विवेकानन्द कॉलेज
VIVEKANANDA COLLEGE
(दिल्ली विश्वविद्यालय)
(UNIVERSITY OF DELHI)
विवेक विहार, दिल्ली-110095
VIVEK VIHAR, DELHI-110095
GRADE 'A' ACCREDITED By NAAC

VIVEKANANDA COLLEGE

UNIVERSITY OF DELHI

SUPPORTING DOCUMENTS FOR 6.2.3

Implementation of e-governance in areas of operation
1.Administration 2. Finance and Accounts 3. Student Admission and Support 4.Examination

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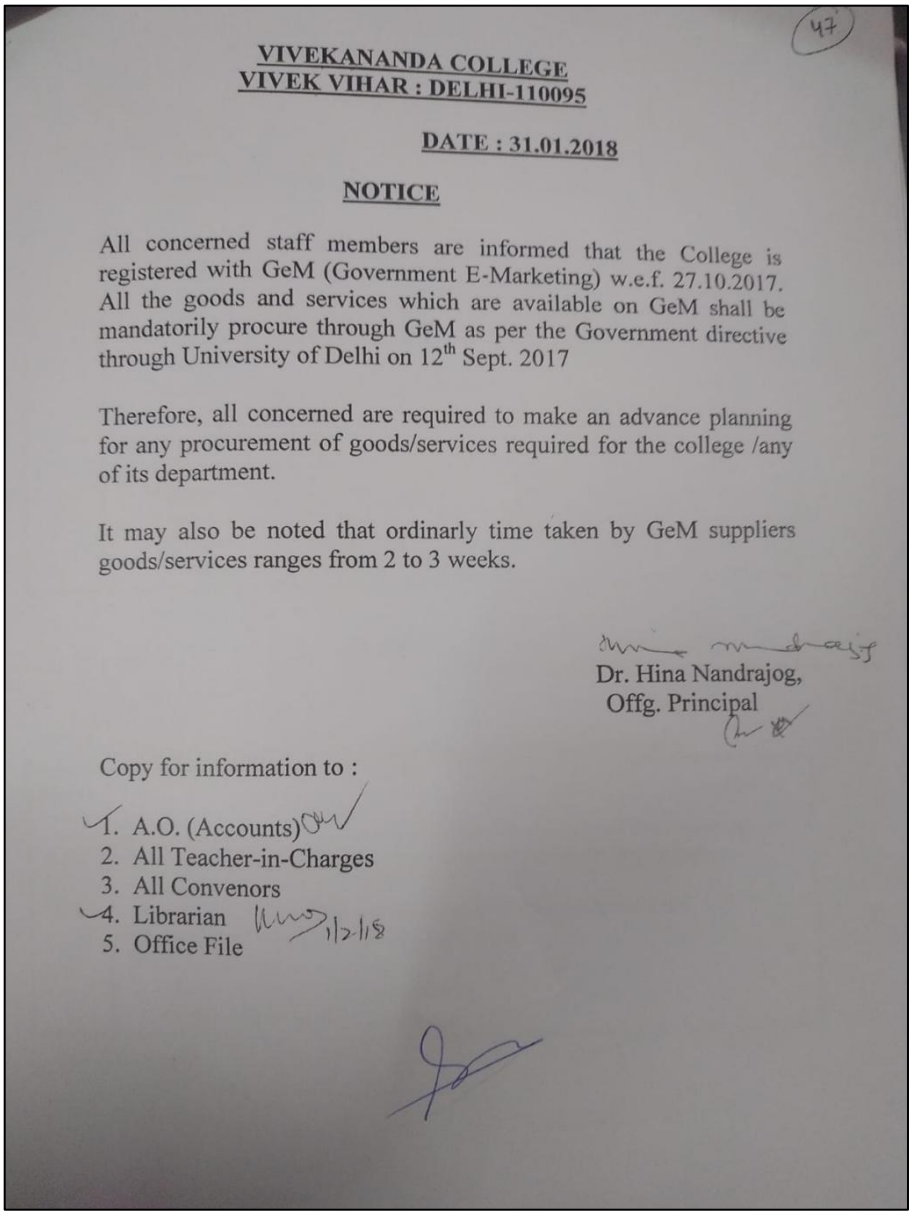
4.	**E-E-governance in Examination**	View Link	4-19

1. **E-governance in Administration-GeM**

   Screenshot of User interface

GeM Implementation Notice



47

VIVEKANANDA COLLEGE
VIVEK VIHAR : DELHI-110095

DATE : 31.01.2018

NOTICE

All concerned staff members are informed that the College is registered with GeM (Government E-Marketing) w.e.f. 27.10.2017. All the goods and services which are available on GeM shall be mandatorily procure through GeM as per the Government directive through University of Delhi on 12th Sept. 2017

Therefore, all concerned are required to make an advance planning for any procurement of goods/services required for the college /any of its department.

It may also be noted that ordinarly time taken by GeM suppliers goods/services ranges from 2 to 3 weeks.

