

**BULLETIN OF INFORMATION**  
**FOR**  
**ADMISSION TO UNDERGRADUATE COURSES**  
**2019-2020**



**Non-Collegiate Women's Education Board**  
**Tutorial Building, Faculty of Arts**  
**University of Delhi**  
**Delhi — 110007.**  
Website: [www.ncweb.du.ac.in](http://www.ncweb.du.ac.in)

## FOREWORD

*When a girl ignores external objects and develops foresight and vibrant attitude through power of knowledge, she becomes provider of wealth of skies and earth.*

**-Atharvaveda 14.1.6**

Non-Collegiate Women's Education Board (NCWEB) has been silently contributing towards empowerment of women through education since 1944. At that time, the idea was to provide a platform to girl students to take examination with special coaching without attending regular classes. Over the years, this gave shape to an institution which provided for the needs of educating girls who were in a disadvantageous position to attend regular classes in colleges. NCWEB is in a unique disposition to endow those who have the potential to change and give thrust to socio-economic development in the society through education. NCWEB is a constituent part of University of Delhi.

This institution has an arrangement where the girl students attend classes during Saturday / Sunday and academic breaks across the twenty-six Centres being run in the constituent colleges of University of Delhi for undergraduate courses and for post graduate courses, at the NCWEB Centre respectively. These Centres provide for library and other facilities besides utilizing the existing resources and infrastructure of the colleges. The Postgraduate Centre has a library located in the Arts Faculty Building, University of Delhi. The Board also gives financial aid and book loan facility to the needy and desirous students. At present, nearly 31,000 girl students are studying in the institution.

Many among those who have studied in this institution have not only stood on their own but have also been pillar of strength to their families. This institution is dedicated to the cause of nation building by empowering those who play a pivotal role in molding the society through education.

***Dr. Geeta Bhatt***  
**Officiating Director**  
**NCWEB**

## TO BE READ CAREFULLY

- An eligible applicant desirous to seek admission to Undergraduate Course(s) of Non-Collegiate Women Education Board (NCWEB), University of Delhi for the academic session 2019-20 must read the contents of this Bulletin of Information carefully. This Bulletin is a supplementary document to the UG Bulletin of Information, of University of Delhi and the same can be consulted for further information.
- Changes made after the release of this Bulletin shall become effective from the date it is posted on the NCWEB website.
- The Board reserves the right to revise, amend, update, or delete any part of this Bulletin without giving any prior notice. Any change so made shall be updated on the Board's website.
- Registration for Admission to Undergraduate courses in NCWEB will be through UG Online Registration of Delhi University. It is mandatory for all candidates to apply through the common Online Registration for UG courses.
- Minimum Eligibility Criteria as well as other terms and conditions prescribed by the University of Delhi for UG courses is applicable for NCWEB admission also.
- Only women candidates residing in NCT Delhi will be eligible for admission to UG courses of NCWEB, University of Delhi. **A residence proof in the name of the candidate will be required at the time of the admission.** It can be a valid **Aadhaar Card, Voter Identity Card, Passport, Driving License or Ration Card** (with the name of the candidate).
- The candidates are advised to take admission in the centre near their residence. **After admission in any NCWEB centre, change of centre or admission to any other NCWEB centre is not allowed.**
- All admissions are provisional till confirmed by the Board. Moreover, at the time of Admission, an undertaking has to be given by the candidate that she should maintain minimum 66% attendance in each session.
- The deadlines given by the University / centre / related offices will be non-negotiable.
- An orientation programme for the NCWEB students will be held after the completion of admission process.

