



KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
(‘A+’ Grade, NAAC Accredited)

NOTIFICATION

The amendments/additions to various Ordinances and Rules & Regulations as per **Annexure-‘A’** pages 1-11 duly approved by the Executive Council of the University in its meeting held on 10.08.2018, which is to be uploaded on the University Website www.kuk.ac.in for updating the record.

Sd/-

Deputy Registrar (Academic)
For Registrar

RULES FOR PROVIDING COMPASSIONATE ASSISTANCE TO THE DEPENDENTS TO DECEASED UNIVERSITY EMPLOYEES

Clause 1 and 5 of the above rules at page 424 of K.U. Cal. Vol.III, 2007 amended vide Executive Council Resolution No. 9 of 10.08.2018

	Existing	Amended
1.	<p>Short title and Commencement:</p> <p>(1) These rules may be called the Haryana Compassionate Assistance to the Dependents of Deceased Government Employees Rules, 2006</p> <p>(2) They shall come into force at once.</p>	<p>Short title and Commencement:</p> <p>(1) These rules may be called the Haryana Compassionate Assistance to the Dependents of Deceased Government Employees Amendment Rules 2018</p> <p>(2) They shall be deemed to have come into force with effect from the 1st January, 2016.</p>
2 to 4	xxx xxx xxx	2 to 4 xxx xxx xxx
	<p>Criteria for financial assistance</p> <p>5(1) to 5 (5) xxx xxx xxx</p>	<p>Criteria for financial assistance</p> <p>5(1) to (5) xxx xxx xxx</p>
		<p>5A: Revision of Compassionate financial assistance–The last pay received as compassionate financial assistance by the dependants of deceased Government employees, who died before the 1st January 2016, shall be revised in accordance with the formula and procedure laid down in the Haryana Civil Services (Revised Pay) Rules, 2016 and the Haryana Civil Services (Assured Career Progression) Rules, 2016, as the case may be.</p>
	xxx xxx xxx	xxx xxx xxx

The Supply of Liveries to Employees Rules, 1968

Amendment in the rules appearing at pages 191-192 of the KU Calendar, Vol. III, 2007, amended vide Executive Council Resolution No.11 of 10.08.2018.

Existing	Amended
<p>Chowkidars</p> <ol style="list-style-type: none"> 1. Cap (Baret) After every three years 2. Lanyard (Dori) After every three years 3. Danda(stick) 4. Badge 5. Belt 6. Whistle <p style="margin-left: 150px;">} To be issued once in the service time</p> <p>7. Torch (3 Cells) Torches may be issued to Supervisor, Watch & Ward, and he will manage their distribution. After getting these condemned by A.R.(G)/Officer-in-Charge Watch & Ward may get these replaced from the store.</p>	<p>Chowkidars (now Security men)</p> <p>1 to 7 (No change)</p>
<p>8. One pair of shoes every year.</p> <p>Note: The above items will be in addition to the uniforms etc. already being issued to Chowkidars as per norms.</p>	<p>8. One pair of black shoes may be provided to the Securitymen @ Rs.1650/- each after an interval of two years.</p> <p>Note: The above items will be in addition to the uniforms etc. already being issued to Chowkidars (Security men) as per norms.</p>

ORDINANCE XXII: ‘RULES/REGULATIONS FOR REFUND/ ADJUSTMENTS OF FEE AND TUITION FEE CONCESSION

Clause 4 of the Ordinance appearing at pages 299-300 of KU Cal. Vol.I, 2009’ amended vide Executive Council Resolution No.20 of 10.08.2018

4. “RULES FOR ADJUSTMENT/REFUND OF FEE

(a) ADJUSTMENT OF FEE

If a candidate after having deposited fee for admission in one course joins another course in another University Teaching Dept./Institute in the same session, as mentioned below, and is permitted to withdraw his/her candidature, fee/funds except admission fee already deposited by him/her for the course from which he/she has withdrawn, shall be adjusted/refunded against the fee/funds of the course he/she joins subject to the condition that the difference, if any, shall be paid by the candidate :

- (i) from a general course to another general course;
- (ii) from a general course to a self-financing course or vice-versa.
- (iii) from a self-financing course to another self-financing course.

