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HARYANA GOVERNMENT

MEDICAL EDUCATION AND RESEARCH DEPARTMENT

Notification

The 3rd July, 2024

No. 16/6/2024-6HB-IV.—

Subject:- Procedure for admission to ANM, GNM & MPH(W) courses in Government and Private Institutes in the State of Haryana for Academic Session 2024-25.

1.	The Governor of Haryana is pleased to notify the admission procedure in supersession of all the earlier notifications issued in this regard, to be adopted for admission to ANM, GNM & MPH(W) courses for the Academic Session 2024-25 in Government/Private Nursing and MPH(W) Training Schools in the State of Haryana.
2.	It is notified that in the Government Nursing/MPH(W) Schools all seats shall be assigned as State Quota Seats. It is further notified that in Private Nursing/MPH(W) Schools covered under this notification, 50% of the seats will be assigned as State Quota seats and 50% seats as Management Quota seats. The candidates applying under PWBD category shall have to get the disability certificate issued by the Medical Board from the Civil Hospitals/Government Medical College. Admissions to this category shall be made as per INC/State Government guidelines. Any vacant seats in this category shall be filled up as per State Reservation Policy.
3.	All State Quota seats in Government/Private Nursing/MPH(W) Schools shall be filled up as per State Reservation policy. Reservation for EWS category shall be provided as per Haryana Government notification 25.2.2019 (Annexure 'I'). The candidates will be required to submit income and assets certificate issued from competent Authority as per Annexure-I(i) of the notification dated 25.02.2019
4.	The Haryana Nurses and Nurse Midwives Council, Panchkula is authorized to conduct Combined Centralized Online Counselling as per the merit drawn on the basis of Qualifying Examination i.e. 10+2 for admission to ANM, GNM & MPH(W) courses in Government/Private Nursing and MPH(W) Training Schools in the State of Haryana as per the procedure notified in this notification.
5.	(a) The admission shall be made in only those Nursing Institutes which have obtained NOC/LOP from State Government (Department of MER only) and affiliated with Haryana Nurses & Nurse Midwives Council.

	<p>(b) The list of such recognized and approved Institutes for the Academic session 2024-25 along with tentative seat distribution of ANM, GNM & MPH(M) courses in Government/ Private Nursing and MPH(M) Training Schools in the State shall be available on the website of Council i.e. www.haryananursesouncil.in & Department website i.e. https://dmer.haryana.gov.in/ and as well as on the admission webportal.</p> <p>(c) Roster for all categories of seats including PWBD, EWS shall be maintained by Haryana Nurses and Nurse Midwives Council, Panchkula for allotment of seats under reserved category.</p>
6.	<p>It is further notified that all the students desirous of seeking admission to ANM/GNM/MPHW(M) courses will have to get themselves registered online through the Admission web Portal. The details of admission web portal including dates for inviting online applications and counselling schedule will be duly publicized as well as uploaded on the website of the Haryana Nurses and Nurse Midwives Council, Panchkula i.e. www.haryananursesouncil.in. The candidates are required to visit the websites and admission web portal regularly for latest updates.</p>
7.	<p>Eligibility Criteria: A candidate desirous of seeking admission in ANM, GNM & MPH(M) courses for in Government/Private Nursing Institutes and MPH(M) schools shall be eligible if he/she:</p> <ol style="list-style-type: none"> Is a citizen of India. The candidates, who are bonafide residents of Haryana as per instructions issued by the Chief Secretary to Govt. of Haryana and who/whose parents produce(s) Haryana Residence Certificate as per Government instructions given in Annexure II, III & IV or any further amendments issued by State Government from time to time. For Management Category, candidates from All over India shall be eligible, irrespective of their State of domicile and place of study. The minimum age for candidates desirous of seeking admission should not be less than 17 years and more than 35 years as on 31.12.2024 (There is no upper age limit for ANM qualified candidates applying for GNM course, provided minimum education eligibility qualification of 10+2 is fulfilled). All candidates (General/ SC/SC (Deprived)/ BC-A /BC-B/ PWBD/ EWS/ ESM/ FF) desirous of seeking admissions in any Category of seats should fulfill the minimum eligibility criteria/qualifications/qualifying criteria as per the Qualifying Examination for admission to these courses. All candidates should be medically fit, the certificate (issued by Health Department, Haryana) has to be submitted to the School where he/she gets admission (Any candidate found to be medically unfit shall be disqualified). <p>GNM Minimum education:</p> <ul style="list-style-type: none"> ✓ 10+2 class with English and must have obtained a minimum of 40% at the qualifying examination and English Individually from any recognized board. Candidates from State Open School recognized by State government and National Institute of Open School (NIOS) recognized by Central Government are also eligible. ✓ 10+2 with English having 40% of marks in vocational ANM course from school recognized by INC ✓ 10+2 with English having 40% marks in Vocational Stream – Health care Science from CBSE Board/Central Government. ✓ Registered ANM with pass marks. <p>ANM Minimum Education:</p> <ul style="list-style-type: none"> ✓ 10+2 in any stream(Mathematics, Physics, Chemistry, Biology, Biotechnology, Economics, Political Science, History, Geography, Business Studies, Accountancy, Home Science, Sociology, Psychology, and Philosophy) and English Core/English Elective or Science or Health care Science - Vocational stream only passing out from recognized Board. ✓ Students qualified in 10+2 Arts or Science examination conducted by National Institute of Open School.