## **DISCLAIMER**

- Due care has been taken to reproduce the authentic official version of rules and regulations and other relevant information in this Bulletin, as far as possible. However, it should, in no case, be construed as a warranty, express or implied, regarding completeness and accuracy of the information so far provided as a ready reference.
- The NCWEB University of Delhi disclaims any liability towards any individual for any loss or damage caused to her arising out of any action taken on the basis of the information in the bulletin. Any error, if found, in the bulletin may be due to inadvertent omissions, clerical mistakes or any other reason. The University reserves the right to modify, update

## **CAUTION**

**In case of non-compliance of any of the requirements for admission including the non-submission of relevant documents and / or non-payment of Fee within the prescribed date and time, the candidate will lose her right to admission.**

**If at any stage original documents relating to the admission of a candidate are found to be fake / non-genuine or fabricated or in any other manner defective, the said candidate will not be admitted and if already admitted, admission will be cancelled without any prior notice in this regard. If the same is found after the completion of course, her degree will be cancelled and appropriate legal action will be taken against her.**

**Before filling the application form for online registration, the candidates are advised to read the contents of the Bulletin of Information carefully and also consult the Delhi University Act, 1922 and the Statutes. The Ordinances, Rules and Regulations of the University of Delhi available on the University website, [www.du.ac.in](http://www.du.ac.in) which would be binding on them.**

## Contact Details

<b>NCWEB Office</b>		
Offg. Director	Dr. Geeta Bhatt	27667640
Offg. Deputy Director	Dr. Uma Shankar	27667640
Section Officer	Mr. Satish Kumar	27667640
<b>UG Teaching Centres</b>		
<b>Teaching Centre</b>	<b>Name of Teacher-in-charge</b>	<b>Telephone (Office)</b>
Aditi Mahavidyalaya	Dr. Neerja Nagpal	27751317
Aryabhatta College	Dr. Krishna Murari	24110490
Bhagini Nivedita College	Dr. Mamta Sahrawat	28017485
Bharati College	Ms. Sonia	25547328
College of Vocational Studies	Dr. Anand Kumar	29258544
Deen Dayal Upadhyaya College	Dr. Jayini Adhayapak	25099380
Dr. B.R. Ambedkar College	Dr. D.K. Pandya	22814126
Hansraj College	Dr. Rakesh Batra	27667747
Janki Devi Memorial College	Dr. Nisha Malik	25737754
Jesus & Mary College	Dr. Pavitra Bhardwaj	26110041
Kalindi College	Dr. Nivedita	25787604
Keshav Mahavidyalaya	Dr. Deepak Srivastava	27018805
Lakshmibai College	Dr. Madhu Jha	27308598
Maharaja Agrasen College	Dr. Sanjeev Tiwari	22714333
Maitreyi College	Dr. Prachi Bagla	24673815
Mata Sundri College	Dr. Sarabjit Kaur	23237291
Miranda House	Dr. Sonali	27666201
Moti Lal Nehru College	Dr. Anil Kumar	24112604
PGDAV College	Dr. Manoj Kain	26312092
Rajdhani College	Dr. Anil	25930752
Ramanujan College	Dr. T.K. Mishra	26430192
Satyawati College (Eve.)	Dr. V.S. Kashyap	27245729
Shyama Prasad Mukherjee College	Dr. Chandrakanta K. Mathur	25224499

### **Contact Details**

Sri Aurobindo College	Dr. Hans Raj Suman	26692986
Sri Guru Gobind Singh College of Commerce	Dr. S.S. Lamba	27321855
Vivekanand College	Dr. Dhanpati Devi Kashyap	22150100
<b>Public Dealing:</b> <b>Board Office — Monday to Friday from 10:00 A.M. – 3.30 P.M.</b> <b>Teaching Centres —On all Scheduled Teaching Days</b>		