Application for adjustment of fee is as per Annexure-I.

(b) REFUND OF FEE

If a candidate withdraws from the course/programme in which he/she was admitted in the University Teaching Departments/Institutes/Colleges affiliated/maintained by the Kurukshetra University, Kurukshetra, the fee to the candidate will be refunded as per following rules:

Sr. No.	Point of time when application of refund of fee is served	#Percentage of Refund of aggregate fee	Remarks
1.	On or before the formally-notified* last date of admission.	90%	10% of the aggregate fees will be deducted as processing charges from the refundable amount as per the clause 4.2.4 of the UGC Notification dated December, 2016.
2.	Upto 15 days after the formally-notified* last date of admission.	80%	20% of the aggregate fee will be deducted from the aggregate fee.
3.	More than 15 days but upto 30 days after the formally-notified* last date of admission.	50%	50% of the aggregate fee will be deducted from the aggregate fee.
4.	More than 30 days after the formally-notified* last date of admission.	00%	No fee will be refunded.

Note :

In case of demise of a candidate during the period as per point no. 1, 2 and 3 above, the application of withdrawal of admission and refund of fee is to be submitted by the parents/guardian of the candidate and the fee will be refunded without any deductions.

*** Formally-notified last date of admission is the date of display of the Final List (i.e. the date on which, candidate mark their attendance by physical presence) in the Department/ Institute/ College.**

inclusive of course fee and non-tuition fee but exclusive of caution money and security deposit.

Fee will be refunded to the eligible candidate who are covered the above criteria given at Sr. No. 1 to 4 within 30 working days from the date of closure of admission of that academic session. In the courses, which are also governed by AICTE rules, application of refund of fee will not be admitted after 10th of August as last date for completing the admission process is 15th August.

Application for withdrawal of admission and refund of fee is as per Annexure-II.

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**APPLICATION FOR ADJUSTMENT OF DUES/FEEES
(After the change of Department)**

I _____ Student of _____ Class Roll No _____
is now leaving the Department after taking admission in class _____ as I have
been selected for admission in the Department of _____ at
Sr. No. _____ in the admission list. Please adjust my security/other dues already paid
by me for the course of _____ except admission fee.

Date :

Signature of Student

The above student has left the Department after taking admission. His/her security/other
dues may be adjusted under the rules, as nothing is due against the student.

Date:

**Signature of Chairperson
with Official Seal**

(a) Certified that the above student has taken admission in Class _____
Department of _____ Roll No. _____

Date:

**Signature of Chairperson
with official Seal**

For Office Use Only

A sum of Rs. _____ (Rupees _____) may kindly be
adjusted, please.

**Assistant Incharge
(Fee Section)**

Adjustment Allowed

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Application for withdrawal of admission and refund of fee

To

Sir,

It is submitted that I want to withdraw my admission. So you are hereby requested to refund my fee after deduction as per University Rules. My details are as under:

Course : _____
Department/Inst./College : _____
Academic Session : _____
Name of the Candidate : _____
Father's Name: : _____
Category : _____
Date of Admission : _____
Reason for Withdrawal : _____
Date of withdrawal : _____
Correspondence Address : _____
: _____
: _____
: _____
Email : _____
Mobile Number : _____
Bank Account Number : _____
IFSC Code of the Bank : _____
Name of Bank/Branch : _____
Aadhaar Number : _____

Document to be attached:

- (a) Self attested photo copy of the fee receipt
- (b) Self attested photo copy of the Aadhaar
- (c) Self attested photo copy of the page of Bank Pass book indicating Account Holder Name/Number/IFSC etc.

