

# PROSPECTUS

For admission to M.Sc. Nuclear Medicine  
(2 years Degree Course)

Session – 2022-2023



**Baba Farid University of Health Sciences  
Faridkot 151 203**

**[www.bfuhs.ac.in](http://www.bfuhs.ac.in) & [www.ggsmch.org](http://www.ggsmch.org)**

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## MESSAGE

**Raj Bahadur** PHF  
MS Orth, FRCS (Glasg),  
FIMSA, FAMS, FICA, FPASc  
Vice-Chancellor

*Baba Farid University of Health Sciences, Faridkot is one among 13 Universities of Health Sciences in the Country, which is making a niche in the Medical Education over last few years. It has five facilities of various health sciences, has 149 affiliated colleges and about 35000 students are on roll with the University. In addition to the various courses pertaining to the health sciences, the University has unique distinction of running skilled courses in as many as 60 streams which shall develop human resources which is a great need of the society. These skilled Courses are in line with the thoughts of Hon'ble Prime Minister. The University is committed for transparency accessibility problem solving approach for the students and maintaining standards as per statutory bodies like MCI, DCI & INC. It is open for the genuine criticism for the development of University. The University and its affiliated colleges are putting every best effort to increase its infrastructure, so that ambience of better learning is created.*

*Improving upon the existing infrastructure and the facilities at its constituent college GGSMC, Faridkot, we had been able to admit four candidates each in DNB in the post graduate courses in the department of Obstetrics and Gynaecology and Radiodiagnosis from session 2018-2021. This year we have been able to get 2 seats in the MD Course in Obstetrics and Gynaecology. This is a biggest achievement by the Baba Farid University by bringing this college to such fame especially when few years back this Medical College was existing in a small building and with not many facilities.*

*To add to it, it is worth mentioning here that the GGSMC, Faridkot is running super specialty services in the cardiology, Urology, Neurosurgery, Neurology, Pediatric Surgery, Neonatology, Gastro surgery as well as Plastic Surgery . In all these department, the service are provided by the specialist doctors in their respective fields on regular basis.*

*In the end, I welcome all the new entrants to the University.*

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# IMPORTANT DATES

Sno	Particulars	Date
1.	Availability of Prospectus at University website i.e <a href="http://www.bfuhs.ac.in">www.bfuhs.ac.in</a> & College website: <a href="http://www.ggsmch.org">www.ggsmch.org</a>	<b>18.07.2022</b>
2	Last date of submission of application forms along with fee of <b>Rs. 3540/-(1770/- for SC/BC category only)</b> including GST in the shape of Demand Draft drawn in favour of "Registrar Baba Farid University of Health Sciences, Faridkot" and with self attested photocopies of all required documents.	<b>10.08.2022</b>
3	Date of issuing Admit Cards	<b>17.08.2022</b>
4	Date of Entrance Examination.	<b>22.08.2022</b>
5	Display of Merit List	<b>25.08.2022</b>
6	<p style="text-align: center;"><b><u>Date of Counseling(s):</u></b></p> <p><b><u>1<sup>st</sup> Round of Physical Counseling</u></b> will be held for candidates who are bonafide residents of Punjab State and exempted candidates as per clause 7(a to e) of Pb. Govt. Notification</p> <p><b><u>2<sup>nd</sup> Round of Physical Counseling</u></b> Candidates who are not bonafide residents of Punjab shall be considered.</p> <p><b><u>3<sup>rd</sup> Round of Physical Counseling (if needed)</u></b></p> <p><b><u>Note:</u></b> Tuition Fee (as per Notification) will be collected in the shape of Demand Draft fvg. Registrar, BFUHS, payable at Faridkot on the spot at the counseling venue. <u>The candidate(s) who fail to deposit the requisite fee on the spot shall not be considered for counseling. Neither cash nor cheque will be accepted.</u></p> <p><b>Venue- Guru Gobind Singh Medical College, Faridkot.</b></p>	<p><b>29.08.2022</b></p> <p><b>08.09.2022</b></p> <p><b>Will be uploaded in website</b></p>
7	<b><u>Cut off date for Admission</u></b>	<b>30<sup>th</sup> September 2022</b>
8.	<p><b><u>Note:</u></b></p> <p>a. <u>Other State candidates will be considered in 2<sup>nd</sup> &amp; 3<sup>rd</sup> round of counseling(s).</u></p> <p>b. No separate intimation regarding date and time for counseling will be given.</p> <p>c. Detailed schedule of CET &amp; Counseling will be displayed on University website i.e. <a href="http://www.bfuhs.ac.in">www.bfuhs.ac.in</a> &amp; College web site <a href="http://www.ggsmch.org">www.ggsmch.org</a></p>	

## **IMPORTANT INSTRUCTION FOR APPLYING**

1. Please visit University website [www.bfuhs.ac.in](http://www.bfuhs.ac.in) & [www.ggsmch.org](http://www.ggsmch.org) for all regular and updated information for admissions/Date of counselling from time to time concerning with admission to M.Sc. Nuclear Medicine courses Session – 2022.
2. Fee should only be paid in the shape of Demand Draft drawn in favour of "Registrar, Baba Farid University of Health Sciences, Faridkot, payable at Faridkot", at the Counseling venue.
3. Fee once deposited will not be refunded/ adjusted in any case.
4. All necessary information regarding allocation of merit and seeking admission to M.Sc. Nuclear Medicine course at Guru Gobind Singh Medical College, Faridkot and all applicable rules and regulations, etc., are contained in this booklet called PROSPECTUS, for admission to M.Sc. Nuclear Medicine. This Prospectus is subject to alteration(s) or modification(s) at any time without prior notice. For updates please refer to University website & College website from time to time.
5. The provisional selection/allotment of seat in the counseling will be subject to verification of the original documents /checking of eligibility by the Principal, Guru Gobind Singh Medical College, Faridkot. It shall be the sole responsibility of the Principal to authenticate the eligibility of provisionally selected candidate before admitting the candidate to concerned course.
6. Candidates who are not bonafide resident of Punjab shall be considered during 2<sup>nd</sup> round of counseling after exhausting Punjab state candidates.
7. Instructions in this prospectus are liable to change based on decision (s) taken by the University from time to time. There is no equity or any rights that are /or deemed to be arising in favour of candidate.
8. The candidates should read the eligibility conditions carefully. Mere submission of application form for admission /counseling does not entitle him/her for admission. The eligibility shall be verified by the Selection committee/Principal at the time of counseling /admission. Those who are not eligible will not be considered for admission. Eligibility is also subjected to medical fitness and such criteria as may be prescribed by the University/Medical College.
9. Any attempt by the candidate to influence directly or indirectly any person concerned with the admission process will lead to disqualification of the candidate
10. The fee structure will be as per University regulations. If University issues any subsequent amendment /corrigendum for change in fee structure, the same will be applicable in letter and spirit
11. In all academic matters, the university is the final authority.
12. Deposition of fee does not confirm the admission of the candidate, if it is challenged in the Hon'ble court

