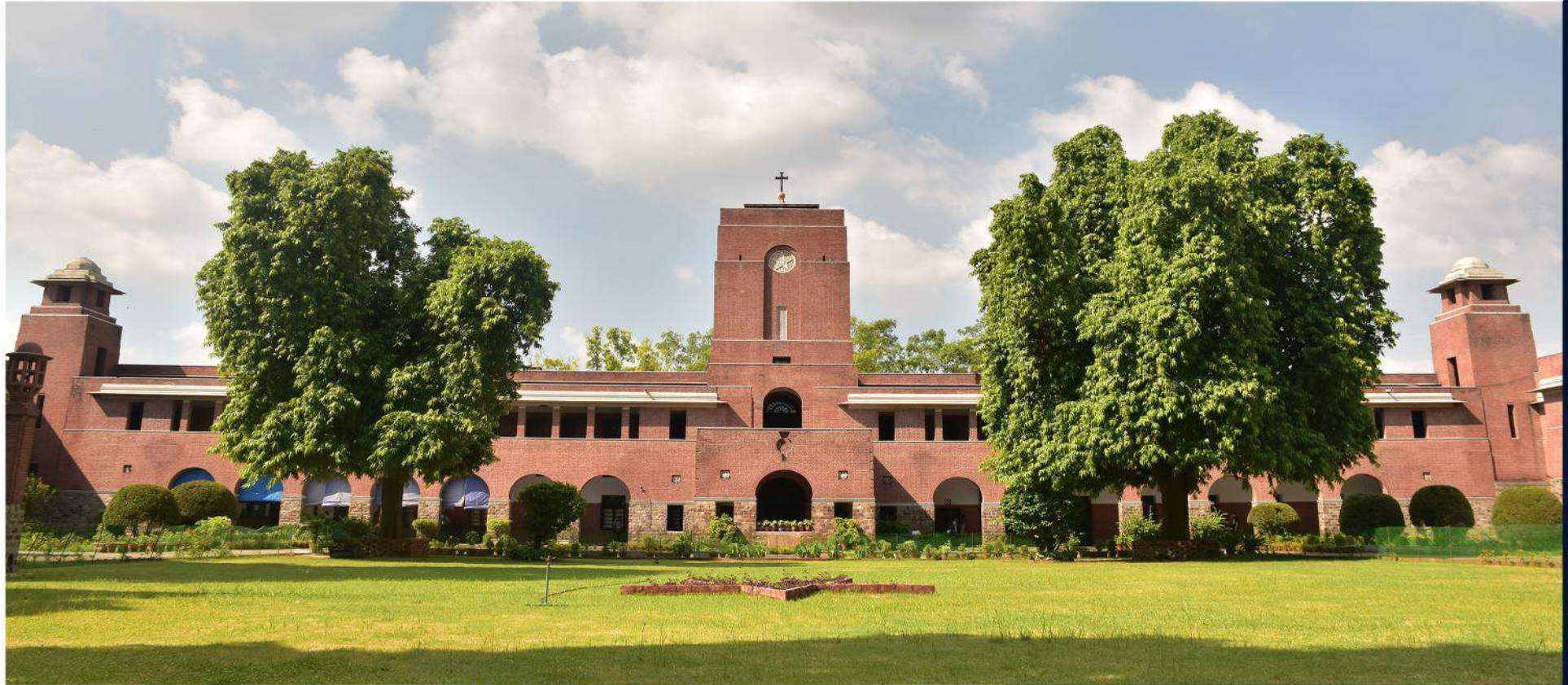




ST. STEPHEN'S COLLEGE

Delhi



PROSPECTUS
2017-18



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PRINCIPAL'S MESSAGE

MESSAGE FROM THE PRINCIPAL

Dear Applicant,

Let me wish you all the very best as you take the first few steps towards trying to become a student of St. Stephen's College. This may, perhaps, be one of the most significant decisions that you will make in your life. So, take your time to think and do it thoroughly, do it well. This Prospectus has been prepared to help you understand the College better; so take time to read it carefully, before you start filling the online application form.

St. Stephen's College is an institution like no other; therefore some things will, of a necessity, be different. So, be prepared. The application that you will soon be filling out is detailed and you will be expected to provide information not just about your academic scores, but also about yourself and your family, your interests and why you want to come to St. Stephen's to do a particular course. Remember, we are genuinely interested in you and would like to know as much as possible about you, your environment, your interests and your preferences - therefore the questions. Education at St. Stephen's is not just about marks and grades. It is holistic growth that we, at St. Stephen's, are looking at.

Since we have only limited seats, we are forced to go through an extremely stringent process of selection. We begin with your Class XII grades (marks), but since we want to provide you with an opportunity to prove yourself we then let you, by yourself, work out a problem or write a short essay. This will help us understand, a little better, your capacity for problem-solving, or in other cases your analytical abilities or sometimes your vocabulary and language. After this written component, we would like to meet you and let you talk about yourself and why you'd like to join St. Stephen's College. Remember we are in this process of education together; so consider it an opportunity to put your natural self out on show to help us understand you better. As St. Stephen's is a constituent college of Delhi University, you will also have to register with Delhi University while filling out the online application. This means that the application process is in two steps- one, you will

register at the Delhi University portal and receive a Form Number; two, you will then come to the College website and fill in the application form and include the Form Number from the Delhi University registration. If the FAQs do not provide an answer to your queries while filling up the application, please call us on our helpline number **011-64688211**. You are also welcome to mail us at **admissions@ststephens.edu** with your queries.

College encourages you to be responsible in matters both small and large. While College will provide every opportunity to you for growing into a more responsible adult, we also encourage you to gain that maturity by responsibly participating in the primary goal which is academic and associate goals which are the co and extra-curricular activities of the College, without losing sight of your primary objective.

If you are among those who eventually make it into the college, then, remember that you have a responsibility as much towards yourself as you do to those who did not make it. They lost out because of you - and so, you carry the double burden of justifying the sacrifice that *they* have made along with the responsibility towards yourself. We wish we could have taken you all, for both my faculty and I believe, that *everyone* has much that is good; but there are constraints and we work within these constraints. Nevertheless, know that both my faculty and I wish you, every one of you, the very best.

Prof. John Varghese

May 2017



THE COLLEGE

2. THE COLLEGE

2.1 COLLEGE PRAYER

"O God, the Eternal Wisdom who didst call Thy servant Saint Stephen to be in life and death a witness to Thy Truth, bless, we beseech Thee, this College named in his honour, that it may ever stand for what is true and beautiful and good. Fill it with Thy Holy Spirit, that by its life and learning it may lead men and women both into the knowledge of Thee and of Thy handiworks and into the love of Thee and of their fellow beings; and so fit them for their citizenship alike of earth and heaven."

ST. STEPHEN'S COLLEGE draws its inspiration from the life and teachings of Jesus Christ and seeks to foster the intellectual, spiritual, moral and aesthetic formation of those who come to it. It is a minority educational institution of the Church of North India (CNI), Delhi Diocese. The essence of the College is encapsulated in its motto: ***Ad Dei Gloriam***, or "to the Glory of God".

2.2 OVERVIEW

St. Stephen's College is much more than a premier educational institution of national standing. As a 'Stephanian', you become part of a vibrant platform with a 136-year old tradition, rich in culture and continuity. The College, named after St Stephen, the first Christian martyr, was founded on 1 February, 1881 by a Christian Mission from Cambridge (the Cambridge Mission to Delhi). The College crest, officially adopted in 1926, combines these various elements. It has the martyr's crown of gold ("Stephanos" means crown), placed on a field of martyr's blood red and Cambridge blue, with the five-point Star of India. The Rev. Samuel Scott Allnutt was the first Principal, and the anniversary of his death is observed as the **Founder's Day** on the 7th of December every year.

St. Stephen's College is the oldest college in continuous existence in Delhi. In the beginning it was affiliated to Calcutta University, but it shifted its affiliation, in 1882, to the University of Punjab in Lahore: an examining University established in October 1882 out of the Lahore University College of Calcutta University. Forty years later, in 1922, St. Stephen's College became one of the three, original constituent colleges of the University of Delhi, when it was established by an Act of the Legislature.

The College began with five students and three teachers in a house in Katra Khushal Rai, near Kinari Bazar in Chandni Chowk. In 1891 the College moved to a site within the Kashmere Gate, and from 1891 to 1941, it was housed in the building now occupied by the office of the Election Commissioner, NCT of Delhi, near St. James' Church. In 1941 it shifted to its present site in the University Enclave. The first sod at the new site was cut in a ceremony on 26 February, 1939 and the foundation stone laid on 27 March, 1939 by Rev. C.F. Andrews. With the exception of some later additions, the present beautiful buildings of the College, in red brick and Delhi quartzite, were designed by the distinguished architect, Walter Sykes George.

2.3 ACADEMIC SYSTEM

Each and every course of St. Stephen's College gets truly customised through tutorial sessions. Students are required to go into reading lists that are specially prescribed by the course tutor. This lends character to the course, by taking into account the university syllabi and examinations, course objectives and tutor's methodologies. The departmental societies add to the exposure of students through international/national conferences, extension lectures, discussions and debates.

The College awards each year a number of prizes to students for high achievements in academic and extracurricular activities. Scholarships and various categories of financial aid are also given to deserving students on a need-cum-merit basis.

St. Stephen's College actively cultivates research attitude in students through participation in innovation projects. The college has research projects in which faculty and students are working together. We also have collaborations with some of the leading universities in the United States of America, United Kingdom and Japan that facilitate student exchanges and joint research possibilities, providing exposure to learning in a global environment.

2.4 CULTURAL ASPECTS

Societies and Clubs are integral to the vision of "total education" that underlies the uniqueness of St. Stephen's College. For each subject there is a Society which organizes scholarly as well as popular lectures-cum-discussions. Junior members from all disciplines are encouraged to attend programmes organized under the auspices of various subject societies. This lends an inter-disciplinary character to their formation in the college.

There are many other academic and cultural societies and clubs covering a wide range of activities, such as debating, quizzing, dramatics (the Shakespeare Society and the Sabha), mountaineering and adventure sports, film and music appreciation, photography and electronics- some of these are the oldest in the country.

2.5 FACILITIES

We have an exceptionally fine Library, housed in a separate wing, with more than a hundred thousand books, and a separate archival section which holds records pertaining to the history of the College.

Having been built up over many decades and in more propitious times, the College Library is a resource unmatched by any undergraduate institution in Delhi. It has also moved with the times, and is now fully automated and air conditioned. In the digital section, students can access various e-resources. To cater to visually handicapped students, the library has a separate section comprising a designated audio section, books in Braille, and screen-reading software. It also provides seamless access to information through an online library available at <http://www.ststephens.edu>, so that students can access the catalogues, online journals and online reference sources at any time, irrespective of location. A separate Enabling Unit offers assistance to students with special needs.

