

**JAMIA HAMDARD**  
(Deemed to be University)  
Hamdard Nagar, New Delhi -110 062

F.No. AS/RO/Admissions 2024-25/00/61

Dated: 4<sup>th</sup> December, 2024

NOTIFICATION

Subject: **Admission process for the academic year 2024-25**

The Vice Chancellor is pleased to reconstitute the Central Admission Committee (CAC) for the new academic year 2024-25, consisting of the following members:

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| 1. Prof. M. Shahar Yar, Professor of SPER                      | Chairman |
| 2. Prof. M. Mumtaz Alam, Professor of SPER                     | Member   |
| 3. Prof. Syeedunnissa, Professor SMBS                          | Member   |
| 4. Dr. Imran Hussain, Assistant Professor, SEST                | Member   |
| 5. Dr. Sayeed ur Rehman A. Kalam, Asstt. Professor, SCLS       | Member   |
| 6. Dr. Shermeen Siddiqui, Asstt. Professor, Para-med. Sciences | -Member  |

2. The CAC is expected to initiate necessary steps to start the admission process of 2024-25 immediately to avoid any possible delays and plan accordingly. The CAC shall function directly under the overall control of the Vice Chancellor.

3. The CAC will look after the following tasks:-

- i) To oversee the entire admission process, assessment of seats, procedure of registration.
- ii) To review the recommendations of intake related issues from the departments/Centres.
- iii) To prepare the Admission Prospectus for 2024-25.
- iv) to hold the admission tests wherever necessary and publication of results through Examination Branch.
- v) to prepare merit list for admission with the approval of the Vice Chancellor.
- vi) To address the admission related queries, fee collection-online and refund of fee related cases, student support etc.
- vii) to maintain necessary student data related to the admission.
- v) Any other related issues.

  
Registrar

Copy to:-

1. Chairman and Members by name
2. All Deans of Schools/HoDs/Director of Centres/Principal, RCN/Sectional Heads.
3. Secretary to VC/Office of the Registrar/Controller of Examinations/Finance Officer/Librarian
4. Website through I/c HAH CIT for uploading a copy of notification.
5. PRO/Social Media Coordinator
6. Office copy