

## Chapter-4 RESERVATION OF SEATS

### Reservation in admission in Technical Education Institutions for the session 2019-20:

Category	Code	Percentage
[a] All India Category Seats	AIO	15% of the sanctioned intake
[b] State Quota		85% of the sanctioned intake
[b-1] Haryana Open General Category (General)	HOGC	50% of State Quota
[b-2] Reserved Categories of Haryana		50% of State Quota
Scheduled Castes	SC	20% of State Quota
Backward Classes (A)	BCA	16% of State Quota
Backward Classes (B)	BCB	11% of State Quota
Physically Handicapped	PH	3% of State Quota

In the event of quota reserved for physically handicapped remain unutilized due to non-availability for suitable category of handicapped candidates, it may be offered to the Ex-serviceman and their wards (1%) and the dependents of freedom Fighters (1%).

Further 3% horizontal reservation is also provided to Ex-servicemen/Freedom Fighters and their dependents by providing reservation within reservation of 1% of general category, 1% out of Scheduled Castes and 1% from Backward Classes category for admission to the various educational institutions of the Govt. and Govt. aided/institutes located in Haryana. As far as block allocation in Block-A and Block-B of Backward Classes category is concerned, year-wise rotational system will be adopted. For example, if Block A of Backward Classes are given seats in the academic year 2006, the next block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2007 and so on.

Vide Notification No. 808-SW(1) dated 17 August, 2016 and 28 August, 2018 issued by Welfare of Scheduled Castes and Backward Classes Department, Haryana, the criteria for exclusion of creamy layer within the Backward Classes as per the Schedules appended to the Act, namely Scheduled I, II & III will be as under:

"The children of persons having gross annual income of upto three lakh rupees shall first of all get the benefit of reservation in services and admission in educational institutions. The left out quota shall go to that class of Backward Classes of citizens who earn more than Three Lakh rupees but upto Six Lakh rupees per annum. The sections of the Backward Classes earning above Six Lakh rupees per annum shall be considered as Creamy Layer under section 5 of the said Act.

Further, it is decided that the criteria for computing annual income as prescribed under the above notification as gross annual income shall include income from all sources. All previous notifications or instructions which provided for a different mode of computing annual income stands over-riden."

Income certificate mentioning gross annual income after 17.08.2016 shall only be considered for availing any benefit under BC(A) and BC(B) category.

Under Economically Weaker Sections (EWSs) reservation of State Government, seats up to maximum 10 percent of the sanctioned intake per course shall be available in all educational institutions other than the minority educational institutions approved by AICTE. These seats shall be supernumerary in nature. (**\*Subject to change as per guidelines/ directions of AICTE and State Govt.**)

### **25% horizontal reservation shall be provided for girls students in all categories.**

#### **For private unaided institutions:-**

The sanctioned intake in a private institute shall be distributed as under:-

- i) 25% of sanctioned intake shall be filled by the institutions.
- ii) 75% of sanctioned intake shall be filled through HSTES as per State Reservation Policy as mentioned above.

**For private unaided Minority institutions –**

- i. All India category including NRI seats not exceeding upto 15% (at the discretion of the management as above).
- ii. Minority Quota - 42.5% of sanctioned intake fixed by the State Govt. vide notification No. 20/5/2004-4TE, dated 25.06.2004.
- iii. Balance- 42.5% (half for Haryana Open General and half for reserved categories of Haryana in the ratio as specified above).

**SPECIAL QUOTA SEATS**

Haryana State Technical Education Society (HSTES) has implemented various schemes of Govt. of Haryana, AICTE New Delhi and MHRD regarding Special Quota Seats given as under:

**A. SPECIAL QUOTA SEATS IN DIPLOMA ENGG.**

1. **Haryana Govt. School Toppers (HGST) Seats:** One seat in each branch in each Polytechnic is reserved for Haryana Govt. School Toppers (having minimum 2nd division and minimum strength of the class should be 5) in the current year (2019) matriculation examination.
2. **Kashmiri Migrants (KM) Quota:** Seats upto maximum 5 percent of sanctioned intake in each branch are reserved for wards of Kashmiri Migrants in all AICTE approved institutions. These seats shall be supernumerary in nature.
3. **Tuition Fee Waiver (TFW) Scheme:** Under Tuition Fee Waiver (TFW) Scheme of AICTE, seats up to maximum 5 percent of sanctioned intake per course shall be available in all institutions approved by AICTE. These seats shall be supernumerary in nature and will be available to such courses in an Institute where a minimum of 30% of sanctioned seats in the respective courses are filled up.
4. **Economically Weaker Sections (EWSs):** Under Economically Weaker Sections (EWSs) reservation of State Government, seats up to maximum 10 percent of the sanctioned intake per course shall be available in all educational institutions other than the minority educational institutions approved by AICTE. These seats shall be supernumerary in nature. (\*Subject to change as per guidelines/ directions of AICTE and State Govt.)
5. **Mewat Area Residents (MAR) Quota:** 50% of total intake of Govt. Polytechnic, Uttawar in Diploma Engg. is horizontally reserved for the residents of Mewat Area. However, seats reserved for the domicile/ residents of village Panchayat(s) at Govt. Polytechnic, Uttawar shall be provided out of MAR Quota.
6. **Shivalik Development Board (SDB) Quota:** 50% of the total intake at Govt. Polytechnic, Morni, Panchkula are reserved for students who are bonafied residents of areas falling under the ambit of Shivalik Development Board (SDB) in Haryana. However, seats reserved for the domicile/ residents of village Panchayat(s) at Govt. Polytechnic, Morni, Panchkula shall be provided out of SDB Quota.
7. **Reservation of Seats for the domicile/ residents of village Panchayat(s):** As per notification of the State Government 02 Seats per branch (within sanctioned intake) are reserved for the domicile/ residents of the village Panchayat(s) who have gifted land free of cost/ leased out by State Government on nominal lease for set up of following Government Polytechnics in the State:
  - i. Ch. Matu Ram Arya Govt. Polytechnic, Sanghi, Rohtak for residents of Sanghi Village
  - ii. Govt. Polytechnic, Lisana, Rewari for residents of Lisana Village
  - iii. Govt. Polytechnic, Manesar, Gurgaon for residents of Manesar Village
  - iv. Govt. Polytechnic, Uttawar, Palwal for residents of Uttawar Village
  - v. Govt. Polytechnic, Morni, Panchkula for the residents of Village Behlon in block Morni. In case no suitable candidates are available from Village Behlon, then these seats will be offered to residents of villages under the Bhoj Ddarti Panchyat in which village Behlon falls.
  - vi. Govt. Polytechnic, Shergarh, Kaithal for residents of Shergarh Village.

- vii. Govt. Polytechnic, Dhangar, Distt. Fatehabad for the respective Village Gram Panchayat who have provided the land.
- viii. Maharishi Kashyap Govt. Polytechnic, Jattal, Distt. Panipat for the respective Village Gram Panchayat who have provided the land.
- ix. Govt. Polytechnic Indri, Distt. Nuh
- x. Govt. Polytechnic Malab, Distt. Nuh
- xi. Govt. Polytechnic Mandkola, Distt. Palwal
- xii. Govt. Polytechnic Chhappar, Distt. Charkhi Dadri
- xiii. Govt. Polytechnic Nanakpur, Distt. Panchkula
- xiv. Govt. Polytechnic Umri, Distt. Kurukshetra
- xv. Deen Bandhu Sir Chhotu Ram Govt. Polytechnic, Sampla, District Rohtak
- xvi. Govt. Polytechnic Sadhaura, Distt. Yamuna Nagar
- xvii. Govt. Polytechnic-cum-Multi Skill Training Centre, Dhamlawas, Distt. Rewari
- xviii. Govt. Polytechnic Jamalpur Sheikhan

**The number of seats reserved for the domicile/ residents of village Panchayat(s) in above Polytechnics, basis of admission and method of applying is mentioned in Chapter-3.**

8. **Wakf Board Seats at Seth Jai Parkash Polytechnic, Damla:** 10 seats at S.J.P. Damla are horizontally reserved for nominees of Haryana Wakf Board (Chemical Engg. - 03 seats, Electronic & Comm. Engg.- 04 seats, Computer Engg.- 03 seats) and one seats in Electronics & Communication Engg. is also reserved for resident of Damla village.
9. 03 seats are reserved for three year **Diploma Engg.** course in **Printing Technology at Northern Regional Institute of Printing and Technology, Taliargang, Allahabad-U.P.** These seats along with any other seats if allotted by MHRD for Polytechnics in other state(s), are to be filled on the basis of merit of Secondary School Examination (Matriculation) or equivalent qualifying examination only by HSTES through open advertisement.

