

**University Institute of Hotel and Tourism Management (UIHTM)  
Panjab University, Chandigarh (India)**



**For Admission to:**

**Bachelor of Hotel Management and Catering Technology (BHMCT)**

**Bachelor of Tourism and Travel Management (BTTM)**

**(Four Year Programmes)**

**Date of Test: 06-05-2016 (Friday)**

**Last Date for the Submission of Application-cum-Admission  
Form: 12-04-2016 (Tuesday)**

**PROSPECTUS  
PUTHAT - 2016**

Fee:

General Category: Rs. 880/-

SC/ST Category: Rs. 440/-

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## PANJAB UNIVERSITY ANTHEM

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 पंजाब विश्वविद्यालय  
 तेरी शान-ओ-शौकत सदा रहे  
 मन में तेरा आदर मान  
 और मोहब्बत सदा रहे  
 पंजाब विश्वविद्यालय  
 तेरी शान-ओ-शौकत सदा रहे  
 तू है अपना भविष्य विधाता  
 पंख बिना परवाज़ सिखाता  
 जीवन पुस्तक रोज़ पढ़ा कर  
 सही गलत की समझ बढ़ाता  
 जीवन पुस्तक रोज़ पढ़ा कर  
 सही गलत की समझ बढ़ाता  
 तेरी जय का शंख बजायें  
 रौशन तारे बन जायें  
 वखरी तेरी शोहरत  
 तेरी शोहरत सदा सदा रहे  
 पंजाब विश्वविद्यालय  
 तेरी शान-ओ-शौकत सदा रहे  
 पंजाब विश्वविद्यालय  
 तेरी शान-ओ-शौकत सदा रहे  
 तमसो मा ज्योतिर्गमयः  
 तमसो मा ज्योतिर्गमयः

Tamso ma jyotirgamaya:  
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 Tamso ma jyotirgamaya:  
 Tamso ma jyotirgamaya:  
 Panjab vishaw vidyalaya  
 Teri shaan-o-shauqat sada rahe  
 Mann mein tera aadar maan  
 Aur mohabbat sada rahe  
 Panjab vishaw vidyalaya  
 Teri shaan-o-shauqat sada rahe  
 Tu hai apna bhavishya vidhata  
 Pankh bina parwaaz sikhata  
 Jeevan pustak roz padha kar  
 Sahi galat ki samajh badhata  
 Jeevan pustak roz padha kar  
 Sahi galat ki samajh badhata  
 Teri jai ka shankh bajayein  
 Roshan tare ban jaayein  
 Vakhari teri shohrat  
 Teri shohrat sada sada rahe  
 Panjab vishaw vidyalaya  
 Teri shaan-o-shauqat sada rahe  
 Panjab vishaw vidyalaya  
 Teri shaan-o-shauqat sada rahe  
 Tamso ma jyotirgamaya:  
 Tamso ma jyotirgamaya:



**PANJAB UNIVERSITY**  
**CHANDIGARH, INDIA 160 014**

## *MESSAGE*

*Dear Students,*

*Welcome to the world of Tourism & Hospitality at Panjab University, the premier University of India. Panjab University is one of the oldest and largest universities in India. It has enviable record as Panjab University, Lahore for sixty five years prior to Indian Independence. Two Nobel Laureates from this part of the world, two Presidents of India and two Prime Ministers of India, have been associated with the Panjab University. At any time, several current and former Ministers in the Central Government can be counted amongst the alumni of the Panjab University.*

*I believe you might have given a careful thought about the meaning of tourism and hospitality business, which shines amongst the best performing industries in the world. A career in hospitality implies interacting with people, communicating in different languages, service to people who are away from their homes and travelling all over the world, thus combining the excitement of exploring different countries, their regions, cultures, cuisines etc. for rewarding professional opportunities.*

*The Panjab University has been doing its best to restructure its existing courses, start new courses, undertake research projects and initiate new policies to meet the new challenges emerging from the rapidly changing technological, socio-economic and education environment. With this in mind, our University set up the University Institute of Hotel and Tourism Management (UIHTM) from the academic session 2009-2010.*

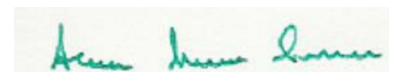
*The UIHTM aims at becoming one of the premier institutes in the country offering education, training, research and consultancy in the field of hospitality, hotel management, tourism, travel and allied sectors. Looking to the demands of the Indian and global economy, UIHTM's programmes offer*

*specialization for learners to enable them to acquire the right skill set with ample flexibility to adapt to employer organization's needs. UIHTM through its two programmes i) Bachelor of Hotel Management and Catering Technology (BHMCT) ii) Bachelor of Tourism and Travel Management (BTM) offers a boutique educational concept, implying the acquisition of competence and personalized attention to students. Both of these courses are as per the new guidelines of University Grants Commission (UGC).*

*I am confident that in our University, you will find innovative dynamic teachers, who have commitment to their noble profession and who guide you to have a multi-disciplinary and holistic approach to education and ensure that you move out with strong, decisive and determined steps. What you need is a positive mindset, time management and willingness to use your capabilities for larger good of the people. At this University, our motive is to provide you people with knowledge by adopting new ways rather than the obsolete one.*

*Dear student, I want the Panjab University as an ideal institution. Therefore, ragging or bullying of any kind will not be allowed in class or hostel. Guilty students will be punished for this wrongful act. You should believe in goodwill to all and malice to none. I am confident enough to assure that after completing your studies from the Panjab University, each and every student will have the intellectual breadth to tackle the challenges and hurdles of life and creating salutary results.*

*I can assure you and your worthy parents who have reposed their confidence in us for the pursuit of higher education that Panjab University will provide full assistance in the realization of your dream career in any course of your choice.*



(Arun K. Grover)

## IMPORTANT DATES/INFORMATION

1	Date of Advertisement regarding test and other information relevant thereto	04-03-2016 (Friday)
2	Date of availability of Prospectus and Application Form on the website of Panjab University.	04-03-2016 (Friday)
3	Last date for submission of information on the website to generate the Bank Challan	12-04-2016 (Tuesday)
4	Last date for deposit of fee in any branch of State Bank of India (SBI) using website generated Challan	16-04-2016 (Saturday) up to 4:00 p.m.
5	Last date for uploading of photograph, signature with the remaining information on the website	18-04-2016 (Monday)
6	No correction will be entertained / made regarding photograph, signature and any other information after <b>21.04.2016, 5:00 p.m.</b>	21-04-2016 (Thursday) up to 5:00 p.m.
7	<b><u>Date by which Roll Nos. will be available online</u></b> Roll number and the centre of examination will be generated and further the roll number slip is required to be downloaded from the website by the candidate using their own login and password (provided while generating Bank challan). <b>There will be no physical communication for this purpose</b>	27-04-2016 (Wednesday)
8	<b>Date and Time of Entrance Test</b>	<b>06-05-2016 (Friday) 10:00 A.M. – 11:30 A.M.</b>
9	Date and mode of declaration of result	16-05-2016 to 18-05-2016 (Monday to Wednesday) <b>The result would be posted on the P.U. website and the same could be downloaded. No separate result cards will be issued to the candidates by the office.</b>
10	Dates for the conduct of counselling	First Counselling: 30-06-2016 (Thursday) Second Counselling: 07-07-2016 (Thursday)
11	<b>Centre for the Entrance Test</b>	<b>CHANDIGARH ONLY</b>
12	<b>PUTHAT FEE:</b> General Category: SC/ST Category: (50% concession to wards of P.U. regular employees under Class B/C as per the Senate decision vide Para xxxiii dated 14-7-2007)	Rs. 880/- Rs. 440/-

**The following functionaries may be contacted only in case of extremely urgent enquiry, if any, from 9:00 a.m. to 5:00 p.m. (on working days only):**

Assistant Registrar (CET)	0172-2534829
Controller of Examinations	0172-2534811
University Institute of Hotel and Tourism Management(UIHTM) Office	0172-2541969 0172-2534498
Enquiry Office	0172- 2534818/ 2534819/2534866



## I. INTRODUCTION

### About the Institute

The University Institute of Hotel and Tourism Management (UIHTM) (**Earlier known as University Institute of Hotel Management and Tourism or UIHMT**) is an upcoming premier institute of Panjab University, which is offering education, training, research and consultancy in the field of hospitality, tourism, travel and allied sectors. Looking to the demands of the Indian and global economy, UIHTM's programmes offer specialization for learners to enable them to acquire the right skill set with ample flexibility to adapt to employer organization's needs.

### Objectives of the Institute

The UIHTM was established with the following objectives:

- i. Nurture professional and managerial excellence, social and cultural sensitivity, moral and ethical responsibility with a conscious concern for the environment.
- ii. Create avenues for the promotion of knowledge and foster opportunities for learning.
- iii. Undertake collaborations with apex tourism and hospitality bodies/agencies/organisations both in India and abroad for facilitating the professionalization of hotel management and tourism education; establishing enterprising partnerships with industry, commerce as well as other institutions that are both mutually beneficial and productive for society.
- iv. Develop and sustain world-class, scientific research and foster the values that students need to excel, ensuring that they are fully equipped for the world of work.
- v. Empower students to carve out successful careers for themselves to connect them with the changing scenario of the economy and its socio-cultural environs.
- vi. Render specialized training to undergraduate/graduates/postgraduates/industry professionals in tourism and hospitality related subjects.
- vii. Meet the growing demand of hospitality, tourism and travel industry for professionally trained manpower.
- viii. Undertake educational programmes and organize courses of study, lectures, seminars, symposia and conferences etc. on various aspects of hospitality, tourism and travel sector.
- ix. Provide continuing educational opportunities and facilities on various aspects of the tourism and hospitality industry.

## About the Programmes offered by the Institute

UIHTM offers four year programmes in:

### I. Bachelor of Hotel Management and Catering Technology (BHMCT)

### II. Bachelor of Tourism and Travel Management (BTTM)

UIHTM has designed its programmes in Hospitality and Hotel Administration as well as Tourism with the prime objective to inculcate a global way of thinking that is a valuable asset to and prerequisite for tourism and hospitality today. These programmes are unique among tourism, travel and hospitality sector, because these focus on grooming students to be leaders, who possess a deep knowledge of the global scenario of the industry. These programmes incorporate both subject-specific and generic business modules and have been designed to reflect industry practices and academic developments. Each of the existing programmes touches hospitality and tourism as a business activity- the organisation, dimensions, social significance and impact of core areas. Both programmes have been designed to meet the needs of prospective professionals for the industry. Learners are supported at every stage of learning and development through interactive pedagogy in which teachers act as knowledge facilitators.

### Aims and Objective of the Programmes

The programmes aim at preparing students for taking up employment in tourism and hospitality organisations or self employment and/or carrying forward their family's business. The objectives being:

- i. Learn principles and practice of tourism and hospitality industry with a holistic approach.
- ii. Enable young learners to develop a business sense and sensitise them to the nuances of the industry scenarios globally.
- iii. Prepare for tourism and hospitality industry with skills transferable to all other related business.
- iv. Equip and enable learners to delve into entrepreneurship.
- v. Enable learners to convert theoretical knowledge into practice.

Accordingly, the programmes have a large component of working in real world situations under the careful guidance of mentors.

### The Programmes are for those:

- interested in tourism and hospitality industry
- who strive for a professional career in tourism and hospitality industry
- who have a talent for communication and are enthusiastic about dealing with tourists/guests



- interested in inter-cultural issues and in achieving expertise in soft skills
- who strive for a professional career in the service, tourism and hospitality industry

## Goals

The main goal of the programmes is to support the *employability*, the professional success of our graduates. These programmes prepare students for immediate employment in the relevant functional area in industry/take-up entrepreneurship individually as against the traditional model that provides a degree without ensuring employability. Further, nurturing of professionals is achieved by providing an overall exposure to the tourism and hospitality industry through extensive academic and industry.

## UIHTM: Nurturing Hospitality through Innovation

UIHTM is striving hard towards the human resource development with the focus on Hospitality and Tourism sector. Being a specialized institute in sectoral education in the area of hospitality and tourism education, UIHTM had organized various curricular, extracurricular and extension activities in past. Throughout the academic session, students and faculty are engaged in both in-campus and off-campus activities so as to endow students with extensive exposure. The Institute tries its level best to provide quality education at the classroom through experiential pedagogy and other outdoor events.

