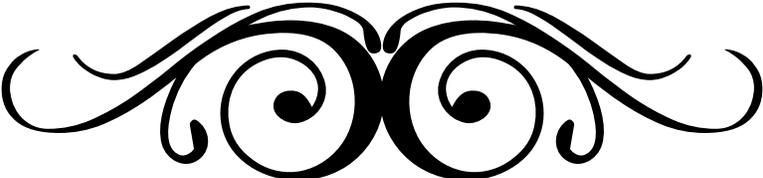


**PROSPECTUS**

**2024-2025**

**Cum**

**Hand Book of Information**



# COLLEGE STAFF

**Principal - Vacant**  
**Officiating - Sh. Kewal Kumar Sharma**

<b>Science Faculty</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>
Department of Physics	Sh. Kewal Kumar Sharma	Associate Professor	M.Sc. (Gold Medal), M.Phil
Department of Zoology	Ms. Anuragini	Assistant professor	M.Sc.(Honors), NET-JRF, GATE
Department of Botany	Dr. Manu Priya	Assistant Professor	M.Sc., Ph.D.
Department of Chemistry	Ms. Priya	Assistant professor	M.Sc., HP-SET
Department of Mathematics	Mr. Ashish Bamta	Assistant professor	M.Sc., M.Phil., JRF-NET, GATE, HP-SET
<b>Arts Faculty</b>			
Department of Economics	Sh. Ajay Kumar	Assistant Professor	M.A., NET
Department of English	Sh. Parveer Dhiman	Assistant Professor	M.A. M.Phil., NET, HP-SET
Department of English	Vacant		
Department of English	Vacant		
Department of Sociology	Sh. Kaku R. Manhas	Assistant professor	M.A., M. Phil., NET-JRF, H.P.-SET
Department of Sanskrit	Dr. Rajesh Kumar	Assistant Professor	M.A., M.Phil, NET-JRF, Ph.D.
Department of History	Mr. Yuvraj	Assistant Professor	M.A., UGC-NET, H.P.-SET.
Music (Vocal)	Sh.Abhishek Pal	Assistant Professor	M.A., NET-JRF , H.P.-SET
Department of Political Science	Mr. Ranjeet	Assistant Professor	M.A., NET-JRF, H.P.-SET,
Department of Hindi	Mr. Nilkamal	Assistant Professor	M.A., M.Phil., NET-JRF,
<b>Commerce Faculty</b>			
Department of Commerce	Dr. Pushpa Yadav	Assistant Professor	M.Com.(Hons,), NET-JRF, Ph. D.
Department of Commerce	Ms. Neha Choudhary	Assistant Professor	M. Com., M.Ed., NET & H.P.-SET(Edu.) NET
<b>Library</b>			
Librarian	Mr. Rajneesh Chand	Assistant Librarian	Diploma in Lib Sciences

## NON-TEACHING / MINISTERIAL STAFF

Vacant	Supdt-I
Mr. Kulbhushan Sharma	Supdt-II
Vacant	Sr. Asstt
Mr. Rajesh Kumar	Clerk
Vacant	Clerk
Vacant	Tabla VadaK
Vacant	Peon cum Chowkidar
Mr. Ravinder Singh	Peon cum Chowkidar
Mr. Yashpal	Peon cum Chowkidar
Mr. Surinder Singh	Peon
Ms. Ranjana Devi	Peon
Ms Om Raj Kumari	Peon

## COLLEGE COMMITTEES AND CO-CURRICULAR ASSIGNMENTS

### 1. Admission Committees

Timing 10AM to 1.30PM

BA/ B.Com-I, II & III year	B.Sc.I, II & III year	B. Com.
Mr. Kaku Ram Manhas (Convener)	Ms. Anuragini (Convener)	Neha Choudhary (Convener)
Mr. Parveer Dhiman	Ms. Priya	Dr. Pushpa Yadav
Dr. Rajesh Kumar	Mr. Ashish Bamta	Mr. Ranjeet
Mr. Abhishek Pal		Mr. Yuvraj
Mr. Nilkamal kumar		

### 2. Scrutiny Committee

- Sh. Ajay Kumar
- Sh. Parveer Dhiman

### 3. College Advisory Committee

- Mr. Ajay Kumar (Convener)
- Mr. Parveer Dhiman
- Mr. Kaku Ram Manhas
- Ms. Anuragini
- Dr. Pushpa Yadav
- Dr. Rajesh Kumar

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

### 4. Library Advisory Committee

- Mr. Ajay Kumar (Convener)
- Mr. Parveer Dhiman
- Mr. Kaku R Manhas
- Ms. Anuragini
- Ms. Neha Choudhary

- f. Dr. Rajesh Kumar
- g. Ms. Priya
- h. Mr. Ranjeet
- i. Mr. Rajneesh Chand (member secretary)

**5. Sports Advisory Committee**

- a. Mr. Ajay Kumar (Convener)
- b. Mr. Parveer Dhiman
- c. Mr. Kaku R Manhas
- d. Dr. Pushpa Yadav
- e. Ms. Neha Choudhary
- f. Dr. Rajesh Kumar
- g. Mr. Yuvraj

**6. Prospectus Committee**

- a. Mr. Kaku R Manhas (Convener)
- b. Ms. Anuragini
- c. Ms. Neha Choudhary
- h. Dr. Rajesh Kumar
- d. Mr. Ashish Bamta

**7. Internal Quality Assurance Cell (IQAC)**

- |     |                        |                    |   |             |
|-----|------------------------|--------------------|---|-------------|
| 1.  | Mr. Kewal Kumar Sharma | (Principal)        | - | Chairperson |
| 2.  | Dr. Rajesh Kumar       | (Asstt. Prof.)     | - | Convener    |
| 3.  | Sh. Ajay Kumar         | (Asstt. Prof.)     | - | Member      |
| 4.  | Mr. Parveer Dhiman     | (Asstt. Prof.)     | - | Member      |
| 5.  | Mr. Kaku Ram Manhas    | (Asstt. Prof.)     | - | Member      |
| 6.  | Ms Anuragini           | (Asstt. Prof.)     | - | Member      |
| 7.  | Dr. Pushpa Yadav       | (Asstt. Prof.)     | - | Member      |
| 8.  | Ms. Neha Choudhary     | (Asstt. Prof.)     | - | Member      |
| 9.  | Sh. Ashish Bamta       | (Asstt. Prof.)     | - | Member      |
| 10. | Sh. Abhishek Pal       | (Asstt. Prof.)     | - | Member      |
| 11. | Sh. Yuv Raj            | (Asstt. Prof.)     | - | Member      |
| 12. | Ms. Priya              | (Asstt. Prof.)     | - | Member      |
| 13. | Sh. Ranjeet            | (Asstt. Prof.)     | - | Member      |
| 14. | Sh. Nil Kamal          | (Asstt. Prof.)     | - | Member      |
| 15. | Sh Rajneesh Chand      | (Asstt. Librarian) | - | Member      |
| 16. | Sh. Kulbhushan Sharma  | (Supdt. Gr-II)     | - | Member      |
| 17. | Sh. Rajesh Kumar       | (Office Clerk)     | - | Member      |

