



Atal Bihari Vajpayee Govt. Degree College Takipur

Session 2024 - 25



PROSPECTUS-CUM-ONLINE ADMISSION BROCHURE

FOR UG CLASSES

District Kangra, Himachal Pradesh,

Pin Code-176038

email: principalgctakipur@gmail.com

Website: <https://gdctakipur.in/>

FB page: www.facebook/GdcTakipur

Phone No.: 01892-268056

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Let us make ABV GC Takipur "A Ragging Free Zone"

RAGGING

IS A PUNISHABLE OFFENCE

"RAGGING" MEANS THE FOLLOWING

Any act, conduct or practice by which dominant power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way considered junior by other students and includes individual or collective acts or practices which

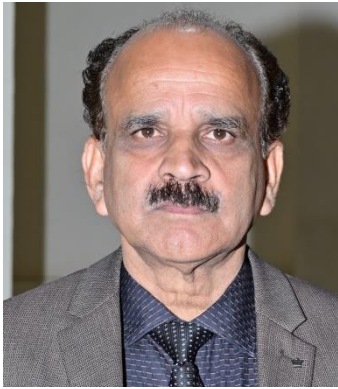
- I. Involve physical or psychological assault or threat or use of force or wrongful confinement or restrain or
- II. Violate the status, dignity and honour of such students, or
- III. Exposes students to ridicule and contempt and affect their self-esteem; or
- IV. Entail verbal abuse and aggression, indecent gesture and obscene behavior

ANY STUDENT FOUND INVOLVED IN ANY RAGGING ACTIVITY SHALL BE PUNISHED AS UNDER

- I. Exclusion from the college.
- II. Suspension from the classes.
- III. Fines with public apology.
- IV. Withholding scholarship or other benefits.
- V. Debarring from representation in events.
- VI. Legal proceedings under criminal law shall be initiated.
- VII. Imprisonment, fine or both.
- VIII. With holding theresult of examination

IN CASE OF ANY COMPLAINT KINDLY CONTACT ANTI-RAGGING SQUAD/COMMITTEE.

TOLL FREE ANTI-RAGGING HELPLINE 1800-180-5522(24x7)



Principal's Message

“Education is not the learning of facts, but the training of the mind to think”

Albert Einstein

Future belongs to those who believe in the feasibility of their dreams. It is with great pleasure that I welcome you to our esteemed institution and present to you our college prospectus. This document serves as a comprehensive guide, outlining the myriad of opportunities and experiences that await you at our college. At, Atal Bihari Vajpayee Government College Takipur, we are committed to providing a holistic education that fosters intellectual growth, personal development and prepares students for success in their chosen fields. Our institution prides itself on the highest standards of academic excellence, faculty expertise, state-of-the-art facilities and a vibrant campus community. As you peruse the pages of this prospectus, you will discover an array of academic programs tailored to meet the evolving needs of the modern world. Whether you aspire to delve into the Sciences, Arts, or Commerce, our college offers a diverse range of learning designed to broaden your knowledge and nurture your talents.

Our dedicated faculty members, renowned for their expertise and passion, are committed to providing a transformative educational experience. They bring a wealth of industry knowledge, research accomplishments and a deep commitment to your growth as learners and future leaders. Through interactive lectures, engaging discussions, hands-on projects, we strive to ignite your curiosity and equip you with the skills necessary to thrive in a dynamic and competitive global landscape.

At Atal Bihari Vajpayee Government College, Takipur, we believe that education extends beyond the confines of a classroom. Our vibrant campus life provides a nurturing environment for personal and social development. From participating in student clubs and organizations to engaging in community service initiatives, you will have ample opportunities to cultivate leadership skills and create cherished memories.

In addition to our academic and co-curricular offerings, we are dedicated to providing a supportive and inclusive environment that values diversity and celebrates individuality. We strive to create a safe space where students from all backgrounds can flourish, exchange ideas, and gain a global perspective. Our commitment to your well-being extends to the provision of comprehensive student support services, including academic advising, career counseling, and various wellness programs. As you embark on your educational journey, I encourage you to explore the possibilities that await you at Atal Bihari Vajpayee Government College Takipur.

Our prospectus provides a glimpse into the transformative experiences and opportunities that will shape your future. I invite you to delve into its pages, envision your potential, and take the first step towards an extraordinary education. I look forward to welcoming you to our campus and witnessing the incredible achievements you will make during your time at Atal Bihari Vajpayee Government College Takipur. Together, we will embark on a journey of discovery, growth, and success.

Warm regards,

***Dr. Bhagwan Dass,
Officiating Principal, Atal Bihari Vajpayee,
Government College, Takipur
Kangara (HP)***



Atal Bihari Vajpayee Govt. Degree College Takipur

District Kangra, Himachal Pradesh, Pin Code-176038

email:principalgctakipur@gmail.com website:https://www.gdctakipur.in/phone:
01892-268056

ONLINE ADMISSION NOTICE

Session 2024-2025

Undergraduate Classes (Arts, Commerce & Science) Under CBCS



Online Admission form submission: 03rd June to 15th July 2024

Regular Teaching commences: 23rd July 2024

Atal Bihari Vajpayee Govt. Degree College Takipur offer:

- A team of qualified, competent and experienced teaching faculty
- Fully furnished spacious classrooms
- Healthy academic atmosphere
- All scholarship schemes as notified by the government
- Smart / Well equipped multipurpose hall
- Fully functional library
- Induction programme for new students
- Career Counseling & Placement Cell
- Equal opportunity to all students for showcasing their talent

(Visit College Website for Online Registration and admission process)

For online admission details please contact:

- | | |
|-----------------------|-------------|
| 1. Prof. Vijay Kumar | 9817066497 |
| 2. Prof. Suresh Kumar | 70184-89490 |
| 3. Dr. Priti Bala | 8219797610 |
| 4. Sh. Janak Raj | 86279-95866 |

<https://gdctakipur.in/>

ABOUT THE COLLEGE

Atal Bihari Vajpayee Government Degree College, Takipur was announced in the year 2015 by Govt. of Himachal Pradesh keeping in view the academic needs of the people of rural area of Distt. Kangra locally known as “*Changar Area*”. The foundation stone laying ceremony for construction of the new building of the college took place on September 7, 2015 by then Hon’ble CM late Sh. Virbhadra Singh and inaugurated by then Hon’ble Chief Minister of Himachal Pradesh Sh. Jai Ram Thakur on 13th February 2020. The college is located on national highway and offers a panoramic view.

Though, still in its nascent stage, the college has opened new vistas for the public, especially girls hailing from rural areas in the vicinity, achieving their dream of higher education. The opening of this college has given a boost to women empowerment through the successful education campaign “*Beti Bachao, Beti Padhao.*” We can claim with a sense of satisfaction and pride that about 80% of the registered students in the college are girls.

The college offers multiple subjects of one’s choice in Humanities, Commerce and Science under the annual system introduced by Himachal Pradesh University, Shimla and Sardar Patel University Mandi. In the first academic session, a record 199 students were admitted to the first semester of Arts and Commerce streams. In order to ensure academic growth and overall development of the students, the best infrastructure is being provided to students. The college has also started an effective Career Counselling Guidance and Placement Cell, NSS, Red Ribbon Club, Eco Club, Rovers and Rangers, and societies like Literary Society, Social Science Society, Commerce & Management Society, Cultural Society, Science Society and Sports Society have been formed to provide students with adequate exposure and opportunities. To develop a competitive spirit among the students, the college organizes debate, declamation, quiz and various other competitions. For enhancing the reading skills of the students, the college has established a rich library having more than 1900 books pertaining to curriculum and other different competitive exams. To enhance the writing skill of students, the college is releasing its college magazine “*Gyanrupa*” comprising section of English, Science, Commerce, Hindi and Pahari.

To create the spirit of leadership among the students, CSCA has been constituted which strives to establish harmony and coordination between college administration and students for all academic developments. The college has an active Parent Teacher Association (PTA) which is an integral part of the college and plays an important role in assisting the college administration in various developmental activities. Our college is organizing different co-curricular activities under the aegis of various clubs and societies on regular basis for providing a holistic education to the learners.