	<p>✓ The candidate should have obtained minimum passing marks/percentage as specified by the respective board.</p> <p>MPHW(M) Minimum Education:</p> <p>✓ 10+2 with any stream (Mathematics, Physics, Chemistry, Biology, Biotechnology, Economics, Political Science, History, Geography, Business Studies, Accountancy, Home Science, Sociology, Psychology, and Philosophy) and English Core/English Elective or Science or Health care Science - Vocational stream only passing out from recognized Board.</p> <p>✓ Students qualified in 10+2 Arts or Science examination conducted by National Institute of Open School.</p> <p>✓ The candidate should have obtained minimum passing marks/percentage as specified by the respective board.</p> <p>Note:-</p> <ul style="list-style-type: none"> • Only female candidates will be considered for ANM course and only Male candidates for MPHWM course. • 5% relaxation in merit shall be given in merit to SC/SC (Deprived)/ BC-A/BC-B/PWBD candidates for admission in GNM Course. • The candidates who have been provisionally allotted seats will have to bring, in original, all the relevant certificates/documents at the time of document verification without which admission shall not be granted. Attested photocopies of certificates/documents will not be considered valid for the purpose of admission and the seat allocated to them online shall be cancelled. • All candidates should be medically fit.
8.	<p>After commencement of Courses, if a candidate having joined the Institute leaves the course midway:-</p> <p>(i) He/she will be debarred for next three years from applying for admission to ANM/GNM/MPHW(M) course in the State.</p> <p>(ii) He/she will have to pay the fee of the Academic Session during which he/she leaves the course alongwith the 50% of fee of the next Academic Session.</p>
9.	Procedure for Admission
(i)	The schedule of counselling, admissions and start of classes shall be in conformity with the schedule laid down by Indian Nursing Council / State Government/Haryana Nurses & Nurse Midwives Council.
(ii)	<p>(a) Admission will be made through Online Centralised Counselling from the list of registered candidates on the web portal as per merit in respective qualifying examination.</p> <p>(b) Preference in merit shall be given to candidates with the Subjects of Science in qualifying examination. Only after exhausting the list of candidates with Science in qualifying examination, the other eligible candidates will be considered.</p> <p>(c) In case of a tie between two or more candidates having equal marks/merit in the merit list, the tie will be broken as under –</p> <p>(i) Candidates with higher marks in Biology (for candidates having biology as a subject)</p> <p>(ii) Candidates with higher aggregate in Physics, Chemistry and Biology.</p> <p>(iii) Candidate older in age.</p> <p>(iv) Alphabetically the one who comes first.</p>
(iii)	The choice of the course/institution exercised by the candidate on the Online portal will be considered final and no further change will be allowed.
(iv)	The allotment of the school/course shall be made strictly as per merit prepared/drawn on the basis of qualifying examination and the choice/preference of the school filled up by the candidate on the online portal.
(v)	Personal appearance of the Candidates with all original documents shall be compulsory at the time of reporting at the institute. Attested photocopies of certificates/documents will not be considered valid for the purpose of admission.
(vi)	All admissions shall be provisional subject to verification/checking of eligibility for admission as per the original documents produced at the time of reporting at the institute for admission. The principal of the Institute shall be responsible for verifying/checking all original documents of the candidates as per eligibility conditions.

	The provisional allocation of the Seat/Institute online shall confer no legal right to the candidate for the said seat and the seat shall be confirmed only after the document verification as per the specific period notified.
(vii)	In case there is a vacancy after the first round of counselling due to any reason, such seats will be filled up during the second round of counselling by the same process. The seats remaining vacant even after the two rounds of counselling will be filled up via mop up round/subsequent round(s) of counselling as per merit.
(viii)	The institute shall report and confirm the admission of candidates online on the web portal and admit the candidate Online. Any Institute failing to admit the candidates who have been allotted the seat and report at the institute shall be liable for penalization as per provisions of Haryana Private Health Sciences Educational Institutions (Regulation of Admissions, Maintenance of Educational Standards and Fixation of Fee), Act 2012.
(ix)	The Registration cum Counseling fee (Non-Refundable) shall be as under: Rs. 1000/- for Unreserved Category. Rs. 750/- for SC/BC-A/& BC-B,PWBD, FF, ESM, EWS Category candidates of Haryana domicile only.
(x)	The Registrar HN&NMC will be responsible for taking decisions regarding admission related matters like supervision of admission Web portal, conduct of counselling, allocation of seats etc. in accordance this Notification.
(xi)	The Director Medical Education and Research, Haryana will be the final Appellate Authority for the decision made by Registrar, HN&NMC in all admissions related disputes for all Institutions and his decision shall be the final. Appeal can be sent on simple white paper with copy of decision of HN&NMC/School concerned through email to dmer-hry@nic.in
(xii)	(a) Fresh registration shall be allowed for participating in the second round/Mop up round. Fresh candidates will have to register themselves on the admission web-portal. (b) The candidates, who have already taken admission in any round shall not be allowed to participate in the subsequent rounds.
(xiii)	Process for Admission to Management Category seats in Private Nursing/MPHW(M) schools of Haryana:- Similar procedure as described above for counseling for filling up State Quota seats in Government and Private Nursing/MPHW(M) schools will be followed for admissions to Management Category seats as per the eligibility criteria.
(xiv)	Eligible candidates seeking benefit of caste for Post Matric Scholarship shall have to upload the following documents in original at the time of document verification: a. Caste Certificate. b. Aadhar Card. c. Account Number alongwith IFSC Code. d. Parivar Pehchan Patra(if applicable)
10.	Fee
(i)	<ul style="list-style-type: none"> • The Fee structure for Government Nursing/MPHW (M) schools is at Annexure (V) • The Fee structure for Private Nursing/MPHW (M) schools is at Annexure (VI) • The candidate will deposit the fee to the concerned institution at the time of admission either through DD/RTGS/NEFT in the name of the concerned institution. • The Fee will be payable on annual basis only and the institutes shall not insist upon the candidates to deposit fee for the entire course in advance (any violation will attract penal action as per the Act, 2012). • In case of request for withdrawal of admission by a candidate after the last date of admission, the fee shall not be refundable to the candidate except on account of death or serious mental illness/serious grievous hurt.
11.	In case, the candidate fails to report at the institute in the prescribed time period with original documents and deposit the fee, his/her candidature will be cancelled and the seat allotted to the candidate will be considered as vacant.