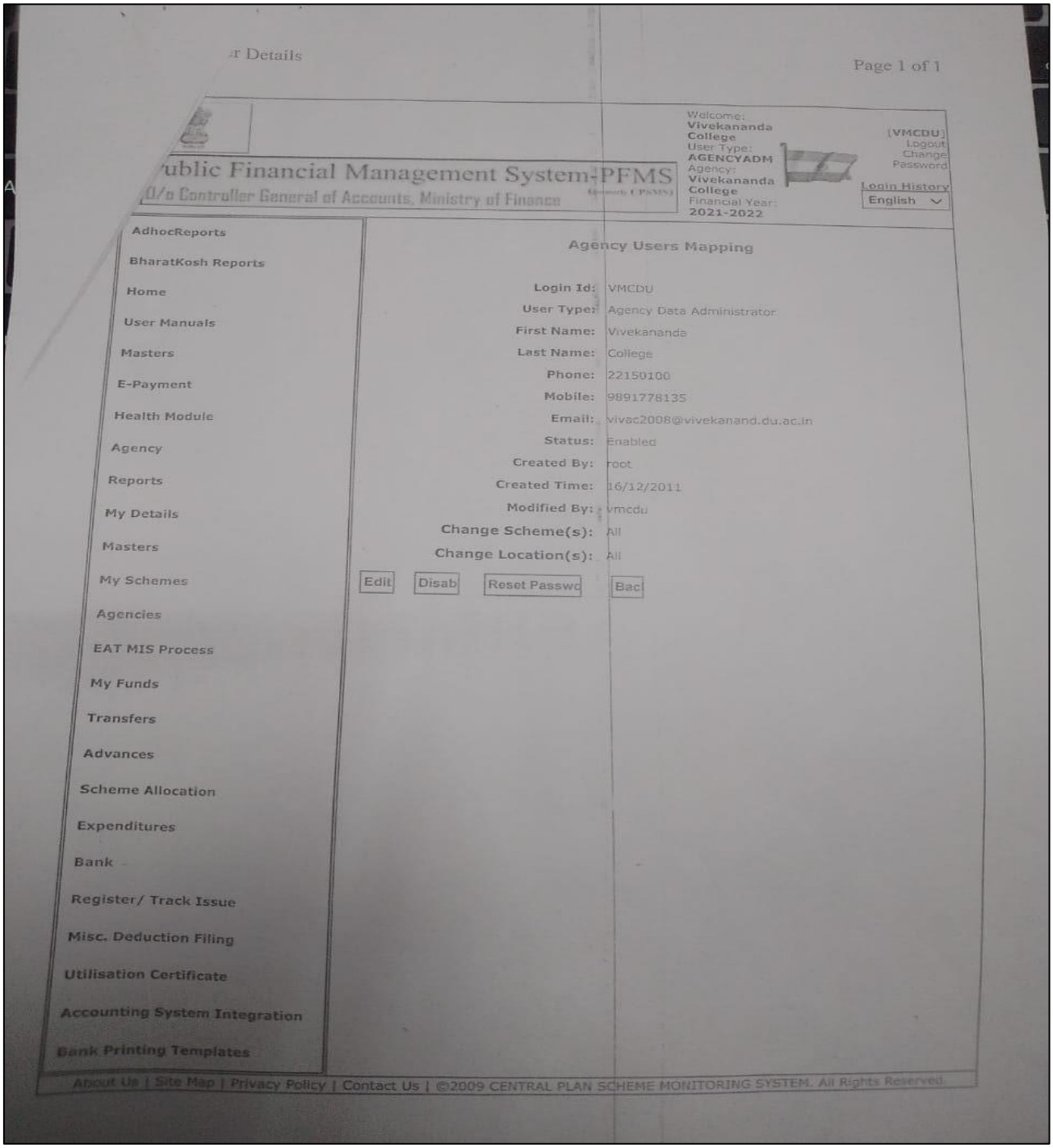
Dr. Hina Nandrajog,
Offg. Principal

Copy for information to :

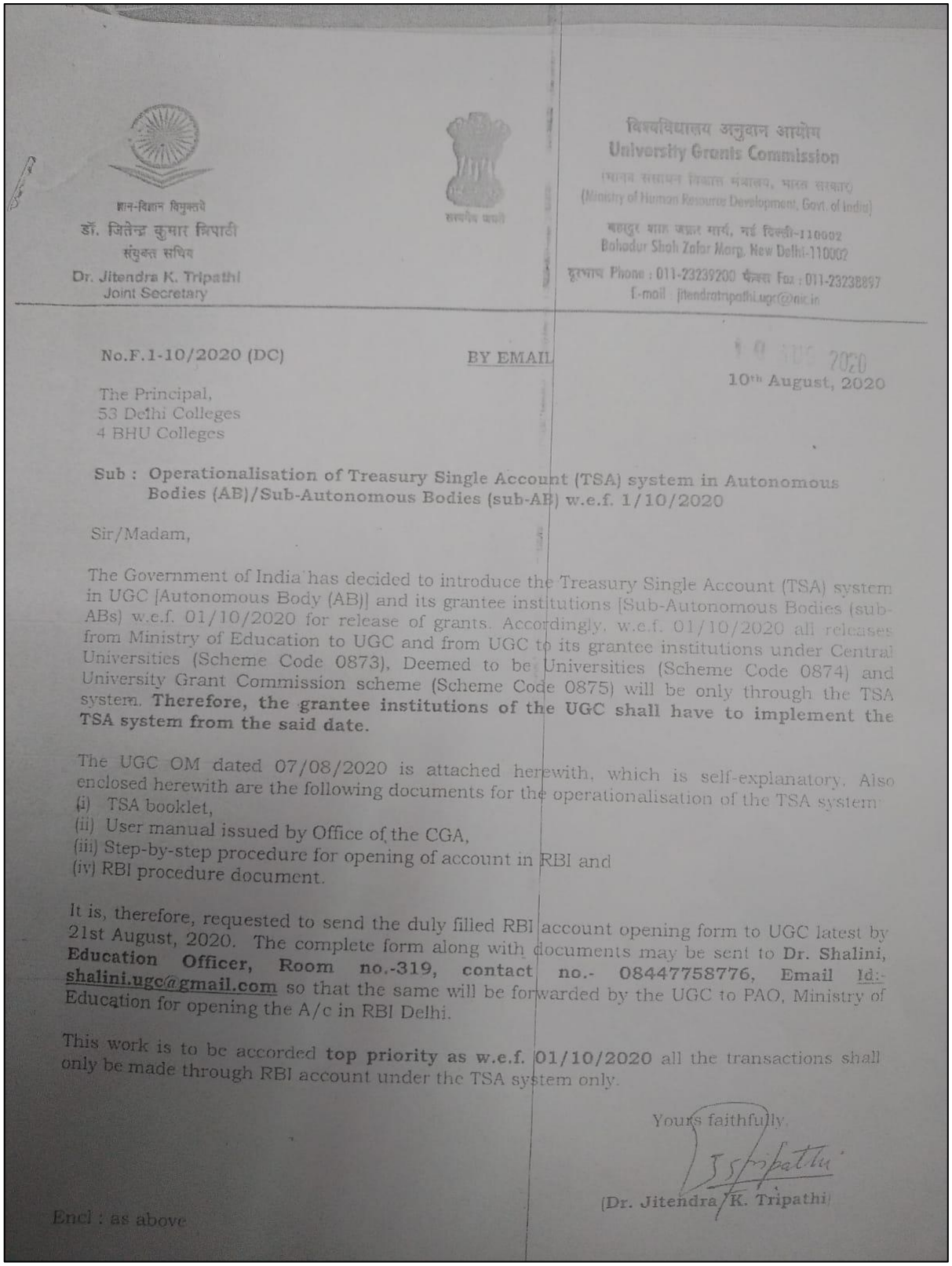
1. A.O. (Accounts)
2. All Teacher-in-Charges
3. All Convenors
4. Librarian 1/2/18
5. Office File

2. E-governance in Finance and Accounts

Screenshot of User interface- Public Financial Management System (PFMS)



Treasury Single Account (TSA) Notice



ज्ञान-विज्ञान विमुक्तये
डॉ. जितेन्द्र कुमार त्रिपाठी
संयुक्त सचिव
Dr. Jitendra K. Tripathi
Joint Secretary

सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
बहादुर शाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष Phone : 011-23239200 फैक्स Fax : 011-23238897
E-mail : jitendratripathi.ugc@nic.in

