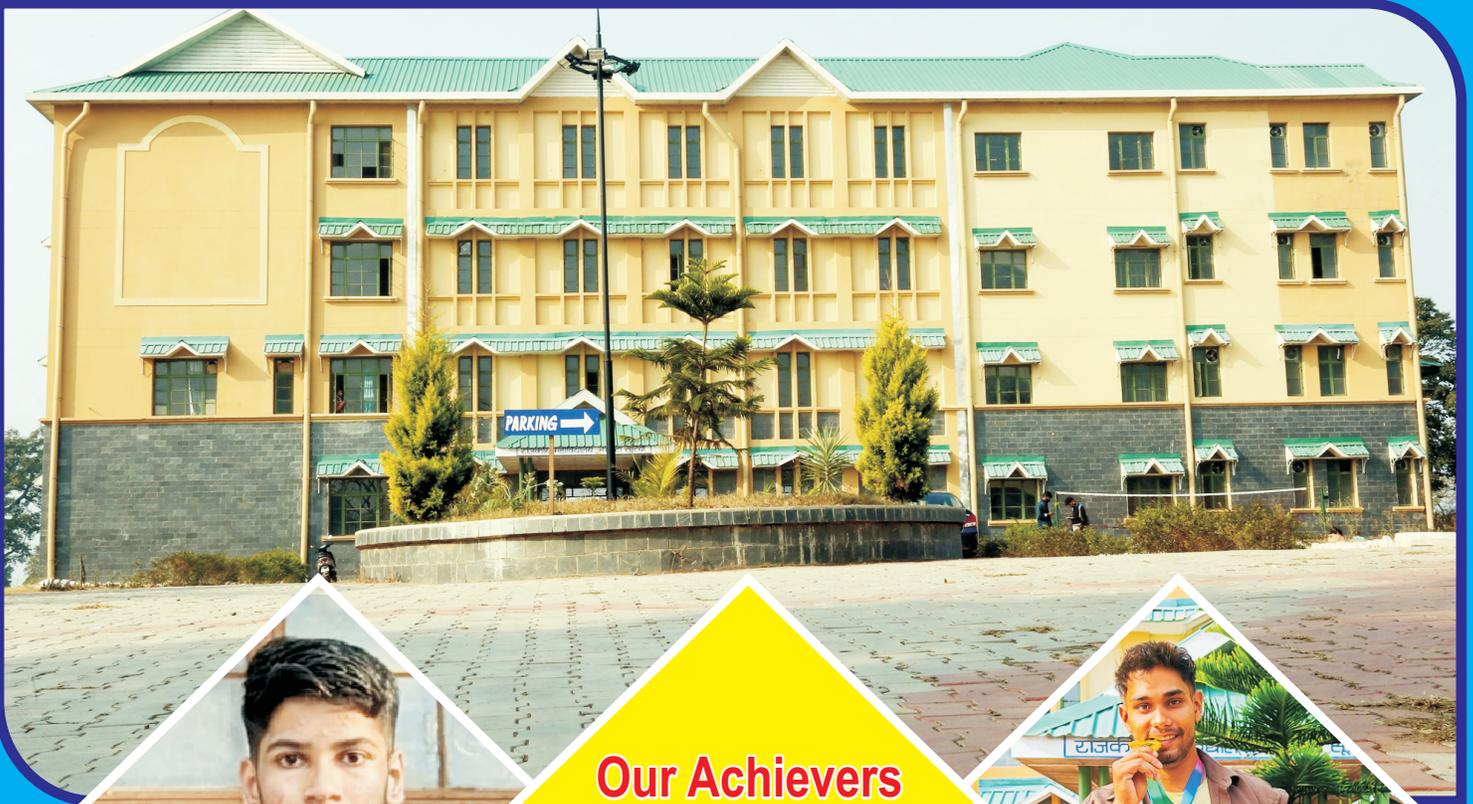




Govt. Degree College

NAGROTA SURIAN, DISTT. KANGRA (H.P.)



**Aniket Guleria 1st in Cartooning
Inter College Competition**

**Our Achievers
for the session
2024-25**



**Anmol Mandal Gold Medalist (Javelin)
Inter College Competition**

**Prospectus
2025-26**



From the Desk of the Principal.....

