

[Extract from Haryana Government Gazette, dated the 21st May, 2013]

HARYANA GOVERNMENT

HIGHER EDUCATION DEPARTMENT

Notification

The 10th May, 2013

No. KW 20/6-2010 UNP(5).—In exercise of the powers conferred by Sub-section (4) of Section 30 of Haryana Private Universities Act, 2006 and all other powers enabling him in this behalf, the Governor of Haryana hereby allows Ansal University, Sector 55, Gurgaon to frame its First Statutes.

S. S. PRASAD,

Principal Secretary to Government Haryana,
Higher Education Department.

- (1) "Ansal University" means the Ansal University established under the Haryana Private Universities Act, 2006.
- (2) "Authorities" means the authorities of the University within the meaning of section 30 of the Haryana Private Universities Act, 2006.
- (3) "Administrative Staff" means any person who is not a teacher and who is primarily responsible for dealing with the administrative matters of the University.
- (4) "Academic Staff" means the academic staff of the University within the meaning of section 30 of the Haryana Private Universities Act, 2006.
- (5) "Governing Body" means the Governing Body of the University.
- (6) "Board of Management" means the Board of Management of the University.
- (7) "Board of Studies" means the Board of Studies of each department.
- (8) "Central Government" means the Government of India.
- (9) "Chancellor" and "Vice-Chancellor" mean the Chancellor and Vice-Chancellor of the University respectively.
- (10) "Department" means an Academic Department of a Faculty of the University.
- (11) "Dean" means the Dean of a Faculty of the University.
- (12) "Employees" includes any person employed by the University in any capacity and includes a Teacher, Officer, other staff, Teacher, and any other employee of the University.
- (13) "Government" means the Government of Haryana.
- (14) "Haryana Act" means the Haryana Private Universities Act, 2006 and in alternative referred to as the Haryana Private Universities Act, 2006.
- (15) "Non-Academic and Non-Administrative Staff" means an employee of the University other than academic and administrative staff.
- (16) "Officer" means an Officer of the University.
- (17) "Postgraduate Certificate" means any postgraduate course of study leading to a certificate or diploma other than a postgraduate degree.
- (18) "Postgraduate Degree" means any Doctor of Philosophy, Master of Philosophy, Masters Degree and any Honorary Degrees thereof.
- (19) "Prescribed" means prescribed by the Haryana Act and Ordinances, Statutes or Regulations of the University.
- (20) "Registrar" means the Registrar of the University.
- (21) "Regulations" means the Regulations made by any authority of the University for the time being in force.
- (22) "School" means a School of Studies in the University, which may consist of one or more academic departments/programs.
- (23) "Sponsoring Body" in relation to the University means Charitable or Charitable Trust.
- (24) "State" means the State of Haryana.

**ANSAL UNIVERSITY
GURGAON, HARYANA**

Established under the Haryana Private Universities Act, 2006

(Haryana Act No. 32 of 2006) and the Haryana Private

Universities (Amendment) Act, 2012

(Haryana Act No. 16 of 2012)

Any Clause of the Board of the University within the meaning of Chapter I of the Statutes.

(b) Any School of the University.

(c) The Library of the University.

(d) Bodies managing the Students Residences.

(e) The Internal Audit Unit.

(f) Academic Record Office or

(g) Any Officer, Authority, Body, Committee, Board or Institution established.

Definitions specified in the Section 1 of the Haryana Private Universities Act, 2006 shall also apply unless otherwise specified.

THE FIRST STATUTES

(Under Section 30 of Haryana Act No. 32 of 2006)

- (1) To establish the Campus of the University in Sector 35, District Gurgaon (Haryana) to run academic programmes for conferring degrees, diplomas, certificates and other qualifications.
- (2) To develop and maintain relationship with local, national and international institutions for education, training and research.
- (3) To enter into Memorandum of Understanding with leading educational institutions in other countries for cooperative education programmes.
- (4) To develop linkages with the industry, institutions and other organizations for fulfillment of the objects of the University.
- (5) To conduct innovative programmes and experiments in new methods and education.
- (6) To admit students laterally into a course if they fulfill the academic requirements as described in the Regulations, on the recommendation of the Academic Council and on the approval of the University Authorities if allowed by the regulating bodies.
- (7) To integrate take over Institutions/ Schools/ Colleges/ Centers of the sponsoring body situated in the campus as Committee of the University for the purpose of its academic programmes and award of Degrees, Diplomas and Certificates to students on fulfillment of the academic requirements of the University.
- (8) To accept the migration of the students from other universities/institutions as per the procedure laid down in the Regulations.

Chapter I – General Provisions

1. Short Title, Extent and Commencement

- (1) The "Statutes" means The Statutes of Ansal University, Gurgaon, Haryana
- (2) These Statutes shall come into force with effect from the date of their publication in the Official Gazette by the State Government.

2. Definitions

In these statutes, unless the context otherwise requires,

- (1) "Academic Council" means the Academic Council of the University;
- (2) "Academic Staff" means a teacher or any other person required to impart education or to guide research or to render guidance in any other form to the students for pursuing a course of study of the University;
- (3) "Administrative Staff" means any person who is an employee of the University, other than a teacher, who is primarily responsible for dealing with the administrative matters of the University;
- (4) "Authorities" mean the authorities of the University within the meaning of Section 18 of the Haryana Private Universities Act, 2006
- (5) "Governing Body" means the Governing Body of the University;
- (6) "Board of Management" means the Board of Management of the University;
- (7) "Board of Studies" means the Board of Studies of each department;
- (8) "Central Government" means the Government of India;
- (9) "Chancellor" and "Vice Chancellor" mean, the Chancellor and Vice Chancellor of the University respectively;
- (10) "Department" means an Academic Department of a Faculty of the University;
- (11) "Dean" means the Dean of a Faculty of the University;
- (12) "Employee" includes any person employed by the University to work in the University, and includes a Teacher, Officer (other than the Visitor and a Visiting Teacher) and any other employee of the University;
- (13) "Government" means the Government of Haryana;
- (14) "Haryana Act" means the Haryana Private Universities Act, 2006, here-in-after also referred as Principal Act;
- (15) "Non-Academic and Non-Administrative Staff" means an employee of the University, other academic and administrative staff;
- (16) "Officer" means an Officer of the University;
- (17) "Postgraduate Certificate" means any postgraduate course of study leading to a certificate or diploma other than a postgraduate degree;
- (18) "Postgraduate Degree" means any Doctor of Philosophy, Master of Philosophy, Masters Degree and any Honorary Degrees thereof;
- (19) "Prescribed" means prescribed by the Haryana Act, and Ordinances, Statutes or Regulations of the University;
- (20) "Registrar" means the Registrar of the University;
- (21) "Regulations" means the Regulations made by any authority of the University for the time being in force;
- (22) "School" means a School of Studies of the University, which may consist of one or more academic departments/programs;
- (23) "Sponsoring Body" in relation to the University means Chiranjiv Charitable Trust;
- (24) "State" means the State of Haryana;

