

Steps to Generate UGC Anti-Ragging Reference Number and Affidavit

1. Introduction

As per the direction of the University Grants Commission (UGC), it is mandatory for all the students to create the UGC Anti-ragging reference number and submit the generated Affidavit duly signed by both the student and the parent at the University during the physical reporting.

This document lists the detailed steps with the values to be selected for generating the reference number and downloading the affidavit.

2. Undertaking Registration form for Universities

(Fields marked with * are Mandatory)

2.1 Click the link below to begin

https://www.antiragging.in/affidavit_university_form.php

2.2 Fill in all necessary Student information like Name (As per class Xth Marksheet), Email, Mobile no. etc.

Undertaking Registration form for Universities
Fields marked with * are Mandatory.

Student's Details

First Name * <input type="text" value="First Name"/>	Middle Name (optional) <input type="text" value="Middle Name"/>	Surname / Last Name * <input type="text" value="Surname / Last Name"/>
Mobile Number (+91)* <input type="text" value="Mobile Number"/>	Email* <input type="text" value="Email ID"/>	Gender * <input type="text" value="Male"/>
City* <input type="text" value="City"/>	State* <input type="text" value="Select State"/>	Select Nationality* <input type="text" value="Indian"/>

2.3 Fill Parent / Guardian Details

Parent / Guardian Details

Parent / Guardian Name* <input type="text" value="Parent/Guardian name"/>	Parent / Guardian Phone Number (+91)* <input type="text" value="Parent phone number"/>	Parent / Guardian Email* <input type="text" value="Parent/Guardian Email"/>
Parent / Guardian City* <input type="text" value="Parent/Guardian City"/>	Parent / Guardian State* <input type="text" value="Select State"/>	Parent / Guardian address* <input type="text" value="Drag from the bottom right corner to expand"/>

3. University and Course Details

3.1 Fill the University and Course Details as below.

- State in which University is based*- Rajasthan
- University name- Manipal University Jaipur (U-0749)
- University Director/Vice Chancellor *- Dr Niti Nipun Sharma
- University Phone Number (+91)*- 9116613632
- University Landline Numbers 01413999100
- Details of the course (UG/PG/Diploma)*- Select appropriate level
- Name of the course- Write the name as mentioned in your provisional admission letter
- Number of students in your class – leave it blank
- Current year of study –
 - Select 1 for First year
 - Select 2 for lateral/diploma/transfer admission
- Nearest Police Station to your University*- Bagru

University and Course Details		
State in which University is based*	University name (Select University state first)*	
<input type="text" value="RAJASTHAN"/>	<input type="text" value="MANIPAL UNIVERSITY JAIPUR (U-0749)"/>	
Your University Details		
University Code	<input type="text" value="U-0749"/>	
University Name	<input type="text" value="MANIPAL UNIVERSITY JAIPUR"/>	
Select University first and then fill the following as per the University details		
University Director/Vice Chancellor *	University Phone Number (+91)*	University Landline Number (Optional)
<input type="text" value="Dr."/> <input type="text" value="Director/Vice Chancellor Name"/>	<input type="text" value="University Phone Number"/>	<input type="text" value="University Landline Number"/>
Details of the course (UG/PG/Diploma)*	Name of the Course *	Number of students in your class
<input type="text" value="Select"/>	<input type="text" value="Name of the Course"/>	<input type="text" value="Number of students in your class"/>
Current year of study*	Nearest Police Station to yourUniversity*	
<input type="text" value="Select"/>	<input type="text" value="Nearest Police Station"/>	

4. UGC Regulations

4.1 Click all the Checkboxes

UGC Regulations	
<input type="checkbox"/>	I confirm that I have read UGC's regulations on Ragging.(To read, click on the link ABSTRACT OF UGC REGULATIONS ON RAGGING)
<input type="checkbox"/>	I confirm that I have read the Judgment of the Hon. Supreme Court on prevention of Ragging.(To read, click on the link SUMMARY OF THE JUDGMENT OF THE HON. SUPREME COURT)
<input type="checkbox"/>	I promise that I will not indulge in Ragging or any form of violent behaviour. Neither will I tolerate being ragged or subjected to violence.
<input type="checkbox"/>	I understand that if I am accused of Ragging, the responsibility is on me to prove that I am not guilty.
<input type="checkbox"/>	I will not remain a spectator to acts of Ragging. I will report the matter immediately to my Principal/Director and/or to the Anti-Ragging Helpline at 1800 180 5522 or email to helpline@antiragging.in

5. Confidential Survey

5.1 Fill the confidential Survey and Submit the Form

5.2 What is the phone number of National Anti-Ragging Helpline *- 18001805522

Confidential Survey	
Please answer these questions truthfully and honestly because this survey is totally Confidential, So no part of this survey is going to show anything to your University. Your University will only know that you have participated in this survey	
Were you ever ragged ? *	<input checked="" type="radio"/> No <input type="radio"/> Yes
Did you ever rag anybody ? *	<input checked="" type="radio"/> No <input type="radio"/> Yes
What is the phone number of National Anti-Ragging Helpline *	<input type="text"/>
Does ragging happen in your University ? *	<input checked="" type="radio"/> No <input type="radio"/> Mild <input type="radio"/> Severe
<p>WARNING: Please recheck your details (specially email addresses and mobile number) before submitting the form</p> <input type="checkbox"/> I have rechecked the form and confirm that all the details are correct.	
<input type="button" value="Submit Form"/>	

At the end a **Reference ID** will be generated. Keep that ID to generate Affidavit.

6. Download Undertaking

Click on the undertaking tab and select “Download”. The below screen will appear. Fill the details like Reference No, Email ID and Mobile No and click on submit.



UNDERTAKING DOCUMENT

Reference No. *

Email *

Mobile No. *

Submit

Once you click on the submit button, an **Undertaking PDF will be downloaded**. Take the printout of the PDF file, put the signature of the applicant and parents at the appropriate places and submit during the reporting in the campus.

Enclosed: A sample undertaking

ANTIRAGGING AFFIDAVIT BY THE STUDENT

1. I, _____, having been admitted to MANIPAL UNIVERSITY JAIPUR, have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-
I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

DECLARED ON _____

Signature of Deponent _____

Date

VERIFICATION

Signature of student

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ On _____

Place


Date


Signature of Deponent _____

Signature of student

UNDERTAKING BY PARENT/GUARDIAN



1. I, _____ having been admitted to MANIPAL UNIVERSITY JAIPUR, have received a copy of the UGC regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:-
My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my ward is liable to be cancelled.


DECLARED ON _____  date

Signature of Deponent _____ **Address** _____
 Signature of parent

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ On _____
 place  date

Signature of Deponent _____
 signature of parent