Government Degree College, Nagrota Surian is located in Nagrota Surian, a Tehsil Headquarter under Sub-Division Jawali in District Kangra. The town lies on State Highway No. 22 (Jawalamukhi – Dehra – Jawali) and is a densely populated area, also serving as the Block Headquarters for 49 Gram Panchayats. The historically and strategically significant Pathankot–Joginder Nagar narrow gauge railway line also passes through this town.

Nagrota Surian is situated just 9 kilometers from the renowned monolithic rock-cut Masroor Temple and lies adjacent to the Ramsar-declared Pong Dam Lake—an internationally recognized wetland. This wetland serves as a major winter destination for migratory birds from Central Asia and Siberia. Before the creation of this man-made water body (Pong Dam), the valley was known as HaldoonGhati.

The establishment of the college was announced by the Government of Himachal Pradesh in March 2013. Subsequently, Notification No. EDN-A-Ka(1)-1/2014 was issued on 15th January 2014. Classes for Arts and Commerce streams commenced under the RUSA (CBCS) system on 11th June 2014. In the academic session of 2017–18, Science streams (Medical and Non-Medical) were introduced, admitting 108 students.

As of now, the college has grown to strength of over 351 students. On 14th March 2021, the college was relocated to a newly constructed campus at Bantungli, approximately 3 kilometers from the original site in Nagrota Surian.

Our dedicated faculty has worked tirelessly throughout the year to provide students with a high-quality educational experience. Through debates, group discussions, seminars, quizzes, as well as cultural and sports events, we aim to ensure holistic development for our students.

I warmly welcome all new students to this institution and assure them that every possible effort will be made to help them achieve their academic and personal goals.

**Warm regards,
Sh. Arun Chander
Principal**

GOVT. DEGREE COLLEGE NAGROTA SURIAN (H.P.)



**Prospectus
Cum
HandBook of Information
2025-26**

Academic Calendar of Govt. Degree College, Nagrota Surian for the Session 2025-2026

S.N	Particulars	Period	Days
Admission & Teaching schedule			
1.	Submission of admission forms for the session 2025-26	01-06-25 to 19-06-25	19 Days
	Pre-Admission Counseling of Students	12-06-24 to 19-06-25	
	Display of 1 st merit list	20-06-25 up to 5:00 PM	
	Fee Deposit	21-06-25 to 23-06-25	03 days
	Display of 2 nd merit list	24-06-25 (up to 03:00 PM)	01 Day
	Fee Deposit	25-06-25 to 27-06-25	03 days
	Orientation of 1 st year Students	28-06-25 to 30-06-25	03 day
	Admission of UG 2 nd & 3 rd Year students on Roll-on basis	01-06-25 to 19-06-25	19 days
	Fee to be Deposited	12-06-2025 to 23-06-2025	12 days
	Post-admission counseling, online submission of scholarship forms & Students feedback	24-06-25 to 30-06-2025	7 days
	Regular Teaching	01-07-25 to 15-03-26 (Excluding vacation periods)	>180
Vacation Schedule			
2.	Diwali Break	Two day before and after Diwali	05 days
	Winter vacation	01-01-26 to 04-02-26	35 Days
	Summer Vacation (2024-25)	19-05-25 to 12-06-25	25 days
		Total Vacation Period	65 Days
	Summer Vacation (2025-26)	18-05-2026 to 11-06-2026	25 days
Examination/Evaluation Schedule			
3.	Examination and Evaluation work	16-03-26 to 25-03-26	
4.	Mid-term/House Examination	1 st & 2 nd week of December	
5.	Sports & athletic meet	Last week of December	
6.	CSCA formation	As notified by HPU	
7.	PTA General House Formation	Last week of September	
8.	Annual Prize Distribution function	March 2025	
9.	Enrollment of Different Clubs	Before 31 st 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.