- (25) **"Student"** means a person seeking to be admitted or duly admitted as a full-time or part-time student in any Faculty or Institution of the University in accordance with the Regulations to undergo a course of study or research leading to a degree or diploma or certificate of the University;
- (26) **"Teacher"** means a Professor, Associate Professor, Assistant Professor duly approved by the University;
- (27) **"Undergraduate Degree"** means any Bachelor's Degree;
- (28) **"University"** means the Ansal University;
- (29) **"Visiting Teacher"** means a visiting Professor, Associate Professor, Assistant Professor or any other person required to impart education or to guide research or to render guidance in any other form to the students for pursuing a course of study of the University or Faculty maintained by the University;
- (30) **"Visitor"** means the Visitor of the University;
- (31) Any reference to **"any Officer, Authority, Body, Committee or Board"** in this Statute, where the context allows, may include the following:
 - (a) Any Officer of the University within the meaning of Section 14 of this Statute.
 - (b) Any authority of the University within the meaning of Chapter 3 of this Statute;
 - (c) Any Committee or Board of the University within the meaning of Chapter 3 of this Statutes;
 - (d) Any School of the University;
 - (e) The Library of the University;
 - (f) Bodies managing Students Residences;
 - (g) The Internal Audit Unit;
 - (h) Academic Records Office; or
 - (i) Any Officer, Authority, Body, Committee or Board to be appointed or established.

Definitions specified in the Section 2 of the Haryana Act No. 32 of 2006 shall also apply unless otherwise required

3. The Objects, Powers and Functions of the University

In addition to Objects and Powers of the University as described in Section 3 of the Principal Act, the University shall also have the following powers and functions :

- (1) to establish the Campus of the University in Sector -55, District Gurgaon, (Haryana). to run academic programmes for conferring degrees, diplomas, certificates and other recognitions;
- (2) to develop and maintain relationship with leading academic and other Institutions in India and abroad for education, training and research;
- (3) to enter in to Memorandum of Understanding with leading educational Institutions in other countries for collaborative education programmes;
- (4) to develop linkages with the industry, institutions and other organizations for fulfillment of the objects of the University;
- (5) to conduct innovative programmes and experiments in new methods and education technology in the field of higher education in order to achieve international standards of education, training and research;
- (6) to admit students laterally into a course if they fulfill the academic requirements as described in the Regulations, on the recommendation of the Academic Council and on the approval of the University Authorities if allowed by the regulating bodies;
- (7) to integrate/ take over Institutions/ Schools/ Colleges/ Centres of the Sponsoring Body situated in the campus as Constituent Units of the University for the purpose of its academic programmes and award of Degrees, Diplomas and Certificates to students on fulfillment of the academic requirements of the University;
- (8) To accept the migration of the students from other universities/institutions as per the procedure laid down in the ordinance.

Chapter 2- Officers of the University

4. Officers of the University

The following shall be the Officers of the University:

- (1) The Visitor;
- (2) The Chancellor;
- (3) The Vice Chancellor;
- (4) The Registrar;
- (4a) The Controller of Examinations;
- (5) The Chief Finance and Accounts Officer;
- (6) Such other officers of the University who are included as such from time to time by the Haryana Act, or any Statutes, Ordinances, Regulations or Rules of the University.

5. The Visitor

- (1) The Governor of Haryana shall be the Visitor of the University.
- (2) The Visitor shall have the powers as follows :
 - (a) When present, he shall preside over the convocation of the University for conferring degrees and diplomas;
 - (b) To call for any paper or information relating to the affairs of the University; and,
 - (c) On the basis of the information received under clause (b), if he is satisfied that any order, proceeding, or decision taken by any authority of the University is not in conformity with the provisions of this Act, Statutes, Ordinances, Regulations or Rules, he may issue such directions as he may deem fit in the interest of the University and the directions so issued shall be complied with by the University.

6. Chancellor

- (1) The Chancellor of the University (who must be a member of the Governing Body) shall be appointed by the sponsoring body for a period of three years with the approval of the Visitor by following such procedures and on such terms and conditions as may be prescribed by the Rules made by the Government under clause (d) to Sub-section (2) of Section 47 of the Haryana Act.
- (2) The Chancellor shall be the Head of the University and shall exercise powers as specified in Section 16 of the Haryana Act.
- (3) The Chancellor shall hold office for a period of three years and shall be eligible for reappointment with the approval of the Visitor. If the office of Chancellor becomes vacant due to death, resignation or otherwise, or if the Chancellor is unable to perform his or her duties due to illness or any other cause, the sponsoring body shall appoint a new Chancellor.
- (4) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.
- (5) The Chancellor shall be entitled to receive an honorarium, expenses and allowances as may be decided by the Sponsoring Body from time to time.
- (6) The Chancellor shall exercise overall control over the affairs of the University.
 - (a) Appointment of any officer(s) of the University, if in his opinion, such appointment(s) are in the interest of the University or as recommended by the Governing Body. All appointment of the University once approved by the Chancellor shall be made in his name.

- (b) Recommendation/ Suggestion of any officer(s) of the University.
- (c) Representations by persons, aggrieved by the decision of the University.
- (d) Constitution of Committee(s) to review the recommendations of any officer(s) of the University and /or to review the operation of the University from time to time.
- (e) In case of any dispute and/or difference of opinion between officers of the University, the decision of the Chancellor shall be final and binding on all concerned.
- (f) In a special meeting called for the purpose, the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and may recommend his removal to the Visitor.
- (g) In the absence of the Chancellor or otherwise, he may at his discretion delegate all or some of his powers, except appointment and removal of the officers of the University (wherever applicable) to a subcommittee of members of Governing Body constituted by him.
- (h) The Chancellor by writing under his hand, addressed to the Visitor, may resign his office.
- (i) Removal of difficulties by the Chancellor at the commencement of the Statutes:

If any difficulty arises in respect of functioning of the University, or in the implementation of the first Statutes, or otherwise, the Chancellor may at any time, before the constitution of the Authorities of the University by order, consistent with the provisions of the Act and Statutes, as far as possible, make any appointment or perform any other function, with the consent of the Sponsoring Body, which seems necessary or proper to him for the removal of the said difficulty; and all such orders shall take effect in a manner as if the said appointment or function has been done in the manner provided in the Act and Statutes.

Further provided that before making such an order, the Chancellor shall ask for the opinion of the Vice-Chancellor and of such appropriate Authority of the University, as may have been constituted, on the proposed order and give considerations thereto.

7. Vice Chancellor

- (1) The Vice Chancellor shall be appointed by the Chancellor amongst a nomination of three persons recommended by the Governing Body for a period of three years. He or she shall be eligible for a re-appointment for another term of three years, provided that a Vice Chancellor shall continue to hold the office even after the expiry of his term till new Vice Chancellor joins. However, in any case, such period shall not exceed one year.
- (2) The Vice Chancellor shall be a person of repute and qualified academician, eligible to be appointed a senior professor/professor as per guidelines of UGC.
- (3) The Vice Chancellor shall be a full-time salaried officer of the University.
- (4) The Vice-Chancellor shall receive minimum pay and allowances as per UGC norms or higher as decided by the Chancellor from time to time.
- (5) If the office of the Vice Chancellor falls vacant due to death, resignation or otherwise, or if the Vice Chancellor is unable to perform his or her duties due to illness or any other cause, the Chancellor may appoint an acting Vice Chancellor out of the Senior Professors of the University for not more than one year until the existing Vice Chancellor resumes his or her duties or until a new Vice Chancellor assumes office, whichever is earlier.
- (6) If, at any time upon representation made or otherwise and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Vice -Chancellor is not in the interests of the University, the Chancellor may, by an order in writing stating the reasons therein, require the Vice-Chancellor to relinquish office from a date specified in the order; provided further that before taking any action under this sub-section, the Vice Chancellor shall be given an opportunity of being heard.