## Course Structure

### Course Name: BACHELOR OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY (BHMCT)

FIRST SEMESTER								
	Course Code	Course Title	Contact Hours		Weight age		Total Marks	Credit
			Th.	Pr.	CE	ESE		
		<b>A. Theory</b>						
<b>Discipline Core</b>	BHM-111	Foundation Course in Food Production	3	-	30	70	100	3
	BHM-112	Foundation Course in Food & Beverage Service	3	-	30	70	100	3
	BHM-113	Foundation Course in Front Office	3	-	30	70	100	3
	BHM-114	Foundation Course in Accommodation Operations	3	-	30	70	100	3
<b>Discipline</b>	BHM-115	Principles of Food Science	3	-	30	70	100	3

<b>Electives choose any two</b>	BHM-116	Application of Computers	3	-	30	70	100	3
	BHM-117	Executive communication	3		30	70	100	3
	BHM-118	Introduction to Event Management	3	-	30	70	100	3
<b>Discipline Core</b>	<b>B. Practical</b>							
	BHM101	Foundation Course in Food Production	-	8	60	40	100	4
	BHM102	Foundation Course in Food & Beverage Service	-	4	60	40	100	2
	BHM103	Foundation Course in Front Office	-	2	60	40	100	1
	BHM104	Foundation Course in Accommodation Operations	-	2	60	40	100	1
	BHM-105	Leadership Development Camp	-	1 week	50	-	50	3
		Total	18	16	470	580	1050	29

SECOND SEMESTER								
	Course Code	Course Title	Contact Hours		Weight age		Total Marks	Credit
			Th.	Pr.	CE	ESE		
<b>Discipline Core</b>	<b>A. Theory</b>							
	BHM-121	Foundation Course in Food Production	3	-	30	70	100	3
	BHM-122	Foundation Course in Food & Beverage Service	3	-	30	70	100	3
	BHM-123	Foundation Course in Front Office	3	-	30	70	100	3
	BHM-124	Foundation Course in Accommodation Operations	3	-	30	70	100	3
<b>Discipline Electives choose any one</b>	BHM-125	Nutrition	3	-	30	70	100	3
	BHM-126	Basics of Tourism	3	-	30	70	100	3
	BHM-127	Accounting for Managers	3		30	70	100	3
<b>Compulsory Paper (Non Credit Course)</b>	BHM-128	Environment and Road Safety Education	2					0
	<b>B. Practical</b>							
<b>Discipline Core</b>	BHM-106	Foundation Course in Food Production	-	8	60	40	100	4
	BHM-107	Foundation Course in Food & Beverage Service	-	4	60	40	100	2

	BHM-108	Foundation Course in Front Office	-	2	60	40	100	1
	BHM-109	Foundation Course in Accommodation Operations	-	2	60	40	100	1
		<b>Total</b>	<b>17</b>	<b>16</b>	<b>390</b>	<b>510</b>	<b>900</b>	<b>23</b>

THIRD SEMESTER									
	Course Code	Course Title	Contact Hours	Weight age				Total Marks	Credit
				ESE (Marks)					
			Pr.	Training Report	Log Book	Appraisal	Viva Voce		
<b>Discipline Core</b>	BHM 231	Industrial Exposure Training	20 Weeks	50	50	50	50	200	20

FOURTH SEMESTER									
	Course Code	Course Title	Contact Hours		Weight age		Total Marks	Credit	
			Th.	Pr.	CE	ESE			
		<b>A. Theory</b>							
<b>Discipline Core</b>	BHM-241	Food Production Operations	3	-	30	70	100	3	
	BHM-242	Food & Beverage Operations	3	-	30	70	100	3	
	BHM-243	Front Office Operations	3	-	30	70	100	3	
	BHM-244	Accommodation Operations	3	-	30	70	100	3	
<b>Discipline Elective choose any two</b>	BHM-245	Food & Beverage Controls	3	-	30	70	100	3	
	BHM-246	Food Safety & Quality	3	-	30	70	100	3	
	BHM-247	Components of Tourism	3	-	30	70	100	3	
	BHM-248	Bar and Beverage operations	3		30	70	100	3	
		Workshop on Research Methodology	1		Non Accredited Course				
		<b>B. Practical</b>							
<b>Discipline Core</b>	BHM -201	Food Production Operations	-	8	60	40	100	4	
	BHM -202	Food & Beverage Operations	-	2	60	40	100	1	

	BHM -203	Front Office Operations	-	2	60	40	100	1
	BHM -204	Accommodation Operations	-	2	60	40	100	1
		<b>Total</b>	<b>19</b>	<b>14</b>	<b>420</b>	<b>580</b>	<b>1000</b>	<b>25</b>

FIFTH SEMESTER								
	Course Code	Course Title	Contact Hours		Weight age		Total Marks	Credit
			Th.	Pr.	CE	ESE		
		<b>A. Theory</b>						
<b>Discipline Core</b>	BHM-351	Advanced Food Production Operations	3	-	30	70	100	3
	BHM-352	Advanced Food & Beverage Operation	3	-	30	70	100	3
	BHM-353	Accommodation Management	3	-	30	70	100	3
<b>Discipline Electives choose any three</b>	BHM-354	Spa Management	3	-	30	70	100	3
	BHM-355	Food & Beverage Management	3	-	30	70	100	3
	BHM-356	Financial Management	3	-	30	70	100	3
	BHM-357	Global Tourism	3	-	30	70	100	3
	BHM-358	Business Ethics	3	-	30	70	100	3
		Research Project*						
		<b>B. Practical</b>						
<b>Discipline Core</b>	BHM -301	Advanced Food Production Operations	-	8	60	40	100	4
	BHM -302	Advanced Food & Beverage Operation	-	2	60	40	100	1
	BHM -303	Accommodation Management	-	2	60	40	100	1
		<b>Total</b>	<b>18</b>	<b>12</b>	<b>360</b>	<b>540</b>	<b>900</b>	<b>24</b>

\* The Project Allocation will be done in the 5th semester and the evaluation will form part of

sixth semester

SIXTH SEMESTER								
	Course Code	Course Title	Contact Hours		Weight age		Total Marks	Credit
			Th.	Pr.	CE	ESE		
		<b>A. Theory</b>						
<b>Discipline Core</b>	BHM-361	Advanced Food Production Operations	3	-	30	70	100	3
	BHM-362	Advanced Food & Beverage Operation	3	-	30	70	100	3
	BHM-363	Front Office Management	3	-	30	70	100	3
<b>Discipline Electives</b>  <b>Choose any three</b>	BHM-364	Aviation and Cruise line operations Management	3		30	70	100	3
	BHM-365	Entrepreneurship Development	3	-	30	70	100	3
	BHM-366	Principles of Management	3	-	30	70	100	3
	BHM-367	Personality Development and Soft Skills		4	30	70	100	2
	BHM-368	Food Photography and Food Journalism	3		30	70	100	3
		<b>B. Practical</b>						
<b>Discipline Core</b>	BHM -304	Advanced Food Production Operations	-	8	60	40	100	4
	BHM -305	Advanced Food & Beverage Operation	-	2	60	40	100	1
	BHM -306	Front Office Management	-	2	60	40	100	1
	BHM -307	Research Project (Viva Voce)	-	-	-	100	100	5
		<b>Total</b>	<b>15</b>	<b>16</b>	<b>360</b>	<b>640</b>	<b>1000</b>	<b>29</b>

SEVENTH SEMESTER								
	Course Code	Course Title	Contact Hours		Weight age		Total Marks	Credit
			Th.	Pr.	CE	ESE		
		<b>A. Theory</b>						
<b>Specialization Core</b>	<b>Group 1. Food and Beverage Division Management</b>							
	BHM-471	Advanced Food Production Operations Management	3	-	30	70	100	3
	BHM-472	Advanced Food & Beverage Operation Management	3	-	30	70	100	3

<b>Specialization Core</b>	<b>Group 2. Rooms Division Management</b>							
	BHM-473	Advanced Front Office Management	3	-	30	70	100	3
	BHM-474	Advanced Accommodation Management	3	-	30	70	100	3
	<b>Compulsory Subjects</b>							
<b>Discipline Core</b>	BHM-475	Project on Market feasibility and financial viability for hotels/restaurants	2	2	-	100	100	3
<b>Specialization Electives</b>	BHM-476	Strategic Management	3	-	30	70	100	3
	BHM-477	Principles of Marketing	3	-	30	70	100	3
	BHM-478	Facility Planning	3	-	30	70	100	3
		<b>B. Practical</b>						
<b>Specialization Core</b>	<b>Group 1. Food and Beverage Division Management</b>							
	BHM -401	Advanced Food Production Operations	-	4	60	40	100	2
	BHM -402	Advanced Food & Beverage Operation	-	2	60	40	100	1
<b>Specialization Core</b>	<b>Group 2. Rooms Division Management</b>							
	BHM -403	Front Office Management	-	2	60	40	100	1
	BHM -404	Accommodation Management	-	2	60	40	100	1
		<b>Total</b>	<b>17</b>	<b>8</b>	<b>270</b>	<b>530</b>	<b>800</b>	<b>21</b>

\*The students need to select any one specialization core group. The student choosing specialization in group 1 from part A will be offered only Group 1 from part B

EIGHTH SEMESTER							
	Course Code	Course Title	Contact Hours	Weight age		Total Marks	Credit
			Pr.	ESE (Marks)			
				Viva Voce			
<b>Discipline Core</b>	BHM 481	Specialized Hospitality Training	16 Weeks	100		100	10
	BHM 482	Project Report on emerging trends in hospitality Industry	5	100		100	5
		Total		200		200	15



**Course Name: BACHELOR OF TOURISM AND TRAVEL MANAGEMENT (B.T.T.M.)****COURSE MATRIX**

Semester	Discipline Core		Discipline Electives		Specialisation Core	Specialisation Electives	Free Electives*	Total Courses	Total Marks
	Full Credit	Half Credit	Full Credit	Half Credit					
1	3	-	1	2	-	-	-	6	500
2	3	-	2	1	-	-	-	6+1**	550
3	3		3		-	-	-	6	600
4	3		3		-	-	-	6	600
5	2	1	3		-	-	1	7	550***
6	2	1	-		1	2	1	7	550***
7	3		-		1	2	1	7	600***
8	3	2	-		-	-	-	5	500

\* Free electives courses will be offered only after the decision of University in this regard.

\*\* Non credited course.

\*\*\* Without the weightage of free elective courses.

