

GOVT. DEGREE COLLEGE, NAGROTA SURIAN

KANGRA, HIMACHAL PRADESH 176027



Introduction :-

Nagrota Surian, a Sub-Tehsil Headquarter under Sub Division Jawali in District Kangra is situated on State Highway No -22 Jawalamukhi-Dehra-Jawali. It is density populated town, and a Block Head Quarter of 48 Gram Panchayats. The Historical & strategically significant narrow gauge railway track Pathankot-Jogindernagar also passes through this town.

The town is at a distance of 9 kms from famous rock temple Masroor touching the Ramsar international Wet-land. This Wet-Land is main attraction of the migratory birds come to this area all the way from different parts of central Asia during winters. Prior to this man-made water body (Pong Dam Lake) this valley was known as **Haldoon Ghati**.

The college for this area was announced by the Govt. in March 2013. Accordingly, Government of Himachal Pradesh issued a Notification No. EDN-A-Ka(1)-1/2014 on 15th January 2014 and the classes (Arts & Commerce stream) under the new system of education i.e. RUSA (CBCS) started from 11th June 2014 and from the year 2017 science streams in Non-Medical & Medical has also introduced in which 108 students were admitted for the session 2017-18.

Presently the college is running from an old Science Block of Govt. Senior Secondary School Nagrota Surian with strength more than 684 students and may shift to its own campus in this session.

COLLEGE STAFF

Principal - Vacant (Dr. Ashwani Kumar Patel)

Science Faculty	Name	Designation	Qualification
Department of Zoology	Dr. Ashwani Kumar	Associate Professor	M.Sc,M.Phil, Ph.D
Department of Botany	Ms Manu Priya	Assistant Professor	M.Sc,M.Phil
Department of Physics	Sh. Kewal Kumar Sharma	Associate Professor	M.Sc,M.Phil
Department of Chemistry	Sh. Rohit	Assistant Professor	M.Sc,M.Phil
Department of Mathematics	Sh Vijay Kumar	Assistant Professor	M.Sc,M.Phil
Arts Faculty			
Department of Hindi	-	Vacant	-
Department of English	Sh. Nishant	Assistant Professor	MA. M.Phil,BJMC, CIC
Department of English	Ms Arti Rani	Assistant Professor	MA. M.Phil
Department of English	-	Vacant	-
Department of History	Dr. Vipin Sharma	Assistant Professor	MA. M.Phil, P.hd
Department of Political Science	-	Vacant	-
Department of Economics	Ms Monika Sharma	Assistant Professor	MA. M.Phil
Department of Sociology	Ms Milan Preet	Assistant Professor	MA. M.Phil
Department of Sanskrit	Sh Rajesh Kumar	Assistant Professor	MA. M.Phil
Music (Vocal)	-	Vacant	-
Department of Commerce	Sh Surinder Attri	Associate Professor	M.Com. M.Phil
Department of Commerce	Ms Neha Dewan	Assistant Professor	M.Com. M.Phil
Librarian	Mr. Jukesh Kumar	Assistant Librarian	

NON-TEACHING/MINISRTIAL STAFF

Sh. Kulbhushan Sharma	Supdt-II
Sr. Asstt	Vacant
Sh. Rajesh Kumar	Clerk
Vacant	Clerk
Tabla VadaK	Vacant
Sh. Madan Lal	Peon cum Chowkidar
Sh. Ravinder Singh	Peon cum Chowkidar
Sh. Surinder Singh	Peon
Smt. Ranjana Devi	Peon
Smt. Rekha	Peon

COLLEGE COMMITTEES

Admission Committees

Timing 10AM to 1.30 PM

BA-I, II year & V Sem. Sem.

- A) Sh. Nishant
- B) Mrs. Monika Sharma
- C) Dr. Vipin Sharma
- D) Ms. Arti Rani

B.Com-I, II year & V Sem.

- A) Mrs. Neha Dewan
- B) Sh. Rajesh Kumar
- C) Ms. Milanpreet

B.Sc.I, II year & V

- A) Mr. Vijay Kumar
- B) Ms. Manu Priya
- C) Mr. Rohit Kumar
- E) Sh. Jukesh Kumar

1. College Advisory Committee

- a) Sh. Surinder Attri
- b) Sh. Kewal Kumar

NOTE: The Committee will act as the overall decision making body of the college.