8. Powers and functions of the Vice Chancellor

- (1) The Vice-Chancellor will be the principal academic and executive officer/ head of the University. He/she shall oversee and monitor the administration of the academic programs and general administration of the University to ensure efficiency and good order of the University.
- (2) As the principal academic and executive officer/ head of the University, he shall have the sole responsibility of compliance of all of the statutes, rules and regulations as applicable to the University for the present and in future and accordingly he shall have sole responsibility of filing reports with the competent authorities, as are so required, in fulfillment of the provisions of applicable laws, in general, and the license granted to the University, in particular.
- (3) As executive officer/ head, he shall have the responsibility to institute the requisite systems and controls, rules and regulations, processes and procedures for requisite compliance, on the one hand, as well as to deal with violations, if any, at all stages and levels, which shall include not only of students, faculty and research staff, technical staff but also of support staff engaged in the pursuance of the academic process. As executive officer/ executive head, he shall also institute requisite authorities for dealing with the defects, distress and defaults at all levels.
- (4) As executive officer/ head, he shall also take responsibility to listen to the voice and grievances of the University faculty and staff and take requisite steps to protect the whistle-blowers from any untoward consequences.
- (5) As executive officer/ head, he shall also have responsibility for management of law and order, protection of students' interest, protection of minorities, protection of the women including the protection of the women from sexual harassment at work place and defend their honour and sensitivities from any kind of aggression, attack or violation.
- (6) As executive officer/ head, he shall name the custodian or occupier of the establishment who shall be reporting to him and work under his sole guidance and who shall be responsible for taking overall responsibility of maintaining the health and upkeep of all the electrical, civil, mechanical, biochemical, laboratories, installations etc. for the twin purpose of conservation of the assets of the University and also to avoid any mishap, accident or failure in any manner, to avoid loss of life and property.
- (7) As executive officer/ head, he shall take periodical reviews of the University's preparedness to deal with any kind of violation or failure at any level, not only with respect to the compliance of all statutes and laws but also in towards conservation of the University's assets and systems.
- (8) As executive officer/ head, he shall have the authority and powers as are so required for fulfillment of his obligations and responsibilities with respect to all kinds of compliances dealing with strikes, agitations or violence, conservation of the University property and also protecting the interests of special constituents, including minority classes, scheduled class, women, the disabled and the under-privileged apart from the religious and fraternal sensitivities.
- (9) The Vice Chancellor shall have, the powers as follows :
 - (a) The Vice Chancellor shall be the principal executive and academic officer and executive head of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities to the University.
 - (b) The Vice-Chancellor shall ensure that directions issued by the Chancellor are strictly complied with or, as the case may be, implemented.
 - (c) It shall be the duty of the Vice-Chancellor to ensure that the directives of the State Government, if any and the provisions of the Act, Statutes, Ordinances and Regulations are strictly observed and that the decisions of the authorities, bodies and committees which are not inconsistent with the Act, Statutes, Ordinances or Regulations are properly implemented. The Vice-Chancellor may defer implementation of a decision taken or a resolution passed by any authority, body or committee of the University if, he is of the opinion that the same is not consistent with the provisions of the Act, Statutes, Ordinances or Regulations or that such decision or resolution is not in the interest of the University and at the

earliest opportunity refer it back to the authority, body or committee concerned for reconsideration in its next meeting with reasons to be recorded in writing. If differences persist, he shall within a week, giving reasons submit it to the Chancellor for decision and inform about having done so to the members of the authority, body or committee concerned. After receipt of the decision of the Chancellor, the Vice-Chancellor shall take the action as directed by the Chancellor and inform the authority, body or committee concerned accordingly.

- (d) If there are reasonable grounds for the Vice-Chancellor to believe that there is an emergency which requires immediate action to be taken, he shall take such action, as he thinks necessary, and shall at the earliest opportunity, report in writing the grounds for his belief that there was an emergency, and the action taken by him, to such officer or body as would, in the ordinary course, have dealt with the matter. In the event of a difference arising between the Vice-Chancellor and the authority or body whether there was in fact an emergency, or on the action taken (where such action does not affect any person in the services of the University), or on both, the matter shall be referred to the Chancellor whose decision shall be final. Provided that, where any such action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within thirty days from the date on which he receives notice of such action, an appeal to the Board of Management.
- (e) Where any matter is required to be regulated by the Statutes, Ordinances and Regulations, but no Statutes, Ordinances or Regulations are made in that respect the Vice-Chancellor may, for the time being, regulate matter by issuing such directions as he thinks necessary, and shall, at the earliest opportunity thereafter, place them before the Board of Management or other authority or body concerned for approval. He may, at the same time, place before such authority or body for consideration the draft of the Statutes, Ordinances and Regulations, as the case may be, required to be made in that behalf.
- (f) The Vice-Chancellor shall be the appointing and disciplinary authority for the University staff including teachers who are appointed in accordance with the University by-laws / statutes or specific appointment provisions as applicable.
- (g) The Vice-Chancellor shall be the appointing and disciplinary authority for officers of the University of the rank of Assistant professor and above for academic staff and equivalent ranks for the rest of the University staff.
- (h) As the Chairman of any authority /committee of the University, the Vice-Chancellor shall be empowered to suspend a member from the meeting of the authority, body or committee for persisting to obstruct or stall the proceedings or for indulging in behavior unbecoming of a member, and shall report the matter accordingly, to the Chancellor.
- (i) The Vice-Chancellor shall place before the Board of Management a report of the work of the University periodically as provided under the Ordinances.
- (j) The Vice-Chancellor shall exercise such other powers and shall have responsibility to take requisite actions and perform his duties as may be conferred upon him by or under the Act.
- (k) The Vice-Chancellor shall have the responsibilities and rights to cause an inspection to be made by such person or persons or body of persons as he may direct, of the University, its buildings, laboratories, libraries, museums, workshops and equipments and of any institution, affiliated, conducted or autonomous college, hall or hostel maintained or recognized by the University, and of the examinations, teachings and other work conducted by or on behalf of the University, and to cause an inquiry to be made in a like manner regarding any matter connected with the administration or finance of the University, affiliated college or recognised Institutions.
- (l) In the absence of both the Visitor and the Chancellor, the Vice Chancellor shall preside over the convocation of the University.
- (10) The Vice Chancellor shall discharge the responsibilities and functions as per the Act/Statutes and as assigned by the Chancellor/ Governing Body from time to time in addition to the following duties :