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## 1. Important Deadlines

Task		Date
Online Registration		30.05.2019 (Thursday) - 22.06.2019 (Saturday)
1 <sup>st</sup> Admission Cut-off	Notification	15.07.2019 (Monday)
	Document verification, admission and payment of fee	15.07.2019 (Monday) - 17.07.2019 (Wednesday)
2 <sup>nd</sup> Admission Cut-off	Notification	20.07.2019 (Saturday)
	Document verification, admission and payment of fee	20.07.2019 (Saturday) - 23.07.2019 (Tuesday) (Except Sunday)
3 <sup>rd</sup> Admission Cut-off	Notification	26.07.2019 (Friday)
	Document verification, admission and payment of fee	26.07.2019 (Friday) - 29.07.2019 (Monday) (Except Sunday)
4 <sup>th</sup> Admission Cut-off	Notification	01.08.2019 (Thursday)
	Document verification, admission and payment of fee	01.08.2019 (Thursday)- 03.08.2019 (Saturday)
5 <sup>th</sup> Admission Cut-off	Notification	06.08.2019 (Tuesday)
	Document verification, admission and payment of fee	06.08.2019 (Tuesday)- 08.08.2019 (Thursday)



**Notes:**

- Further cut-off lists may be declared, depending on the vacant seats in the colleges.
- The list shall be displayed at 9:30 a.m. at all centres and the NCWEB website: [www.ncweb.du.ac.in](http://www.ncweb.du.ac.in)
- Reporting Time: TIME: 9.30 a.m. to 1:30 p.m. (Monday - Friday)
- After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 15:00 p.m. of the next day of the last day of that cut-off on which applicant is taking admission.

## 2. List of Documents Required

The applicants shall be required to produce the following documents in original with one set of self-attested photocopies at the time of admission:

1. Class X Certificate (Mark-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match in both sets of certificates).
2. Class XII Mark-Sheet.
3. SC/ST/OBC/EWS/CW/KM Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates).
4. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). (OBC non creamy layer certificate in the candidates name should be of the financial year, 2018-19, issued after 31st March, 2019 without which she shall be placed under unreserved category).
5. EWS Certificate from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates).

### **6. Proof of residence in NCT of Delhi (Adhar Card / Voter ID / Passport / Driving License / Ration Card with the name of the candidate)**

**All documents in original are required at the time of admission with the applicant and a set of self attested copy will be retained for office record. Students are advised to keep the Copy of the online Fee Receipt for submission of Examination Form etc. and for further reference, if any.**

## 3. Courses offered at NCWEB

1. B.A. (Programme)
2. B.Com.

#### 4. Minimum Eligibility Criteria for UG Courses

Minimum percentage of marks required for applying for admission to B.A.(prog) /B.Com. is 40% aggregate in anyone of the following examination:

1. Senior School Certificate Examination (Class12) from Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto.

OR

2. Intermediate Examination of the Indian University / Board or an examination recognised as equivalent thereto.

OR

3. Indian School Certificate Examination (Class 12) from Council of Indian School Certificate Examination, New Delhi.

#### Notes:

- Merit shall be determined on the basis of one language and three best elective subjects as per the following rules laid down by the University of Delhi.
- Wherever G.C.E. Certificate indicates the grades, it will be treated at par with the grades of Indian School Certificate Examination for the purposes of admission requirements.

#### List of Subjects

List A: Language Subjects					
List A1					List A2
Assamese Core/ Assamese Elective	Gujarati Core/ Gujarati Elective	Maithili Core/ Maithili Elective	Odia Core/ Odia Elective	Tamil Core/ Tamil Elective	Arabic Core/ Arabic Elective
Bengali Core/ Bengali Elective	Hindi Core/ Hindi Elective	Malayalam Core/ Malayalam Elective	Punjabi Core/ Punjabi Elective	Telegu Core/ Telegu Elective	French Core/ French Elective
Bodo Core/ Bodo Elective	Kannada Core/ Kannada Elective	Manipuri Core/ Manipuri Elective	Sanskrit Core/ Sanskrit Elective	Urdu Core/ Urdu Elective	German Core/ German Elective
Dogri Core/ Dogri Elective	Kashmiri Core/ Kashmiri Elective	Marathi Core/ Marathi Elective	Santhali Core/ Santhali Elective		Italian Core/ Italian Elective
English Core/ English Elective	Konkani Core/ Konkani Elective	Nepali Core/ Nepali Elective	Sindhi Core/ Sindhi Elective		Spanish Core/ Spanish Elective