No.F.1-10/2020 (DC)

BY EMAIL

10th August, 2020

The Principal,
53 Delhi Colleges
4 BHU Colleges

Sub : Operationalisation of Treasury Single Account (TSA) system in Autonomous Bodies (AB)/Sub-Autonomous Bodies (sub-AB) w.e.f. 1/10/2020

Sir/Madam,

The Government of India has decided to introduce the Treasury Single Account (TSA) system in UGC [Autonomous Body (AB)] and its grantee institutions [Sub-Autonomous Bodies (sub-ABs) w.e.f. 01/10/2020 for release of grants. Accordingly, w.e.f. 01/10/2020 all releases from Ministry of Education to UGC and from UGC to its grantee institutions under Central Universities (Scheme Code 0873), Deemed to be Universities (Scheme Code 0874) and University Grant Commission scheme (Scheme Code 0875) will be only through the TSA system. **Therefore, the grantee institutions of the UGC shall have to implement the TSA system from the said date.**

The UGC OM dated 07/08/2020 is attached herewith, which is self-explanatory. Also enclosed herewith are the following documents for the operationalisation of the TSA system:
(i) TSA booklet,
(ii) User manual issued by Office of the CGA,
(iii) Step-by-step procedure for opening of account in RBI and
(iv) RBI procedure document.

It is, therefore, requested to send the duly filled RBI account opening form to UGC latest by 21st August, 2020. The complete form along with documents may be sent to **Dr. Shalini, Education Officer, Room no.-319, contact no.- 08447758776, Email Id:- shalini.ugc@gmail.com** so that the same will be forwarded by the UGC to PAO, Ministry of Education for opening the A/c in RBI Delhi.

This work is to be accorded **top priority as w.e.f. 01/10/2020** all the transactions shall only be made through RBI account under the TSA system only.