2.6 SPORTS

In keeping with its tradition of all-round education, with a purposive accent on sports and games, the College offers excellent sports infrastructure. This includes a football field on the College campus complete with a pavilion and changing-room facilities, a basketball court, two all-weather synthetic tennis courts, and a well-equipped gymnasium (with facilities for indoor courts for badminton and squash racquets as well as weight training). Our cricket ground is located in Mori Gate. An outdoor artificial climbing wall is attached to the gymnasium; the Hiking Club hosts an annual national artificial climbing competition at this wall. Besides these, the Junior Combination Room and the Ladies Common Room provide facilities for table-tennis and other indoor games.

2.7 CHAPEL

The College Chapel, designed by Walter George and built in 1952, is located at the geographic centre of the College, symbolizing the God-centredness of our vision for life and learning. It is open to all members of the College for prayer and meditation. Instruction in the life and teachings of Jesus Christ is imparted to first-year Christian students, for whom attendance at these lectures is mandatory. Non-Christian students have the option of attending an alternative series of lectures titled "Engaging with an Unequal India".

2.8 SOCIAL COMMITMENT

St. Stephen's College thinks of education as a cultural enterprise with a social conscience. Responding to social issues is central to the vision of life in college. The Social Service League in college, an organization with a history of over a century of selfless work, engages with the socially deprived inside and outside the campus in its attempt to work towards a more egalitarian future. Visits to slums and locations of natural disasters, blood donation camps and classes for the weaker and disadvantaged sections are some of the features of such work in college.

2.9 CENTRES OF EXCELLENCE AND SPECIAL SUPPLEMENTARY COURSES

St. Stephen's College has five centres of excellence that promote research and extra-curricular academic explorations jointly carried out by students and faculty members: Centre for Experimental Physics, Centre for Theoretical Physics, Centre for Economic Excellence, Centre for the Study of Gender, Culture and Social Processes and Centre for Translations. These centres take up projects, organise workshops, add on courses and conferences.

The College also offers special supplementary courses on themes such as citizenship, social inequality and, arts and cultures of India. Some of these courses are outreach programmes in which students from other colleges and universities or even general public could apply and participate, while others are exclusively for the students of the college.

St. Stephen's College also runs a Centre for Languages that offers part-time **Certificate, Diploma and Advanced Diploma** courses in the following languages for students of the University of Delhi and the general public: **French, German, Spanish, Italian, Chinese, Japanese, Sanskrit, Arabic, Urdu and Persian. The regular students of St. Stephen's College can also take part in these courses. Those who get admission to regular courses in 2017-18 can simultaneously take admission in language courses, if they wish to.**

The Germanic and Romance Studies Department of the University of Delhi conducts the examination and awards Certificate, Diploma and Advanced Diploma for French, Spanish, Italian, and German. Chinese and Japanese are affiliated to the East Asian Studies Department of the University. Arabic, Urdu and Persian are affiliated to the concerned Departments of the University. A student will be admitted to only one course at a time. The prospectus and admission forms will be available on the college website www.ststephens.edu from 20 June 2017. Admissions are fully online from this year.

For more details, see the link on the college website which will be available from 01 June 2017.

For enquiries contact: **Tel:** +9111- 27662152 **Email:** cfl@ststephens.edu

2.10 LIFE IN COLLEGE

St. Stephen's endeavours to be a miniature India, reflecting its unity-in-diversity. The College has an all-India, all-religious texture and has students as well as teachers from almost every state and union territory. About a third of the students live on campus.

2.11 RESIDENCE

In St. Stephen's College a comparatively large proportion of the student body is provided residence. Nevertheless, given the all-India character of the College, it is only natural that a large number of students seek on-campus accommodation, and not everyone who wishes to stay on campus will be successful in securing it. All lady applicants are advised, in light of the limited residential facilities available, that they should be

prepared to make safe and satisfactory arrangements for their stay outside the campus, in case they are not granted on-campus accommodation. It is to be noted clearly that admissions to residence are made annually (Refer to the section on residence). The Dean of Residence is assisted by Block Tutors and Wardens (in the case of ladies' blocks).

2.12 IMPORTANT CEREMONIES

Morning assemblies, Mondays through Thursdays all the year round, are unique to St. Stephen's. Generations of Stephanians have found this to be a cementing factor for the College fraternity and a guiding light in the journey of their life. All first-year students are required to attend the morning assembly. Attendance at assemblies is treated as a significant index to the outlook of a student and, hence, given due weightage for various purposes that include continuation in residence. All Junior Members are, likewise, expected to attend the important College functions and ceremonies, the foremost among them being the Founders Day and the Dismissal Service.

The anniversary of the death of The Rev. Samuel Scott Allnutt, the first Principal of the college, is observed as the **Founder's Day** on the 7th of December every year. On the day, a special service is held in which the founder, his associates and all those who served the college in the past are commemorated.

The **Dismissal Service** is held at the end of every year at which we bid Godspeed to all graduating Stephanians.

2.13 ALUMNI

The College has one of the most distinguished alumni networks in the country. Our alumni serve the nation at the highest levels in diverse areas that include governance, corporate sector, art and culture, science and technology, politics, media, policy planning, and research. The College is fortified by the unreserved love and loyalty that all Stephanians, past and present, have for it. The alumni are involved in the life of the College by way of meeting its infrastructure needs, enriching its academic and co-curricular profile, interacting with the Junior Members and enlarging the frontiers for their multi-faceted training.

2.14 COLLEGE STUDENTS' UNION SOCIETY

Firmly committed as Stephanians are to the uniqueness of the College, the Junior Members are not members of the Delhi University Students Union (DUSU). We have, instead, a College Students Union Society that serves as the umbrella organization for several other Societies and Clubs. The affairs of the SUS are conducted with zest, élan and institution-wide participation, but always in harmony with the ethos and culture of the College.

2.15 EQUAL OPPORTUNITY CELL AND ENABLING UNIT

St. Stephen's College is committed to provide an enabling environment to all students with special needs and those from deprived backgrounds. A significant number of our students' hail from the SC/ST background or are persons with disabilities. They are entitled to services provided by the Equal Opportunity Cell and Enabling Unit. The ground floor of the college main building and its rest rooms are wheel chair accessible, and every care is taken that all classes of orthopedically challenged students are held in accessible areas. The Enabling Unit has specialized equipments like Jaws-enabled computers and Zoom-Ex. College Library has a large collection of e-books for visually challenged students. These students can also issue out MP3 and Angel recording devices. These facilities are constantly updated and upgraded as the college attaches special significance to the participation of the visually challenged in its total life. The student volunteers of college Social Service League provide regular reading and examination writer services. The SSL also organizes Drishtikon, an inter-college cultural festival for these students. For the past four years the EOC has been organizing weekend treks for visually challenged students to help them experience outdoor adventure.

Perhaps more remarkable than the above mentioned formal institutional programmes is the informal community experience differently abled students enjoy in college. Among themselves they constitute a storehouse of knowledge about specialized software, e-books, and latest electronic gadgets, which regularly gets passed down from senior students to incoming students. Differently abled students excel not only in studies, but have also won prizes in sports, music, debating and theatre.



COURSES

3. COURSES

The College admits students to several undergraduate and postgraduate courses. All teaching work for post graduate courses takes place in respective departments of the University.

3.1 UNDERGRADUATE LEVEL: CHOICE BASED CREDIT SYSTEM

As a constituent college of the University of Delhi, St. Stephen's abides by all University regulations, other than those that affect its minority status and rights under Article 30(1) of the Constitution of India. The University follows the semester system in all its undergraduate programmes. There are two semesters in the academic year and University examinations are held *twice* a year, at the end of each of the semesters.

The College offers courses only in humanities and sciences. It has two kinds of courses, Honours courses and Programme courses both in sciences and humanities. While honours courses are more specialised, programme courses offer broader instructions in three or four disciplines. The College follows the university's Choice Based Credit System (CBCS) at the undergraduate Level. The system has two components: Core Course and Elective Courses.

In the B.A. / B.Sc. Honours, students are required to do 14 Core Courses and under elective, they are to do 2 Ability Enhancement Compulsory Courses, 2 Skill Enhancement Courses, 4 Discipline Specific Elective Courses and 4 Generic Elective courses.

For B. Sc. Programme, there are 12 Core Courses, 2 Ability Enhancement Compulsory Courses, 4 Skill Enhanced Courses and 6 Discipline Enhancement Elective Courses.

For B.A. Programme, 12 Core Courses, 2 Ability Enhancement Compulsory Courses, 2 Skill Enhanced Courses, 4 Discipline Specific Elective Courses and 2 Generic Electives.

Every student is required to work towards a degree with a specific choice of courses. The duration of a Bachelor's is three years. The following degree programmes are offered by the College in accordance with the regulations of the University of Delhi:

B. A. (Honours) in Economics, English, History, Philosophy and Sanskrit.

B. A. Programme

B.Sc. (Honours) in Chemistry, Mathematics and Physics.

B.Sc. Programme in Chemistry and Computer Science.

The medium of instruction in the College is English.

The next section of the Prospectus gives details about various subject-specific Honours courses and Programme courses.

3.2 POSTGRADUATE LEVEL

St. Stephen's College admits students to the following post graduate (M.A.) courses – Economics, English, History, Mathematics, Operational Research, Philosophy and Sanskrit.



HUMANITIES

4. HUMANITIES COURSES

4.1. B. A. Programme

The College admits fifty students to the BA Programme Course. Of these, six places are earmarked for those who opt for Urdu as their optional language. To be considered for these seats, applicants are required to have read Urdu as one of the languages at least up to Class X and preferably up to Class XII level in school, and to have passed an examination conducted by one of the recognized Examining Boards with Urdu as one of the subjects. The BA Programme course is meant to meet the need for an undergraduate programme that, on the one hand, is relevant to the immediate environment of social opportunities and that, on the other hand, gives the student the basic intellectual tools expected of a programme of higher education. It is a useful and attractive academic programme that enables a student to acquire the thinking ability, linguistic skills and broad-based knowledge needed to enter the world of work. At the same time, this programme gives students enough knowledge in a discipline to pursue post-graduate studies.

The BA Programme is thus conceived of both as a terminal degree with substantial intellectual content, and as an enabling degree for higher studies. The structure and contents of the course make it an integrated and inter-disciplinary programme with academic flexibility and choice. The course provides the student a demanding but worthwhile and enjoyable experience in the form of a liberal education.

Structure: The structure of the B. A. Programme course under the CBCS (Choice Based Credit System) is spread over six semesters (Three Year Undergraduate Programme). Each semester, a student will have four papers from the courses mentioned below.

Components: The B. A. Programme course has five component courses:

I. Discipline Specific Core & Discipline Specific Elective Courses: A student has to choose two core disciplines in Semester I and she/he will continue with the same two disciplines in all six semesters (a total of six such semester-length courses in each of the two disciplines).

Discipline Specific Core papers will be taught for first four semesters (in both the core disciplines). In the last two semesters (Semester - V and VI), a student will be doing Discipline Specific Elective Courses from the same two disciplines that she/he opts for in the first semester, in the place of Discipline Specific Core papers. The College at present offers the following Discipline Courses: English, Economics, History, Philosophy and Political Science.