13. **The Post Matric Scholarship Scheme:** The Centrally sponsored scheme of Post Matric Scholarships to the students belonging to scheduled castes is applicable w.e.f April 2018 as per the guideline/instruction of Government of India, Ministry of social justice & empowerment. The link regarding guidelines/instructions is available on the University website i.e. [www.bfuhs.ac.in](http://www.bfuhs.ac.in). Further any amendment/modification is subject to change in guideline/instruction of Govt. of India, Ministry of Social Justice & Empowerment.
- 13.1 Scheduled Caste/Backward Classes category candidates shall be eligible to apply for post-Metric Scholarship and reimbursement of fee if they fulfill the terms and conditions laid down by department of Welfare, Govt. of Punjab.
- 13.2 Students claiming benefits of reservation under SC/BC category shall be required to produce a certificate from the competent authority as per latest instructions of Govt. of Punjab. Further, a valid Backward class certificate must be produced as per the latest instructions of Department of welfare, Government of Punjab in which the annual income of the family is clearly mentioned.
- 13.3 Candidate applying under any reserve category is directed to fill the right category code mentioned in the prospectus for claiming reservation under a category and attach all relevant documents /proofs of respective category with application form. Candidate will have to bring all the original documents and their photocopies at the time of counseling /admission.
14. Seats remaining vacant under any reserve category shall be transferred to General category.
15. In case any candidate wants to quit the course/seat, he/she will have to submit application to the college regarding his/her surrender of seat well in advance before the start of next round of counseling
16. Application forms may be downloaded from the official website [www.bfuhs.ac.in](http://www.bfuhs.ac.in), & [www.ggsmch.org](http://www.ggsmch.org). The application forms completed in all aspects, may be submitted to the Office of the Principal, Guru Gobind Singh Medical College, Faridkot. Application form received after due date /time for any reason including postal delays will be rejected. The University and College will not be responsible for any delay or loss in transit caused by Postal Dept. /Courier Services or anyone else any other reasons (whatsoever).
17. Only application forms filled within stipulated time period will be considered for admissions.
18. Mere submission of application form and fee does not confer any right of the candidate for admission to M.Sc Nuclear Medicine Course.
19. Candidates will be responsible for any mistakes made by him/her in his/her online application form. University and College shall not be responsible for the same.
20. Candidate shall submit application form only once. Applications submitted more than once are liable to be rejected.
21. Only eligible candidates, as per University BFUHS, notification/s, shall be considered for admission.
22. Candidates are advised to visit [www.bfuhs.ac.in](http://www.bfuhs.ac.in) & [www.ggsmch.org](http://www.ggsmch.org) website regularly for updates.

23. Personal appearance of candidates is essential at the time of Counselling. He/she will produce all documents/ testimonials in original for verification by the Selection Committee. Failing which he/she will not be considered for counselling.
24. Application fee is as under:  
Application Fee Rs 3540/- (1770/- for SC category only) (Up to 05:00 pm) including GST as per rules.
25. Reservations of seats in the affiliated institutions in Punjab shall be as per the policy of the Government of Punjab for PG Courses.
26. The eligibility for admission of the candidates shall be determined by the Selection Committee at the time of counseling.
27. The students will have to pay the fee for entire course if he/she leaves the course/vacates the seat after the cutoff date for admission.
28. The **Application Form** shall not be considered if requisite application fee is not submitted within stipulated date & time.
29. Notwithstanding the submission of Admission application form, only eligible candidates, as per Government notification/s, shall be considered for admissions.
30. This is for the information of all candidates that as per Hon'ble Supreme Court of India, if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him/her from the institution.
31. Hostel facility is not Available.

## INTRODUCTION

### **BRIEF HISTORY:**

The University was established at Faridkot under an Act of Punjab State Legislature (Punjab Act No. 18 of 1998) in the name of great Sufi Saint Sheikh Farid Ganj-E-Shakar, (1173 1265 A.D.) in 1998 for purposes of affiliating, teaching and ensuring proper and systematic instruction, training and research in Modern Systems of Medicine and Indian Systems of Medicine. It is not only affiliating and examining body but also a teaching and research centre in health sciences. It is expected to play a vital role in improving the standards of medical and health education in the state and in conducting relevant research in all aspects of health sciences, basic as well as applied, which ultimately will ameliorate the health standards of the people of Punjab. It is believed that the university will be a trend setter in developing appropriate modes and models of health care to ensure quality health care to the people.

The University has been recognized by MCI vide letter no. V/11015/3/2000-ME (UG) dated 9th June, 2000. The UGC has also included the University in the list of recognized universities maintained by the University Grants Commission, under section 2(1) of the UGC Act. 1956 vide letter no. F.9-3/97 (CPP-I) dated 4 July, 2002. The Regional Director, World Health Organization, Regional Office for South-East Asia, World Health House, New Delhi has also forwarded the name of the University for inclusion in the World Directory of Medical Schools vide letter No. M12/6212 dated 6 May 2002. The University is also included in the list of Commonwealth Universities and their yearbook 2001 at page No. 692 (Vol. 1).

Established with a mission to create an intellectual, academic and physical environment conducive to free flow of ideas and exchange of information between various faculties of the university, between this university and other universities of health sciences in the country and abroad, thereby opening a window to the world for the health professionals, health planners, health managers, biomedical and social scientists and educationalists in health sciences of the country. Efforts are on to establish contact with various institutions towards achieving this goal.

### **UNIVERSITY'S PRESENT STATUS:**

All the new buildings of the University and its constituent college, GGS Medical College & Hospital were completed in the year 2011. The university was shifted to its new building situated at Sadiq Road, Faridkot in July 2011. Hon'ble Chief Minister, Punjab inaugurated two new University buildings (Senate Block and Academic Block) on 22-09-2011. Hon'ble Deputy Chief Minister inaugurated the Radiotherapy Unit, and other buildings of GGS Medical College & Hospital, on 23-09-2011. The GGS Medical College & Hospital, a constituent college of the University is also shifted to its new building.

The University Campus comprises of GGS Medical College along with Auditorium of 800 capacity, Senate Block, Academic Block, University College of Nursing, University College of Physiotherapy, University Institute of Para-Medical Sciences, University Institute of Pharmaceutical Sciences, Dept. of Nuclear Medicine, Telemedicine, Edusat and a well equipped state-of-the-art 500 bedded hospital, Drug De-addiction & Treatment Centre at Faridkot. The State Institute of Nursing and Para-Medical Sciences, Village – Badal (Muksar), Institute of Nursing (University Regional Centre) at Shri Goindwal Sahib and



Advanced Cancer Diagnostic Treatment & Research Centre and Drug De-Addiction & Treatment Centre at Bathinda are also run by University.

The university has started number of employment-oriented diploma courses and certificate programs in health sciences and allied services.

#### **UNIVERSITY'S NEW PROJECTS:**

University is on the way to establish:-

- 1) Super Specialty Block in GGS Medical Hospital, Faridkot
- 2) Mother & Child Block in GGS Medical College, Faridkot
- 3) University Institute of Paramedical Sciences, Faridkot
- 4) Advanced Cancer Diagnostic, Treatment & Research Centre at Bathinda.
- 5) University Regional Centre for Public Health & Paramedical Sciences at Goindwal Sahib. University has acquired 20 Acres of land for its Regional Center at Goindwal Sahib. The University has planned to run a number of employment-oriented diploma courses and certificate programmes in Health Sciences.

#### **The University is also in process of developing the following five study centers:**

1. Centre for Distance Learning (Medical) and Educational Technology miscellaneous.
2. Centre for Health Systems and Health Services Management.
3. Centre for Bio-information Technology.
4. Centre for Human Resources Development and Health Management.
5. Centre for Population Sciences.
6. University Institute of Nursing, Jalalabad, Distt. Fazilka attached with upcoming 100 bedded Hospital.