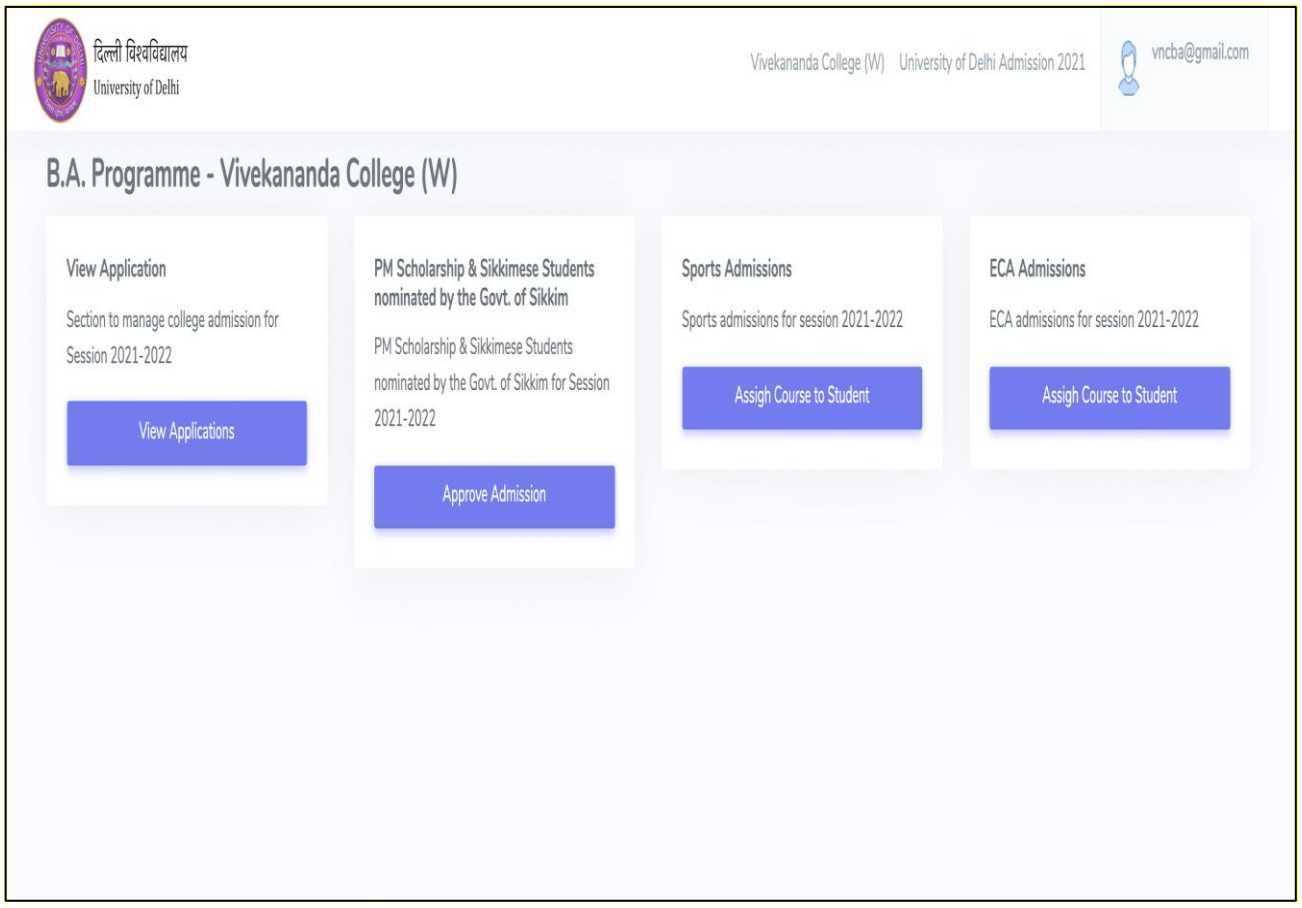
Yours faithfully,

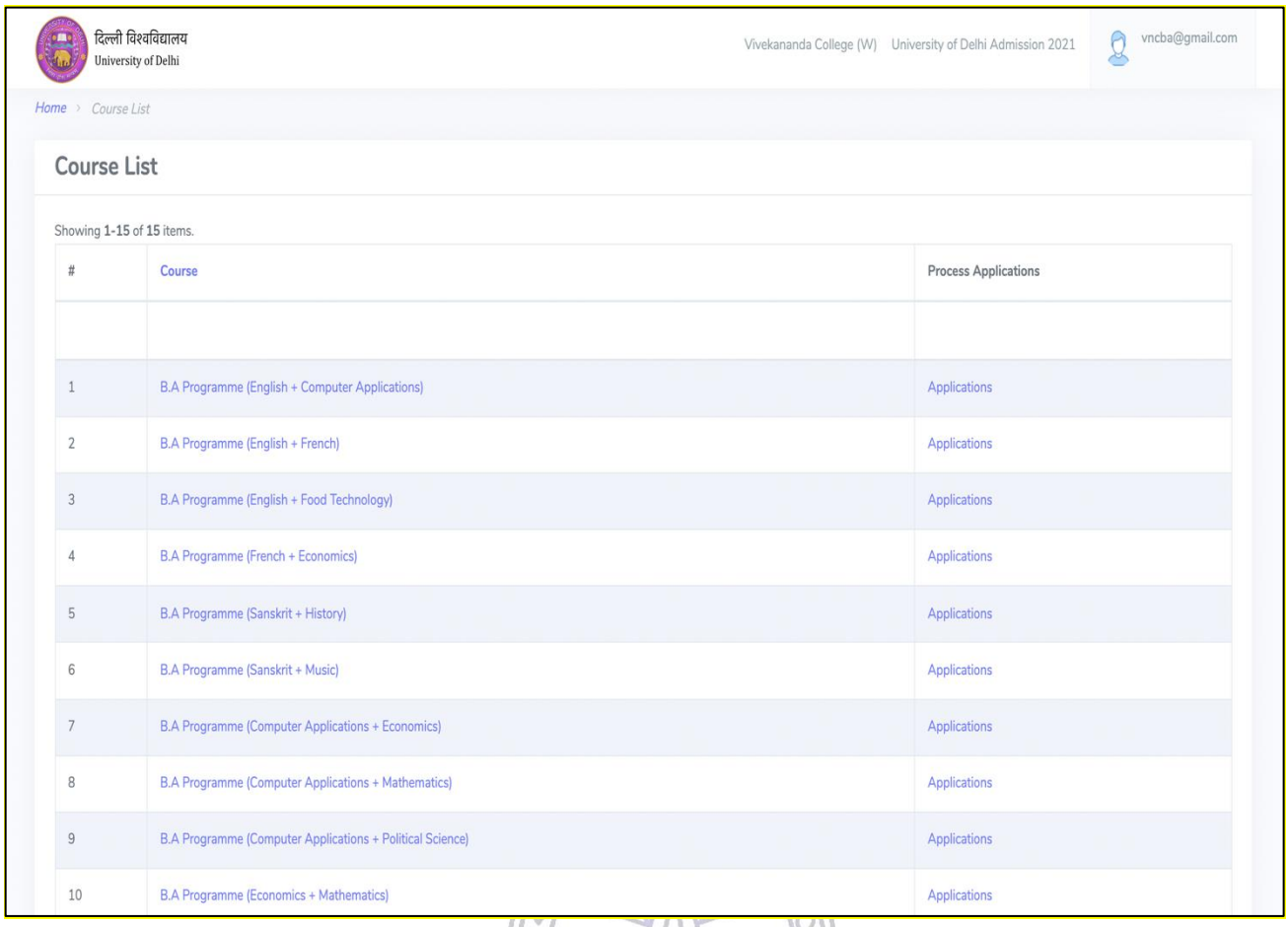
(Dr. Jitendra K. Tripathi)

Encl : as above

3. E-governance in Student Admission and Support

Screenshots of the portal





दिल्ली विश्वविद्यालय
University of Delhi

Vivekananda College (W) University of Delhi Admission 2021

vncba@gmail.com

Home › Course List

Course List

Showing **1-15** of **15** items.

#	Course	Process Applications
1	B.A Programme (English + Computer Applications)	Applications
2	B.A Programme (English + French)	Applications
3	B.A Programme (English + Food Technology)	Applications
4	B.A Programme (French + Economics)	Applications
5	B.A Programme (Sanskrit + History)	Applications
6	B.A Programme (Sanskrit + Music)	Applications
7	B.A Programme (Computer Applications + Economics)	Applications
8	B.A Programme (Computer Applications + Mathematics)	Applications
9	B.A Programme (Computer Applications + Political Science)	Applications
10	B.A Programme (Economics + Mathematics)	Applications

विवेकानन्द कॉलेज दिल्ली विश्वविद्यालय

Guidelines sent by University to college for admissions to be completed online

Point of Discussion with the Principals

1. **Information of the opening of the registration portal**
   The registration portal shall be opened from 20th June 2020 to 4th July 2020.
2. **Complete admission process to be contactless**
   Admission in all the courses (merit based/ Entrance based/ based on sports/ ECA/ Music) to be completed online with no physical prescence of applicants required.
3. **Process of admission**
   - Registration and payment of registration fees
   - Reopening of the portal to update the result
   - Declaration of Cut-Off
   - Selection of Course and College
   - Online verification of documents
   - Payment of fees to confirm admission
   - Physical verification of original documents
4. **Cut-Offs**
   - Responsibility of declaring Cut-Off with college principals
   - Cut-Offs to be decided with careful deliberation with the admission committee of the colleges
   - Advised to maintain minutes of the deliberation on the basis of which cut-off has been declared
   - At least five Cu-offs to be declared
   - A window of 3 days will be given for each Cut-Off
   - Special Cut-Off after the fifth Cut-Off
   - Special Drive for reserved categories including EWS in case seats are left vacant
5. **No trials for Sports**
   Admissions to be done centrally only on the basis of certificates
6. **Only NSS and NCC categories of ECA to be considered**
   - Admissions to be done centrally only on the basis of certificates
   - Minimum 1% seats for each ECA and Sports
   - Subject to a ceiling of 5% of total intake of the college
   - No restriction of course subject wise
7. **Only one registration-cum-admission form.**
   Additional information may be sought from applicants online with no extra cost after the confirmation of the admission of the applicant/ after the closing of admission.
8. **The minimum eligibility criteria in the BOI is same as last year**
   Colleges requested not to have any additional eligibility criteria for this year except those in the BOI
9. **Colleges requested not to impose upto 5% deduction for BA (Prog) for change in stream**
10. **Colleges to upload their Prospectus online**
11. **Details of the online Help Desk and Grievance committee to be uploaded on the website**
12. **Colleges to develop strong online mechanism to handle grievances**

Admission Branch
University of Delhi

Ref. No: Admission Br./2020/502 **Dated: 9/04/2020**

To
The Principal

Sub: University of Delhi Admission 2020

Dear Sir/ Madam

On behalf of the Admission Branch of the University of Delhi, I express my concerns about the unprecedented challenge that humanity is facing world-wide. The pandemic has affected many lives- physically and psychologically. I hope you are safe, working from home and taking all precautionary measures.

The Admission Branch of the University of Delhi is working towards strengthening the admissions process for 2020-21 to ensure smooth conduct of DUET 2020 and for student-friendly merit-based admissions in the university. Several meetings in this regard have been done with the Competent Authorities of the University and we wish to share some of the concerns with you.