2. Language Courses: A student is required to do sequences of two semester-length courses in each of two languages. One of these languages has to be English (two courses, one in Semester-I & the other in Semester-III). The other language is to be chosen from Hindi or other Indian Languages (two courses one in Semester – II & the other in Semester-IV). The College offers the following Indian Languages: Hindi, Persian, Sanskrit and Urdu.

3. Ability Enhancement (Compulsory): In addition to the discipline and language courses, a student has to take an Ability Enhancement (Compulsory) Course (English/MIL Communication and Environmental Science) in Semester –I & II.

4. Skill Based Ability Enhancement (Elective): These courses are offered from Semester-III to Semester-VI of the BA Programme course. These courses would be from the Core Disciplines that a student has opted for in the first semester.

5. Generic Elective (Interdisciplinary): A B. A. Programme student is also expected to do two Generic Elective (interdisciplinary) courses, one each in Semester –V and VI, offered by the different departments in college.

4. 2 B. A. (Honours) ECONOMICS

B.A. (Honours) degree in Economics from the University of Delhi is, without any exaggeration, the finest undergraduate course in the discipline available in India. The coverage and levels of academic sophistication are at par with undergraduate Economics taught anywhere in the world. It is important, therefore, for the prospective applicant to have a realistic idea of what the subject is. It is technically demanding and requires strong mathematical and “quantitative” skills. It is not a simple extension of the Economics that a student may have encountered in school, and it is not primarily descriptive in character. In many respects, it has more in common with the physical sciences in its reliance on model-building as a guide to the “real world”; and the empirical testing of models (“theories”) requires sophisticated statistical tools.

Students who want to apply to Economics Honours should have been very comfortable with Class XII mathematics and should be familiar with logical reasoning starting from clearly stated assumptions. There is no need to have done Economics at Class XII for the Honours course is entirely self-contained, provided the student has the basic mathematical skills and the ability to reason logically.

The major constituent units of the first two years (the first four semesters) of the Honours course are: (1) mathematical methods, (2) statistical methods, (3) microeconomic theory, and (4) macroeconomic theory. Semesters 5 and 6 in the third year build on the techniques developed over the first two years. Compulsory courses in these semesters include the Indian Economy and Development Economics. The student has also to choose two optional papers in economics in the fifth semester and two more in the sixth semester. The range of options for these papers is wide, and includes international economics, public economics, the economics of health and education, environmental economics, financial economics, money and finance, and applied econometrics, as well as more advanced courses in microeconomic and macroeconomic theory. Full details of the course structure are available on the College website.

A significant proportion of the graduating class pursues higher studies in Economics in India or abroad. There is a very distinguished list of former students of Economics in the College who have gone on to senior positions as economists in Government, in the World Bank or Asian Development Bank, the IMF and so on; many are in teaching positions at Universities in India (the Delhi School of Economics, Indian Statistical Institute, JNU, etc.) or abroad (Oxford, Cambridge, Columbia, Cornell, Carnegie-Mellon, Brown, Michigan, the London School of Economics—the list is very long). But it is far from the case that studying Economics in St. Stephen's College leads only to academic or research careers. A very large number of students have chosen careers in civil service and some have reached the highest levels of policy making in the government as highest ranking officers or ministers. Many students go on to do management studies at one or the other of the business schools, and thence to the corporate sector. A very large number of top executives of leading multinational companies and many captains of Indian industry studied economics at St. Stephen's College. Many former students have distinguished themselves in the field of law. A fair proportion of students get jobs immediately after the undergraduate degree in a variety of private sector firms and in the print and electronic media.

4.3 B. A. (Honours) ENGLISH

A listing of course requirements over the three years is given on the Delhi University website, along with details of authors, texts, editions and the University examination scheme, as well as concise descriptions of the courses as taught in St. Stephen's College. Applicants are advised to consider carefully the rigorous demands of the English programme as a whole. It is several notches higher than the English that is read at the school level. The performance expected of a student who opts for English Literature is correspondingly higher. The website descriptions of individual courses offered will give applicants an idea of what precisely to expect over the three years. At the same time, the information there also aims at providing a sense of the exciting intellectual experience that awaits an applicant who is accepted into the Department.

English Studies today is trans-disciplinary in the texts, authors and genres it comprises and in the analytical or theoretical approaches it employs. You will read Shakespeare, Romantic poetry, Victorian poetry, and the novel. But you will also explore the Hellenic and Indic classics in translation. You will have ample space to delve into Nobel award winning postcolonial works from Africa, Asia, North and Latin America, and Modern Europe. At the same time, you will explore the idea of the popular and schools of theory and develop a sensitive alertness to a wide range of contextual frames—political, sociological and philosophical. You will also share in the discovery, in translation, of what has, over time, become somewhat 'foreign' to many of us: Indian literature in regional languages. To do so, the incoming first year student is expected to have read widely, and be intellectually curious in a way that transcends the rather limited ambit of syllabus and examinations. Prospective students are required to have reasonably well-developed writing skills.

Our faculty is uniquely qualified to challenge the student and develop these aptitudes. With advanced degrees from prestigious American, British, European and Indian universities and in a range of specializations, they bring to classes and tutorials pedagogical approaches as extensive and variegated as the works you are expected to enjoy and master. The tutorial practices in the department are both rigorous and exciting. Extra- and co-curricular contacts between faculty and students are an accepted and valued part of the learning experience at St. Stephen's. The Poetry Society, English Literary Society, Shakespeare Sabha, Shakespeare Society and Fine Arts Society are only some of the avenues where the extra-curricular lives of our faculty and students take shape.

The English Honours programme has been a preferred platform for a variety of career options, besides higher pursuits in the domain of English literature itself. Some of our students have opted for doctoral research, some have distinguished themselves as authors and editors of prominent magazines, and some have gone on to do estimable things in the WWF, the Knowledge Commission and the bureaucracy. Again, some have done notable work in NGOs, national print and electronic media, theatre, film and the fine arts.

4.4 B. A. (Honours) HISTORY

The study of History as an academic discipline is valued by those who want to learn lessons from the past. Equally, it is valued for its own sake by those who believe it has no lessons to offer! The three years History Honours course provides a wide range of ideas and concepts that cut across disciplinary boundaries. The emphasis on economic history that was once the benchmark for rigorous scholarship has been steadily whittled away by the rise of social history. Lately, the emphasis on literary and cultural developments, referred to as the 'cultural turn', has

added another valuable dimension. The syllabus reflects these changes that have emerged in the discipline of history, with many new areas of research steadily gaining academic recognition and popularity. New areas of historical specialization relating to the environment, gender and science and technology have carved a niche for themselves in the BA Honours syllabus. Almost all the courses deal with economic, social and cultural history but the proportions in which these elements feature vary considerably.

Access to various academic journals provided by the Delhi University makes the work of consulting reliable and authentic work easier and faster than it has ever been. This is the golden age of access to a world of journals and e-books undreamt of in the past. Some of the finest academic work is available today at the click of a mouse: in fact, the danger to be avoided is that of getting overwhelmed by the abundance of choice, particularly for the non-Indian History papers. Students need to combine wide reading with skill in writing clear and concise essays. The ability to express oneself clearly in one's own words is valuable in any academic discipline but particularly so in a subject like history.

Under the Choice Based Credit System there are fourteen Core courses. The Discipline Specific Elective papers are optional courses that students can choose from among those offered by the History department. A set of papers called Skill Enhancement Courses and Ability Enhancement Elective Courses – with fewer credits than for the core, discipline specific elective and generic elective papers- have been designed to offer greater choice to students. The Generic Electives are papers that students of History can choose from among those offered by other departments. Students from other departments can opt for courses offered by the History department.

The core courses constitute the bedrock of the History Honours course. In the first year, students are taught the economic and social history of the ancient world, about Greece and Rome, and the rise of major religions over two separate semesters. The history of ancient India is taught on the basis of literary, epigraphic and archaeological evidence. These are the two courses that are offered in the first year. In the second and third year students do a variety of Indian and non-Indian history courses. These papers deal with the rise of capitalism, the Renaissance and the Reformation. Early medieval India is taught with respect to salient developments in North as well as South India. For Indian history the focus is on developments during the Mughal and British colonial periods. Revenue systems, popular religious movements, peasant rebellions and cultural developments are the subject of study. A broad survey of the history of Europe begins with the French revolution and provides an overview of developments up to the rise of fascism and the onset of World War II. The discipline specific electives include a paper on China and Japan which provides a valuable introduction to a region that has become of immense interest to the intelligent layman today. Students can choose to study the history of either the USA or the USSR. Economic, social and cultural developments are dealt with in both these courses. The themes range from the rise of big business in America to the assessment of socialist industrialization in the USSR.

Over the years, history has emerged substantially as a social science discipline, drawing upon the intellectual resources of economics and anthropology and of literary and feminist theory. Although historians have been influenced by Marxist, structuralist, post-modernist and liberal

democratic thought, the study of history over large stretches of time does not lend itself to any single paradigm or perspective. The empirical concerns of professional historians always tend to deny or undermine the overbearing claims of any single ideology or perspective. Students are encouraged to study and evaluate different schools of thought and develop a perspective of their own.

The History Honours course is a valuable preparation for a whole host of courses and careers after graduation. The training in the study of history is a lifelong asset. Students who have studied history have excelled in various walks of life: law, the civil services, journalism, academics, social service and theatre. Law, media and management have become popular. Those who wish to engage with sub-specialities in history – like the evolution of personal laws and property rights, the position of women in the economy and polity, the emergence of caste and religious sects, the development of cinema and theatre, of art and architecture – can work on projects for the papers that they do each semester, in such a manner that they dovetail with long-term career plans. These projects and the strategic choice of topics for essays and assignments can help the highly motivated work towards a future course of study. For those without such clear-cut goals the freedom to explore will be a source of immense personal satisfaction. The discipline has deep humanistic roots and concerns, and the study of history is rewarding for its own sake, as well as providing opportunities for those seeking more tangible benefits.

4.5 B.A. (Honours) PHILOSOPHY

Philosophy is one of the smaller departments at St. Stephen's. Taking advantage of this, classes are organized more in the mode of interactive group discussions than following the traditional lecture format. The department maintains a friendly and somewhat informal classroom atmosphere. It has, in recent years, enlarged its academic repertoire to offer an exciting range of general courses. The first year introduces the student to the elements of formal reasoning, an essential tool for deciphering and unravelling some of the complex arguments that will be analysed over the next three years. Also in the first year, important philosophical strands in classical Indian philosophy, including the 'Vedic' and the 'non-Vedic' schools, are studied. The second semester opens the door to early Greek thought; to Plato and Aristotle. Ethics, History of Western philosophy, Political philosophy, Feminism, are some of the other courses that will enrich your understanding of the world. The third year offers a wide range of elective subjects from the philosophy of language to philosophy of law, with readings of philosophical classics from the Indian and Western tradition. Details are of course on the net now.