“Online admission schedule for academic session 2024-25”

Online Admission Schedule with respect to Govt. Degree College Takipur for 1st, 2nd & 3rd year of B.A/B.Sc/B.Com, under CBCS Annual System for the session 2024-25 is as follows:

| Sr. No. | Particulars | Period | Days |
|---|---|---|-----------------|
| Admission/Regular Study Schedule | | | |
| 1. | Online submission of admission form for the session 2024-25 | 03-06-2024 to 15-07-2024 | 43 days |
| | Pre admission counselling of students | 03-06-2024 to 15-06-2024 | |
| | Display of 1 st merit List (UG 1 st year students) | 16-07-2024 upto 1: 00 PM | |
| | Fee to be deposited | 16-07-2024 to 19-07-2024 | 03 days |
| | Display of 2 nd Merit list | 20-07-2024 upto 11: 00 AM | |
| | Fee to be deposited | 20-07-2024 upto 05: 00 PM | 01 day |
| | Orientation of 1 st year students | 22-7-2024 | 01 day |
| | Admission of UG 2 nd and 3 rd year students on roll on basis | 06-06-2024 to 15-07-2024 | 41 days |
| | Fee to be deposited (UG 2 nd and 3 rd year students on Roll on basis) | 06-06-2024 to 19-07-2024 | 44 days |
| | Post admission counselling | 20-07-2024 & 22-07-2024 | 02 days |
| | Regular Teaching | 23-07-2024 to 28-10-2024 | 79 days |
| | | 04-11-2024 to 31-12-2024 | 48 days |
| | | 05-02-2025 to 29-03-2025 | 45 days |
| | | Remedial classes beyond normal teaching hours (at least 54 hours) | 09 days |
| | | Total teaching days | 181 days |
| Vacation schedule | | | |
| 2. | Summer Vacation | 18-06-2024 to 12-07-2024 | 25 days |
| | Diwali Break | 29-10-2024 to 02-11-2024 | 05 days |
| | Winter vacation | 01.01.2025 to 04-02-2025 | 35 days |
| | | Total Vacation days | 65 days |
| Examination/Evaluation Schedule | | | |
| 3. | Examination | 01-04-2025 to 14-05-2025 | 44 days |
| | Evaluation of Answer scripts | 10-04-2025 to 17-05-2025 | 38 days |
| | Results of all UG classes | Upto 30-06-2025 | |

Note: Results of all undergraduate classes of academic year 2024-25 should be declared on or before 31st July 2025 positively. Results of re-evaluation should be declared upto 07 Sept. 2025. Supplementary exam for academic year 2023-24 may be conducted in Sept. 2024 and results of the same be declared by Oct. 2024.

STAFF POSITION

| S. No. | Name | Subject | Designation | Qualification |
|--------|--------|---------|-------------|---------------|
| 1. | Vacant | ----- | Principal | ----- |

TEACHING FACULTY

| S. No. | Name | Subject | Designation | Qualification |
|--------|--------------------|-------------------|---------------------|---------------------------|
| 2. | Dr. Bhagwan Dass | Commerce | Associate Professor | M.Com, M.Phil, Ph.D. |
| 3. | Prof. Vijay Kumar | Political Science | Associate Professor | M.A. (NET) |
| 4. | Prof. Suresh Kumar | Physics | Assistant Professor | M.Sc., M.Phil (NET) |
| 5. | Dr. Priti Bala | Mathematics | Assistant Professor | M.Sc, Ph.D. (SET) |
| 6. | Dr. Ashwani Kumar | Hindi | Assistant Professor | M.A, Ph.D., (SLET) |
| 7. | Prof. Aman Walia | English | Assistant Professor | M.A., M.Phil |
| 8. | Dr. Sunil Kumar | Chemistry | Assistant Professor | M.Sc, M.Phil, Ph.D. (NET) |
| 9. | Prof. Lekh Raj | History | Assistant Professor | M.A, M.Phil |
| 10. | Prof. Medha Sharma | Zoology | Assistant Professor | BS-MS (NET) |
| 11. | Prof Sahil | Botany | Assistant Professor | M.Sc. (NET) |
| 12. | ----- | Music (I) | Vacant (01) | ----- |
| 13. | ----- | Economics | Vacant (01) | ----- |
| 14. | ----- | Commerce | Vacant (01) | ----- |

NON- TEACHING STAFF

| S. No. | Name | Designation | Vacancy Position |
|--------|---------------------|--------------------------|------------------|
| 1 | --- | Superintendent Grade- II | Vacant (01) |
| 2. | --- | Sr. Asstt. | Vacant (01) |
| 3. | Sh. Janak Raj | Clerk | Vacant (01) |
| 4. | Sh. Yogeshwar | Lab. Attendant | On deputation |
| 5. | Sh. Onkar Singh | Lab. Attendant | On deputation |
| 6. | Ms. Savita Kumari | Assistant Librarian | |
| 7. | Ms. Sudrshna Kumari | Assistant Librarian | |
| 8. | Ms. Anita Devi | Peon Cum Chowkidar | Vacant (03) |
| 9. | Mr. Kuldeep | Peon Cum Chowkidar | |
| 10. | ----- | Tabla Instructor | Vacant (01) |

1. RULES OF ADMISSION AND MIGRATION

A candidate desirous of seeking admission for academic year 2024-2025 are required to fill-up online registration form with registration fee of Rs. 50 and thereafter submit the application form along with all required documents in the office. After final selection the students have to deposit their admission fee within the time limits through online mode only.

GENERAL RULES

1. Admission will be strictly on fulfillment of prescribed eligibility conditions.
2. Any gap in the academic career of an applicant must be supported by the documentary evidence i.e. undertaking/ declaration.
3. Failed or Compartment candidates from other college shall not be admitted.
4. Initially all admissions will be provisional and subject to the approval by the HPU/SPU.
5. Inter college migration is allowed in accordance with the rules laid down by HPU/SPU.
6. The Admission of a student is liable to be cancelled if he/she furnishes incomplete/wrong/false information or conceals facts. Disciplinary action will also be taken against such a candidate.
7. The following documents should be uploaded with the application form:
 - i. **Original Character Certificate** issued by the head of the institution last attended (only for students passed out from other institute) or from a Gazetted Officer. In case of candidates who have passed the qualifying examination privately and having a gap then the character certificate should be of issued by Panchayat Pradhan or any other competent authority.
 - ii. Upload **passport size colored photographs** required for admission, Identity Card and Library Card.
 - iii. Upload **self-Attested Copies of Certificates Matriculation** onwards.
 - iv. Upload the **scanned copy of original migration certificate** issued by Board / University **other than** HP Board of School Education / H.P. University.
 - v. Upload self-attested copies of valid certificate of SC/ST/Differently-abled (Divyang)/Sports & Cultural if applicable.
 - vi. Upload the **self-attested copy of Himachali Bonafide** (Certificate is **mandatory in case of HP Bonafide girl students**).

Note

After filling up and submitting successfully the admission form online by the candidate, the forms will be checked and verified by the scrutiny committee and thereafter final merit list will be prepared by adopting the HPU/SPU roster subject wise. Finally selected students merit list will be displayed on college website and notice board. Thereafter the selected students have to deposit their admission fee through online payment gateway strictly within the time limits. No fee shall be accepted after scheduled time.

2. ELIGIBILITY CRITERIA FOR ADMISSION

- a candidate who has passed 10+2 examination in four compulsory subjects (including english) from recognised education board by law can seek admission.
- students who are placed under compartment in any examination of board/university shall not apply even for provisional admission to the next higher class in the college.

Note: Rules regarding eligibility conditions for admission to undergraduate courses are subject to change as per the directions of H.P. Govt. / HPU/SPU.

For B.A. / B.Sc./B.Com. 1st year

Age Limit: An Applicant must not be more than 23 years (25 years for girls) of age as on 30-06-2024 i.e. must not have born earlier to 30-06-2001 (30-06-1999 for girls). Only the Vice-Chancellor shall have the power of granting age relaxation up to a maximum of 6 months. For SC/ST students however the age limit will be raised by 3 years.

Minimum pass percentage for admission in different faculties is given as:

(i) B.A 1st (Bachelor of Arts)

- a) A student seeking admission to B.A 1st should have 35 % marks in any stream in 10+2.

(ii) B.Com 1st (Bachelor of Commerce)

- b) 40% for those who have passed examination under Commerce stream at +2 level.
- c) 45% for others but the candidate must have passed Mathematics/ Economics as compulsory subject with 45% marks at his /her +2 level.
- d) There is relaxation of 5% marks for SC/ST students for admission to Commerce faculty.

(iii) B.Sc. 1st (Bachelor of Science Non-Medical)

- e) 45% marks at +2 level with Physics, Chemistry & Maths.
- f) 5% marks relaxation for SC/ST Students.