COLLEGE STAFF

Principal - Prof. Arun Chander

Science Faculty	Name	Designation	Qualification
Department of Zoology	Dr. Anuragini	Assistant Professor	M.Sc.(Honors), NET-JRF, GATE , Ph.D
Department of Botany	Dr. Manu Priya	Assistant Professor	M.Sc., NET (JRF), Ph.D.
Department of Chemistry	Ms. Priya	---	M.Sc., HP-SET
Department of Mathematics	Mr. Ashish Bamta	Assistant Professor	M.Sc., M.Phil., JRF - NET, GATE, HP - SET
Department of Physics	Vacant	-	-
Arts Faculty			
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 Sharma	Assistant Professor	M.A., M.Phil., NET - JRF,
Commerce Faculty			
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
Library			
Librarian	Mr. Rajneesh Chand	Assistant Librarian	Diploma in Library Information Sciences

NON-TEACHING / MINISTERIAL STAFF

Supdt-I	Vacant
Supdt-II	Vacant
Sr. Asstt	Vacant
Mr. Rajesh Kumar	Clerk
Mr. Kushal Dhiman	JOA (IT)
TablaVadak	Vacant
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

<u>BA-I, II & III year</u>	<u>B.Sc.I, II & III year</u>	<u>B.Com. I, II & III year</u>	<u>BCA/ PGDCA</u>
Mr. Kaku Ram Manahas (Convener) Dr. Rajesh Kumar Mr. Abhishek Pal Mr. Nilkamal Kumar	Dr. Anuragini (Convener) Ms. Priya Mr. Ashish Bamta	Dr. PushpaYadav (Convener) Neha Choudhary Mr. Ranjeet Mr. Yuvraj	Ms. Neha Choudhary(Convener) Mr. Ashish Bamta BCA/PGDCA Faculty

2. Scrutiny Committee

- Mr. Ajay Kumar
- Mr. Parveer Dhiman

3. College Advisory Committee

- Mr. Ajay Kumar Convener
- Mr. Parveer Dhiman Member
- Mr. Kaku Ram Manhas Member
- Dr. Anuragini Member
- Dr. PushpaYadav Member
- Dr. Rajesh Kumar Member

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 Member
- Dr. Anuragini Member
- Ms. Neha Choudhary Member
- Dr. Rajesh Kumar Member
- Ms. Priya Member
- Mr. Ranjeet Member
- Mr. Rajneesh Chand Member

5. Sports Advisory Committee

- | | |
|------------------------|----------|
| a. Mr. Ajay Kumar | Convener |
| b. Mr. Parveer Dhiman | Member |
| c. Mr. Kaku Ram Manhas | Member |
| d. Dr. PushpaYadav | Member |
| e. Ms. Neha Choudhary | Member |
| f. Dr. Rajesh Kumar | Member |
| g. Mr. Yuvraj | Member |
| h. Mr. Rajneesh Chand | Member |

6. Prospectus Committee

- | | |
|------------------------|----------|
| a. Mr. Kaku Ram Manhas | Convener |
| b. Dr. Anuragini | Member |
| c. Ms. Neha Choudhary | Member |
| d. Dr. Rajesh Kumar | Member |
| e. Mr. Ashish Bamta | Member |

7. Discipline Committee and Anti-Ragging Squad

- | | |
|------------------------|----------|
| a) Mr. Ajay Kumar | Convener |
| b) Mr. Kaku ram Manhas | Member |
| c) Mr. Parveer Dhiman | Member |
| d) Dr. Anuragini | Member |
| e) Dr. PushpaYadav | Member |
| f) Ms. Neha Choudhary | Member |
| g) Dr. Rajesh Kumar | Member |
| h) Ms. Priya | Member |
| i) Mr. Abhishek Pal | Member |
| j) Mr. AhishBamta | Member |
| k) Mr. Ranjeet | Member |
| l) Mr. Nilkamal | Member |
| m) Mr. Rajneesh | Member |

8. Internal Quality Assurance Cell(IQAC)

- | | |
|------------------------|-------------|
| a. Mr. ArunChander | Chairperson |
| b. Dr. Rajesh Kumar | Convener |
| c. Mr. Parveer Dhiman | Member |
| d. Mr. Kaku Ram Manhas | Member |
| e. Dr. Anuragini | Member |
| f. Dr. PushpaYadav | Member |
| g. Ms. Neha Choudhary | Member |
| h. Mr. Ashish Bamta | Member |
| i. Mr. Rajesh Kumar | Member |

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

9. AISHE In-charge

- | | |
|-------------------|--|
| a. Mr. Ajay Kumar | |
|-------------------|--|