To facilitate applicants during the registration and admission process, the Admission Branch, requests you to do the following:

1. Upload all necessary information pertaining to your college on the college website. A link of the same must be sent to the Admission Branch so that it can be incorporated in the Bulletin of Information.
2. To strengthen the above process, a strong Admission team be constituted by the College. The name of the nodal person along with the contact details (mobile number and Email ID) to be provided to the Admission Branch.
3. A comprehensive list of FAQs related to your college and various courses being offered be prepared. These must also be uploaded on the college website and the link of the same to be provided to the Admission Branch.
4. To facilitate applicants making appropriate choice about the Generic Electives, a list of such courses being offered course-wise by the College, must be made available on the college website.
5. A team of reasonable number of student volunteers along with a Faculty Mentor be formed. The student volunteers must remain available during the time of admission to answer any related query pertaining to the admissions in the college. The contact details

Room No 3, Conference Centre, Opposite Botany Department,
Gate No. 4 Chhatra Marg, University of Delhi, Delhi-110007
Contact Number: 011-27666073
Email: dean@admission.du.ac.in, office@admission.du.ac.in

Admission Branch
University of Delhi

(Mobile number and Email ID) of student volunteers and the Faculty Mentor to be provided to the Admission Branch.

6. The University of Delhi had implemented the 1st phase of 10% expansion in EWS seats in 2019 – 20 and the remaining 15% enhancement will be completed in 2020-21 academic session. You are therefore requested to declare the seats in each course, category wise on your College website.
7. **Lastly and most importantly**, with respect to certain course-wise combination of subjects, if there were any additional eligibility criteria, the same must be communicated to the Admission Branch by **Monday April 13, 2020.** (You may refer to last year's UG Bulletin of Information: http://www.du.ac.in/adm2019/pdf/17062019-UG_BULLETIN_JUNE17Revised.pdf).

Further, there has been a conscious effort to minimize visits of the students for physical verification of the mandatory documents during the admission process. In the current scenario, it has been recommended that it becomes more imperative to have the complete admission process online, which also includes the online verification of the certificates.

Please note, information related to Point 7 is **most urgent** and must be sent to the Admission Branch by **Monday, 13thApril 2020;** and the remaining information (related to point numbers 1 – 6) must be provided by **Wednesday, 30th April 2020.**

All the above information must be on put on the Principal's letter-head, digitally signed by the Principal (or duly signed by the Principal and scanned) and send on the email ids dean@admision.du.ac.in and office@admision.du.ac.in.

Although, we do understand there would be constraints during this period of lockdown, we would really appreciate if the deadlines are adhered to.

Hoping for your cooperation to conduct a smooth admission 2020.

Thanking you,

Information for IQAC 14/5/2020

Yours sincerely,

(Prof. Shobha Bagai)
Dean (Admissions)

Room No 3, Conference Centre, Opposite Botany Department,
Gate No. 4 Chhatra Marg, University of Delhi, Delhi-110007
Contact Number: 011-27666073
Email: dean@admission.du.ac.in, office@admission.du.ac.in

Guidelines (sent by the University; forwarded by college to all faculty) for students applying through online portal DU

ADMISSION BRANCH

Guidelines for Students Applying in the Sixth Cut-off

The next round of U.G. Merit-based admissions for the Sixth Cutoff will commence from 10:00 AM Monday November 30, 2020.

1. **Fresh Applicants** (Applicants who did not apply in any of the previous cut-offs/Entrance-based admission including the Special cut-off) must follow the procedure stated in the STEP BY STEP GUIDELINES FOR APPLICANTS SEEKING ADMISSION IN UG MERIT BASED COURSES OFFERED BY UNIVERSITY OF DELHI (2020-21), published on the University of Delhi portal.

2. **Applicants who applied in any of the previous cut-offs/Entrance-based admission including the Special cut-off and for whom the admission was approved by the Principal but did not pay the fees and wish to seek admission in the Sixth Cutoff** will have to "Withdraw" their admission and re-apply for one Course + College combination and repeat the process again. A withdrawal fee of Rs. 1000.00 (One Thousand only) will be levied. Applicants are advised to follow the steps illustrated in the "STEP BY STEP GUIDELINES FOR APPLICANTS SEEKING ADMISSION IN UG MERIT BASED COURSES OFFERED BY UNIVERSITY OF DELHI (2020-21)", published on the University of Delhi portal.

3. **Applicants who applied in any of the previous cut-offs/Entrance-based admission including the special cut-off and had made the fee payment** but now wish to take admission in the Sixth Cutoff will have to "Cancel" their admission first and follow the steps illustrated in the "STEP BY STEP GUIDELINES FOR APPLICANTS SEEKING ADMISSION IN UG MERIT BASED COURSES OFFERED BY UNIVERSITY OF DELHI (2020-21)", published on the University of Delhi portal. Cancellation fee of Rs. 1000.00 (One Thousand only) will be levied.

4. **Applicants who had applied in any of the previous cut-offs/Entrance-based admission including the special cut-off but their** application was not approved by the Principal will be considered as **Fresh Applicants**. Such applicants are advised to follow the steps illustrated in the "STEP BY STEP GUIDELINES FOR APPLICANTS SEEKING ADMISSION IN UG MERIT BASED COURSES OFFERED BY UNIVERSITY OF DELHI (2020-21)", published by the University of Delhi on its portal.

5. Following must be noted:

a) Applicants who were eligible to take admission and were meeting the required cut-off of a particular college + course combination from the first to fifth cut-off will not be considered for admission in the same college + course combination in the sixth cut-off. In case the sixth cut-off percentage in a particular course + college combination is same as the previous cut-off/s, then this condition will not apply.
b) Before **cancelling/withdrawingthe admission**, the applicant/s must ensure that s(he) meets the required cut-off and is eligible to take admission in the college + course combination. **Admission once cancelled/withdrawn will not be restored.**
c) The cancellation/withdrawal option will be available only once for the applicant to take admission in the sixth cut-off. If, after applying in the sixth cut-off, an applicant withdraws/ cancels his/ her admission, s(he) will not be able to apply again in the sixth cut-off.
d) Before applying, the applicants must recheck their marks/percentages and eligibility criteria very carefully. Refer to the Bulletin of Information for eligibility and additional riders (if any).
e) The applicant will be himself/herself responsible for withdrawing/ cancelling the application.