- (a) To advise the Governing Body on planning and development of the University, particularly in respect of the norms and standards of education, teaching and research in the University and ensure compliance of the same.
- (b) To apply for membership of other institutions like Association of Indian Universities, Common Wealth Universities, Association of International Universities, India International Centre etc.
- (c) To coordinate with Deans/Heads concerned for collaboration with any University/Research Institute/ Centers of the country and abroad from time to time with prior approval of the Governing Body.
- (d) To co-ordinate with the Deans concerned with regard to teaching and research in the University Teaching Departments/Faculties of Studies/Maintained Institutes/etc. and introduction of new courses.
- (e) To provide academic leadership and motivation for excellence.
- (f) To ensure compliance with the provisions of the Haryana Act, Statutes, and Ordinances Regulations and Rules of the University.
- (g) To exercise all powers relating to the proper maintenance of discipline of the University.
- (h) To appoint visiting fellows, emeritus professors and visiting professors for the teaching/research departments of the University.
- (i) Exercise all other powers as may be delegated by the Chancellor.
- (j) To decide about delegating some of his powers to any of his or her subordinate officers as prescribed by the Statutes.
- (k) To convene or cause to be convened meetings of the various authorities, bodies, committees and boards of the University for which he or she is the Chair.
- (l) To fix emoluments and other terms and condition of service of all academic and administrative staff in accordance with the budget approved by Governing Body.
- (m) To write the confidential reports of the Deans and other administrative heads of the University.
- (n) To process disciplinary action, whenever needed, against the faculty, Technical/Administrative Staff of the University or its maintained institutions as per rules and as per Statutes.
- (o) To get all necessary approvals and to ensure statutory compliance with the academic norms and standards of the Government/UGC/NAAC or any other body pertaining to the courses of study offered or to be offered by the University.
- (p) To ensure high standards in education imparted at the University.

(11) The Vice-Chancellor may, by writing under his hand addressed to the Chancellor, resign his office.

(12) **Transitory provisions**

Notwithstanding anything contained in the Act or the Statutes, the Vice-Chancellor with the consent of the Chancellor, may discharge all or any of the functions of the University for the purpose of carrying out the provisions of the Act and Statutes and for that purpose, may exercise any powers or perform any duties which, by the Act or the Statutes, are to be exercised or performed by any Officer or Authority of the University not being in existence at the time when such powers are exercised or such duties are performed.

9. Registrar

- (1) The appointment of the Registrar shall be made by the Chairman of the Sponsoring Body on the recommendation of the selection committee to be constituted by the Vice Chancellor.
- (2) The qualifications of the Registrar shall be as per UGC norms and as approved by the Governing Body/ Board of Management/Vice Chancellor.

- (3) The Registrar shall be full-time salaried officer of the University and shall discharge his duties under the overall superintendence and control of the Vice Chancellor.
- (4) The Registrar shall receive pay and other allowances as per UGC norms or higher and approved by the Sponsoring Body from time to time.
- (5) The age of retirement of the Registrar shall be Sixty-five years or period of contract, whichever is earlier. However, the management may consider age relaxation in case of direct recruitment of an eminent person for the post of Registrar.
- (6) The Registrar shall be the Member Secretary of the Governing Body, Board of Management and the Academic Council, but shall not have any voting rights in the Governing Body, Board of Management and the Academic Council.
- (7) The Registrar shall be the custodian of the records, the common seal, the funds of the University and such other property of the University as the Board of Management may commit to Registrar's charge.
- (8) In addition to the powers and duties mentioned under Section 18 of the Haryana Act, the duties of the Registrar, *inter alia*, shall be as follows:
 - (a) to conduct the official correspondence on behalf of the authorities of the University
 - (b) to issue notices to convene meetings of the authorities of the University and all committees and sub committees appointed by any of these authorities;
 - (c) to keep the minutes of the meetings of all the authorities of the University and all the committees and sub committees appointed by any of these authorities;
 - (d) to conduct the official correspondence of the Board of Management and Academic Council;
 - (e) to enter into agreements, sign documents and authenticate records on behalf of the University;
 - (f) to hold in special custody the common seal, records, books and documents and other property of the University as specified by the Board of Management;
 - (g) to safeguard and maintain the buildings, gardens, offices, canteens, cars, and other vehicles, laboratories, libraries reading rooms, equipment and other properties of the University;
 - (h) to represent the University when authorized by the Board of Management in suits or proceedings by or against the University, sign powers of attorney and plead or depute his or her representatives for this purpose;
 - (i) to maintain the student records including the academic records and personal information records and keep proper record of Academic Regulations of the University, subject to the supervision of the Academic Council;
 - (j) to perform such other duties as may be specified in the statutes Ordinances, or Regulations or as may be specified by the Governing Body, Board of Management or the Vice Chancellor from time to time.

10. Controller of Examination (COE)

- (1) The Controller of Examination shall be appointed as provided in the Regulations.
- (2) The Controller of Examinations shall be a full-time salaried officer of the University appointed by the Vice Chancellor on the recommendations of a Selection Committee constituted.
- (3) The Controller of Examinations shall report to the Vice Chancellor/Registrar and shall be responsible for the examinations, tests or other forms of evaluation for courses taught in the University for granting Degrees, Diplomas, Certificates and other academic titles and distinctions, including those for the purpose of evaluation of candidates for admission to such courses, and declaring the results of such examinations, assessments, tests or other forms of evaluation.

- (4) The Controller of Examinations shall exercise such other powers and perform such other duties as may be prescribed by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor or his or her delegate.
- (5) Controller of Examinations will formulate a policy and process documents for conduct of examinations at the University and get it approved from the Academic Council.
- (6) The Controller of Examination shall control the conduct of Examination and all other necessary arrangements and execute all processes connected with examination and declaration of results after approval from the competent authority.
- (7) The powers and duties of the Controller of Examinations shall be the as specified in the ordinances of the University or as assigned by the Vice Chancellor/ Registrar.
- (8) The age of retirement of the Controller of Examinations shall be sixty-five years or period of contract, whichever is earlier.