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

**8. AISHE In-charge**

a. Mr. Ajay Kumar

**9. Time Table Committee**

- a. Mr. Parveer Dhiman -Convener
- b. Ms. Anuragini -Member
- c. Mr. Neha Choudhary -Member
- d. Mr. Rajesh Kumar -Member
- e. Ms. Priya -Member
- f. Mr. Ranjeet -Member

**10. Annual/House Examination Committee**

- a. Ms. Anuragini
- b. Mr. Kaku Ram Manhas
- c. Dr. Rajesh Kumar
- d. Mr. Ashish Bamta

**11. College Bursar**

a. Mr. Ajay Kumar

**12. Scholarship Committee**

- a. Dr. Rajesh Kumar - Convener
- b. Ms. Neha Choudhary - Member
- c. Ms. Priya - Member
- d. Mr. Ashish Bamta - Member
- e. Mr. Yuvraj - Member
- f. Mr. Ranjeet - Member
- g. Mr. Nilkamal Kumar - Member

**13. Career Guidance & Placement Cell**

- a. Mr. Parveer Dhiman - Convener
- b. Mr. Kaku Ram Manhas - Member
- c. Dr. Pushpa yadav - Member
- d. Ms. Neha Choudhary - Member
- e. Dr. Rajesh Kumar - Member
- f. Ms. Priya - Member
- g. Mr. Ashish Bamta - Member
- h. Mr. Abhishek Pal - Member

**14. Grievances Redressal -cum -Counselling Cell for Students**

- a. Ms. Anuragini - Convener
- b. Ms. Neha Choudhary - Member
- c. Dr. Rajesh Kumar - Member
- d. Mr. Ranjet - Member

**15. Grievances Redressal Cell for SC/ST Students**

- a. Mr. Ajay Kumar - Convener
- b. Mr. Parveer Dhiman - Member
- c. Ms. Neha Choudhary - Member
- d. Dr. Rajesh Kumar - Member

**16. Infrastructure Development and Maintenance Committee**

- a. Mr. Kaku Ram Manhas - Convener
- b. Ms. Neha Choudhary - Member
- c. Dr. Rajesh Kumar - Member
- d. Mr. Abhishek Pal - Member

**17. Anti-Ragging Committee**

- a. Ms. Anuragini - Convener
- b. Mr. Kaku Ram Manhas - Member
- c. Ms. Neha Choudhary - Member
- d. Dr. Rajesh Kumar - Member
- e. Mr. Nilkamal Kumar - Member
- f. Ms. Priya - Member

**18. Purchase Committee**

- a. Mr. Kaku Ram Manhas - Convener
- b. Mr. Parveer Dhiman - Member
- c. Ms. Neha Choudhary - Member
- d. Mr. Yuvraj - Member
- e. Mr. Ashish Banta - Member

(All purchases will be routed through purchase committee and IQAC)

**19. Committee against Sexual Harassment of women at workplace**

- a. Ms. Anuragini - Convener
- b. Ms. Pushpa Yadav - Member
- c. Mr. Kaku Ram Manhas - Member
- d. Ms. Neha Choudhary - Member
- e. Ms. Priya - Member
- f. Ms. Om Raj Kumari (Peon) - Member
- g. PTA Members(Female)

**20. Editors College Magazine(Haloon)**

- |                       |                        |
|-----------------------|------------------------|
| a) Mr. Parveer Dhiman | - Chief Editor/English |
| b) Ms. Anuragini      | - Life Science Section |
| c) Ms. Neha choudhary | - Planning forum       |
| d) Dr. Rajesh Kumar   | - Sanskrit Section     |
| e) Ms. Priya          | - Physical Science     |
| f) Mr. Nilkamal Kumar | - Pahari/ Hindi        |

**21. Media Committee**

- |                       |            |
|-----------------------|------------|
| a) Dr. Rajesh Kumar   | - Convener |
| b) Mr. Nilkamal Kumar | - Member   |

**22. Academic and Co-Curricular Activities Committee**

- |                        |            |
|------------------------|------------|
| a) Ms. Anuragini       | - Convener |
| b) Mr. Parveer Dhiman  | - Member   |
| c) Mr. Kaku Ram Manhas | - Member   |
| d) Ms. Neha Choudhary  | - Member   |
| e) Dr. Rajesh Kumar    | - Member   |
| f) Ms. Priya           | - Member   |
| g) Mr. Ranjeet         | - Member   |
| h) Mr, Abhishek Pal    | - Member   |
| i) Mr. Nilkamal Kumar  | - Member   |
| j) Mr. Yuvraj - Member | - Member   |

**23. Educational Tour Committee**

- |                       |            |
|-----------------------|------------|
| a) Mr. Ajay Kumar     | - Convener |
| b) Mr. Parveer Dhiman | - Member   |
| c) Dr. Rajesh Kumar   | - Member   |
| d) Mr. Yuvraj         | - Member   |

**24. Institutional Plan Development and Maintenance Committee**

- |                        |            |
|------------------------|------------|
| a) Mr. K.K. Sharma     | - Convener |
| b) Mr. Ajay Kumar      | - Member   |
| c) Mr. Kaku Ram Manhas | - Member   |
| d) Mr. Parveer Dhiman  | - Member   |
| e) Mr. Rajesh Kumar    | - Member   |
| f) Ms. Priya           | - Member   |

**25. UGC Affairs/NAAC Committee**

- |                       |                    |
|-----------------------|--------------------|
| a. Mr. Parveer Dhiman | - (Coordinator)    |
| b. Dr. Pushpa Yadav   | - (Co-Coordinator) |
| c. Mr. Kaku R Manhas  |                    |
| d. Ms. Anuragini      |                    |
| e. Ms. Neha Choudhary |                    |
| f. Dr. Rajesh Kumar   |                    |
| g. Ms. Priya          |                    |
| h. Mr. Ashish Bamta   |                    |