10. Canteen Committee

- | | |
|------------------------------|----------|
| a. Dr. Rajesh Kumar | Convener |
| b. Mr. Kaku Ram Manhas | Member |
| c. Mr. Nilkamal | Member |
| d. Mr. Rajneesh | Member |
| e. Mr. Rajesh Sharma (Clerk) | Member |

11. Time Table Committee

- | | |
|-----------------------|----------|
| a. Mr. Parveer Dhiman | Convener |
| b. Mr. Neha Choudhary | Member |
| c. Dr. Rajesh Kumar | Member |
| d. Ms. Priya | Member |
| e. Mr. Ranjeet | Member |
| f. Mr. Ashish Bamta | Member |
| g. Mr. KushalDhiman | Member |

12. Annual/House Examination Committee

- | | |
|------------------------|----------|
| a. Dr. Anuragini | Convener |
| b. Mr. Kaku Ram Manhas | Member |
| c. Dr. Rajesh Kumar | Member |
| d. Mr. Ashish Bamta | Member |
| e. Ms. Priya | Member |
| f. Mr. Rajneesh Chand | Member |

13. College Bursar

- | | |
|-------------------|--|
| a. Mr. Ajay Kumar | |
|-------------------|--|

14. Scholarship Committee

- | | |
|-----------------------|----------|
| a. Dr. Rajesh Kumar | Convener |
| b. Ms. Neha Choudhary | Member |
| c. Ms. Priya | Member |
| d. Mr. Yuvraj | Member |
| e. Mr. Nilkamal Kumar | Member |

15. Career Guidance & Placement Cell

- | | |
|-------------------------|----------|
| a. Mr. Parveer Dhiman - | Convener |
| b. Mr. Kaku Ram Manhas | Member |
| c. Dr. Pushpayadav | 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 |
| i. CSCA President | Member |

16. Grievances Redressal -cum - Counselling Cell for Students

- | | | |
|------------------------|---|----------|
| a. Dr. Anuragini | - | Convener |
| b. Ms. Neha Choudhary- | | Member |
| c. Dr. Rajesh Kumar | - | Member |

- d. Mr. Ashish Bamta -Member
- e. Mr. Yuvraj -Member
- f. Mr. Ranjeet -Member
- g. Mr. Rajneesh Chand - Member
- h. CSCA President -Member
- i. PTA President -Member

17.Grievances Redressal Cell for SC/ST Students

- a. Mr. Ajay Kumar - Convener
- b. Mr. Kaku Ram Manhas Member
- c. Mr. Parveer Dhiman- Member
- d. Ms. Neha Choudhary- Member
- e. Dr. Rajesh Kumar- Member
- f. Mr. Rajneesh Chand Member
- g. CSCA President Member
- h. PTA President Member

18.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

19.Anti-Ragging Committee

- a. Dr. Rajesh Kumar -Convener
- b. Dr. Anuragini - Member
- c. Ms. Neha Choudhary- Member
- d. Mr. Abhishek Pal -Member
- e. Mr. Ranjeet -Member
- f. Mr. Nilkamal Kumar -Member
- g. Ms. Priya -Member
- h. Mr. Rajneesh Chand -Member
- i. CSCA President -Member
- j. PTA President -Member

20.Purchase Committee

- a. Mr. Kaku Ram Manhas -Convener
- b. Mr. Parveer Dhiman - Member
- c. Ms. Neha Choudhary- Member
- d. Dr. Rajesh Kumar -Member
- e. Mr. Ashish Bamta -Member

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

21. Committee against Sexual Harassment of women at workplace

- a. Ms.Anuragini - Convener
- b. Dr. PushpaYadav - Member
- c. Mr. Kaku Ram Manhas- Member
- d. Ms. Neha Choudhary- Member
- e. Ms. Priya - Member
- f. PTA Members(Female)

22. Anti-Sexual Harassment Committee

- a. Ms.Anuragini - Convener
- b. Dr. PushpaYadav - Member
- c. Mr. Kaku Ram Manhas- Member
- d. Ms. Priya - Member
- e. Mr. Nilkamal Kumar - Member
- f. PTA Members(Female)

23. Editors College Magazine(Halloon)

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

24. Press &Media Committee

- a. Mr. Nilkamal Kumar - Convener
- b. Mr. Rajneesh Chand - Member
- c. Mr. Rajesh Kumar(Clerk)- Member

