents in addition to the certificates mentioned in the preceding clause:-

- (a) College leaving certificate from the Principal of the College or from Registrar of the University which she leaves;
- (b) Certified copies of the entries against her name in the register of students of the University concerned.
- (c) A certificate from the last attended Head of the University Teaching Department / Principal of the College, to the effect that she has attended, in the subjects offered by her at this University, number of lectures in the College /University from which she wishes to migrate, so as to enable her to complete the course of studies prescribed by this University.

3. A student admitted in Pre Ph.D. Course work shall submit her migration certificate within 4 months of her admission. If a candidate fails to submit the migration certificate within the stipulated period mentioned above due to valid reasons, she may be allowed to continue her studies provisionally and to take her examination also at her own risk and responsibility, if otherwise eligible. The result of such

candidate shall, however, be declared only if the candidate submits her migration with a late fees of Rs.1000/- and her name has been registered with the University.

Migration Rules From other Universities to Bhagat Phool Singh Mahila Vishwavidyalaya,
Khanpur Kalan

1. Migration cannot be claimed as a matter of right. The candidate must have valid reasons as compassionate ground such as transfer of parents, medical ground, security reasons, matrimonial reasons and likewise for migration.
2. Migration certificate can only be obtained after filling up the prescribed application form available in the Registration & Scholarship Branch of the University or the same can be downloaded from the University website.
3. Migration shall be allowed only subject to availability of vacant seats. Provided further that no seat would be increased beyond sanctioned intake of seats.
4. A candidate who has got compartment/reappear in any subject will not be eligible for migration.
5. The candidate allowed migration will be required to produce all such certificates and pay all such fees as may be prescribed by the University from time to time.
6. Migration fee to be charged shall be as fixed by the University from time to time. Migration fee once paid by the student shall not be refunded under any circumstances.
7. The application processing fee shall be Rs.1000/--(non-refundable). No request shall be considered / entertained without processing fee.
8. The student who intends to migrate to Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan from any University/Institution has to pay the Migration fee of Rs. 5,000/- and Rs 3,000/- for Professional

and Non – Professional courses respectively (in addition to the programme (course) fee prescribed by the University).

- 9 The duration of the course must be the same as in Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan.
- 10 .The Scheme of Examination of such other University from where the candidate is seeking migration shall be equivalent to the Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan. The degree of the University from which the candidate seeks migration with respect to the syllabus of the previous year should not be materially different. The equivalence of the syllabus will be decided by the Departmental Staff Council of the concerned department. If there is a major difference in the scheme of examinations, the student may be required to appear in the deficient subjects and also may be exempted from appearing in a paper, if she has passed the same in the previous University on the recommendation of Department Staff Council of concerned Department.
- 11 Migration will be allowed from semester to semester and annual to annual system.
- 12 Request for migration for all the courses should be submitted to the Registration and Scholarship Branch of the University after obtaining 'No Objection' from the University/ Institution from where the student is to be migrated.
- 13 In case of Ayurveda and other similar Departments regulated by any apex regulatory Bodies, as applicable, the migration shall be considered against the available vacant seat after obtaining the NOC from CCIM or any other applicable regulatory Bodies.
- 14 If the applicant be a detained student or one who has been degraded or against whom any disciplinary action has been taken, etc. the Principal shall specifically mention this in the application.

Rules for Inter University Migration from Bhagat Phool Singh Mahila Vishwavidalaya, Khanpur Kalan, Sonapat to other Universities

1. No migration certificate can be issued unless the student has been registered with the University.
2. A student, already registered with this University may be allowed to migrate to another University or Educational Institution, outside the territorial jurisdiction of the University and can be issued a migration certificate on her applying for the same on prescribed form for issuance of the 'No objection certificate' by this University and certified copies of the entries of registration record register / attendance register, she has to pay the Application Processing fee of Rs.1000/-. The application processing fee once paid shall not be refunded even if the candidate after having applied for migration certificate, later on withdraws her application.

If a student takes a migration certificate to join another University her candidature in the University shall lapse. However, she may subsequently return with the migration certificate from that University to take some further examination of this University in which case, she shall follow the same procedure and pay the same fee as prescribed for candidates of other Universities/ Boards migrating to this University and she shall be registered with this University afresh. If such a student after taking migration certificate does not join any other University /Board, she may return the migration certificate and apply for the restoration thereof, along with a fee of Rs 500/- in case the cancellation of migration certificate is sought during the course of study, the application must be forwarded by the Principal concerned.