(iv) B.Sc. 1st (Bachelor of Science Medical)

- a) 45% marks at +2 level with Biology, Chemistry & Physics.
- b) 5% marks relaxation for SC/ST Students

SUBJECT COMBINATIONS FOR B.A. /B.Sc./B.Com. 1st YEAR (*However the subject combination and syllabus are subject to change as per the latest notification of HP Government/HPU with NEP implementation from session 2024-25.)

| Arts Discipline Specific/ Core | Elective -1 DSC-I | Elective -2 DSC-II |
|-----------------------------------|----------------------|--|
| English | English | Pol.Sc./History /Economics/Music |
| Hindi | Hindi | Pol.Sc./History /Economics/Music |
| Pol. Science | Pol. Science | Hindi/History /English/Economics/Music |

| | | |
|----------------------|-----------|---|
| History | History | Pol.Sc./ Hindi/English/Economics/Music |
| Economics | Economics | Hindi/History/English/Pol.Sc./Music |
| Music (Instrumental) | Music (I) | Pol.Sc./History/Economics/Hindi/English |

| | | |
|--|-----------------------------|------------------------------|
| Commerce Discipline Specific/ Core/ DSC | Elective -1 DSC-I | Elective -2 DSC-II |
|--|-----------------------------|------------------------------|

| | | | |
|--|-----------------------------|------------------------------|-------------------------------|
| Science Discipline Specific/ Core DSC | Elective -1 DSC-I | Elective -2 DSC-II | Elective -3 DSC-III |
| Physics | Physics | Mathematics | Chemistry |
| Chemistry | Chemistry | Physics | Mathematics |
| Mathematics | Mathematics | Physics | Chemistry |
| Botany | Botany | Zoology | Chemistry |
| Zoology | Zoology | Botany | Chemistry |

Specimen template for CBCS System in UG for B.A. /B.Sc./ B.Com. I, II & III Year

| Year | Core Courses | Ability Enhancement Course (AEC) | Skill Enhancement Course (SEC) | Discipline Specific Elective Courses (DSE) | Generic Elective Courses (GE) |
|------------|--|---|---|--|-------------------------------|
| I | ENG-1= 6 Credits HINDI-1= 6 Credits DSC-1A= 6 Credits DSC-1B= 6 Credits DSC-2A= 6 Credits DSC-2B= 6 Credits (36 Credits) | Environment Science=4 Credits ENG=4 Credits (8 Credits) | NIL | NIL | NIL |
| | Total Credits in I Year= 44 | | | | |
| II | DSC-1C=6Credits DSC-2C=6Credits English-2=6Credits DSC-1D=6Credits DSC-2D=6Credits Hindi 2=6Credits (36 Credits) | NIL | SEC-1=4Credits SEC-2=4Credits (8 Credits) | NIL | NIL |
| | Total Credits in II Year= 44 | | | | |
| III | NIL | NIL | SEC-3=4Credits | DSE1A=6Credits | GE1=6Credits |

| | | | | | |
|--|--|--|-------------------------------|--|----------------------------------|
| | | | SEC-4=4Credits (8 Credits) | DSE2A=6Credits DSE1B=6Credits DSE2B=6Credits (24 Credits) | GE2=6Credits (12 Credits) |
| | Total Credits in III Year= 44 | | | | |
| | | | Total | | 132 credits |

Total Credits in B.A. (TDC) = 44 x 3 = 132 Credits

Details of courses under graduate (B.A./B.Sc./B.Com) Annual System Atal Bihari Vajpayee Govt. Degree College Takipur (Kangra)

Special Note: Environmental Science having paper code ENV52AECC02 is compulsory qualifying paper for all B.A./B.Com./B.Sc. First year students.

MAJOR POLITICAL SCIENCE

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|--|--------------------------------------|---------|
| 1 st Year | DSC-IA | Introduction to Political Theory | POLS-101 | 6 |
| | DSC-IB | Indian Government and Politics | POLS- 102 | 6 |
| 2 nd Year | DSC-IC | Comparative Government and Politics | POLS-201 | 6 |
| | DSC-ID | Introduction to International Politics | POLS-202 | 6 |
| | SEC-I | Legislative Sports | POLS-203 | 4 |
| | SEC-II | Public Opinion & Survey Research | POLS-204 | 4 |
| 3 rd Year | DSE-IA | Themes in Comparative Political Theory | POLS 301(A) | 6 |
| | DSE-IB | Democracy and Governance | POLS 302(A) | 6 |
| | SEC-3 | Democratic Awareness Thought Legal | POLS 303 | 4 |
| | SEC-4 | Literacy | POLS 304 | 4 |
| | GE-I | Conflict and Peace Building | POLS 305 | 6 |
| | GE-II | Society economy and Politics in Himachal Pradesh | POLS 306 | 6 |
| | | | Human Rights, Gender and Environment | |

MAJOR HINDI

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|---------------------------|-------------|---------|
| 1 st Year | Compulsory | Proyajanmulak Hindi | Hind 101 | 6 |
| | DSC-IA | Hindi Sahitya ka Itihaas | HIND-102 | 6 |
| | DSC-IB | Madhyakaleen Hindi Kavita | HIND-103 | 6 |
| 2 nd Year | DSC-IC | Adhunik Hindi Kavita | HIND-202 | 6 |
| | DSC-ID | Hindi Gadhya Sahitya | HIND-203 | 6 |

| | | | | |
|----------------------|--------|-------------------------------------|----------|---|
| | SEC-I | Karyalyee Hindi | HIND-204 | 4 |
| | SEC-II | Anuvaad Vigyan | HIND-206 | 4 |
| 3 rd Year | DSE-IA | Lok Sahitya | HIND 305 | 6 |
| | DSE-IB | Chayavodatar Hindi Kavita | HIND 306 | 6 |
| | SEC-3 | Rang Alekh avem Rangmanch | HIND 301 | 4 |
| | SEC-4 | Samachar Sankalan aur Lekhan | HIND 304 | 4 |
| | GE-I | Adhunik Bhartiya Sahitya | HIND 307 | 6 |
| | GE-II | Sarjnatmak lekhan ke vividh kshetra | HIND 308 | 6 |

MAJOR HISTORY

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|---|-------------|---------|
| 1 st Year | DSC-IA | History of India from the Earliest Time upto | HIST-101 | 6 |
| | DSC-IB | 300 CE History of India from C. 300 to 1206 | HIST-102 | 6 |
| 2 nd Year | DSC-IC | History of India from C. 1206 to 1707 | HIST(A)203 | 6 |
| | DSC-ID | History of India from C. 1707 to 1950 | HIST(A)204 | 6 |
| | SEC-I | Historical Tourism | HIST(A)213 | 4 |
| | SEC-II | An Introduction to Archaeology | HIST(A)215 | 4 |
| 3 rd Year | DSE-IA | Modern and Contemporary world History I: 1871-1919 | HIST(A) 305 | 6 |
| | DSE-IB | Modern and Contemporary world History I: 1919-1992 | HIST(A) 307 | 6 |
| | SEC-3 | Indian History and Culture | HIST(A) 317 | 4 |
| | SEC-4 | Introduction to Indian Art | HIST(A) 319 | 4 |
| | GE-I | Social-Religious Reform Movements in India (19 th and 20 th Centuries) | HIST(A) 310 | 6 |
| | GE-II | History of Himachal Pradesh 1815-1972 | HIST(A) 312 | 6 |

MAJOR ECONOMICS

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|---------------------------------|-------------|---------|
| 1 st Year | DSC-IA | Principles of Microeconomics-I | ECONA 101 | 6 |
| | DSC-IB | Principles of Microeconomics-II | ECONA 102 | 6 |
| 2 nd Year | DSC-IC | Principles of Macroeconomics-I | ECONA 201 | 6 |
| | DSC-ID | Principles of Macroeconomics-II | ECONA 202 | 6 |
| | SEC-I | Economics of Rural Development | ECONA 204 | 4 |
| | SEC-II | Demography | ECONA 206 | 4 |

| | | | | |
|----------------------|-------|-----------------------|-----------|---|
| 3 rd Year | DSE-1 | Indian Economy | ECONA 301 | 6 |
| | DSE-5 | Development Economics | ECONA 305 | 6 |
| | SEC-6 | Public Finance | ECONA 310 | 4 |
| | SEC-7 | Money and Banking | ECONA 311 | 4 |
| | GE-I | | | 6 |
| | GE-II | | | 6 |

