

Department of Higher Education, Haryana

Online Admission Portal (2022-23)

Frequently Asked Questions

Ques. How can I apply for admission to the academic session 2022-23?

Ans. Any candidate who desires to seek admission to UG courses in the colleges affiliated to state universities of Haryana can click on www.admissions.highereduhry.ac.in to access the portal for registration and login to fill the admission form. The online portal shall direct the candidate to an integrated admission form.

Ques. How much is Registration fee?

Ans. Registration Fee shall be charged from the student w.e.f session 2022-23 and will be as follow:

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

Ques. Whether Registration fee is refundable or not?

Ans. Registration fee is non-refundable.

Ques. Can I apply after last date and what is the fee for same?

Ans. Yes, registration fee shall remain same but late fee (apart from admission fee/funds) shall be charged from the applicants admitted through Open Counselling as follows: -

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

Note:- If you apply after the last date as per admission schedule, you will not be considered towards first and second merit lists. Your candidature shall be considered only during open counselling, subject to availability of seats.

Ques. What is significance of PPP?

Ans: PPP shall remain mandatory for Haryana students for taking admissions in Degree Colleges. Also, the caste/reservation/financial benefits given to the candidate shall be on the basis of verified caste/income fetched through PPP. Any unverified data of PPP of the candidate shall lead to his candidature considered in general category only.

Ques. What are the documents required?

Ans. List of Documents to be uploaded online by the applicant:

- Scanned copy of passport size photograph
- Scanned copy of signature
- 10th Marksheet / 12th Marksheet, wherever applicable
- Migration Certificate (required in case of other than Haryana School Education Board)
- Parivar Pehchaan Certificate (for Haryana resident only)
- Character Certificate
- NCC 'B' Certificate, if applicable
- Bharat Scouts & Guides Certificate awarded by the President of India, if applicable
- Sports Certificate for weightage, if applicable, will only be considered, if the candidate produces the State/National position holder certificate from the respective State Government/Sports Department. In case, any state does not issue the Gradation Certificate, the following criteria will be adopted:
 - a) In case of International/National participation or State Position Holder, a certificate of authenticity will be required from the concerned National Federation/State Association.
 - b) The game/event must be in the scheduled list of the Association of Indian University Sports Calendar.
 - c) The tournament must be organised by a recognised Federation/Association duly affiliated with State Olympic Association/ Indian Olympic Association and Ministry of Youth Affairs & Sports.

No weightage will be given for participating/winning positions in the sports and games organised by Nehru Yuva Kendra,/CBSE National, Vidya Bharti Nationals/ Rural Tournaments/ Panchayat Tournaments/ Navodaya Nationals and participation in non- recognized tournaments/ sports

festivals.

- Bonafide Resident of Haryana Certificate, if applicable
- Reserved Category Certificate, if applicable
- Income Certificate required for claiming benefits under various categories viz. EWS/SC/BC etc., if applicable
- Gap Year Undertaking/Affidavit, if applicable

Ques. What is the minimum age required as on 1st January of the academic year? Ans.

There is no age limit for eligible students.

Ques. Are students from outside Haryana eligible to register?

Ans. Yes, students from outside Haryana are also eligible to apply for admission in various courses running at different colleges as per affiliating university/state government norms.

Ques. Outside Haryana students can compete in how many seats? Ans. Outside

students can compete within 15% seats under All India Quota.

Ques. Are Non-Indian students allowed?

Ans. Yes, they are allowed subject to fulfilment of norms of college/affiliating university/state government norms. Students can contact with the college where they are seeking admission.

Ques: If a candidate applies within reserved category, then under which category he shall be considered first during generation of merit lists?

Ans. A candidate who applies within reserved category will be considered first in the general category. In case, he is not selected in the general category, then he will be considered for the reserved category for which he has applied.

Ques: What if a candidate is covered under more than one reserved category/subcategory?

Ans. If a candidate is covered under more than one reserved category/subcategory, he will be considered first in the general category. In case, he is not selected in the general category, then he will be considered for the reserved category/subcategory as per State Reservation Policy.

Ques. What if the student fails to register before the deadline?

Ans. A student may register / apply for online admission even after the deadline during open counselling only for the leftover seats.

Ques. What to do if any document is rejected / gets objected during verification?

Ans. If a document is rejected due to some reasons during online verification, the applicant will receive an SMS to make necessary corrections from the student's login.

Ques. What is the basis for admission in the college?

Ans. Application submitted by the candidates will be verified first followed by generation of merit list. Admissions will be on the basis of merit.

Ques. Is there any provision of financial assistance for the needy students?

Ans. For the purpose of financial assistance, various scholarships/stipends schemes are available and desiring / needy students can go through these schemes on <https://harchhatravratti.highereduhry.ac.in> or contact with college.

Ques. Can I apply in several courses at a time?

Ans. Yes, a candidate can apply for multiple courses at a time. One can choose up to five colleges and up to five courses in each college. In case of courses having multiple subject combinations (≥ 3), it shall be made mandatory for candidates to choose minimum 3 subject combinations in one college/different colleges at the time of filling the admission form. However, the candidate is advised to choose maximum number of subject combinations in order to maximize the chances of their admission.

Ques. How long will it take to fill the application form?

Ans. The candidate should plan on spending approximately 15 minutes to finish and review the form. He must have the scanned copies of all the required documents available to him at the time of filling of the form.