Given that philosophy is not taught at the high school level, it is not surprising that prospective students wonder 'what it is all about?' The department believes that nothing is outside the pale of philosophy, and during the three years there will indeed be opportunity to discuss a large number of theoretical and practical problems.

So what is philosophy? Very briefly, it is an invitation to think. Indeed philosophy is as much the asking of questions as it is mulling over their answer. We believe that we provide an environment where you can learn to think logically and *critically*. The weekly meetings of the Philosophical Society are an additional forum where students and faculty present papers for discussion on a variety of issues.

For the right person, the undergraduate program in philosophy may prove to be a turning point. As one philosopher remarked, rather than ask what you can do with philosophy, you should consider what philosophy will do with you.

4.6 B.A. (Honours) SANSKRIT

The Sanskrit Honours programme is both interesting and challenging. It seeks to introduce various genres of Sanskrit literature from the early Vedic to classical prose, poetry and drama, to the contemporary. Traditional disciplines like *vyakarana*, *darshana* and *kavyashastra* also form a part of the curriculum. The revised syllabus in the semester mode focuses on some special aspects of India's intellectual tradition which are relevant to contemporary discourse in many disciplines in humanities as well as sciences. Short modules on Indian science, linguistics and philosophy of language, reasoning and ontology, aesthetics and Indian theatre, mathematics and astronomy have been introduced. To equip Sanskrit students for the study of Indian history, courses in epigraphy, palaeography and chronology have been added. A Sanskrit graduate, it is expected, will be able to make a significant contribution to the corpus of knowledge by adding to it the insights India has to offer. (The detailed syllabus is available on the Delhi University website.)

The main strength of the programme is that it offers multiple opportunities to persons interested in Indian history, society, culture, philosophy, language studies and literature and allows them to get first-hand information from original sources.

To pursue this course a person must be sufficiently familiar with the basics of the Sanskrit language and also be willing to work hard and consistently. While our students do well at the University examinations, our focus is on helping students develop better linguistic and analytical skills. We expect our students to participate in beyond-the-syllabus programmes, including a variety of co-curricular activities and inter-college Sanskrit competitions for which the department trains them.



SCIENCES

5. SCIENCE COURSES

5.1 B. Sc. Programme (Physical Sciences)

B.Sc Physical Sciences is a course designed to provide a broad foundation in sciences, with a special thrust on multi-disciplinarity. The College offers two streams in this course, one with Computer Science and the other with Chemistry. Students in both the streams need to take core and discipline specific courses in Physics and Mathematics in addition to the papers of their respective stream. Besides these, all students take four skill enhancement courses offered by Mathematics, Physics, Chemistry and Computer Science departments. All theory papers in Physics, Chemistry, and Computer Science are supplemented by laboratory courses that help students learn essential experimental techniques.

B.Sc Programme, also has a society which allows students to learn and explore outside the classroom learning through talks by eminent people from various fields, seminars, workshops, visits and trips to different labs etc.

BSc Physical Sciences is a rigorous and extensive course wherein students spend around thirty class room hours per week, the same as in any BSc Honours course. It is ideal for students who do not wish to confine themselves to one particular subject, but would like to have an understanding of diverse physical sciences up to a level from which they can not only pursue their Master's degree programmes in subjects Physics, Mathematics, Chemistry and Computer Science but also specialize in any of the applied areas of their choice. Many of the emerging technologies and sciences like the study of nano-materials, cognitive sciences and biophysics are multidisciplinary in nature, for which the exposure gained by B.Sc. Physical Sciences students is ideal. Many of the brightest students take this route to careers in research and academics. Up to one half of the Computer stream students go on to do a Master's in Computer Applications. Students of B.Sc. Physical Sciences enjoy a high reputation for employability, with up to one third of the graduating students getting direct placements in the recent past.

5.2 B.Sc. (Honours) CHEMISTRY

The three-year integrated BSc (Honours) Chemistry degree course follows the semester system. The CBCS (Choice Based Credit System) provides an opportunity for the students to choose courses from prescribed courses, comprising Core, Elective/Minor or Skill based courses. Students majoring in Chemistry have to study 14 papers of the Core course i.e. Chemistry, both theory and practical, 8 papers of discipline

specific elective theory, 4 papers of discipline specific elective practical, 4 papers of Generic elective (interdisciplinary), 4 papers of Generic Elective (interdisciplinary) practical, 2 papers of ability enhancement courses and 2 papers of skill based ability enhancement courses. Complete information about the courses and syllabi to be covered in each paper, is displayed on the Delhi University website.

In the entire curriculum, heavy emphasis is laid on building of strong fundamentals both in theory and practice. The Chemistry Laboratories in the Department are well-equipped, with modern equipment and instruments, facilitating independent and original work. The college library has an excellent collection of Chemistry books, reference materials and academic journals subscribed by the Delhi University Library System. The college also has a state of the art Internet Resource Centre. It is a consequence of this, that many of our students' secure top ranks in various entrance examinations and proceed for higher studies in prestigious Institutions such as IITs, IISc, TIFR, IISER etc.

The course offers activities that promote academic and professional development of students, thereby enabling them to take up research in diverse fields such as Biochemistry, Nanotechnology, Chemo informatics, Environmental Science, Geosciences, Genomics and Chemical Biology. During the course of their studies, students also participate in various seminars and informal discussions in and outside the classrooms.

This course equips the students to pursue higher studies in prestigious institutions and universities in India and abroad. Many of our former students have availed of scholarships to study at Oxford and Cambridge. Some of our graduate students from the last batch (2015) have been selected in Universities of repute such as Yale University, Tübingen University (Germany) etc. Every year a large number of undergraduate students of chemistry department are chosen to work in summer projects by institutions like Indian Academy of Sciences, Bangalore, POCE programme JNCASR Bangalore, IISER Trivandrum, BARC, NCL Pune and various IITs. Many of them later continue integrated M.Sc. – PhD courses in the same institutions. A large number of our students are placed in various private sector undertakings of Indian and foreign origin, during campus placement. Finally, it is heartening to mention that many of our alumni are in faculty positions in prestigious institutions in India and abroad.

5.3 B.Sc. (Honours) MATHEMATICS

Although the course is titled BSc Honours, Mathematics is a discipline in its own right, falling both in the category of Science and that of Humanities. That is why students of all streams - Science, Commerce, Humanities - are eligible to apply for it, as long as Mathematics was one of their subjects in Class XII. (The BFS calculated for this purpose must include Mathematics and at least one language).

Mathematics has rich potential as a platform for interdisciplinary study as well as application in almost all fields. Students can opt for any combination of 'generic elective' courses, that is courses other than the main subject, to be chosen from a variety of disciplines such as Economics, Philosophy, Political Science, History, Physics, Chemistry, Computer Science and English/Hindi Literature subject to the approval of the concerned department in offering the particular paper.

The subject itself has more to do with a way of thinking rather than an assimilation of 'facts;' with the authenticity of processes, rather than with conclusions. Less than half of the course content is similar to the mathematics studied in school. It is the remaining part, broadly classified as modern, pure, abstract mathematics that defines the core of the course, comprising modern algebra and analysis, the main requirement for which is an aptitude for logical reasoning, much the same as that required for the 'logic' papers of Philosophy (Honours). On the other hand, there are a number of courses in applied mathematics and modelling, which draw on examples from diverse fields, including theoretical physics. Applicants who appear for the written test and interview will be tested on their understanding of basic mathematical concepts studied in school as well as their reasoning ability.

The course offers eighteen papers in Mathematics, which include four to be chosen from a list of options, along with two ability enhancement compulsory courses, four generic elective courses and two skill enhancement courses. These are distributed over six semesters, with semester-end University examinations taking place in November and May every year. 75% weightage is given to these examinations, and 25% to internal assessment. A lot of emphasis is given to 'hands-on' exposure to softwares such as Mathematica and Matlab through practicals. The details about the papers offered along with the reading lists prescribed can be found on the Delhi University website www.du.ac.in.

Students who graduated from the department have, in the past, pursued a variety of careers, and excelled in their chosen fields that include teaching and research, management, law and the civil services. Every year, a reasonable number opt for pursuing higher studies in pure or applied mathematics in institutions such as TIFR (Mumbai and Bangalore), IISC (Chennai), Oxford, Cambridge and the London School of Economics. A popular option is graduate studies in Economics, which is extremely mathematical, giving our students a comparative advantage over Economics graduates. Finance, Risk Management, Actuarial Sciences, Operations Research, Statistics are other graduate options leading to decent career opportunities. In the recent past, toppers of competitive examinations such as CAT and Joint Admission Test (JAM) for M.Sc. for the IITs, have been students of Mathematics (Hons) from college.

The course is cast in the Semester mode under CBCS, which is somewhat exacting in respect of the course work, calling for a regular and systematic approach to pursuing it. Teachers in the department are more than willing to give extra time to students who are keen to explore further and to those who may have got left behind for whatever reasons. Each first year student is assigned a senior as mentor to help in adjusting to the course, the College, and to the larger extra-curricular experiences that are essential for holistic education. Students as a whole take full advantage of the rich extra-curricular fare that the college offers. The Mathematics Society is active in organizing talks and discussions, workshops, fellowship projects as well as a two-day mathematics festival called Integration.

5.4 B.Sc. (Honours) PHYSICS

Physics Honours is a rigorous six-semester programme designed to train students to become scientists. The physics programme in the CBCS, which was introduced in 2015, has a core sequence with the following courses: mechanics, electricity & magnetism, waves & optics, thermal physics, digital systems & applications, elements of modern physics, analog systems & applications, quantum mechanics & applications, solid state physics, electromagnetic theory, statistical mechanics, and three semesters of mathematical physics. Each course has a corresponding lab; the labs corresponding to the mathematical physics courses cover computational methods. In addition, in the first year, there are compulsory ability-enhancement courses in English and environmental science, and general electives to be chosen from a range of programmes, including mathematics, chemistry, economics, etc. In the second year, students will be required to do two skill-based ability-enhancement courses, e.g. in technical drawing and electrical circuits, and choose another round of general electives. In the third year, the students will be required to choose four discipline-specific elective courses, e.g. in advanced theoretical physics, experimental methods, biological physics, astronomy & astrophysics, etc.

What makes the physics experience at St Stephen's special, over and above the syllabus (the same in all of Delhi University), are – the dedication of its teachers, the quality of its students, and the unique atmosphere of the college. At their best our teachers require their students to learn honestly, think independently, recognize quality, and develop the confidence to create rather than merely reproduce. And our students at *their* best keep their teachers and one another on their toes. The quality of the students and the atmosphere of the college give teachers the freedom to go beyond the confines of the syllabus. Theory courses offer us the opportunity to explore the combination of mathematical and intuitive thinking that is physics. Lab courses include the usual physics experiments, and, in addition, electronics, microprocessors, and numerical methods. Students are encouraged not just to perform experiments but also to connect them with theory, to carry out error analysis, and

sometimes to design them. Students use required projects to explore areas outside the curriculum but neighbouring it. Teachers and students alike work hard and think hard. And yet, there is an atmosphere of joyful camaraderie in the department. Though the pressure of tests and projects cannot be denied, it is not relentless – there is time enough for discussion and dreaming, for participation in extra-curricular activities, and for fun and fellowship. In keeping with Stephanian tradition physics students get a lot of personal attention from teachers, an important source of encouragement and guidance. We recently started a mentorship programme in which students in the third year guide and help their juniors, and it has been very well received.

