



**Sri Venkateswara College
(University of Delhi)**

**Prof C. Sheela Reddy
Principal**

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Ref No : SVC/Admn/2021/ P/1717

Most Urgent/Out Todaye-mail/WhatsApp
12th October, 2021

Corrigendum regarding admission under Delhi University Ward Quota (2021-2022)

In view of the guidelines for processing admissions under DU ward quota received from the office of the Admission Branch, University of Delhi vide e-mail (office@admission.du.ac.in) dated 11th October, 2021, this is for information to all concerned that admissions under Ward Quota are done in accordance with the AC resolution 9 a & b dated 27th November, 2020 and subsequent amendments thereof (Section 5.6 of the Undergraduate Bulletin of Information 2021-2022. **Please note that this notification supersedes the college notification number SVC/Admn/2021/P/1690 dated 25th August, 2021 and SVC/Admn/2021/P/1714 dated 06th October, 2021.**

Accordingly, applications are invited for Admissions of Wards of the University/ College employees, {(Teaching and Non-Teaching (on rolls and superannuated); (Temporary, Ad-hoc, Contractual) with three years of service} in the University of Delhi and or its colleges. **The college will consider the application on merit basis subject to availability of seats. Course preference with best four/ best three percentage is required. Applicants who have registered under Ward quota will additionally apply to the college within the stipulated period stating the program in which they wish to consider their candidature.** The applicant may mail the following documents to wardquotaadmn@svc.ac.in between 12th October, 2021 and 19th October, 2021 positively, for further necessary action:-

1. University Registration Form for the Ward Quota.
2. 12th Class Marks-Sheet.
3. University Employment Certificate issued by the parent Organization/Institution/College.

The Final merit list of (16) Sixteen (8 teaching + 8 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); and
- iv Temporary/Ad-hoc and Contractual Staff (with three years of service)

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Sanjay
Prof Sanjay Kumar
Convener, Admission Committee

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Prof C. Sheela Reddy
Principal
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Sri Venkateswara College
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Dhaura Kuan
New Delhi - 110 021

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It is pertinent to mention here that all the cases of Internal Ward quota, subject to fulfilment of the Course-wise eligibility criteria will be processed by the college, as per university norms and schedule.

Steps and Guidelines for Admission of Wards of Employees of University of Delhi in Under-graduate Programs

1. It may clearly be noted that applications received earlier (via online/offline mode) shall not be entertained under any circumstances. Accordingly, those who have already applied need to apply again along with all necessary documents within the new timeline.
2. Admission shall be done in order of preference in due course of time, as per university rules. For admission to PG courses, the candidate may contact University of Delhi. The College will verify the ward quota certificates and prepare a merit list Course-wise. Only recent ward quota certificate, issued by the respective employer (as per University norms), bearing the name of the employee, employment status and details of the ward will be accepted. **Kindly note that Identity Cards will not be considered as valid document for claiming admission under ward quota.**
3. The merit list of eligible candidates (external as well as internal) under ward quota shall be uploaded on the college website by **22nd October 2021**. The college to add 8 names for each, Teaching and non-Teaching wards, on their dashboards by **22nd October 2021** for central verification and allotment. Thus, at a time, not more than 8 applications in the order of preference as stated above will be verified for Teaching and Non-Teaching wards respectively. This list will be additional to the internal ward quota of the Colleges.
4. Allotment of seats will be processed centrally, in the order given by the college and subject to fulfilling the eligibility criteria.
5. Ward Quota undergraduate admissions will commence from **25th October 2021**.
6. The staff members are requested to check their e-mail, WhatsApp, College & Delhi University websites (www.svc.ac.in & www.du.ac.in) etc. regularly for day-to-day updates.
7. For clarification, if any, you may e-mail to admission@svc.ac.in
8. Any addendum/corrigendum shall be posted on the college website only.

S.K.P.
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Convener, Admission Committee

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Copy forwarded for information and necessary action to:- Teacher-in-Charge/Coordinators of the respective departments, Administrative Officer, Section Officers (Administration & Accounts), P.A. to Principal, Mr U.R.R. Narendra (For Teaching Staff Ward Quota Merit List), Mr Arun Sharma (Non-Teaching Staff Ward Quota Merit List), Dealing Assistants (Administration & Accounts), All concerned, College Website; and File.