**Course Structure / Scheme of Examination**

SEM		Code	Course Title	Course Type	L	T	P	HPW	Credits	IA	EA	Total
1	Core	BTM 111	Tourism: Concept, Status and Trends	DC	3	1	0	4	4	30	70	100
		BTM 112	Geography for Tourism	DC	3	1	0	4	4	30	70	100
		BTM 113	Indian Society and Culture	DC	3	1	0	4	4	30	70	100
	Choose any one	BTM 114	Computer Operations	DE	3	1	0	4	4	30	70	100
		BTM 115	Introduction to Hospitality Industry	DE	3	1	0	4	4	30	70	100
	Choose any two	BTM 116	Workshop on Personality Development	DE	0	0	2	2	1	50	00	50
		BTM 117	Workshop on Executive Communication for Tourism Industry	DE	0	0	2	2	1	50	00	50
		BTM 118	Workshop on Physical Grooming	DE	0	0	2	2	1	50	00	50

2	Core	BTM 121	Components of Tourism	DC	3	1	0	4	4	30	70	100
		BTM 122	Tourism Product ó Regional	DC	3	1	0	4	4	30	70	100
		BTM 123	Field Trip Report	DC	0	0	0	0	3	100	-	100
		BTM 124	Environment and Road Safety Education	DC	2	0	0	2	-	-	50	--
	Choose any two	BTM 125	Tourism Products of India: Art and Architecture	DE	3	1	0	4	4	30	70	100
		BTM 126	Tourism Product of India: Nature Based	DE	3	1	0	4	4	30	70	100
		BTM 127	Introduction to Event Management	DE	3	1	0	4	4	30	70	100
	Choose any one	BTM 128	Workshop on Hotel Operations	DE	0	0	4	2	4	50	00	50
		BTM 129	Workshop on English Language Skills for Tourism Industry	DE	0	0	4	2	4	50	00	50
	3		BTM 231	Travel Agency and Tour Operations	DC	3	1	0	4	4	30	70
BTM 232			Principles of Management	DC	3	1	0	4	4	30	70	100
BTM 233			Outdoor Learning Programme	DC	0	0	0	0	4	100	-	100
Choose any three		BTM 234	Tourism Impacts	DE	3	1	0	4	4	30	70	100
		BTM 235	Special Interest Tourism	DE	3	1	0	4	4	30	70	100
		BTM 236	Environment and Tourism	DE	3	1	0	4	4	30	70	100
		BTM 237	Tourism Product of India: Cultural Heritage	DE	3	1	0	4	4	30	70	100
4		BTM 241	Introduction to Statistics	DC	3	1	0	4	4	30	70	100
		BTM 242	Policy and Planning for Tourism Development	DC	3	1	0	4	4	30	70	100
		BTM 243	On-the-job Training Report and Viva	DC	0	0	0	0	4	100	00	100
	Choose	BTM 244	Itinerary Preparation	DE	3	1	0	4	4	30	70	100

	any three	BTM 245	Tour Package Design	DE	3	1	0	4	4	30	70	100
		BTM 246	Essential of Tour Guiding	DE	3	1	0	4	4	30	70	100
		BTM 247	Tourism Transportation	DE	3	1	0	4	4	30	70	100
5		BTM 351	Basics of Tourism Research	DC	3	1	0	4	4	30	70	100
		BTM 352	Tourism Marketing	DC	3	1	0	4	4	30	70	100
		BTM 353	Event Management Engagement	DC	0	0	0	0	2	50	-	50
	Choose any three	BTM 354	Tourism Business Environment	DE	3	1	0	4	4	30	70	100
		BTM 355	Human Resource Management	DE	3	1	0	4	4	30	70	100
		BTM 356	Introduction to Air Travel	DE	3	1	0	4	4	30	70	100
		BTM 357	Business Tourism	DE	3	1	0	4	4	30	70	100
6		BTM 361	Volunteering and Societal Understanding Programme	DC	0	0	0	0	2	50	-	50
		BTM 362	Tourism Business Economics	DC	3	1	0	4	4	30	70	100
		BTM 363	Airline Service and In-flight Facilities	DC	3	1	0	4	4	30	70	100
				SC 1/1	3	1	0	4	4	30	70	100
				SE1/1	3	1	0	4	4	30	70	100
				SE1/2	3	1	0	4	4	30	70	100
7		BTM 471	Accounting for Managers	DC	3	1	0	4	4	30	70	100
		BTM 472	Tourism Promotion	DC	3	1	0	4	4	30	70	100
		BTM 473	Research Project Report	DC	0	0	0	0	4	100	-	100
				SC 2/1	3	1	0	4	4	30	70	100
				SE2/1	3	1	0	4	4	30	70	100
				SE2/2	3	1	0	4	4	30	70	100
8		BTM 481	Comprehensive Viva Voce	DC	0	0	0	0	4	100	-	100
		BTM 482	Internship Report	DC	0	0	0	0	10	200	-	200

	BTM 483 <sup>#</sup>	Workshop: Computerised Reservation System	DC	0	0	10	10	4	100	-	100
	BTM 484 <sup>#</sup>	Workshop: Indian Tourism Destinations	DC	0	0	5	5	2	50	-	50
	BTM 485 <sup>#</sup>	Workshop: International Tourism Destinations	DC	0	0	5	5	2	50	-	50

Note: In total student will take two specialisation (out of A, B, C and D). One in sixth semester and other in seventh semester.

<sup>#</sup> These courses will start either before going for internship program or once the student joins institute after completing on-the-job training and will be evaluated by internal faculty appointed by Academic Committee of UIHMT.

### Specialisation Core and Electives

#### SPECIALISATION A (Travel Trade)

SC	BTM TT1	Ticketing & Transportation	3	1	0	4	4	30	70	100
SE	BTM TT2	Trade Related Issues and Frontier Formalities	3	1	0	4	4	30	70	100
SE	BTM TT3	Adventure Tourism	3	1	0	4	4	30	70	100
SE	BTM TT4	Rural and Community Based Tourism	3	1	0	4	4	30	70	100

#### SPECIALISATION B (Outbound Tourism)

SC	BTM OT1	Regional Dimensions of International Tourism	3	1	0	4	4	30	70	100
SE	BTM OT2	Outbound Tour Operations	3	1	0	4	4	30	70	100
SE	BTM OT3	Tourism Product: Europe and America	3	1	0	4	4	30	70	100
SE	BTM OT4	Tourism Product: Asia, Middle East and Pacific Area	3	1	0	4	4	30	70	100

#### SPECIALISATION C (Aviation and Hospitality)

SC	BTM AH1	Room Division Management	3	1	0	4	4	30	70	100
SE	BTM AH2	Basics of F&B Operations	3	1	0	4	4	30	70	100
SE	BTM AH3	Airport Facility Management	3	1	0	4	4	30	70	100

SE	BTM AH4	Air Transport & Cargo Management	3	1	0	4	4	30	70	100
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**SPECIALISATION D (Tourism Marketing)**

SC	BTM TM1	Service Marketing	3	1	0	4	4	30	70	100
SE	BTM TM2	Relationship Marketing	3	1	0	4	4	30	70	100
SE	BTM TM3	Sales and Distribution Management	3	1	0	4	4	30	70	100
SE	BTM TM4	E-Marketing	3	1	0	4	4	30	70	100

L: Lectures; T: Tutorial; P: Practical; HPW: Hours per Week; IA: Internal Assessment; EA: External Assessment

DC= Discipline Core; DE: Discipline Electives; SC: Specialisation Core; SE: Specialisation Electives

**Explanation of Credit Score**

Tentative duration of one semester = 15 weeks

1 Credit = Total Students Efforts (TSE) of 30 Hours

30 Hours of Total Students Efforts (15 Contact Hours and 15 Hours of Student's Effort (other work load)

Other Work Load to include: Individual/Group work, Obligatory/Optional work placement, Literature survey/Library work/ Data collection/field work/Term paper, Assignments/Projects/Papers/Tests etc.

**Faculty**

Dr. Prashant Gautam (M) 09815976444 Director UIHTM Panjab University Chandigarh - 160 014 Website: <a href="http://www.uihmt.puchd.ac.in">http://www.uihmt.puchd.ac.in</a> E-mail: <a href="mailto:uihmt@puchd.ac.in">uihmt@puchd.ac.in</a> Phone: 0172-2541969/2534498 Mobile: 09815976444	Mr. Anish Slath (M) 09023431923 Dr. Arun Singh Thakur (M) 09592599845 Dr. Jaswinder Kumar (M) 09464679830 Mr. Jaswinder Singh (M) 09216098777 Dr. Neeraj Agrawal (M) 09719924758 Mr. Gaurav Kashyap (M) 09815595724 Dr. Abhishek Ghai (M) 09996516116 Ms. Lipika (M ) 09814903810 Mr. Manoj (M) 09041558609 Mr. Amit Katoch (M) 09418385084
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## II. NUMBER OF SEATS OFFERED

The number of seats offered by the UIHTM is as follows:

Course	Number of Seats
Bachelor of Hotel Management and Catering Technology (Four Year Programme)	60
Bachelor of Tourism and Travel Management	30

The admission to both the above courses will be on the basis of the Merit of Panjab University Tourism and Hospitality Aptitude Test (PUTHAT) to be conducted by Panjab University.

Admission in all reserved categories shall be made subject to fulfilment of the eligibility conditions and in accordance with the provisions of the Admission Process contained in the Panjab University Handbook of Information-2016 (Refer to Appendix A).

### **NOTE:**

**Additional Seats for (i) one girl child out of the only two girl children for admission to a given course in the Panjab University, provided, she is otherwise eligible from all angles; (ii) Cancer, AIDS and Thalessemia patient wherein the students are required to submit a certificate with proof from the National Medical Institute like PGI, AIIMS; (iii) wards of Kashmiri displaced persons; (iv) wards of Kargil war as per Syndicate decision dated 29-07-2008.**

## III. ELIGIBILITY CONDITIONS

The Panjab University Tourism and Hospitality Aptitude Test (PUTHAT) shall be open to all such candidates who have passed (up to the Academic Session 2015-2016) in the 10+2 Examination of the Central Board of Secondary Education, New Delhi or its equivalent Examination conducted by a recognized Board/University/Council **with not less than 50% marks in the aggregate and English as one of the Compulsory Subjects.**

The eligibility of a candidate will be provisional at every stage of the admission process. It will be the responsibility of the candidate to ensure his/her eligibility and fulfillment of various conditions for admission as prescribed in the rules/regulations of Panjab University. Admission will be cancelled at any stage in case the candidate is not found eligible, even subsequently.

### **NOTE:**

**The candidates who have passed/appeared in 10+2 Examinations of Mahila Gram Vidyapith, Allahabad are ineligible to appear in PUTHAT-2016, as this institution has been derecognised by Panjab University, Chandigarh. The examinations conducted by the Board of Higher Secondary Education, Delhi, included in the booklet of recognised exams, have also been deleted from the Booklet.**



## IV. SCHEME OF EXAMINATION

The paper for PUTHAT will consist of 100 questions of one mark each. Total time allocated to the paper will be 90 minutes. The medium of examination shall be **ENGLISH** only. **There shall be negative marking i.e., 25% marks will be deducted for every wrong answer** (Refer to Appendix B).

The distribution of marks for the respective components of testing would be as under:

	Components	Number of Questions
I.	English Aptitude	30
II.	Current Affairs and General Awareness	20
III.	Reasoning Ability	20
IV.	Hospitality Industry Awareness	30

A sample paper has been provided for in Appendix C.

**The merit list of candidates appearing for PUTHAT shall be prepared on the basis of marks secured in the PUTHAT only.**

## V. GENERAL RULES FOR THE ENTRANCE TEST

1. **The result of the entrance test shall, *ipso facto*, not entitle a candidate to get admission in the UIHTM. It will be the total responsibility of the candidate to make sure about his/her eligibility and fulfilment of such other conditions as may be prescribed for admission in the rules and regulations of the University/Institution. Merely because a candidate is allowed to appear in the entrance test does not mean that he/she is eligible and his/her appearance therein will not stop or debar the University/Institution concerned from satisfying itself about his/her eligibility at any subsequent stage (see Rule 7).**
2. Notwithstanding anything contained in this prospectus, the eligibility conditions for admission to any particular course shall be governed by the respective rules/regulations as enshrined in the P.U. Calendar, Volumes I, II and III (latest editions) and/or the General Guidelines for Admissions/Handbook of Information-2016 issued by the University and/or decisions of the University senate/syndicate. In case of any conflict or inconsistency between the prospectus on one hand and the aforesaid Panjab University Rules and Regulations/Guidelines/Handbook of Information-2016/decisions of Senate/Syndicate/Vice Chancellor, on the other, the latter shall prevail.
3. **No change in category once marked will be allowed at any stage.**
4. In no case the fee for the PUTHAT, once paid, shall be refunded.