Dated: 28th November 2020

College mail

Fwd: Guidelines for Sixth Cutoff Admissions Inbox x

Vivekananda College <vivac2008@vivekanand.du.ac.in> Mon, Nov 30, 2020, 12:30 PM

to Anita, Anju, Chander, Chandra, Anita, Arpana, Deepa, Dhanpati, Hina, Jyotika, Nalini, Neeta, Pavan, Renu, Salma, Sandhya, Sandhya, Saroj, Shivantika, Shubl

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VIVEKANANDA COLLEGE
(University of Delhi)
Vivek Vihar, Delhi 110 095
Tel: +91-11-22150100

Note : Kindly send all future correspondence to VIVAC2008@VIVEKANAND.DU.AC.IN for Vivekananda College

Kindly find attached the Guidelines for sixth Cut-Off with the heading "Guidelines for Students Applying in the Sixth Cut-off" under UG admissions

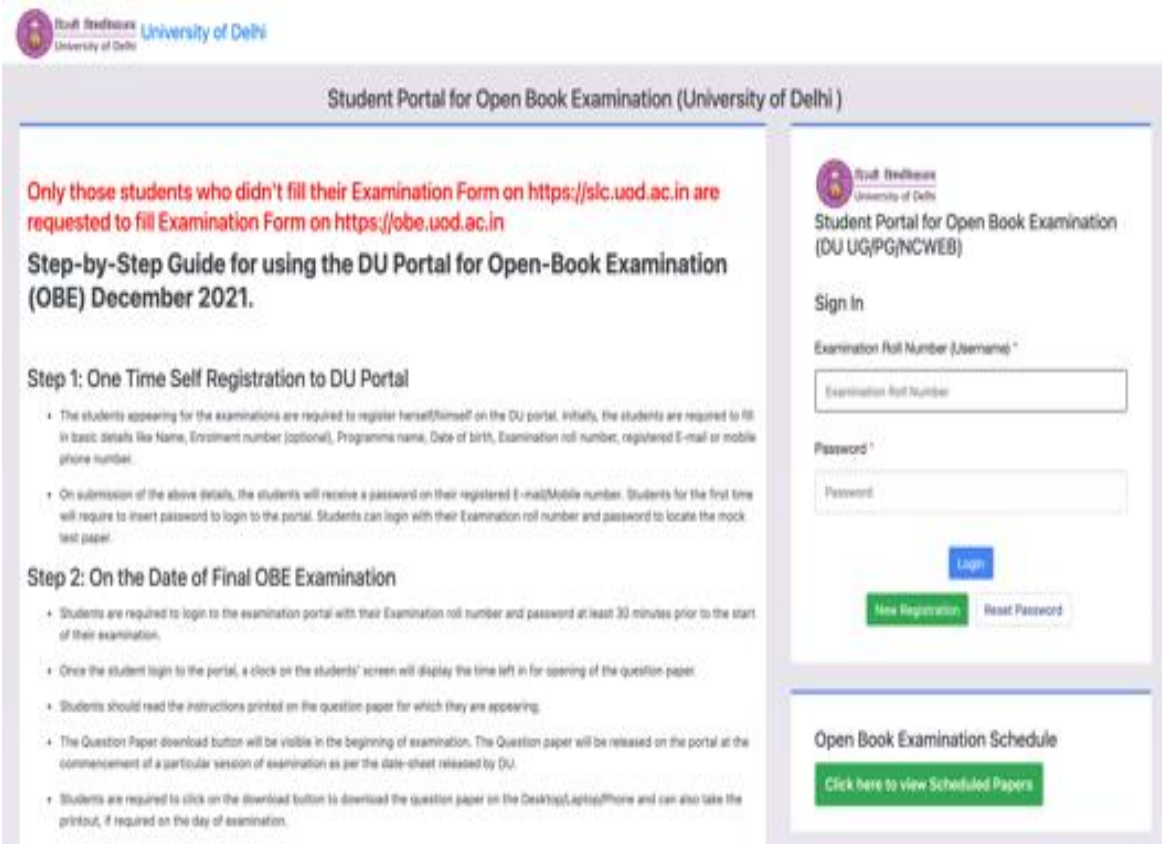
Regards

--
Office
Admission Branch
University of Delhi

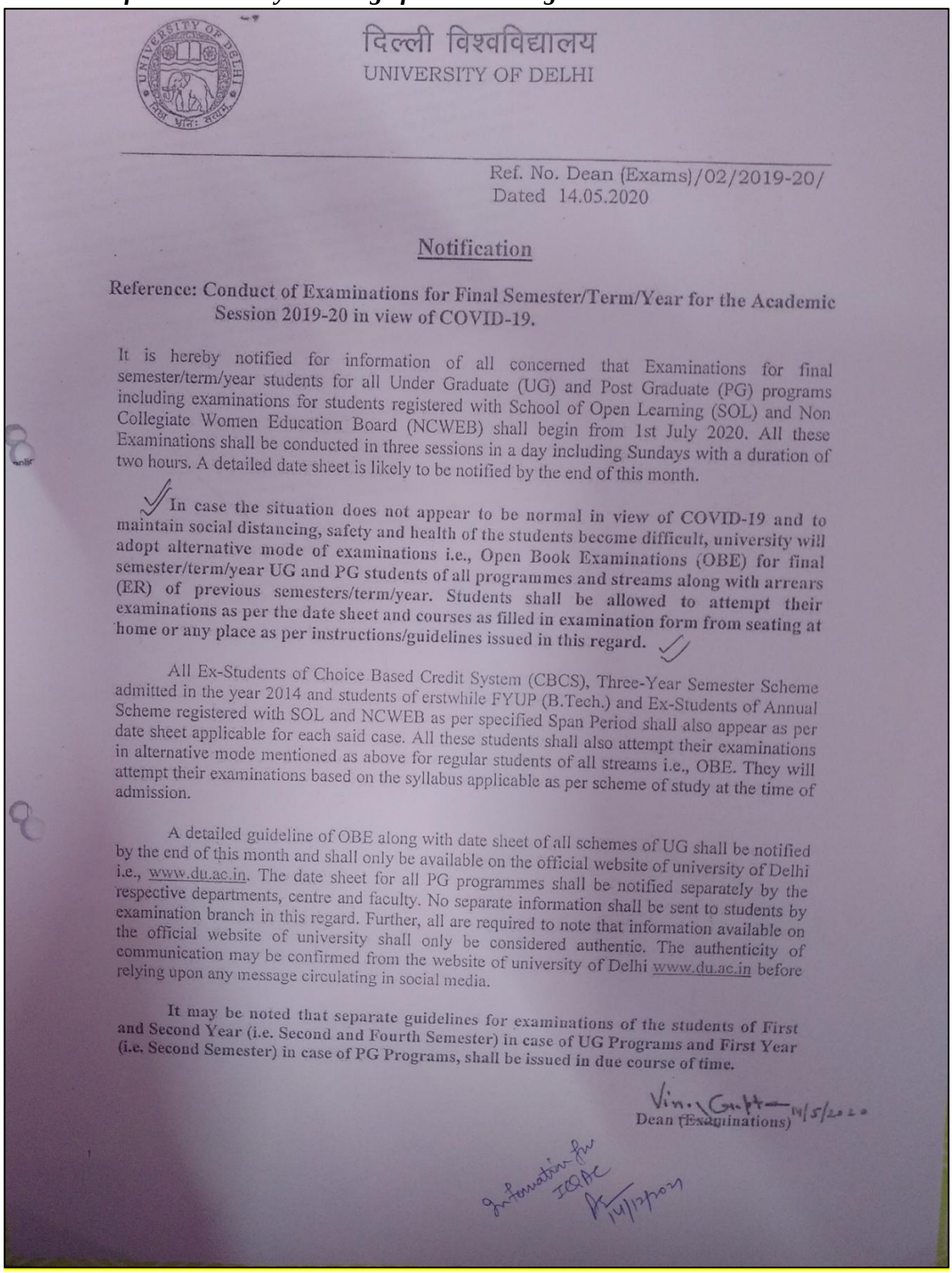
Guidelines_Sixth_C...

