

**DATE BOUND / IMMEDIATE ACTION REQUIRED**

From

Director General Higher Education, Haryana,  
Shiksha Sadan, Sector-5, Panchkula.

To

The Principals of all Government Colleges of Haryana  
The Principals of all Govt. Aided Colleges of Haryana  
The Principals of Self-Financing Colleges of Haryana

Memo No.: DHE-010019/6/2020-Coordination-DHE  
Dated, Panchkula, the 26.07.2022

**Sub: Regarding Online Admissions for UG Courses for the Session 2022-23**

Kindly refer to the subject cited above.

I have been directed to inform you that the process of centralized Online Admissions for Undergraduate Classes for the session 2022-23 in all Government, Aided and Self-Financing Colleges of Haryana will commence from 01<sup>st</sup> August, 2022 for which detailed information is available on Department website Portal i.e. <https://higherduhry.ac.in>. The instructions for Online Admissions for 2022-23 are as under:

1. The Admission Schedule for the session 2022-23 will be as follows: -

Sr No	Event	Date/Timeline
1	Filling up of College Profile/Module (Details of College, Admission Nodal Officers, College Bank Details, Courses, Subject Combinations, Seats, Fee etc.)	27.07.2022 to 28.07.2022
2	Approval of College profile (Courses and Seats) by HQ	29.07.2022 to 31.07.2022
3	Online Registration and Submission of Application by Applicants on Online Admission Portal	01.08.2022 to 08.08.2022
4	Online Documents Verification	02.08.2022 to 09.08.2022
5	1 <sup>st</sup> Merit List Out (Valid upto 16.08.2022)	12.08.2022
6	Fee Submission (1 <sup>st</sup> Merit List)	13.08.2022 to 16.08.2022
7	2 <sup>nd</sup> Merit List Out (Valid upto 23.08.2022)	19.08.2022
8	Fee Submission (2 <sup>nd</sup> Merit List)	20.08.2022 to 23.08.2022
9	Teaching Term	w.e.f. 22.08.2022
10	Open Counselling/Re-opening of Online Admission Portal for Registration for leftover seats	26.08.2022

2. Non-refundable Registration Fee\* shall be charged from the applicants w.e.f session 2022-23 and will be as follow:

Girl Students	@ Rs. 50
SC Students of Haryana Domicile	@ Rs. 50
Other Students	@ Rs. 100

3. Late fee\* will be charged from the applicants admitted through Open Counselling and is as follow:-

Late Fee (1 <sup>st</sup> week during Open Counselling)	Rs. 100
From 2 <sup>nd</sup> Week onwards during Open Counselling	Rs. 100 + Rs. 100 Per day

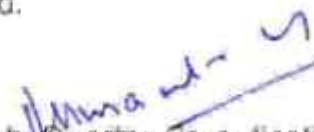
\*Registration Fee and Late Fee shall remain with the State Government.

4. Fee/Fund structure for admission to various courses shall be as per State Govt/University norms.
5. No change will be allowed after freezing the subject combination seats, so the colleges are advised to fill the combination seats as per their requirement keeping in view the previous year's admission trends.
6. PPP shall remain mandatory for Haryana students for taking admissions in Degree Colleges. Also, the caste/reservation/financial benefits given to the candidate shall be on the basis of verified caste/income fetched through PPP. Any unverified data of PPP of the candidate shall lead to his candidature considered in general category only.
7. In case of courses having multiple subject combinations ( $\geq 3$ ), It shall be made mandatory for candidates to choose minimum 3 subject combinations in one college/different colleges at the time of filling the admission form.
8. Weightage criteria for preparing the merit list during session 2022-23 shall also stand same as was in the session 2021-22.
9. The State Reservation Policy shall be followed in letter and spirit.
10. Merit lists for session 2022-23 shall be prepared after considering marks in the qualifying examination, weightage and State Reservation Policy on the same pattern as followed during session 2021-22.
11. Online Documents Verification shall be carried out by the college opted as first choice by the applicant. All colleges including Govt. Colleges, Govt. Aided Colleges and Self-Financing Colleges shall be included during the process of Online Documents Verification.
12. Also, colleges shall ensure the inclusion of Sports Seats while filling the Seats of a course, if applicable. The process of filling Sports Seats, if applicable, shall be ensured by the Colleges only during open counselling as per affiliating University/State Government norms.
13. The applicant whose admission is confirmed shall submit his/her original migration certificate in the college within ten days of admission, if he/she has passed the qualifying examination from any Board other than Board of School Education Haryana.
14. Timely submission of Registration Return in the affiliating University shall be ensured by the Colleges only.
15. The colleges shall ensure that seats be filled according to norms only.
16. Refund, if any, to the students shall be ensured by the Colleges only as per affiliating University/State Government norms. The college is also authorized to take the short payment, if any, from the student at later stage as per norms.
17. The mode of fee collection from students during 2022-23 will be Online, whereas offline mode will be added during the open/physical counselling.
18. Registration on Online Admission Portal is mandatory for admission seekers. In no circumstances, admission without registration on portal shall be allowed.
19. The students will be initially given provisional admission only, subject to the verification of their documents by the College/Affiliating University. In case of any discrepancy at any stage, the college is authorized to cancel the provisional admission of the student without any notice or can change his/her stream/subjects subject to availability of seats & his/her willingness. It shall be the sole

responsibility of the student to confirm the eligibility in the courses from colleges/affiliating university in which he/she has applied for.

20. Earned Leaves shall be granted as per norms to the staff members on admission duties during the summer vacations notified by the affiliating Universities, if any.
21. The other admission guidelines/instructions issued by the Department of Higher Education, Haryana in the session 2021-22 shall also be applicable during academic session 2022-23.
22. Fresh instructions, if any, shall be uploaded/displayed on department website <https://highereduhy.ac.in> and <https://admissions.highereduhy.ac.in>
23. For any admission related query, Student can contact either on Toll Free No. 1800-180-2133 or on helpdesk email id [admissions@highereduhy.com](mailto:admissions@highereduhy.com)
24. Implementation of COVID guidelines/protocol issued by the State Government shall be ensured by the Colleges.
25. Principals of the Colleges must ensure to add those Courses & Subjects only on the online admission portal which have been approved by State Government/University.

Strict compliance of the guidelines be ensured.

  
Deputy Director Co-ordination  
for Director General Higher Education,  
Haryana, Panchkula

A copy is forwarded to following for information:

1. Registrars of all the State Universities of Haryana
2. Sh. Alok Srivastava, Scientist - F, NIC Haryana
3. IT Cell, Higher Education, Haryana
4. All the stakeholders concerned