#### **UNIVERSITY'S CONSTITUENT COLLEGES:**

1. Guru Gobind Singh Medical College, Faridkot
2. University College of Nursing, Faridkot
3. University College of Physiotherapy, Faridkot
4. University Institute of Pharmaceutical Sciences, Faridkot
5. University Institute of Para-Medical Sciences, Faridkot
6. State Institute of Nursing and Para-Medical Sciences, Village – Badal(Muktsar)
7. Institute of Nursing, University Regional Centre, Shri Goindwal Sahib
8. University Institute of Nursing, Jalalabad.
9. Advance Cancer Institute, Bathinda.

Recently, Govt. of Punjab has transferred 100 bedded Civil Hospital, Badal to University for strengthening and expanding the connection between rural medical services and the education and research carried on by the Baba Farid University of Health Sciences. The GGS Medical College & Hospital, a constituent college of the University has 24 departments and 21 post graduate departments.

Guru Gobind Singh Medical College, Faridkot is 700 bedded Hospital. In addition to above, the Board of Management of University also accepted the proposal for starting of Physiotherapy College in the University campus in its meeting held on dated 03.04.2007 and fourth constituent college was

established viz. University College of Physiotherapy. University has also established its own Institute of Pharmacy. The GGS Medical College & Hospital, constituent college of the University has 24 departments and 21 post graduate departments and is recognized by MCI.

#### **COLLEGES AFFILIATED WITH UNIVERSITY:**

At present the University is having 155 affiliated colleges comprising 146 affiliated and 9 constituent Colleges (with an approximately 35,000 students).

University will soon endeavor to achieve excellence in health care delivery and Medical Education and Research in the State. Admissions to various undergraduate and post graduate courses in the affiliated institutions of this University in the State of Punjab are made on merit basis through the conduct of Entrance Tests.

The University is now primarily focusing on strengthening postgraduate medical education and research and evolving as a centre of excellence in a rural backdrop.

#### **COLLEGE INSPECTIONS:**

The University has started conducting the surprise inspections of all the colleges and due to this, the colleges are compelled to maintain their standard related to academic staff, discipline and availability of amenities etc. Moreover, the University has started highlighting the shortcomings which the colleges have failed to rectify. This information is made available to the prospective students at the time of admission, before they select the college of their choice.

#### **UNIVERSITY EXAMINATION SYSTEM:**

The University had introduced Onscreen Marking Solution and w.e.f. session 2016 and e-transfer system of question papers of various courses to the examination centers to maintain the sanctity of examinations. This process and implementation strategies will help us to deliver, efficiency, reliability in high stakes examination and their certifications

Selection of the candidates to M.Sc Nuclear Medicine shall be made on merit and in transparent manner as per University Regulations.

**DEFINITIONS:**

- i) "BFUHS" means Baba Farid University of Health Science, Faridkot.
- ii) "GGSMC" means Guru Gobind Singh Medical College, Faridkot
- iii) "Eligible Candidate" means a candidate who satisfies the requirement of eligibility as per ordinance approved by Baba Farid University of Health Sciences, Faridkot.
- iv) "PWD" Persons with Disability.
- v) Fee Fixation: ACT 2016, Board Approved.

## **CATEGORY CODES**

The candidate must select a category code from the category codes given below and fill in the appropriate circles. In case a candidate belongs to more than one category then he/she may fill more than one category code at the appropriate space.

i)	General Category	11
ii)	Scheduled Caste	12
iii)	Backward Classes	13
iv)	Persons with Disability	14

## **INTRODUCTION ABOUT NUCLEAR MEDICINE WITH ELIGIBILITY AND QUALIFICATIONS.**

Nuclear Medicine is an established clinical and research specialty having a wide ranging diagnostic and therapeutic techniques. It can be defined as a discipline embracing all applications of radioactive materials in the diagnosis and treatment of various diseases, in medical research and in the study of body functions, both in healthy and diseased state. As this is a specialized branch of medicine and is multidisciplinary in nature, it requires skilled / trained manpower. Therefore, M.Sc. Nuclear Medicine syllabus has been prepared in such a way that it will make the student a good Nuclear Medicine physicist, researcher and a teacher after qualifying this course. There are a number of medical institutes in Punjab; it was observed that none of these institutes gives M.Sc. Nuclear Medicine degree in Punjab. Moreover a few institutes provide this degree course in India. We have also observed a shortage of skilled manpower in the Nuclear Medicine field. Therefore we have proposed a Nuclear Medicine degree in our University to meet the need of trained Nuclear Medicine Professionals.

### **AIMS AND OBJECTIVES**

The postgraduate training program is aimed at developing highly skilled technical manpower in Nuclear Medicine. After completion of the course, the trainee should be able to demonstrate high standards of professional skills and competence/leadership qualities in the field of Nuclear Medicine.

### **DURATION OF COURSE**

The duration of the program of Master of Science in Nuclear Medicine will be two Academic Years (Two Semesters in each year).

### **NUMBER OF SEATS**

Number of Seats = 05

### **DISTRIBUTION OF SEATS**

Final seat distribution will be displayed at the time of counseling.

### **ELIGIBILITY/QUALIFICATION:**

Minimum Qualifications for admission to M.Sc. first year in Nuclear Medicine will be B.Sc. from a recognized university with Physics and Chemistry (Non-medical Stream) or Chemistry and Zoology/Biotechnology (Medical Stream) as **core subjects**. Candidates having B.Sc. in Nuclear Medicine/Biophysics shall also be eligible for admission to the course. Candidates with B.Sc. degree in X-ray/Medical Technology, B.Sc. through correspondence and Open University stream are not eligible.

### **ADMISSION CRITERIA**

Admission to M.Sc. course in Nuclear Medicine will be through **Common Entrance Test** (CET) to be conducted by the BFUHS, Faridkot.

- The candidates should have passed the graduation (B.Sc.) as per Eligibility / Qualification from a recognized University/Institute with at least 50% marks.

- A candidate has to secure a minimum of 40% cut-off percentage marks in the Common Entrance Test (35% in case of candidates belonging to SC/ST/BC/PwD)
- While preparing the final merit of the entrance test, 50% weightage will be given to the B.Sc. marks obtained by the candidate and 50% weightage will be given to the marks obtained in the Common Entrance Test.
- CET will have 75 questions. Each question will be of 1 mark. CET will be of 1 hour and 30 minutes duration. No negative marking will be there; however one mark will be deducted for every unattempted question (as per BFUHS guidelines).
- The syllabus for the Common Entrance Test (CET) will be based on the aptitude of applicants as per minimum qualification and will also include Basic concepts of General Nuclear Medicine & Biophysics, Basic concepts of Radiation safety and measurements, Basic concepts of Nuclear Medicine Instrumentation
- Further, all other guidelines applicable for CET/Admission will be as per BFUHS rules that are amended from time to time

**AGE LIMIT FOR ADMISSION:**

A candidate should have completed the age of 20 years at the time of admission or would complete the age on or before 31st December on the year of admission to the first year M.Sc. (Nuclear Medicine) course.

**CUT-OFF DATES FOR ADMISSION IN (2022-2023 SESSION):**

30 September 2022.

**REGISTRATION:**

A candidate admitted to the M.Sc. (Nuclear Medicine) degree course shall register his / her name by submitting the prescribed application form for registration duly filled in by remitting the prescribed fee to the BFUHS within 30 days from the cut-off date prescribed for M.Sc. (Nuclear Medicine) degree course.