4. E-governance in Examination

Screenshots of OBE Portal



Guidelines from university to college for conducting OBE



दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI

Ref. No. Dean (Exams)/02/2019-20/
Dated 14.05.2020

Notification

Reference: Conduct of Examinations for Final Semester/Term/Year for the Academic Session 2019-20 in view of COVID-19.

It is hereby notified for information of all concerned that Examinations for final semester/term/year students for all Under Graduate (UG) and Post Graduate (PG) programs including examinations for students registered with School of Open Learning (SOL) and Non Collegiate Women Education Board (NCWEB) shall begin from 1st July 2020. All these Examinations shall be conducted in three sessions in a day including Sundays with a duration of two hours. A detailed date sheet is likely to be notified by the end of this month.

In case the situation does not appear to be normal in view of COVID-19 and to maintain social distancing, safety and health of the students become difficult, university will adopt alternative mode of examinations i.e., Open Book Examinations (OBE) for final semester/term/year UG and PG students of all programmes and streams along with arrears (ER) of previous semesters/term/year. Students shall be allowed to attempt their examinations as per the date sheet and courses as filled in examination form from seating at home or any place as per instructions/guidelines issued in this regard.

All Ex-Students of Choice Based Credit System (CBCS), Three-Year Semester Scheme admitted in the year 2014 and students of erstwhile FYUP (B.Tech.) and Ex-Students of Annual Scheme registered with SOL and NCWEB as per specified Span Period shall also appear as per date sheet applicable for each said case. All these students shall also attempt their examinations in alternative mode mentioned as above for regular students of all streams i.e., OBE. They will attempt their examinations based on the syllabus applicable as per scheme of study at the time of admission.

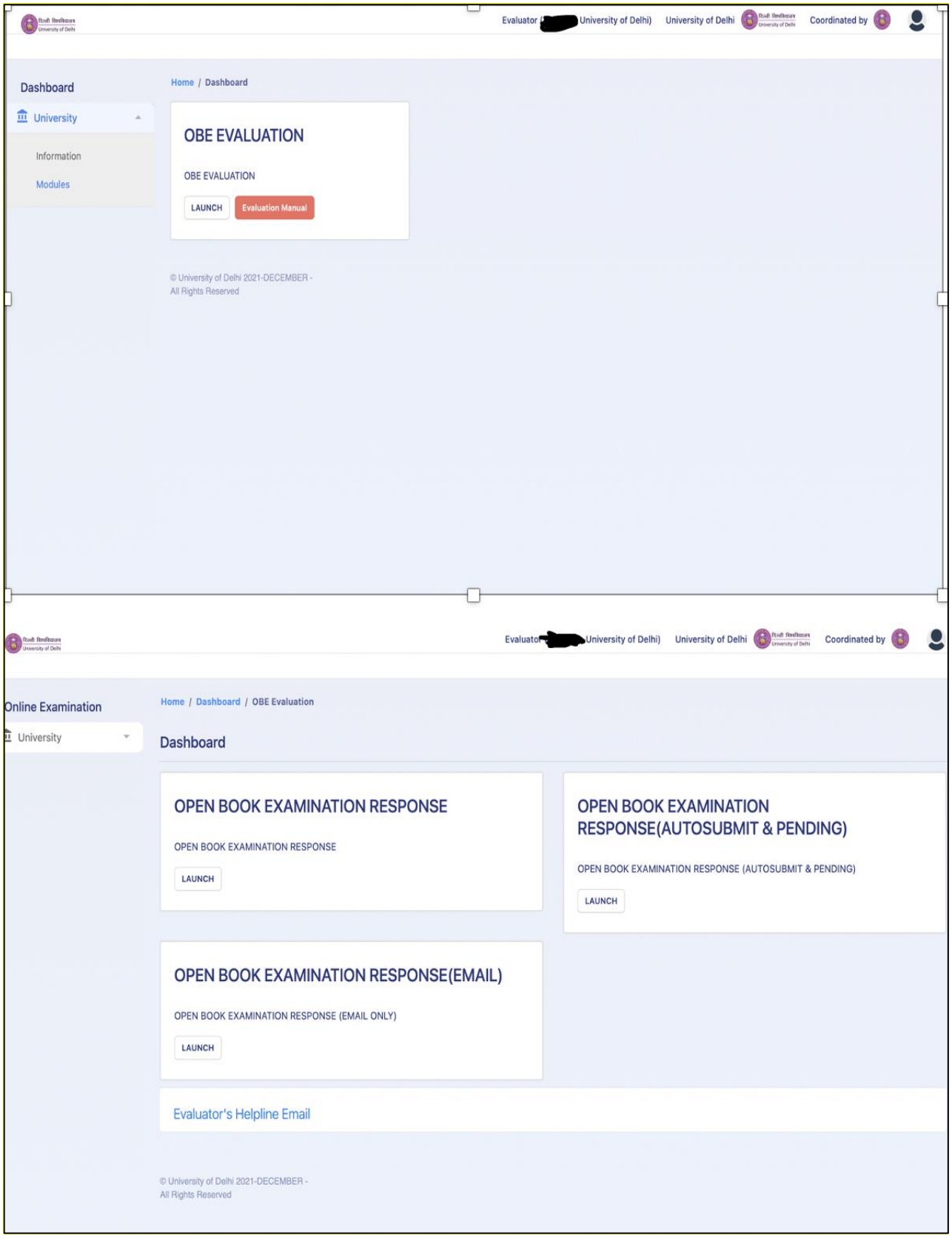
A detailed guideline of OBE along with date sheet of all schemes of UG shall be notified by the end of this month and shall only be available on the official website of university of Delhi i.e., www.du.ac.in. The date sheet for all PG programmes shall be notified separately by the respective departments, centre and faculty. No separate information shall be sent to students by examination branch in this regard. Further, all are required to note that information available on the official website of university shall only be considered authentic. The authenticity of communication may be confirmed from the website of university of Delhi www.du.ac.in before relying upon any message circulating in social media.