2. Internal Quality Assurance Cell (IQAC)

- a) Dr. Ashwani Kumar Patel (Principal) - Chairperson
- b) Dr. V. P. Patial (Principal GDC Lunj) - Member
- c) Dr. H.L. Dhiman (retd. Principal) -Member
- d) Sh. Surinder Attri Associate Prof. - Member
- c) Sh. Kewal Kumar Associate Prof. - Member
- e) Sh. Kulbhushan Sharma Office Supdt. - Member

(The cell is advised to keep proper records of the individuals and institutional achievements)

3. Time Table Committee

- a) Sh. Kewal Kumar Sharma
- b) Mrs. Neha Dewan
- c) Mrs. Monika Sharma
- d) Dr. Vipin Sharma

4. Annual/House Examination Committee

- a) Sh. Kewal Kumar Sharma
- b) Mrs. Monika Sharma
- c) Mrs. Neha Dewan

5. College Bursar

- a) Sh. Kewal Kumar Sharma

6. Library affairs Committee

- a) Ms. Jukesh Kumar
- b) Mrs. Arti
- c) Mrs. Neha Dewan
- d) Sh. Rohit Kumar

7. Scholarship Committee (Convenors)

- a) Sh. Surinder Attri (Commerce)
- b) Sh. Kewal Kumar (Science)
- c) Mrs. Monika Sharma (Arts)

8. Career Guidance & Placement Cell

- a) Dr. Ashwani Kumar
- b) Sh. Surender Attri
- c) Sh. Kewal Kumar
- d) Sh. Rohit Kumar

9. RUSA/CBCS Committee

- a) Sh. Kewal Kumar - Coordinator
- b) Sh. Nishant
- c) Dr. Vipin Sharma

10. Redressal -cum -Counselling Cell for Students

- a) Sh. Kewal Kumar
- b) Mrs. Neha Dewan
- c) Mrs. Monika Sharma

11. Infrastructure Development and Maintenance Committee

- a) Sh. Surindern Attri
- b) Sh. Kewal Kumar
- c) Sh. Nishant
- d) Sh Rohit Kumar
- e) Dr. Vipin Sharma

12. Anti-Ragging Committee

- a) Sh.Surender Attri
- b) Sh. Vijay Kumar
- c) Ms. Milan Preet
- d) Ms. Manu Priya
- e) Mrs. Arti

13. Anti-Ragging Squad

- a) Mrs. Monika Sharma
- b) Ms. Arti Rani
- c) Sh. Vijay Kumar
- d) Sh. Rajesh Kumar

14. Committee against Sexual Harassment of women at workplace

- a) Mrs. Monika Sharma - Convener
- b) Mrs. Neha Dewan - Member
- c) Ms. Manu Priya - Member
- d) Smt Prem Lata - Member

15. Purchase Committee

- a) Sh.Surender Attri
- b) Sh. Nishant
- c) Mrs. Neha Dewan
- d) Mr. Rajesh Kumar
- e) Sh. Kulbhushan Sharma (Supdt.)

(All purchases will be routed through purchase committee)

16. Editors College Magazine(Halloon)

- a) Sh. Nishant - Chief Editor
- b) Ms. Arti Rani - English Section
- c) Mrs. Monika Sharma - Pahari Section
- d) Sh. Surender Attri - Commerce Section
- e) Dr. Vipin Sharma - Environmental Section
- f) Sh. Rajesh Kumar -Hindi/ Sanskrit

17. Media Committee

- a) Sh. Nishant
- b) Dr. Vipin Sharma
- c) Sh. Rajesh Kumar

18. Cultural Committee

- d) Ms. Monika Sharma
- e) Dr. Vipin Sharma
- f) Mrs Arti
- g) Sh. Vijay Kumar
- h) Mrs. Neha Dewan
- i) Ms. Milan Preet

19. Educational Tour Committee

- a) Sh.Kewal Kumar
- b) Dr. Vipin Sharma
- c) Ms Manu Priya
- d) Ms. Milanpreet

20. Institutional Plan Development Committee

- a) Mr. Surinder Attri
- b) Sh. Nishant
- c) Ms. Manu Priya
- d) Mr. Rajesh Kumar

21. Senior Tutors

- a) Sh. Surinder Attri (Tutor in chief)
- b) Sh.Kewal Kumar (Sciences)
- c) Sh. Nishant (Humanities)
- d) Mrs. Neha Dewan (Commerce)