## **University Regulations For M.Sc (Nuclear Medicine)**

### **1 The Selection Committee will be as under:-**

- |  |                      |
|--|----------------------|
| 1. Principal of Guru Gobind Singh Medical College, Faridkot          | Chairman/Chairperson |
| 2. Professor, Incharge Para Medical Courses, GGSMC, Faridkot.        | Member               |
| 3. Professor & Head Department of Nuclear Medicine, GGSMC, Faridkot. | Member               |
| 4. Representative of BFUHS, Faridkot.                                | Member               |
| 5. Representative of Department of Social Welfare, Faridkot.         | Member.              |

### **2 Bonafide resident 1996 as in Annexure-**

**3** In Case of a tie between two or more candidates having equal marks in Entrance Examination, the inter se ranking of such candidates shall be determined by the following factors in the order of precedence:-

- Candidate with higher aggregate % age marks in B.Sc examination.
- Candidate older in age.

**4** The allotment of seat shall be made by the Admission Committee on the basis of the inter se merit obtained by the candidate. Personal appearance in the counseling/interview of the candidate shall be compulsory.

**5** Fee for the M.Sc(Nuclear Medicine) Course in all Health Sciences Educational Institutions shall be as follows. The provisional fee structure is as under:-

<b>Course</b>	<b>Tuition Fee in Rs. (Per annum)</b>
<b>M.Sc (Nuclear Medicine)</b>	<b>40,000/-</b>

**6** Reservations in Private Unaided Health Sciences, Educational Institutions shall be made under The Punjab Private Health Sciences educational institutions (Regulation of Admission, Fixation of Fee and Making of Reservation) Act 2006 and amended from time to time for the following candidates:-

<b>I</b>	Schedule Caste	25%
<b>Ii *</b>	Backward Classes (Note: the Backward class certificate must be as per the latest instructions issued by the government of Punjab and income from all sources should be indicated in the BC certificate)	10%
<b>Iii **</b>	Physically handicapped (disabled)	5%

**7** Students claiming benefits of reservation under SC/BC category will be required to produce a certificate from the competent authority as per instructions of the Department of Welfare No. 1/41/96-RC 1/1110001-17 dated 17/1/1994 and No. 1/41/93-RC 1/1597 dated 17-08-2005 and amended from time to time (for BC).

**8** The Reservation of Physically Challenged persons shall be as per the provision of Right of Person with Disability ACT.2016.

- 9 Successful handicapped candidates must appear before the Medical Board at Guru Gobind Singh Medical College, Faridkot on specified date notified by the BFUHS, Faridkot before counseling.
- 10 Cutoff date for admission will be 30<sup>th</sup> September 2022 for session 2022-23. In case if any seat is left vacant it will be updated on web sites. It will be filled on merit basis of CET.
- 11 For any dispute arising out of this notification or of the admissions under the notification the jurisdiction shall be Punjab of Chandigarh only.



**Academic and Exemption Certificates**  
(Compulsory for all Candidates)

**Form No. 1**

**Undertaking**

I, Mr/Ms. \_\_\_\_\_ S/D/o Sh. \_\_\_\_\_

R/o \_\_\_\_\_

\_\_\_\_\_ do hereby solemnly affirm  
and declare as under:-

1. That I have not left any Post Graduate Course without completing it.
2. That I am not doing any Post Graduate Course anywhere in India.
3. That I have not opted for Post Graduate Course in 2022 in anywhere in India.

Signature

Place: \_\_\_\_\_

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

**Certificates/Forms regarding exemptions:-**

**Form No.2**

Under exemption – 7 (a)

CERTIFICATE FROM THE EMPLOYER IN THE CASE OF EMPLOYEES OF GOVERNMENT OF PUNJAB MEMBERS OF ALL INDIA SERVICES BORNE ON PUNJAB CADRE, EMPLOYEES OF STATUTORY BODIES/CORPORATIONS/BOARDS ESTABLISHED BY OR UNDER AN ACT OF STATE OF PUNJAB.

I certify that Mr./Ms \_\_\_\_\_ S/o D/o Sh. \_\_\_\_\_ is serving as employee of government of Punjab/Member of all India Services borne on Punjab cadre/regular employee of statutory Body/Corporation/Board established by or under an act of the State of Punjab.

He/she is holding the post of \_\_\_\_\_ in the Department \_\_\_\_\_ and is presently posted at \_\_\_\_\_ (place of service), w.e.f. \_\_\_\_\_ (date of posting).

Mr/Ms \_\_\_\_\_ is his/her son/daughter/dependent. Parents of Ms/Mr \_\_\_\_\_ are not alive and he/she is fully dependent upon Sh./Smt \_\_\_\_\_ as stated above.

Dated \_\_\_\_\_  
Place \_\_\_\_\_

Signature of the Employer  
(with official seal)

(Exact date month and year since when one is posted at the present place is to be given).

**Under exemption – 7 (b)**

**CERTIFICATE FROM THE EMPLOYER IN CASE OF REGULAR EMPLOYEES OF CENTRAL GOVERNMENT WITH PUNJAB DOMICILE WHO HAVE SERVED FOR ATLEAST 3 YEARS IN THE STATE OF PUNJAB OUT OF THE 5 YEARS PRECEDING THE YEAR OF ADMISSION THAT IS 3 YEARS OUT OF 2019, 2020 & 2021**

I certify that Mr/Ms \_\_\_\_\_ S/o D/o Mr/Ms \_\_\_\_\_ is serving as a employee of central Government in the Department of \_\_\_\_\_ Mr/Ms. \_\_\_\_\_ has served in the State of Punjab at \_\_\_\_\_ (place of service) \_\_\_\_\_ District for the period \_\_\_\_\_ to \_\_\_\_\_ during 2016, 2017, 2018, 2019 and 2020.

Mr/Ms \_\_\_\_\_ is his/her son/daughter/dependent.

Parents of Mr/Ms \_\_\_\_\_ are not alive and he/she is fully dependent upon Mr/Ms \_\_\_\_\_ as stated above.

Dated \_\_\_\_\_  
Place \_\_\_\_\_

Signature of the Employer  
(with official seal)

**Under exemption – 7 (c)**

**CERTIFICATE FROM THE PUNJAB GOVERNMENT PENSIONER SETTLED OUTSIDE PUNJAB and WHO HAVE SERVED FOR ATLEAST 3 YEARS IN THE STATE OF PUNJAB OUT OF THE 5 YEARS PRECEDING THE YEAR OF ADMISSION THAT IS 3 YEARS OUT OF 2017,2018,2019, 2020 & 2021**

I certify that Mr./Ms \_\_\_\_\_ S/o, D/o Mr/Ms. \_\_\_\_\_ is a Punjab Government Pensioner retired from the Department of \_\_\_\_\_ on \_\_\_\_\_ while holding the post of \_\_\_\_\_ and he/she served Outside Punjab from \_\_\_\_\_ to \_\_\_\_\_ (period should be fall in the years 2017,2018,2019,2020 and 2021). His/her P.P.O. No. is \_\_\_\_\_ and he/she is drawing his/her pension from \_\_\_\_\_ he/she is settled outside Punjab at the address given below since \_\_\_\_\_.

Complete Address \_\_\_\_\_  
\_\_\_\_\_

Mr/Ms \_\_\_\_\_ is his/her son/daughter/dependant.

