

Admission Procedures

I. Procedure for calculation of 'Best Four' subjects percentage for Honours Programmes (For admission to Arts/Humanities Programmes) :

- The merit shall be determined on the basis of one language and three best academic/ elective subjects from LIST A.
- Out of three, academic/ elective subject chosen above, one must be the concerned subject in which the admission is sought, failing which a deduction of 2.5% will be imposed on the calculated 'Best Four' percentage.
- For honours in languages refer to point 5 also.

Note:

- If an applicant doesn't include the subjects given in LIST A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.
- All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on pro rata basis. These new marks will then be considered for calculation of 'Best Four'.

Examples

- (1) If an applicant has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), and Chemistry 91 (theory 52, practical 39; max. marks theory 60, practical 40) which is not in ratio of 70: 30, then the marks can be converted on pro rata basis

$$\text{Pro rata marks in physics} = 88.33; ((50/60) \times 70 + (40/40) \times 30) = 58.33 + 30 = 88.33$$

$$\text{Pro rata marks in chemistry} = 89.92; ((52/60) \times 70 + (39/40) \times 30) = 60.67 + 29.25 = 89.92$$

List A

The following Discipline subjects must be treated as Academic/Elective subjects for the purpose of undergraduate admissions. All other subjects offered by different boards may be treated as non-elective.

Arabic	French	Legal Studies	Punjabi
Bengali	Geography	Mathematics	Sanskrit
Botany	Geology	Music	Sociology
Chemistry	German	Persian	Spanish
Commerce/Business Studies	Hindi	Philosophy	Statistics
Computer Science/Informatics Practices	History	Physics	Urdu
Economics	Home Science	Political Science	Zoology
English	Italian	Psychology	
Biology/Biotechnology	Accountancy		



Basis of calculation of Best Four

1. In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
2. Admission to B.A. (Hons.) Applied Psychology will be based on 'Best Four' percentage as in B.A. (Hons.) Psychology.
3. Admission to B.A. (Hons.) Philosophy will be based on 'Best Four' percentage including one language and three academic/ elective subjects as per the above procedure.
4. The applicants must have studied and passed Mathematics at the qualifying exam for admission to B.A. (Honours) in Economics.
5. (a) For admission to Honours in any language programme, advantage of 2% in the 'Best Four' percentage will be given to those applicants who have studied that particular elective language.
 (b) In case, an applicant has not studied a language at qualifying exam and is seeking admission to Honours in that language (except for Honours in English and Hindi, refer (c), deduction of 5% will be imposed on 'Best Four' percentage.
 (c) For admission to Honours in English and Hindi, the applicant must have studied and passed the respective language in the qualifying exam and should include respective language for calculation of 'Best Four' percentage.
6. University may define any other relevant subjects as an academic/ elective for a particular Honours programme.

Examples: 1	Examples: 2
<p>If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and Economics (94). Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage for: B.A. (Hons.) English is 91%, Not eligible for B.A. (Hons.) Economics, B.A. (Hons.) Political Science is $91\% - 2.5\% = 88.5\%$.</p>	<p>Example 2 : If an applicant has scored: Physics (96), Chemistry (92), English Core (90) and Mathematics (94), Economics (83). Case1: Total marks are $96+92+90+94=372$, Percentage is 93%. The effective percentage for : B.A. (Hons.) History is $93\% - 2.5\% = 90.5\%$, B.A. (Hons.) English 93%, B.A. (Hons.) Economics $93\% - 2.5\% = 90.5\%$, Case2: Total marks are $96+90+94+83=363$, Percentage is 90.75%. The effective percentage for : B.A. (Hons.) History is $90.75\% - 2.5\% = 88.25\%$, B.A. (Hons.) English 93%, B.A. (Hons.) Economics 90.75 % Comparing Case1 & Case2, Best Four for B.A. (Hons.) History is 90.5% B.A. (Hons.) English 93%, B.A. (Hons.) Economics 90.75%</p>



Examples: 3	Examples: 4
<p>If an applicant scored: Accounts (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Total marks are $88+92+90+96 = 366$, Percentage is 91.5%. The effective percentage for: B.A. (Hons.) History is $91.5\% - 2.5\% - 2.5\% = 86.5\%$ B.A. (Hons.) Punjabi is $91.5\% - 2.5\% + 2\% = 91\%$ B.A. (Hons.) English is $91.5\% - 2.5\% = 89\%$.</p>	<p>If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85). Case1: Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage for B.A. (Hons.) Psychology is $91 - 2.5 = 88.5\%$ The effective percentage for B.A. (Hons.) Economics is $91 - 2.5 = 88.5\%$ The effective percentage for B.A. (Hons.) English is 91%</p>