<b>List B (Elective Subjects)</b>		
Accountancy	Computer Science/ Computer Applications/ Informatics Practices	Mathematics
Anthropology	Economics	Philosophy/Logic and Philosophy
Biology/Biochemistry/Biotechnology	Geography	Physics
Business Mathematics	Geology	Political Science
Chemistry	History	Psychology
Civics	Home Science	Sociology
Commerce/Business Studies	Legal Studies	Statistics

<b>B.A. Prog. (Discipline Subject-based Admission Criteria)</b>	<p>An aggregate of 40% marks in the qualifying examination.</p> <p>The merit shall be determined on the basis of one language and three best academic/elective subjects.</p> <p>One Language (Core/Elective/Functional) and any three elective subjects can be chosen.</p> <p>One non-listed subject (besides the elective subjects in Lists A and B) can be included in calculation of 'Best Four' without any deduction. If more than one non-listed subject is included for calculation of 'Best Four', a deduction of 2.5% each in 'Best Four' may be levied.</p>
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<b>B.COM</b>	<p>An aggregate of 40% marks in the qualifying examination.</p> <p>Selection shall be made on the basis of marks obtained in qualifying examination including one language and three best subjects as per the following:</p> <p>An aggregate of 40% or more in English/Hindi and combination of best three among the following subjects: Mathematics, Accountancy, Economics and Business Studies/ Commerce.</p> <p>Inclusion of any subject from List B other than mentioned above in the combination of best three will lead to a deduction of 1% per subject on the aggregate. Inclusion of any subject other than those in Lists A and B in the combination of best three will lead to a deduction of 2.5% per subject on the aggregate of the Best Four.</p>
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### 5. Course and Combination of Subjects available at NCWEB teaching centres

Serial No.	Teaching Centre	B.Com.	B.A. (Programme)	
		No. of Seats	No. of Seats	Subjects/Combination
1	Aditi Mahavidyalaya Delhi Auchandi Road, Bawana, ND-39	202	312	English Hindi Economics + Political Science History + Political Science
2	Aryabhatta College* Benito Juarez Marg, Anand Niketan, ND-21	202	312	English Hindi Economics + Political Science History + Political Science
3	Bhagini Nivedita College* Kair, Near Najafgarh,ND-43	202	312	English Hindi Economics + Political Science History + Political Science
4	Bharati College C-4, Janak Puri New Delhi-110058	202	312	English Hindi Economics + Political Science History + Political Science Economics + Sanskrit History + Sanskrit Political Science + Sanskrit Economics + OMSP History + OMSP Political Science + OMSP
5	College of Vocational Studies* Sheikh Sarai, Triveni, Phase-II, ND-17	202	312	English Hindi Economics + Political Science History + Political Science
6	Deen Dayal Upadhyay College* Opp NSIT, Phase 1, Sector-3, Dwarka, New Delhi, Delhi 110078	202	312	English Hindi Economics + Political Science History + Political Science

Serial No.	Teaching Centre	B.Com.	B.A. (Programme)	
		No. of Seats	No. of Seats	Subjects/Combination
7	Dr. B.R. Ambedkar College Main Wazirabad Road, Yamuna Vihar, Delhi-94	202	312	English Hindi Economics + Political Science History + Political Science
8	Hans Raj College* Malka Ganj Delhi-110007	202	312	English Hindi Economics + Political Science History + Political Science
9	Janki Devi Memorial College Sir Ganga Ram Hospital Road New Delhi-110060	202	312	English Hindi Economics + Political Science History + Political Science
10	Jesus & Mary College* Bapu Dham, Chanakyapuri New Delhi-110021	202	312	English Hindi Economics + Political Science History + Political Science
11	Kalindi College East Patel Nagar New Delhi-110008	202	312	English Hindi Economics + Political Science History + Political Science Economics + Sanskrit History + Sanskrit Political Science + Sanskrit
12	Keshav Mahavidyalaya* H-4-5 Zone, Pitampura, New Delhi -34	202	312	English Hindi Economics + Political Science History + Political Science
13	Lakshmibai College Ashok Vihar, Phase-III Delhi-110052	202	312	English Hindi Economics + Political Science History + Political Science Economics + Sanskrit History + Sanskrit Political Science + Sanskrit