Parents of Mr./Ms \_\_\_\_\_ are not alive and he/she is fully dependent upon Mr/Ms \_\_\_\_\_ as stated above.

Dated \_\_\_\_\_  
Place \_\_\_\_\_

Signature of the Employer  
(with official seal)

**Under exemption – 7 (d)****CERTIFICATE FROM THE EMPLOYER IN THE CASE OF EMPLOYEES OF INDIAN DEFENCE SERVICES/PARA MILITARY FORCES.**

I certify that Mr/Ms \_\_\_\_\_ S/o, D/o Shri \_\_\_\_\_ is regular employee of Indian Defence Service/Para Military forces belongs to Punjab State as per his/her service record at the time of entry into service and the home address given there is \_\_\_\_\_ (District \_\_\_\_\_) Punjab.

Mr/Ms \_\_\_\_\_ is his/her son/daughter/dependent.

Parents of Mr/Ms \_\_\_\_\_ are not alive and he/she is fully dependent upon Mr./Ms \_\_\_\_\_ as stated above.

Dated \_\_\_\_\_  
Place \_\_\_\_\_

Signature of  
Officer Commanding/  
Competent Authority  
(With official seal).

**Under exemption – 7 (e)****CERTIFICATE FOR THE EX-EMPLOYEES/PENSIONERS OF INDIAN DEFENCE SERVICES/PARA MILITARY FORCES SETTLED OUTSIDE PUNJAB and WHO HAVE RETIRED ON OR AFTER 1<sup>ST</sup> JANUARY 2016.**

Certified that Number \_\_\_\_\_  
Rank \_\_\_\_\_  
Name \_\_\_\_\_  
S/o \_\_\_\_\_  
Father of \_\_\_\_\_  
Resident of village \_\_\_\_\_  
Post office \_\_\_\_\_  
Tehsil \_\_\_\_\_  
Distt \_\_\_\_\_

Belonging to State of Punjab as per his/her service record at the time of entry into service had served in the Army/Navy/Air Force/(Name of the Para-Military Forces).

from \_\_\_\_\_ and subsequently discharged/retired from the service on \_\_\_\_\_ as per his/her service record at the time of entry into service the home address given is village/Town \_\_\_\_\_ Punjab. He/She is settled outside Punjab at the address given below since \_\_\_\_\_.

Dated \_\_\_\_\_  
Place \_\_\_\_\_

Signature of  
Officer Commanding/  
Competent Authority  
(With official seal).

**Certificates of Reserved categories:-**  
**CERTIFICATE OF SCHEDULED CASTE/TRIBE**

**As per letter No.1/41/96-RCI/110001-17, dated 5.12.1996 of  
Govt. of Punjab, Department of Welfare (Reservation Cell)**

It is certified that Shri/Shrimati/ Kumari \_\_\_\_\_ son/daughter of  
Sh. \_\_\_\_\_ of village/town \_\_\_\_\_ District/Division  
\_\_\_\_\_ state of Punjab belongs to \_\_\_\_\_ caste which has been  
recognised as Scheduled caste as per "The Constitution (Scheduled Castes) Order, 1950"

2. Shri/Shrimati/Kumari \_\_\_\_\_ and his/ her family lives in village/  
town \_\_\_\_\_ District/ Division \_\_\_\_\_ of Punjab State

Date \_\_\_\_\_  
Place \_\_\_\_\_

*Signature*  
Designation  
Seal of office

**Competent authority to issue Caste Certificate**

- I. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/First Class Stipendiary Magistrate/City Magistrate/Sub Divisional Magistrate/Talika Magistrate/Executive Magistrate/ Extra Assistant Commissioner (Not below the rank of first class Stipendiary Magistrate).
- II. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- III. Revenue Officer not below the rank of Tehsildar.
- IV. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
- V. Administrator/Secretary to Administrator/Development Officer Lakshadweep Islands. (circulated vide no.2/223/79-SWI/4337, dated 8.6.90)

OR

The certificate for this purpose issued by any other competent authority declared by Government of Punjab in any other prescribed proforma.

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**FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO A BACKWARD CLASS IN SUPPORT OF HIS/HER CLAIM.**

**Government of Punjab**

Office of the \_\_\_\_\_ District \_\_\_\_\_

**Certificate of Backward Class (Category Code-13)**

Certificate No. \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_

Son/Daughter of \_\_\_\_\_

Village \_\_\_\_\_

District/Division \_\_\_\_\_

In the State of Punjab belongs to the \_\_\_\_\_ community which is recognized as a backward class under the Government of Punjab, Department of Welfare of SCs and BCs vide Notification

No. \_\_\_\_\_ dated \_\_\_\_\_

Shri/Smt./Kumari \_\_\_\_\_ and or his/ her family ordinarily resides in the \_\_\_\_\_ District/Division of the State of Punjab.

This is also to certify that he/ she does not belong to the person/ sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of Punjab Department of Welfare of SCs & BCs Notification No. 1/41/93-RC1 dated 17.01.1994. as amended vide Notification No. 1/41/93-RC1/1597 dated 17.08.2005, Notification No. 1/41/93-RC1/209 dated 24.02.2009 and Notification No. 1/41/93-RC1/609 dated 24.10.2013.

Date of Issuance

Signature of Issuing Authority-



Designation-

Date

Place

Note: The term "Ordinarily" used here will have same meaning as in Section 20 of Representation of People Act, 1950.

**ਭਰਤੀ/ਦਾਖਲੇ ਸਮੇਂ ਪੱਛੜੀ ਸ਼੍ਰੇਣੀ ਨਾਲ ਸਬੰਧਤ ਵਿਅਕਤੀ ਤੋਂ ਲਏ ਜਾਣ ਵਾਲੇ ਸਵੈ-ਘੋਸ਼ਣਾ ਪੱਤਰ ਦਾ ਪਰਫਾਰਮਾ**

1. ਮੈਂ.....ਪੁੱਤਰ/ਪੁੱਤਰੀ

ਸ੍ਰੀ.....

ਵਾਸੀ.....

.....ਪਿੰਡ/ਕਸਬਾ/ਸ਼ਹਿਰ.....ਜਿਲ੍ਹਾ.....

ਘੋਸ਼ਣਾ ਕਰਦਾ ਹਾਂ ਕਿ ਮੈਂ.....ਜਾਤੀ ਨਾਲ ਸਬੰਧਤ ਰੱਖਦਾ/ਰੱਖਦੀ ਹਾਂ ਤੇ ਇਹ ਜਾਤੀ ਪੰਜਾਬ ਸਰਕਾਰ ਵਲੋਂ ਪੱਤਰ ਨੰ:.....ਮਿਤੀ.....ਰਾਹੀ ਪੱਛੜੀ ਸ਼੍ਰੇਣੀ ਕਰਾਰ ਦਿੱਤੀ ਗਈ ਹੈ।