- 26. Faculty and students empowerment committee-**
- a. Mr. Ajay Kumar - Convener
  - b. Ms. Neha Choudhary - Member
  - c. Ms. Priya - Member
  - d. Mr. Ashish Bamta - Member
  - e. Mr. Abhishek Pal - Member
  - f. Mr. Nilkamal Kumar - Member
- 27. Institution incubation center Committee –**
- a. Ms. Neha Choudhary - Convener
  - b. Mr. Abhishek Pal - Member
  - c. Mr. Yuvraj - Member
  - d. Mr. Ranjeet - Member
- 28. Research Development and Innovation Committee –**
- a. Dr. Pushpa Yadav - Convener
  - b. ms. Anuragini - Member
  - c. Dr. Rajesh Kumar - Member
  - d. Mr. Ashish Bamta - Member
- 29. Disaster Management Committee**
- a. Ms. Neha Choudhary - Convenor
  - b. Dr. Rajesh Kumar - Member
  - c. Mr. Ranjeet - Member
  - d. Ms. priya - Member
  - e. Mr. Nilkamal Kumar - Member
- 30. College Property Committee**
- a) Mr. Rajneesh Chand
  - b) Mr. Rajesh Kumar - (Clerk)
- 31. Senior Tutors**
- a) Mr. Kewal Kumar - (Tutor in chief)
  - b) Ms. Anuragini - (Sciences)
  - c) Mr. Ajay Kumar - (Humanities)
  - d) Mr. Parveer - (Humanities)
  - e) Dr. Pushpa Yadav - (Commerce)
- 32. Smart Class Room and Computer Lab In-charges**
- a) Mr. Parveer Dhiman
  - b) Mr. Kaku R Manhas
  - c) Mr. Ashish Bamta
  - d) Ms. Jyoti
- 33. New Innovation Committee**
- a. Dr. Pushpa Yadav - Convener
  - b. Mr. Parveer Dhiman - Member
  - c. Mr. Kaku Ram Manhas - Member
  - d. Mr. Nilkamal Kumar - Member

**34. NEP (National Education Policy)& ABC (Academic Bank of Credit)**

- a. Mr. Kaku Ram Manhas - (Nodal officer)
- b. Mr. Parveer Dhiman - Member
- c. Dr. Rajesh Kumar - Member
- d. Mr. Ashish Bamta - Member
- e. Mr. Abhishek Pal - Member
- f. Mr. Ranjeet - Member
- g. Mr. Rajesh Kumar (Clerk)- Member

**35. Electricity and water supply maintenance committee**

- a) Mr. Kaku Ram Manhas - (Convener)
- b) Ms. Neha Choudhary
- c) Mr. Rajneesh Chand
- d) Mr. Rajesh Kumar - (Clerk)

**36. Campus Beautification Committee**

- a. Ms. Anuragini - (Convener)
- b. Ms. Neha Choudhary
- c. Ms. Priya
- d. Mr. Abhishek Pal
- e. Mr. Yuvraj
- f. Ms. Jyoti

**37. RTI Cases Committee**

- a) PIO: Principal - (Head of Institution)
- b) APIO: Mr. Rajesh Kumar - (Clerk)

**38. Societies/clubs**

**Red Ribbon Club**

Ms. Priya

I.

**II. Eco club**

Mr. Yuvraj

**III. Commerce Society**

Ms. Neha Choudhary

**IV. NSS**

Mr. Abhishek Pal

**Electoral Literacy Club**

- a. Mr. Kaku R Manhas - Convener
- b. Mr. Yuvraj - Member
- c. Mr. Ranjeet - Member

**Road Safety Club**

- a. Dr. Rajesh Kumar - Convener
- b. Mr. Ranjeet - Member
- c. Mr. Nilkamal Kumar - Member

**V. Rovers and Rangers**

- a) Mr. Kaku R Manhas - Rover
- b) Ms. Neha Choudhary - Ranger

**39. First Aid Committee**

- a) Dr. Rajesh Kumar
- b) Ms. Priya

**35. Social Media Committee**

- a) Ms. Neha Choudhary
- b) Mr. Abhishek Pal
- c) Mr. Nilkamal Kumar

**36. Website Maintenance Committee**

- a) Mr. Ashish Bamta
- b) Mr. Yuvraj
- c) Mr. Nilkamal Kumar
- d) BCA Faculty

**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**

**Age Limit:** An applicant must not be more than 23 years (25 years for girls) of age as on 1st July of the year 2024 i.e. must have not born earlier than 01-07-2001 (01-07-1999 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 (Bachelors of Arts)**

- a. The candidates who have passed qualifying examination with any stream/humanities be given preference in admission to BA programme with minimum passing marks decided by board or university.
- b. Students seeking admission to B.A. 1st year with Mathematics as one of the subjects of study should have either 45% marks in aggregate or 45% marks in Mathematics at +2 level.

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

- a. 40% for those who have passed examinations under commerce group at +2 level.
- b. 45% for others who have passed examinations under other groups than commerce at +2 level.
- c. For admission to B.Com 1st year the candidate must have passed Math/Economics as compulsory subjects with 45% marks at +2 levels.

**iii) B.Sc. 1st (Bachelor of Science) 45%**

- a. 45% for those who have passed examinations under science group at +2 level.
- b. Candidates must have Physics, Chemistry & Biology/Mathematics as compulsory subjects at +2 levels. There is a relaxation of 5% marks for SC/ST students for admission to Science faculty.

**iv) BCA 1st Semester (Bachelor of Computer Application)**

- a. Candidates seeking admission in BCA 1st Semester passed +2 with minimum 40% marks and 5% relaxation for SC/ST candidates.

**Important Notes regarding admission and eligibility:**

- a. Students who are placed under compartment at +2 levels are not eligible to seek admission in B.A. / B.Com/B.Sc./BCA 1st year.

- b. A candidate who has passed +2 examinations in four compulsory subjects (Including English) from any university/Board recognized by law seeks admission.
- c. Students who are placed under compartment in any examination of another board/university shall not apply even for provisional admission to the next higher class in this college.
- d. There is a relaxation of 5% marks for SC/ST students for admission to Commerce & Science faculty.
- Subject Combination and General subject course plan for BA/B.Com/B.Sc 1st year students under CBCS pattern.

**Choose any one from each Basket**

Basket - I	Basket - II	Compulsory	AECC
Hindi, Sanskrit, English, Music, Math, History, Pol. Science	Hindi, Sanskrit, English, Music, Math, Sociology, Economics	Hindi, Sanskrit (Optional) for BA & B.Com 1 <sup>st</sup> & 2 <sup>nd</sup> year	Hindi, English, Sanskrit (for BA, B.Sc. & B.Com 1 <sup>st</sup> Year)

**Note: English is compulsory subject for BA/B.Com 1<sup>st</sup> and 2<sup>nd</sup> year.**

Year	Core Course	Ability enhancement compulsory course	Skill Enhancement course (SEC)	Elective : Discipline Specific (DSE)	Elective: Generic (GE)
	12 Paper of 6 Credit Each	2 paper of 4 credit each	4 paper of 4 credit each	4 paper of 6 credit each	2 paper of 6 credit each
1 <sup>st</sup> year	English (Comp)	Environmental studies			
	Hindi/Skt (Comp)				
	DSC-1A				
	DSC-1B	English/Hindi/Skt (One out of three)			
	DSC-2A				
DSC-2B					
2 <sup>nd</sup> year	English (Comp)		SEC-1		
	Hindi/Skt (Comp)				
	DSC-1C		SEC-2		
	DSC-1D				
	DSC-2C				
	DSC-2D				
3 <sup>RD</sup> Year			SEC-3	DSE-1A	GE-1
				DSE-1B	
			SEC-4	DSE-2A	GE-2
				DSE-2B	