Serial No.	Teaching Centre	B.Com.	B.A. (Programme)	
		No. of Seats	No. of Seats	Subjects/Combination
14	Maharaja Agrasen College Vasundhra Enclave Delhi-110096	202	312	English Hindi Economics + Political Science History + Political Science Economics + OMSP History + OMSP Political Science + OMSP
15	Maitreyi College Bapu Dham, Chanakyapuri New Delhi-110021	202	312	English Hindi Economics + Political Science History + Political Science
16	Mata Sundri College Mata Sundri Lane (Behind Maulana Azad Medical College) New Delhi-110002	202	312	English Hindi/Punjabi Economics + Political Science History + Political Science Economics + OMSP History + OMSP Political Science + OMSP Economics + Punjabi History + Punjabi Political Science + Punjabi
17	Miranda House University of Delhi, Delhi- 110007	202	312	English Hindi Economics + Political Science History + Political Science
18	Moti Lal Nehru College South Campus, Benito Juarez Rd, ND-21	202	312	English Hindi Economics + Political Science History + Political Science
19	PGDAV College Nehru Nagar Ring Road New Delhi-110065	202	312	English Hindi Economics + Political Science History + Political Science

Serial No.	Teaching Centre	B.Com.	B.A. (Programme)	
		No. of Seats	No. of Seats	Subjects/Combination
20	Rajdhani College Mahatma Gandhi Marg, Raja Garden, ND-15	202	312	English Hindi Economics + Political Science History + Political Science
21	Ramanujan College* Kalkaji, Near Deshbandhu College, ND-19	202	312	English Hindi Economics + Political Science History + Political Science
22	Satyawati College (Eve.) Ashok Vihar, Phase-III, Delhi-52	202	312	English Hindi Economics + Political Science History + Political Science
23	Shyama Prasad Mukherjee College* Punjabi Bagh (West) New Delhi-110026	202	312	English Hindi Economics + Political Science History + Political Science Economics + OMSP History + OMSP Political Science + OMSP
24	Sri Aurobindo College Shivalik, Malviya Nagar, ND-17	202	312	English Hindi Economics + Political Science History + Political Science
25	Sri Guru Gobind Singh College of Commerce Pitam Pura, Delhi-110034	202	312	English Hindi Economics + Political Science History + Political Science Economics + Mathematics History + Mathematics Political Science + Mathematics



Serial No.	Teaching Centre	B.Com.	B.A. (Programme)	
		No. of Seats	No. of Seats	Subjects/Combination
26	Vivekanand College Vivek Vihar Delhi-110095	202	312	English Hindi Economics + Political Science History + Political Science Economics + Sanskrit History + Sanskrit Political Science + Sanskrit
* In these centres, classes are held on Saturday and academic holidays and in all other classes are held on Sunday and academic holidays.				

## 6. Fee Structure

All candidates seeking admission to B.A. (Prog)/B.Com. shall be required to pay the following fee at the time of admission:

	<b>Head</b>	<b>B.A. (Programme)</b>	<b>B.Com.</b>
1.	Annual Fee	300/-	300/-
2.	Library Fee	10/-	10/-
3.	Enrolment Fee	200/-	200/-
4.	Library Security	100/-	100/-
5.	Magazine Fee	25/-	25/-
6.	Examination Fee	400/-	500/-
7.	Special Examination Fee	30/-	30/-
8.	Marks Statement Fee	100/-	100/-
9.	Annual Day Fee	5/-	5/-
10.	University Development Fee	600/-	600/-
11.	Exam. Form Fee	10/-	10/-
12.	ARGF	1200/-	1200/-
13.	NSS Fund	20/-	20/-
14.	Infrastructure Fee	160/-	160/-
15.	Students Fund	75/-	75/-
16.	Additional Examination Fee	100/-	100/-
17.	I. Card Fee	30/-	30/-
<b>Grand Total</b>		<b>3365/-</b>	<b>3465/-</b>
<b>Note:</b> As per the University rules, a nominal amount of Rs. 100/- only will be charged from PwD candidates.			