Societies/clubs

a) Red Ribbon Club

- i. Sh Nishant
- ii. Ms.Monika Sharma

b) Eco club

- i. Ms. Manu Priya

c) Commerce Society

- i. Sh. Surender Attri
- ii. Mrs. Neha Dewan

d) Historical Society

- i. Dr. Vipin Sharma

- e) **Disaster Management Club**
 - i. Sh. Nishant
 - ii. Sh. Vijay Kumar
 - iii. Sh. Rohit Kumar
 - iv. Sh. Rajesh Kumar
 - v. Ms. Milan Preet
- f) **Literary Society**
 - i. Sh. Nishant
 - ii. Ms. Arti Rani
 - iii. Sh. Rajesh Kumar
- 22. **NSS**
 - a) Sh. Nishant
- 23. **Sports In-Charges**
 - a) Dr. Vipin Sharma (Men)
 - b) Mrs. Neha Dewan (Women)
- 24. **College Property Incharge**
 - a) Sh. Kulbhushan Sharma (Supdt.)
- 25. **First Aid Committee**
 - a) Sh. Vijay Kumar
 - b) Ms. Manu Priya
- 26. **Computer Lab In-charges**
 - a) Ms. Neha Dewan
 - b) Sh Rajesh Kumar
- 27. **Bus Pass Attestation Committee**
 - a) Sh. Kewal Kumar
 - b) Mrs. Neha Dewan
- 28. **University Forms Attestation Committee**
 - a) Sh. Surinder Attri
 - b) Sh. Kewal Kumar

Courses

Note: The number of seats is limited to 80 in each discipline (Subject) purely on the basis of 10+2 merit.

Eligibility Conditions for Admission

- (a) Passed the Senior Secondary (+2) Examination (Academic Stream) conducted by HP Board of School Education or an examination accepted as equivalent thereto by the various bodies of the HPU.
- (b) Provided that the candidates who have passed the qualifying examination with science stream (**Minimum 45% for Boys**) shall be given preference in admission to B.Sc Programme.
- (c) Provided that the candidates who have passed the qualifying examination with commerce stream (**Minimum 40% for boys**) shall be given preference in admission to B.Com Programme.
- (d) Provided that the candidates who have passed qualifying examination with arts stream/humanities be given preference in admission to BA programme.
- (e) Age of Candidate on 31st July 2020 is not more than 21 year for boys and 23 years for girls.

RULES OF ADMISSION

- Admission to various classes will be made on the recommendation of the admission committee constituted for the purpose.
- Any gap of one year or more in the academic career of an applicant just prior to seeking admission to the Bachelor degree must be supported by documentary evidence/affidavit as the proof of his/her activities during the period of gap. Submission of false affidavit is a legal offence. Affidavit/Undertaking in this regard can be given by the candidate on a proforma provided by the college or on subject page. There is no need to submit it on legal papers as per the notification of HP Govt.
- The application must be filled by the candidate in his/her own handwriting and should be complete in all respects and supported by following documents:
 - Attested copy of Matriculation Certificate.
 - Attested copy of Detailed Marks Card of the previous examination passed.
 - Character Certificate in ORIGINAL from the institution last attended or by some Gazetted Class-I officer of H.P. Government.
 - Attested copy of certificate for which benefit is claimed (SC/ST/OBC, etc.)
- An applicant must produce original certificates at the time of admission before admission committee.
- Applicants coming from Boards/Universities other than the H.P. Board of School Education/H.P. University must provide Migration Certificate in ORIGINAL.
- Handicapped applicants seeking fee concession must furnish their status certificate from Medical Board.
- National Open School students seeking admission to the 1st year of Bachelor degree must have cleared all the five papers including English. Such students have to submit their MIGRATION CERTIFICATE in original at the time of admission.
- FAILED students of other institutions shall not be admitted to any class.
- No student, who fails in all subjects, fails twice in the same class or fails in B.A./B.Com/B.Sc. shall be eligible to seek admission in the college.
- Admission of a candidate is liable to be cancelled in case he/she furnishes incomplete/false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.

- Admission cannot be claimed as a matter of right. The Principal can deny admission to any such student whose conduct is detrimental to the interest/discipline of the institution.
- Initially all admissions shall be provisional and subject to the final approval by H.P.U.
- Rules of admission are subject to change as per the H.P. University notification issued from time to time.