11. Chief Finance and Accounts Officer

- (1) The appointment of the Chief Finance and Accounts Officer shall be made by the Chancellor on the recommendation of a duly constituted Selection Committee. The qualifications and experience requirement for the post of Chief Finance and Accounts Officer and the composition of the Selection Committee shall be as per the Regulations.
- (2) The Chief Finance and Accounts Officer shall be a full-time salaried officer of the University.
- (3) The Chief Finance & Accounts Officer shall be paid a salary and allowances as per the UGC norms or higher as may be decided by the Chancellor.
- (4) The Chief Finance and Accounts Officer shall retire on attaining the age of Sixty-two years or the period of contract, whichever is earlier.
- (5) The Chief Finance and Accounts Officer shall work under the supervision of the Vice Chancellor. He/she shall be the ex-officio non-voting Member Secretary of the Finance Committee.
- (6) The Chief Finance and Accounts Officer shall manage the assets and investments of the University. The Chief Finance and Accounts Officer shall be responsible for the preparation of annual reports, balance sheets, estimates and statements of accounts for submission to the Finance Committee and the Governing Body.
- (8) The duties of the Chief Finance and Accounts Officer shall include the following:
 - (a) to exercise general supervision over the funds of the University and to advise the Vice Chancellor on issues related to finance and accounts;
 - (b) to hold and manage the property and investments including trust and endowed property for furthering the objects of the University;
 - (c) to receive all moneys for the use and benefit of the University within the mandate and objectives of the University;
 - (d) to watch the progress of collection of revenue and advise on the methods of collection employed;
 - (e) to make payments, duly sanctioned by competent authority, under each head of budget;
 - (f) to prepare all types of financial reports for the Vice Chancellor and Finance Committee;
 - (g) to prepare, in consultation with the Vice Chancellor, and subject to amendments and approval of the Finance Committee, an annual budget of current and capital income and expenditure of the University, for submission to the Board of Management;

- (h) to ensure that adequate controls commensurate with the size of financial operations are in place;
- (i) to ensure all statutory and timely compliances of Govt. / Taxation Departments/ etc;
- (j) to liaise with Financial Institutions/Banks etc;
- (k) to invest University funds in consultation with the Finance Committee and the approval of the Governing Body;
- (l) to disburse the salaries and other payments, including travel and medical allowances etc. and to handle/manage Provident funds and taxes etc. of academic as well as non-academic staff of University;
- (m) to see that registers of buildings, land, furniture and equipment are maintained up to date and that the stock-checking of equipment and other consumable materials is conducted in all offices, centers, laboratories, libraries, and institutions maintained by the University ;
- (n) to call for explanation from the concerned officers, authorities, committees or boards for unauthorized expenditure and for other financial irregularities that comes or brought to his notice and to suggest disciplinary action against the persons at fault;
- (o) to represent the University in all legal matters pertaining to finance, taxation etc;
- (p) to provide for at least one annual audit of all the accounts of the University;
- (q) to review the reports and findings of the Internal Audit Unit;
- (r) to make recommendations to the Governing Body on the appointment of auditors and oversee the financial audit of the University accounts;
- (s) to perform such other duties as may be required by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor or his or her delegate;
- (t) to call for any information from any office or faculty or institution under the University, he may consider necessary to discharge his financial responsibilities.
- (9) When the office of the Chief Finance and Accounts Officer is vacant or when the Chief Finance and Accounts Officer is absent by reason of illness or any other reason, the duties and functions of the Chief Finance and Accounts Officer shall be performed by such other person as the Vice Chancellor may appoint for this purpose.
- (10) If, at any time upon representation made or otherwise and after making such inquiry as may be deemed necessary, the situation so warrants that if the continuance of the Chief Finance & Account Officer is not in the interests of the University, the Chancellor may, by an order in writing stating the reasons therein, require the Chief Finance & Accounts Officer to relinquish his office from such date as may be specified in the order;

Provided that before taking an action under this sub-section, he shall be given an opportunity of being heard.

6. In addition, any other Officers shall be appointed by the Vice Chancellor as may be required for smooth and efficient functioning of the University and reported to the Board of Management.

- (a) The other Officers shall be selected by duly constituted committees or in any other manner as provided in the Regulations.
- (b) The appointments of other Officers shall be subject to the approval of the recommendations of the Selection Committees by the Board of Management.
- (c) The other Officers shall exercise powers and duties as provided in the Ordinances/Regulations.

Chapter 3 – Authorities of the University

12. Authorities of the University

The following shall be the Authorities of the University

- (1) The Governing Body;
- (2) The Board of Management;
- (3) The Academic Council;
- (4) Other authorities subsequently created under this statute.

13. Governing Body

- (1) The Governing Body shall consist of the following members :

- (a) The Chancellor as its Chairman;
- (b) The Vice Chancellor as its member;
- (c) The Secretary to the Education Department of the Government of Haryana, or in his or her absence, the Director of Higher Education of the Government of Haryana;
(Provided that the Secretary to Government, Haryana, Education Department or in his absence, Director, Higher Education shall be present in each meeting in which decisions on issues involving Government policies/ instructions are to be taken)

- (d) Five persons to be nominated by the Trust out of whom two shall be eminent educationists ;

- (e) One expert of management or technology from outside the University nominated by the Chancellor;

- (f) One expert of finance, nominated by the Chancellor;

- (g) Registrar will be the Member-Secretary of the Governing Body;

- (2) The five persons nominated by the sponsoring body shall hold office for a term of three years and shall be eligible for reappointment;

- (3) The Governing Body shall meet at least two times in each calendar year. The quorum of the meetings of the Governing Body shall be, four, provided that the Secretary of Education, Government of Haryana, or in his absence, Director, Higher Education, Haryana shall be present in each meeting in which decisions on issues involving Government policies/instructions are to be taken.

14. Powers of the Governing Body

In addition to the powers vested in the Governing Body by virtue of the Haryana Act, the Governing Body shall, inter alia also have the following powers and functions :

- (a) to review, from time to time, the policies and programmes of the University and to suggest measures for improvement and development of the University;
- (b) to advise the Chancellor in respect of any matter that the Chancellor refers to it for advice;
- (c) to maintain and fulfill the basic aims and objectives of the University as set out in Section 3 of the Haryana Act, and to determine and regulate the educational, research, financial and other policies of the University;
- (d) to consider and adopt resolutions on the annual report and annual accounts of the University, annual audits and the financial estimates;
- (e) to monitor overall administration of the University and to appoint, discipline or dismiss the Officers of the University in accordance with the procedure laid down under the Haryana Act, this Statute, Ordinances, Regulations or Rule ;

- (f) to manage the revenues, resources and budgets of the University;
- (g) to provide for the raising, receiving, spending and borrowing of funds, placing investments and money of the University, for keeping of a true and correct account and for annual audit of the same;
- (h) to provide for the custody and expenditure of special funds and investments, including provident funds;
- (i) to hold, buy, sell, hypothecate or otherwise acquire or dispose of property, movable, immovable or intellectual;
- (j) to receive grants, donations, contributions, gifts, prizes, scholarships, and other monies, to disburse grants and donations and to award prizes and scholarships;
- (k) to appoint representatives of the University to other institutions or organizations as may be desirable;
- (l) to appoint, in order to execute an instrument or transact any business of the University, any person as attorney of the University with such powers as it may deem fit;
- (m) to establish residences for the students of the University;
- (n) to purchase, take on lease, accept as gift or otherwise acquire any land, buildings or property which may be necessary or convenient for the purpose of the University, and on such terms and conditions as it may deem fit and proper, and to construct, alter and maintain any such land, buildings or property;
- (o) to transfer or accept transfers of any movable, immovable and intellectual property as needed to fulfill the aims and objectives of the University;
- (p) to make or authorize the making of Ordinances, Regulations and Rules;
- (q) to appoint committees and to delegate any of the above mentioned powers and duties to any officer, authority and/or committee of the University;
- (r) to enter into appropriate arrangements with university or institutes of repute of other countries for running a joint program, twinning, credit transfer and other related matters, subject to the approval in that behalf from the State Government;
- (s) to perform such other functions as may be prescribed from time to time.