Date :

(Signature of the Candidate)

VERIFIED AND RECOMMENDED

Signature with seal of Chairperson/Director/Principal/Head
of Department/Institute/College

CONSTITUTION OF THE KURUKSHETRA UNIVERSITY CULTURAL COUNCIL

Clause 1(i) of the Constitution appearing in the K.U. Cal. Vol.III, 2007 amended vide Executive Council Resoution No.23 of 10.08.2018, as under:

EXISTING	AMENDED
1. There shall be a Kurukshetra University Cultural hereinafter referred to as Cultural Council constituted as follows :	
(i) Ex-officio-Members--	
(a) Vice-Chancellor Chairman	} ----No change----
(b) Dean Students' Welfare....Vice-Chairman	
(c) Registrar	
(d) Dean of Colleges	
(e) Dean, Faculty of Arts & Languages	
(f) Proctor	
(g) Director, Public Relations	
	(h) Finance Officer
(h) Chairperson, Deptt. of Journalism & Mass Communication	} No change except that these will be re-numbered as (i), (j), (k), (l) and (m) respectively----
(i) Chairperson, Deptt. of Music & Dance	
(j) Chairperson, Deptt. of Fine Arts	
(k) Curator, Dharohar	
(l) Director, Youth & Cultural Affairs, who shall be ex-officio Member Secretary of the Council	

CONSTITUTION OF THE KURUKSHETRA UNIVERSITY CULTURAL COUNCIL

Clause 1(ii) (c) and 1 (ii) (d) of the Constitution appearing in the K.U. Cal. Vol.III, 2007 amended vide Executive Council Resoution No.24 of 10.08.2018, as under:

<u>Existing</u>	<u>Amended</u>
<p>Clause 1 There shall be a Kurukshetra University Cultural hereinafter referred to as Cultural Council constituted as follows:</p> <p>(i) Ex-officio-Members— xxx xxx xxx</p> <p>(ii) Other Members -</p> <p>(a) Principals of the host colleges of the Zonal Youth Festival.</p> <p>(b) Convener Principals of each Zone formed for the Youth Welfare Activities.</p> <p>(c) Lecturer Contingent In-charges of the winner of the overall Trophy of the Zonal Youth Festival.</p> <p>(d) Lecturer Contingent In-charge of the winner of the overall Trophy of the Inter Zonal Youth Festival.</p> <p>(e) to (g) xxx xxx xxx</p>	<div style="font-size: 4em; line-height: 1; padding: 0 10px;">}</div> <p>No Change</p> <p>(c) Lecturer Contingent In-charges of the Colleges who get maximum first positions in the Zonal Youth Festival.</p> <p>(d) Lecturer Contingent In-charge of the College who gets maximum first positions in the Inter Zonal Youth Festival.</p> <p>----No change----</p>

CORPORATE RESOURCE CENTER
KURUKSHETRA UNIVERSITY, KURUKSHETRA

Amended vide Executive Council Res. No. 30 dated 10.08.2017 in K.U. Calendar
Vol.III, 2007

D) Mission

The Corporate Resource Centre, Kurukshetra University, Kurukshetra is meant to facilitate a larger industry-academia interface in higher education at the university level. It will strive to be a Nodal Centre for faculty, academics, and industry for mutual interaction, placement and research. The Centre shall focus on seeking wider industry participation in the academic process particularly in research, course designing and curricula delivery.

The Centre is expected to be a catalyst in customization of course curricula to suit industry requirement, collaborative research, and engagement of the faculty in industry initiative. Students shall be the end beneficiaries of this endeavor as their skills and competencies will be honed up through adoption of innovative curricula and its enriched delivery. This will magnify employability of students at higher end and inculcate entrepreneurial pursuits in them.

The Centre will help and encourage faculty to seek industry assignments and use the same as a source of updating their practical knowledge base. This will also open up possibilities of bringing real life corporate experience in the interactive teaching-learning class room session. The Centre will endeavor further to facilitate and coordinate students' interaction and participation in corporate culture through their visits to industry.

II) The Mandate

The Corporate Resource Centre is mandated to work for achieving the following aims and objectives:

- (i) Endeavor to be a nodal agency to promote university-industry interaction for knowledge sharing and for catalyzing joint activities between university and industry in a long-term strategic perspective.
- (ii) Facilitate inculcation and honing up students' knowledge and skills by seeking active industry participation in the academic process with a view to develop quality manpower as per industry requirements.
- (iii) Initiate updation of course curricula to suit industry needs and aspirations with a view to strengthen student employability.
- (iv) Facilitate and encourage industry experts to share real life corporate experiences in the class room.
- (v) Provide active help in arranging students' internship/ training in the corporate sector.
- (vi) Arrange on-campus training and workshops, joint research, and manpower development programs, in active collaboration with industry.
- (vii) Explore possibilities of funding of faculty research by the industry.
- (viii) Arrange campus recruitment and seek industry-funded scholarship to deserving students.
- (ix) Develop partnerships with industry in order to seek specific skill based training to the students.

