

FOR POST-GRADUATE

**MAHARSHI DAYANAND SARASWATI UNIVERSITY, AJMER**

No. F-11()/EXAM /MDSU/2024/ 72266

Dated: 11-12-24

**INSTRUCTIONS FOR THE GUIDANCE OF CANDIDATES INTENDING TO APPEAR AT**

**M.A. / M.Com. (Previous/Final) and Professional Examination 2025**

**CANDIDATES SHOULD READ THESE INSTRUCTIONS AS WELL AS THOSE GIVEN ON THE APPLICATION FORM AND ENROLMENT FORM VERY CAREFULLY BEFORE FILLING IN THEIR APPLICATION FORM**

जैसा कि विदित है कि राज्य सरकार द्वारा ABC ID को परीक्षा फॉर्म में अनिवार्य किया गया है। अतः समस्त अभ्यर्थियों को सूचित किया जाता है कि वे अपनी Academic Bank of Credits Account (ABC) Id. परीक्षा आवेदन भरने से पूर्व बनाना सुनिश्चित करें। ABC ID, Ministry of Education, Government of India की वेबसाइट <https://www.abc.gov.in> visit करके निःशुल्क बनाई जा सकती है।

अभ्यर्थी परीक्षा आवेदन पत्र भरने से पूर्व यह सुनिश्चित करें कि उनके व्यक्तिगत विवरण यथा नाम, जेन्डर आदि अर्हकारी परीक्षा (Qualifying Exam) की अंकतालिका तथा ABC Id में समान हो। इनमें समानता न होने पर परीक्षा हेतु आवेदन करने से पूर्व सूचना सही करवा लें।

**INCOMPLETE APPLICATION FORMS WILL BE REJECTED WITHOUT INTIMATION**

1. The requisite amount of fee payable by a candidate shall be deposited at e-mitra/csc for onward transmission to the University. The application form and fee, if sent directly to this office shall not be entertained under any circumstances.
2. Candidates appearing in unleared paper (s) of M.A. and M.Com. Previous alongwith the Final Examination are required to fill in only one application form. Such candidates's are required to pay the fee in addition to the fee prescribed for the M.A. and M.Com. Final Examination.
3. The application form must be accompanied with the following
  - (i) Prescribed fee (as mentioned in the fee schedule)
  - (ii) Photo copy of Certificates and Mark-sheet(s) of the qualifying examination showing to have passed, duly attested by the Principal of the college or Head of the deptt. concerned.
  - (iii) Enrolment form and Migration Certificate (if not already enrolled in this University)
  - (iv) The fee schedule, available on the University exam website, is prescribed for the examination.

**ENROLMENT**

No candidate who is not enrolled in the University will be allowed to appear at any examination of the University. Those who are not yet enrolled, should therefore, submit their enrolment application from (through online) together with the **Original marksheet and Original Migration Certificate, forwarded** by the Principal of the college concerned of the University from which they appeared last with the application form for admission to the examination.

**ELIGIBILITY**

Candidate who have obtained Graduation Degree are eligible to appear at the Post Graduate (Previous) Exam. 2025.

**PAPER (S) TO BE OFFERED**

4. Non-collegiate (Private) candidates are allowed to offer only such subject(s) or paper(s) for the examination as are given in the enclosed list of papers. (Where there are no practicals.)

**Note :**

Candidates are allowed as Non-Collegiate (Private) candidates to appear at the M.A., M.Com. Examination in the following subject, provided that they fulfil other conditions as required under the rules.

1. English, Urdu, Sanskrit, Philosophy, History Economics, Political Science, Hindi, Sociology, Sindhi, Public Administration.
2. M.Com. Accountancy and Business Statistics, Business Administration, Economic Administration & Financial Management.

5. The candidates, who have passed their qualifying examination from the University other than this University situated in Rajasthan or any other University are required to **submit a declaration from the University to the effect that the university had no-objection** in his/her passing the examination while living in Rajasthan.

**IMPROVEMENT OF PERFORMANCE**

6. 169 (E)

- (1) A Candidate who has passed any examination of the **Bachelor's Degree** (Pass / Honours) Course in Arts / Science / Commerce or of the Degree Course or of the M.A./M.Com. course of the University and desires to improve his performance may be permitted to re-appear at the same examination in the same subject(s) paper(s) in the immediately following year on the following conditions.
  - (i) He shall not re-join a college for the purpose.
  - (ii) He shall, as a rule, be examined according to the scheme & syllabus in force.
  - (iii) He shall re-appear in all theory papers as well as the practical/Viva (Wherever prescribed).  
A candidate who had offered dissertation (where prescribed) shall submit a fresh dissertation on a new subject or offer a paper in lieu thereof.
  - (iv) His result shall be released only if he obtains more marks in the aggregate than those obtained by him in his previous attempt and thus improves his performance. In case the performance of the candidate does not improve, his earlier performance will stand.
  - (v) He shall not be included in the Merit List.
  - (vi) Only one chance shall be given to a candidate for improvement of performance under this Ordinance.
- (2) A candidate who has passed his M.A./M.Com (Previous/Final) Examination and desired to improve his performance by reappearing in any one or two theory paper(s) only of his choice shall be permitted to do so only in the immediately following year according to the syllabus in force, provided that he must have secured atleast 36 marks in each of the remaining papers/practicals./dissertation/ Viva, he shall submit, alongwith his application form his original marks-sheet of the Examination concerned. The Marks obtained by him in each such paper shall be taken into account provided that they are more than his/her previous score and his/her result shall be revised accordingly. Such a candidate will not be included in the Merit List.
- (3) A candidate who desire to reappear at the examination under the above provisions must submit his application on the prescribed form with the prescribed examination fee and other fee by the last date fixed for the purpose duly forwarded/countersigned by the same office who had forwarded it at his last appearance at examination.
- (4) A candidate who improves his performance shall submit to the University his original marks-sheet of the preceding examination and also the Degree (in case of improvement of division at the final Year Examination). If the degree is already in the custody of the University, he shall intimate this fact to the University.