15. Board of Management

- (1) The Board of Management shall consist of the following members:
 - (a) the Vice Chancellor shall be the Chairperson of the Board of Management;
 - (b) the Secretary of the Education Department of the Government of Haryana, or in his or her absence, Director General of Higher Education of the Government of Haryana;
 - (c) Two members of the Governing Body, nominated by the sponsoring body;
 - (d) Three eminent educationists who are not the members of the Governing Body, nominated by the Trust;
 - (e) Three persons from amongst the teachers of the University nominated by the Chancellor;
 - (f) Two teachers of the University, nominated by the Vice Chancellor.
- (2) The Registrar shall be the Secretary of the Board of Management but not a member of the Board;
- (3) The term of office for members of the Board of Management shall be three years.
- (4) The Board of Management shall meet at least once in every two months;
- (5) The quorum of the meetings of the Board of Management shall be five, provided that the Secretary of the Education Department of the Government of Haryana, or in his absence, Director of Higher Education of the Government of Haryana, shall be present in each meeting where decisions on issues involving Government policies or instructions are to be made;

- (6) Minimum fourteen days notice shall be given for all meetings to the members.

16. Powers and Functions of the Board of Management

Subject to the Haryana Act, the Board of Management, inter alia, shall have the following powers and functions :

- (a) to approve creation of teaching and academic posts, the numbers, qualifications, and cadres thereof and the emoluments to be paid to the holders of such posts in consultation with the Finance Committee;
- (b) to lay down in consultation with the Academic Council, the duties and conditions of service of the Professors, Associate Professors, Assistant Professors and other academic staff of the University;
- (c) to define, on the advice of the Academic Council and Faculties of the University, functions of the Departments and to allocate areas of study, teaching and research to them;
- (d) to provide for research and for the advancement and dissemination of knowledge;
- (e) to add, modify, curtail, cancel or withdraw any of the formal and non-formal educational Programmes;
- (f) to create administrative, ministerial and other necessary posts in terms of the cadres and to make appointment there to in consultation with the Finance Committee;
- (g) to regulate and enforce discipline among the Academic Staff, Administrative Staff and Non-Academic and Non-Administrative Staff on the University other than the Officers of the University whenever necessary;
- (h) to entertain and adjudicate upon and, if thought fit, to redress any grievances of the Academic Staff, Administrative Staff and Non-Academic and Non-Administrative Staff and students of the University;
- (i) to appoint committees for such purpose with such powers as it may deem fit and to appoint such persons on these committees as it thinks fit;
- (j) to review and approve, reject or alter recommendations made by any or all committees connected with the University;
- (k) to approve provision of buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying on the work of the University;
- (l) to examine and accord final approval of building plans and award building contracts or authorize construction;
- (m) to administer the revenues and properties of the University and to conduct all administrative affairs of the University;
- (n) to issue appeals for funds for carrying out the objectives of the University and accept such funds as grants, donations, contributions, gifts, prizes, scholarships, fees and other moneys;
- (o) to authorize the Chief Finance and Accounts Officer to receive payment of fees and other charges;
- (p) to arrange for the deposit of all money credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee with the approval of Governing Body;
- (q) to examine and approve the maintenance of proper accounts and other relevant records and prepare Annual Statements of Accounts including the Balance-Sheet for every previous financial year, in such form as may be prescribed;
- (r) to examine and approve the Annual Budget;
- (s) to refer all matters of policy and important financial decisions to the Governing Body and ensure that all the minutes are regularly presented in the meetings of the Governing Body for perusal and approval;
- (t) to manage and regulate the finances, accounts, investments, movable, immovable and intellectual properties, business and all other administrative affairs of the University;

- (u) to execute documents, with the approval of the Governing Body, to effect conveyances, transfers, Government securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, movable, immovable or intellectual belonging to the University or to be acquired for the purposes of the University;
- (v) to raise and borrow money with the approval of the Governing Body on bonds, mortgages, promissory notes or other securities founded or based on any of the properties and assets of the University or without any securities and upon approved terms and conditions and to payout of the funds of the University all expenses incidental to the raising of money and to repay and redeem any money borrowed;
- (w) to fix emolument and traveling and other allowances of internal and external examiners, moderators and such other personnel appointed for examinations, in consultation with the Academic Council and the Finance Committee;
- (x) to select an emblem and to have a common seal for the University and to provide for the custody and use of such seal;
- (y) to approve conferment of degrees, awards and fellowships
- (z) to delegate all or any of its powers to any committee or subcommittee constituted by it or the Vice Chancellor of the University;
- (aa) to authorize the Registrar or any other Officer, authority, body, committee or board to institute, conduct, defend, compound or abandon legal proceedings by or against the organization or its officers;
- (bb) to do all such things and acts as may be directed by the Governing Body or Chancellor in fulfillment of the objectives of the University;
- (cc) The Chairperson of the Board of Management may, if situation so demands, take such action on behalf of the Board of Management as he deems appropriate and report it in the next meeting of the Board of Management

Meetings

- (a) Every meeting of the Board of Management shall be held on such date and at such time and place as may be fixed by the Vice-Chancellor.
- (b) Notice of an ordinary meeting of the Board of Management shall be dispatched to all members of the Board at least ten days before the meeting. The Agenda of the meeting shall be dispatched at least seven days in advance of the meeting.
- (c) In case of an emergency, a special meeting of the Board of Management may be called by the Vice-Chancellor at a short notice.
- (d) In the absence of the Vice-Chancellor in a meeting of the Board of Management, the Board shall request one of its members to act as the Chairperson.
- (e) In arriving at a decision, if voting becomes necessary, it shall be done in a manner to be decided by the Chairperson. In case of a tie, the Chairperson shall have a second casting vote.

17. Academic Council

- (1) The Academic Council shall be the principal academic body of the University. The Academic Council shall, subject to the provisions of the Haryana Act, Statutes, Ordinances, Regulations and Rules have the control over and be responsible for the maintenance of standards of education, teaching and training, inter-departmental co-ordination, research, examinations and tests within the University, co-ordinate and exercise general supervision over the academic policy of the University, exercise such other powers and perform such other duties and functions as may be prescribed or conferred upon it by the Statutes.
- (2) The Academic Council shall consist of the following members :

- (a) The Vice Chancellor shall be the Chairperson of the Academic Committee;
 - (b) All Deans of Schools of study of the University;
 - (c) Five Heads of Departments of the University, by rotation on the basis of seniority as Head;
 - (d) Five Professors / Associate Professors of the University on the basis of the seniority nominated by the Vice-Chancellor;
 - (e) Three educationists of repute from outside the University, nominated by the Chancellor; and
 - (f) Three persons of repute, nominated by the Academic Council for their specialized knowledge.
- (3) The Registrar shall be the non- voting Secretary of the Academic Council;
- (4) The term of office of members shall be two years;

18. Powers and Functions of the Academic Council

The Academic Council shall be the principal academic body of the University and have the following additional powers and duties :