#### **B. SPECIAL QUOTA SEATS IN DIPLOMA ENGG. LATERAL ENTRY**

1. **Tuition Fee Waiver (TFW) Scheme:** Under Tuition Fee Waiver (TFW) Scheme of AICTE, seats up to maximum 5 percent of sanctioned intake per course shall be available in all institutions approved by AICTE. These seats shall be supernumerary in nature and will be available to such courses in an Institute where a minimum of 30% of sanctioned seats in the respective courses are filled up.
2. **Economically Weaker Sections (EWSs):** Under Economically Weaker Sections (EWSs) reservation of State Government, seats up to maximum 10 percent of the sanctioned intake per course shall be available in all educational institutions other than the minority educational institutions approved by AICTE. These seats shall be supernumerary in nature. **(\*Subject to change as per guidelines/ directions of AICTE and State Govt.)**

#### **C. SPECIAL QUOTA SEATS IN DIPLOMA PHARMACY**

1. **Mewat Area Residents (MAR) Quota:** 50% of total intake of Govt. Polytechnic, Uttawar in Diploma Pharmacy is horizontally reserved for the residents of Mewat Area. However, seats reserved for the domicile/ residents of village Panchayat(s) at Govt. Polytechnic, Uttawar shall be provided out of MAR Quota.
2. **Reservation of Seats for the domicile/ residents of village Panchayat(s):** 02 seats in Diploma Pharmacy at Govt. Polytechnic, Uttawar, Palwal are reserved for the domicile/ residents of the Uttawar Village and these seats shall be filled on the basis of inter-merit/ rank prepared on the basis of %age of qualifying examination.
3. **Economically Weaker Sections (EWSs):** Under Economically Weaker Sections (EWSs) reservation of State Government, seats up to maximum 10 percent of the sanctioned intake per course shall be available in all educational institutions other than the minority educational

institutions approved by AICTE. These seats shall be supernumerary in nature. (**\*Subject to change as per guidelines/ directions of AICTE and State Govt.**)

**The method of applying for seats reserved for the domicile/ residents of village Panchayat(s) at above Polytechnic is mentioned in Chapter-3.**

**The Basis of Admission and Method of Applying for Special Qouta Seats has been mentioned Course wise in Chapter-3.**

**Note:**

1. Change, if any, shall be applicable at the time of counseling.
2. If the number of seats in any particular category is not a round figure, 0.5 or above will be taken as one and less than 0.5 shall be ignored, except that in Physically Handicapped, Children and Grand-children of Freedom Fighters and Ex-Servicemen and their Wards Categories, at least one candidate will be admitted from all the three categories in total, even if the share is less than 0.5 seats provided the number of sanctioned intake in the particular course is 30 or above.
3. Merging of sub-categories in the reserved categories and removal of ESM priorities of Haryana shall be made before 2nd Phase of counseling. The vacant seats of reserved categories of Haryana shall be converted and offered to General Category Candidates alongwith other net resultant vacancies in the subsequent counseling.
4. While allotting seat to a candidate, he/ she shall be considered first in All India Category, then in Haryana Open General Category and thereafter in his/ her own category as applicable.

**INSTRUCTIONS FOR THE CANDIDATES CLAIMING RESERVATION FOR:**

**1. HARYANA RESIDENTS:**

All the candidates claiming to be bonafide Residents of Haryana should produce a Haryana Resident Certificate signed by competent authority as per details given in **Annexure-I/IA/IB**. A format of certificate for Resident of Haryana is given at **Annexure-VI** of this Diploma Prospectus. A format of certificates from the employer in the case of employees of Govt. of Haryana, members of All India Services borne on Haryana Cadre, employees statutory bodies/corporation is given at **Annexure-VII**.