**Note: SUBJECT COMBINATION AND PATTERN MAY CHANGE AFTER THE IMPLEMENTATION OF NATIONAL EDUCATION POLICY 2020**

**ARTS STREAM  
BA 1<sup>ST</sup> YEAR**

S.N.	Subject	Core title	Code
1	English	IA Eng. Literature 1 IB Eng. Literature 2	ENGDSC 102 ENGDSC 103
2	Hindi	IA Hindi sahitya ka itihās IB Madhyakalin Hindi kavita	HIND 102 HIND 103
3	Pol. Sci.	IA Introduction to political theory IB Indian Govt. & politics	POLS 101 POLS 102
4	History	IA History of India from the earliest time IB History of India from 300-1206	HIST A 101 HIST A 102
5	Economics	IA Principles of microeconomics I IB Principles of microeconomics II	ECON A 101 ECON A 102
6	Sociology	IA Introduction to sociology IB Society of India	SOCL A 101 SOCL A 102
7	Sanskrit	IA Sanskrit kavya IA Sanskrit gadya kavya	SKT DSC 101 SKT DSC 102
8	Music	IA Theory of Indian music I IB Theory of Indian music II	MUSA 101 MUSA 102

**BA 2<sup>nd</sup> year**

Sr. No.	Main Subject	DSC/DSE	Code	AEEC/SEC	Code
1.	English	British Literature Literary Cross Currents	ENG 202 ENG 203	Creative Writing, Book media Translation Studies and Principle Translation	ENG 204 ENG 205
2.	Political Science	Comparative Govt and Politics Introduction to Interaction Relations	POLS 201 POLS 202	Legislative Support Research Public Opinion and Survey	POLS 203 POLS 204
3.	History	History of India C. 1206-1707 History of India C. 1707-1950	HIST(A) 203 HIST(A) 204	Historical tourism An introduction to archeology	HIST(A) 213 HIST(A) 215
4.	Hindi	Aadhunik hindi Kavita Hindi gadya sahitya	HIND202 HIND203	Karyalaye Hindi Anuvaad vigyan	HIND 204 HIND 206
5.	Economics	Principles of macroeconomics-I Principles of macroeconomics-II	ECON(A)201 ECON(A)202	Economics of Rural development Demography	ECON(A)204 ECON(A)206
6.	Sociology	Sociological Theories Methods of Sociological Enquiries	SOCL-A 201 SOCL-A 202	Technique of Social Research Sociology of Environment	SOCL-A 203 SOCL-A 204
7.	Sanskrit	Sanskrit Natak Sanskrit Vyakran	SKT 201 SKT 202	Ayurved ke Mool Siddhant Sanskrit Chhand Avergayan	SKT 205 SKT 206

**BA 3<sup>rd</sup> Year**

S. N	Main Subject	DSC/DSE	Code	AEEC/SEC	Code	GE	Code
1.	English	Soft Skills Academic Writing and Competition	ENG 303 ENG 304	Technical Writing Business Communication	ENG 301 ENG 302	Literature of Himachal Pradesh Contemporary India; Women and Empowerment	ENG 305 ENG 306
2.	Political Science	Themes in Comparative Political Theory/ Administration and Public Policy Concept and Theories Demography and Governance/ Understanding Globalization	POLS 301A POLS 301B POLS 302A POLS 302B	Democr Awareness through Legal Literacy Confli a Peace Building	POLS 303 POLS 304	Society Economics and Politics in Himachal Pradesh Human Rights, Gender and Environment	POLS 305 POLS 306
3.	History	Modern and Contemporary World History-I: 1871-1919 Modern and Contemporary World History II: 1919-1992	HIST(A)305 HIST(A)307	Indian History And culture Introduction to Indian Art	HIST(A)317 HIST(A)319	Social religious reform movements in India (19 <sup>th</sup> & 20 <sup>th</sup> centuries) History o Himachal Pradesh (1815-1972)	HIST(A)310 HIST(A) 312
4.	Hindi	Rang aalekh evam rangmanch Samachar sankalan aur lekhan	HIND301 HIND304	Lok Sahitya Chhayavadotar Hindi Kavita	HIND305 HIND306	Aadhunik bhartiya Sahitya Sarjnatmaka lekhan ke vividh kshetra	HIND307 HIND308
5.	Eco	Indian Economy International Economics	ECONA301 ECONA306	Research Methods/ Public Finance Money and Banking	ECONA310 ECONA311	Economy of Himachal Pradesh Indian Economy	ECONA313 ECONA314
6.	Sociology	Social Stratification Religion and Society	SOCL-A305 SOCL-A303	Social Demography Theory and Practice of Development	SOCL-A301 SOCL-A302	Polityand Societyin India Economy and Society	SOCL-A 307 SOCL-A308
7.	Sanskrit	Vyaktitva Vikas ka Bhartiya Drishtikon Sahityak Samalochan	SKT 301 SKT 302	Bhartiya Rangshala Bhartiya Vastushastra	SKT 305 SKT 306	Patyajal Yogsutra Bhasha Vigyan ke Moolbhoot Sidhhant	SKT 303 SKT 304



## **RULES OF ADMISSION**

1. Admission to various classes will be made on the recommendation of the admission committee constituted for the purpose.
2. 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/ self- declaration as the proof of his/her activities during the period of gap. Undertaking in this regard can be given by the candidate on a proforma provided by the college. There is no need to submit it on legal papers as per the notification of HP Govt. Panchayat/ Class-I officer's duly signed character certificate needed for the gap year students.
3. 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 the admission committee.
  - Applicants coming from Boards/Universities other than the H.P. Board of School Education/H.P. University must provide a Migration Certificate in ORIGINAL.
  - Handicapped applicants seeking fee concession must furnish their status certificate from the 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 **M I G R A T I O N 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 not be eligible to seek admission in the college.
4. 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.
5. 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.
6. Initially all admissions shall be provisional and subject to the final approval by H.P.U.
7. 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 Matriculation from School Board/University.
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
4. Migration Certificate from Board/University from which they have passed the previous Examination photocopies).