5. No application form will be accepted under any circumstances after the closing of the last date for submission of information on the website to generate the Bank Challan, i.e., 12-04-2016 (Tuesday).
6. The candidate shall not be allowed to make any change(s) in the Online Application Form, once submitted, by way any addition/deletion/alteration/amendment etc. of any type under any circumstances i.e., they shall have no access to the Application Form.
7. **The candidates shall be admitted to the Entrance Test only on the production of the Admit Card at the Test Centre. No candidate shall be allowed to take the test without the Admit Card under any circumstances. The candidates must retain the admit card with them till the admission process is over, since it will be required again at the time of counselling.**
8. The Admit Cards will be issued to the candidates only provisionally, at their sole risk and responsibility subject to the final confirmation of their eligibility at the time of admission. It is further clarified that the candidates shall be taking the test at their own risk and responsibility as far as their eligibility is concerned and the University shall, in no way, be responsible if they are found to be ineligible, later, leading to cancellation of their result or any other consequence(s) emanating from the same.
9. Thirty minutes extra would be given to the visually handicapped/physically handicapped candidates (as approved by the Vice-Chancellor).
10. The candidates shall be required to answer questions on the OMR Answer-sheet provided for the purpose only, strictly following all the rules/norms as stated on the Question Booklet and the Answer-sheet.
11. The candidates shall be required to hand-over both the Question booklet and OMR Answer-sheet to the Centre Superintendent when the time allotted to each paper is over. No candidate shall be allowed to leave the examination hall/room before the expiry of the time allotted for the examination.
12. The candidates shall be required to hand over their OMR Answer-sheets and the question booklet to the Centre Superintendent even if they have not attempted any question. No page/part of the Question Paper/OMR Answer-sheet is to be removed/torn/taken out of the Examination Centre under any circumstances, failing which the candidates shall be disqualified from the entire Entrance Test.
13. Rough work, if any, is to be done only in the space provided in the question booklet and nowhere else. No rough work shall be done on the OMR Answer-sheet under any circumstances, failing which the same shall be cancelled.
14. The candidate must ensure that the answers to the questions are attempted on the specifically prescribed OMR Answer-sheet only. No answer attempted on the question booklet or on a separate piece of paper will be considered for evaluation. Only those questions attempted on the OMR Answer-sheet itself shall be taken into account.
15. The candidates must bring their own stationary items such as Black Gel Pen/Ballpoint pen. ***Borrowing of material inside the Test Centre is strictly prohibited.***
16. The use of calculator is not allowed in the Entrance Test.

17. Candidates should not carry eatables, drinks etc. into the test centre. Smoking inside and around the Centre is not permitted.
18. Carrying of any communication equipment such as ***mobile phone/pager/wireless set, scanner, camera or any such electronic/digital gadget etc*** in the examination hall is not permitted and will lead to ***disqualification***.
19. Any candidate who creates disturbance of any kind during examination or otherwise misbehaves in or around the examination hall or refuses to obey the Superintendent/Deputy Superintendent/Assistant Superintendent/any other official on examination duty or changes his/her seat with any other candidate or occupies any seat, other than the one allotted to him/her shall be expelled from the examination hall. ***('Expulsion' for this purpose would mean cancellation of the entire Entrance Test)***. The Centre Superintendent/Observer/any other authorized University Officer/Official shall be competent to expel a candidate from the examination centre.
20. Any candidate having in his possession or accessible to him/her paper/books or notes which may possibly be of any assistance to him or is found giving or receiving assistance, or copying from any paper/book or note or from anywhere else or allowing any other candidate to copy from his/her answer book or found writing on any other paper, questions set in the question paper, during examination or using or attempting to use any other unfair means or indulging in any kind of misconduct shall be expelled from the examination hall. ***('Expulsion' for this purpose would mean cancellation of the entire Entrance Test)***. The Centre Superintendent/Observer/any other authorized University Officer/Official shall be competent to expel a candidate from the examination centre.
21. The Centre Superintendent/Observer/any other authorised University Officer/Official shall be competent to expel a candidate from the examination centre.
22. If any Answer-sheet of a candidate shows or it is otherwise established that he/she has received or attempted to receive help from any source in any manner or has given help or attempted to give help to any other candidate in any manner, the relevant Answer-sheet shall be cancelled. The decision of the Controller of Examination, Panjab University, Chandigarh in this regard shall be final.
23. ***If a candidate writes his/her name or puts any kind of identification mark or discloses his/her identity by any method whatsoever on the cover or anywhere else in the Question Booklet/Answer-Sheet, the same shall be treated as cancelled. The decision of the Controller of Examination, Panjab University, Chandigarh in this regard shall be final.***
24. Any person who impersonates a candidate shall be disqualified from appearing in any University examination including this Entrance Test for a period of five years, if that person is a student on the rolls of a recognised School or College or University. But, if the person is not on the rolls of a recognised School or College or University, he/she shall be declared as a person not fit and proper to be admitted to any examination of the University for a period of five years and the case, if necessary, shall also be reported to the police for any further action in the matter. The candidate who is being impersonated shall also be disqualified for a period of five years from appearing in any examination of this University apart from any other action which the University may take against him, as deemed fit.

25. If it is found that a candidate has knowingly or wilfully concealed or suppressed any information/fact which renders him/her ineligible to take the Entrance Test, his/her result of the Test as also admission to the UIHTM, if granted, shall stand cancelled and he/she shall have no claim whatsoever against the Institution/Department/Centre concerned and the case, if necessary shall be reported to the police.
26. If a dispute or controversy of any kind arises before, during or after conduct of Entrance Test, the decision of the Controller of Examinations, Panjab University, in all such cases, shall be final.
27. **The result of the PUTHAT-2016 will be made available on the University website (<http://www.results.puchd.ac.in>) as well as in the Enquiry Office of the University.**
28. The University will publish PUTHAT merit lists of the candidates. Admissions shall be made on the basis of merit lists prepared by Panjab University. A candidate shall be included in a particular merit list on the basis of attainment of a minimum of 15% (cut off) aggregate of maximum marks in the test taken as a whole. Only in the case of candidates belonging to Scheduled Castes/Scheduled Tribes/Backward Classes, this requirement will be a minimum attainment of 10% (cut-off) aggregate of maximum marks in PUTHAT test, taken as a whole.
29. Candidates securing equal marks will be bracketed together. Their *inter se* merit will be determined by the UIHTM as per Panjab University norms.
30. **Around 4-5 days after the test, the question paper and its key will be put on the website of Panjab University. The candidate can file their objections regarding discrepancies and accuracy of the key, in writing, within 48 hours of this announcement. The valid concerns, thus, expressed will be given due consideration while evaluation. If a candidate wishes to verify his/her result, he/she will be provided a photocopy of his/her Answer-Sheet on payment of Rs. 10,000/- within 10 days after the declaration of the entrance test result and the office should process the whole procedure within three working days. In case, a discrepancy is found in the result of the candidate, the result would accordingly be revised and the fee deposited will be refunded.**
31. **There shall be no re-evaluation/re-checking/re-assessment of Answer-Sheets under any circumstances. Request for seeing the Question booklet/Answer-Sheets/Answer-books by the candidates shall not be entertained at all. The evaluation once done by the university shall be absolutely the final.**
32. No separate Result Card will be issued.
33. All admitted students will be required to pay full fee at the time of admission which will be refunded/adjusted later on for the students selected for this benefit as per the P.U. rules mentioned in the Hand Book of Information and Rules for Admissions (see, Appendix D for the approximate amount which needs to be paid at the time of admission).
34. For claiming the reservation of sports category, the candidates are advised to submit a hardcopy of the application form complete in all respects with self-attested photograph to the University Institute of Hotel and Tourism Management(UIHTM). **For further details access the website of Panjab University (<http://puthat.puchd.ac.in>).**

35. **Ragging in any form is banned in educational institutions. If a student is found to have indulged in ragging, strict action will be taken against that student, which includes expulsion from the Institution.**

## APPENDIX A

### GUIDELINES FOR PERCENTAGE OF RESERVED/OPEN SEATS

The distribution of seats for both open and reserved category is as follows:

1. Generally 55.5% of the seats in each course shall be treated as belonging to the Open Category.
2. 44.5% of the seats shall be treated as belonging to the Reserved Category, as per details given below:
  - (i) 15% for candidates belonging to the Scheduled Castes;
  - (ii) 7.5% for candidates belonging to the Scheduled Tribes;

The above reservation shall be subject to the following conditions:

- (a) the number of students admitted on merit shall not be included in the number of seats reserved;
  - (b) member of Scheduled Castes/Scheduled Tribes/Backward Class shall be allowed a concession of 5% marks for admission to the courses in which a certain percentage of minimum marks has been prescribed provided they have obtained minimum pass marks prescribed by the regulations;
  - (c) in case the seats earmarked for Scheduled Castes/Scheduled Tribes remains unfilled, a further relaxation in marks may be given, in order of merit *inter se* amongst the candidates themselves, so that all the reserved seats are filled by candidates belonging to these categories; and
  - (d) a Scheduled Caste/Scheduled Tribe person on migration from the State of his origin will not lose his status as Scheduled Caste/ Scheduled Tribe but he/she will be entitled to the concessions/benefits admissible to the Scheduled Castes/ Scheduled Tribes from the State of his origin and not from the State where he has migrated. [Regulation 29.1, P.U. Cal. Vol. 1, 2007 (Page 168)].
- (iii) 5% for candidates belonging to the Backward Classes;
  - (iv) 3% for Physically Handicapped candidates: Claimant in this category should be capable of pursuing the course for which the admission is sought. The handicapped candidates should have a minimum of 40% disability duly certified by the Medical Board of District/State/UT/Medical Institution of National Importance. Such certificate shall be further certified by the Medical Board of the Panjab University Health Centre.

Out of the 3% seats, 1% would be earmarked for the blind and the person(s) with low vision in the courses where no practicals are involved:

- (a) the blind person(s) shall be given admission straightway, i.e., they will be given priority over the Physically Handicapped candidates;
- (b) the blind person(s) shall be allowed to compete in the General Category by allowing them 5 percent marks over and above the marks actually obtained by them for determining their merit;
- (c) for admission to courses wherein age limit is specified, the blind persons shall be given a relaxation of 5 years in age;
- (d) for admission to courses based on the Entrance Tests, the blind persons be treated at par with the SC/ST for earning eligibility for admission;  
Visually Handicapped would mean: Visual acuity of 6/60 with best correction in the better eye or any persons with visual fields of 20° or less in the better eye irrespective of the visual acuity.
- (v) 5% on the basis of achievement in Sports (see separate guidelines on pages 18-21).
- (vi) 5% (for all the under-mentioned categories taken together) for candidates who fall in one of the following categories (which are given here in order of precedence):
  - (a) Sons/Daughters/Spouses of such defence personnel, para-military personnel like CRPF/ BSF and Police personnel etc. who died in action while on duty. Only those who were wholly dependent on such personnel shall be considered.
  - (b) Sons/Daughters/Spouses as are wholly dependent on such Defence Personnel who were incapacitated<sup>1</sup>/died while in service.
  - (c) Such Sons/Daughters/Spouses of ex-serviceman (Defence and Paramilitary personnel like CRPF/BSF etc.) as are wholly dependent on them.
  - (d) Defence personnel incapacitated while in service.
  - (e) Such Sons/Daughters/Spouses of serving defence personnel and paramilitary personnel like CRPF/BSF etc. as are wholly dependent on them.
  - (f) Ex-servicemen<sup>2</sup>
  - (g) Serving defence personnel/paramilitary personnel like CRPF/BSF etc.
- (vii) 2% for Sons/Daughters/Grandsons/Granddaughter/Husband/Wife/Brothers/Sisters of persons killed/incapacitated in November 1984 riots and of persons killed/incapacitated in terrorist violence in Punjab and Chandigarh. A Certificate

<sup>1</sup> Incapacitation will mean incapacitation leading to the discharge of the person by authorities concerned.

<sup>2</sup> Ex-serviceman means a person who has served in any rank whether as a combatant or non-combatant in the regular Army, Navy and Air Force of the Union of India:

- i. who retired from the service after earning his/her pensions; or
- ii. who has been boarded out of the service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
- iii. who has been released from the service as a result of reduction in establishment; or
- iv. who has been released from the service after completing the specific period of engagement, (otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency) and has been given a gratuity.

Territorial Army Personnel of the following categories shall also be considered as ex-servicemen:

- (a) Pension holders for continuous embodied service;
- (b) Disabled Territorial Army Personnel with disability attributable to military service;
- (c) Gallantry award winners.



from the District Magistrate to this effect must be submitted by the candidate. No other certificate for claiming the benefit under this clause shall be accepted. Migrant Card alone is not enough.<sup>3</sup>

- (viii) 2% for the Children/Grand Children of Freedom Fighters who have been sanctioned pension by Central/State Govt. or awarded Tamra Patra by Government of India (Syndicate Para 15, dated 30-05-1997) or those who have been certified to be Freedom Fighters by the Central/State Governments.
- (ix) Any other statutory reservation as prescribed by the Government of India, if any.