The Physics Department now has a Centre for Theoretical Physics, in which undergraduates have the opportunity to do year-long projects. One batch has just completed its tenure, and their experience has been intense and deeply formative. The department is also in the process of starting a Centre for Experimental Physics with similar goals; it is expected to begin accepting students in the near future.

The Stephanian physics experience reaches beyond the College into the research institutes – IISc, IMSc, HRI, SINP, NCRA, JNCASR, and others – where many of our students get a taste of real research through summer projects.

Outside the classroom we have the Physics Society. It organizes the annual Popli Memorial Lecture Series by a distinguished scientist. It has a problem-solving club, and once a year we have the Popli Memorial Aptitude test. There is the annual Meera Memorial Paper-presentation Competition for students. The Society runs a forum called the Feynman Club at which students, old students, and visitors present ideas and discoveries in physics. It has an Astronomy Club, which uses a couple of small telescopes to gaze at stars. It organizes trips to national labs and observatories (and hill stations!).

At the end of three years at St Stephen's our students are better equipped after the rigorous training than most of the other fresh graduates. A significant fraction of our students do their MSc and PhD at places like Cambridge, the Bonn-Cologne Graduate School, IISc, TIFR, Harvard, Yale, UIUC, and Cornell, and go on to become scientists. The analytical skills learnt by our students prove useful also to those who move into fields like computer science, engineering, geophysics, economics, and finance.

A student wishing to join BSc (Honours) Physics needs to have done physics, chemistry, and mathematics at the higher secondary level. Familiarity with differentiation and integration is required, as all first-year courses are calculus-based.



ADMISSIONS

6. UNDERGRADUATE ADMISSIONS

6.1 ADMISSION GUIDELINES FOR 2017

1. All admissions shall be based on inter-se merit.
2. Shortlisted candidates based on BFS or PCM or PMC, as the case may be, will be called for interviews (refer to Section 6.2 REQUIREMENTS FOR ADMISSION to see how BFS/PCM/PMC are to be calculated). The interview will be preceded by a short written Aptitude Test of 30 minutes' duration.
3. Admission is granted on the basis of composite merit to be determined as follows
 - a) Class XII marks: 85 %
 - b) Aptitude Test: 5 %
 - c) Interview: 10 %
4. Applicants belonging to Persons with Disability (PwD) category will be exempted from the written Aptitude Test. In such cases, Class XII marks will have 85% weightage and the Interviews will have 15% weightage to determine the composite merit of such candidates.
5. The merit differential between any category of reservation and General Merit Category shall not exceed 15% with respect to admissions. However, the cap on merit differential may be relaxed by the Principal for "supernumerary" admissions falling under the following categories:
 - i. Sports quota
 - ii. Children of working/retired/deceased employees of St Stephen's College. However, they will not have the right to choose courses – the Principal shall, in consultation with the concerned Head of Department, decide the suitability of a candidate for a course.
 - iii. Those who opt for Urdu as their optional language in BA Programme - with a cap of 6 candidates.
 - iv. PwD category (mandatorily 3% across all categories)
 - v. Children of defence personnel who have lost their lives while on duty.
6. Subject to the provisions as set out in item 3, above, up to 50% of the seats shall be set apart exclusively for Christian Candidates and they shall be filled as follows:
 - a) 17% of the seats (or 8.5% of the total seats) for Christian applicants under ST
 - b) 3% (or 1.5 % of the total seats) for Christian Persons with Disabilities (PWD) students
 - c) Up to 40% (or up to 20% of the total seats) for the Church of North India. Out of this 50 % (i.e. 10 % of the total) shall be earmarked for applicants from the Delhi Diocese which manages the college.

- d) The remaining 40% (i.e., 20% of the total seats) shall be filled with candidates from all other Christian denominations, to be referred to as “non CNI churches”.
 - e) Certificate of Baptism should be valid from at least 2 years, prior to the last date of receipt of applications.
 - f) Applicants from CNI and CNI-D are required to also produce a certificate of Confirmation.
 - g) All Christian candidates will be required to submit a church membership certificate from the parish priest.
7. The remaining seats in the non-Christian category will be filled as follows:
- i. 17% (8.5% of the total) for SC/ST
 - ii. 3 % (1.5 % of the total) for the PWD
 - iii. Remaining 80 % (40% of the total) for General Merit category
8. 3% of all seats shall be reserved horizontally, across all categories, for the PWD candidates. In case 3% seats in the Christian category cannot be filled by PC candidates the same shall be shifted to the General PWD category so as to ensure that the PWD candidates admitted do not fall below 3% of the total admissions.
9. Candidates shall be shortlisted for the aptitude test and the interview. The ratio of the seats and the number of candidates called for the for the test and the interview will be decided by the Principal in consultation with the departments.
10. In order to ensure that sanctioned seats and students admitted against them match as far as possible, category-wise patterns of drop-out rates may be taken into account in finalizing the Admission List and the Waiting List in respect of each course.
11. Admissions from the Sports category shall be 5% (or 21 seats) of the sanctioned seats. They shall be supernumerary. A Committee chaired by the Principal shall oversee and organize admissions to this category.
12. To be called for field trials, sports candidates have to meet the subject specific riders wherever applicable as decided by the College. The final selection procedure shall comprise:
- i. Selection trials conducted by the Physical Education department
 - ii. Interview
 - iii. There shall be no aptitude test for applicants under the Sports Category
13. The composite merit of Sports candidates, on the basis of which they shall be admitted comprises the following weightage:
- i. Merit in sports 70% (Certificates 28%+ Field Trials 42%)
 - ii. Class XII marks (BFS/PCM) 15%
 - iii. Interview - 15%

6.2 REQUIREMENTS FOR ADMISSION

The applicant must satisfy the eligibility conditions laid down by the University of Delhi. Admission is given on the basis of the candidate's academic record and performance at the aptitude test and the interview (that is, composite merit), keeping in mind her/his all-round competence, capacity to benefit from being in this College and potential to contribute to the life of the College. The previous academic record should be of a very high quality.

For admission to the first year of the Bachelor's programme an applicant must have passed the Senior School Certificate Examination conducted by the CBSE or an examination regarded as equivalent to it.

The College admits students only to the first year of the courses of study offered. Migration from other institutions is not allowed at any stage.

The additional requirements to qualify for the aptitude test and the interview for different courses are as given below:

- For B.Sc. (Hons) in Physics, B.Sc. (Hons) in Chemistry and B.Sc. Programme with Chemistry: The candidate must have done Physics, Chemistry and Mathematics at the qualifying level. The "cut-off" for these courses is decided on the basis of the aggregate percentage of marks in Physics, Chemistry and Mathematics (PCM). All three subjects will be given equal weightage in the calculation of the PCM.
- For B.Sc. Programme with Computer Science: The candidate must have done Computer Science/Informatics Practices or Chemistry in addition to Physics and Mathematics. The PCM or the aggregate percentage of marks in Physics, Mathematics and Computer Science/Informatics Practices (PMC) form the basis for deciding the "cut-off". An applicant who has studied both Chemistry and Computer Science in Class 12 can choose either PCM or PMC, whichever is higher.
- For B.Sc. (Hons) Mathematics: The candidate must have done Mathematics at the qualifying level. The cut-off is decided on the basis of the aggregate percentage of marks in the best four subjects (BFS), but in calculating the BFS, marks in Mathematics must be included in addition to at least one language. All four subjects will be given equal weightage in the calculation of the BFS. Those who have done only Business Mathematics are not eligible for Mathematics Honours.
- For B.A. (Hons) in Economics: The cut-off is decided on the basis of the aggregate percentage of marks in the best four subjects (BFS). A candidate must also have done Mathematics at the Class XII level, and should have the minimum prescribed marks in Mathematics (which will be notified). However, Mathematics does not have to be included in calculating the BFS. Those who have done only Business

Mathematics are not eligible for Economics Honours. In the case of foreign boards or schools, which do not offer mathematics at class XII level, candidates must have done a course in calculus.

- For B.A. (Hons) in English: Aggregate percentage of marks in the Best Four Subjects is the basis for deciding the cut-off percentage. In addition, the candidate should have the prescribed marks (to be notified later) in English Core/Functional English, or Elective English/Literature in English. Preference will be given to those who have done Elective English or Literature in English.
- For B.A. (Hons) in History, Philosophy, Sanskrit and B.A. Programme: Aggregate percentage of marks in the Best Four Subjects forms the basis of cut-off marks.
- For B.A. (Hons) in Sanskrit: The candidate must have studied Sanskrit at least up to class X and preferably up to class XII or equivalent.
- For B. A. Programme (Urdu seats) a candidate must have studied Urdu at least up to class X and preferably up to class XII or equivalent.
- For applicants from Boards that include class XI marks also into the final results, the BFS/PCM/PMC will be calculated by combining the marks obtained in class XI and XII.

Wherever there is a reference to the “Best Four Subjects” (BFS), at least one of these subjects must be a language (which may be English or any other language). More than one language may be included in the calculation of the BFS. All four subjects will be given equal weightage in the calculation of the BFS.

Please note that the following subjects are not to be included in the calculation of the BFS: Environmental Education (ISC), Fine Arts, Graphic Design, Painting, Dance, Music, Physical Education, Home Science, Engineering Drawing and all other vocational subjects.

6.3 PERSONS WITH DISABILITIES (PwD) CATEGORY

Procedure of filling online application forms for applicants belonging to the PwD category is the same as that for anybody else. However, no application fee will be charged from them. If any applicant from the PwD category needs help in filling up the online application form or in scanning and uploading the documents, she/he can come to the Admissions Office in ‘Room A’ (Ground Floor, Main Building) of St. Stephen’s

College between 10 am to 1 pm (Monday to Friday) with her/his photographs and certificates. PwD candidates are required to either upload a scanned copy of the disability certificate while submitting their application or take a printout of the acknowledgment slip after successfully submitting the form and mail/courier/submit the slip to the Tutor for Admissions, St. Stephen's College, Delhi 110007 along with a copy of the disability certificate from a competent authority. Competent authorities are listed in 'Section 6.12 DOCUMENTS TO BE BROUGHT AT THE TIME OF THE INTERVIEW'.

Those uploading the disability certificate online need not print the acknowledgement slip and mail it to College. Applications of candidates belonging to the above category will be considered only if the disability certificate is uploaded online or printout of the acknowledgment slip along with the disability certificate is received by the Tutor for Admission on or before 14 June 2017.

6.4 CHILDREN OF MARTYRS

Three supernumerary seats in all are reserved for children of armed forces personnel who have laid down their lives in action. Candidates seeking admission under this category should fill the relevant section in the online application form and also upload a copy of the certificate issued by a competent authority in support of their claim. Selection shall be based on inter-se merit. Candidates shall have to satisfy subject specific requirements. Allocation of course shall be at the discretion of the Principal.