- (1) to exercise general supervision over the academic work of the University and, to give directions regarding methods of instruction, evaluation, research or improvements in academic standards;
- (2) to prescribe courses of study leading to degrees and diplomas of the University;
- (3) to approve the recommendations of the Boards of Studies on curricula for various courses and courses of studies;
- (4) to promote research within the University and acquire reports on such research from time to time;
- (5) to consider matters of academic interest either on its own initiative or at the initiative of the Board of Management and to take proper action thereon;
- (6) to arrange for the conduct of examinations in conformity with the Statutes and Regulations;
- (7) to maintain proper admissions and examinations standards;
- (8) to recognize diplomas and degrees of other universities and institutions and to determine their equivalence with the diplomas and degrees of the University;
- (9) to suggest measure for departmental co-ordination;
- (10) to make recommendations to the Board of Management on:
 - (a) measures for improvement of standards of teaching, training and research;
 - (b) institution of Fellowships, Scholarships, Medals and Prizes;
 - (c) establishment or abolition of Departments.
 - (d) to provide for any matter relating to the academic functions of the University, discipline, residence, admissions and examinations;
 - (e) award of fellowships, scholarships, studentships, and fee concessions; and
 - (f) requirements for attendance;
- (11) to appoint sub committees to advise on such specific matters as referred to it by the Board of Management;
- (12) to appoint Standing Committee to deal with day to day matters if necessary;

- (13) to consider the recommendations of the sub committees and to take such action, including the making of recommendations of the Board of Management, as the circumstances of each case may require;
- (14) to review periodically the activities of the Departments, and to take appropriate action, including making recommendations to the Board of Management with a view to maintaining and improving the standards of instruction; and
- (15) to exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statute;
- (16) to consider academic proposals submitted by the Faculties/ Departments of the University;
- (17) to approve the syllabi of different courses/subjects submitted by the Faculties/Board of Studies of the Departments/ Faculties and to arrange for the conduct of the examinations according to the ordinances made for the purpose;
- (18) to approve the publication of syllabi of various courses of study along with the list of prescribed or recommended text books for subjects;
- (19) to appoint committee(s) for admission of students in different Faculties/ Departments/ Faculties of the University as per Admission Policy;
- (20) to recommend to the Board of Management, the rates of remuneration and allowances related to the Examination work;
- (21) to approve the Academic Calendar;
- (22) to delegate such of its powers to the standing committee of Academic Council/ Deans/Chairpersons, as it may deem fit;

19. Meetings of the academic Council

- (a) The Academic Council shall meet as often as may be necessary but at least twice in a calendar year;
- (b) One third of the total members of the Academic Council shall constitute the quorum for the meeting of the Academic Council;
- (c) Any business which it may be necessary for the Academic Council to perform, except such business as may be placed before its meeting, may be carried out by circulation of a resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council;
- (d) In case of non-unanimity of any issue the decision will be approved by the simple majority of the present voting members. The Registrar would be non-voting member.

20. Other Authorities

The composition, constitution, powers and functions of other authorities shall be such as may be specified by the Statutes of the University incorporated from time to time.

21. Committee

- (1) The authorities or officers of the University may constitute such Committees with such terms of reference as may be necessary for specific task to be performed by such committees.
- (2) The constitution of such committees and their duties shall be such as may be specified in the subsequent Statutes.

Chapter 4 – Schools of Study

22. Schools of Study

The University shall include in the first statute following Schools consisting of various programme of study.

1. School of Engineering & Technology

- (1) B.Tech –CSE
- (2) B.Tech –IT
- (3) B.Tech –ECE
- (4) B.Tech –Civil
- (5) B.Tech –Mechanical
- (6) B.Tech –Auto Mobiles
- (7) B. Tech – Chemical
- (8) M.Tech –CSE
- (9) M. Tech –ECE
- (10) Ph. D

2. School of Management Studies

- (1) BBA (Gen)
- (2) BHMCT
- (3) MBA
- (4) PGDM (Retail)
- (5) Ph. D

3. Sushant School of Art & Architecture (SSAA)

- (1) B. Arch
- (2) M. Arch/M.Tech/MBA- Real Estate Development
- (3) M. Arch/M.Tech/MBA – Sustainable Urbanism
- (4) M. Arch/M.Tech/MBA – Sustainable Environmental Design

4. Sushant School of design (SSD)

- (1) Bachelors of Design (Fashion & Technology)
- (2) Bachelors of Design (Visual Communication)
- (3) Bachelors of Design (Interior Design)

5. School of Humanities & languages

- (1) MA- Economics
- (2) MA- Applied Psychology
- (3) MA- English
- (4) Ph. D

6. School of Applied Sciences

- (1) B.Sc- Optometry
- (2) M.Sc- Nano Technology
- (3) M.Sc-Computational Mathematics
- (4) M.Sc- Biotechnology
- (5) Ph. D

7. School of Computer Applications

- (1) BCA
- (2) B. Sc – IT
- (3) MCA
- (4) BCA+MCA (Integrated)
- (5) Ph. D

8. School of International Studies

- (1) BBA/BCA/B.Sc
- (2) B. Tech/BS
- (3) MBA/MS/M.Tech

Chapter 5-Appointment of Academic and Non Academic Staff

23. Appointment of Teaching/Academic Staff of the University

- (a) The appointment of teachers and academic and administrative staff shall be normally made through open selection, on the recommendations of the duly constituted Selection Committees as provided in the Regulations;
- (b) The recommendations of the Selection Committees shall be approved by the Authority/ Officers as provided in the Regulations;
- (c) The emoluments of teachers and academic and administrative staff shall be as per the Regulations;
- (d) In special cases, appointment may also be made on contract, transfer and deputation or in any other manner considered necessary and expedient.

24. Qualifications for Appointment of Academic Staff

- (1) Requisite qualifications for the appointment of faculty, eligibility conditions, desired experience and categorization of posts, shall be incorporated in the regulations of the University which will be made as per section 34 of the Principal Act of 2006.
- (2) The qualifications of academic staff will be as prescribed by the UGC and/or other regulating bodies.

25. Appointment of Non Academic Staff

- (1) The University Selection Committee for Administrative Staff and the Faculty Selection Committee for Administrative Staff shall decide upon how many external references should be sought for appointment to a University Administrative position or Faculty Administrative position respectively;
- (2) All external assessments will be reviewed by the Selection Committee. Where there are conflicting views of assessors on a candidate, the Chair of the Committee may seek further assessment. The Chair with the approval of the Vice Chancellor, if any, or the Registrar, may waive the requirement of external assessments on a candidate.

26. Terms and Condition of the Employment

- (1) The Board of Management shall formulate policies, terms and conditions of appointment (and service) of faculty members and of other employees from time to time and with the approval of the Chancellor;
- (2) A Standing-Committee may be constituted by the Governing Body comprising members of Governing Body, Vice-Chancellor, Registrar, or as considered appropriate to formulate and review these policies and terms and conditions from time to time;
- (3) The standing Committee will periodically review the terms and conditions to ensure attracting and retaining the best talent at the University and submit its recommendations to the Governing Body for approval;
- (4) The terms and conditions of service of each category of employees shall be governed by the provisions made in the Regulations.