3. If a student wishes to leave the course in the mid of the academic year or beyond the stipulated period as prescribed in the University

prospectus(with reference to the clause of refund of fee) due to her personal reasons, the fee already paid by her shall be refunded. However , she has to submit the 'No Dues Certificate' issued by the concerned HOD/ Principal to the Registration and Scholarship branch for issuance of migration certificate (if already registered with the University).

4. The duplicate Migration Certificate will be issued to any student only after submitting the undertaking on the prescribed format (available on the back side of the migration form). Any concealment of the facts is an offence and the candidate shall be held responsible for consequences. Further, she has to deposit the prescribed migration fee for issuance of the same.
5. If the applicant be a detained student or one who has been degraded or against whom any disciplinary action has been taken, etc. the Principal shall specifically mention this in the application.

Migration from Regional Centre(s) to Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan.

1. Migration cannot be claimed as a matter of right. Migration from regional centre(s) to the Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan shall be allowed only after the closing date of the admission as prescribed in BPSMV rules. The students shall be admitted on the basis of merit.
2. The Director/HOD of the centre & the concerned Department/Institute have to/ agree to the migration and the application is forwarded to Dean of Colleges for the sanction through the Director/HOD of both the centre and HOD of concerned department of BPSMV, accompanied by a fee of Rs. 1000/- which shall in no case be refunded.
3. Migration will be allowed against the seats falling vacant within the total intake sanctioned for the particular class at the time of admission to the first year of the course and onwards.
4. A candidate who has compartment/re-appear in any subject will not be eligible for migration.
5. No relaxation in examination rules of this University shall be permitted to such migrating students.
6. If the applicant be a detained student or one who has been degraded or against whom any disciplinary action has been taken, etc. the Principal shall specifically mention this in the application.

RULES FOR MIGRATION FROM ONE RECOGNISED COLLEGE TO ANOTHER INCLUDING REGIONAL CENTRES OF BPS MAHILA VISHWAVIDYALAYA, KHANPUR KALAN SONIPAT, HARYANA

1. A student, who has joined one College of this University and wishes to migrate to another College of the University for the same course, shall be permitted to do so only if:
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 - (i) the Principals/Director of both the Colleges agree to the migration and the application is forwarded to Dean of Colleges for the sanction through the Principals of both the Colleges, accompanied by a fee of Rs. 1000/- which shall in no case be refunded.
 - (ii) the Principal of the College from which she intends to migrate has given the leaving certificate; she possesses the minimum qualifications prescribed for admission to the course.
2. Provided that no migration shall be allowed after the submission of examination form except for the following reasons:
 - (a) if the student or her father or Guardian has been transferred and the fact has been certified by the Head of the Office/Dept. in which she or her father or Guardian is employed. (To be supported by a copy of transfer etc.)
 - (b) If the migration has been necessitated by the reasons of a student's ill health supported by a medical certificate from a Govt. Doctor of a Gazetted Rank or the Medical Officer of the University.
 - (c) If the woman student has married and the station to be migrated to is a station of the residence of her husband.
3. If the applicant be a detained student or one who has been degraded or against whom any disciplinary action has been taken, etc. the Principal shall specifically mention this in the application.

4. Migration from one College to another shall be allowed only after closing date of the admission as prescribed in Bhagat Phool Singh Mahila Vishwavidyalaya Khanpur Kalan, Sonipat. If the applications for migration are more than the vacant seats, then the migration shall be allowed on the basis of merit amongst the students who have applied for migration, if required
5. The College leaving certificate shall not be given by the Principal until the transfer has been notified by the concerned branch. No admission without such sanction shall be considered valid.
6. When migration of a student from one College to another College has been sanctioned by the University, she must join the new college within 15 days failing which she shall have to apply afresh and pay fresh fee in order to revalidate the previous migration.
7. If a student changes her mind after migration has been sanctioned by the University she must apply for re-migration and follow the entire procedure prescribed by the University once again, if she has joined the other college. If she has not joined she must apply for cancellation of the Migration Certificate through the Principal of the College concerned and return her Migration Certificate.
8. A candidate who has got re appear in the lower examination shall not be allowed to migrate.
9. No Migration Certificate can be issued unless the student has been registered with the University.
10. A College is entitled to the tuition fee for the month in which the migration is sanctioned by the University and the College to which she migrates is not entitled to charge fee for the fraction of a month.
11. The students who intend to migrate from one college to another has to pay the migration fee of Rs. 5000/- and 3000/- for professional and non-professional courses respectively (in addition to the program / course fee)