6.5 CANDIDATES FROM FOREIGN BOARDS

Candidates from foreign boards or schools are eligible to apply, provided the qualifications obtained are recognized by the University of Delhi or the Association of Indian Universities (AIU). BFS/PCM/PMC for these candidates shall be calculated on the basis of the relevant grade conversion scheme provided by the University of Delhi. If a foreign examining body is not on the AIU list, the candidate will have to get an equivalence certificate from the AIU.

Their results should have been officially declared before the interview. Predicted grades/results are not acceptable.

6.6 FOREIGN NATIONALS

Foreign nationals are required to register themselves with:

Foreign Students Registry Office,
Room No. 11, Conference Center,
University of Delhi, Delhi 110007
Phone No : 011-27666756
Email : fsr_du@yahoo.com, fsr@du.ac.in

More information is available at <http://fsr.du.ac.in> Foreign nationals will have to bring proof of registration with Foreign Students Registry Office of Delhi University at the time of the interview.

6.7 APPLICATION FOR ADMISSION

Only online application facility will be available. Online application form is available on the College website: www.ststephens.edu/admissions. There are no printed forms or prospectus.

Online applications will be available from 5.00 pm on **May 22, 2017**.

Online applications will close at 5.00 pm on **June 12, 2017**.

Application Forms can be submitted online with the following charges:

1.	Application fee per course:	Rs. 100/-
2.	Residence application fee:	Rs. 200/-
3.	Sports form:	Rs. 250/- per trial

Candidates are advised to apply well before the closing date in order to avoid last minute rush and unforeseen contingencies. No online application is complete unless the payment is successfully made. Any incomplete, wrong or misleading piece of information in the application will disqualify the applicant. If the candidate is already admitted on the basis of wrong or misleading information, it will result in the cancellation of admission. Applications, incomplete in any respect, shall be rejected.

6.8 INSTRUCTIONS FOR APPLYING ONLINE

6.8.1 ONLINE PROCEDURE

Online application can be accessed through the link provided on the College website: www.ststephens.edu/admissions.

Every candidate applying for admission to St. Stephen's College is required to first complete the registration process on DU admission website by filling the DU application form and by paying DU registration fees.

It is, however, clarified that a candidate seeking admission to St. Stephen's College ALSO has to fill in the college application form without which she/he shall not be considered for admission to St. Stephen's College.

- The DU form no (UMI7XXXXXX) so generated is to be filled in the registration section on the College online application portal (<https://ug.ststephens.edu>). If a candidate does not pay the DU registration fees, he/she will not be able to fill the College form.
- Candidates need to verify their email address by clicking on the 'Verify' link which will be sent to their email. The password will also be sent along with the verification link. They shall be responsible for maintaining the confidentiality of their login account and password.
- If you forget your password, please use the "Forgot Password" button located on the login screen to submit a request for generating a new password.
- Please make sure that you provide a valid and active email address and mobile number so that you can receive important information and reminders.
- There are six sections in the online form. You can move to the next section by clicking on the 'save and next' button at the end of each section. To go back click the desired section on the main navigation bar on the top.

- Scan and keep your photographs, signature, and certificates ready. Please ensure the following specifications –

SN	CONTENT	MAXIMUM SIZE	DIMENSION
1.	Photograph	100 KB	4.5 cm (width) x 5.8 cm (height)
2.	Signatures	50 KB	4.5 cm (width) x 3.5 cm (height)
3.	Certificate	1 MB	Portrait

- Every mandatory field in each section must be completed for your application form to be submitted. You do not have to complete the online form in one sitting. The data in each section will be saved once you click on 'save and next' button at the end of each section. You may access your form and modify the information as many times as you like **prior** to submission and payment.
- No changes and additions can be made after submission and payment of fees. Therefore, you must make up your mind about the courses you wish to apply for, about whether you want residence facility or not and the category under which you wish to apply. You should check the preview section to ensure that all information you have given is correct and complete. You can edit it only before making payment.
- Once all six sections are completed, they should check their form thoroughly on the preview section and then finally complete the process by clicking on 'Make the Payment' button to pay their application fees.
- Applicants belonging to the PwD category do not have to make any payments. Their form will be submitted without the acknowledgement receipt which will be generated/sent to the email account once their form is verified by the admission office. (Please refer to Section 6.3).
- Application fees can be paid only by a credit card or a debit card issued by any bank. Net-banking facility is not available. Gateway charges are extra.
- An email confirming successful submission will be sent to the candidate after the application fees has been paid. For online payments, the confirmation will be sent within an hour. If you do not receive confirmation beyond these time limits, send an email to admissions@ststephens.edu.

6.8.2 INSTRUCTIONS FOR FILLING UP THE FORM

- You can choose more than one category, if applicable. For example, if you belong to the Christian category and are also a member of a scheduled tribe, you may select both the Christian category and the ST category.
- Subsections may open up, depending on the selections you make in the checkboxes provided. For example, if you select Sports category in the CATEGORY section, the sports form will open up.
- In the section EDUCATIONAL RECORD, you have to select the subjects from the drop-down list provided. Please remember to select the checkbox given against a subject if you want it to be included in calculating the BFS. If you want to include a subject not listed in the dropdown list, you can manually enter the subject under 'Other'. Please make sure that you choose at least one language in the best four subjects.
- You are free to choose any language you have studied in class 12 and even to choose more than one language in the best four subjects.
- In case you have applied for B.Sc. (Hons.) in Mathematics, do include Mathematics among the four subjects that you have selected to calculate the BFS, in addition to at least one language, while selecting checkboxes under BFS (for Maths Hons.).
- If you wish to apply for any B.Sc. (Hons.) or B. A. Hons. Or Programme course in addition to Mathematics Honours, you should also select four checkboxes under BFS. The selection of subjects under BFS for B. A. Hons. Or B.A. Programme course need not be the same as what you have selected under BFS (for Maths Hons.).

All students must upload a copy of their class 12 mark-sheet with their application. Original certificates and self-attested photocopies of certificates are required at the time of the interview and admission (see *INTERVIEW SCHEDULE* and *ADMISSION SCHEDULE* below).

Foreign board candidates, should upload the equivalence certificate from AIU if their examining body is not included in the AIU/DU list.

Sports quota candidates should upload scanned copies of certificates of their highest representations in each of the past three years.

PwD candidates are required to either upload a scanned copy of the Disability Certificate before submitting their application or take a printout of the acknowledgment slip after successfully submitting the form and mail/courier/submit the slip to the Tutor for Admissions, St. Stephen's College, Delhi 110007 along with a copy of the Disability Certificate from a competent authority. Competent authorities are listed in Section 6.12 *DOCUMENTS TO BE BROUGHT AT THE TIME OF THE INTERVIEW*. Those uploading the Disability Certificate online need not print the acknowledgement slip and mail it to College. Applications of candidates belonging to the above category will be considered only if the Disability Certificate is uploaded online or printout of the acknowledgment slip along with the Disability Certificate is received by the Tutor for Admissions on or before **12 June 2017 till 5 PM**.

6.9 PROCEDURE FOR ADMISSION

Admission will be based on composite merit, which comprises-

1.	Class 12 marks:	85% weightage
2.	Aptitude Test:	5% weightage
3.	Interview:	10% weightage

Applicants belonging to Persons with Disability (PwD) Category will be exempted from the written Aptitude Test. Class 12 marks will have 85% weightage and the Interview will have 15 % weightage in determining the composite merit for such applicants.

Sports category candidates are also exempted from writing the aptitude test.

Candidates shall be shortlisted for the aptitude test and the interview on the basis of cut-off marks. The ratio of the seats and the number of candidates called for the test and the interview will be decided by the Principal in consultation with the departments.

In each subject, the marks of the last candidate in this list become the 'eligibility marks' (referred to as 'cut-off marks') for being called for the interview.

For details of the subjects to be taken into account and additional eligibility requirements, if any, in determining the 'cut-off' marks for various Courses refer to the *REQUIREMENTS FOR ADMISSIONS* section.

Shortlisted candidates (based on BFS or PCM or PMC, as the case may be) will be called for interviews, which shall be preceded by short written Aptitude Tests (of 30 minutes duration). These tests carry 5% over-all weightage.

6.10 SPECIAL PROVISIONS FOR SPORTS CANDIDATES

St. Stephen's College has a rich sports tradition and participation in healthy outdoor activities is deemed basic to the "total education" that the college imparts.

Outstanding sports persons, who have played at the international, national or state level or have secured the first or second place in zonal school games, are eligible to apply under the sports category.

The college will consider only the following games for admission of students on sports basis:

Women and Men – Swimming, Badminton, Basketball, Lawn Tennis, Shooting (10 meter Air Rifle and Air Pistol) and Table Tennis.

Only Men – Cricket, Football and Squash Rackets.

There are no printed forms for applying under this category. You can fill in the details by selecting the appropriate fields provided in the sports drop-down section in the online form. You are free to apply for more than one sport/game.

Candidates applying for admission under the sports category are called for sports trials only if they meet the subject specific riders wherever applicable.

They are required to check the Schedule of Trials and Interviews, provided below, and ensure that they are present well in time.

Request for retrial will not be entertained. Candidates are strongly urged to regularly consult the College Website and Notice Boards for the latest announcements.

Those short listed at the trials are required to appear for an academic interview where the final decision on their admission is taken.

Sports admissions will be done on the basis of the composite merit of the applicants assessed on the scheme of weightage given below:

- A. Academic merit – 30% (Class XII marks 15% + Interview 15%)
- B. Sports Merit 70% (Certificates 40% + Field Trials 60%)

Sports category candidates are exempted from writing the aptitude test.

Admissions in this category are carried out by a Sports Selection Committee comprising the Principal, the heads of the Department of Physical Education and the department to which admission is sought and other teachers of the College as nominated by the Principal.

6.1 | THE APTITUDE TEST

Applicants belonging to Persons with Disability (PwD) Category will be exempted from the written Aptitude Test. Class XII marks will have 85% weightage and the Interview will have 15 % weightage in determining the composite merit for such applicants.

Written Aptitude Test will be conducted at 7.30 am for candidates called for interview in the pre-lunch sessions (that is interview sessions scheduled to start before 1 pm) and at 1.30 pm for candidates called for interview in the post-lunch sessions (that is interview sessions scheduled to start on or after 2 pm).

A brief description of the nature of Aptitude Tests for the various courses is as follows:

B.Sc. (Hons.) in Chemistry: The test will have questions based on the eleventh and twelfth standard Chemistry syllabus. It will comprise Multiple Choice Questions from all branches of Chemistry, namely, Inorganic, Organic and Physical Chemistry and will be of half an hour duration. This test will examine the understanding of the fundamentals of the discipline and the mathematical ability of the candidate.

B.Sc. (Hons.) in Physics: The test will have questions based on the eleventh and twelfth standard Physics syllabus.