It may be noted that separate guidelines for examinations of the students of First and Second Year (i.e. Second and Fourth Semester) in case of UG Programs and First Year (i.e. Second Semester) in case of PG Programs, shall be issued in due course of time.

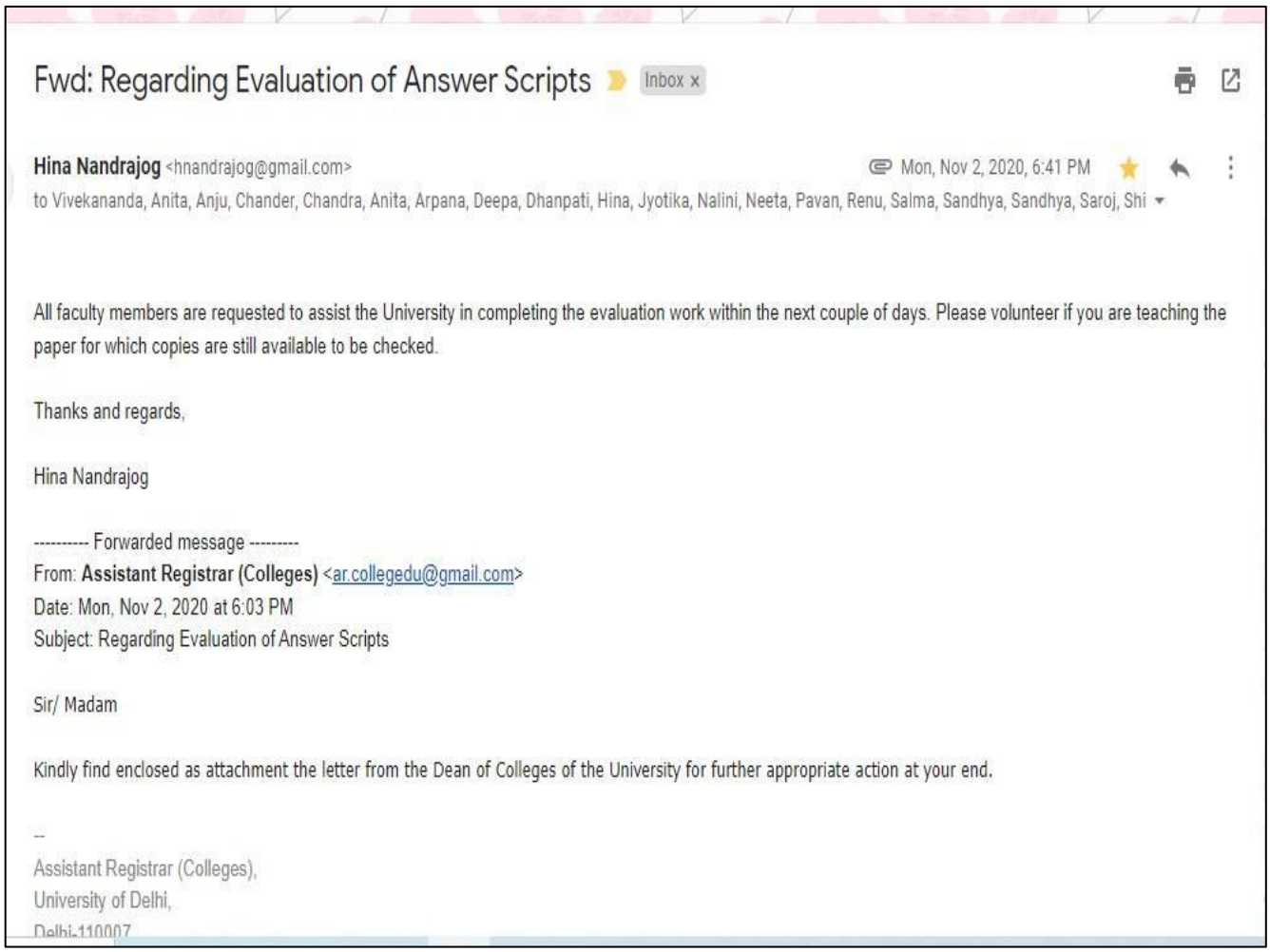
Vin. Gupta 14/5/2020
Dean (Examinations)

Information for IQAC
14/7/2020

Screenshots of Evaluation portal



College mail for assisting in online evaluation (others proofs for online evaluation in 1.1.3)



Fwd: Regarding Evaluation of Answer Scripts Inbox x

Hina Nandrajog <hnandrajog@gmail.com> Mon, Nov 2, 2020, 6:41 PM

to Vivekananda, Anita, Anju, Chander, Chandra, Anita, Arpana, Deepa, Dhanpati, Hina, Jyotika, Nalini, Neeta, Pavan, Renu, Salma, Sandhya, Sandhya, Saroj, Shi

All faculty members are requested to assist the University in completing the evaluation work within the next couple of days. Please volunteer if you are teaching the paper for which copies are still available to be checked.

Thanks and regards,

Hina Nandrajog

---------- Forwarded message ---------
From: **Assistant Registrar (Colleges)** <ar.collegedu@gmail.com>
Date: Mon, Nov 2, 2020 at 6:03 PM
Subject: Regarding Evaluation of Answer Scripts

Sir/ Madam

Kindly find enclosed as attachment the letter from the Dean of Colleges of the University for further appropriate action at your end.

--
Assistant Registrar (Colleges),
University of Delhi,
Delhi-110007

University Notice to evaluate OBE (others proofs for online evaluation in 1.1.3)

UNIVERSITY OF DELHI
दिल्ली विश्वविद्यालय

No.:DU/CB-II/OBE/2020/ 2nd November, 2020

Dear Colleagues:

On the onset I would like to thank all the colleagues for the help and support in conducting the Open Book Examination. As you know, University has started declaring the result but there are few courses (list attached) where a special attention is required. Students are in dire need of the result, so keep the interest of student's future in mind, I humbly request all the colleagues to finish the pending evaluation within next 2-3 days' time.

University has taken up the matter of promotion of University/College teachers on priority basis, so we expect the teachers to complete the evaluation work at the earliest, which is a prime duty of all of us. Looking forward for the support of all the concerned.

Sincerely,

02/11/2020.

Dean of Colleges

University of Delhi, Main Campus, Delhi-110 007 (India)
Tel. 27667725/27662880; Fax : 27666350; Website : www.du.ac.in

उत्तिष्ठत जाग्रत प्राप्य वरान्निबोधत
विवेकानन्द कॉलेज दिल्ली विश्वविद्यालय