Examples: 5	Examples: 6
<p>If an applicant has scored: Physics (85), Chemistry (90), English (90) and Biology (85), Mathematics (75). Total marks in PCBE are: $85+90+85+90=350$ The percentage is 87.5% The effective percentage for: B.A. (Hons.) English is 87.5% B.A. (Hons.) Political Science is $87.5\% - 2.5\% = 85\%$ B.A. (Hons.) Economics is $87.5\% - 2.5\% = 85\%$</p>	<p>If an applicant has scored: English Elective (92), History (65), Political Science (85), Geography (89) and Home Science (90). Total Marks = 356 excluding History. The percentage is 89%. The effective percentage for : B.A. (Hons.) English is $89\% + 2\% \text{ (Elective)}=91\%$ B.A. (Hons.) Political Science is 89% B.A. (Hons.) History $89 - 2.5\% = 86.5\%$ (History not included) B.A. (Hons.) Psychology $89-2.5\% = 86.5\%$</p>

Marks in physics/chemistry/biology papers should be in ratio of 70: 30 (theory: practical), otherwise, marks calculated on pro rata basis will be considered.

II. Procedure for calculation of 'Best Four' subjects percentage for B. Com. (Honours)/B. Com.:

One Language from Part 1 of List C1 + three best subjects out of Part 2 of List C1.

OR

One Language from Part 1 of List C1 + any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). In such a case, the deduction of marks from aggregate percentage of 'Best Four' shall be as follows:

- i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four';
- ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.

Note:

1. All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of examination. In case the subject to be considered does not have at least 70% theory component, then the marks obtained in theory and practical shall be converted to 70% and 30% respectively, on pro rata basis. The marks so arrived at will then be considered for calculation of 'Best Four'.



2. The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B. Com. (Hons.).

The computation of 'best four' subjects in the above framework should lead to an effective and unique 'best four' which would be higher than any other combination of 'best four' subjects.

LIST C1 : List of Core Subjects for B.Com. (Hons.)/B.Com.

PART 1 (Language)	PART 2 (Core Subjects)
English	Mathematics
Hindi	Accountancy
	Business Studies / Commerce
	Economics

LIST C2 : ADDITIONAL LIST of Subjects for B. Com. (Hons.)/ B.Com.

Botany	Geography	Philosophy	Statistics
Business Mathematics	Geology	Physics	Zoology
Biology/ Biotechnology	History	Political Science	
Chemistry	Home Science	Psychology	
Computer Science/Informatics Practices	Legal Studies	Sociology	

Examples for calculation of 'Best Four' Percentage are given below :

Example : 7	Example : 8
<p>If an applicant has scored: Accounts (90), Business Studies (92), English (88) and Economics (94). Total marks are $90+92+88+94 = 364$, Percentage is 91%. Not eligible for B.Com. (Hons.) The effective percentage for B.Com. (Hons.) is 91%</p>	<p>If an applicant has scored: Physics (96)*, Chemistry (92), English (90) and Mathematics (94). Total marks are $96+92+90+94 = 372$, Percentage is 93%. The effective percentage for both B.Com. (Hons.) & B.Com. is $= 93 - 3 \times 1\% = 90\%$</p>

Example : 9	Example : 10
<p>If an applicant scored: Accounts (88), English (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96). Case1: Total marks are $88+92+90+96 = 366$, Percentage is 91.5%. The effective percentage is $91.5 - 2 \times 2.5\% = 86.5\%$ Case2: Total marks are $88+92+82+96 = 358$ Percentage is 89.5%, The effective percentage is $89.5\% - 2.5\% = 87\%$ Case 2 is unique "best four", so effective percentage for both B.Com. (Hons.) & B.Com. is 87%</p>	<p>If an applicant has scored: Accounts (90), Business Studies (92), English (88) and Home Science (94), Mathematics (85). Case1: Total marks are $90+92+88+94=364$, Percentage is 91%. The effective percentage is $91\% - 1\% = 90\%$ Case2: Total marks are $90+92+88+85=355$, Percentage is 88.75%. The effective percentage is 88.75% Case 1 is unique "best four", so effective percentage for both B.Com. (Hons.) & B.Com. is 87%</p>

Example 11 :	Example 12 :
<p>If an applicant scored: History (88), English (92), Political Science (90) Philosophy (67) and Web Designing (96). Total marks are $88+92+90+96=366$, Percentage is 91.5%. Not eligible for B.Com. (Hons.) The effective Percentage for B.Com. is $91.5\% - 1\% - 1\% - 2.5\% = 87\%$</p>	<p>If an applicant has scored in Mathematics (90), Business Studies (82), Hindi (88), Web designing (94)* and Painting (95)*. Case1: Total marks are $90+88+94+95=367$. The Percentage is 91.75%. The effective percentage is $91.75\% - 2 \times 2.5\% = 86.75\%$ Case2: Total marks are $90+82+88+95=354$. The Percentage is 88.75%. The effective percentage is $88.75\% - 2.5\% = 86.25\%$ Case 1 is unique "best four", so effective percentage for both B.Com. (Hons.) & B.Com. is 86.75%</p>

*Marks in physics/chemistry/biology papers should be in ratio of 70: 30 (theory: practical), otherwise, marks calculated on pro rata basis will be considered.