2. ਮੈਂ ਇਹ ਵੀ ਘੋਸ਼ਣਾ ਕਰਦਾ ਹਾਂ ਕਿ ਮੈਂ ਪੰਜਾਬ ਸਰਕਾਰ ਵਲੋਂ ਜਾਰੀ ਹਦਾਇਤਾ ਨੰ: 1/41/93-ਰਸ1/459 ਮਿਤੀ 17.01.1994, ਜਿਸ ਨੂੰ ਬਾਅਦ ਵਿੱਚ ਪੱਤਰ ਮਿਤੀ 1/41/93-ਰਸ1/1597 ਮਿਤੀ 17.08.2005. ਮਿਤੀ 01/41/93-ਰਸ1/209 ਮਿਤੀ 04.02.2009 ਅਤੇ ਪੱਤਰ ਨੰ: 1/41/93-ਰਸ1/609 ਮਿਤੀ 24.10.2013 ਨਾਲ ਸੋਧਿਆ ਗਿਆ ਹੈ, ਦੀ ਅਨੁਸੂਚਿਤ ਵਿੱਚ ਦਰਜ ਕਾਲਮ 3 ਦੇ ਅਧੀਨ ਨਹੀਂ ਆਉਂਦਾ ਅਤੇ ਮੇਰੀ ਅਤੇ ਮੇਰੇ ਪਰਿਵਾਰ ਦੀ ਸਾਰੇ ਵਸੀਲਿਆਂ ਤੋਂ ਆਮਦਨ 6.50 ਲੱਖ ਰੁਪਏ ਤੋਂ ਘੱਟ ਹੈ।

ਸਥਾਨ:

ਘੋਸ਼ਣਾ ਕਰਤਾ

ਮਿਤੀ

**ਵੈਰੀਫਿਕੇਸ਼ਨ:-**

ਮੈਂ ਇੱਥੇ ਇਹ ਘੋਸ਼ਣਾ ਕਰਦਾ ਹਾਂ ਕਿ ਉਪਰੋਕਤ ਦਿੱਤੀ ਗਈ ਜਾਣਕਾਰੀ ਮੇਰੀ ਸਮਝ ਅਨੁਸਾਰ ਸਹੀ ਵਾ ਦਰੁਸਤ ਹੈ ਅਤੇ ਇਸ ਵਿੱਚ ਕੁਝ ਵੀ ਛੁਪਾਇਆ ਨਹੀਂ ਗਿਆ। ਮੈਂ ਇਨ੍ਹਾਂ ਤੱਥਾਂ ਤੋਂ ਜਾਣੂੰ ਹਾਂ ਕਿ ਜੇਕਰ ਮੇਰੀ ਕੋਈ ਵੀ ਦਿੱਤੀ ਸੂਚਨਾ ਗਲਤ ਨਿਕਲਦੀ ਹੈ ਤਾਂ ਮੈਂ ਕਾਨੂੰਨ ਵਿੱਚ ਦਰਜ ਸਜ਼ਾ ਦਾ ਹੱਕਦਾਰ ਹੋਵਾਂਗਾ ਅਤੇ ਪ੍ਰਾਰਥੀ ਨੂੰ ਇਸ ਸੂਚਨਾ ਦੇ ਆਧਾਰ ਤੇ ਦਿੱਤੇ ਗਏ ਲਾਭ ਵਾਪਿਸ ਲੈ ਲਏ ਜਾਣਗੇ।

ਸਥਾਨ:

ਘੋਸ਼ਣਾ ਕਰਤਾ

ਮਿਤੀ:

ਨੋਟ:ਜੇਕਰ ਪ੍ਰਾਰਥੀ ਨਾਬਾਲਿਗ ਹੈ ਤਾਂ ਪ੍ਰਾਰਥੀ ਦੇ ਪਿਤਾ, ਮਾਤਾ ਜਾਂ ਕਾਨੂੰਨੀ ਗਾਰਡੀਅਨ ਵਲੋਂ ਘੋਸ਼ਣਾ ਪੱਤਰ ਦਿੱਤਾ ਜਾਵੇਗਾ।

**For Persons with Disability**

**CERTIFICATE OF DISABILITY  
(As per Rights of Persons with Disabilities Act, 2016)  
For Admission to Medical/Dental Courses as per approved instruction of GOI**

Certificate No. \_\_\_\_\_ Dated \_\_\_\_\_

This is to certify that Dr./Mr./Ms. \_\_\_\_\_ Aged \_\_\_\_\_ Years

Son/Daughter of Mr. \_\_\_\_\_ R/o \_\_\_\_\_

Rank No. \_\_\_\_\_ is suffering From \_\_\_\_\_ (Name of The Disease) and has Permanent Physical Impairment (PPI) of Left/Right/Both Lower Limb/other disabilities. He/She is Locomotor disabled/ other disabilities and has the percentage of \_\_\_\_\_ (in words) \_\_\_\_\_ (in Figure) of (40% - 70%) disability of lower limbs.

He/She is eligible/NOT eligible for admission in Medical/Dental Courses as per the MCI/DCI guidelines subject to his being otherwise medically fit.

Recent Passport  
size photograph  
of the candidate  
duly attested by  
the issuing  
authority

Sign. & Name \_\_\_\_\_

(Concerned Specialist)

Sign. & Name \_\_\_\_\_

(Concerned Specialist)

Sign. & Name \_\_\_\_\_

(Concerned Specialist)

**Note:** The eligibility of the handicapped categories candidates will be determined by the Medical Board at the time of counselling as per Punjab Govt. Notification/s.

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**Self Undertaking of Gap in Study**

I \_\_\_\_\_ S/o, D/o Shri \_\_\_\_\_ resident of \_\_\_\_\_ (full address to be given) do hereby solemnly state and affirm as under:-

1. That I have passed B.Sc examination held in \_\_\_\_\_ from \_\_\_\_\_ (name of the college/school)
2. That I have not joined any college/institution after passing B.Sc

OR

That I have joined the course of \_\_\_\_\_ at \_\_\_\_\_ (name of the institution) from \_\_\_\_\_ and will leave the same before joining the M.Sc(Nuclear Medicine).

Dated: \_\_\_\_\_

Candidate Signature

**No.1/3/95-3PP II/9619  
GOVERNMENT OF PUNJAB  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS (PERSONNEL  
POLICIES II BRANCH)**

Dated, Chandigarh the 6/6/96

To

- (i) All the Financial Commissioners to the Govt. of Punjab.
- (ii) All the Principal Secretaries/Administrative Secretaries to the Government of Punjab.
- (iii) All Heads of Departments, Commissioners of Division, Registrar, Punjab & Haryana High Court, District and Session Judges, Deputy Commissioners, Sub Divisional Officers (Civil) in the Punjab State.

**Subject:- Bonafide resident of Punjab-Guidelines for grant of Residence Certificate.**

Sir/Madam,

I am directed to invite your attention to the Punjab Government Circular Letter No.1/3/95-3PP II/2043, dated 29/1/1996 vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for purposes of admission to educational institutions (including technical/medical institution). The matter has been reconsidered in the light of judgement delivered by the Hon'ble Supreme Court of India in the case of Dr. Pradeep Jain Vs. Union of India and others reported as AIR 1984-SC-4121 wherein it was held that instead of the word 'Domicile' the word 'Residence' be used in the instructions issued by the State Government on the subject. Accordingly, it has been decided by the Government to revise the Government instructions referred to above as under:

**Affidavit/Certificate and the authorities  
Competent to issue the same**

- (a) Citizen of India
- (b) Produce an affidavit to the effect that they or their Children/wards have not obtained the benefit of Residence in any other State

Affidavit of the parents/guardian to be attested by an Executive Magistrate/Oath Commissioner/Notary Public