DOCUMENTS TO BE SUBMITTED WITH THE ADMISSION FORM

1. Photostat (Attested) copies of School Board/University Certificates from Matriculation onwards.
2. Original copy of the character certificate from the Head of the Institution last attended.
3. The candidate who has passed previous examination from another University/Board must submit:
 - Eligibility Certificate from H.P. University /Board declaring equivalence
 - Migration Certificate from Board/University from which they have passed the previous Examination (photocopies).
 - Detailed Marks Sheet
4. – Admission without these documents will be purely provisional and at the candidates own risk and responsibility and the Principal's discretion.
5. Three copies of passport size photograph and one copy of stamp size photograph.
6. S.C./S.T. Certificates from the Magistrate (first class) for those seeking weightage or relaxation.
7. All original certificates, marks sheets must be produced at the time of admission/ interview
8. For admission to the 1st year the candidate must submit duly filled registration/enrolment form along with attested photocopies of Matriculation and 10+2 class certificates.
9. All girl candidates have to submit a copy of Bonafide Himachal Certificate to avail the benefit of relaxation from tuition fee as per government notification number E.D.N.-H(8)3(7)1/76 dated 29-6-2001.
10. Students seeking admission in first year must submit two copies each of matriculation and 10+2 certificate

PROCEDURE OF ADMISSION

1. The student will first appear before the Admission Committee after filling up the admission and other forms attached with the prospectus.
2. After the forms are processed and signed by the relevant Admission Committee, the forms are to be deposited in the office. The merit list of students would be displayed as per the schedule dates notified by the HPU. Thereafter, the students will then go to the relevant Fee-Counter to deposit his/her dues and other funds where he/she will be issued receipt for fee, PTA fund and College Roll Number. On production of the fee receipt and a passport size photograph the identity card will be issued from the library.

Rules of Migration

1. A student can migrate from one college to another after completing Semester I and within 10 days of starting of next semester in accordance with the rules laid down by the HP University. However, students migrating from other colleges must obtain the approval of the concerned Admission Committee.
2. Students who migrate either from this college to any other or vice-versa must ensure that the college name is changed on University online Roll, with the RUSA co-ordinator and concerned clerk.
3. Inter-Institutional Migration (i.e. from one college to another as well as from a college to ICDEOL and vice-versa of students will be allowed when no-objection is obtained from both the relieving and receiving institutions, duly signed by both the Principals/Directors, to ascertain that the Major/Minor subjects being studied by the student are available in the receiving institution. The credits and grades earned will be carried over.)
4. Candidates coming from Board/University other than H.P. Board of School Education/H.P. University must produce Migration Certificate in original.
5. Those who have passed I yr./ II yr. of a degree course from University other than H.P. University will have to acquire equivalence certificate of H.P. University course/syllabi from H.P. University Shimla.

FEES/FUNDS/FINES

- a) Every student must pay his/her dues on the dates notified from time to time.
- b) A student will have to pay dues for 1st Semester at the time of admission and 2nd Semester in November.
- c) Failure to pay dues on due date will entail a fine of Re. 1/day.
- d) In case of non-payment of dues in advance, the name of the student will be struck off from the college rolls at the end of that month.
- e) Registration fee will not be charged from a student migrating from another college if he/she is already registered with HP University. Other dues will be charged accordingly as per rules.
- 2) Every student will have to procure No Dues Certificate from the Library, College Canteen, Fee Clerk etc. if he/she wants to leave the college.
- 3) The Principal can expel a student from the College if he/she is found guilty of misconduct/indiscipline/ragging.
- 4) The security deposit will lapse if a student does not apply for refund of security within one year of leaving the college.
- 5) The fine for absence has to be paid along with dues, while fine imposed otherwise have to be deposited by the date announced in the college office/fee counter.
- 6) Contribution towards PTA funds Rs. 250 /-per student (to be paid at the time of admission) and Rs. 250/- at the time of fee deposit of 2nd semester.
- 7) No tuition fee is charged from the Bonafide Himachali girls students, subject to production of H. P. Bonafide Certificate at the time of admission.
- 8) Students having more that 40% disability are exempted from tuition fee.
- 9) Migration Fee: Rs. 500/-.

