



Doon University, Dehradun
Office of the Registrar

Instructions for Admissions/Counseling for the session 2023-24

Admission/Counseling Date	:	31st July 2023
Timing	:	10:00AM onwards every working Day
Venue	:-	Concerned School/Department Office

The following instructions are required to be followed by the aspirants seeking admission in different academic programs of the Doon University:

1. Candidates whose names appear in the waiting list are required to come for admission on 31st July 2023. After that no candidates will not be considered. If any candidate belongs to distant place and is unable to visit on the given date he/she can contact the concerned Head of the Department/school in this regard.
2. Prior to proceed, those who appeared in the Entrance test should ensure that his/her name is in the merit list and they fulfil the minimum eligibility criteria as determined by the University.
3. Candidates are required to report at 10:00AM in the respective School/Department. After reporting they are required to fill **Admission Form and Semester Registration Form**.
4. Admission and semester registration fee will be paid online through the link <https://forms.eduqfix.com/doonuonlineform/home> on the homepage of the University website:
Or using debit/credit cards. Payment in cash will not be accepted. (In case of any difficulty; students can contact regarding payment of fee at 0135-2533121 & 9149011549)
5. Copy of receipt of the fee payment must be attached with the Admission Form. Please note that the Admission Form will be valid only if the receipt of payment for requisite amount of fee is attached with the filled form.
6. If the information furnished by the student at the time of admission is found to be incorrect/misleading, his/her admission may be cancelled at any time.
7. All Admissions will be provisional and subject to verification of original documents. Candidates who have claimed category such as SC/ST/OBC/EWS are required to produce the category certificate and स्थायी निवास प्रमाण पत्र necessarily. Candidates whose name appears in Uttarakhand UR category are required to bring स्थायी निवास प्रमाण पत्र of Uttarakhand .
8. Candidates are required to bring the below mentioned documents in original and photocopy as well. While submitting the filled Admission Form, the following documents are required to be submitted:

S.N.	Name of the Document
1	10 th Mark Sheet (Self Attested copy)
2	10 th Passing Certificate (Self Attested copy)
3	12 th Mark Sheet (Self Attested copy)
4	12 th Passing Certificate (Self Attested copy)
5	Graduation Passing Certificate (for admission in PG)
6	Graduation Passing Mark sheet (for admission in PG)
7	Transfer or Migration Certificate (Original)
8	Character Certificate (Original)
9	Medical Certificate (Original)
10	Domicile Certificate (for Uttarakhand candidates only) (Self Attested copy)
11	Category Certificate (for SC/ST/OBC/EWS of Uttarakhand only) (Self Attested copy)
12	Passport size Photograph-2

If any of the above documents is not available with the applicant, he/she must fill the **Undertaking** as given in **Appendix-I** and submit it duly signed with the Admission Form.

11. Anti-Ragging Affidavits is mandatory for all the students who have taken admission which shall be filled by the students through online by logging on to www.ANTIRAGGING.in or www.AMANMOVEMENT.org.
12. In case, the certificates of the qualifying examination are not submitted by the applicant at the time of admission and later on it is found that the applicant does not fulfill the eligibility criteria, then his/her admission in the University shall stand immediately and automatically cancelled. In such cases the University shall not refund the fee submitted by such applicant.
13. If any student, after taking admission wishes to withdraw admission, he/she must apply for the same well in time.
14. All claims regarding refund of fee on withdrawn of admission shall be entertained before the last date of admission. The student should put up in writing an application for refund of fee with the receipt of the fee deposited along with the recommendation of the concerned Head of the School/Department.
15. In the event of a student withdrawing before the commencement of the program, i.e., start of the classes in the academic session, he/she shall be refunded the entire fee after deduction of a processing fee of Rs 1000/- (Rs One Thousand only) provided the seat vacated by the student is filled by a student from the entrance test merit list/waitlist. (for other details please refer to the University Prospectus 2023)
16. The students submitting undertaking for not producing any Certificate/documents must submit that certificate/document within the time as undertook by him/her.

17. University shall recognize the School Leaving Certificates of Education Boards of the Centre as well as States and approved degrees of all Central Universities, State Universities, Institutions of national importance and private and foreign Universities approved by the UGC including the degree awarded under the Open and Distance Learning (ODL) mode offered by UGC recognized institutions/Universities.

Details of Admission and Semester registration fee for different academic programs