### 6.1 Fee Refund

In case of cancellation of Admission, refund of the Admission Fee will be done as per the University rules.

## 7. Guidelines for the Students

- The B.A. (Programme) and B.Com have been implemented for the Non-Collegiate students from academic session 2006-2007 as per EC Resolution of University of Delhi, and as per A.C.

Resolution 40 dated 24 / 04 / 1997 of University of Delhi, no student of the University is be permitted to pursue two degree courses simultaneously either from the University of Delhi or from other university. However, he / she would pursue part-time diplomas / certificates courses offered by the University Departments / Centres / Colleges.

- The Bulletin of Information does not contain the Syllabus (detailed Course of study). The students are, therefore, advised to download it from the University of Delhi website: [www.du.ac.in](http://www.du.ac.in).
- For name and location of various Teaching Centres and courses offered by the NCWEB. Please check the University / Board website [www.du.ac.in/www.ncweb.du.ac.in](http://www.du.ac.in/www.ncweb.du.ac.in).
- After enrolment with the Board, all correspondence are to be addressed to the Director/ Asst. / Deputy Registrar, NCWEB through the Teacher-in-Charge of the centre.
- All correspondence must bear the Enrolment No. of the candidate, along with her contact details, like phone, e-mail and postal address. In case there is any change in her residential address, the candidates should write to the Director/ Asst. / Deputy Registrar, NCWEB through the Teaching Centre for necessary changes in office record.
- The candidates must ensure that they have filled in the Examination Form at the Teaching Centre/ Board's Office, in time without which they will not be permitted to take the University Examination.
- The candidates are advised to preserve the Admission Fee receipt and Acknowledgement of the Examination Form. While submitting the Examination Form, the students are advised to bring with them their Identity Card and Marks Statement of the last university exam for ready reference.
- The students must note that it will be entirely their responsibility to personally get in touch with the office of the Board for payment of Examination Fee/Annual Fee and collection of Admission Ticket (Roll Number)/Date sheet/Marks Statement/Degree Certificate etc. or for any information they require. The notice regarding Admission Ticket (Roll No.)/ Degree/ Certificates/ Marks Statements etc. will be displayed on the Board's notice board and website, no separate intimation will be sent in this regard.
- No candidate will be allowed to change any Optional Paper on her own. A candidate desirous of making any change in the Optional Paper(s) will be required to make an application to the Director NCWEB through Teacher-in-Charge, PG Centre within the prescribed date. A candidate who has already mentioned optional(s) in her Examination Form and later on intends to change the same will be required to submit an application for consideration of the same. No change will be final unless intimated by the office of Board to the candidate.
- The Examination for the B.A. (Prog.) / B.Com. are held as per schedule fixed Dean (Examination), University of Delhi.
- A student has to pay her fee and fill up the **Examination Form** within due date based on first declared result. In case of Re-evaluation, as soon as the result is declared, the **students** who wish to apply for revaluation, have to fill the form and pay the requisite fee and submit this with **Examination Branch** within 21 days (three weeks) of declaration of result.
- The candidate enrolled for B.A. Programme / B.Com. will be required to complete the course within six years of their first enrolment (AC Resolution No. 55 Dated 14.09.1999).
- Failed students are required to deposit their fee within 40 days of the declaration of result as per University rules announced from time to time.
- Last date for admissions to gap year students will be 31st August 2019. Afterwards, no request will be entertained whatsoever may be the reason(s).
- There is no provision for Migration from Regular/School of Open Learning to Non-Collegiate Women's Education Board and vice-versa.