25. Cultural and Co-Curricular Activities Committee

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

26. Educational Tour Committee

- a) Mr. Ajay Kumar - Convener
- b) Mr. Parveer Dhiman - Member
- c) Ms. Neha Choudhary- Member
- d) Dr. Rajesh Kumar - Member
- e) Ms. Priya - Member
- f) Mr. Yuvraj - Member

27. Institutional Plan Development Committee

- a) Mr. Ajay Kumar - Convener
- b) Mr. Kaku RamManhas - Member
- c) Mr. Parveer Dhiman - Member
- d) Dr. PushpaYadav - Member
- e) Dr. Rajesh Kumar - Member
- f) Ms. Priya - Member

28. UGC Affairs/NAAC Committee

- a) Mr. Ajay Kumar (Co-ordinator)
- b) Mr. Parveer Dhiman Asstt. Coordinator
- c) Dr. PushpaYadav
- d) Mr. Kaku R Manhas
- e) Dr. Anuragini
- f) Ms. Neha Choudhary
- g) Dr. Rajesh Kumar
- h) Ms. Priya
- i) Mr. Kushal Dhiman

29. Faculty and students empowerment committee

- a) Mr. Ajay Kumar - Convener
- b) Mr. Kaku Ram Manhas- Member
- c) Mr. Parveer Dhiman - Member
- d) Dr. Anuragini - Member
- e) Dr. PushpaYadav - Member
- f) Ms. Neha Choudhary - Member
- g) Dr. Rajesh Kumar - Member
- h) Ms. Priya - Member

30. Institution's Innovation Council –

- a) Sh. ArunChander - President
- b) Mr. Ajay Kumar - Vice-President & Internship Activity Co-ordinator
- c) Dr. PushpaYadav - Convener
- d) Mr. Parveer Dhiman -Innovation Activity
- e) Mr. Kaku Ram Manhas- Start-up Activity Co-ordinator
- f) Dr. Anuragini -IPR Activity Co-ordinator
- g) Dr. Rajesh Kumar - Social Media
- h) Ms. Neha Choudhary - Member
- i) Mr. Ashish Bamta - Member
- j) Mr. Nilkamal Kumar - Member
- k) Dr. H.L. Dhiman -External Member

31. Disaster Management Committee

- a) Mr. Ranjeet -Convener cum Nodal Officer
- b) Ms. Priya - Member
- c) Mr. Nilkamal Kumar - Member
- d) Mr. Abhishek Pal - Member

32. College Property Committee

- a) Mr. Rajneesh Chand
- b) Mr. Rajesh Kumar (Clerk)

33. Senior Tutors

- a) Mr. Ajay Kumar (Tutor in chief)
- b) Dr. Anuragini (Sciences)
- c) Mr. Kaku Ram Manhas (Humanities)
- d) Mr. Parveer Dhiman (Humanities)
- e) Dr. PushpaYadav (Commerce)

34. Smart Class Room and Computer Lab In-charges

- a) Mr. Ashish Bamta - Convener
- b) Ms. Priya - Member
- c) Mr. Ranjeet - Member
- d) BCA Faculty - Member
- e) Mr. Kushal - Member

35. 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. Ranjeet - Member
- f) Mr. Rajesh Kumar (Clerk)- Member

36. Electricity and water supply maintenance committee

- a. Mr. Nilkamal Kumar -Convener
- b. Mr. Abhishek Pal -Member
- c. Mr. Rajneesh Chand -Member
- d. Mr. Rajesh Kumar (Clerk) -Member
- e. All Class IV -Member

37. Campus Beautification Committee

- a. Mr. Yuvraj - Convener
- b. Ms. Priya - Member
- c. Mr. Abhishek Pal - Member
- d. Mr. Nilkamal Kumar- Member
- e. All Class IV - Member

38. RTI Cases Committee

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

39. First Aid Committee

- a. Ms. Priya
- b. Mr. Nilkamal Kumar

40. Social Media Committee

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

41. Website Maintenance Committee

- a. Mr. Ashish Bamta- Convener
- b. Mr. Yuvraj - Member
- c. Mr. Nilkamal Kumar -Member
- d. Mr. Rajneesh Chand Member
- e. BCA Faculty -Member

42. Societies/Clubs

I. Red Ribbon Club

Ms. Priya

II. Eco Club

Mr. Yuvraj

III. Commerce Society

Dr. PushpaYadav

Ms. Neha Choudhary

IV. NSS

Mr. Abhishek Pal-Programme Officer

V. Rovers and Rangers

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

VI. Electoral Literacy Club

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

VII. Road Safety Club

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

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 2025 i.e. must have not born earlier than 01-07-2002 (01-07-2000 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%

- 45% for those who have passed examinations under science group at +2 level.
- 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.