**Note: Admission without these documents will be purely provisional and at the candidates own risk and responsibility and the principal's discretion.**

- Three copies of passport size photographs and one copy of stamp size photograph.
- S.C./S.T. Certificates from the Magistrate (first class) for those seeking weightage or relaxation.
- All original certificates, marks sheets must be produced at the time of admission/counseling.
- For admission to the 1st year the candidate must submit duly filled admission form along with attested photocopies of Matriculation and 10+2 class certificates.
- All girl candidates have to submit a copy of Bonafide Himachali 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.
- 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 go to the relevant Fee- Counter to deposit his/her dues and other funds where he/she will be issued a 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 one year and within 10 days of starting of next year 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 coordinator 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 DSE/AEEC 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 a Migration Certificate in original.
5. Those who have passed I/II year of a degree course from university other than H.P. University will have to acquire an equivalence certificate of H.P. University course/syllabi from H.P. University Shimla.

### **FEES/FUNDS/FINES**

1. Every student must pay his/her dues on the dates notified from time to time.
  2. A student will have to pay dues for 1st, 2nd & 3rd year at the time of examination.
  3. Failure to pay dues on the due date will entail a fine of Re. 1/day.
  4. 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.
  5. 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.
  6. Every student will have to procure a No Dues Certificate from the Library, College Canteen, Fee Clerk etc. if he/she wants to leave the college.
  7. The principal can expel a student from the College if he/she is found guilty of misconduct/indiscipline/ragging.
  8. The security deposit will lapse if a student does not apply for refund of security within one year of leaving the college.
  9. The fine for absence has to be paid along with dues, while the fine imposed otherwise has to be deposited by the date announced in the college office/fee counter.
  10. Contribution towards PTA funds Rs. 500 /-per student to be paid at the time of admission.
  11. No tuition fee is charged from the Bonafide Himachali girls' students, subject to production of H. P. Bonafide Certificate at the time of admission.
  12. Students having more than 40% disability are exempted from tuition fee.
- Migration Fee: Rs.500/-.

**DETAIL OF FEE STRUCTURE**  
**(Annual Funds for BA/ B.Com/ B.Sc)**

Fee details	In rupees
Admission Fee	Rs. 25
Tuition Fee	Rs. 600
Continuation fee (For 2nd and 3rd year)	Rs. 10
Univ. Sports Fee	Rs. 15
Youth Welfare Fund	Rs. 15
Univ. Holiday Home Fund	Re. 1.00
Building Fund	Rs. 120
Sports Fund	Rs. 240
Identity Card	Rs. 10
Health Fund	Rs. 6.00
Mid-term Examination	Rs. 50
Student Aid Fund	Rs. 2.00
College Magazine	Rs. 50
Library Security (Refundable)	100 (only for 1st year)
Amalgamated Fund	Rs. 300
Campus development fund	Rs. 10
Book Replacement Fund	Rs. 25
Cultural Activities Fund	Rs. 20
Furniture Repair Fund	Rs. 10
Rovers & Rangers Fund	Rs. 60
Computer & Internet Facility	Rs. 20
University Development Fund	
For General Category	250 (only for 1st year)
For IRDP/BPL	100 (only for 1st year)
(Latest certificate to be submitted)	
Physics/Chemistry/Botany/Zoology Practical	240 each
Commerce practical	90 Rs 1st year & 270 Rs 2nd year

**COMMULATIVE FEE AND FUNDS INCLUDING PTA for SESSION 2024-25  
BA/ B.COM/ B.SC 1<sup>ST</sup> YEAR**

CLASS	GENDER	CATEGORY GEN/IRDP	TOTAL FEE WITHOUT PTA
BA 1 <sup>ST</sup>	M	GEN	1929
BA 1 <sup>ST</sup>	M	IRDP	1779
BA 1 <sup>ST</sup>	F	GEN	1329
BA 1 <sup>ST</sup>	F	IRDP	1179
B.COM 1 <sup>ST</sup>	M	GEN	2019
B.COM 1 <sup>ST</sup>	M	IRDP	1869
B.COM 1 <sup>ST</sup>	F	GEN	1419
B.COM 1 <sup>ST</sup>	F	IRDP	1269
B.SC 1 <sup>ST</sup> (N.M.)	M	GEN	2409
B.SC 1 <sup>ST</sup> (N.M.)	M	IRDP	2259
B.SC 1 <sup>ST</sup> (N.M.)	F	GEN	1809
B.SC 1 <sup>ST</sup> (N.M.)	F	IRDP	1659
B.SC 1 <sup>ST</sup> (MED)	M	GEN	2649
B.SC 1 <sup>ST</sup> (MED)	M	IRDP	2499
B.SC 1 <sup>ST</sup> (MED)	F	GEN	2049
B.SC 1 <sup>ST</sup> (MED)	F	IRDP	1899

**BA/ B.COM/ B.SC 2<sup>ND</sup> YEAR**

CLASS	GENDER	CATEGORY GEN/IRDP	TOTAL FEE WITHOUT PTA
BA 2 <sup>ND</sup>	M	GEN & IRDP	1589
BA 2 <sup>ND</sup>	F	GEN & IRDP	989
B.COM 2 <sup>ND</sup>	M	GEN & IRDP	1859
B.COM 2 <sup>ND</sup>	F	GEN & IRDP	1259
B.SC 2 <sup>ND</sup> (N.M.)	M	GEN & IRDP	2069
B.SC 2 <sup>ND</sup> (N.M.)	F	GEN & IRDP	1469
B.SC 2 <sup>ND</sup> (MED)	M	GEN & IRDP	2309
B.SC 2 <sup>ND</sup> (MED)	F	GEN & IRDP	1709

**BA/ B.COM/ B.SC 3<sup>RD</sup> YEAR**

CLASS	GENDER	CATEGORY GEN/IRDP	TOTAL FEE WITHOUT PTA
BA 3 <sup>RD</sup>	M	GEN & IRDP	1589
BA 3 <sup>RD</sup>	F	GEN & IRDP	989
B.COM 3 <sup>RD</sup>	M	GEN & IRDP	1589
B.COM 3 <sup>RD</sup>	F	GEN & IRDP	989
B.SC 3 <sup>RD</sup> (N.M.)	M	GEN & IRDP	2069
B.SC 3 <sup>RD</sup> (N.M.)	F	GEN & IRDP	1469
B.SC 3 <sup>RD</sup> (MED)	M	GEN & IRDP	2309
B.SC 3 <sup>RD</sup> (MED)	F	GEN & IRDP	1709

**Note:**

- **Rs. 700 fee will be added to above mentioned fees as PTA fund.**
- **Rs. 20 Extra for Red Cross Society for every student**
- **Rs. 600 Extra for Non Himachali Bonafide girls.**
- **Rs.10 for duplicate Admission form.**
- **Fee structure may changes after the implementation of National Education policy 2020**

## **FINE**

Late admission fee (Per Day)	-	Rs.10.00
Re – admission for the 1st time	-	Rs. 100
Re – admission for the 2nd time	-	Rs. 200
Duplicate identity card	-	Rs. 20.00
Absence fine per period	-	Re. 1.00
Absence from per practical (Per Practical)	-	Rs. 3.00
Absence from House - Test (Per Paper)	-	Re. 100
Late Return of Library Books (Per Day)	-	Re. 1.00
Delay in returning sports article (Per Day)	-	Rs. 5.00

### **Note:**

- The fee structure is subject to changes as notified by the University from time to time. Concession in fee is allowed as per the rules applicable.
- No student will be readmitted for the third time in the session.