12.	<p>General Instructions:-</p> <p>a. List of documents to be brought at the time of reporting to the institution is at Annexure- VII.</p> <p>b. Admitted students will be required to pay fees and other charges as per the Notification.</p> <p>c. All candidates belonging to the Scheduled Castes/Backward Classes/EWS/PWBD/ESM/FF etc. must submit a certificate in the prescribed format issued from the competent authority claiming the benefit of reservation.</p> <p>d. The eligibility criteria for admission to Backward Classes shall be as per Haryana Government Notification dated 17.11.2021(Annexure-VIII).</p> <p>e. Only Dependents of Freedom Fighters (FF) who wish to be considered for reservation as such must submit a certificate from the Competent Authority along with undertaking (Annexure-IX).</p> <p>f. The reservation to Ex-servicemen and their wards will be considered as per notification of Haryana Government, General Service III Branch No. 22/10/2013-1 GSIII (Annexure-X).</p> <p>g. A candidate from reserved Category shall have the right to compete for admission in unreserved Category seats as per his/her merit. In case a candidate does not fill up his reserve Category in his application form, he/she will not be subsequently considered for admission against that category. However, if a reserved Category candidate has availed any concession, such as relaxation in upper age limit, qualification or permitted number of chances in written examination etc., then he/she cannot be considered against Un-reserved seats.</p> <p>h. Any candidate, if found to have submitted any false documents/claim benefit of reservation on the basis of false documents will be liable for penal action under Section 420, 120B of IPC and his/her candidature shall be cancelled immediately and shall be debarred for admissions in future.</p> <p>(d) The admission shall be made to only those Institutes which possess valid NOC issued by DMER and are recognized by Haryana Nurses and Nurse Midwives Council (HN&NMC). The institutes that are unable to get such recognition/approval from Government and affiliation from Haryana Nurses and Nurse Midwives Council shall not be considered for counselling. The seat matrix shall be provided by Haryana Nurses and Nurse Midwives Council.</p> <p>i. It will be obligatory on the part of the Haryana Nurses & Nurse Midwives Council (HN&NMC) to provide registration number to all the candidates duly admitted. However, if any institute makes admissions on the seats more than the permitted seats, no registration number will be provided to such candidates and strict action will be initiated against the erring institute under The Haryana Private Health Sciences Educational Institutions (Regulation of Admission, Fixation of Fee and Maintenance of Educational Standard) Act, 2012.</p> <p>j. Any admission made by the Institute other than procedure adopted under this Notification will be invalid. Anyone found doing so will be prosecuted under Section 420, 120B of IPC.</p>
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Chandigarh:
The 1st July, 2024.

DR. SUMITA MISRA,
Additional Chief Secretary to Government Haryana,
Medical Education & Research Department, Chandigarh.

Annexure -I**No.22/12/2019-1GS-III**

Government of Haryana
General Administration Department
(General Services III Branch)

Dated Chandigarh, the 25th February, 2019

To

1. All the Administrative Secretaries to Government, Haryana.
2. All Heads of Department in the State of Haryana.
3. All the Managing Directors/Chief Administrators of Boards /Corporations /Public Sector Undertakings in Haryana.
4. The Registrar General of Punjab & Haryana High Court, Chandigarh.
5. All the Divisional Commissioners in the State of Haryana
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in the State of Haryana.
7. The Registrars of all the Universities of the State of Haryana.

Subject:- Reservation for Economically Weaker Sections in Direct recruitment in Civil posts and services as well as in admissions in Government/Government Aided Educational Institutions in the State of Haryana.

I am directed to inform that government of India has notified "THE CONSTITUTION (ONE HUNDRED AND THIRD AMENDMENT) ACT, 2019" On 12th January, 2019 amending Article 15 & 16, which are now read as under:-

Amendment of article 15

In Article 15 of the Constitution, after clause (5), the following clause shall be inserted namely:-

'(6) Nothing in this article or sub-clauses (g) of clause(1) of article 19 or clause (2) of article 29 shall prevent the State from making,-

- a) Any special provision for the advancement of any economically weaker sections of citizens other than the classes mentioned in clauses (4) and (5); and
- b) Any special provision for the advancement of any economically weaker sections of citizens other than the classes mentioned in clauses (4) and (5); in so far as such special provisions relate to their admission to educational institutions including private educational institutions, whether aided or unaided by the State, other than the minority educational institutions referred to in clause(1) of article 30, which in the case of reservation would be in addition to the existing reservations and subject to a maximum of ten per cent of the total seats in each category.

Explanation- For the purposes of this article and article 16, "economically weaker sections" shall be such as may be notified by the State from time to time on the basis of family income and other indicators of economic disadvantage.'

Amendment of article 16

In Article 16 of the Constitution, after clause (5), the following clause shall be inserted, namely:-

“(6) Nothing in this article shall prevent the State from making any provision for the reservation of appointments or posts in favour of any economically weaker sections of citizens other than the classes mentioned in clause (4), in addition to the existing reservation and subject to a maximum of ten per cent of the posts in each category”.

In the wake of above enabling provisions, State Government has considered the matter and decided to provide benefits of reservation on a preferential basis in Civil Posts in all the Departments/Boards/Corporations/Local Bodies and in Admissions to Government/Government Aided Educational Institutions to those Economically Weaker Sections (EWSs) who are not covered under the existing scheme of reservation for the Scheduled Castes, Backward Classes (Block-A) and Backward Classes (Block-B).

2. QUANTUM OF RESERVATION:

The persons belonging to EWSs who are not covered under the existing scheme of reservation for Scheduled Castes, Backward Classes (Block-A) and Backward Classes (Block-B) shall get 10% reservation in direct recruitment to Group A,B,C and D posts in the Departments/Boards/Corporations/Local Bodies of Government of Haryana and also in admission to Government/Government Aided Educational Institutions in the State of Haryana.

3. EFFECTING RESERVATION-ROSTER POINT:

3.1 Direct recruitment in case of Group-A & B

Roster point No. 11-20-30-40-51-60-70-80-90 and 99

3.2 Direct recruitment in case of Group-C &D

Roster point No. 4-14-24-34-43-53-66-76-83 and 94

3.3 Where in any recruitment year any vacancy earmarked for EWS cannot be filled up due to non availability of a suitable candidate belonging to EWS, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog and will be filled from unreserved category.