III. Procedure for calculation of 'Best Four' subjects percentage for B.A. Programme :

- One Language (Core/Elective/Functional).
- Any three elective subjects can be chosen. There will be no deduction for change of stream.
- One non-listed (LIST A) subject can be included in calculation of 'Best Four' without any deduction.
- If an applicant opts for Modern Indian Language (MIL) (Except Hindi) as a subject, an advantage of up to 10% may be given in 'Best Four' in those colleges where MIL is offered as subject.

Note :

- If more than one non-listed subject is included for calculation of 'Best Four', a deduction of 2.5% each in 'Best Four' may be levied in addition to deduction due to change of stream, if any.
- All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam.

Example 13 :	Example 14 :
<p>If an applicant has scored in Accounts (90), Business Studies (92), English (88) and Economics (94). Total marks are $90+92+88+94=364$. The Percentage is 91%. The effective percentage for B.A. programme is 91%</p>	<p>If an applicant has scored in Physics (96)*, Chemistry (92)*, English (90) and Mathematics (94). Total marks are $96+92+90+94=372$ and Percentage is 93%. The effective percentage for B.A. programme is 93%</p>



Example 15 :	Example 16 :
<p>If an applicant scored: History (88), English (92), Political Science (90) and Web Designing (96)* Total marks are $88+92+90+96=366$, Percentage is 91.5%. The effective Percentage for B.A. programme is 91.5%</p>	<p>If an applicant has scored in Accounts (90), Business Studies (62), English (88), Web designing (94)* and Painting (95)*. Total marks are $90+95+88+94=367$. The Percentage is 91.75%. The effective percentage for B.A. programme is $91.75\% - 2.5 = 89.25\%$</p>

IV. Admission to Science Courses

The Basis of Selection for Mathematical Sciences/Science/Home Science programmes is listed in Section 5.3. All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of exam. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on pro rata basis. These new marks will then be considered for calculation of PCM/PCB etc.

Example: 17	Example: 18
<p>If an applicant has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), Chemistry 91(theory 52, practical 39; max. marks theory 60, practical 40), English (90) and Mathematics (95), Physical Education (92). Physics and Chemistry have 60% theory component and 40% practical marks. Pro rata marks in physics = 88.33% Pro rata marks in chemistry = 89.92% Therefore, Total marks in PCM are : $88.33+89.92+95=273.25=91.08\%$ and PCME are : $88.3+89.92+95+90 = 363.25 = 90.81\%$.</p>	<p>If an applicant has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry (92) (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology (95) (theory 51, IA 14, practical 30; max marks theory 56, IA 14, practical 30). Mathematics (92), Physics, Chemistry and Biology have less than 70% theory component and must be converted to 70:30. For Physics, it is $56.25+29= 85.25$; For chemistry, it is $60+30 = 90$; For biology, it is $63.75+30 = 93.75$. The PCB is 89.77%; PCM is 89.19%</p>

V. Mathematical Science

Procedure for calculation of 'Best Four' subjects percentage for B.Sc. (Hons.) Maths

The Merit shall be determined on the basis of :

- a. One language,
- b. Mathematics
- c. Two best elective / Academic subjects (LIST A)



List of documents required at the time of admission

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

1. Class X Board Examination Certificate
2. Class X Marks-Sheet
3. Class XII Marks-Sheet
4. Class XII Provisional Certificate / Original Certificate
5. Character Certificate (recent)
6. SC/ST/PwD/CW/KM Certificate (in the name of the candidate) as in central list.
7. OBC (Non-Creamy Layer) Certificate (in the name of the Candidate) issued by competent authority
8. Transfer Certificate from school / college as well as Migration Certificate from Board / University are required from those students who have passed senior secondary exam from outside Delhi
9. At least two passport size self-attested photographs.

The College will accept self-attested copies of documents / papers provided by the students. It is made clear that if any false attestation / falsified records are detected, the student will be debarred from attending any course in the University / or its Colleges for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against her.

M.A/M.SC ADMISSIONS

Gargi College offers M.A. (Political Science), M.A. (English) and M.Sc. (Chemistry) at the post- graduate level. However, admission is centralized in the respective departments of Delhi University.

Candidate should bring the following to the College for completing admission formalities:

1. Allotment slip from concerned Department of DU.
2. Provisional certificate of having passed the undergraduate degree.
3. Slip from College Prospectus, signed by the candidate.
4. Caste Certificate if applicable.

Rules regarding admission criteria is subject to change depending on University notification