MAJOR ENGLISH

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|-------------------------|--|--------------------------|---------|
| 1 st Year | Compulsory | English -1 B.A./B.Com) | ENG CE 101 | 6 |
| | AEEC-2 | Writing Skill (B.A./B.Com./B.Sc.) | ENGAEEC 104 | 4 |
| | DSC-IA | English Literature-I (Essay, Stories and Poems) | ENG DSC- 102 | 6 |
| | DSC-IB | English Literature-II (Poems Short Stories and Essays) | ENG DSC- 103 | 6 |
| 2 nd Year | DSC-IC | British Literature (Play and Novel) | ENG DSC- 202 | 6 |
| | DSC-ID | Literary Cross Currents | ENG DSC- 203 | 6 |
| | SEC-I | Creative Writing, Book and Media Reviews | ENG SEC- 204 | 4 |
| | SEC-II | Translation Studies and Principles of Translation | ENG SEC- 205 | 4 |
| 3 rd Year | DSE-IA | Soft Skill | ENG DSE 303 | 6 |
| | DSE-IB | Academic Writing and Composition | ENG DSE 304 | 6 |
| | AEEC/SEC-3 | Technical Writing | ENG AEEC/SEC 301 | 4 |
| | | Business Communication | | 4 |
| | SEC-4 | Literature from Himachal | ENG AEEC/SEC 302 | 6 |
| | GE-I | Contemporary India: Women and | | 6 |
| | GE-II | Empowerment | ENG GE 305 ENG GE 306 | |

MAJOR MUSIC (INSTRUMENTAL)

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|-------------------------|---|-------------|---------|
| 1 st Year | DSC-IA | Basic Principles of Indian Music, Biographics of Musicians | MUSA 101TH | 5 |
| | DSC-IB | Theory of Indian Music (General), Biographics of Musicians, Composers and Musicologists | MUSA 103TH | 5 |

| | | | | |
|----------------------|--------|--|------------|---|
| 2 nd Year | DSC-IC | Theory of Indian Music, Ancient Granthas, Contribution of Musicologists | MUSA 201TH | 6 |
| | DSC-ID | Theory of Indian Music, Medieval Granthas, Contribution of Musician, Musicologists | MUSA 203TH | 6 |
| | SEC-I | Presentation and Documentation-I | MUSA 205PR | 4 |
| | SEC-II | Presentation and Documentation-II | MUSA 206PR | 4 |
| 3 rd Year | DSE-IA | Theory of Indian Music and study of ancient Granthas and Rags. | MUSA 303TH | 6 |
| | DSE-IB | | MUSA 305TH | 6 |
| | SEC-3 | Theory of Indian Music and Granthas Tradition | MUSA 301PR | 4 |
| | SEC-4 | Presentation and Documentation-III | MUSA 302PR | 4 |
| | GE-I | Presentation and Documentation-IV | MUSA 307TH | 6 |
| | GE-II | Theory of Indian Music and folk music of H.P. Practical | MUSA 308PR | 6 |

MAJOR COMMERCE

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|-------------------------------------|-------------|---------|
| 1 st Year | Core Course C-1 | Financial Accounting | BC-1.1 | 6 |
| | Core Course C-2 | Business Organization | BC-1.2 | 6 |
| | Core Course C-4 | Business Law | BC-1.3 | 6 |
| | Core Course C-5 | Business Statistics and Mathematics | BC-1.4 | 6 |
| 2 nd Year | Core Course C-7 | Company Law | BC-2.1 | 6 |
| | Core Course C-8 | Income Tax Law and Practice | BC-2.2 | 6 |
| | Core Course C-11 | Corporate Accounting | BC-2.4 | 4 |
| | Core Course C-12 | Cost Accounting | BC-2.5 | 4 |
| | SEC-I | Computer Application in Business | BC-2.3 | 4 |
| | SEC-II | E-Commerce | BC-2.6 | 4 |
| 3 rd Year | DSE-1 | Human Resource Management | BC 3.1(a) | 6 |
| | DSE-2 | Corporate Governance and Auditing | BC 3.2(a) | 6 |
| | DSE-3 | Management Accounting | BC 3.5(c) | 6 |
| | DSE-4 | Fundamentals of Investment | BC 3.6(c) | 6 |
| | GE-1 | Economy of Himachal Pradesh | ECONA313 | 6 |
| | GE-2 | Indian Economy | ECONA314 | 6 |
| | SEC-3 | Entrepreneurship | BC 3.3 | 4 |
| | SEC-4 | Personal Selling and Salesmanship | BC 3.7 | 4 |

MAJOR CHEMISTRY

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|--|-------------|---------|
| 1 st Year | Core Course 1 | Atomic Structure, Bonding, General Organic Chemistry & Aliphatic Hydrocarbons | CHEM- 101 | 6 |
| | Core Course 2 | State of Matter, Chemical Kinetics & Functional Organic Chemistry | CHEM- 102 | 6 |
| 2 nd Year | Core Course C-3 | Solution, Phase Equilibrium, Conductance, Electrochemistry & Organic Chemistry | CHEM- 201 | 6 |
| | Core Course C-4 | Chemistry of Main Group Elements, Chemical Energetic and Equilibria | CHEM- 202 | 6 |
| | SEC-1 | Basic Analytical Chemistry or | CHEM- 203 | 4 |
| | SEC- 2 | Fuel Chemistry & Chemistry of Cosmetics & Perfumes | CHEM- 204 | 4 |
| 3 rd Year | DSE- 2A | Polynuclear Hydrocarbon, Dyes, Heterocyclic compound and spectroscopy | CHEM 301TH | 6 |
| | DSE- 2B | Polymer Chemistry | CHEM 305TH | 6 |
| | SEC- 3 | Chemical Technology and Society and | CHEM 307 | 4 |
| | SEC- 4 | Business Skills for Chemistry Pesticide Chemistry and pharmaceutical Chemistry | CHEM 308 | 4 |

MAJOR PHYSICS

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|----------------------------|--|------------------------|---------|
| 1 st Year | Core Course 1 | Mechanics | PHYS- 101 | 6 |
| | Core Course 2 | Electricity, Magnetism and EMT Theory | PHYS-102 | 6 |
| 2 nd Year | Core Course C-3 | Statistical and Thermal Physics | PHYS- 201 | 6 |
| | Core Course C-4 | Waves and Optics | PHYS- 202 | 6 |
| | SEC- 1 | Physics Workshop Skills or Computational Physics | PHYS- 203 PHYS- 204 | 4 4 |
| | SEC-2 | Electrical Circuits and Network Skills or Basic Instrumentation Skills Theory | PHYS- 205 PHYS- 206 | 4 4 |
| 3 rd Year | DSE- 1A | Solid State Physics and Electronics Theory | PHYS 302TH | 6 |
| | DSE- 1B | Nuclear and Particle Physics Tutorials | PHYS 304TH | 6 |
| | SEC-3 | Radiation Safety Theory | PHYS 307 TH | 4 |

| | | | | |
|--|-------|---|------------|---|
| | SEC-4 | Renewable Energy and Energy Harvesting Theory | PHYS3 10TH | 4 |
|--|-------|---|------------|---|

MAJOR MATHEMATICS

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|-------------------------|--------------------------------|-------------|---------|
| 1 st Year | Core Course 1 | Differential Calculus | MATH- 101 | 6 |
| | Core Course 2 | Differential Equation | MATH-102 | 6 |
| 2 nd Year | Core Course C-3 | Real Analysis | MATH- 201 | 6 |
| | Core Course C-4 | Algebra | MATH- 202 | 6 |
| | SEC- 1 | Logic and Sets | MATH 307TH | 4 |
| | | Integral Calculus | MATH 309TH | 4 |
| | SEC-2 | Vector Calculus | MATH 310 TH | 4 |
| 3 rd Year | DSE- 3A | Numerical Methods | MATH 304TH | 6 |
| | DSE- 3B | Linear Algebra | MATH 303TH | 6 |
| | SEC- 3 | Probability and Statistics | MATH 313TH | 4 |
| | SEC- 4 | Transportation and Game Theory | MATH 317TH | 4 |

MAJOR BOTANY

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|-------------------------|--|-------------|---------|
| 1 st Year | Core Course 1 | Biodiversity (Microbes, Algae, Fungi and Archegoniate) | BOTA 101 TH | 6 |
| | Core Course 2 | Plant Ecology and Taxonomy | BOTA 102 TH | 6 |
| | | | | |
| 2 nd Year | DSC-1A | Plant and Embryology | BOTA 201 TH | 6 |
| | DSC- 1B | Plant Physiology and Metabolism | BOTA 202 TH | 6 |
| | SEC- 1 | Biofertilizers | BOTA 203 TH | 4 |
| | SEC- 2 | Gardening and Floriculture | BOTA 204 TH | 4 |
| 3 rd Year | DSE- 1A | Economic and Biotechnology | BOTA 301 | 6 |
| | DSE- 1B | Cell and Molecular Biology | BOTA 302 | 6 |
| | SEC- 1 | Medicinal Botany and Ethnobotany | BOTA 306 | 4 |
| | SEC- 2 | Mushroom Cultivation Technology | BOTA 307 | 4 |