S.N.	School/ Programme	Fee for GEN and OBC	Fee for SC and ST
1	M.A. Media & Communication Studies	32,950	20,450
2	M.Sc. Environment Science & Natural Resource Management	27,950	17,950
3	M. Tech. Environmental Technology	34,950	21,450
4	MBA	44,950	26,450
5	Executive MBA	32,950	20,450
6	M.A. Economics/Psychology/Anthropology/Social Work	24,950	16,450
7	M.A. English/ Spanish/German/ Chinese/Japanese /French	24,950	16,450
8	M.Sc. Physics/Chemistry/Computer Science	27,950	17,950
9	M.Sc. Mathematics	34,950	21,450
10	M.Tech Computer Science and Engineering	42,950	25,450
11	M.A./M.Sc. Geography	27,950	17,950
12	M.Sc. Geology	27,950	17,950
13	M. A Theatre	24,950	16,450
14	B.Sc. (Hons) Economics/Psychology	20,950	14,450
15	B.Com (Hons)	27,950	17,950
16	B.A. English/Spanish/German/ Chinese/Japanese/ French	24,950	16,450
17	B.A. (Hons) Media & Communication Studies	23,950	15,950
18	B.Sc. (Hons) Physics/Chemistry/Mathematics/ Computer Science	24,950	16,450
19	BBA	44,950	26,450
20	B.Tech Computer Science and Engineering	57,950	32,950
21	B.Sc. (Hons) Biological Sciences	24,950	16,450
22	B. Des. (Bachelor of Design) Hons	44,950	26,450
23	B.A./B.Sc.(Hons/with Research) Geography	20,950	14,450
24	B.Sc .(Hons/with Research) Geology	20,950	14,450

{The fee includes Admission Fee, Registration Fee, Security Money, Degree Fee, University Magazine Fee Student Council Fee and Course (Tuition and other) Fee.}

Contact Details of Schools and Departments

S. N.	School/ Department	HoD Name	Contact Detail
1	School of Environment and Natural Resources	Prof. Kusum Arunachalam	hod.senr@doonuniversity.ac.in Mob: 9411113894
2	School of Media and Communication Studies	Dr. Rajesh Kumar	hod.somes@doonuniversity.ac.in Mob. No: 8126301529 Office no: 0135-2533107
3	School of Management	Prof. H.C. Purohit	hod.som@doonuniversity.ac.in Mob. No: 9415207263 Office no: 0135-2533144
4	Dept. of Economics, SoSS	Prof. Rajendra Prasad Mamgain	hod.economics@doonuniversity.ac.in Mob. No: 9968426545 Office no: 0135-2533142
5	Dept. of Spanish, SoL	Dr. Mala Sikha	hod.spanish@doonuniversity.ac.in Mob. No: 9012078961 Office no: 0135-2533124
6	Dept. of German, SoL	Dr. Vipul Goswami	hod.german@doonuniversity.ac.in Mob. No: 7982990959 Office no: 0135-2533124
7	Dept. of French, SoL	Ms. Shubhra Kukreti	hod.french@doonuniversity.ac.in Mob. No: 7417731855 Office no: 0135-2533124
8	Dept. of Chinese, SoL	Mr Shanky Chandra	hod.chinese@doonuniversity.ac.in Mob. No: 8588051956 Office no: 0135-2533124
9	Dept. of Japanese, SoL	Ms. Deepika Bhatia	hod.japanese@doonuniversity.ac.in Mob. No: 9760370000 Office no: 0135-2533124
10	Dept. of English, SoL	Dr. Chetana Pokhariyal	hod.english@doonuniversity.ac.in Mob. No: 9412900913 Office no: 0135-2533124
11	Dept. of Physics, SoPS	Dr. Himani Sharma	hod.phy@doonuniversity.ac.in Mob. No: 8979853808
12	Dept. of Chemistry, SoPS	Dr. Arun Kumar	hod.chem@doonuniversity.ac.in Mob. No: 9911002339
13	Dept. of Mathematics, SoPS	Dr. Asha Ram Gairola	hod.maths@doonuniversity.ac.in Mob. No: 9456318192
14	Dept. of Computer Science, SoPS	Dr. Narender Kumar	hod.cs@doonuniversity.ac.in Mob. No: 9411775966
15	School of Design	Ms. Dhriti Dhaundiya	hod.sod@doonuniversity.ac.in Mob. No: 9557763297
16	Dept. of Psychology, SoSS	Dr. Savita Karnatak Tiwari	hod.psychology@doonuniversity.ac.in Mob. No: 7453988689 Office no.: 0135-2533142
17	School of Biological Sciences	Dr. Achlesh Daverey	hod.sobs@doonuniversity.ac.in Mob: 8006453578
18	Dept. of Geology	Dr. Vipin Kumar	hod.geology@doonuniversity Mob: 7500471164
19	Dept. of Geography	Dr. Avijit Sahay	hod.geography@doonuniversity.ac.in Mob: 9955194265
20	Dept of Theatre	Dr. Rakesh Bhatt Dr. Ajeet Panwar	Mob:9897706374 9456346520



Doon University, Dehradun
Admission for the Session 2023-24

Admission Undertaking

To,
The Head
School/Department of _____
Doon University

Sir/Madam

I..... have registered/taken provisional admission in..... Presently I do not have the following documents to submit for admission as per requirement of the University.

S.N.	Name of the Document
1	
2	
3	
4	
5	
6	
7	
8	

Ihereby give my undertaking that I will submit the above documents by 2023 (as decided by the HoD). If I will not be able to submit these documents by the given time, my admission to the program will be null and void and my fee will be forfeited and I will not claim for the fee already deposited at the time of Admission. In case I do not fulfil the minimum eligibility condition, my admission to the program will be cancelled. I will not have any claim whatsoever if the seat is allotted to the next candidate in the merit list in Doon University and my fee will be forfeited.

Name of the student.....Signature.....

Date:

HoD Signature