Ques. My result has been declared, but I do not have my mark sheet. What document should I upload?

Ans. At the time of filling the form, the candidate can upload the online result declared by the

concerned board.

Ques. whom do I contact if I am having technical issues with the online application system?

Ans. For any admission related query, Student can contact either on Toll Free No. 1800-180-2133 or on helpdesk email id admissions@higherduhry.com

Ques. My school used CGPA scale. How do I fill in the CGPA section in the online application?

Ans. The provision of entering CGPA has been provided in the online registration form.

Ques. How can I check the status of my application?

Ans. Once you successfully register yourself on the online portal, you will be allotted a registration number/password. You can check your application status by login at online admission portal using your registration ID and password.

Ques. Can I migrate from one college/university to the other in UG First Year?

Ans. The candidate is advised to contacts the affiliating university/college for the same.

Ques. I have submitted my application. When can I expect to obtain an admission? Ans.

Admission is on the basis of merit. Please refer to admission schedule displayed on the online admission portal to know exact dates.

Ques. How does the waiting list work?

Ans. After the First and the Second Merit list, if seats still remain vacant, the admissions will be allowed through online open counselling on merit basis.

Ques. I missed my deadline to pay the admission fee. Can I still get admission in the same course?

Ans. Sorry, you missed the chance of getting that seat but you can try for admission during open counselling only subject to availability of seats.

Ques. Is it necessary to have the PPP?

Ans: Yes, PPP is mandatory for Haryana residents.

Ques. Is it necessary to have the verified income in PPP?

Ans: Yes, if the candidate wants to take financial benefits, if any, then he must have verified income in PPP.

Ques. Is it necessary to have the verified Caste in PPP?

Ans: Yes, if the candidate wants to take any reservation benefits, if any, then he must have verified caste in PPP.

Ques. During the online payment, the amount has been deducted from my account but the status is still showing 'pending' on the UG admission portal.

Ans: Please contact with helpdesk.

Ques. How much is the maximum weightage.

Ans: Weightage, wherever applicable, shall be given to the applicant after verification of the documents and the maximum weightage of 10 shall be added to the percentage.

Ques. What is fees structure of a particular course in a particular college.

Ans: The facility to check fee structure of a particular course in a particular college is available under the menus available on online admission portal i.e. Search College/Course tab. You are advised to contact the college concerned or exact details.

Ques. What is the process of generation of merit lists.

Ans: Merit lists shall be prepared after considering marks of best five subjects in the qualifying examination including weightage and as per State Reservation Policy. In addition, provision of "Defer" the allotted seat by the applicant in the 1st Merit List for reconsideration in 2nd Merit List will be provided subject to the condition that the applicant did not get his first choice in 1st merit list.

Ques. What is the process to fill sports seats.

Ans: The process of filling Sports Seats, if applicable, shall be ensured by the Colleges only during open counselling as per affiliating University/State Government norms.

Ques. What is the process of refund to students.

Ans: Refund, if any, to the students shall be ensured by the Colleges as per affiliating University/State Government norms. The college is also authorized to take the short payment, if any, from the student at later stage as per norms.

Ques. Is there any late fee during open counselling.

Ans: Yes, Late fee will be charged from the applicants admitted during Open Counselling as follows: -

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

Ques. Is registration on online admission portal is mandatory.

Ans: Registration on Online Admission Portal is mandatory for admission seekers except for minority colleges. In no circumstances, admission without registration on portal shall be allowed except for minority colleges.

Ques. Whether my admission is provisional or permanent?

Ans: The students will be initially given provisional admission only, subject to the verification of their documents by the College/Affiliating University. In case of any discrepancy at any stage, the college is authorized to cancel the provisional admission of the student without any notice or the college can change his/her stream/subjects subject to availability of seats & his/her willingness.

Ques. Which type of sports certificate is valid for claim of weightage.

Ans: Sports Certificate for weightage, if applicable, will only be considered, if the candidate produces the State/National position holder certificate from the respective State Government/Sports Department. In case, any state does not issue the Gradation Certificate, the following criteria will be adopted:

- a) In case of International/National participation or State Position Holder, a certificate of authenticity will be required from the concerned National Federation/State Association.
- b) The game/event must be in the scheduled list of the Association of Indian University Sports

Calendar.

- c) The tournament must be organised by a recognised Federation/Association duly affiliated with State Olympic Association/ Indian Olympic Association and Ministry of Youth Affairs & Sports.

No weightage will be given for participating/winning positions in the sports and games organised by Nehru Yuva Kendra,/CBSE National, Vidya Bharti Nationals/ Rural Tournaments/ Panchayat Tournaments/ Navodaya Nationals and participation in non-recognised tournaments/ sports festivals.

Ques. Where can I find instructions/guidelines regarding admissions?

Ans: Admission related instructions/guidelines shall be uploaded/displayed on department website <https://higherduhry.ac.in> or <https://admissions.highereduhry.ac.in>. You may also contact the DHE office/college concerned/affiliating university for the same.

Ques. What is the correspondence address of Department of Higher Education, Haryana.

Ans. Correspondence address is Department of Higher education, Siksha Sadan, Sector-5, Panchkula-134109, Haryana

Ques. Where can you raise the queries regarding admissions?

Ans: Queries regarding admissions, if any, be raised on Toll Free No. 1800-180-2133 or at e-mail id:admissions@higherduhry.com (Helpdesk)