### Categories

- i) Candidates who have studied for a period of 5 years in Punjab or have studied in Punjab for 2 years just preceding the qualifying examination for the admission. Certificate to be issued by the Headmaster/ Principal of the Govt. and recognized Schools/Colleges concerned.
- ii) Children wards of
- a) The employees of Punjab Govt. posted in or outside Punjab State or working on deputation having atleast 3 years of service. Certificate to be issued by respective Head of the Department
- b) The employee of Govt. of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. for a period of 3 years. - do -
- c) The employees of State Govt. institutions/undertakings who are posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Govt. for a period of 3 years. - do -
- d) The employees having atleast 3 years of service in autonomous bodies/companies in which Punjab Govt. has 20% or more shares: - do -
- e) The Residents who are residing outside Punjab on Account of their service either with the GOI or with the employees of the Govt. of Punjab in the matter of issue of 'Residence Certificate' provided the permanent address of such employees fall in the reorganized Punjab i.e. on or after 01.11.66, as per their service books. -do-
- f) The employees borne on the establishment of Punjab and Haryana High court discharging duties in connection with the affairs of the State of Punjab having at least three years of service who have not availed this facility from their parent state and state of Haryana and UT Chandigarh. Certificate to be issued by the Head of the Department of the Punjab and Haryana High Court.
- (para (f) added as per Punjab Government letter No. 1/3/95-3PP2/1530 dated 14-12-2011)**
- iii) **Children/wards of the pensioners of Punjab Government irrespective of the fact that the original home of the retiree is in a state other than Punjab or he has settled after retirement in or outside Punjab.** PPO issued by the Accountant General, Punjab.
- iv) Children/wards of persons who have settled in Punjab or had resided in Punjab for a period of atleast 5 years at any time prior to the date of submission of the application either in pursuit of a profession or holding of a job. Certificate to be issued by the DC, ADC (R), ADC (D), SDM, GA to DC, DORG, DRO, EM, Tehsildar, Commissioners of Municipal Corporations of Amritsar, Jalandhar and Ludhiana.
- v) Children/wards of persons who have held immovable property in Punjab for a period of 5 years, the property should be in the name of the parents/guardians or the candidate himself. DC, ADC(R), ADC(D), SDM, GA to DC, EM, DORG, Tehsildar/DRO based on copies of Jamabandi, Revenue Record, Municipal Record, Registered deeds or any other documents to the full satisfaction of the DC.
- ii) Persons who were born in Punjab and produced a certificate to that effect As per category (iv) above.

2. For the purposes of uniformity for issuing the certificate of Residence in the case of various categories to be issued by the Competent Authorities, proforma have been prescribed which are enclosed herewith. After careful consideration, it has also been decided to delete the D.T.O. included among the certifying authorities against category (iv) & (vi) of the policy instructions dated 29.01.1996.
3. The receipt of this letter may please be acknowledged.

Sd/-  
(Karam Chand Ahuja)  
Deputy Secretary, Personnel

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**Copy of letter No.1/3/95-3PP-II/10361-63, dated 20.05.97** from the Joint Secretary, Personnel Government of Punjab, Department of Personnel and Administrative Reforms (Personnel Policies Branch II) to all Heads of Departments, etc., in the Punjab State.

**Subject: Bonafide Resident of Punjab Guidelines for grant of Residence Certificate**

With reference to letter No.1/3/95-3PII/9619, dated the 6th June, 1996 of this Department on the subject noted above and to say that keeping in view the hardship being faced by the Employees in getting the 'Residence Certificate' it has been decided to decentralize the powers of issuing the 'Residence Certificate' in process of the categories mentioned below:-

**Categories**

- |  |  |
|--|--|
| ii) Children/wards of  |  |
| a) The employees of Punjab Government posted in or outside Punjab State or working on deputation having at least 3 years of service.   | The Heads of the office shall be competent to issue the requisite certificate to the employees with the exception that in the case of head of Office, the Head of the Department shall be the Competent Authority to issue the certificate |
|  | - do -   |
| b) the employees of Government of India posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Government for a period of 3 years.                               |  |
|  | - do -   |
| c) the employees of State Government institutions/undertaking who are posted in Chandigarh or in Punjab in connection with the affairs of the Punjab Government for a period of 3 years. |  |
|  | - do -   |
| d) the employees having at least 3 years of service in autonomous bodies/ companies in which Punjab Government has 20% or more shares  |  |

**Copy of letter No.1/3/95-3PP-II/7332, dated 14<sup>th</sup> June, 1999**

From: Chief Secretary to Government of Punjab to all the Heads of the department etc.  
Subject: Issuance of certificate for the purpose of seeking admission to various educational/technical/professional institutions in the state and also for employment.

Sir,

It has been brought to the notice of Government that educational authorities and institutions prescribe various certificates regarding residence, SC/BC category and backward area etc. to be furnished by the students/candidates with the applications forms for entrance examinations or employment in the formats and by the authorities different from those prescribed by the Government departments. Cases have also been reported where the authorities concerned insist on retaining original certificates and refuse to accept the attested photo copies of the certificates. All this results in harassment and panic among the students/candidates and their parents/guardian, since they have to apply with such certificates to more than one authorities simultaneously and within a limited period. The lists of certificates required at the time of applying for CET/PPMET/PMT and PAU are enclosed by way of illustration.

2. In order to overcome the difficulty mentioned above, it has been decided by the Government that following procedure has been decided by the Government that the following procedure shall be followed meticulously by all the educational and other authorities concerned:-

- i) Certificates issued in the format and by the authorities prescribed by the Government Departments shall be accepted as valid by all educational institutions and other authorities.
- ii) Where a number of authorities have been authorized to issue the certificates there shall be no insistence on issue of a certificate by any particular authority or by the highest authority indicated in the format.
- iii)(a) In case of entrance examinations, no certificate should be called for in the first instance alongwith the application form. It will be sufficient for the candidate seeking admission or other facility to indicate in the application form whether he/she belongs to any particular category entitling him/her to certain concessions or facility. Requisite certificates may be obtained only from the selected/wait listed candidates.
- iii) (b) To further simplify the procedure attested copies of the certificates only shall be retained and original certificates if required to be produced at the time of interview shall be returned immediately, thereafter.
- iv) Parents/guardian or candidates can also obtain SC certificates from the Head of the institution where the candidates has studied if the proof is available in the school records.
- v) The persons who are employed in Government of India or any other State Government are to be treated at par with the employees of the Government of Punjab in the matter of issue of Scheduled Caste certificate provided relevant Scheduled Caste certificate exists in their service record. The Scheduled Caste certificate in such will be issued by the respective Heads of Departments in the Proforma below:-

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT**

Certified that Shri \_\_\_\_\_ S/o Sh. \_\_\_\_\_ father/mother of Miss./Mr. \_\_\_\_\_ is an employee \_\_\_\_\_ of (State Govt. Institution/underworkings) the Government of Punjab and is working as \_\_\_\_\_. He is posted at Chandigarh/Punjab in connection with the Affairs of the Punjab Government for a period of past three years.

- vi) In case of freedom fighters, political sufferers terrorists/riot victims and migrations where the registers are maintained by DC office, the certificate may be issued by Deputy Commissioner/GA to DC/ADC. These instructions shall come into force with immediate effect and shall be effective even where admission prospectus have already been printed following earlier instructions but entrance examination is yet to be hold or deadline for submission of forms is not yet over. These instructions may be brought to the notice of all concerned for meticulous compliance. The receipt of this letter may please be acknowledged.

