

Additional Guidelines I for UG Admissions 2019-20

1. Colleges are requested to follow the addendum/ corrigendum that are provided either through the mail to Principals and Nodal Officers or from the Admission Portal.
2. Grievances that can be resolved as per the existing provisions in the Bulletin of Information may be dealt with immediately by the College Grievance Committees at their own level. Grievances that involve technical issues are to be referred to the University Grievance Committee in writing using the format that has already been provided.
Nodal Officer/ Admission Committee In-charge of the College will be contacted by the University Grievance Committee to facilitate the speedy solution of the problem.
3. The Colleges shall verify and accept certificates using Digilocker.
4. Colleges can verify the Date of Birth from any of the following original documents: (a) Passport, (b) Aadhar Card, (c) Date of Birth Registration by the Local Government Bodies like Municipalities etc and (d) Class X certificate.
5. Regarding calculations of Best Four/ Required Three, colleges are requested to use the Eligibility Criteria Tool provided through their Dashboard on the University Portal. Colleges are requested to raise queries, if any regarding calculations thereon using the format provided, preferably through email by the Nodal officers.
6. Merit-based Courses **deselected** by the applicant while filing up the registration form are also to be considered for the purpose of admission.
7. Applicants shall update their marks, if any, in the Admission Portal as the editing option has been activated for the same.
8. The Admission Committee resolved that the Grade Conversion of the Telengana and Andhra Board shall be as follows:

Subject Grade	Range of Marks	Delhi University Accepted Effective Marks
A1	91 - 100	95
A2	81 - 90	85
B1	71 - 80	75
B2	61 - 70	65
C1	51 - 60	55
C2	41 - 50	45
D1	35 - 40	37.5
F	0 - 34	17 (FAIL)

9. Mathematics (Commerce /Science) offered by Kerala Board shall be treated equivalent to Mathematics of CBSE as per the practice of previous years.

10. Basic Mathematics offered by Karnataka Board shall be treated as equivalent to Business Mathematics for admission to B.Com. (Hons.) / B.Com. courses as per past practice.
11. For Boards that issue consolidated single mark-sheet for classes XI and XII, then only the Class XII marks shall be considered for admission purposes.
12. Informatics Practices is to be considered as an equivalent subject to that of Computer Science in the calculation of **Best Four**.
13. Recipients of the J&K Prime Minister Scholarship scheme who have not registered for UG Admissions 2019 through the DU portal may be allowed to fill the particulars in the Admission Portal only after the completion of all Admissions in the prevailing Cut-Off list.
14. If applicants have studied Botany/ Zoology as separate papers, these papers shall be treated as subjects that are not on Lists A and B. These papers may be considered for the calculation of **Best Four** after the deduction of 2.5% wherever applicable. Please refer to the Bulletin of Information for the same.
15. Colleges are requested to entertain **Letter of Intent** from the prospective applicant under Ward Quota. Admissions under Ward Quota are to be done only after the declaration fourth Cut-Off List.