### **Additional Seats :-**

#### **(a) Wards of Kashmiri displaced persons.**

(i) 5% weightage be given and the merit be determined accordingly provided that the candidate fulfilled the minimum prescribed qualifications (including Entrance Test), wherever applicable, for all courses including Professional and technical courses of the University Teaching Departments and the affiliated colleges.

(ii) 5% increase intake subject to maximum of 3 seats (to be treated as additional seat(s) per course at the entry point be made in all courses at under-graduate and post-graduate level in all the Arts and Science affiliated Colleges and Panjab University Teaching departments wherever the reservation policy approved by the University was applicable; and

(iii) One additional seat over and above the sanctioned intake in the following Professional courses in the University & the affiliated Colleges be created:

1. B.Ed.
2. M.Ed.
3. LL.B.
4. B.A.LL.B. (Honours)
5. LL.M.
6. B.Lib.
7. M.Lib.
8. B.Pharm.
9. M.Pharm.
10. M.Mass. Communication
11. M.C.A.
12. M.B.A.
13. M.Tech. (Inst.)
14. M.Tech. (Micro-Electronics)
15. M.Sc. (Bio-Tech)
16. M.E. (Chem)
17. B.E.
18. All the new courses

#### **(b) Wards of Martyrs/permanent disabled of Kargil War.**

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<sup>3</sup> Subject to change in the rules/criteria for determining the eligibility.

Concession be given for admission to various courses in Educational Institutions up to academic year 2020-21 only to those wards of martyrs/permanent disabled (up to 80% leading to incapacitation) of Kargil war who have a valid certificate from the Ministry of Defence to this effect and the same be entered in the pension Book of the family

1. 1% seats with minimum of 1 seat in the Departments and affiliated Colleges except in partially financed/self-financing courses.
2. Exemption in fee.
3. Exemption in hostel fee.

(c) 2 seats under supernumerary quota in all recognized higher education institutions for students from Jammu & Kashmir.

**(d) One Girl Child out of the only two girl Children**

1. Two additional seats per unit per course subject to maximum limit of four (4) out of the two girl children from the session 2015-16 are created for admission to a given course in the Panjab University Teaching Departments, Regional Centres and its affiliated Colleges provided they are otherwise eligible from all angles. The additional seats will be only for those girl Children who are either a single girl child of her parents or one amongst the only two girl Children with no male Child. The additional seat will be available to only one of the two girl children of a couple.

2. An affidavit on a stamp paper worth Rs. 20/- duly attested by 1st class Magistrate, to be obtained from the parents of the girl children declaring therein that the benefit of this scheme is being claimed for only One Girl Child out of the two girl Children and the parent shall not claim the same for the 2nd girl child elsewhere in future the specimen of the affidavit is enclosed.

**(e) Cancer, AIDS and Thalassemia:**

One additional seat each for the student suffers from Cancer, AIDS and Thalassemia has been allowed for admission in each course in the Panjab University Teaching Departments, Regional Centres and its affiliated Colleges subject to the condition that the candidate seeking admission under each of these categories if otherwise eligible from all angles. The claimant candidate will have to submit a certificate as a proof of from the National Medical Institute like PGI, AIIMS etc. in support of his/her claim.

**NOTE:**

**Specimen of forms of certificates to be attached to admission forms wherever applicable has been provided in Sub-Appendices A1 to A7 (pages 22-25).**

**While working out the percentage of seats in the reserved categories, if the number arrived at contains a fraction, this shall be resolved as follows:**

If the fraction is 0.5 or more, it shall be rounded off to 1; if it is less than 0.5, it shall be ignored. This shall, however, not affect the total number of seats in the open category. To ensure this, if the total number of seats after making this adjustment exceeds the prescribed number fixed for the course, the necessary additional seats shall be created with the prior

permission of the D.U.I./Vice-Chancellor. Such seats, if created, shall be treated as additional only for the year in question.

**Illustration: In a course which has 25 seats, the distribution of seats among the various categories will be as under:**

Open Category	SC	ST	BC	Sports	Defence Personnel	Physically Handicapped	Riot Victim	Freedom Fighter	Total
55.5%	15%	7.5%	5%	5%	5%	3%	2%	2%	
14	4	2	1	1	1	1	1	1	26

It will be seen that this raises the total number of seats to 26. The 26<sup>th</sup> seat will be treated as additional in that course for that year only. The additional seat, if required to be created, shall be created only for the Reserved category and not for the Open category. Such additional seat, if remains unfilled, will not be converted to open category.

## **GUIDELINES FOR ADMISSION TO THE RESERVED CATEGORY OF SPORTS**

**Note: Subject to final approval of the syndicate**

As in the case of the General Category as well as the other reserved categories, candidates seeking admission in this category are required to fulfill the eligibility conditions as stated in this prospectus. The Directorate of Sports of Panjab University shall verify the Sports Documents & Determine the eligibility / gradation of the candidates in the sports category as per the guidelines contained in this prospectus. The Sports Department will send the list of all candidates found eligible in the Sports Category ranked in order of their sports gradation. The admission to the Sports Category would be made strictly in the order of sports gradation, subject to the provisions of Clause 7(iv) herein below in the case of a tie.

Five percent seats of the total number of seats in each course are reserved under this category. No benefit on the basis of sports shall be given to the candidates not applying for admission in this category.

1. Each applicant applying for admission in this category shall, along with the Admission Form, will submit following documents to the concerned department and photocopy of one set of application form along with all relevant documents after paging all the documents will submit in the office of Directorate of Sports, (Gymnasium Building), P.U. Chandigarh before the last date.
  - i. self-attested photocopy of sports certificates;
  - ii. Class 10<sup>th</sup> and Class 10+2 detailed marks certificates showing date of birth;
  - iii. the affidavit of sports achievement (Sub-Appendix A8) duly attested by a Notary/Magistrate Class I/II on a Stamp Paper of Rs. 5/- or Rs. 10/-;
  - iv. Roster form/ list of players duly attested by the competent authority of concerned tournament / championship. The photograph of the player should also be pasted on the certificate duly attested by the competent authority of concerned tournament/ championship<sup>4</sup>.
2. The D.U.I. has the authority to cancel admission at any time, if it is found that the candidate obtained such admission on the basis of a false certificate or incorrect statement/record.
3. Students seeking admission under this category will be considered for admission only in the games and disciplines in which the Panjab University sends its teams for participation in the Inter-University Tournaments (for the inclusion of such games and discipline, see Sub-Appendix A9). However, in the game of Circle Style - Kabaddi (W) and Gatka (M7W), and Indoor Hockey (W) Inter College tournaments conducted by various Universities will also be considered for the admission.
4. Reservation under Sports Category is meant only for those active<sup>5</sup> sports-persons who would participate in the Campus, University, National, International level Sports Tournaments. Such students will be considered for admission only if:
  - i. their achievement in sports relates to their activities in any of three years immediately preceding the year of admission<sup>6</sup> (relaxable to 4 years in exceptional cases, on merit, for outstanding sportspersons<sup>7</sup>).

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<sup>4</sup> Secretary/Director/President of game concerned Association/ Federation/Department/Directorate.

<sup>5</sup> Means a person attending the grounds regularly so as to prepare himself for participation in the Inter-College and Inter-University Tournaments. However, his/her age falls within the age group which is eligible for participation in Inter-College/Inter-University Competition.

- ii. if they are otherwise also eligible for participation in Inter-College, Inter-University, National and International Sports Tournaments as per Association of Indian University rules (Sub-Appendix A10).
  - iii. if the performance of the candidate in the trial is not satisfactory, his/her candidature can be rejected.
  - iv. no document including affidavit etc. will be accepted after the last date of submission of photocopy of the Application-cum-Admission form neither by the concerned Department nor by the Directorate of Sports. However, in case any sports persons earn any achievement up to 30<sup>th</sup> June, 2016 he/she may submit supplementary copy of the document to the concerned department along with additional affidavit.
  - v. Atleast two times sports participation in the same game is compulsory for the students seeking admission under this category (within the prescribed period of three years as mentioned in the Footnote No. 8).
5. A committee constituted by the Vice-Chancellor shall screen all the applications under this category through interviews and by holding actual sports trials in the respective games on the Panjab University Grounds, Chandigarh and other venues in Chandigarh as per Schedule of Trials. The date of sports trials will be informed by the respective Department in which the applicant applied for admission. Only such applicants will be allowed to appear for the interviews and actual sports trials, whose applications are found in conformity with the requirements/qualifications mentioned in the Guidelines by the Directorate of Sports. **Applicants are to appear for interview with all the original sports certificates and all the academic certificates.**
  6. The Directorate of Sports, Panjab University shall take an undertaking in the form of an Affidavit (Sub-Appendix A11) on a Stamp Paper of Rs. 5/- or Rs. 10/- duly attested by the Notary/Magistrate Class I/II from the students that they will attend the grounds regularly and would also participate in the Inter-College, Inter-University, National and International sports tournaments. Their admission would be liable to be cancelled if the terms of the undertaking thus given are not adhered to.
  7. The order of precedence in the selection of candidates for admission will be as per Sub-Appendix A12:
    - i. A student falling under category -Aø shall be placed higher in merit than a student falling under category -Bø Similarly a student falling under category -Bø shall be placed higher in merit than a student falling under category -Cø and so on.
    - ii. Likewise, within each category a student falling in category -Aø (1) will be placed higher in merit than a student falling in category -Aø(2) and so on.

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<sup>6</sup> Preceding three years mean from 1<sup>st</sup> July 2013 to 30<sup>th</sup> June 2016.

<sup>7</sup> Securing first three positions in All India Inter-University/Seniors National Championship/National Games in Senior Category/Participation in International competition at Senior or Junior level recognized by respective International Federation, Indian Olympic Association or Ministry of Youth Affairs and Sports, Indian Olympic Committee.

- iii. A student who attains first position in a competition shall be rated higher in merit than the one who gets second position in a competition of the same level. Similarly, second position will be rated higher in merit than the third in the same level of competition and so on.
  - iv. If there is a tie within the same category, this tie shall be resolved by considering the 'academic merit'<sup>8</sup> and even then if there is tie, it will be resolved by the seniority in age i.e. date of birth of the students and such tie will be resolved by the concerned Department in which applicant applied for admission.
8. The *inter se* merit of the candidates seeking admission to any course under the reserved category of Sports shall be determined only on the basis of their merit in Sports as per grading criteria provided in Sub-Appendix A12.
  9. The case of sports person with achievements in games/disciplines not included in Sub-Appendix A9 but excelling at International level<sup>9</sup> shall be recommended by University Director of Physical Education and may be considered by the Vice-Chancellor for admission to a particular course by creating an additional seat to the extent of 2% seats in the respective course. These seats shall be treated as being in addition to the approved strength of the course in that year only. Sports persons wishing to avail Clause 9 should submit a separate application along with the concerned department's Admission Form.
  10. Not less than 75% attendance in sports grounds for all those students admitted against reserved category of sports shall be a condition precedent for appearing in the examination.
  11. When student is required to abstain from the Department for participation in Inter-College/Inter-University/National/International Sports Tournaments, he/she should seek prior permission of the Chairperson of the Department of which he/she is the student.
  12. If a student admitted under the reserved category of Sports, remains absent from the grounds for regular practice for a continuous period of seven days without leave, his/her name shall be struck off the rolls by the Chairperson of the concerned Department on the recommendation of the Directorate of Sports, Panjab University, Chandigarh.
  13. Deficiency of equal number of lectures (theory, practical, seminars) for tutorials, etc., shall be condoned for sportspersons for attending Coaching Camps for participation in various Campus, Inter-Hostel and Inter-Departments, Inter-College, Inter-University, National and International level tournaments.
  14. In case a student does not attend the grounds for practice or does not participate in the P.U. Campus Sports Activities including Campus Annual Athletic Meet, Inter-College competition, Inter-University tournaments on medical grounds, the medical certificate issued by the University Chief Medical Officer only will be accepted.

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<sup>8</sup> Where there is an entrance test, tie shall be resolved by considering marks obtained in entrance test only.

