



GUIDELINES FOR PG FIRST COUNSELLING (2025-26)

1. The number of candidates called for the counselling is more than the total number of seats available; therefore, mere a call for counselling dose not entitle a candidate to grant of admission.
2. Admission shall solely be given on the merit basis of marks obtained in the CUET-PG 2025 and other provisions mentioned in the Admission Brochure 2025-26 as per the avilability of seats in the course/subject.
3. Original copy of all the marksheets & certificates of the candidate would be examined and verified by the members of the Department Admission Committee before giving admission.
4. **Every day after counselling, a list of admitted candidates in each programme, to be send to the Admission Cell.**
5. The concerned Head of Department is competent authority to admit the applicant as per the instructions given in the PG Admission Brochure. Instructions issued by the Admission Cell time to time uploaded on university website are applicable. The admission/counselling committee shall be responsible for verification of minimum & qualifying eligibility, age, percentage of marks/grade, caste, category, reservation, income certificate, etc. of the candidates.
6. The reservation policy of the Government of India, which is given in the Admission Brochure, shall be followed *mutatis-mutandis*.
7. There is 5% horizontal reservation for physically challenged / differently abled persons and also 5% to widows/ wards/wives of the armed forces personnel. Therefore, they **must be called first for admission** and, thereafter, usual admission shall be given to Unreserved, EWS, OBC-NCL, SC and ST category candidates respectively.
8. Admit the applicants as per category wise distubution of seats chart prepared by the Admission cell and approved by the liaison officer.
9. OBC category candidates belonging to **Creamy Layer will be treated as General candidates**. Only Non-Creamy layer candidates will get the benefit of reservation subject to production of a valid relevant document at the time of counselling.
10. Candidates having ATKT/Supplementary/Backlog etc in any semester at the time of counselling shall not be given admission. Although, provisional admission shall be given only to those students whose last semester/year result is awaited and there is no back-log in any previous available semester marksheets with the undertaking that he/she will submit the final result latest by 31st October, 2025 failing which his/her admission will stand cancelled automatically and fee paid by her/him shall stand forfeited. No representation shall be entertained at any level.
11. Candidates, who have obtained qualifying degree from this University, shall not submit Migration Certificate. The candidates who got admitted to a course in this University and submitted his/her TC and Migration Certificate in previous years also shall not submit the Mirgration Certificate, however, he/she will have to furnish a certificate. The students of colleges affiliated to this university will have to submit the TC provided he/she has not taken the TC and Migration certificate from the University. **The candidates who have obtained qualifying degree from other universities/institutions will have to submit TC, Migration, etc.**

DSHUK19
7/6/25

समन्वयक
Coordinator
प्रवेश प्रकोष्ठ
Admission Cell

डॉ. हरीसिंह गौर विश्वविद्यालय, सागर

डॉक्टर हरीसिंह गौर विश्वविद्यालय
DR. HARISINGH GOUR VISHWAVIDYALAYA
(केन्द्रीय विश्वविद्यालय / A Central University)
प्रवेश प्रकोष्ठ Admission Cell



admission@dhsgsu.edu.in
(Ph.) 07582-297123
SAGAR-470003 (M.P.) INDIA

12. At the time of admission, the SC/ST/OBC-NCL/EWS/PwD applicants shall be required to submit valid and latest caste certificate and Income certificate (of current financial year 2025-26) issued by a competent authority. If certificates are not latest, undertaking may be given by the applicant.
13. For benefit of NCC, NSS and PwD rules are mentioned in the Admission Brochure 2025-26. The CUET-PG exam is of maximum of 300 marks.

For NCC:

NCC Certificate Benefit	Addition in CUET-PG Score
For NCC "A" Certificate (3%)	9
For NCC "B" Certificate (4%)	12
For NCC "C" Certificate (5%)	15

Maximum NCC certificate benefit is only 15 marks.

For NSS:

- (a) Two percent (2%) of total marks (MM 300) which is equal to 6 if certificates produced for
(i) attended two 10 days camp (ii) one National Integration camp

For PwD:

- (b) Relaxation to the extent of 5% marks in qualifying exam to PwD applicants.

(c) Final score = CUET-PG score + NCC score + NSS score

14. Fee concession to the SC/ST/OBC-NCL students shall be governed by the notification issued by the University, time to time. It will be uploaded on Samarth Portal, by the IT-Cell.
15. The application for cancellation of admission & refund of fees, in the prescribed format, clearly indicating the date of receipt of application and duly complete in all respects and endorsed by the concerned HoD shall be forwarded to the office of Admission Cell. No individual application from the student/department shall be entertained.
16. If results of maximum of two previous semesters of qualifying exam. are awaited even then the applicant is allowed to appear in counselling for provisional admission.
17. For equal score of two applicants, following shall be the criteria of deciding their mutual ranks:
(a) Higher in cumulative percentage of all earlier available semesters as evident in available marksheets
(b) If (a) equals then higher in marks in 12th standard marksheets
(c) If (a), (b) equals then higher in age.
18. No case related to admission shall be referred to Admission Cell which is covered in the Admission Brochure 2025-26 and in above guidelines.

For other details please, refer to Admission Brochure 2025-26 and latest instructions/guidelines uploaded on university website.

(Prof. Diwakar Shukla)
Chief Coordinator, Admission Cell
Dr. H. S. Gour V. V. Sagar (M.P.)

समन्वयक
Coordinator

प्रवेश प्रकोष्ठ

Admission Cell

डॉ. हरीसिंह गौर विश्वविद्यालय, सागर

Dr. Harisingh Gour Vishwavidyalaya, Sagar