## **SCHOLARSHIP**

The different scholarships offered for students are:

1. IRDP scholarship.
2. Post matric scholarships for SC/ST students with family income less than Rs. 2,50,000
3. Post matric scholarship for OBC students with family income less than Rs. 1,50,000
4. Kalpana Chawla Chhatravriti Yojna (Rs.15,000 p.a) offered to meritorious girl students of HPBOSE
5. Dr. Ambedkar Medhavi Chhatravriti Yojna for EBS students of general category (Income less than 1 Lakh)

**Note: Regarding scholarship scheme students can contact Dr. Rajesh Kumar (AP Sanskrit).**

## **LEAVE RULES**

General leave rules:-

1. Students can proceed on leave with prior permission of principal recommended by senior tutor.
2. A tutor can recommended leave up to 6 days for longer duration i.e. up to 10 days, a student must get the application signed by the Senior Tutor.
3. Leave during House Examination/Class Test will be sanctioned only by the Principal on the recommendation of the Senior Tutor.
4. Leave for sickness must be accompanied by a medical certificate.

### **Duty leave rules:-**

1. 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.

## **Bachelor of Computer Applications (BCA)**

### **BCA Course Eligibility, Age Limit and Basis of Admission**

Bachelor of Computer Applications (BCA) is being offered in the institute under self-financing scheme and regulated through the HIGHER EDUCATION INSTITUTION SOCIETY (HEIS), Govt. College Nagrota Surian. This course is offered in three years and is spread over six semesters.

The distribution of seats for the course is as under:

Subsidized seats	20
Non-subsidized seats	10

### **Eligibility**

Plus two examinations in any discipline under 10+2 scheme or any other examination equivalent thereto, of Board / University established by law in India with at least 40% marks (35% marks for SC/ST category).

### **Age**

Maximum age limit for admission to BCA course is 21 years for the general category , 24 years for SC / ST category and 23 years for the girl candidates as on 1st July the year concerned. The Vice-Chancellor may permit age relaxation up to maximum of three months.

### **BASIS OF ADMISSION**

#### **Subsidized Seats:**

The admission to BCA will be purely on the basis of merit obtained in 10+2 class from CBSE / ICSE / HP Board of School Education or any other equivalent board recognized by Govt. of India.

#### **Non-Subsidized Seats:**

After filling the seats in the subsidized category, interested candidates will be admitted to non-subsidized seats if they apply for it separately on plain paper to the Coordinator.

In addition to the eligibility conditions mentioned above (under subsidized category), NRIs/NRI Sponsored/ Foreign nationals shall be required to submit along with the application form, the following documents as may be applicable for the category of their candidature.

- A. Proof of nationality in case of Foreign Nationals.
- B. Proof of their status in the case of NRI's. For this purpose, either of the following documents shall be considered as a proof.
  - (i) Copy of Non-resident card/Employment card issued by the employer.
  - (ii) Photocopy of the immigration card/employment VISA entry on the passport along with details of the passport.
  - (iii) Certificate issued by the Indian Embassy/High Commission in the country where NRI is residing.
- C. Certificate of sponsorship from NRI in the case of a sponsored candidate, along with proof of NRI status of the sponsor required under para.(B)

- D. Photocopy of the latest assessment order of the Income-tax authorities in India and the Permanent Account number (PAN) of the sponsor issued by the Income Tax Department.
- E. Two self-addressed envelopes of size 28X13 cm bearing stamps for Rs.6 or in the case of Foreign addressee stamps of required amount should be affixed by the applicant. Admission to the courses except for seats reserved for NRI's/NRI sponsored and foreign students shall be subject to the following conditions:
- (A) 15% and 7.5% seats shall be reserved for Scheduled Caste and Scheduled Tribe 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 Himachal Pradesh affiliated to any other Education Board e.g. CBSE or ICSE board etc. However, reservation of seats will be governed by notification of the Government from time to time.
- (B) The remaining 77.5% seats shall be filled as under:
- (i) 25% of the seats for admission to the course shall be open for all the candidates irrespective of the institution from which they have passed their qualifying examination.
- (ii) 75% of seats shall be filled out of the candidates who have passed their qualifying examination from H.P. Board of School Education or any other school located within territorial jurisdiction of Himachal Pradesh affiliated to any other Education Board e.g. CBSE or ICSE Board etc. subject to the following reservation:
- (a) 5% of all seats shall be reserved for outstanding sportsmen.
- (b) 5% of the seats shall be reserved for the outstanding cultural activists.
- (c) 3% of the seats shall be reserved for physically handicapped candidates.
- (d) Provided that the minimum eligibility for admission to the course in Case of SC/ST will be 5% lower than the eligibility conditions for other candidates

#### **Distribution of fee over semester**

Class	Gender	Category	Total Fee With PTA (Subsidized)	For Non subsidized
BCA 1 <sup>st</sup> Sem	M	Gen, Sc, ST, OBC	8054+1000 (Refundable security)=9054	8054+6250+1000 (Refundable security)=15304
BCA 1 <sup>st</sup> Sem	M	IRDP & BPL	7904+1000 (Refundable security)=8904	8054+6250+1000 (Refundable security)=15304
BCA 1 <sup>st</sup> Sem	F	Gen, Sc, ST, OBC	7754+1000 (Refundable security)=8754	7754+6250+1000 (Refundable security)=15004
BCA 1 <sup>st</sup> Sem	F	IRDP	7604+1000 (Refundable security)=8604	7754+6250+1000 (Refundable security)=15004
BCA 2 <sup>nd</sup> 4 <sup>th</sup> , 6 <sup>th</sup> Sem	M	All Category	6940	6940+6000=12940
BCA 2 <sup>nd</sup> 4 <sup>th</sup> , 6 <sup>th</sup> Sem	F	All Category	6640	6640+6000=12640
BCA 3 <sup>rd</sup> & 5 <sup>th</sup> Sem	M	All Category	8054	8054+6000=14054
BCA 3 <sup>rd</sup> & 5 <sup>th</sup> Sem	F	All Category	7754	7754+6000=13754

For Non-Subsidized Seat BCA = EXTRA **Rs. 6000** in each semester

## **FEE STRUCTURE FOR SUBSIDIZED AND NON-SUBSIDIZED SEATS**

The College will charge fee and funds as per following schedule:

At the time of admission the student will have to deposit the required fee.

**Fee once paid shall not be refunded in any case.** The library security/ or any other security will lapse if it is in claimed within one year after leaving the college.