<sup>9</sup> Excelling at International level means representing the country in the International tournament recognized by the International Olympic Committee/ Indian Olympic Association.

15. In case there are more than one State Association and/or National Federations in any game, the University will entertain and consider only such applicants in Sports Category who have certificates issued by a State Association duly recognized by the concerned State Olympic Association and/or National Federation duly recognized by the Indian Olympic Association. Certificates issued by the concerned State Association not recognized by the concerned State Olympic Association and/or National Federations not recognized by the Indian Olympic Association will not be considered by the University for any purpose.

**NOTE:**

**In case a student remains present in the concerned Department for classes but absent in the grounds for sports then his/her medical certificate will not be accepted and his/her admission shall be liable to be cancelled.**

16. Certificate on letter head will not be considered as a normal course. However, if the certificates are not issued by some sports Organization/Association in a particular game, those cases will be looked after separately by the Screening Committee.
17. It is mandatory for all who have been admitted under 5% reserved category of sports to attend the grounds regularly and participate actively in Inter-College, Inter-University and Nationals if selected and it will also be mandatory for them to get '**No Objection Certificate**' from the University Director of Physical Education, Panjab University before appearing in the Semester/Annual Exam otherwise they will not be issued Admit Card/Roll Nos. by the Chairperson/Director of the concerned departments.

*Dean of University Instruction*

**SUB-APPENDIX A1****CERTIFICATE OF BELONGING TO A SCHEDULED CASTE/TRIBE**

Despatch No. \_\_\_\_\_

Dated \_\_\_\_\_

Certified that \_\_\_\_\_ son/daughter  
of Shri \_\_\_\_\_ resident  
of \_\_\_\_\_ District  
\_\_\_\_\_ State \_\_\_\_\_ an applicant for  
admission to \_\_\_\_\_ course of Panjab University,  
Chandigarh, \_\_\_\_\_ belongs \_\_\_\_\_ to  
\_\_\_\_\_ caste \_\_\_\_\_ of  
Scheduled \_\_\_\_\_ Caste/Tribe \_\_\_\_\_ which \_\_\_\_\_ is \_\_\_\_\_ recognised \_\_\_\_\_ by  
\_\_\_\_\_ State Government.

Name of the Certifying Officer \_\_\_\_\_  
Designation \_\_\_\_\_

\* S.D.M./Tehsildar  
(with office seal)

\*Certificate from no other authority will be accepted.

**VERIFICATION OF SC/ST CERTIFICATES**

The admission of SC/ST candidates producing the requisite certificates of being SC/ST for admission in various courses at this University be made provisional subject to verification of the certificates from the issuing authority by the Chairperson of the concerned department as required in the U.G.C. letter circulated by D.R. (Academic/Colleges) vide his endst. No. 5201-5350/Spl. Cell/SC/ST dated 30-09-1991.

**SUB-APPENDIX A2****CERTIFICATE OF BELONGING TO A BACKWARD CLASS**

Despatch No. \_\_\_\_\_

Dated \_\_\_\_\_

Certified that \_\_\_\_\_ son/daughter of Shri  
\_\_\_\_\_ belongs \_\_\_\_\_ to  
\_\_\_\_\_ Cast which falls in the  
category of backward class in accordance with the latest \_\_\_\_\_  
(State) \_\_\_\_\_ Govt. \_\_\_\_\_ Circular  
No. \_\_\_\_\_ dated \_\_\_\_\_ issued by  
\_\_\_\_\_ (authority).

Name of the Certifying Officer \_\_\_\_\_  
Designation \_\_\_\_\_

Signature of the S.D.M./Tehsildar  
(with office seal)



### SUB-APPENDIX A3

#### CERTIFICATE OF DEATH/INCAPACITATION OF MILITARY PERSONNEL IN ACTION

Despatch No. \_\_\_\_\_ Dated \_\_\_\_\_

Certified that \_\_\_\_\_ an applicant for admission to \_\_\_\_\_ course Panjab University, Chandigarh, is the son/daughter of Shri \_\_\_\_\_ (mention rank also). Shri \_\_\_\_\_ was killed/incapacitated in action on \_\_\_\_\_ (mention date), and his death/incapacitation did not occur due to an accident while performing a routine duty pertaining to job requirement.

Name of the Certifying Officer  
Designation \_\_\_\_\_

Signature of Authorised Military Office  
(with office seal)

### SUB-APPENDIX A4

#### CERTIFICATE OF PHYSICALLY HANDICAPPED CANDIDATE

Despatch No. \_\_\_\_\_ Dated \_\_\_\_\_

##### TO BE ISSUED BY MEDICAL AUTHORITY OF A GOVERNMENT HOSPITAL

1. Name of the candidate \_\_\_\_\_
2. Father's Name \_\_\_\_\_
3. Permanent address \_\_\_\_\_
4. Percentage of loss of earning capacity (in words) \_\_\_\_\_
5. Whether the candidate is otherwise able to carry on studies and perform duties \_\_\_\_\_
6. Name of the disease/cause of handicap \_\_\_\_\_
7. Whether handicap is temporary or permanent \_\_\_\_\_
8. Whether handicap is progressive or non-progressive \_\_\_\_\_

Name of the Certifying Officer  
Designation \_\_\_\_\_

Signature of Authorized Medical Officer  
(Legible Office Stamp)

### SUB-APPENDIX A5

#### CERTIFICATE OF DEPENDENCE ON MILITARY/PARA MILITARY PERSONNEL

Despatch No. \_\_\_\_\_ Dated \_\_\_\_\_

Certified that \_\_\_\_\_ is the dependent son/daughter/spouse of Shri \_\_\_\_\_ (mention rank also). Shri \_\_\_\_\_ is:

- (i) An Ex-serviceman and he retired on \_\_\_\_\_
- (ii) Employed in Unit \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorised Officer  
(with office seal)

- Note: (i) The certificate in case of ex-serviceman is to be signed by the competent authority.  
(ii) The certificate in case of serving personnel is to be signed by the Commander of the Unit.

### SUB-APPENDIX A6

#### CERTIFICATE OF CHILDREN/GRANDCHILDREN OF FREEDOM FIGHTER

Despatch No. \_\_\_\_\_ Dated \_\_\_\_\_

Certified that \_\_\_\_\_ is the son/daughter of Shri \_\_\_\_\_ is child/grandchild of a Tamrapatra Holder/Freedom Fighter Pensioner drawing his pension from \_\_\_\_\_ Treasury.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Deputy Commissioner concerned  
(with office seal)

**SUB-APPENDIX A7****PROFORMA OF AFFIDAVIT FOR GIRL CHILD CATEGORY  
(On non-Judicial paper of Rs. 20/- duly attested by 1<sup>st</sup> Class magistrate)**

I, \_\_\_\_\_ (name), father/mother of Miss  
 \_\_\_\_\_ (full address to be given) resident of  
 \_\_\_\_\_ do hereby, solemnly declare and affirm as under:-

1. That, I am a citizen of India.
2. That Miss \_\_\_\_\_ born on \_\_\_\_\_ is girl child of the deponent.
3. That the deponent has no male child.
4. The the deponent has the following Children and none else:
  - i Name
  - ii Sex
  - iii Date of Birth
5. That neither the deponent nor the aforementioned girl child of the deponent have obtained/availed the benefit granted under this category, in this University/Institute including its affiliated colleges.

Place:

\_\_\_\_\_  
DEPONENT

Date:

**VERIFICATION**

Verified that the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Place:

\_\_\_\_\_  
DEPONENT

Date:

**SUB-APPENDIX A8****PROFORMA OF AFFIDAVIT FOR SPORTSPERSONS CATEGORY  
(On Non-Judicial paper for Rs. 3/- or Rs. 10/- duly attested by Notary/ I<sup>st</sup>/II<sup>nd</sup> Class Magistrate)****AFFIDAVIT**

I, \_\_\_\_\_ (name), son/daughter of  
Shri \_\_\_\_\_ (father's name), born  
on \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_ (address) hereby solemnly declare and affirm as under:

1. That as Sportsman/Sportswoman in \_\_\_\_\_ (name of discipline), I have represented the team(s) in the competition(s) on date(s) and also of named position(s) as indicated in the table below:

Sr. No.	Sports Disciplines	Team Represented	Name of the Competition and Year	Venue/Date	Position Secured
1.					
2.					
3.					
4.					
5.					

2. That the certificate(s) mentioned below are produced by me in support of the above are authentic:

(i)

(ii)

(iii)

3. I understand that in case the information/documents supplied by me are found to be false, incorrect or forged, I shall be liable for criminal action in terms of the provisions contained in the Indian Penal Code.

\_\_\_\_\_  
DEPONENT

**VERIFICATION**

I, the above mentioned deponent do hereby solemnly declare and affirm that the above content are true to the best of my knowledge and belief and nothing has been concealed therein.

\_\_\_\_\_  
DEPONENT

**NOTE: IN CASE OF MINOR, THE AFFIDAVIT SHALL BE FILLED IN BY HIS/HER PARENTS/GUARDIANS WITH SUITABLE AMENDMENTS.**

## SUB-APPENDIX A9

### LIST OF GAMES/DISCIPLINE

Games/Disciplines on the basis of achievement in which claims to admission in the category of Reserved Seats for Sports can be considered have been provided below. New games can be added if the Panjab University sends its teams for Inter-University competitions.

1.	Archery (Men & Women)	22.	Kabaddi (PS) (Men & Women)
2.	Athletics (Men & Women)	23.	Kho-Kho (Men & Women)
3.	Badminton (Men & Women)	24.	Korfball (Men & Women)
4.	Ball Badminton (Men & Women)	25.	Netball (Men & Women)
5.	Baseball (Men & Women)	26.	Power-Lifting (Men & Women)
6.	Basketball (Men & Women)	27.	Rhythmic Gymnastics (Women)
7.	Best Physique (Men)	28.	Rowing (Men & Women)
8.	Boxing (Men & Women)	29.	Shooting (Men & Women) <sup>10</sup>
9.	Canoeing (M) & Kayaking (Men & Women)	30.	Softball (Men & Women)
10.	Chess (Men & Women)	31.	Squash (Men & Women)
11.	Cricket (Men & Women)	32.	Swimming and Diving (Men & Women) Water-Polo (Men)
12.	Cross-Country (Men & Women)	33.	Table-Tennis (Men & Women)
13.	Cycling (Road & Track) (Men & Women)	34.	Taekwondo (Men & Women)
14.	Fencing (Men & Women)	35.	Tennis (Men & Women)
15.	Football (Men & Women)	36.	Volleyball (Men & Women)
16.	Gatka (Men & Women)	37.	American Footbal
17.	Gymnastics Artistic (Men & Women)	38.	Weight Lifting (Men & Women)
18.	Handball (Men & Women)	39.	Wrestling (Men & Women)
19.	Hockey & Indoor Hockey (Men & Women)	40.	Yachting (Men & Women)
20.	Judo (Men & Women)	41.	Yoga (Men & Women)
21.	Kabaddi (NS) (Men & Women)		

<sup>10</sup> Air Pistol and 177 Air Rifle Peep Sight as per ISSF Rules

## SUB-APPENDIX A10

### REVISED FISU ELIGIBILITY RULES FOR PARTICIPATION OF STUDENTS IN NATIONAL AND INTERNATIONAL UNIVERSITY GAMES<sup>11</sup>

#### A. Eligibility Rules:

1. Only a bonafide student, who is currently officially enrolled/registered for a degree or diploma at the university/college whose status, is recognized by the appropriate authority of the country, which is of a minimum duration of one academic year and whose examination is conducted by the university shall be eligible to participate in National/International University Games.
  - 1.1 M.Phil. and Ph.D. students will be eligible to participate only if in terms of the concerned University's rules they are regarded to be bonafide students and fulfill other conditions laid down in this behalf.
2. All eligible students while participating in National/International University Games/Championships shall fulfill the following conditions:
  - (a) Not more than 9 years have elapsed since a student passed the examination qualifying him/her for first admission to a degree or diploma course of university or college affiliated to a university.
  - (b) The nine year eligibility period mentioned above shall be distributed as under:
    - i. not more than 5 years after passing/qualifying 10+2 examination or equivalent examination while studying in Under Graduate Courses/ Degrees.
    - ii. not more than 4 years after passing/qualifying Graduate Course/Degree in Post Graduate Courses while studying in Post Graduate Courses/Degrees. This period includes M.Phil. and Ph.D. courses too (**NOTE:** The period of post-graduate course will be counted after passing graduate course).