DETAIL OF FEE STRUCTURE

General Fee Annual Fund	B.A./B. Com. I, II & III In Rupees
Admission Fee	25
(Late Admission Fee Rs. 10 Per day)	
Tuition Fee	600
Univ. Regd. Fee a) within State	200
b) Outside state	400
Campus Development Fund	10
Univ. Sports Fee	15
Youth Welfare Fund	15
Univ. Holiday Home Fund	1
Building Fund	120
Sports Fund	240
Identity Card	10
Health Fund	6
Mid-term Examination	50
Student Aid Fund	2
College Magazine	50
Library Security (Refundable)	100 only for 1 st year
Amalgamated Fund	300
Book Replacement Fund	25
Cultural Activities Fund	20
Furniture Repair Fund	10
Rovers & Rangers Fund	60
Computer & Internet Facility	20
University Development Fund (per annum)	
For General Category	500
For IRDP/BPL	250
(Latest certificate to be submitted)	
Physics/Chemistry/Botany/Zoology Practical	240 each
Mathematics practical	180 each
Commerce practical	90 Rs 1 st year & 270 Rs 2 nd year

(FIR is to be lodged, if Identity Card is lost, Duplicate Identity Card fee is Rs. 20/-)

COMMULATIVE FEE AND FUNDS INCLUDING PTA for SESSION 2020-21

Class	Boys	Girls	Class	Boys	Girls
BSc 1 st Medical	3099 +500 PTA=3599	2499+500=2999	BA 1 st Gen	2379+500 PTA =2879	1779+500 PTA =2279
BSc 1 st IRDP	2849+500 PTA =3349	2249+500=2749	BA 1 st IRDP	2129+500 PTA =2629	1529+500 PTA =2029
BSc 1 st N. Med	3039+500 PTA =3539	2439+500=2939	BA 1 st Gen Maths	2559+500 PTA =3059	1959+500 PTA =2459
BSc 1 st IRDP	2789+500 PTA =3289	2189+500=2689	BA 1 st Maths IRDP	2309+500 PTA =2809	1709+500 PTA =2209
BSc. 2 nd & 3 rd medical	2799+500 PTA =3299	2199+500=2699	BA 2 nd & 3 rd Gen	2079+500 PTA =2579	1479+500 PTA =1979
BSc. 2 nd & 3 rd medical IRDP	2549+500 PTA =3049	1949+500=2449	BA 2 nd & 3 rd IRDP	1829+500 PTA =2329	1229+500 PTA =1729
BSc. 2 nd & 3 rd Non Med.	2739+500 PTA =3239	2139+500=2639	BA 2 nd & 3 rd Gen Maths	2259+500 PTA =2759	1659+500 PTA =2159
BSc. 2 nd & 3 rd Non Med. IRDP	2489+500 PTA =2989	1889+500=2389	BA 2 nd & 3 rd Maths IRDP	2009+500 PTA =2509	1409+500 PTA =1909
B.Com 1 st year	2469+500 PTA =2969	1869+500=2369	B.Com 2 nd year	2349+500 PTA =2849	1749+500 PTA =2249
B.Com 1 st year IRDP	2219+500 PTA =2719	1619+500=2119	B.Com 2 nd year IRDP	2099+500 PTA =2599	1499+500 PTA =1999
B.Com 3 rd year	2079+500 PTA =2579	1479+500=1979			
B.Com 3 rd year IRDP	1829+500 PTA =2329	1229+500=1729			

FINE

- a) Absence for a period: Re.1/-
- b) Absence from House Examination: Rs. 10/- per paper.
- c) Absence in tutorial group/class test Rs. 2/- per day per test.
- d) Delay in returning library books: Re. 1/- per day per book.

Note:

1. The fee structure is subject to changes as notified by the University from time to time.
2. Concession in fee is allowed as per the rules applicable.

READMISSION FEE

The details regarding readmission fee is as follows:

1. First time – Rs. 100
2. Second time – Rs.200

Note: No student will be readmitted for the third time in the session.

SCHOLARSHIP

The different scholarships offered for students are:

- i) IRDP scholarship
- ii) Post metric scholarships for SC/ST students with family income less than Rs. 2,50,000
- iii) Post metric scholarship for OBC students with family income less than Rs. 1,50,000
- iv) Kalpana Chawla Chhatravriti Yojna (Rs.15,000 p.a) offered to meritorious girl students of HPBOSE
- v) Dr. Ambedkar Medhavi Chhatravriti Yojna for EBS students of general category (Income less than 1 Lac)
- vi) Lala Jagdish Mahajan Scholarship.