3.4 Persons belonging to EWS selected against the quota for persons with benchmark disabilities/ex-servicemen shall be placed against the roster points earmarked for EWS.

4. CRITERIA OF INCOME & ASSESTS

4.1 Persons who are not covered under the existing scheme of reservation for Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B) and whose family has gross annual income below Rs. 6.00 lakh (Rupees six lakh only) are to be identified as EWSs for benefit of reservation Income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.

4.2 Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-

- I. 5 acres of agricultural land and above.
- II. Residential flat of 1000 sq. ft. and above.
- III. Residential plot of 100 sq. Yards and above in notified municipalities.
- IV. Residential plot of 200 sq. Yards and above in areas other than the notified municipalities.
- V. Total immovable assets owned are valued at Rs. One Crore or more.

4.3 The property held by a “Family” in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.

4.4 The team “Family” for this purpose will include the person who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

5. INCOME AND ASSET CERTIFICATE ISSUING AUTHORITY AND VERIFICATION OF CERTIFICATE:

- 5.1 The benefit of reservation under EWS can be availed upon production of an income and Asset Certificate issued by a Competent Authority. The Competent Authority for EWS Income and Asset Certificate shall be Tehsildar of the area where the applicant normally resides.
- 5.2 The prescribed format for EWS Income and Asset Certificate shall be as provided at Annexure-I.
- 5.3 The Officer who issues the certificate would do the same after carefully verifying all relevant documents following due process as prescribed by the State.
- 5.4 The crucial date for submitting Income and Asset Certificate by the candidate may be treated as the closing date for receipt of application for the post, except in cases where crucial date is fixed otherwise.
- 5.5 The appointing authorities should in the offer of appointment to the candidates claiming to be belonging to EWS, include the following clause:-

“The appointment in provisional and is subject to the Income and asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate.”

The appointing authority should verify the veracity of the Income and asset certificate submitted by the candidate through the certificate issuing authority.
- 5.6 Instructions referred to above should be strictly followed so that it may not be possible for an unscrupulous person to secure employment on the basis of a false claim and if any person gets an appointment on the basis of such false claim, her/his services shall be terminated and penal action shall also be invoked.

6. ADJUSTMENT AGAINST UNRESERVED VACANCIES:

A person belonging to EWS cannot be denied the right to compete for appointment against an unreserved vacancy. Persons belonging to EWS who are selected on the basis of merit and not on account of reservation are not to be counted towards the quota meant for reservation.

7. The above scheme of reservation will be effective in respect of all direct recruitment vacancies to be notified on or after 01.02.2019.

Annexure (I)(A)

Government of Haryana
(Name & Address of the Authority issuing the certificate)
(ECONOMICALLY WEAKER SECTIONS)
INCOME DISCLOSURE CERTIFICATE

Certificate No.....

Date

VALID FOR THE YEAR

This is to certify that Shri/Smt/Kumari son/daughter/wife of is permanent resident of village/street....., Post Office....., District....., Pin Code whose photograph is affixed below and attested below belongs to Economically Weaker Sections, Since the gross annual income* of his/her family** is below Rs.6 Lakhs (Rupees Six Lakh only) for the Financial Year

It is further certified that His/her family does not own or possess any of the following assets***:

- I. 5 acres of Agricultural Land and above.
- II. Residential Flat of 1000 Sq. ft. and above.
- III. Residential Plot of 100 Sq. Yards and above in notified Municipalities.
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- V. Total immovable assets owned are valued at Rs.OneCrore or more.

2. Shri/Smt/Kumari belongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B)

<p>Recent Passport Size attested Photograph of the applicant</p>
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Signature with seal of office
Name
Designation

*Note 1: Income means income from all sources i.e. salary, agriculture, business profession etc.

**Note 2: The term "family" for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years

***Note 3: The Property held by a "Family" in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.

Annexure II

Copy of letter No. 62/17/95-6 GSI Dated, Chandigarh, the 3rd October, 1996 received from the Chief Secretary to Government Haryana addressed to All Heads of Departments, Commissioners Ambala, Rohtak, Gurgaon and Hisar Divisions, All Deputy Commissioners and all Sub Divisional Officers (Civil) in Haryana, The Registrar, Punjab and Haryana High Court and all District and Session Judges in Haryana.

Subject: **“Bonafide residents of Haryana - Guidelines regarding”.**

I am directed to invite your attention to Haryana Govt. letters noted in the margin on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of Domicile for the purpose of admission to educational institution (including technical/Medical institution). The matter has been reconsidered in the light of judgment 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-1421, wherein it has been held that instead of the word 'Domicile' the word 'Resident' be used in the instructions issued by the State Government and it has been decided to revise the Government instructions. Henceforth, the following categories of persons would be eligible for the grant of Resident Certificate: -

- i) Candidates, who have passed the examination qualifying there for selection in an institution from a school/college in Haryana.
- ii) Children/Wards (if parents are not living)/Dependents: -
 - (a) of the regular employees of Haryana State posted in or outside Haryana State or working on deputation;
 - (b) of the regular employees of the statutory bodies/corporations established by or under an act of the State of Haryana who are posted in Chandigarh or in Haryana or outside Haryana.
 - (c) of the regular employees of the Government of India posted in Chandigarh or in Haryana in connection with the affairs of the Haryana Government;
- iii) Children/wards (if parents not living)/dependents of persons who after retirement have permanently settled in Haryana and draw their pensions from the treasuries situated in the State of Haryana.
- iv) Children/wards (if parents are not living)/dependents of pensioners of Haryana Government irrespective of the fact that the original home of the retiree is in a state other than Haryana or he has settled after retirement in or outside Haryana;
- v) Children/Wards (if parents are not living)/dependents of persons, who have permanent home in Haryana and include persons who have been residing in Haryana for a period of not less than 15 years or who have permanent home in Haryana but on account of their occupation they are living outside Haryana;
- vi) The wives of such persons who are bonafide residents of Haryana irrespective of the fact that they had belonged to any other State before marriage;
- vii) Persons who were born in Haryana and produce a certificate to that effect; provided that the parents/guardians (if parents are not living) of persons belonging to any one of the above mentioned categories are:
 - a) Citizen of India;
 - b) Produce an affidavit to the effect that they or their children/wards (if parents are not living)/dependents have not obtained the benefit of Resident in any other State.