<b>Type of Fund</b>	<b>1<sup>st</sup>, 3<sup>rd</sup> &amp; 5<sup>th</sup> Semester</b>	<b>2<sup>nd</sup>, 4<sup>th</sup> &amp; 6<sup>th</sup> Semester</b>
BCA faculty fee for subsidized category	Rs. 6000	Rs. 6000
BCA faculty fee for non-subsidized category	Rs. 12000	Rs. 12000
Admission Fee	25	25
Tuition fee	300 (For Boys)	300 (For Boys)
Registration fee/Cont. fee	200	10
Sports fee	15	
YWF	15	
HFFF	1	
House Exam fee	40	40
College Magazine	50	
Health Fund	6	
Library Book Replacement	25	
Identity card	10	
SAF	2	
Building Fund	60	60
Furniture Repair Fund	10	
Security (Refundable)	1000	
Cultural Activity	20	
Amalgamated Fund	150	150
Campus Beautification Fund	10	
CSCA	10	
Uni. Sport fee	120	120
Scout & Guide fund	30	30
NCC	5	5
Computer & Internet Facility	20	20
University development fund	500 Non subsidized 250 subsidized 100 subsidized IRDP	
BCA practical Fee	180	180
PTA	500	

Note:

- Rs. 20 Extra for Red Cross Society.
- Rs. 300 Extra for Non-Himachali Bonafide girl student.
- Fee structure may change as per direction of the government or college administration from time to time.

## Syllabus of BCA

### First Year (1<sup>st</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0101	Mathematics-I	4	70	30	100	3
BCA0102	Applied English	4	70	30	100	3
BCA0103	Computer Fundamentals	4	70	30	100	3
BCA0104	C Programming	4	70	30	100	3
BCA0105	Office Automation Tools	4	70	30	100	3
BCA0104(P)	C Programming Lab-I	3	35	15	50	3
BCA0105(P)	Office Automation Tools Lab-II	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Second Year (4<sup>th</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0401	Personnel Management	4	70	30	100	3
BCA0402	Accounting	4	70	30	100	3
BCA0403	System Analysis and Design	4	70	30	100	3
BCA0404	Internet Technology & Web Page Design	4	70	30	100	3
BCA0405	Programming in Visual Basic	4	70	30	100	3
BCA0404(P)	Internet Technology & Web Page Design Lab-VII	3	35	15	50	3
BCA0405(P)	Programming in Visual Basic Lab-VIII	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### First Year (2<sup>nd</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0201	Mathematics-II	4	70	30	100	3
BCA0202	Communicative English	4	70	30	100	3
BCA0203	Digital Electronics	4	70	30	100	3
BCA0204	Data Structures	4	70	30	100	3
BCA0205	Data Base Management System	4	70	30	100	3
BCA0204(P)	Data Structures Lab-III	3	35	15	50	3
BCA0205(P)	Data Base Management System Lab-IV	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Third Year (5<sup>th</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0501	Operating System	4	70	30	100	3
BCA0502	eCommerce	4	70	30	100	3
BCA0503	Management Information System	4	70	30	100	3
BCA0504	ASP.net Technologies	4	70	30	100	3
BCA0505	Computer Oriented Statistical Methods	4	70	30	100	3
BCA0504(P)	ASP.net Technologies Lab-IX	3	35	15	50	3
BCA0505(P)	Computer Oriented Statistical Methods Lab-X	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Second Year (3<sup>rd</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0301	Mathematics-III	4	70	30	100	3
BCA0302	Business Practices and Management	4	70	30	100	3
BCA0303	Computer Organization	4	70	30	100	3
BCA0304	Object Oriented Programming with C++	4	70	30	100	3
BCA0305	Desktop Publishing and Designing	4	70	30	100	3
BCA0304(P)	Object Oriented Programming with C++ Lab-V	3	35	15	50	3
BCA0305(P)	Desktop Publishing and Designing Lab-VI	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Third Year (6<sup>th</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0601	Computer Networks	4	70	30	100	3
BCA0602	Numerical Methods	4	70	30	100	3
BCA0603	Multimedia Technology	4	70	30	100	3
BCA0604	Computer Graphics	4	70	30	100	3
BCA0605	Software Engineering	4	70	30	100	3
BCA0604(P)	Computer Graphics Lab-XI	3	35	15	50	3
BCA0606	Major Project	3	35	15	50	
<b>Total</b>					<b>600</b>	

## ROASTER FOR ADMISSION AND RESERVATION

120 points Reservation roaster in various courses in the Educational Institutions

UR-Un reserved, SC= Scheduled Caste, ST= Scheduled Tribe, EWS Economically Weaker Sections, SP Sports, CUL= Cultural

120 points roaster: -

Sr. No. of Seat(s)	Category for which the seat(s) remarked	Sr. No. of Seat(s)	Category for which the seat(s) remarked
1	EWS	61	CUL
2	UR	62	PC
3	UR	63	UR
4	UR	64	EWS
5	UR	65	SC
6	UR	66	UR
7	SC	67	ST
8	UR	68	UR
9	UR	69	UR
10	UR	70	UR
11	EWS	71	UR
12	SC	72	SC
13	ST	73	UR
14	UR	74	UR
15	UR	75	EWS
16	UR	76	UR
17	UR	77	UR
18	SC	78	SC
19	SP	79	SP
20	CUL	80	ST
21	PC	81	CUL
22	EWS	82	PC
23	UR	83	UR
24	UR	84	UR
25	UR	85	SC
26	SC	86	UR
27	ST	87	UR
28	UR	88	EWS
29	UR	89	UR
30	UR	90	UR
31	UR	91	SC
32	EWS	92	UR
33	SC	93	ST
34	UR	94	UR
35	UR	95	UR
36	UR	96	EWS
37	UR	97	SC
38	CUL	98	CUL
39	SC	99	SP

40	SP	100	PC
41	ST	101	UR
42	PC	102	UR
43	EWS	103	UR
44	UR	104	UR
45	UR	105	EWS
46	SC	106	SC
47	UR	107	ST
48	UR	108	UR
49	UR	109	UR
50	UR	110	UR
51	UR	111	UR
52	SC	112	UR
53	ST	113	SC
54	EWS	114	UR
55	UR	115	EWS
56	UR	116	PC
57	UR	117	SP
58	UR	118	CUL
59	SC	119	SC
60	SP	120	ST

**Points Earmarked:**

EWS	<i>Economically weaker sections</i>	1,11,22,32,43,54,64,75,88,96,105,115	12
Sports	<i>SP Section</i>	19,40,60,79,99,117	06
Cultural	<i>(CUL)</i>	20,38,61,81,98,118	06
SC	<i>Schedule Cast</i>	7,12,18,26,33,39,46,52,59,65,72,78,85,91,97,106,113,119	18
ST	<i>Schedule Tribe</i>	13,27,41,53,67,80,93,107,120,	09
PC	<i>Physically challenged</i>	21,42,62,82,100,116	06
Total			57

Dr. Chander Bhan Mehta  
Principal, GDC Sanjauli  
District Shimla, HP.