MAJOR ZOOLOGY

| Year | Course opted (Core/SEC) | Name of Course | Course Code | Credits |
|----------------------|-------------------------|--|-------------|---------|
| 1 st Year | Core Course 1 | Animal Diversity | ZOOL-101TH | 6 |
| | Core Course 2 | Comparative Anatomy & Developmental Biology of Vertebrates | ZOOL-102TH | 6 |

| | | | | |
|----------------------|---------|-----------------------------------|--------------|---|
| 2 nd Year | DSC- 1C | Physiology and Biochemistry | ZOOL- 201TH | 6 |
| | DSC- 1D | Genetics and Evolutionary Biology | ZOOL- 202TH | 6 |
| | SEC- 1 | Medical Diagnosis | ZOOL- 203TH | 4 |
| | SEC- 2 | Apiculture | ZOOL- 204TH | 4 |
| 3 rd Year | DSE- 1A | Applied Zoology | ZOOL301(A)TH | 6 |
| | DSE- 1B | Reproductive Biology | ZOOL302(A)TH | 6 |
| | SEC- 3 | Sericulture | ZOOL303TH | 4 |
| | SEC- 4 | Aquarium fish Keeping | ZOOL304(A)TH | 4 |

3. CHOICE BASED CREDIT SYSTEM (CBCS) – OVERVIEW:

It is an instructional package developed to suit the needs of students to keep pace with the developments in higher education worldwide taking him/her out of isolated compartmentalised learning environment which clearly indicates for each level of certification the learning effort required on the part of the student in terms of credits to be earned as well as participation in instructional hours to be spent through either regular mode or through distance education mode.

1. Core Courses: These courses are taken up by the student as his/her primary course and are studied compulsorily to fulfil the core requirement. The Core Courses will be of 6 credits each.

2. Elective Courses: These are chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/ subject/ domain or nurtures the candidate's proficiency / skill.

The Elective Courses will include:

- **Discipline Specific Elective (DSE) Courses:** Elective courses may be offered by the main discipline /subject of study is referred to as Discipline Specific Elective. The University / Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study). These courses will be of 6 credits each. These courses may be discipline related and/or interdisciplinary in nature.

- **Generic Elective (GE) Courses:** An elective course chosen generally from an unrelated discipline /subject, with an intention to seek exposure is called a Generic Elective. A core course offered in a discipline / subject may be treated as an elective by other discipline / subject and vice versa and such electives may also be referred to as Generic Elective.

3. (a) Ability Enhancement Compulsory Courses (AECC) Ability Enhancement Courses are of two types – Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). The AECC courses are mandatory courses based upon the content that leads to knowledge enhancement:

- Environment Science
- English/ Hindi/ MIL Communication.

All these are mandatory courses for obtaining a degree in the concerned subject. These courses are mandatory for all disciplines.

(b) Skill Enhancement Courses (SEC) courses are value-based and/ or skill-based and are aimed at providing hands-on-training, competencies, skills etc. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.

Instructions for admission to First year of UG Pass courses under CBCS template of UGC for the academic session 2024-25:

1. The formation of the units /number of students in a class/subject remains the same as per the H.P. Govt. Notification of 2015, i.e. 1st unit/section of subject will be of 80 students and subsequent units/sections of 60 each depending upon the availability of faculty in the colleges. The admission in different streams will be done as per the HPU/SPU Roster.

2. The combination of elective subject chosen as discipline specific core can be allotted / given to the students as per the availability of faculty in the subject and infrastructure in the respective colleges.

4. RULES FOR REFUSAL OF ADMISSION / RE-ADMISSION

1. Notwithstanding eligibility for admission, the Principal may refuse admission in any of the following cases.

I. If the conduct of the student is found unsatisfactory during the previous session.

II. On the ground of indiscipline, misbehavior, misconduct, ragging, unruly and riotous acts.

2. In case the name of the candidate is struck off due to continuous absence for ten days or any indiscipline the re-admission is permissible within one week as per university norms.

3. In case of the name of candidate is struck off again because of any reason mentioned above the re-admission is permissible within one week as per university norms.

5. FEES AND FUNDS

Schedule for payment of fees and funds:

1. Every student must pay his/her dues on the dates notified from time to time.

2. The following categories of students are exempted from the payment of tuition fee:

I. Ward of Kargil martyrs

II. All girls who are bonafide residents of HP

III. Differently-abled students with more than 40% disability.

3. Contribution towards PTA fund: Rs. 350/- per students at the time of the admission and Rs. 350/- in second installment.

4. Fees/Funds are to be paid without late fee/fine on the date fixed for each class notified from time to time. Late fee/fine will be charged for payment after due date for particular period/time fixed the university norms. Thereafter, the name of defaulter will be struck off from the college rolls.

5. Fee/Fine/Other dues once paid shall not be refunded except in accordance with the rules.

Fee Structure for UG Classes

| Sr. No. | Description/Sub Head | 1 st Year | | 2 nd Year | | 3 rd Year | |
|---------|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | | 1 st Inst. | 2 nd Inst. | 1 st Inst. | 2 nd Inst. | 1 st Inst. | 2 nd Inst. |
| 1 | Admission Fee | 25.00 | - | 25.00 | - | 25.00 | - |
| 2 | Tuition Fee (for Boy only) | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 |
| 3 | Late fee fine (per day) | 01.00 | - | 01.00 | - | 01.00 | - |
| 4 | Re-admission fee | 100.00 | - | 100.00 | - | 100.00 | - |
| 5 | Late Fee | 10.00 | - | 10.00 | - | 10.00 | - |
| 6 | University Development Fund (Gen.) | 250.00 | - | - | - | - | - |
| 7 | University Development Fund (BPL) | 100 | - | - | - | - | - |
| 8 | University Continuation Fee | - | - | 10.00 | - | 10.00 | - |
| 9 | University Sports Fund | 15.00 | - | 15.00 | - | 15.00 | - |
| 10 | University Youth Welfare Fund | 15.00 | - | 15.00 | - | 15.00 | - |
| 11 | University Holiday Home Fee | 01.00 | - | 01.00 | - | 01.00 | - |
| 13 | House Examination | 80.00 | - | 80.00 | - | 80.00 | - |
| 14 | Magazine Fund | 50.00 | - | 50.00 | - | 50.00 | - |
| 15 | Identity Card | 10.00 | - | 10.00 | - | 10.00 | - |
| 16 | Health Fund | 06.00 | - | 06.00 | - | 06.00 | - |
| 17 | NCC Fund | 10.00 | - | 10.00 | - | 10.00 | - |
| 18 | Library Security | 100.00 | - | - | - | - | - |
| 19 | Scout & Guide (R.R.F.) | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 |
| 20 | Student Aid Fund | 02.00 | - | 02.00 | - | 02.00 | - |
| 21 | Campus Development Fund | 10.00 | - | 10.00 | - | 10.00 | - |
| 22 | Cultural Activities Fund | 20.00 | - | 20.00 | - | 20.00 | - |
| 23 | Book Replacement Fund | 25.00 | - | 25.00 | - | 25.00 | - |
| 24 | Furniture Repair Fund | 10.00 | - | 10.00 | - | 10.00 | - |
| 25 | Sports fund | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 |
| 26 | Building Fund | 60.00 | 60.00 | 60.00 | 60.00 | 60.00 | 60.00 |
| 27 | Amalgamated Fund | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 | 150.00 |
| 28 | Computer & IT Fund | 20.00 | - | 20.00 | - | 20.00 | - |
| 29 | Red Cross | 40.00 | - | 40.00 | - | 40.00 | - |
| 30 | Music Practical | 90.00 | 90.00 | 90.00 | 90.00 | 90.00 | 90.00 |
| 31 | Commerce Practical | 90.00 | 90.00 | 90.00 | 90.00 | - | - |
| 32 | Physics Practical | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 |
| 33 | Chemistry Practical | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 |

| | | | | | | | |
|----|-------------------|--------|--------|--------|--------|--------|--------|
| 34 | Zoology Practical | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 |
| 35 | Botany Practical | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 |
| 36 | Maths Practical | - | - | - | - | - | - |
| 37 | PTA Fund | 400.00 | 400.00 | 400.00 | 400.00 | 400.00 | 400.00 |

Note:

1. The Fee / Fund Structure is as approved by the Govt. / University and is subject to changes as per notification issued by Govt. / University from time to time.

2. The college shall not be responsible for any kind of printing mistake.

6. IDENTITY CARD

Every student shall be issued an identity card at the time of admission. It is obligatory on every student to produce the identity card whenever demanded by the college authority. In the event of loss of identity card, students are advised to get duplicate card issued immediately on payment of Rs. 20/- as fine, subject to production of copy of FIR regarding loss of I- Card. The students are directed to get their Identity cards signed well before the commencement of session. **It is mandatory for every student to possess his/her identity card with him /her failing which entry to college premises is prohibited/ not allowed.**

7. AWARDS & APPRECIATION

The following awards are given to deserving students of the college:

Beti Bachao, Beti Padhao Award: A cash prize of Rs. 2000/- along with a memento will be awarded to the 1st girl student taking admission in the college during the session 2024-25. The prize money is sponsored by Principal & Staff of the college.