**For the purpose of determining the number of years under the revised FISU eligibility rules for participation:**

  - (c) Graduate courses shall be treated to be those where the admission is sought after passing 10+2 or equivalent examination, as the case may be.
  - (d) All other professional courses where admission is obtained after passing graduate degree examination(s), e.g. LL.B., MBBS, BCA, BBA, B.Ed., BP.Ed and B.Lib. etc. will be clubbed with other postgraduate courses like M.A., MBA, M.Sc., M.Com., M. Lib., M.Ed. and MP.Ed etc, as the case may be.
3. Only the competitors who satisfy the following conditions are considered to be eligible to participate in National/International University Games/Championships:
  - i. Be a national of the country they represent;

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<sup>11</sup> With effect from 2013-2014 onwards.

- ii. Only students who are less than 28 years of age as on first July of the academic year in which the tournament is held, can participate.
4. A student who is employed on full time basis will not be considered eligible to participate in National/International University Games/Championships. However, the student(s) who receive normal stipend only, from Public and Private Sector(s), as the case may be, towards financial assistance to support/continue studies can also participate in National University Games provided he/she submits '**No Objection Certificate**' (NOC) from the respective Department/Organization, categorically stating that he/she is permitted to participate in National/International University Games while pursuing his/her studies before his/her admission in a college/university is regularized.
5. A student shall not be allowed to represent more than one university in National University Games during a single/same academic year.
6. Provisional admission to a course/degree of university or college shall not make the student(s) eligible to represent the university in National University Games.
7. In case of a student migrating from one University to another, his/her migration case will be considered eligible only after his/her admission in the new university is regularized and he/she is admitted as a bonafide and eligible student by the new University.

#### **B. Explanation**

1. In case of student(s) changing from one course to another, the period spent in the previous course before joining the new course shall be counted towards total period of eligibility for the purpose of participation in National/International University Games.
2. One year means the academic year in which the tournament is held irrespective of whether the student's result is declared or not. It will normally extend from 1<sup>st</sup> July of one year for 12 calendar months to the next year.
3. A bonafide student may not be considered to be eligible to participate in National/International University Games if he/she does not pass/qualify a particular class within the period of two years, both at Graduate and Post Graduate Courses/Degrees. However, duration/length of both the courses will remain unchanged such as not more than five years after passing 10+2 examination or equivalent examination in Under Graduate courses. Similarly, not more than four years after passing Graduate Courses while studying in Post Graduate Course/Degree including M.Phil. or Ph.D., as the case may be.
4. Interchange of faculty may be allowed to participate in National/International University Games irrespective of his/her having passed the class/course but he/she should have participated only once in that particular class before seeking admission for pursuing the second one. If the candidate participates for two years in one particular class and if he/she changes course for the identical year, he/she may not be eligible to participate in National/International University Games for the remaining period of his/her eligibility for participation in sporting events, unless he/she passes first year of the newly opted course/class in this regard.

### **C. Disqualification**

1. Any disqualification of a sportsperson on the grounds of ineligibility will result in automatic scratching of his/her team, for that academic year. The team may be debarred from participating in the National/International University Games to be held in the following year, if necessary.
2. A sportsperson disqualified on the basis of ineligibility shall not be permitted to participate in National/International University Games in the next year, if necessary.
3. It shall be obligatory for those players, who are selected to represent Indian Universities Team(s) in National/International University Games.
4. If they represent some other organization/state without the permission of AIU, and their respective university/college, they shall be debarred from participation in the National University Games for the period of five years and disciplinary proceedings shall be initiated according to the existing rules.
5. It shall be mandatory for those students who joined Private or Public Sector(s) on nominal stipend basis only, while pursuing their study in universities/colleges to participate in Inter University Tournaments, for getting financial assistance to support/continue their study in universities/colleges, provided their admission is based on the sports quota earmarked for encouraging sports excellence in university sector.
6. In the case of involvement of students in incidents of violence during National/Zonal University Games, the host University authorities shall have the power to scratch their team and recommend to the concerned Universities to cancel the admission of such defaulting sportsperson(s), if found guilty after following due process of independent enquiry, in this regard.
7. Those sportspersons who are found/tested positive on the basis of samples conducted and analyzed by the National Anti Doping Agency (NADA), confirming the use of banned drugs (doping) for enhancing their athletic performance, shall be debarred from participation in the National/International University Games for the period as specified in the report of NADA with a view to make sports drug free in university sector.



## SUB-APPENDIX A11

### PROFORMA OF AFFIDAVIT FOR SPORTSPERSONS WITH REGARDS TO ATTENDANCE FOR PRACTICE AND PARTICIPATION IN TOURNAMENTS

(On Non-Judicial paper for Rs. 5/- or Rs. 10/- duly attested by Notary/I<sup>st</sup>/II<sup>nd</sup> Class Magistrate)

#### AFFIDAVIT

I \_\_\_\_\_ son/daughter of \_\_\_\_\_

Resident of \_\_\_\_\_

do hereby declare as under.

- (i) That I am seeking admission in the University Institute of Hotel and Tourism Management(UIHTM), Panjab University, Chandigarh \_\_\_\_\_ under the Sports Category.
- (ii) That in case, I am admitted to the above said institute I shall regularly attend the grounds for practice and I shall also participate in P.U. Campus Sports Activities including P.U. Campus Annual Athletic Meet/Inter-College/Inter-University/National/International Sports Tournament on behalf of the P.U. Campus and the Panjab University, if selected.
- (iii) That in case I fail to regularly attend the Grounds for practice or fail to participate in the Tournaments as and when required, my admission to the University Institute of Hotel and Tourism Management(UIHTM), Panjab University, Chandigarh shall be liable to be cancelled.
- (iv) That in case my admission to the University Institute of Hotel Management and Tourism, Panjab University, Chandigarh is cancelled due to my failure to regularly attend the grounds for practice or to participate in the P.U. Campus Sports Activities (including Annual Athletic Meet)/Inter-College/ Inter-Univ./National/International Sports Tournaments as may be required by the Deputy Director, Physical Education or the Director Sports, Panjab University, I shall have no claim on any account whatsoever against the Department or against the University.

\_\_\_\_\_  
DEPONENT

#### VERIFICATION

I solemnly declare that the above statement is correct to the best of my knowledge and belief and that nothing has been concealed therein.

\_\_\_\_\_  
DEPONENT

## SUB-APPENDIX A12

### GRADING FOR SPORTS PERSONS

**Note:** Tournaments/Championships other than Inter-University/Inter-College/Inter-School will be considered for gradation provided they are recognized and organized by the International Olympic Committee, Indian Olympic Association/International Federations and Respective National Federations.

#### CATEGORY 'A'

1. A person getting any of the first three positions in the Olympic Games/World Cup Tournaments/Commonwealth Games/Afro-Asian Games/Asian Games/Asian Championships/World Universities Games (FISU)/Davis Cup/Grand Slam in Tennis.
2. A person getting any of the first three positions in the S.A.F. Games.
3. A person representing India in the Olympic Games/World Cup Tournaments/Commonwealth Games/Afro-Asian Games/Asian Games/Asian Championships/World Universities Games (FISU)/Davis Cup/Grand Slam/SAF Games.
4. A person getting any first three positions while representing national team of juniors in the international tournaments abroad and within the country.

#### CATEGORY 'B'

1. A person representing India in International tournaments or official test for seniors abroad and within the country.
2. A person included in the All India Combined Universities team for seniors abroad and within the country.
3. A person representing India in International tournaments or official test for juniors<sup>12</sup> abroad and within the country.
4. A person getting any of the first three positions in the National games.
5. A person getting any of the first three positions in the All India Inter University tournaments/Senior National Championships/Inter State tournament for senior/ Vizzy trophy tournament.
6. A person representing National teams for Schools in the International tournaments or official test within the country and abroad.
7. A person getting any of the first three positions in the Zonal Inter University meet or Championship.
8. A person getting any of the first three positions in the National Championships for Juniors.
9. A person getting any of the first three positions in the National Championships for Youth.<sup>13</sup>
10. A person getting any of the first three positions in the National Championships for Schools conducted by SGFI (School Games Federation of India).
11. A person getting any of the first three positions in the Federation Cup for Seniors.
12. A person getting any of the first three positions in the National Women Sports Festival.
13. A person getting any of the first three positions in the Nehru Cup (For Hockey only).

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<sup>12</sup> Junior level means 16 and up to 22 years of age.

<sup>13</sup> Youth level means 14 and up to 16 years of age.

14. A person getting any of the first three positions in the National Zonal meet or Championship for seniors (the Zonal tournament will be considered if at least five teams participated in the same.)

#### **CATEGORY 'C'**

1. A person included in the State/Union Territory teams in the National Games.
2. A person included in the Panjab University team in the Inter University Tournaments or represented State/Union Territory teams in the Senior National Championships/Inter-state for seniors.
3. A person included in the University team other than the Panjab University in the Inter University Tournaments.
4. A person included in the State/Union Territory Juniors teams in the National Championships.
5. A person included in the State/Union Territory Youth teams in the National Championships.
6. A person included in the State/Union Territory School/CBSE/Kendriya Vidyalaya Sangathan teams in the National School Games conducted by SGFI (School Games Federation of India).
7. A person included in the State/Union Territory teams in the Federation Cup for seniors.
8. A person included in the State/Union Territory teams in the National Women Sports Festival.
9. A person getting any of the first three positions in All India Inter-Professional University Sports Meet of Agriculture, Law, Medicine, Technical and Management Universities.
10. A person included in the Professional University team in Inter-Professional tournaments.
11. A person getting any of the first three positions in the Inter College tournaments other than Professional Universities.
12. A person getting any of the first three positions in the Inter College tournaments of Professional Universities.
13. A person getting any of the first three positions in the Inter-Distt./Union Territory Championships for Seniors.
14. A person getting any of the first three positions in the State Juniors/Union Territory Championships for Juniors.
15. A person getting any of the first three positions in the State School/Union Territory School Games.
16. A person getting any of the first three positions in the State Youth/Union Territory Championships/ tournaments.

#### **CATEGORY 'D'**

1. A person getting any of the first three positions in the University 'B' Division and 'C' Division Inter College tournaments.
2. A person getting any of the first three positions in the Residential University/P.U. Campus Championships or tournaments.

## APPENDIX B

### GENERAL INSTRUCTIONS FOR GIVING ANSWERS ON THE OMR ANSWER-SHEET

1. All questions are to be attempted on the Answer-sheet as per instructions printed on the Question Booklet and OMR Answer-sheet.
2. **The Answer-sheet is designed for computer evaluation. Please follow the instructions given on the Answer-sheet strictly otherwise it may make evaluation by the computer difficult. Any resultant loss to the candidate on the above account i.e., not following the instructions completely, shall be of candidate only.**
3. Each question is followed by four answer choices labelled A, B, C and D. Select the answer you think is the best response and darken the bubble bearing the correct response label against the serial number of the question. For example, if you think answer to question number 2 is D then mark as follows:

Q. 2     A  B  C  D

The Answer marked as under shall be considered as wrong:

A  B  C  D     A  B  C  D     A  B  C  D     A  B  C  D     A  B  C  D     A  B  C  D

4. For marking answers use **Black Ball/Gel Pen only**.
5. If you do not want to answer any question, leave all the bubbles corresponding to that question blank.
6. Be very careful in filling in the bubble in the first instance since erasing or changing it will spoil the response and go to the disadvantage of the candidate.
7. In order to open the Question Booklet, remove the paper band gently.
8. **Write your Roll Number on the Answer-sheet as also on the Question Booklet only in the space provided for the purpose and at no other place in the question Booklet and Answer-sheet.**
9. For calculations, the use of log tables is permitted. Use of Calculator is not allowed.
10. For rough work, the sheets marked -ROUGH WORKØ at the end of the Question Booklet be used. No rough work shall be done on the Answer-sheet under any circumstances.
11. Penalty for wrong answers (Negative marking)

**The total marks to be awarded to a candidate in a paper containing multiple choice objective type questions, after imposing the prescribed penalty, will be calculated by the following formula:**

If, for example, for each correct answer to a question, 2 marks is to be awarded; for a wrong answer 1/2 mark will be deducted.