B.Sc. (Hons.) in Mathematics: The syllabus for the written test broadly involves topics such as Calculus; Coordinate Geometry; Probability; Matrices and Determinants; Polynomials; Sets, Functions and their Graphs; Arithmetic Aptitude and Logical Reasoning. Candidates will be tested for their conceptual understanding of the above mentioned topics.

B. Sc. Programme: The written test will have questions based on the eleventh and twelfth standard syllabus. Applicants for B.Sc. (Programme) with Chemistry will be asked questions on Physics, Mathematics and Chemistry. Students seeking admission to B.Sc. (Programme) with Computer Science will have the option of replying to either Computer Science or Chemistry based questions, besides Physics and Mathematics questions. The test will examine the conceptual understanding and problem solving ability.

B.A. (Hons.) in Economics: The test will have questions based on the eleventh and twelfth standard Mathematics syllabus. It will focus on the following areas: Sets, functions and graphs; calculus; logical reasoning; matrices and determinants; probability and elementary statistics; and maximization and minimization techniques.

B.A. (Hons.) in English: The test seeks to gauge the candidate's writing, analytical and critical skills.

B.A. (Hons.) in Philosophy: Applicants can expect a test of their reading writing and thinking abilities. No questions specific to any discipline will be asked.

B.A. (Hons.) in History: The comprehension abilities and writing skills of students will be tested in the aptitude test. Candidates are expected to answer a few questions based on a particular text or passage in half an hour. A sense of history will help in writing the test.

B.A. (Hons.) in Sanskrit: In the aptitude test, students are tested on their knowledge of Sanskrit language (Sanskrit grammar, Class X level).

B.A. Programme: The aptitude test for candidates seeking admission to the B. A. Programme course would have the following two sections:

Section – A: There would be five objective type/multiple choice based questions on current affairs, each carrying half a mark, This section would carry 2.5 marks.

Section – B: Candidates would be expected to write a small paragraph (not more than 200 words) on a topic concerning current social, political or economic issues in India. This section would carry 2.5 marks.

6.12 INTERVIEW

Broadly speaking, the interview has the following components:

- a) **Academic:** The candidate's academic potential and suitability for the subject chosen, beyond what is indicated by marks alone.
- b) **Co-Curricular:** The potential to participate in the co-curricular activities of the College and to contribute to its total life. The College does not have a separate "ECA" (extra-curricular activities) quota, but proficiency in ECA is taken into account during the interview.
- c) **General Awareness and Sense of Values:** A candidate's personal outlook, sense of values, level of awareness and motivation. The candidate can be asked questions about the statements on the admission form about himself or herself, his or her interests, goals etc.

The list of short-listed applicants along with their interview schedules will be put up on the College Website and Notice Boards on **June 14, 2017 after 4 PM**. Applicants called for the interview will get an interview call letter at their registered email address. They can also generate the interview call letter from the College website.

Applicants called for interview are required to bring a printout of the call letter at the time of appearing for the interview.

6.13 INTERVIEW SCHEDULE

The interviews for admission to the first-year undergraduate courses will be held according to the following tentative schedule. Candidates, especially those from outside Delhi, are advised to make suitable travel arrangements to be available in Delhi at least a day before their Interviews. Please check the college website for the latest information.

Discipline	Date(s)
Sanskrit	June 17
Economics	June 19, 20 and 21
Physics	June 19, 20, 21 and 22
Chemistry	June 17, 19 and 20
English	June 23 and 24
History	June 23, 24 and 25
Mathematics	June 28, 29 and 30
BSc Programme	June 27, 28 and 29
Sports	June 30
BA Programme	July 1, 3 and 4
Philosophy	July 5

6.14 DOCUMENTS TO BE BROUGHT AT THE TIME OF THE INTERVIEW

Applicants appearing for the interview should bring the following documents with them:

- 1) Two recent passport size photographs.
- 2) The printout of the interview call letter.
- 3) The following documents, in original and one set of self-attested copies:
 - a) Certificate of the date of birth of the applicant (normally the Secondary School Certificate).
 - b) Mark-sheet of the qualifying examination.
 - c)
 - i) **For Candidates from Christian Category:** Baptism Certificate and a letter of recommendation from the parish priest concerned. Candidates who have not undergone baptism for being members of churches that practice adult or believer's baptism may submit the baptism certificates of either of their parents and a certificate from the pastor concerned that the candidate is a practicing Christian.
 - ii) **For Candidates from SC/ST Category:** SC/ST Certificate from a competent authority*
 - iii) **For Candidates from PwD Category:** Physical Disability Certificate**
 - iv) **For Candidates from Foreign Boards:** Equivalence Certificate from AIU, only if the examination conducted by their board/examining body is not mentioned in the list of examinations regarded as equivalent to the CBSE class 12 examination by the University of Delhi/the Association of Indian Universities (AIU).

* Officers competent to issue Scheduled Caste/Scheduled Tribe certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy

Commissioner/Additional Deputy Commissioner/Deputy Collector/Ist Class

Stipendiary Magistrate/City Magistrate/Sub-Divisional Magistrate/Taluka

Magistrate/Executive Magistrate/Extra Assistant Commissioner.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-divisional Officer of the area where the candidate and/or his family normally reside(s).

(v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep Island).

**** The Physical Disability Certificate has to be issued by a Government Hospital. In the event of any doubt as to the genuineness of the certificate, or the extent of the disability of the candidate concerned, or in regard to the entitlement of the candidate to seek admission under the category of physically disabled candidates, it is open to the Principal to refer the candidate to a Medical Board to be constituted by the University, and/or take such other steps as may be required to ascertain the correct facts and entitlement of the candidate concerned, and if it is found that the candidate is not eligible or entitled under this category, to cancel the admission after issuing a show cause notice to the candidate concerned, giving him/her 15 days time to reply.**

Certificates issued by any non-competent authorities will not be accepted.

The self-attested copies will be retained while the originals will be returned after scrutiny.

Applicants should make sure that they take back their original certificates after their interview.

In exceptional cases a candidate may be permitted to produce the original certificates at a later stage.

6.15 IMPORTANT DATES

May 22: Online application facility opens

June 12: Online application facility closes

June 13: Declaration of cut-offs for interviews

June 14: Publication of Interview Lists.

6.16 ACCOMMODATION IN COLLEGE DURING INTERVIEWS

Non AC accommodation on the campus, with facilities for dining, is available to a limited extent for outstation candidates called for interviews and their parents/guardians during the interview period. The College does not, however, guarantee the availability of accommodation for all. Those wishing to take advantage of this facility should apply at accommodation@ststephens.edu. Those allotted accommodations will be required to pay the prescribed tariffs for food and/ lodging, at the time of room allotment.

6.17 ADMISSION SCHEDULE

Once the interviews for a particular course have been completed, the list of applicants selected for admission will be put up on the College website and on the Notice Boards on the next working day after 4:00 pm. A Waiting List, in order of merit, for different categories, will be put up at the same time.

Those selected for admission should submit original certificates and two passport-sized photographs at the time of paying their fees and completing admission formalities. If, for unavoidable reasons, it is not possible to submit the original certificates at the time of admission, they should be submitted as soon as possible thereafter, but **not later than 31 July 2017, failing which admission shall be cancelled.**

The original certificates will be retained by the College till the time the student finishes her/his course or leaves the College.

6.18 ACTIVATION OF THE WAITING LISTS

Depending on the availability of seats, admissions from the applicants on the Waiting List for the relevant category will be made strictly in the order of merit. These subsequent admission lists will be displayed on the College notice boards. Every effort will be made to inform applicants individually, but applicants are advised to consult the College Notice Boards and keep in touch with the College. **All admissions will close on the date notified by the University of Delhi.**

6.19 FIRST MEETING AND REGISTRATION

All first-year scholars are required to attend the inaugural assembly in the College Hall at **10.15 a.m. on Wednesday, 19 July 2017.**

After the assembly, they will meet their teachers and fill in the registration forms. This will be followed by the Freshers' Lunch in the Dining Hall at 12.30 p.m.

6.19 POST-GRADUATE ADMISSIONS

Postgraduate Courses

The College admits students to the following master's degree courses are taught in the University. However, all teaching work is conducted by respective departments in the University of Delhi.

1. M.A. Economics
2. M.A. English
3. M.A. History
4. M.A. Philosophy
5. M.A. Sanskrit
6. M.A./M.Sc. Mathematics
7. M.A./M.Sc. Operations Research
8. M.Sc. Chemistry
9. M.Sc. Physics

Admission to an M.A./M.Sc. course is subject to the applicant's securing admission in the University Department concerned, and an interview conducted by St. Stephen's College. Dates for these interviews will be notified later.

For admission to a Master's programme an applicant must have a recognised Bachelor's degree.

PROCEDURE

Post-graduate application forms shall be available online on the College website from (a date to be announced later). The college admits students for postgraduate studies only if they are cleared for admission to the University Department concerned. Therefore, besides applying to St. Stephen's College, the applicant is required also to apply to the corresponding department in the University. Further information in this regard should be obtained from the office of the University Department concerned.



APPENDIX

7. APPENDIX

7.1 Fees 2017-2018

	Semester I			Semester II			Total fee for the year		
	Fee payable within four days of admission			Fee payable by the last Friday in January 2017			2017-18		
	Humanities & B. A. Prog.	Physics, Chemistry & B.Sc.Prog.	Mathematics	Humanities & B. A. Prog.	Physics, Chemistry & B.Sc.Prog.	Mathematics	Humanities & B. A. Prog.	Physics, Chemistry & B.Sc.Prog.	Mathematics
College Fee*	Rs.19990	Rs.21190	Rs.20170	Rs.16080	Rs.17295	Rs.16260	Rs.35470	Rs.37885	Rs35830
Residence Fee**	Rs.27150			Rs23600			Rs.50150		
Initial Mess deposit/ Actual MessCharges**	Rs12000			Actual Mess charges of the first semester			Actual Mess charges for the year		

NOTE: STUDENTS BELONGING TO PwD CATEGORY ARE EXEMPTED FROM ALL FEES EXCEPT COLLEGE ADMISSION FEE (Rs.100/-) AND IDENTITY CARD CHARGES (Rs.50/-). THEY ARE, HOWEVER, TO BEAR 50% OF THE MESS CHARGES, IF STAYING IN RESIDENCE.

This fee structure is **tentative** and subject to change if the seventh central pay commission is implemented.

*Payable by all students.

**Payable only by resident students. The Residence fee includes a refundable deposit of Rs. 3000.

- The amounts above are for **undergraduate** students. The fees for **MA/MSc** students are similar, though there are minor differences in the University fee and other charges.
- The College fee includes Rs. 500 as caution money that is refundable when the student leaves College.
- University examination fee is not included.
- Mess charges will be based on actual expenses.
- The initial mess deposit will be refunded when the student leaves College.

Fees should be paid in cash or by a demand draft made payable to “The Principal, St. Stephen’s College”.

