

Instructions/guidelines Regarding Competent Authority To Issue Certificates

1. Scheduled Castes Category

The format for SC Certificate is given as Annexure-II and the competent authorities to issue the certificate are as under.

- (i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/ Ist Class stipendary Magistrate/ City Magistrate/Sub-Divisional Magistrate/ Talika Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of Ist Class stipendar 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 Lakshdweep Islands.
(Circulated vide No. 2/223/79-SWT/4387 dated 8.6.96)
- (vi) MLAs of the concerned constituency
(Circulated vide No. 1/19/94-RCI/6045 dated 15.7.94)

2. Scheduled Tribe Category

The competent authority to issue Scheduled Tribe certificate is same as given for Scheduled Caste category.

3. Backward Class

Seats reserved for Backward Class will be offered to a candidate who belong to a caste declared as Backward in terms of Punjab Govt. letter No. 2662 GII-63/6934 dated April 20,1963, read with letter No. 9642-4SEI-74/24/24222 dated Nov. 26, 1974 and 8/144/93 BS2/748 dated Jan. 25. 1994. Competent authorities to issue B.C. certificate are as follows:

- (i) S.D.O. (C) (2) Executive Magistrate : (3) Tehsildar : (4) Naib Tehsildar, (5) Block Development and Panchayat Officer; (6) District Revenue Officer (Circulated vide No. 2/223/79-SWT/4337 dated 8.6.90) and (7) MLA of the concerned constituency. (Declared as such vide letter No. 21/223/79-SWI/15045 dated 12.8.1980 and No 1/19/94-RCI/6045 dated 15.7.1994. Specimen format is attached as per Annexure-III.

4. Physically Handicapped

The admission of candidates in this category will be made on the Submission of certificate to be issued by Chief Medical Officer of the District concerned, which should indicate the extent of disability. **Minimum 40% disability is required to be eligible under this category.**

However this provision will be subject to the decision of the Admission Committee of the University whether such a candidate would be able to pursue the studies at the University with his specific disability. The decision of the Admission Committee in this regard shall be final.