8. SCHOLARSHIPS

The list of various Scholarship Schemes is available on **hp-epass portal**. The following scholarships are available to the students:

1. Kalpana Chawla Scholarship for girl students (as per HP Board of School Education Merit)
2. Post Matric scholarship scheme for SC/ ST and OBC students.
3. IRDP Scholarship.
4. Dr Ambedkar Post Matric Scholarship Scheme for economically weaker sections.
5. Sainik Welfare Scholarship.

Center / State Sponsored Scholarship Schemes

6. Merit cum means Scholarship Scheme for Students belonging to Minority Community (CSS).
7. Maulana Azad National Scholarship Scheme for Meritorious Girls students belonging to Minorities (CSS)
8. Indira Gandhi Utkrisht Chatravriti Yojna for post 10+2 Students.
9. Maharishi Balmiki Chatravriti Yojna (SSS) for girl students belonging to parents engaged in unclean occupation.
10. Financial Assistance to the children of the Armed Forces Personnel killed/disabled during the different War/Operations (SSS)

Note:

- i) Scholarship schemes may change from time to time subject to notification from the government.
 ii) The date for submitting online scholarship applications and eligibility criteria is notified by the Directorate of Higher Education from time to time.

9. ADMINISTRATIVE AND CO-CURRICULAR ASSIGNMENTS

| S.No. | Name | Convener | Members |
|-------|--|--------------------|--|
| 1. | a) First Committee (BA): Receipt/Scrutiny of online admission forms and preparation of merit list as per applicable roaster/intake/ up to date students' data record maintenance. | Dr Ashwani Kumar | Prof. Aman Walia Prof. Lekh Raj Prof. Sahil (ICT lab.) |
| | b) First Committee (B.Com/B.Sc.): Receipt/Scrutiny of online admission forms and preparation of merit list as per applicable roaster/intake/ up to date students' data record maintenance. | Prof. Suresh Kumar | Dr. Priti Bala, Prof Medha Sharma (ICT lab.) |
| | c) Final Committee (BA/B.Sc./B.Com) | Prof Vijay Kumar | Dr. Sunil Kumar Sh. Yogeshwar (L.A) Sh. Onkar Singh (LA) (ICT lab.) |
| 2. | College Advisory Committee | Prof Vijay Kumar | Prof. Suresh Kumar Dr. Priti Bala Dr. Ashwani Kumar Prof. Lekh Raj Prof. Aman Walia Dr. Sunil Kumar Sh.. Janak Raj |
| 3. | Sexual Harassment at Workplace & Women Grievances Redressal Cell | Dr. Priti Bala | Prof Medha Sharma Ms. Savita Ms. Sudrshna Kumari Ms Anita Devi (Peon cum Chowkidar) |
| 4. | Anti-Ragging Committee/Cell | Prof. Vijay Kumar | Dr. Priti Bala Dr. Ashwani Kumar Prof. Lekh Raj |
| 5. | Equal Opportunity Cell | Dr. Priti Bala | Prof. Lekh Raj Prof. Sahil Ms. Savita |
| 6. | Time Table Committee | Prof. Vijay Kumar | Prof. Suresh Kumar Dr. Sunil Kumar Prof. Lekh Raj |

| | | | |
|-----|--|--------------------|---|
| | | | Prof. Sahil |
| 7. | House Examination Committee | Dr. Priti Bala | Dr. Sunil Kumar Dr. Ashwani Kumar Prof Medha Sharma |
| 8. | University Affairs Committee | Prof. Suresh Kumar | Dr. Ashwani Kumar Dr. Sunil Kumar Prof. Lekh Raj |
| 9. | Library Affairs Committee | Dr. Priti Bala | Dr. Ashwani Kumar Prof. Lekh Raj Ms. Savita Ms. Sudrshna Kumari |
| 10. | Career Counseling/ Placement Cell & Remedial Coaching Classes | Prof. Aman Walia | Dr. Sunil Kumar Prof. Lekh Raj Prof Medha Sharma |
| 11. | Purchase/Construction/Repair/ Renovation Committee | Prof. Suresh Kumar | Dr. Priti Bala Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj Sh.. Janak Raj (Clerk, Member Secretary) |
| 12. | Educational Tour and Healthcare Committee | Dr. Sunil Kumar | Prof. Lekh Raj Prof. Sahil Ms. Savita |
| 13. | Tutorial Board | Prof. Vijay Kumar | Prof. Vijay Kumar (Political Science) Dr. Priti Bala (Non-Medical) Prof. Aman Walia (English, Commerce & Economics) Dr. Ashwani Kumar (Hindi) Prof. Lekh Raj (History) Prof Medha Sharma (Medical) |
| 14. | CSCA Advisory Committee | Prof. Vijay Kumar | Prof. Suresh Kumar Dr. Priti Bala Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj |
| 15. | Campus Beautification Committee | Dr. Ashwani Kumar | Prof. Sahil Ms. Savita Support Staff: Mr. Kuldeep (Peon cum Chowkidar) |
| 16. | Bus Passes / College Parking Passes Committee | Prof. Suresh Kumar | Dr. Sunil Kumar (Science) Prof. Lekh Raj (Arts) Prof. Medha Sharma (Commerce) |
| 17. | Cultural Committee | Dr. Priti Bala | Dr. Ashwani Kumar Prof. Aman Walia Ms Medha Sharma Ms Sudarshna Kumari |
| 18. | Sports Committee | Dr. Sunil Kumar | Prof. Aman Walia Prof. Lekh Raj Prof. Sahill |

| | | | |
|-----|--|--|--|
| 19. | Scholarship Committee | Dr. Priti Bala (Nodal Officer) | Dr. Ashwani Kumar Prof. Lekh Raj Sh. Janak Raj (Clerk) |
| 20. | IQAC (NAAC) | Prof. Vijay Kumar | Prof. Suresh Kumar Dr. Ashwani Kumar Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj Prof. Medha sharma Prof. Sahil |
| 21. | Academic Development Committee | Prof. Suresh Kumar | Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj Prof. Medha Sharma |
| 22. | Discipline Committee | Dr. Ashwani Kumar | Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj Prof. Sahil |
| 23. | College Magazine (GYANRUPA) | Prof. Aman Walia (Editor in Chief and Editor English Section) | Prof. Lekh Raj (Editor Commerce Section) Prof. Medha Sharma (Editor Science Section) Dr. Ashwani Kumar (Editor Hindi Section) Prof. Sahil (Editor Pahari Section and Photography) |
| 24. | Societies and Clubs i. Commerce and Management ii. Social Sciences iii. Literary iv. Science | Dr. Priti Bala Prof. Vijay Kumar Dr. Ashwani Kumar Prof. Suresh Kumar | Prof. Medha Sharma Prof. Lekh Raj Prof. Aman Walia Dr. Sunil Kumar |
| 25. | Road Safety Club | Dr. Sunil Kumar | Prof. Sahil |
| 26. | Red Ribbon Club | Prof. Aman Walia | Prof. Medha Sharma |
| 27. | Eco Club | Dr. Ashwani Kumar | Prof Aman Walia |
| 28. | Rovers and Rangers | Dr. Priti Bala | Prof. Sahil |
| 29. | NSS | Prof. Dr. Priti Bala | Prof. Lekh Raj |
| 30. | NCC (Proposed) | Prof. Sahil | |
| 31. | Public Information Officer (RTI) | Prof Aman Walia | Sh. Janak Raj (Office Clerk) |
| 32. | Public Relation Officer | Dr. Ashwani Kumar | Prof. Aman Walia |
| 33 | College Website Committee | Dr. Sunil Kumar | Dr. Sunil Kumar Prof. Lekh Raj Prof. Sahil Prof. Munish Kumar (Computer Operator) |

| | | | |
|-----|---|--------------------|---|
| 34. | College IT/Computer Lab cum Smart Class Room | Dr. Sunil Kumar | Prof. Janak Raj (Clerk) |
| 35. | NEP 2020 Implementation Committee | Prof. Vijay Kumar | Dr. Priti Bala Dr. Ashwani Kumar Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj Prof. Medha Sharma Prof. Sahil |
| 36. | College Prospectus 2024-2025 | Prof. Vijay Kumar | Prof. Suresh Kumar Dr. Sunil Kumar Prof. Sahil |
| 37. | College Property Incharge | Prof. Lekh Raj | |
| 38. | College Bursar | Prof. Vijay Kumar | |
| 39. | Disaster Management Committee | Dr. Sunil Kumar | Prof. Sahill Sh. Janak Raj (Clerk) |
| 40. | Hospitality Committee | Dr. Priti Bala | Prof. Aman Walia Dr. Sunil Kumar Prof. Lekh Raj Ms. Savita (Asstt. Lib) |
| 41. | Canteen Committee | Prof. Vijay Kumar | Prof. Suresh Kumar Dr. Priti Bala Prof. Aman Walia Dr. Ashwani Kumar Sh. Janak Raj |
| 42. | Water/Electricity/Cleaniness Committee | Prof. Suresh Kumar | Prof. Lekh Raj Prof. Sahil Prof. Janak Raj Ms. Anita Devi Mr. Kuldeep |