27. Provident, Pension Funds and Insurance Schemes

The University shall constitute for the benefit of its employees such provident or pension funds or provide such insurance schemes as it may deem fit in consonance with the prevailing statutory norms.

Chapter 6 – Admission and Fee Structure of Students

28. Admission and Fee Structure of Students

Admission of the students will be made in accordance with the provisions of the Section 34A, B&C and 35 of the Haryana Private Universities Act 32 of 2006 as follows :

- (1) Admission in the University shall be made strictly on the basis of merit;
- (2) Merit for admission in the University may be determined either on the basis of marks or grades obtained in the qualifying examination and achievements in co-curricular and extra-curricular activities or on the basis of marks or grade obtained in the entrance test conducted at the State Level either by an association of the universities conducting similar courses, or by any agency of the State;
- (3) Provided that admission in professional and technical courses shall be made only through an entrance test Admission of students shall be done on the basis of merit providing equal opportunity to all without any discrimination, taking into account the provisions of Section 35;
- (4) Provisions for admission and enrollment of students shall be made as per section 34 C of the Haryana Act;
- (5) A minimum of 25% seats for admissions in the University shall be reserved for students of the State of Haryana, out of which 10% seats shall be reserved for students belonging to Scheduled Castes of the State of Haryana;
- (6) The number of seats in different courses/subjects shall be as approved by Academic Council of the University;
- (7) The university may, from time to time, prepare fee structure for various courses and shall send it for information to the State Government, at least 30 days before the commencement of the academic session. It will comprise of :
 - (a) **Tuition Fee** : The tuition fee for students of the University shall be prescribed by the Ordinance;
 - (b) **Other Fees** : The University shall prescribe other fees from time to time. The fee may include admission fees, examination fees, hostel fees and charges for providing other value added services to the students;
 - (c) As per the section 36 (2) of the principal act the fee structure for twenty-five per cent of the students who are domicile of Haryana shall be based on merit-cum-means and be as follows :
 - (1) one -fifth of the twenty five percent shall be granted full fee concession;
 - (2) two-fifth of the twenty-five percent shall be granted fifty per cent fee concession;
 - (3) The balance two-fifth of the twenty- five per cent shall be granted twenty-five per cent fee concession.

29. Scholarships and Fellowships

Students admitted to the University shall be awarded scholarships and fellowships based on merit and their needs. Scholarships and fellowships shall be awarded to students from the interests accrued from the scholarship and endowment funds.

30. Honorary Degrees and Distinctions

- (1) Notwithstanding anything contained in this Statute, the power to confer Honorary Degrees and Distinctions shall be subject to the prior approval of the Visitor;
- (2) A three member Committee with the nominee of the Sponsoring Body as its Chairperson shall be constituted by the Board of Management to recommend the names for approval by the Chancellor for the award of honorary degrees or other distinctions.

Chapter 7- Convocation of the University

31. Convocation of the University

The convocation of the University shall be held in every academic year in the manner as may be specified by these Statutes for conferring of degrees, certificates and other academic distinctions or for any other purpose.

32. Manner of the Convocation of the University

- (1) The Vice Chancellor shall provide for the conferring of awards for degrees, diplomas, certificates and other academic distinctions at the Convocation. The Vice-Chancellor shall establish a Standing Committee on Convocation, the purpose of which shall be to advise the Registrar on the discharge of the latter's duties in connection with matters pertaining to the Convocation and ceremonies related thereto;
- (2) The University shall normally hold the convocation at least once in a year. However, it may hold special Convocations for the award of honorary degrees, whenever considered necessary by the Vice Chancellor;
- (3) Students participating in the convocation ceremony shall be required to wear academic robes;
- (4) Academic staff and other University officials shall be invited to attend convocation and sit on the stage as part of the ceremony. These individuals shall be provided with the academic robes as per their qualifications;
- (5) The Governing Body will provide to the Vice Chancellor the particulars of each Honorary Degree recipient so that the proper Honorary Degree apparel and citation will be available on the day they are to receive their degree;
- (6) All graduates who indicate that they will attend the Convocation shall be provided with a predetermined number of reserved guest tickets, subject to availability. Extra tickets may be available only on the day of the ceremony if practicable;
- (7) Students who are unable to attend the Convocation ceremony may provide a written request to the Registrar requesting their degrees to be awarded in absentia;
- (8) At the Convocation ceremony, prizes and medals designated for outstanding academic and non-academic achievements may also be awarded;
- (9) The Registrar shall produce the official program for convocation ceremonies. Convocation Programs will list the name, degree and specialization, if applicable, of each graduate, according to the information available to the Registrar at the time the program is printed;
- (10) Further details may be provided by subsequent Statutes, Ordinances, Rules and Regulations of the University.

Chapter 8-Annual Reports

33. Annual Reports

- (1) The University shall be self-funded through the resources generated by fees, grants, endowments, gifts and interests on investments.
- (2) The annual report of the University shall be prepared under the direction of the Board of Management and shall include, among other matters, the steps taken by the University to fulfill its objectives and shall be submitted to the statutory Auditor appointed by the Board of Management on or before such date as may be prescribed by the Statutes, Ordinances or Regulations.

34. Accounting Policy and Financial Procedure

The Chief Finance and Accounts Officer shall be responsible for properly maintaining the University Accounts. The Accounts shall be audited by an Auditor appointed with the approval of Board of Management. The Annual Accounts, the Balance Sheet and the Auditor's Report shall be submitted to the Board of Management for consideration and approval. These will be included in the Annual Report of the University and submitted to the Sponsoring Body and the State Government.

35. Settlement of Disputes

Any dispute between the University and its officers, faculty members, other employees and students shall be resolved in accordance with the provisions made in the Regulations taking into account the Arbitration and Conciliation Act, 1996.

Chapter 9-Other provisions

36. Subsequent Statutes

Any additions or modifications of the Statutes shall be proposed by the Board of Management for the approval of the State Government. The State Government shall consider the proposal. The subsequent statutes may cover the following.

37. Creation of New Authorities of the University

Such other Authorities as may be decided by the Board of Management shall be established for the purpose of attainment of the objectives of the University. The composition, powers and functions of such authorities shall be specified in the subsequent Statutes.

38. Creation and Abolition of Posts

The academic posts shall be established or abolished by the Board of Management on the recommendation of the Academic Council. Administrative, supervisory and other non-academic posts shall be established or abolished by the Board of Management on the proposals of the Officers of the University and recommendation of the Vice-Chancellor.

39. Creation of New Departments and Abolition or Restructuring of Existing Departments

On the recommendation of the Academic Council, establishment integration and abolition of Departments, shall be done with the approval of the Board of Management and on obtaining the consent of the Sponsoring Body.

40. Institution of Medals and Prizes

Regulations for institution of medals and prizes for scholastic achievements shall be prepared by the Academic Council for the consideration and approval of the Board of Management.

41. Residual Provision

In case of any dispute/ difference of interpretation of provisions made in the Ordinances and Regulations, the decision of the Chancellor shall be final.

Anything contrary to the provisions of the Haryana Private Universities Act, 2006 (as amended from time to time) will be null and void.