2. All candidates claiming to be bonafide residents of Haryana should produce a Haryana Resident Certificate signed by the District Magistrate/General Assistant to Deputy Commissioner or Sub-Divisional Officer (Civil) of the District/Sub-Divisions to which the candidates belong. Resident Certificates in respect of elsewhere or in respect of the Children/Wards/Dependents of Haryana Govt. employees who are posted at Chandigarh, Delhi or elsewhere or in respect of Children /Wards/ Dependents of pensioners of Haryana Govt. or in respect of the Children/Wards/ Department of the employees of the Government of India posted at Chandigarh or in Haryana in connection with the affairs of Haryana Government, or in respect of Children/Wards/Dependents of the employees and retirees of the Statutory Bodies/Corporations of Haryana established by or under an Act of the State of Haryana or a Central Act and located at Chandigarh, Haryana or outside Haryana, should be by their respective Heads of Departments.
3. Candidates seeking admission in educational institutions (including Medical and technical institutions) located in Haryana may not be required to produce Resident Certificate, if they have passed the examination from a school/college situated in Haryana. For this purpose, a certificate of the Principal/Headmaster from concerned institution where the children/wards studied last should be considered sufficient. The Principal/Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.
4. If a candidate is admitted on the basis of claim that he belongs to the State of Haryana but at any subsequent time is discovered that his claim was false, the student shall be removed from the institution, all fees and other dues paid up to the date of such removal shall be confiscated. The Principal/Headmaster may take such other action against the student and his/her parents/guardians as he may deem proper in the circumstances of any particular case.
5. For the purpose of uniformity for issuing certificate of Residence in the case of various categories to be issued by the competent Authorities, proforma have been prescribed which are enclosed herewith.
6. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

Annexure III

U.O. No. 62/27/2003- 6 GSI

Dated, Chandigarh the July 29, 2003

From: The Chief Secretary to Government Haryana

To

1. All the Heads of Departments in Haryana
2. The Commissioners Rohtak, Gurgaon, Hissar and Ambala divisions.
3. The Registrar, Punjab and Haryana High Court
4. All the Deputy Commissioners in Haryana
5. The Managing Directors of all Boards and Corporations in Haryana
6. The Registrars, MaharshiDayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hissar, Guru Jambheshwar University, Hissar and Ch. Devi Lal University, Sirsa.

Sub : **Bonafide residents of Haryana – Guidelines regarding.**

Sir,

I am directed to invite your attention to Haryana Government circular letter No. 62/17/95-6GSI, dated 3.10.96 and No. 62/32/2000 - GSI, dated 23.5.2003 on the subject noted above vide which the instructions were issued regarding simplification of procedure for obtaining the certificate of resident purpose of admission to educational institutions (including technical/ Medical institutions)

2. The matter has been reconsidered by the State Government in view of the problems faced by the children and wards of accredited journalists recognized by Government of Haryana and it has been decided that the children and wards of the accredited journalists residing at Chandigarh and recognized by Government of Haryana would also be eligible for the grant of Residence Certificate only for the purpose of admission in the academic institutions of Haryana State.

3. These instructions may kindly be noted carefully for compliance and the receipt of this letter may please be acknowledged.

Yours faithfully,

Sd/-

Under Secretary General Administration
for Chief Secretary to Government Haryana

A copy is forwarded to all the Financial Commissioners and Principal Secretaries/ Commissioners and Secretaries to Government of Haryana for information and necessary action.

Sd/-

Under Secretary General Administration
for Chief Secretary to Government Haryana

Copy of letter No. 22/28/2003-3G.S.III Dated, Chandigarh the 30th January, 2004.**From****The Chief Secretary to Government Haryana.****To**

1. All Heads of Departments in Haryana.
2. The Commissioners, Rohtak, Gurgaon, Hisar and Ambala Divisions.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All the Deputy Commissioners in Haryana.
5. The Registrars, Maharshi Dayanand University, Rohtak, Kurukshetra University, Kurukshetra, Ch. Charan Singh Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hisar and Ch. Devi Lal University, Sirsa (Haryana).

Dated, Chandigarh the 30th January, 2004.

Subject: “Streamlining the procedure in the offices regarding issuing of Resident /Income Certificates and the caste certificate to Scheduled Castes and Backward Classes”.

Sir,

I am directed to invite your attention to Haryana Government letters Nos. 62/17/95-2G.S.III, dated 03.10.96, No. 22/51/93-3G.S.III, dated 12.8.93 and even No. dated 14.10.97 on the subject noted above wherein instructions regarding the caste certificates (SC/BC/OBC), and Resident certificates have been issued.

2. The policy has been reviewed keeping in view the various courts judgments and the hardships caused to the individuals in obtaining above quoted certificates. Government is of the view that the procedure be institutionalized by delegating powers at proper level for ensuring speedy disposal of work without any harassment or exploitation. The present modification of the policy also aims at simplifying the procedure for obtaining certificate by an individual falling under the reserved categories.
The matter has also been reconsidered in depth by the State Government in view of the problems being faced by the Government employees in obtaining these certificates. With a view to improve the existing system in issuing various certificates, it has been decided by the Government that henceforth Circle Revenue Officers (Tehsildar/NaibTehsildar-cum-Executive Magistrate) concerned will be authorized to issue Resident as well as Caste Certificates (SC/BC/OBC) after getting the verification done through the subordinate revenue staff in case of applicants residing in the rural area and through the Executive Officer/Secretary of the concerned Municipal Committee/Municipal Council/Municipal Corporation concerned in case of applicants residing in urban area. It has further been decided that in case of Haryana Government employees serving in the offices located at Chandigarh/Panchkula and residing at Chandigarh/Panchkula, the Resident certificates and caste certificate to SC/BC employees and for their children, may be issued by their respective Heads of Departments also.
3. The validity of Resident Certificate issued by the competent authority shall be as long as the holder of this certificate maintains his residential address in Haryana State.
4. SC certificate once issued shall be valid as long as the caste is not removed from the Schedule of the Constitution and BC certificate shall be valid for life from the date of issue of the certificate or till the applicant does not fall into creamy layer Category as defined from time to time. The applicant applying for BC certificate would also submit a self-declaration on simple paper that he does not fall under creamy layer category. The format for this declaration is given at Annexure ‘A’ However, if the certificate has been obtained by fraud or misrepresentation

or concealment of facts or by some other means, the said certificate shall be declared as invalid/non-est and benefit taken by the applicant will be withdrawn and a criminal case shall be registered against the applicant misrepresenting the facts as well as against the guilty officers/officials, if any. In addition, Social Justice & Empowerment Department, Haryana is being, directed to finalize the modalities and procedure to constitute the Scrutiny Committee.

