



HARYANA VISHWAKARMA SKILL UNIVERSITY

(State University enacted under Government of Haryana Act. 25, 2016)

Admission: 2018-19

General Instructions for the candidates to be admitted to B.Voc. in:

- **Automotive Mechatronics**
 - **Automotive Manufacturing**
- through lateral entry in 2nd Year**

Date of Personal Interview cum Counselling: 24th September 2018

Reporting Time: 09:00 AM

Venue: Haryana Vishwakarma Skill University, Plot No. 147, Sector 44, Gurugram

(i) Candidates are required to bring the relevant original documents as given below and two sets of self-attested photocopies of documents/certificates/testimonials for verification at the time of Personal Interview cum counselling.

1. D.O.B (Date of Birth)
2. DMC (10th, 12th/ITI/Diploma)
3. Certificates (10th, 12th/ITI/Diploma)
4. Certificate of Level-5
5. Domicile certificate (As per Annexure-I)
6. Domicile certificate in case of J&K Migrants or Dudhola candidate
7. Category certificate (As per Annexure-II, III)
8. Income certificate (for BC: Non-Creamy layer as per Annexure IV)
9. Medical certificate for Physically Dis-abled candidates (As per Annexure-V)
10. Medical fitness certificate (as per Annexure-VI)
11. Anti-ragging certificates (As per Annexure VII and VIII)
12. Character certificate from the Head of Institution last attended
13. Academic Year-Gap (If any) affidavit (As per Annexure IX)
14. Migration certificate (If qualifying exam body is not Haryana)
15. Bank Account Passbook Copy (Within 15 days of Admission)
16. 05 recent coloured passport size photographs
17. Aadhaar card (Desirable)

(ii) Candidates will be required to deposit total **Rs. 8000/- (excluding hostel charges)** towards admission and semester fee at the time of counselling through DD in favour of **HARYANA VISHWAKARMA SKILL UNIVERSITY**, Payable at Gurugram at the time of counselling. (No other mode of payment would be accepted)

Note:

1. Only those Candidates who have applied for admission will be allowed to appear in the personal interview.
2. Personal Interview will be conducted by a joint committee of HVSU and Industry Experts. The decision of interview committee will be final and candidates abide by the decision.

Annexures

Annexure-I

**HARYANA RESIDENT CERTIFICATE
(For Bonafide Residents of Haryana only)**

Certified that Mr./Ms. _____ son/daughter of
Sh. _____ R/O _____ (complete
address) _____

since _____ and applicant for admission to various courses in
Haryana Vishwakarma Skill University is a bonafide resident of Haryana State in terms of Chief
Secretary to Govt. of Haryana letter No. 62/17/95-6 GS1 dated 3.10.96 and letter No.
62/27/2003/6 GS1 dated 29.7.2003 under clause.

No. _____

(Signature of the attesting authority)

Date: _____

Name _____

Place: _____

Designation _____

(With legible office seal)

Note:

i) The candidates, who have passed their qualifying examinations from the Board of Haryana are not required to produce Certificate of Haryana Resident.

Annexure-II

HARYANA GOVERNMENT

Certificate Sr.No. _____ **/Year** _____ **Tehsil** _____
SCHEDULED CASTE CERTIFICATE

Photo of applicant to be attested by the issuing authority
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This is to certify that Shri/Smt./Kumari _____ son/daughter of
Shri _____ resident of
Village/Town _____ Tehsil _____ Distt. _____ of the
State/Union Territory _____ belongs to the _____ Caste/Tribe,
which is recognised as a Schedule Caste/Schedule Tribe under the Constitution (Scheduled
Caste) Order, 1950.

Signature with seal of issuing Authority

Full Name

Designation

Dated : _____

.....

Place : _____

Address with Telephone No. with code

Issuing Authority: Tehsildar-cum Executive Magistrate,
Naib Tehsildar-cum Executive Magistrate,
Head of Department in case of Govt. employees

Annexure -III

BACKWARD CLASS CERTIFICATE (BLOCK 'A' or 'B')

Photo of
applicant to be
attested by the
issuing authority

This is to certify that Shri/Smt./Kumari _____ son/daughter of
Shri _____ resident of
Village/Town _____ Tehsil _____ Distt. _____
of the State/Union Territory _____ belongs to the _____ Caste,
which has been notified as Backward Class by the Haryana Government and is placed in
Block _____ (mention Block 'A' or 'B').

This is to certify that he/she does not belong to the person/section (Creamy layer) as per
State Govt. letter No.1170-SW(1)-95 dated 07.06.1995, No.22/36/2000-3GS-III dated
09.08.2000 & No.213-SW(1)-2010 dated 31.08.2010, Haryana Govt. instructions No.59 SW(1)-
2013 dated 24.01.2013 and 808-SW(1) dated 17.08.2016.

This certificate is being issued to him/her on the basis of verification of Sarpanch/
Patwari/Kanungo.

Signature with seal of issuing Authority
Full Name
Designation
Address with Telephone No. with code
.....

Sr. No.:.....
Place :.....
Dated :.....