In addition, the Centre will also facilitate and accomplish other assignments as may be proposed by the University for better realization of the above said mandates.

1. Governing Body

There shall be a Governing Body for the Corporate Resource Centre. The Vice-Chancellor shall be the Chairman of the Governing Body. The Governing Body shall act as an Executive Committee and have the mandate to manage & control the activities of the Corporate Resource Centre. The Governing Body, keeping in view, to achieve the vision and mission of the Corporate Resource Centre, shall draw such policies & course of action(s) for a pre-defined period.

2. Composition of Governing Body

The composition of governing body of the Corporate Resource Centre shall be as under:

- a. Vice-Chancellor (Chairman)
- b. Registrar
- c. Dean, Commerce & Management
- d. Dean, Research & Development
- e. Three to Five Professors (to be nominated by the Vice-Chancellor*)
- f. Finance Officer
- g. Coordinator, Corporate Resource Centre (Member Secretary)
- h. Two to Four Industry Representatives (to be nominated by the Vice-Chancellor)

* The senior professor (amongst the nominated by the Vice-Chancellor) shall act as the Vice-Chairperson of the Governing Body of the Corporate Resource Centre.

3. Term of the Governing Body

The term of the membership of the members of the Governing Body nominated by the Vice-Chancellor shall be of two years.

4. Powers and Responsibilities of Governing Body

The followings shall be the powers and responsibilities of the Governing Body of the Corporate Resource Centre:

- a. To conceive and approve vision & mission statements for the Corporate Resource Centre;
- b. To manage and control the administrative affairs (except engagement/ appointment on daily wages/ contract/ regular basis) of the Corporate Resource Centre;
- c. To manage & control the financial affairs (as per university/ Haryana Govt. norms) of the Corporate Resource Centre;
- d. To exercise such other powers and functions as prescribed by the Vice-Chancellor and the Executive Council from time to time;
- e. To draw policies & course of actions for a pre-defined period in accordance with the Vision & Mission statements of the Corporate Resource Centre;
- f. To report all resolutions of the Corporate Resource Centre for the consent to the Vice-Chancellor;
- g. To consider and approve the budget estimates of the Corporate Resource Centre;
- h. To develop and frame guidelines/ rules for industry funded research and scholarship;
- i. To develop modalities for resource allocation and revenue sharing in collaborative research and consultancy between industry and faculty;
- j. To develop modalities for establishment of industry sponsored chairs in the university;
- k. To monitor the training and placement activities through the Training & Placement Officer;
- l. To consider and to approve the calendar of activities of the Corporate Resource Centre;
- m. To supervise and regulate the functioning of the Corporate Resource Centre;
- n. To authorize the coordinator to perform such function(s) which are necessary to carry out day to day activities of the Corporate Resource Centre;

- o. To allow any activity related to research, consultancy seminars, workshops, manpower development programs, industry – academia meet and other activities of similar nature;
- p. The Governing Body will lay down policy guidelines for execution within the framework of the mandates of the Centre as stated above. It will also prescribe parameters for resource mobilization and utilization, and will discharge the following responsibilities:
 - (i) Recommend resource mobilization to the Corpus to be maintained and used by the Centre.
 - (ii) Lay down policy guidelines for revenue sharing between the faculty and the Centre with reference to resource generation through corporate consultancy done by the faculty.
 - (iii) Prescribe broad outlines for acceptance of philanthropic contribution from industry in furtherance of the aims and objectives of the Centre.
 - (iv) Deliberate upon and decide any other matter that may be referred to it by the Vice-Chancellor.

5. Member Secretary of Governing Body

The Coordinator, Corporate Resource Centre shall be the Member Secretary of the Governing Body. The Member Secretary shall be responsible for convening the meeting of the Governing Body of the Corporate Resource Centre and for recording and keeping the proceedings of the meeting of the Governing Body. The Member Secretary shall not bear any financial obligation without any authorization by the Governing Body of the Corporate Resource Centre. The coordinator shall be responsible for reporting the compliance of all resolutions to the Governing Body.