The files relating to Caste and Resident certificate shall be retained for 10 years and Register shall be retained permanently. The proforma of the application form, Register and SC/BC certificates prescribed by the Government shall be followed by all the Departments/Institutions in letter and spirit as it has come to the notice of the Govt. that some Departments/Institutions demand such certificates in proforma which are at variance with the proforma in which these certificates are being issued by the competent authorities (Tehsildar / NaibTehsildar/HODs). It is, therefore, decided that the Departments/Institutions shall accept these certificates only in the proforma in which these are being issued by the competent authorities which have been prescribed by the Govt. itself (copy enclosed).

5. To make institutional arrangements, it has also been decided that in future the Resident and Caste certificates will be issued to all the students studying in class 8th every year as per the time schedule given below:-
 - i. Filling of application form by the parents/students. 1st Nov. To 10th Nov. Every year. ii. Verification by (a) Sarpanch/ Namberdar in case of rural areas and Municipal Councilors in case of Urban areas.
 - (b) Verification by Patwari in case of rural areas /EO/Secy.(MC) any other officer/official authorized by the local body for the purpose in case of urban areas. Upto 30th November every year.
 - (c) Head Teacher/Head Master Upto 15th Dec. iii. Forwarding of application to CRO by Head Teacher/Head Master 31st Dec. iv. Verification& issue of certificate by CRO Upto 31st January every year.
6. All application forms of a particular School may be sent to the Tehsildar / NaibTehsildar concerned preferably at one go so that the certificates are issued and sent back to the Head masters of Government Schools/Private Schools for distribution to the concerned students. The Head Teacher/Head Master shall be responsible for getting the application forms filled and files prepared of all the students presently studying in Class-VIII to XII will be issued these certificates during the months of January, 2004 to March, 2004. The schedule will be finalized by the concerned Deputy Commissioner in this regard.
7. It has been further decided that in case of SC/BC students claiming benefit under various welfare schemes upto Class IX, the benefits will be given by the Head Master/Head Teacher after getting the verification done from Sarpanch/ Namberdar/MC and a caste certificate issued by the CRO (Tehsildar / NaibTehsildar) may not be demanded for this purpose by the School authorities.
8. The matter regarding issue of income certificate to the students for claiming various benefits in educational institutions has been considered and it has been decided that in future the income certificate for educational purpose will be issued by the CRO (Tehsildar / NaibTehsildar concerned) and income certificate for other purposes by the SDO (C) concerned taking into account income of the applicant from various sources including agriculture, trade, profession, salary etc. The verification will be got done through the subordinate revenue staff in case of applicants residing in rural areas and through the Executive Officers/Secretary of the concerned Municipal Committee/Council/Municipal Corporation in case of applicants residing in urban areas.
9. It has also been brought to the notice of the Government that when posts are advertised, fairly large number of candidates apply for such posts and Haryana Public Service Commission/Haryana Staff Selection Commission /Department demand attested copies of Resident/Caste certificates and other documents from the candidates. This creates not only financial problems for the unemployed youths but also increases the work load in the offices.

Similar is the position in case of admission to educational/professional Engineering institutions. To give relief to the public, it has been decided that at the time of applying for job or for admission in educational institutions including technical/professional institutions etc. self-attested photo copy of the certificate about the residence and caste status shall be sufficient and at the time of final interview/selection, original papers including castes and Resident certificate issued by the competent authorities may be obtained/examined/inspected by the concerned departments/institutions and attested copies thereof be kept in record. The fact may also be cross checked/verified at the time of verification of the antecedents of the applicants before he/she joins the Government service. Similar practice will be followed for degrees/mark sheets/other certificates of academic qualifications. Necessary action to amend/revise the application form in this regard shall be taken by Haryana Public Service Commission/ Haryana Staff Selection Commission/Head of the Departments/Universities etc. at their own level under intimation to the Government.

These instructions may be brought to the knowledge of all for strict compliance.

Yours faithfully,

Sd/-

**Special Secretary General Administration,
for Chief Secretary to Government Haryana**

Annexure IV(A)**Affidavit Of The Parent /Guardian To Be Attested By Executive Magistrate/Oath Commissioner/Notary Public.**

I.....father/mother/guardian of Miss/Mr..... resident of.....do hereby solemnly state and affirm as under:-

1. That I am a Citizen of India.
2. That neither the deponent nor the child/ward of the deponent have obtained the benefit of 'Residence in any other State.

Dated..... **DEPONENT**

VERIFICATION

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

Dated..... **DEPONENT**

Annexure IV(B)**Haryana Resident Certificate (Residence Certificate To Be Issued By The Deputy Commissioner, Sub Divisional Officer (Civil), G.A. To D.C.D.R.O. EmAnd Tehsildar).**

Certified that Shri/Shrimati/Kumari _____ Son/ Daughter of Shri _____ Father/Guardian of Miss/ Mr. _____ name of child/ward with full address hold Immovable property at _____ (place and District) in the State of Haryana for the past _____ years.

OR

Certify that Miss/Mr. _____ Son/ Daughter of Shri _____ resident of _____

was born in Haryana as per birth certificate (Issued under the instructions of Haryana Govt. Letter No. 22/28/2003-3, GS-III dated 30.1.2004).