LEAVE RULES

1. General leave rules:-
 - a. Students can proceed on leave with prior permission. For this, they should fill in the Leave forms to be supplied to the students @ Rs. 5/- per booklet at the time of admission.
 - b. A tutor can recommended leave upto 6 days; for longer duration i.e. upto 10 days, a student must get the application signed by the Senior Tutor.
 - c. Leave during House Examination/Class Test will be sanctioned only by the Principal on the recommendation of the Senior Tutor.
 - d. Leave for sickness must be accompanied by a medical certificate.
2. **DUTY LEAVE RULES:-**Participation by the students in Sports/Cultural/Co-Curricular activities, Inter-College/University Competitions shall be considered as duty leave for the period of respective competition(s). Duty leave, however, shall only be allowed if recommended by the concerned activity In-charge, prior proceeding to the event.
- 3.

ROASTER FOR ADMISSION AND RESERVATION

Keeping in view the various types of reservations mentioned in clause 6: Admission Reservation the following roster has been evolved w.e.f session 1992-93 and all admission shall be made according to this Roaster of Reservation.

1	26SC	51	76	101
2	27ST	52 SC	77SC	102
3	28	53ST	78SP	103
4	29	54	79ST	104
5	30	55	80ST	105
6	31	56	81CUL	106SC
7SC 32	57	82	107ST	
8	33SC	58	83	108
9	34HC	59SC	84	109
10	35	60SP	85SC	110
11	36	61CUL	86	111
12SC 37	62	87	112	
13	38CUL	63	88	113SC
14	39SC	64	89	114
15	40SP	65SC	90	115
16	41ST	66HC	91SC	116
17	42	67ST	92	117SP
18SC 43	68	93ST	118CUL	
19SP 44	69	94	119SC	
20CUL	45	70	95	120ST
21	46SC	71	96	
22	47	72SC	97SC	
23	48	73	98CUP	
24	49	74	99SP	
25	50	75	100HC	

Abbreviations used: SC: Schedule Castes, ST: Schedule Tribe, SP: Sports, CUL: Cultural, HC: Handicapped.

Number of category-wise Reserved seats in 120 point reservation roster:

SC	18 Seats (15%)	ST	9 Seats (7.5%)
SP	6 Seats (5%)	CUL	6 Seats (5%)
HC	3 Seats (2.5%)		

ANTI-RAGGING/INDISCIPLINE RULES

In order to have zero tolerance and its total elimination from the educational institutions. Hon'ble Supreme Court of India vide its orders 06 dated 4th May, 2001; 16th May, 2007 and 11th Feb. 2009 has directed as here as under:

1. Ragging is banned in the institution.
2. Anyone indulging in ragging is liable to be punished appropriately. Punishment shall be exemplary and justifiably harsh.
3. Punishment for ragging includes:
 - a. Imprisonment, fine or both.
 - b. Expulsion from the institution, suspension from the institution or class for a limited period or fine with a public apology.
 - c. Withholding scholarship or other benefits.
 - d. Debarring from representation in events.
 - e. Withholding of results.
 - f. Suspension or expulsion from hostel or mess and the like.
4. If the individual committing or abetting ragging are not identified, collective punishment shall be resorted to.
5. Character/migration certificate(s) 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 in particular was punished for ragging.
6. In case the applicant for admission is found to have indulged in ragging/indiscipline in the past or if it is noticed later that he/she has indulged in ragging, his/her admission may be refused or he/she shall be expelled from the institution forthwith.

Note: In case of any emergency, the student(s) may contact any member of the Anti-Ragging cum Discipline Committee.

THINGS TO REMEMBER

Admission:

- 1) A student must produce original certificates at the time of admission.
- 2) At the time of admission students must bring their parents/guardians (only blood relation but not a student of this institution) to the college.

General:

- 1) Every student must always carry with him/her duly completed identity card and he/she must produce it whenever demanded by any teacher or the security Guard.
- 2) Every student must appear in Mid Term Examination.
- 3) Any student representing the college in sports/cultural co-curricular activities must get permission from concerned subject teachers.

It is for the information of students that ragging is not only a social evil but a punishable crime also.

- 4) There is a complete restriction on bringing unwanted outsiders to the college campus. Cell/Mobile phone is strictly banned in the college campus.
- 5) Students must help the college administration in keeping the college campus clean and beautiful by making use of the dustbin installed in the campus.
- 6) Students must not cause any damage to the college property. In case any damage is noticed, it will be recovered from the students.
- 7) Use of Chewing-Gum, Gutka etc. in college campus is strictly prohibited.