6. Meeting

The Governing Body shall meet at least twice in a financial year. A special meeting must be convened in the month of February for proposing the budget estimates of the next financial year for inclusion in the Budget Estimates of the Kurukshetra University, Kurukshetra for the approval by the Competent Authorities.

III) Coordination Committee

The services of the Centre will be available to all the user departments. Each user department shall send one of its faculty members to work on the Coordination Committee. S/he will be responsible for providing all necessary information/ database about the students of his/ her department in the requisite form devised by the Centre. All such faculty members representing various user departments shall constitute the Coordination Committee. The coordinator will have the Coordination Committee constituted, in consultation with the concerned chairpersons at the beginning of each academic session.

Each faculty representative on the Coordination Committee will maintain constant liaison with the coordinator for the needs of one's students being effectively served by the Centre. The Coordinator may constitute a Steering Committee for day to day affairs of Corporate Resource Centre.

The Steering Committee will meet with the coordinator as the convener as often as necessary but at least twice a year to facilitate the role of the Centre in relation to each user department.

IV) Coordinator

The Corporate Resource Centre shall have a Coordinator who shall act as the overall In-charge of the Centre. He/ She will be responsible for running the business of the Centre in conformity with the decisions taken by the Governing Body from time to time, and as per mandate of the Centre. In coordinating the placement activities of the various user departments. He/ She will interact with them on continuous basis through the Coordination Committee.

V) Functions

In pursuant to the above mandate, the Centre shall perform the following functions:

- (i) To interact with industry to understand their specific needs through industry-academia interface, seminars, workshops, panel discussions, and other activities of similar nature.
- (ii) To programme and offer short-term courses aimed at improving students' soft skills with active industry participation.
- (iii) To work out modalities for resource allocation and revenue sharing in collaborative research and consultancy between industry and the University as may be undertaken in mutual interest.
- (iv) To organize annual fest on industry-academia interface with active industry participation in order to forge closer ties between the two.
- (v) To hold campus recruitment drives in consultation with the user departments.
- (vi) To remain live with students' interest activities and develop database for campus recruitment and training.
- (vii) To coordinate the programme of campus visits of industry experts/ professionals to user teaching departments, as also students' visits to industry/ corporate organizations.
- (viii) To work on seeking establishment of industry sponsored chairs/ staff, funding of library and laboratories as per specific needs.
- (ix) To communicate and maintain constant liaison with industry in any other manner for better mutual understanding and work relationship.
- (x) To keep constant rapport with the user departments to know the placement and training needs of their students and to guide them to the extent possible.

VI) Funds and Accounts

A separate bank account in the name of the Corporate Resource Centre shall be maintained and operated with a nationalized bank on the University campus by the Coordinator. All collection made through charging of Training and Placement Fee from the students will be deposited in this account. The Coordinator shall exercise such financial powers as prescribed in the University Accounts Code.

VII) Training & Placement Officer

The Training & Placement Officer will work under direct supervision of the Coordinator. The following shall be the duties & responsibilities of Training & Placement Officer.

Duties and Responsibilities of Training & Placement Officer

1. To look after day to day activities of training and placement.
2. To have liaison with industries, Government and Non-Government organizations for training and placement of the students.
3. To arrange for skill development training such as soft skills, communication, interview skill, inter personal skill etc.
4. To prepare the students for training and placement by organizing programs like, Mock interviews, group discussions, case studies, etc. In addition to personality development, interpersonal and communication skills, career planning, career mapping and interview techniques, etc.
5. To organize/ plan industrial tour for pre-final/ final year students to get right exposure and opportunity for training & placement.
6. To create database on Alumni and their present position.
7. To collect feedback from industries coming for training and placement.
8. To arrange workshop for entrepreneurship development to promote self-employment amongst the students.
9. To develop and maintain Management Information System (MIS) on placement of passed out students and to create database of recruiting industries and organizations.
10. To initiate efforts to promote overseas/ international placement.
11. To offer lifetime & senior placement assistance to University alumni for maintaining strong bond of affection between University and its alumni.
12. Any other duties assigned by the Coordinator, Corporate Resource relevant to student(s).