## **7.1 Attendance**

- Students must attend classes from the first day of teaching. Attendance will be counted from the first day irrespective of the date when result is announced. The failed students of I and II year also have to attend classes from the date they have given the fees.
- Attendance in classes is compulsory. Students have to minimum 66% of attendance otherwise they may not be given Admission Ticket (Roll No.) for the examination and may lose one year.
- Those students who are doing jobs will not be allowed any concession in attendance.
- Students should be very careful about their attendance. If their name is not in teacher's register, they should report to the teacher-in-charge or the First Assistant at the centre and get their name added through a written statement from office of the centre.
- The 1<sup>st</sup> term attendance is displayed on the Notice Board of the Teaching Centre in the month of December. Those students whose attendance is short, should take extra care to be regular in the class so that the combined attendance is above the requisite percentage. If there is any discrepancy in the attendance, the student must come to the Board immediately for correction.
- Students while taking part in the extra curricular activities should take care that they have to have good attendance, and maximum 6% attendance will be given for these activities.
- Students suffering from any sickness should keep the medical certificates along with prescription with them and bring it to the Board when asked to do so.
- All failed students of First and Second year should contact the Board for readmission immediately after the declaration of their result i.e. within 40 days of declaration of result. After that no request for admission will be entertained.
- Students who have applied for revaluation also have to attend the classes based on declared result till such time that the revaluation result is declared.
- Failed students will be given challans for depositing fee from the office of the Board. After depositing fee, they have to come and collect the slip for re-admission from the Board for inclusion of their names in the centre's as well as Teachers Registers.

## **7.2 Financial Aid / Book Loan to the Students**

The Board provides Financial Aid of Rs. 3000/- to the needy and deserving students. Text Books on each subject will also be made available to these students for the full session from the Book Bank. The deserving students, should apply for the financial aid immediately after admission on the Application Form available on the NCWEB website [www.ncweb.du.ac.in](http://www.ncweb.du.ac.in). The form duly filled in should be submitted to the Teacher-in-Charge of the Centre within the prescribed date. Last date for submitting application for Financial Aid at the Teaching Centre is 21<sup>st</sup> October, 2019 and at the Board office (verified by the Teacher-in-Charge) is 11<sup>th</sup> November, 2019.

## **7.3 DTC Bus Pass Facility**

The students of the Non-Collegiate Board are entitled to avail student concessional ordinary all route bus pass facility @ Rs. 265/- per month. The forms for the same will be verified by the Teachers-in-charge at the concerned Teaching Centres.

## 8. Compulsory Test in Hindi

If candidates enrolled for B.A./B.Com Examination do not have Hindi as a subject, then they have to pass the Compulsory Test in Hindi, prescribed by the University of Delhi in order to be eligible for award of the Degree. The test is held in September and March every year in accordance with Ordinance V2A of the University.

Such candidates may be exempted from this test if they apply to the Director/ Asstt./Deputy Register, Non-Collegiate Women's Education Board enclosing documentary proof of having passed one of the following examinations in Hindi;

- (a) Qualifying or Admission Examination conducted by the University of Delhi.
- (b) The Higher Secondary Examination conducted by the Central Board of Secondary Education, New Delhi.
- (c) The Intermediate Examination of an Indian University.
- (d) Any other Examination recognised as equivalent to (a), (b) and (c) above.
- (e) The Oriental Titles or Diploma Examination of the Indian University incorporated by any law of the time being in force.
- (f) The Matriculation Examination or the Higher or Lower Hindi Examination included in the syllabus for the Cambridge Senior Certificate Examination or an examination recognised as equivalent to the Matriculation Examination.
- (g)
  - (i) The Hindi Examination prescribed for Science group students at the end of IX class of the Higher Secondary Examination conducted by the Central Board of Secondary Education, New Delhi.
  - (ii) The test Elementary Hindi (Compulsory) conducted by the Central Board of Secondary Education, New Delhi, since November, 1953 for their High School/Higher Secondary and Higher Secondary Technical Examination.

**Note: 1.** Candidate appearing in Compulsory Test in Hindi are required to fill in separate application form obtainable from the office.

1. For detailed syllabus, the candidates are advised to contact Publication Unit of the University of Delhi.