10. LEAVE RULES FOR STUDENTS

Students are required to attend their classes regularly. The condition of 75% attendance of lectures in order to become eligible to appear in university examination is mandatory. However

- (1) A student can be granted leave up to three days by tutor / subject teacher.
- (2) Leave up to six days will be granted by senior tutor (on behalf of Principal). In special cases leave can be granted beyond six days and discretion lies with the Principal after recommendation from tutor / senior tutor.
- (3) Name of the student who remains absent continuously for a period of ten days without any sanctioned leave shall be struck off from the college rolls.
- (4) A student whose name has been struck off twice shall not be re-admitted in the session as per the university norms.

11. CODE OF CONDUCT / DISCIPLINE

Every student is required to maintain discipline in or outside the college campus. The following code of discipline is mandatory for the students to follow. Any act of indiscipline will invite disciplinary action as per rules.

- I. Each student is required to possess his/her valid identity card and show it to the college authorities on demand. The students without identity cards may be asked to leave the college campus.
- II. Ragging of any kind is legally banned. Any student found indulged in ragging will be prosecuted and expelled from the college as per norms..
- III. Mobile phones are not allowed in the campus at all.
- IV. Use of intoxicants including smoking, drinking, chewing tobacco, pan masala and drugs are totally banned in the college. Any infringement of the ban will invite disciplinary action in the form of fine, suspension and rustication from the college.
- V. Bringing outsiders to the college campus by students will be considered as a violation of the conduct which is liable to disciplinary action as decided by the Disciplinary Committee. However the Parents/Guardian of a student may meet their wards with the permission of the Principal.
- VI. Writing slogans on the walls, sticking bills of student organisation in the college campus, putting private notice on the Notice Board without permission, writing obscene remarks on the black boards, walls or furniture of the college is strictly prohibited. Any student found indulging in these activities will be fined, suspended or expelled from the college.
- VII. The code of discipline requires students to maintain the college property and any one causing damage to the college property, its furniture, electric tubes etc. will be required to pay for the damages caused as well as the special fine can also be imposed.
- VIII. Rioting, slogan shouting, eve-teasing, misbehavior with fellow students, teacher and non-teaching staff are considered serious acts of indiscipline. The delinquents are liable to disciplinary action.
- IX. Aimlessly loitering in the verandas/corridors in free period, sitting on the railing in front of the class rooms/Library area, attempts to disturb classes are viewed seriously. Any violation will entail disciplinary action.
- X. Students are not allowed to take any chair/bench out of the class rooms for sitting in the verandas without permission of the college authorities.

(Any kind of indiscipline in the college campus will not be tolerated)

12. RESERVATION OF SEATS

Admission to courses shall be subject to the following conditions:

1. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively, who have passed their qualifying examination from H.P. Board of School Education or any other school located within the territorial jurisdiction of H.P. of any other school board e.g. CBSE or ICSE, etc.
2. The remaining 77.5% seats shall be filled as under:-
 - i) 25% of the seats for admission shall be open for all candidates irrespective of the institution from where they have passed their qualifying examination.
 - ii) 75% of the seats shall be filled out of the candidates who have passed their qualifying examination from HP Board of School Education or any other school located within the territorial jurisdiction of HP or any other school boards e.g. CBSE or ICSE etc., subject to the following reservation:
 - a) 5% of the seats shall be reserved for outstanding sportsmen/women.
 - b) 5% of the seats shall be reserved for outstanding cultural activists.
 - c) 5% of the seats shall be reserved for differently abled students.

Note: Roaster of HPU/SPU shall be followed in respect of reservation and allotment of seats in UG CBCS Annual System 2024-25.

13.PARENT-TEACHER ASSOCIATION (PTA)

Parent Teacher Association was constituted under H.P. Education Code 2001 to ensure interaction between parents and teachers with a missionary zeal for the planning and execution of development works of the college. The PTA is run by the Executive Committee which is empowered to take all decisions. The PTA plays a significant role in the functioning of the college. The main objectives are as follows:

- ❖ To establish relationship between the parents and teachers.
- ❖ To create a healthy educational environment in the college.
- ❖ To arrange discussion with the elderly persons of the society from time to time and incorporate their suggestions for the improvement of the educational standard in the college.
- ❖ To suggest ways so that the students' education is promoted.
- ❖ To make a collective effort to refine the conduct of the students and also to restrict the entry of anti-social elements in the college campus.
- ❖ To inform the parents/guardians if there is shortage of staff in the institution and make temporary arrangement of faculty to bridge the gap in the interest of students.
- ❖ To advise students not to make any payment to the college authority without getting valid receipt from the office.

PTA OFFICE BEARERS: (2023-24)

| | |
|--------------------|--------------------|
| a. President | Mr Naval Kishore |
| b. Secretary | Dr. Bhagwan Dass |
| c. Vice-president | Ms. Anju Bala |
| d. Joint-Secretary | Mr. Bir Singh Rana |
| e. Treasurer | Ms. Reeta Devi |

14. MANDATORY INDUCTION-CUM-ORIENTATION PROGRAMME FOR 1ST YEAR STUDENTS

Every student admitted in UG program is required to attend mandatory induction cum orientation program as per schedule mentioned in the academic calendar of the college. This induction programme proves to be beneficial to the students as they get acquainted with their curriculum, and understand the idea behind CBCS being offered to them. Also the students are made aware of the innumerable activities they must take part for their holistic development. The college administration has started this initiative to arm the students with confidence, grit and exposure to the myriad opportunities awaiting them.

15. COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

CSCA is elected according to the rules and regulations of H.P.U/SPU every year. Besides maintaining discipline in the college, the CSCA plays an important role in institution for creating and maintaining healthy educational environment. Association also provides an opportunity to students to inculcate quality of leadership and involvement in various co-curricular activities like organizing and participating in seminars, functions and other activities of the college. Every year CSCA Cultural Meet is organized.

16. ANTI RAGGING ORDINANCE 2009

Extract of Himachal Pradesh Educational Institutions Prohibition of Ragging Ordinance 2009 2(c): “**Ragging**” means any act, conduct or practice by which dominant power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way considered junior by other students and includes individual or collective acts or practices which-

- i. Involve physical or psychological assault or threat or use of force or wrongful confinement or restraint; or
- ii. Violate the status, dignity and honour of such students; or
- iii. Expose students to ridicule and contempt and affect their self-esteem; or
- iv. Entail verbal abuse and aggression, indecent gestures and obscene behavior.”

Students found indulging in ragging shall be expelled from the college. Ragging in any form is a punishable offence.

In order to have zero tolerance for ragging and its total elimination from the educational institutions, the Hon'ble Supreme Court of India vide orders dated 4th May 2001, 16th May 2007 and 11th February 2009 has directed as under:

1. Ragging is banned in the institution.
2. Anyone indulging in ragging is liable to be punished strictly. Punishment shall be exemplary and justifiably harsh.
3. Punishment for ragging includes:
 - i) Imprisonment, fine or both.
 - ii) Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
 - iii) Withholding scholarship or other benefits.
 - iv) Debarment from representation in events.
 - v) Withholding of results.
4. If the individuals committing or abetting ragging are not identified, collective punishment shall be resorted to.
5. Character/Migration Certificates issued by the institution shall have an entry apart from that of general conduct and behaviour to the effect whether the student had participated in ragging and particularly was punished for ragging.