Issuing Authority: Tehsildar or Naib Tehsildar
Head of Department in case of Govt. employees

AFFIDAVIT

(By the Parents of the Backward Class Category Candidates)

I _____ Father/Mother
of _____ Resident of _____
_____ seeking admission to
_____ course in HVSU do hereby solemnly affirm & declare that I belong
to _____ caste which is included in the list of Backward Classes Block
'A'/'B' / _____ approved by the Haryana Govt. I further declare and affirm that I and my
wife/husband are not covered under the criteria fixed by Haryana Govt. vide letter No.
1170/SW(1)-95 dated 07.06.95, No.22/36/2000-3GS-III dated 09.08.2000, No.22/22/2004-
3GS III dated 22.01.2009. No.213-SW(1)-2010 dated 31.08.2010, Haryana Govt. instructions
No.59 SW(1)-2013 dated 24.01.2013 and 808-SW(1) dated 17.08.2016 and for excluding
socially advanced persons/sections (Creamy Layer) from Backward Classes Category.

I further undertake that in case the information contained in the above para is found
false at any stage, the Competent Authority will be entitled to cancel the admission.

DEPONENT

Dated:.....

Place:.....

VERIFICATION

Verified that the above statement is true and correct to the best of my knowledge
and belief and nothing has been concealed therein.

DEPONENT

The affidavit should be of 2018.

MEDICAL CERTIFICATE FOR DIFFERENTLY ABLED

OFFICE OF THE CHIEF MEDICAL OFFICER _____

No. _____

Dated _____

Certified that Sh./Km./Smt _____ son/daughter/wife of Sh. _____ resident of _____ District _____ appeared before the Medical Board for medical check up. On his/her Medical Examination, it is found that the nature of Differently Abled/ disability is _____% and (as applicable), is as under:

1. Blind or Low vision _____
2. Hearing impairment _____
3. Locomotor disability/cerebral palsy _____

Thus the candidate is Differently Abled as per standard norms of Haryana.

(Signature of the Applicant)

Chief Medical Officer

Dated : _____

Haryana

Place : _____

*The Differently Abled disability should not be less than 40% and should not interfere with the requirement of professional career such as Engineering/Architecture/Technician etc.

(Office Stamp)

**CERTIFICATE OF MEDICAL FITNESS
(TO BE DEPOSITED AT THE TIME OF JOINING)**

To be obtained from any Govt. / Registered Medical Practitioner having MBBS Degree. Please note that in no other form this certificate will be accepted. (Please refer to prescribed standards given overleaf)

Name _____ (In Block Letters)

Father's Name: Shri _____

Height: _____

Weight _____

Chest: _____

Heart and Lungs: _____

Vision: L : _____ R: _____

Colour Vision: _____

Hearing: _____

Hernia/ Hydrocele/ Piles: _____

Remarks: _____

I certify that I have carefully examined

Mr. / Ms. _____

Son/ daughter of Shri _____

who has signed in my presence.

He/ she has no mental and physical disease and is FIT.

Signature of the Candidate

Station: _____

Date: _____

**Signature of Govt. / Registered
Medical Practitioner having
MBBS Degree with legible seal**

SELF DECLARATION BY THE STUDENT

(No affidavit required)

1. I, _____ *(full name of student with admission/registration/enrollment number)* S/o, D/o Mr./Mrs./Ms. _____ having been admitted to _____ *(name of the institution)*, have carefully read "THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012" and fully understood the provisions contained in the said Ordinance.
2. I have, in particular, perused clause 2(f) of the Ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that :
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ 2018.

**Signature of the Student
Name:**

SELF DECLARATION BY PARENT/GUARDIAN
(No affidavit required)

1. I, Mr./Mrs./Ms _____ *(full name of parent/guardian)* father/mother/guardian of, _____ *(full name of student with University Roll Number)*, having been admitted to *(name of the institution)* have carefully read "THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012" and fully understood the provisions contained in the said Ordinance.
2. I have, in particular, perused clause 2(f) of the Ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that :
 - (a) My ward will not indulge in any behaviour or act that may be constituted as ragging under the Ordinance.
 - (b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Ordinance without prejudice to any other criminal action that may be taken against my ward under any penal law or any, law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ 2018.

Signature of the Parent/Guardian

Name: _____

Address: _____

Telephone/Mobile No. _____

Email ID _____

STUDY GAP AFFIDAVIT

I _____

S/D/o _____

R/o _____

Do hereby solemnly and state as under:

1. That my above name and address is correct.
2. That I have passed _____ (Qualifying Examination) from _____ (Institution Name) in the year _____ with _____ %.
3. That there is gap of _____ year/s between passing of _____ (Qualifying Examination) and now seeking admission in the Haryana Vishwakarma Skill University, Haryana.
4. That during this gap period I was doing _____

5. That during this gap period, I was neither studying anywhere nor passed any other examination.
6. That I was not involved in any criminal offence whatsoever and I was not punished for any offence by any Court of law during that gap period.

DEPONENT VERIFICATION

That the above statement is true to the best of my knowledge and belief and nothing has been concealed there from.

DEPONENT