Yours faithfully,  
Sd/-  
(Megh Raj)  
Joint Secretary Personnel

Note: Even though due care has been taken to reproduce the above letters as published by the Govt., the University is not liable for any typographical error or any other mistake which may have crept in inadvertently.

**SPECIMEN FORMS OF SOME CERTIFICATES TO BE ATTACHED**  
**WHICHEVER APPLICABLE WITH EACH APPLICATION FORM**

UNDERTAKING FROM THE PARENT/GUARDIAN IN CASE  
OF CATEGORY a b (Annexure-V)

I.....father/mother/guardian of Miss/Mr.....  
resident of .....  
(full address to be given)

do, hereby, solemnly state and affirm as under:

1. That I am a citizen of India.
2. That the child/ward of deponent have not obtained the benefit of Residence in any other state for admission to M.Sc

Dated: DEPONENT

**Verification:**

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

Dated: DEPONENT

**\* Compulsory for all candidates**

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**CERTIFICATE TO BE ISSUED BY THE PRINCIPAL/HEAD MASTER OF THE  
GOVERNMENT/RECOGNIZED SCHOOL/COLLEGE CONCERNED IN CASE OF  
CATEGORY (b) (i) (Annexure-V)**

It is certified that  
Miss/Mr.....

D/o, S/o Sh.....has been a student of this  
School/College

for a period of.....years, from.....to .....

He/she left the School/College on.....

Dated: Signature of Principal/Head Master  
of the College/School  
With Seal

**CERTIFICATE TO BE ISSUED BY THE HEAD OF THE DEPARTMENT IN CASE  
OF CATEGORY (b) (ii) (a) (Annexure-V)**

Certified that Sh/Smt.....S/o, W/o Sh.....  
father/mother of Miss/Mr.....is an employee of the  
(Name of child/ward)  
.....of Punjab Government. He/she is working as  
(Name of office)  
.....and is posted at.....He/she has  
more than three years service at his/her credit.

OR

Certified that Sh/Smt.....S/o W/o Sh.....  
is father/mother of Miss/Mr.....an employee of the.....  
of Punjab Government. He/she is working as.....  
on deputation with the.....and is posted at.....  
He/she has more than three years service at his/her credit.

Place:  
Dated:

Head of the Department  
(With Seal)

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**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT  
IN THE CASE OF CATEGORY (b) (ii) (b) (Annexure-V)**

Certified that Sh/Smt.....S/o W/o Sh.....  
father/mother of Miss/Mr.....is an employee of Govt. of India and is working  
as.....He/she has been posted at Chandigarh /Punjab in connection with the  
affairs of Punjab Government for the past three years.

Dated:

Head of the Department

(With Seal)

**CERTIFICATE TO BE ISSUED BY THE RESPECTIVE HEAD OF THE DEPARTMENT  
IN CASE OF CATEGORY (b) (ii) (c) (Annexure-V)**

Certified that Sh./Smt. \_\_\_\_\_ S/o, W/o Sh \_\_\_\_\_ Father/Mother  
of Miss/Mr. \_\_\_\_\_ is an employee of  
\_\_\_\_\_ Govt. of Punjab and is working as \_\_\_\_\_  
(institution/undertaking)

He/she has been posted at Chandigarh/Punjab in connection with the affairs of the Punjab Government for period of past three years.

Dated: \_\_\_\_\_

Head of the Department  
(With Seal)

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**CERTIFICATE TO BE ISSUED BY THE HEAD OF THE DEPARTMENT  
IN CASE OF CATEGORY (b) (ii) (d) (Annexure-V)**

Certified that Sh./Smt \_\_\_\_\_ S/o W/o Sh \_\_\_\_\_ Father of  
Miss/Mr. \_\_\_\_\_ is an employee of  
\_\_\_\_\_ in which the Punjab Govt. has 20% or more shares.  
(Name of the autonomous bodies/companies).

He/she is working as \_\_\_\_\_ and is posted at \_\_\_\_\_. It is also certified that he/she has three years service in the above said autonomous body/company.

Dated: \_\_\_\_\_

Head of the Department  
(With Seal)

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**Category (b) (iii) (Annexure-V)**

(iii) Children/wards of the pensioners of Punjab Govt. PPO issued by Account General Punjab. irrespective of the fact that the original home of the retiree is in a state other than Punjab or he has settled after retirement in or outside Punjab.

**Note:** A certificate from the Head of the Department to the effect that Sh./Smt. \_\_\_\_\_ is father/mother of Sh./Smt. \_\_\_\_\_ (name of the applicant) may also be attached.



**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDM,  
ASSISTANT COMMISSIONER GENERAL, DORG/DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL  
CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA  
IN CASE OF CATEGORY - (b) (iv) (Annexure-V)**

Certified that Sh./Smt \_\_\_\_\_ S/o W/o Sh. \_\_\_\_\_  
father/guardian of Mr/Miss \_\_\_\_\_

(Name of the Child/Ward with full address)

\_\_\_\_\_ has settled \*in Punjab or has resided \*in Punjab for a period of 5 years from  
\_\_\_\_\_ to \_\_\_\_\_. He is working as  
\_\_\_\_\_.

(Name of profession Designation and job)

\* Strike whichever is not applicable.

Dated: \_\_\_\_\_

Signature of DC/ADC(R), ADC (D), SDM  
ASSISTANT COMMISSIONER GENERAL, DORG/ DRO, EM,  
Tehsildar, Commissioners of  
Municipal Corporations of Amritsar, Jalandhar and Ludhiana.

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC, ADC(R), ADC(D), SDM,  
ASSISTANT COMMISSIONER GENERAL, DORG/DRO, EM, TEHSILDAR, COMMISSIONERS OF MUNICIPAL  
CORPORATIONS OF AMRITSAR, JALANDHAR AND LUDHIANA  
IN CASE OF CATEGORY - (b) (v) (Annexure-V)**

Certified that Sh./Smt \_\_\_\_\_ S/o W/o Sh. \_\_\_\_\_  
(Name of Person)

Father/Mother/guardian of Miss/Mr. \_\_\_\_\_  
(Name of child/ward with full address)

holds immovable property at \_\_\_\_\_ in the state of Punjab for the  
(Place and District)

past \_\_\_\_\_ years.

Dated: \_\_\_\_\_

Signature of DC, ADC(R), ADC (D)  
SDM, ASSISTANT COMMISSIONER GENERAL,  
DORG/DRO, EM, Tehsildar, based on copies of  
Jamabandi, Revenue Record, Municipal Record,  
Registered deed or any other documents to full  
satisfaction of the DC

**RESIDENCE CERTIFICATE TO BE ISSUED BY THE DC. ADC (R), ADC (D),  
SDM, ASSISTANT COMMISSIONER GENERAL, D.O.R.G./D.R.O., E.M., TEHSILDAR, COMMISSIONERS OF  
MUNICIPAL CORPORATION OF AMRITSAR, JALANDHAR AND LUDHIANA  
IN CASE OF CATEGORY - (b) (vi) (Annexure-V)**

Certified that Miss/Mr. \_\_\_\_\_ D/o,S/o Sh. \_\_\_\_\_ resident of  
\_\_\_\_\_ was born in Punjab as per birth certificate.

Dated: \_\_\_\_\_

Signature of DC/ADC(R), ADC (D)

SDM, ASSISTANT COMMISSIONER GENERAL,  
DORG/DRO, EM, Tehsildar, Commissioners of  
Municipal Corporations of Amritsar, Jalandhar and  
Ludhiana.

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