17. ACADEMIC CUM COCURRICULAR ACTIVITIES CALENDAR:

| Sr. No. | Name of Event/ Activity | Proposed Dates |
|----------------|--------------------------------------|-----------------------------|
| 1 | Enrolment for NSS/Rovers and Rangers | July 2024 |
| 2 | CSCA election | August, 2024 |
| 3 | PTA election | August, 2024 |
| 4 | Teachers Day | 5 th Sept., 2024 |
| 5 | Hindi Divas | 14-09-2024 |
| 6 | NSS Divas | 24-09-2024 |
| 7 | Sawachata Divas | 02-10-2024 |
| 8 | Annual Sport meet | Nov., 2024 |
| 9 | CSCA function | Dec., 2024 |
| 10 | House Test | Dec., 2024 |
| 11 | Winter Break/Educational Tour | 01-01-2025 to 04-02-2025 |
| 12 | Woman's Day | 08-03-2025 |
| 13 | Annual prize distribution function | March, 2025 |
| 14 | Annual examination | 01-04-2025 to 14-05-25 |

18. COLLEGE LIBRARY

The college has a spacious library for students where they can study the latest text books and read newspapers in their free time. The college has a collection of 1950 books comprising texts, reference and general knowledge books and has subscribed to five daily newspapers and magazine & journals for students. It is compulsory for all students to come to the library with their identity-cards which must be produced as and when demanded by the library staff or college teaching staff. Books may be issued for an entire session to the needy and poor students on recommendation of the teachers. In case of loss of a book, the student will have to either replace the book or pay fine in addition to the market price of the book.

19. LIBRARY RULES:

1. From academic session 2024-2025 all books of the library will be issued with library software
2. No student shall be allowed in the library without identity-cum-library card.
3. Two books can be issued at a time to one student.
4. Books will be issued for 15 days and it is mandatory for students to return the books within 15 days. Rs.1.00 per day late fine shall be imposed for return of books beyond 15 days.
5. Books are non-transferable.
6. Students shall be responsible for safe keeping of borrowed books.
7. Students should not bring electronic gadgets or any eatables inside the library.
8. Personal belongings such as private books, files, bags, umbrellas, purses shall be deposited by the library users at the property counter.
9. Reference books, multi-volume books and rare books shall not be lent for home study.
10. Readers shall maintain proper order and silence in the library. Making noise, splitting, smoking, writing/marking on walls is strictly prohibited. No reader is allowed to sleep in the library.
11. Students visiting the Library are directed to write their name, roll number, class and put their signature on the visitors' register kept at the table of assistant librarian.

20. GYANRUPA

The college has come out with the maiden edition of its magazine *Gyanrupa*, to be published annually. *Gyanrupa* means "the epitome of knowledge". It is another name for Saraswati, the goddess of learning. The magazine has five sections, viz. Hindi, English, Science, Commerce, Pahari and Photography. Students always contribute their articles enthusiastically for the latest edition. The magazine is an Endeavour to improve the critical as well as writing Skills of the students. It gives a voice to their thoughts, empowers them and boosts their self-confidence.

21. MAJOR CELLS / COMMITTEES

a. CAREER GUIDANCE AND PLACEMENT CELL

The Career Guidance and Placement Cell have been set up in the college for the benefit of the students. The Cell counsels the students for various career and job oriented opportunities by arranging in-campus activities like job fairs, motivational talks and organizing special lectures by eminent resource persons from government as well as private agencies. Primary objective of the Cell is to provide life skills to students and help them seek career prospects in government / private sectors. The Cell's activities are initiated by the teaching faculty of the college who offer guidance to students regarding different opportunities in higher education and multiple other career options.

The Placement Cell organizes seminars, mock interviews and sessions on soft skills, communicative skills, leadership skills, personality development and corporate culture/etiquette for the benefit of the students.

b. PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE & WOMEN GRIEVANCE REDRESSAL CELL

This Cell is especially established to take care of grievances of female students and female employees and their prompt redressal. The Cell safeguards the well-being of women employees and girl students of the college. It aims at redressal of any complaints of misconduct or sexual harassment of women at workplace. Regular meetings of the members are held to discuss problems, if any. Lectures / talks by social workers, lawyers and women officials are also conducted from time to time for creating awareness among students, especially girls, regarding women rights.

c. INTERNAL QUALITY ASSURANCE CELL (IQAC)

The college has effective Internal Quality Assurance Cell (IQAC) for the quality assurance and improvement in teaching – learning process and work towards realizing the goals of quality enhancement and sustenance. The primary task of the IQAC is to develop a system for improvement in the performance of institution. The National Assessment and Accreditation Council conduct assessment and accreditation of Higher Educational Institutions (HEIs) to evaluate their quality in terms of teaching-learning process, research, infrastructure and overall performance.

d. NEP-2020 IMPLEMENTATION COMMITTEE

A Committee has been constituted to implement the National Education Policy 2020. Himachal Pradesh University Shimla (HPU), Sardar Patel University Mandi (SPU) and Higher Education Department Govt. of Himachal Pradesh are seriously working on finalizing the modalities of implementation of this policy in the state from the academic session 2024-25. As and when direction regarding implementation of this policy will be issued by Department of Higher Education Govt. of Himachal Pradesh, it will be implemented in our college in letter and spirit.

22. CULTURAL / CO-CURRICULAR ACTIVITIES

The college provides opportunities to students to take part in cultural and co-curricular activities. Students are provided opportunities to take part in activities like Cultural Programs, Sports, Debate & Declamation, music competition, rangoli making, painting, poster making, etc. during the academic calendar both at intra as well as inter college level. The schedule of such programs are notified by our universities HPU & SPU from time to time and put on the college notice board for information to students. Various Clubs and Societies have been formed to foster the holistic development of the students.

CLUBS & SOCIETIES

RED RIBBON CLUB

The Red Ribbon Club (RRC) is a voluntary on-campus intervention program for students. The main objective of the club is to create awareness about the deadly disease AIDS caused by HIV and spreading the message of voluntary blood donation. The Red Ribbon Club is a movement started by the Government of India in schools and colleges through which students spread awareness about HIV/AIDS.

The Red Ribbon Club of the college organizes various activities on AIDS, TB etc., along with creating consciousness about hygiene, female education and various other social issues.

ECO CLUB

Eco Club is a voluntary group whose main objective is to promote the participation of students in learning about their environment. The Eco Club is a medium by which the youth can channelize their energy and act towards improving the environment. On 5th June, world's environment day is being celebrated by eco club of our college for creating awareness about the dire need of saving environment before it becomes too late.

ROVERS & RANGERS

Rovers and Rangers is an important wing of Bharat Scouts and Guides. It is a voluntary, non-political, educational movement for students. Activities undertaken by the Rovers & Rangers are primarily based on community development. The college has just started a unit of this organization with about 24 students. Membership can be obtained by depositing a fee of Rs. 10/- only. The main activities of the unit are:

- Conducting training camps for member students
- Cleaning of the campus
- Celebrating important days like Independence Day, Republic Day, Founder's Day and Martyrs' Day
- Organize a web meeting for orientation of the student members

LITERARY SOCIETY

The aim of Literary Society of the college is to foster love for language and creativity by providing a platform for self-expression and enhancing the confidence of our young minds. For achieving this end, *nukkad nataks* / street plays, short plays, debates & declamation contests and extempore speeches are organized from time to time.

SOCIAL SCIENCE SOCIETY

The Social Science Society of the college is an academic society that aims at generating awareness about socio-economic and political issues, developing civic behavior and creating a forum for discussion across subject lines.

COMMERCE & MANAGEMENT SOCIETY

This Society consists of teachers and student representatives from commerce classes. The key objectives of the society are developing management skills among Commerce graduates, facilitating the overall development of students, enriching the knowledge of the students by exposing them to the economic & commercial activities from grass root level to large scale production houses and keeping the students abreast with the changing aspects of business, industry and commerce. The society shall endeavour to work for interaction of students with the visiting faculties, subject experts, managers /entrepreneurs to develop team spirit among students develop leadership, entrepreneurial, and organizational skills among the students by regularly organizing and holding seminars, webinars, workshops and group discussions.

SCIENCE SOCIETY:

All the Science Students of the College and science teaching faculty members are active participants in Society activities. The aim and objective of this society is to spread scientific knowledge, temper among the students, to organize excursion to places of scientific interest, to arrange annual Science exhibition etc. This society organizes lectures of invited distinguished speakers on the scientific topics for student-awareness.

Note: Students must inform the concerned subject teacher(s) before leaving the college for participation in various activities.

23. OLD STUDENTS ASSOCIATION

Zealous efforts are being made towards forming Old Students Association (OSA) or Alumni Association of the college. It will be a forum for old students of the college to come together and share their experiences. The main objectives of the OSA shall be:

- ❖ To provide a platform to the alumni of the college for exchange of ideas and sharing of knowledge
- ❖ To foster relationship between the alumni and the college by creating a sense of belonging for the college and its traditions
- ❖ To establish and encourage healthy academic, social and cultural atmosphere among the past and the present students for their overall development
- ❖ To render voluntary services to the needy students of the college
- ❖ To secure funds and grants for education of the poor students of the college
- ❖ To establish contact between the past and present students by holding Alumni Day Celebrations from time to time.

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