

Admission Branch University of Delhi



Ref. No: Admission Br./2020/502

Dated: 9/04/2020

To
The Principal

Sub: University of Delhi Admission 2020

Dear Sir/ Madam

On behalf of the Admission Branch of the University of Delhi, I express my concerns about the unprecedented challenge that humanity is facing world-wide. The pandemic has affected many lives- physically and psychologically. I hope you are safe, working from home and taking all precautionary measures.

The Admission Branch of the University of Delhi is working towards strengthening the admissions process for 2020-21 to ensure smooth conduct of DUET 2020 and for student-friendly merit-based admissions in the university. Several meetings in this regard have been done with the Competent Authorities of the University and we wish to share some of the concerns with you.

To facilitate applicants during the registration and admission process, the Admission Branch, requests you to do the following:

1. Upload all necessary information pertaining to your college on the college website. A link of the same must be sent to the Admission Branch so that it can be incorporated in the Bulletin of Information.
2. To strengthen the above process, a strong Admission team be constituted by the College. The name of the nodal person along with the contact details (mobile number and Email ID) to be provided to the Admission Branch.
3. A comprehensive list of FAQs related to your college and various courses being offered be prepared. These must also be uploaded on the college website and the link of the same to be provided to the Admission Branch.
4. To facilitate applicants making appropriate choice about the Generic Electives, a list of such courses being offered course-wise by the College, must be made available on the college website.
5. A team of reasonable number of student volunteers along with a Faculty Mentor be formed. The student volunteers must remain available during the time of admission to answer any related query pertaining to the admissions in the college. The contact details

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(Mobile number and Email ID) of student volunteers and the Faculty Mentor to be provided to the Admission Branch.

6. The University of Delhi had implemented the 1st phase of 10% expansion in EWS seats in 2019 – 20 and the remaining 15% enhancement will be completed in 2020-21 academic session. You are therefore requested to declare the seats in each course, category wise on your College website.
7. **Lastly and most importantly**, with respect to certain course-wise combination of subjects, if there were any additional eligibility criteria, the same must be communicated to the Admission Branch by **Monday April 13, 2020**. (You may refer to last year's UG Bulletin of Information: http://www.du.ac.in/adm2019/pdf/17062019-UG_BULLETIN_JUNE17Revised.pdf).

Further, there has been a conscious effort to minimize visits of the students for physical verification of the mandatory documents during the admission process. In the current scenario, it has been recommended that it becomes more imperative to have the complete admission process online, which also includes the online verification of the certificates.

Please note, information related to Point 7 is **most urgent** and must be sent to the Admission Branch by **Monday, 13th April 2020**; and the remaining information (related to point numbers 1 – 6) must be provided by **Wednesday, 30th April 2020**.

All the above information must be on put on the Principal's letter-head, digitally signed by the Principal (or duly signed by the Principal and scanned) and send on the email ids dean@admission.du.ac.in and office@admission.du.ac.in.

Although, we do understand there would be constraints during this period of lockdown, we would really appreciate if the deadlines are adhered to.

Hoping for your cooperation to conduct a smooth admission 2020.

Thanking you,

Yours sincerely,

(Prof. Shobha Bagai)
Dean (Admissions)