**2. SCHEDULED CASTE/ SCHEDULED TRIBE (SC/ST):**

A candidate claiming seat against the seats reserved for Scheduled Caste / Scheduled Tribe (SC/ST) (as per list at Annexure-II) will have to attach a copy of the certificate given at **Annexure-VIII** of this Diploma Prospectus from the competent authority, that is, Circle Revenue Officers (Tehsildar/Naib Tehsildar-cum-Executive Magistrate of the District/Sub Division) to which the candidate is a permanent resident.

**3. BACKWARD CLASSES (BC):**

A candidate-claiming seat against the seats reserved for Backward Class (BC) Block A/ Block B (As per **Annexure-III**) will have to submit and produce a certificate in the format at **Annexure-IX** of this Diploma Prospectus. An affidavit as given at **Annexure-X** is to be submitted by the parents of BC category candidate.

**4. Ex-Serviceman (ESM):**

A candidate claiming seat against the seats reserved of Ex-Serviceman must attach a certificate from the Secretary District Soldier, Sailors Airman's Board as a proof of their being as such. The candidate claiming seat against the seats reserved for children/wards of the Armed Forces Personnel must attach a certificate from the local unit as a proof of their being as such. Against the seats reserved for children/wards of Armed Forces Personnel/Ex-Servicemen, **First priority in the admission shall be given to the candidate whose father died in action while in active service.** Next priority shall be given to Ex-Serviceman himself seeking admission and only the remaining seats if any, shall be given to the children/wards of Armed Forces Personnel/Ex-Servicemen who may be either serving or may have served the army. The children/wards of Civil

G.T. Cops A.S.C, who are civilian class III and IV Government servants and serve in the field under the same conditions as Military Personnel, are also entitled to the same concession as applicable to the defence personnel **Annexure-V and XVI.**

**5. FREEDOM FIGHTER (FF)/ DEPENDENT OF FREEDOM FIGHTER (DEF):**

The candidates claiming the reservation for children/wards of freedom fighter shall be required to produce certificate from the office of the Chief Secretary to Government of Haryana (protocol and publicity branch) duly signed and stamped. The candidate should also submit an affidavit counter signed by the Magistrate showing the relationship of the candidate with the freedom fighter. The certificate can also be obtained from Deputy Commissioner of concerned district of Haryana State as per **Annexure-XII.**

**6. PHYSICALLY HANDICAPPED (PH):**

The handicap disability should not be less than 40% and should not interfere with the requirement of the professional career as an Engineer/Architect/Technician in all the courses. The certificate to this effect should be obtained from Civil Surgeon heading the constituted medical board as given at **Annexure -XI.**

**7. KASHMIRI MIGRANTS (KM)**

A candidate claiming seat against the seats reserved of Kashmiri Migrants **will be required to possess the original Migration Certificate duly signed by the competent authority or Relief commissioner.**

**8. HARYANA GOVT. SCHOOL TOPPER (HGST)**

The candidates applying under Haryana Govt. School Toppers (HGST) will produce a certificate (**Annexure-XIII**) in the support of their claim from the Principal/ Headmaster of the Govt. School of which the candidate is Topper, clearly stating the strength of class and the candidate claiming HGST quota should be Topper (minimum 2nd division) in current year examination i.e. 2019 (Minimum strength of class should be 5 to become eligible for HGST).

**9. TUITION FEE WAIVER SCHEME (TFW) - Not Applicable in Diploma Pharmacy**

The candidate applying for Tuition Fee Waiver Category will produce the relevant Income Certificate of the parents from all sources from the organization where parents are working or Affidavit of Income on stamp paper from Notary (Annual income of Parents/Guardians should be less than Rs. 8.00 lakh from all sources).

**10. Economically Weaker Sections (EWSs):** The candidates applying for Economically Weaker Sections (EWSs) reservation of State Govt., will produce a Income and Asset Certificate (**given at Annexure-XX**) issued by Tehsildar of the area where the applicant normally resides.