No. _____ Tehsildar/NaibTehsildar
Signature of the Authority (mentioned above) (with seal)

Date :

The validity of Resident Certificate shall be as long as the holder of this certificate maintains his residential address in Haryana State.

Annexure IV(C)

Residence Certificate To Be Issued By Head Of Department

Certified that Sh. _____ S/o Sh. _____ father of Miss/Mr. _____ is an employee of the _____ (Name of office) _____ of Haryana Government. He is working as _____, and is posted at _____. He has more than three years service at his credit.

Place:**Head of the Department****Dated:****(with seal)**

Annexure IV(D)

Residence Certificate To Be Issued By The Principal/Headmasters Of The Government/Recognized School/College.

It is certified that Miss/Mr.S/o/D/o Sh. has been a student of this School/College for a period of Years, fromto He left the school/college on

Dated**Signature of Principal/Headmaster
of the School/College (with seal)**

Annexure IV(E)

Residence Certificate To Be Issued By The Respective Head Of The Department In The Case Of The Employees Of Government Of India

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

Dated**Head of Department
(with seal)**

Annexure IV(F)

Certificate of Scheduled Caste

Certified that Mr./Miss..... Son/Daughter of Sh.....
Village/Ward No.....Teh.....District..... Haryana belongs to
.....Caste.Which has been declared Scheduled Caste in the Constitution (Scheduled Castes) Order
1950.

Caste certificate shall be valid for life.

Dated.....

Place :

**Tehsildar/NaibTehsildar-cum- Executive
Magistrate/Head of the Department**

Certificate from no other authority will be accepted.

Annexure-V**Fee structure for Government ANM/GNM/MPHW(Male) Institutions annual:-****(Figure as in Rupees)**

Particulars	Fees		
	MPHW(M)	ANM	GNM
Tuition Fee	7500	7500	7500
Security Refundable	1500	1500	1500
Admission Fee	1000	1000	1000
Lab and Library Fee	1500	1500	1500
Examination Fee	As per actual	As per actual	As per actual
Development Fund	2000	2000	2000
Hostel Fee	1500	1500	1500
Total	15000	15000	15000

Annexure- VI

Fee structure for Private ANM Schools

Sr. No.	Particulars	Amount (In Rs.)	Remarks	Total Amount
1	Admission Fee	5000/-		
	Registration Fee	4000/-		
	Lab and Library Fee	3000/-		
	Amalgamated Fee	3000/-		
	Building Fee	3000/-		
	Medical Fee	4000/-		
	Computer charges	5000/-		
	Total Fee	27000/-	Total Admission Fee	27000/-
2.	Tuition Fee	2500/- (Per Month)	Tuition Fee per year –Rs. 30000/-	60,000/- (For entire Course)
3.	Hostel Fee	1200/- (Per Month)	This fee includes room rent, electricity and water charges. Mess charges will be charged by the Institute itself as per the actual	28,800/-
4.	Second Year Admission Fee	10,000/-		10000/-
5.	Practical Training	5000/-		10000/-
6.	Examination Fee	1000/-		2000/-
	Transport Charges	-	Will be charged by the Institute itself as per the actual	-
Total fee for the entire course.				1,37,800/-

Fee structure for Private GNM Schools

Sr. No.	Particulars	Amount (In Rs.)	Remarks	Total Amount
1	Admission Fee	5000/-		
	Registration Fee	4000/-		
	Lab and Library Fee	3000/-		
	Amalgamated Fee	3000/-		
	Building Fee	3000/-		
	Medical Fee	4000/-		
	Computer charges	5000/-		
	Total Fee	27000/-	Total Admission Fee	27000/-
2.	Tuition Fee	2500/- (Per Month)	Tuition Fee per year –Rs. 30000/-	90,000/- (For entire Course)
3.	Hostel Fee	1200/- (Per Month)	This fee includes room rent, electricity and water charges. Mess charges will be charged by the Institute itself as per the actual	43,200/-
4.	Second Year Admission Fee	10,000/-		10000/-
5.	Practical Training	5000/-		15000/-
6.	Examination Fee	1000/-		3000/-
7.	Final Year Admission Fee	10000/-		10000/-
	Transport Charges	-	Will be charged by the Institute itself as per the actual	-
Total fee for the entire course.				1,98,200/-

Fee structure for Private MPH(M) Schools

1st Year Fees 50,000/-2nd Year Fees 44,000/-

List of documents to be brought at the time of reporting to the Institution

The candidates, at the time of reporting must bring the following original certificates/documents/testimonials along with two sets of duly attested photo copies. Any candidate, who fails to produce any of the required certificate/document at the time of reporting at the institution, shall loose his/her :

1. Matriculation Certificate/High School Certificate/ICSE/CBSE Class 10th or its equivalent certificate as proof of date of birth.
2. Pass Certificate/DMC of qualifying examination i.e. 10+2.
3. ANM Registration Certificate (if applicable).
4. Certificate of good conduct/character from the Principal of the institution last attended.
5. Service Certificate from the employer if applicable.
6. Resident Certificate issued by competent authority of the State Government (if applicable).
7. Certificate of Bonafide Resident issued by competent authority of the State Government (if applicable).
8. Caste Certificate issued by competent authority of the State Government (if applicable).
9. Certificate of Disability issued by Competent Authority.
10. Certificate of Dependent of Freedom Fighters issued by competent authority of the State Government (if applicable).
11. Certificate of ESM issued by competent authority of the State Government (if applicable).
12. Income and Asset certificate for EWS Category candidates.
13. Print out of Online Application form.
14. As proof of identification-Aadhar Card/PAN Card/Driving Licence/ Passport/Voter ID.

Note: Any candidate, who fails to produce any of the required certificate/document at the time of reporting at the Institution, shall loose his/her claim to admission.