**Note :** A candidate who reappears at the Part I/First Year examination to improve his performance in only the optional subject (s) prescribed for the Examination will also be eligible to reappear simultaneously in such qualifying subject (s) as are yet to be cleared by him.

7. Candidates are not permitted to appear at **two main Examination** of the University in one and same year, (Ord. 168 A)
8. **For detailed information with regard to eligibility and other condition as item number 8 to 11 the candidates are advised to consult relevant ordinance. In case they are found ineligible according to the provisions of the aforesaid ordinances, they will not be permitted to appear at the examination and their application form will be rejected. No excuse about the ingorance of any rule will be accepted.**
9. Non collegiate candidates shall not be allowed to appear at the M.A. (Previous/Final) Examination Wherever practical examinations are involved.

#### CENTRES

10. The examinations centres will be at the following places :
- (i) For M.A. and M.Com.  
Ajmer. Beawar, Nasirabad, Gangapur, Bhilwara, Deedwana, Tonk, Kishangarh, Nagaur, Bijainagar, Shahpura, Deoli, Kekri, Kuchaman City, Mertacity, (Kukar - Only for Regular)., (Uniyara-for Regular Only).

**Note : Examination Centre will be allotted by the University**

#### MEDIUM

11. Candidates have the option of using English or Hindi Medium for answering question papers at the examination. They should mention the medium which they want to use for the purpose.

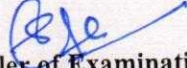
**Note : Candidates are not allowed to use any other medium for answering papers. Any candidate using a medium other than English or Hindi for answering a question paper would make his appearance in examination in that paper liable to be cancelled.**

#### EXAMINATION DATES

12. The Date of University Examination of 2025 will be announced later on.
13. No candidate shall be permitted to withdraw his application form and ask for refund of his/her fees after the same has been received in the University office. However in the case of candidate whose application form is rejected by the university due to any reason, the examination fee only excluding application form fee. registration, late fee, if any shall be refunded after deducting the D.D. Commission at his/her home address.
14. Candidates should wait for the result of their application upto the end of February 2025. No enquiries from them before that date will be attended to. In case nothing is heard from the University Office by February, 2024 they should enquire about the same immediately.
15. While writing to this office about their application form, Candidates must give their full address. the name of examination alongwith the faculty (Arts, Science or commerce) Subject and name of the Institute where exam form is submitted., failing which the communication will not be attended to.
16. M.A./M.Com Previous & Final Examination of 2024 will be conducted as per scheme and syllabus inforce.
17. Candidates who have passed the B.Com. Degree exam. of the University or of any other University shall be permitted to appear at the M.Com. Previous examination in any group but those candidates who have passed the (i) B.A./B.Sc. Degree examination obtaining atleast 48% Marks in the aggregate or (ii) M.A. degree in Economic of this University or any other University shall be eligible for the M.Com. Examination in Economic Administration & Financial Management Group only and they are not eligible to appear in M.Com. ABST Group and M.Com. Bus. Admn. Group.
18. **The request for the change of Faculty/Paper(s) Examination centre will not be entertained after the receipt of the application form in the University office in any circumstances.**
19. Those candidates who belong to Schedule Caste or Schedule Tribe should write S.C. S.T. OBC or SBC as the case may be fill at the space provided in the application form.
20. Candidates who have been enrolled in this University should mention their Correct Enrolment No. on the application form, which their result of the concerned examination will be withheld by the University. Those candidates, who have migrated from the University after enrolment in the University and now desire to appear at any examination of the University should attach their migration certificate of the

University from where they have passed the last qualifying examination. They will be required to submit the Fresh Enrolment form and its fee again. They should mention their enrolment number of this University at the space provided for this purpose in the application form.

21. No candidate is supposed to offer a paper which is not in accordance with the scheme prescribed for that examination and included in the list of paper enclosed with application form and in case he does, so no cognizance of it will be taken if it has inadvertently appeared in the Admission Card Issued to the candidate.
22. For any anomaly in the papers, candidate has to refer and get cleared/completed the same before commencement of examination.
23. The Syllabus, if needed for ensuing examination of 2025 can be obtained from the University website [www.mdsuajmer.ac.in](http://www.mdsuajmer.ac.in)

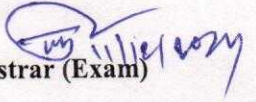
  
**Controller of Examinations**  
Maharshi Dayanand Saraswati University,  
Ajmer

No. F-11()/EXAM /MDSU/2024/ 72267-786

Dated: 11-12-24

**Copy submitted for information**

1. All Principals, MDSU Affiliated Colleges
2. All HOD/Director/Incharge, Teaching Departments, MDSU, Ajmer
3. Dean, Students Welfare, MDSU, Ajmer
4. Web Administrator, MDSU, Ajmer
5. Additional Registrar/Comptroller of Finance, MDSU, Ajmer
6. ACP, MDSU, Ajmer for uploading the instruction on Examination Website
7. All Dy. Registrar/Asstt. Registrar, MDSU, Ajmer
8. P.S. to V.C., MDSU, Ajmer
9. Programmer, Online Centre, MDSU, Ajmer
10. All Section Officer, MDSU, Ajmer
11. P.A.-Registrar,/CE, MDSU, Ajmer

  
**Asstt. Registrar (Exam)**

o/c  
11/12/2024