The total marks scored by the candidate will be computed as under: -

Let P - Number of correct answers.

Let Q - Number of wrong answers.

Let R - Number of unattempted questions.

Then the final score will be  $2P - \frac{1}{2} Q$  calculated to the second place of decimal only. It will also be checked that  $P + Q + R = \underline{\text{Total No. of questions in the Paper}}$ .

## APPENDIX C

### SAMPLE PAPER

#### **Component I: English Aptitude**

Read the following passage and answer Question No. 1

Once, I read in Rajasthan Tourism Department's brochures that visitors to Jaipur are 'spoilt for choices'. Now, after my recent visit to Jaipur, I can say that yes, this time these brochures are right. There is so much to see in Jaipur, not only are the city's forts, palaces, gardens and temples, palaces turned into magnificent hotels, additionally each proves a rewarding experience in itself because they can keep you absorbed for long hours at a stretch. Being a tourist, I can say that Jaipur has much to offer visitors ó everything from pageants and festivals to extraordinarily clad people, a wealth of handicrafts, a royal legacy of palaces, and sightseeing. Best thing, I like in Jaipur is the Jantar Mantar: a monument which at first glance looks like a collection of mammoth, bizarre sculptures but is really a wonderful piece of art and science. My guide provided fascinating explanation to how each of the instruments at the Jantar Mantar worked.

Rajasthan's capital city, Jaipur forces one to think pink (the colour of hospitality). I love food and Rajasthan is indeed a heaven for my kind of people. The delicious Rajasthani Thali, consisting of Dal, Bati, Churma and lots of ghee all make it so good and tempting. I have one word for Rajasthani cuisine and that is 'yummy'. A noticeable mention should also be made of 'Chokhi Dhani' ó a wonderful display of Rajasthani culture for mere Rs. 300 is not a bad deal. Moreover, you are also getting food in that money, amazing, the service element involved in food was very good. Everybody there was greeting guests with 'Ram Ram Sa'. One could wander around and feast one's eyes on the various live shows ranging from the magical to the bizarre.

- Q.1 In the above paragraph what does author mean by 'spoilt for choices'?
- |                          |                                      |
|--------------------------|--------------------------------------|
| A) No choices at all     | B) Large variety of choices          |
| C) Choices are very less | D) There is no comparison of choices |
- Q.2 Write the synonym of INSOMNIA.
- |           |                  |
|-----------|------------------|
| A) fever  | B) madness       |
| C) phobia | D) sleeplessness |
- Q.3 Write the antonym of SLUGGISH
- |              |           |
|--------------|-----------|
| A) lethargic | B) slow   |
| C) lazy      | D) active |

- Q.4 Tick one of the options for filling the blanks in given sentence:  
Noise \_\_\_\_\_ has assumed \_\_\_\_\_ proportions in recent years in India.
- A) Pollution, alarming                      B) Level, surreptitious  
C) Control, different                      D) Problem, desirous
- Q.5 In the following sentence, if an underlined word or phrase is incorrect, choose the suitable option; if the sentence is correct, select No error:

The region has a climate so severe that plants growing there rarely has been more than twelve inches high.

- A) So severe that                      B) Has been  
C) High                      D) No error

### **Component II: Current Affairs and General Awareness**

- Q.1 Nathula Pass is located in which state?
- A) Nagaland                      B) Sikkim  
C) West Bengal                      D) Assam
- Q.2 Expand UNESCO
- A) United Nations Entertainment, Scientific and Cultural Organization  
B) United Nations Educational, Social and Cultural Organization  
C) United Nations Educational, Scientific and Cultural Operations  
D) United Nations Educational, Scientific and Cultural Organization
- Q.3 Which city hosted the United Nations Convention of Climate Change?
- A) Amsterdam                      B) Glasgow  
C) Copenhagen                      D) Hague
- Q.4 When earth day is celebrated?
- A) 8<sup>th</sup> March                      B) 18<sup>th</sup> April  
C) 5<sup>th</sup> June                      D) 1<sup>st</sup> December
- Q.5 Who is the Director of movie 'Slumdog Millionaire'?
- A) Steven Spielberg                      B) Dan Brown  
C) Danny Boyle                      D) A.R. Rehman

### **Component III: Reasoning Ability**

- Q.1 Disease: Health: Freedom : ?
- A) Slavery                      B) Pleasure  
C) Plight                      D) Beauty
- Q.2 If  $4 \times 9 = 24$ ,  $4 \times 8 = 21$ ,  $8 \times 6 = 35$ , then what is the value of  $15 \times 15$ ?
- A) 225                      B) 196  
C) 169                      D) 144

- Q.3 In a military code DANGER is coded as ADGNRE. How will you code CAUTIONS?  
A) ACTUOISN                      B) ACTUOINS  
C) ACTOUISN                      D) ACTUOLSN
- Q.4 1, 4, 9, 16, \_\_\_\_\_ .  
A) 20                                B) 23  
C) 25                                D) 34
- Q.5 Pointing to a woman, a man said, "She is the mother of my father's daughter's daughter." How is the man related to the woman?  
A) Brother                        B) Father  
C) Grandfather                 D) None of these

#### **Component IV: Hospitality Industry Awareness**

- Q.1 Taj brand of hotels belongs to which corporate group.  
A) Oberoi                         B) ITC Welcome  
C) TATA                          D) Marriot
- Q.2 Which one of the following is most visited monument in India?  
A) Qutab Minar                 B) Jantar Mantar  
C) Lal Quila                      D) Taj Mahal
- Q.3 Expand ITDC  
A) India Tourism Development Corporation  
B) International Tourism Development Corporation  
C) India Tourism Development Commission  
D) Indian Tourism Development Company
- Q.4 Which Indian state received largest no. of foreign tourist in 2008?  
A) Rajasthan                     B) Goa  
C) Uttar Pradesh                D) Kerala
- Q.5 At which place one can find hotel Taj Krishna?  
A) Mathura                        B) Agra  
C) Hyderabad                  D) Dwarka



## APPENDIX D

### APPROXIMATE AMOUNT TO BE PAID AT THE TIME OF ADMISSION\*

Course	First Instalment at the time of Admission	Second Instalment in the month of November
<b>Bachelor of Hotel Management and Catering Technology (BHMCT)</b>	Rs. 32,392 + student welfare activities fund Rs. 3,000/- p.a.	Rs. 29,245
<b>Bachelor of Tourism and Travel Management (BTTM)</b>	Rs. 21,892 + student welfare activities fund Rs. 3,000/-p.a.	Rs. 18,745

\*the fee is subject to change as per university decision, examination and other university fee is extra

#### IMPORTANT NOTE:

1. Selected candidates will be asked to make the payments on the spot. No extra time will be given.
2. Candidates selected to Bachelor of Hotel Management and Catering Technology (BHMCT) will have to submit one demand draft of Rs. 32,392/- (first instalment) in favour of the Registrar, Panjab University, Chandigarh and other demand draft of Rs. 3,000/- in favour of the Director Incharge, UIHTM, Panjab University, Chandigarh, both being payable at the State Bank of India, Sector-14, Chandigarh.
3. Candidates selected to Bachelor of Tourism and Travel Management (BTTM) will have to submit one demand draft of Rs. 29,245 (first instalment) in favour of the Registrar, Panjab University, Chandigarh and other demand draft of Rs. 3,000/- in favour of the Director Incharge, UIHTM, Panjab University, Chandigarh, both being payable at the State Bank of India, Sector-14, Chandigarh.
4. The Candidates will have to pay the exact amounts as per P.U. Fee structure prevailing at the time of admission. The amounts mentioned above are approximate. The University is likely to increase the fee @ 10% / 20% of the existing fee structure. Therefore, the candidates are advised to bring sufficient money to cover the increase. The amount over and above the fee structure, if any, will be accepted in the form of a draft. For that, if required, State Bank of India, Sector-14, Chandigarh will open more counters/windows.
5. In addition to amount paid at the time of admission, second instalment of the fee will be due in November.
6. Hostel accommodation both for boys and girls is available. The seats as per quota would be allocated to the Institute for further allotment to the students on merit basis. Candidates, interested to avail hostel facility, are advised to bring with them an extra amount of Rs. 9050/- (approximately) for admission in the hostels.
7. All admitted students will be required to pay full fee at the time of admission. In case of shifting / left the course / Deptt., the fee will be refunded / adjusted later on for the students selected for his benefit as per P.U. rules mentioned in the Handbook of Information & Rules of admission.

## **APPENDIX E**

### **THE PROCEDURE AND STEPS FOR FILLING ONLINE APPLICATION-CUM-ADMISSION FORM**

#### **STEPS TO FOLLOW :**

1. Register Online.
2. Note down your Login Id and Password.
3. Download SBI Slip and pay fee in any SBI branch of India.
4. Login and upload scanned photograph, signature, fill other important information and Save and Confirm.
5. Download your Admit Card after 27, April 2016

#### **NOTE :**

- If **more than 24 hours have passed** after depositing the fee in bank and your journal number is not confirmed, write to **puthat@pu.ac.in** with scanned copy of bank slip.
- Candidates who will avail the concession in fee under the category SC/ST OR P.U. Class B/C Regular Employee must send the copy of printout of their filled form along with the self attested copy of Category Certificate/Proforma for claiming 50% concession to P.U. Regular Employees ("B" and "C" Class) duly signed by the Head/Chairperson, to Assistant Registrar, CET Cell, Aruna Ranjit Chandra Hall, Panjab University, Chandigarh-160014 by registered post/speed post or by hand on or before **April 22, 2016** up to 4:00 p.m.

## Registration Form

**Read Instructions and Eligibility Criteria carefully before registration.**

# Do not prefix the title such as Shri / Smt. / Mr. / Mrs. / Dr. etc. along with names.

Name #

Father's Name #

Mother's Name #

Date of Birth



(dd/mm/yyyy)

E-mail

Class 10<sup>th</sup> Roll No.

Class 10<sup>th</sup> Board

Class 10<sup>th</sup> Passing Year

Category

**Categories other than General**

**Scheduled Caste**

**Scheduled Tribe**

**Backward Classes**

**Defence**

Wards of Military/Paramilitary Personnel who died in action

Wards of Military/Paramilitary Personnel incapacitated while in service

Wards of Military/Paramilitary Personnel Ex-Serviceman

Defence Personnel incapacitated while in service

- Wards of Serving Defence Personnel  
 Ex-Servicemen  
 Serving Defence Personnel  
 **Physically Handicapped**  
 **Only (Single) Girl Child**  
 **Riot Victim/Terrorist Victim**  
 **Sports Person**  
 **Freedom Fighter**  
 **Wards of Kashmiri Migrants**  
 **Wards of Kargil War**  
 **Cancer/AIDS Patients**

Are you or either of your Parents Class B or Class C Regular Employee of P.U.?

Yes  No

Submit

---

**After you submit the above information you will be provided with login id and password. Deposit required fee and login to update information using following form.**

---

### Update Candidate Information

<b>Programme(s) Opted*</b>	Preference 1: <input type="text"/>
	Preference 2: <input type="text"/>
<b>Candidate Name*</b>	<input type="text"/>
<b>Father's Name*</b>	<input type="text"/>
<b>Mother's Name*</b>	<input type="text"/>
<b>Gender*</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender
<b>Date of Birth*</b>	<input type="text"/> <input type="text"/> (dd/mm/yyyy)
<b>Nationality*</b>	<input type="text"/>
<b>Belongs to Area*</b>	<input type="text"/>

**Correspondence Address \***

Is your permanent Address same as Correspondence Address?

Yes

**Permanent Address \***

**Phone No./Mobile No.**

**E-mail ID \***

**Class +2 Roll No.**

**Class +2 Board/University \***

**Year of Appearing/Passing  
(Class +2) \***

**10<sup>th</sup> Class %age \***

**Upload Photograph \***

**Upload Signature \***

*\* Mandatory information*

Submit