*Mehta*  
27/7/2021

Dr. Anupma Garg  
Principal, GDC Chaura-Maidan  
District Shimla, HP.

*Anupma*  
27/7/2021

Dr. Lalita Chandan  
Principal, GDC Dhama at 16 Mile  
District, Shimla, HP.

*L Chandan*  
27/07/2021

Dr. R.L. Sharma  
Associate Professor  
Govt. College Theog, Shimla

*R Sharma*  
27/7/21.

## ANTI-RAGGING/INDISCIPLINE RULES

In order to have zero tolerance and total elimination of ragging 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:

- Ragging is banned in the institution.
- Anyone indulging in ragging is liable to be punished appropriately.
- Punishment shall be exemplary and justifiably harsh.

### **Punishment for ragging includes:**

- Imprisonment, fine or both.
- Expulsion from the institution, suspension from the institution or class for a limited period or fine with a public apology.
- Withholding scholarship or other benefits.
- Debarring from representation in events.
- Withholding of results, Suspension or expulsion.
- If the individuals committing or abetting ragging are not identified, collective punishment shall be resorted to.
- Character/migration certificate(s) issued by the institution shall have an entry apart from that of general conduct and behavior to the effect whether the student had participated in ragging and in particular was punished for ragging.
- 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. 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:**

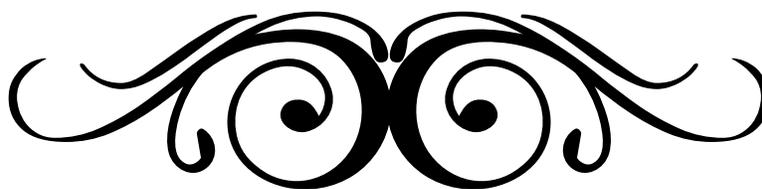
1. Every student must always carry with him/her duly completed identity card and he/she must produce it whenever demanded by any teacher or the security Guard.
2. Every student must appear in House Examination.
3. Any student representing the college in sports/cultural co-curricular activities must get permission from concerned subject teachers.
4. It is for the information of students that ragging is not only a social evil but a punishable crime also.
5. There is a complete restriction on bringing unwanted outsiders to the college campus. Cell/Mobile phone is strictly banned in the college campus.
6. Students must help the college administration in keeping the college campus clean and beautiful by making use of the dustbin installed in the campus.
7. Students must not cause any damage to the college property. In case any damage is noticed, it will be recovered from the students.
8. Use of Chewing-Gum, Gutka etc. in college campus is strictly prohibited.

**Note:** Although proper care has been taken in preparing the Prospectus for the session 2023-23. However, if any discrepancy is found at later stage shall be subject to ratification/correction as per rules and regulations of the University.

## Academic Calendar of Govt. Degree College, Nagrota Surian for the Session 2024-2025

<b>Examination/Evaluation Schedule</b>			
3.	Examination and Evaluation work	01-04-25 to 14-05-25	44 Days
4.	Mid-term/House Examination	1 <sup>st</sup> & 2 <sup>nd</sup> week of December	15 Days
5.	<b>Sports &amp; athletic meet</b>	Last week of December	07 days
6.	<b>CSCA formation</b>	As notified by HPU	01 day
7.	<b>PTA General House Formation</b>	Last week of September	01 day
8.	<b>Annual Prize Distribution function</b>	March 2025	01 day
9.	<b>Enrollment of Different Clubs</b>	Before 31 <sup>st</sup> August	-

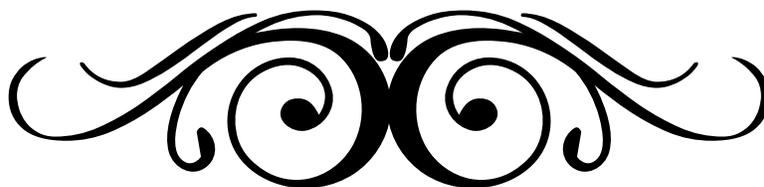
**Note:** All college level activities are proposed to be held according to the given schedule. If there is any change, students will be informed through special notice issued by the Principal from time to time.



## HELPLINE NUMBERS FOR STUDENTS

CENTRALIZED EMERGENCY NUMBER: 112

POLICE	100
FIRE SERVICES	101
AMBULANCE	102 , 108
DISASTER MANAGEMENT CELL	1077 , 1070
MUKHYA MANTRI SEVA SANKALP HELPLINE	1100
WOMEN HELPLINE	1091
CHILD HELPLINE	1098
CYBER CRIME HELPLINE	0177-2621714 , 191
GUDIYA HELPLINE	1515
HOSHIAR SINGH HELPLINE	1090



**Annexure-'A'**

**Admission/Vacation/Examination schedule in respect of Govt. Private/GIA Degree Colleges/Govt. Sanskrit Colleges affiliated to HPU/SPU for the year 2024-25**

Sr. No.	Particulars	Period	Days
	Submission of admission forms for the session 2024-25	03.06.2024 to 15.07.2024	34 days
	Pre-admission counseling of students	03.06.2024 to 15.06.2024	
	Display of 1 <sup>st</sup> Merit list (UG 1 <sup>st</sup> year student)	16.07.2024 upto 01:00PM	
	Fee to be deposited	16.07.2024 to 19.07.2024	03 days
	Display of 2 <sup>nd</sup> Merit List	20.07.2024 up to 11:00AM	
	Fee to be deposited	20.07.2024 upto 5:00 PM	01 day
	Orientation of 1 <sup>st</sup> Year Students	22.07.2024	01 day
	Admission of UG 2 <sup>nd</sup> year & final year students on Roll On Basis	06.06.2024 to 15.07.2024	31 days
	Fee to be deposited	06.06.2024 to 19.07.2024	35 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 (atleast 54 hours)	09 days
		<b>Total Teaching Days</b>	<b>181 days</b>
<b>Vacation Schedule</b>			
	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
		<b>Total Vacation Period</b>	<b>65 days</b>
	Examinations	01.04.2025 to 14.05.2025	44 days
	Evaluation of answer scripts	10.04.2025 to 17.05.2025	38 days
	<b>Results of all UG Classes</b>	Upto 30.06.2025	

**Note:- Results of all Under Graduate Classes of Academic Year 2024-25 should be declared on or before 31<sup>st</sup> July 2024 positively. Result of re-evaluation should be declared up to 7<sup>th</sup> September 2024. Supplementary Exams for the Academic Year 2023-24 may be conducted in September 2024 and result of the same be declared by October, 2024.**