Students are required to pay the fees at the commencement of each semester. A student whose fees are not paid in time is liable to have his or her name removed from the rolls of the College.

7.1.1. Financial Assistance

Financial assistance to students is provided by the College on the basis of need and academic merit. Ad hoc grants for books, stationery, towards mess charges etc. are given from the Students’ Aid Fund. A few Christian Bursaries are available for Christian students. A large number of merit-cum-means scholarships of varying amounts are also available and are awarded each year. Continuation of these scholarships is subject to satisfactory academic progress. In the academic year 2014-2015, more than Rupees 30 lakhs were disbursed as 180 scholarships benefitting close to 15% of the total students of the college.

7.2 DISCIPLINE

Every student is required to attend all lectures, tutorials and practicals, except for a good reason for which due leave should be obtained. Applications for leave on medical grounds, countersigned by a parent (or by the concerned Tutor/Warden and Dean for resident students) and duly supported by a medical certificate, must be submitted **within seven working days** of returning to College; thereafter such applications shall not be accepted. Resident Scholars should submit medical certificates **only** from the College doctor and the certificate should be countersigned by the Block Tutor/Warden/Dean. The Principal **may** consider condoning the attendance requirement in exceptional cases of serious illness or accident.

No undergraduate Junior Member will be permitted to take the University examinations at the end of each semester unless he or she has attended at least two-thirds of lectures and tutorials/practicals, **taken separately**, in that semester. In addition to this attendance requirement, every student must perform satisfactorily at all oral and/or written assignments/tutorials/tests that may be held during the academic year.

Students are required to be dressed in a dignified manner when they attend lectures, tutorials and practicals, eat in the College Mess/ Café or are in the library. No casual approach is acceptable, as it influences attitudes and affects the total learning milieu which every Stephanian is duty-bound to respect and enrich.

All first-year Junior Members are required to attend the Assembly which is held each morning from Monday to Thursday. **Attendance is marked at the assemblies and the record of it is taken into account as a parameter for awarding scholarships and prizes.**

All first-year Christian students are required to attend the Religious Studies class which is held every Friday.

Smoking is strictly prohibited on the College campus.

No student who invites any disciplinary action shall be eligible for special recognition from college. This includes prizes, scholarships, financial assistance, nominations within the students' exchange programmes with foreign Universities, and college colours and sports certificates.

7.3 TWO SPECIAL WARNINGS

St. Stephen's College is a zone of "zero-tolerance" for ragging and sexual harassment.

Ragging: Ragging in any form will be treated as a criminal offence. If it occurs, in every instance an F.I.R. is required to be filed with the police – this is a statutory obligation. All Junior Members are expressly warned to steer clear of the anti-social and barbaric practice of ragging. Those found ragging or abetting ragging will be punished severely even to the extent of expulsion from College. An abridged version of Ordinance XV–C of the University of Delhi is provided in the Annexure at the end of this Prospectus. This sets out what will be construed as ragging, and lays down punishments.

Sexual Harassment: St. Stephen's College is committed to upholding the dignity of all members of the College community, especially the lady members. The policy against Sexual Harassment enshrined in Sexual Harassment of Women in the Workplace Act of 2013 seeks to create and maintain an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the University. The Act applies to outsiders and residents alike while on the College or University campus. Sexual harassment includes any unwelcome sexually determined behaviour, whether directly or by implication, and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

At St. Stephen's College, an Internal Complaints Committee (ICC), is responsible for the implementation of the policy against sexual harassment. The Committee takes cognizance of complaints about sexual harassment, conducts enquiries, provides assistance and redressal to the victims, recommends penalties and takes action against the harasser, if necessary.

On receiving a complaint of sexual harassment, if a *prima facie* case is established by the ICC, then it shall set up an enquiry committee which will submit a report. The committee is bound to maintain confidentiality during the time of the enquiry. After the report has been finalized, confidentiality will be maintained, if the complainant so desires, by withholding the complainant's name and other particulars that would identify him or her. On the basis of the report, appropriate disciplinary action will be taken against the offender.

Extracts from the Act are in the Annexure at the end of this Prospectus. All students should read this carefully and be aware of what amounts to "sexual harassment" and what the penalties could be, if found guilty, for harassing anyone.

7.4 ANNEXURES

7.4.1 ANNEXURE I: DISCIPLINE, RAGGING AND SEXUAL HARASSMENT

Abridged extracts from the University of Delhi Ordinances are provided here. **For the full texts of Ordinances XV-B, XV-C the applicant is referred to the University Calendar or the University of Delhi website (www.du.ac.in)**

7.4.2 ORD. XV-B. Maintenance of Discipline among Students of the University

1. All powers relating to discipline and disciplinary action are vested in the Principal.
2. The following shall amount to acts of gross indiscipline:
 - (a) Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution/Department and against any student within the University of Delhi;
 - (b) Carrying of, use of, or threat to use of any weapons;
 - (c) Any violation of the provisions of the Civil Rights Protection Act, 1976;
 - (d) Violation of the status, dignity and honour of students belonging to the scheduled castes and tribes;
 - (e) Any practice-whether verbal or otherwise-derogatory of women;
 - (f) Any attempt at bribing or corruption in any manner;
 - (g) Wilful destruction of institutional property;
 - (h) Creating ill-will or intolerance on religious or communal grounds;
 - (i) Causing disruption in any manner of the academic functioning of the University system;
 - (j) Ragging as per Ordinance XV-C.

3. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Principal.

7.4.3 ORD. XV-C. Prohibition of and Punishment for Ragging

1. Ragging in any form is strictly prohibited, within the premises of College as well as on public transport.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which
 - (a) Involve physical assault or threat to use of physical force;
 - (b) Violate the status, dignity and honour of women students;
 - (c) Violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
 - (d) Expose students to ridicule and contempt and affect their self esteem;
 - (e) Entail verbal abuse and aggression, indecent gestures and obscene behaviour.
4. The Principal shall take immediate action on any information of the occurrence of ragging. The punishment may range from expulsion from the College to suspension for a period of time.
5. The University has the power to withdraw the degrees issued to those who are found guilty of ragging.
6. Abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.

7.4.4 Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act, 2013

1. Sexual harassment is considered as a violation of the fundamental right of a woman to equality as guaranteed under Articles 14 and 15 of the Constitution of India and her right to life and to live with dignity as per Article 21 of the Constitution. It has also been considered as a violation of a right to practice or to carry out any occupation, trade or business under Article 19(1)(g) of the Constitution, which includes a right to a safe environment free from harassment.
2. The objective of Sexual Harassment Act is to provide protection to women against sexual harassment at the workplace and for the prevention and redressal of complaints of sexual harassment.
3. The definition of sexual harassment in the Sexual Harassment Act includes any unwelcome sexually determined behaviour (whether directly or by implication), such as physical contact and advances, demand or request for sexual favours, sexually coloured remarks, showing pornography, or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.
4. The Sexual Harassment Act stipulates that a woman shall not be subjected to sexual harassment at any workplace. As per the statute, presence or occurrence of circumstances of implied or explicit promise of preferential treatment in employment; threat of detrimental treatment in employment; threat about present or future employment; interference with work or creating an intimidating or offensive or hostile work environment; or humiliating treatment likely to affect the lady employee's health or safety may amount to sexual harassment.
5. Internal Complaints Committee and Local Complaints Committee: The Sexual Harassment Act requires an employer to set up an 'Internal Complaints Committee' ("ICC") at each office or branch, of an organization employing at least 10 employees. The government is in turn required to set up a 'Local Complaints Committees' ("LCC") at the district level to investigate complaints regarding sexual harassment from establishments where the ICC has not been constituted on account of the establishment having less than 10 employees or if the complaint is against the employer. The Sexual Harassment Act also sets out the constitution of the committees, process to be followed for making a complaint and inquiring into the complaint in a time bound manner.
6. Interim Reliefs: The Sexual Harassment Act empowers the ICC and the LCC to recommend to the employer, at the request of the aggrieved employee, interim measures such as (i) transfer of the aggrieved woman or the respondent to any other workplace; or (ii) granting leave to the aggrieved woman up to a period of 3 months in addition to her regular statutory/ contractual leave entitlement.

7. Process for Complaint and Inquiry: A written complaint has to be made to the internal complaints committee within 3 months of the incident. The inquiry has to be completed within 90 days of receiving the complaint. An inquiry report has to be filed within ten days of the completion of enquiry and the employer must act on the recommendations of the committee within 60 days. In the event of the employer not acting on the recommendations within the period, the complainant can approach the court/tribunal.
8. Action against Frivolous Complaints: So as to ensure that the protections contemplated under the Sexual Harassment Act do not get misused, provisions for action against "false or malicious" complainants have been made.

The full text of the act can be accessed at: http://egazette.nic.in/WriteReadData/2013/E_18_2013_214.pdf.

7.4.5 ANNEXURE II: INTERNAL ASSESSMENT

The University of Delhi at present operates a scheme of "Internal Assessment", with marks awarded for such Assessment constituting a part of the total marks of the final degree award (Students are advised to find out the university regulations as they are in a transition phase at the moment).

The Central Information Commission has ruled in March 2010 that Ordinance VIII-E of the University of Delhi relating to Internal Assessment, and the rules governing the latter, fall under the categories of information defined under Section 4(1)(b) of the Right to Information Act; and that, therefore, this Ordinance and the corresponding rules must be readily available in the public domain, and particularly to students of the University of Delhi.

In keeping with this, all applicants, and especially those among them who are successful in obtaining admission to St. Stephen's College, are informed that:

- (i) The contents of Ordinance VIII-E of the University of Delhi have been placed on the website of the College (www.ststephens.edu) and that of the College Library (<http://www.library.ststephens.edu>).
- (ii) They are also available in the College Library in hard copy and may be obtained for consultation there from the Librarian on request.

(iii) They are included in the College Handbook, a copy of which all selected candidates will receive.

Students of the College must regularly visit the College website and that of the University (www.du.ac.in/du/ORDINANCE_VIIIIE.pdf) to check for important information relating to Internal Assessment.

All information relating to procedures for Internal Assessment followed by the College, how it is implemented at the level of the College, and the decisions of departmental Moderation Committees and the College Monitoring Committee, which are not already specifically covered in Ordinance VIII-E, and which fall within the purview of the College, may be obtained from the Public Information Officer of the College, Dr. A. D. Mathur of the Department of Sanskrit.

However, some rules governing Internal Assessment, in particular procedures adopted by the University of Delhi for final moderation of the marks for Internal Assessment awarded in colleges, which flow from but are not themselves included in Ordinance VIII-E, are decided from time to time by the University and not by the College. For information regarding such details, including especially information regarding the University's procedures for moderation of Internal Assessment marks, the University of Delhi website should be consulted, or the Public Information Officer of the University should be approached.

7.5 ADMINISTRATIVE POSITIONS

Principal

Dr. John Varghese. M.A, M. Phil. (Madras), Ph.D. (EFLU, Hyderabad)

Bursar

Dr. Renish Geevarghese Abraham M.A., Ph.D (Delhi)

Dean (Academics)

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