Annexure VIII**Haryana Government****WELFARE OF SCHEDULED CASTES AND BACKWARD CLASSES DEPARTMENT****Notification****The 17th November, 2021**

No. 491-SW(1)-2021.--- In exercise of the powers conferred under clause (d) of Section 2 and Sub-section (2) of Section 5 of the Haryana Backward Classes (Reservation in Services and Admission in Educational Institutions) Act, 2016 (15 of 2016), and in supersession of the Haryana Government, Welfare of Scheduled Castes and Backward Classes Department, notification No. 808-SW(1), dated the 17th August, 2016 and the Haryana Government, Welfare of Scheduled Castes and Backward Classes, Department, notification No. 1282-SW(1), dated the 28th August, 2018, the Governor of Haryana hereby specifies the following criteria for exclusion of persons within the Backward Classes as Creamy Layer as per Annexure appended hereto.

Annexure

DESCRIPTION OF CATEGORY		TO WHOM RULE OF EXCLUSION SHALL APPLY
1	2	3
I.	Constitutional Posts/Constitutional Personalities	Son(s) and daughter(s) of (a) President of India; (b) Vice President of India; (c) Judges of the Supreme Court and of the High Court; (d) Chairman and Members of UPSC and of the State Public Service Commission; Chief Election Commissioner; Comptroller & Auditor General of India; (e) Persons holding Constitutional positions of like nature. (f) Member of Parliament or Member of Legislative Assembly
II.	Service Category	Son(s) and daughter(s) of
	A. Group A and Group B/ Class I and II Officers of the All India, Central and State Services	(a) Parents, either or both of whom is or are a Class-I officer (Group A Officer) or Class II officer (Group B Officer);
	B. Employees in Public Sector Undertakings etc.	The criteria enumerated in A above in this Category shall apply mutatis mutandis to officers holdings equivalent or comparable posts in PSUS Banks, Insurance Organizations, Universities, etc. Pending the evaluation of the posts on equivalent or comparable basis in these institutions, the criteria specified in Category V below shall apply to the officers in these Institutions.
III.	Armed Forces including Para Military Forces (Persons holding civil posts are not included)	Son(s) an daughter(s) Parents either or both of whom is or are in the rank of Major or above in the Army or to Equivalent posts in the Navy or the Air Force or the Para Military Forces.
IV.	Property Owners Agricultural holdings	Son(s) an daughter(s) of persons belonging to a family (father, mother and minor children) which owns land more than the land permissible under the Haryana ceiling on land Holdings Act, 1972 (26 of 1972).

- V. Income Test/Wealth Test Son(s) an daughter(s) of parents
Having gross annual income of Rs. 6 Lakhs or above.
OR
Possessing wealth above Rs. 1 Crore for a period of last three consecutive years.
Explanation:
Income from all sources shall be clubbed to arrive at the gross annual income.

Dated Chandigarh
The 17th November, 2021

VINEET GARG,
Principle Secretary to Government of Haryana,
Welfare of Scheduled Castes and Backward Classes Department,

(FOR DEPENDENTS OF FREEDOM FIGHTERS)

UNDERTAKING

I _____ S/D of _____ R/o _____ Teh. _____

Distt.hereby undertake as under:

That Sh./Smt. _____ S/D of Sh. _____ R/o _____
Teh. _____ Distt. _____ is /was **Freedom Fighter** and is/was my **grandfather/
grandmother (Paternal/Maternal).**

Date:

Place:

Sign of applicant

It is verified that all the above contents are true to the best of my knowledge.

**Sign of Father/Mother of applicant
(Who is/was dependent of Freedom Fighter)**

Sign of applicant

Government of Haryana
General Administration Department
General Services -III Branch
No. 22/10/2013-1GSIII

Dated Chandigarh, the 10th August, 2017

To

1. All the Additional Chief Secretaries/Administrative Secretaries to Government Haryana.
2. All Heads of Departments in the State of Haryana.
3. The Commissioners, Ambala/Hisar/Rohtak/Gurugram Division.
4. All the CAs/MDs of all Boards/Corporation/Public Sector Undertakings in Haryana
5. The Registrar General of Punjab & Haryana High Court, Chandigarh
6. All the Deputy Commissioners in the State of Haryana.
7. The Registrars of all the Universities in the State of Haryana.

Subject: Grant of reservation in admission in Government/Government Aided educational technical/ professional Institutions etc.

Sir/madam

I am directed to invite your kind attention to the Government instructions issued vide letter of even number dated 15.07.2014 on the subject noted above.

It is intimated that Government of India, Ministry of Defence Department of Ex-Servicemen Welfare D(Res-II) has intimated that vide letter number 6(1)/2017-D (Res-II) dated 19.05.2017, the following priorities for reservations of preferences to the wards of Armed Forces personnel should be applied by States/UTs/Central/State Universities/Autonomous Institutions for admission in medical/professional/non-professional courses:-

- Priority-I: Widows/Wards of Defence personnel killed in action.
- Priority-II: Wards of disabled in action and boarded out from service.
- Priority-III: Widows/Wards of Defence Personnel who died while in with death attributable to military service.
- Priority-IV: Wards of disabled in service and boarded out with disability attributable to military service.
- Priority V: Wards of Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards:
- (i) ParamVir Chakra
 - (ii) Ashok Chakra
 - (iii) SarvottamYaudhSeva Medal
 - (iv) MahaVir Chakra
 - (v) Kirti Chakra
 - (vi) UttamYudhSeva Medal
 - (vii) Vir Chakra
 - (viii) Shaurya Chakra
 - (ix) YudhSeva Medal
 - (x) Sena, NauSena, VayuSena Medal
 - (xi) Mention-in Despatches

Priority-VI: Wards of Ex-servicemen

Priority-VII: Wards of Serving Personnel.

2. The State Government has decided to adopt the above provision made by Govt. of India in their letter dated 19.05.2017 with the following amendments.

1.1 In Priority V, the words “and serving personnel” are removed.

1.2 The priority VII is altogether deleted.

Therefore, Para 5 of General Administration Department instructions even number dated 15.07.2014 is amended to this extent.

The above instructions may please be brought to the notice of all concerned for strict compliance.

Yours faithfully

Sd/-

Superintendent, GS-III Branch
for Chief Secretary to Government Haryana

INTERNAL DISTRIBUTION

Incharge NIC for hosting the above instructions on the State Government website.