Important Notes regarding admission and eligibility:

- 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.
- A candidate who has passed +2 examinations in four compulsory subjects (Including English) from any university/Board recognized by law seeks admission.
- 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.
- 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 only	Hindi (B.Com), English (B.Sc), Sanskrit (BA)

Note: English is compulsory subject for BA/B.Com 1st and 2nd 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 st year	English (Comp)	Environmental studies			
	Hindi/Skt (Comp)				
	DSC-1A				
	DSC-1B	English/Hindi/Skt (One out of three)			
	DSC-2A				
DSC-2B					
2 nd year	English (Comp)		SEC-1		
	Hindi/Skt (Comp)				
	DSC-1C		SEC-2		
	DSC-1D				
	DSC-2C				
	DSC-2D				
3 rd 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.

ARTS STREAM BA 1ST YEAR

S.N.	Subject	Core title	Code
1	English	IA Eng. Literature 1 IB Eng. Literature 2	ENGDCS 102 ENGDCS 103
2	Hindi	IA Hindi sahyakaitihas 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	SOCLA 101 SOCLA 102
7	Sanskrit	IA Sanskrit kavya IA Sanskrit gadyakavya	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 2nd 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 of 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	AadhunikhindiKavita Hindi gadyasahitya	HIND202 HIND203	Karylayee Hindi Anuvaadvigyan	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	AyurvedkeMoolSiddhant Sanskrit ChhandAvemGayan	SKT 205 SKT 206

BA 3rd 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	Democratic Awareness through Legal Literacy Conflict and 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 th & 20 th centuries) History o Himachal Pradesh (1815-1972)	HIST(A)310 HIST(A) 312
4.	Hindi	Rang aalekhevamrangmanch Samacharsankalanaur lekhan	HIND301HI ND304	LokSahitya Chhayavadotar Hindi Kavita	HIND305 HIND306	AadhunikbhartiyaSahitya Sarjnatmaka lekhan kevidhksheetra	HIND307 HIND308
5.	Economics	Indian Economy International Economics	ECONA301 ECONA306	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	Polity and Society in India Economy and Society	SOCL-A 307 SOCL-A308
7.	Sanskrit	VyaktitvaVikaskaBhartiyaDrishtikon SahityakSamalochan	SKT 301 SKT 302	BhartiyaRangshala BhartiyaVastushastra	SKT 305 SKT 306	PatyajalYogsutra BhasaVigyankeMoolbhoosiddhant	SKT 303 SKT 304

B.Com 1 st year					
Subject	Code	Core Course/SEC	Subject	Code	Core Course/SEC
1.Financial Accounting 2.Business Organisation and Management 3.Business Law 4.Business Statistics and Math.	BC 1.1 BC 1.2 BC 1.3 BC 1.4	C1 C2 C4 C5	5.Compulsory English 6. Mil-1 (Hindi/SKT) 7. Mil-2 (Eng/Hindi/Skt) 8. Environmental Studies	ENG-CE-101 HIND101, SKT103 ENGAECC-104, HIND104, SKT104, ENVSAECC-02	C3 C6 AECC-2 AECC-1
B.Com 2 nd year					
Subject	Code	Core Course/SEC	Subject	Code	Core Course/SEC
1.Company Law 2.Income Tax & Practice 3.Corporate Accounting 4.Cost Accounting	BC 2.1 BC 2.2 BC 2.4 BC 2.5	C-7 C-8 C-11 C-12	5.Computer Application Business 6.E Commerce 7.Compulsory English 8. Mil-1 (Hindi/SKT)	BC 2.3 BC 2.6 ENG CE-201 HIND 201, SKT 203	SEC-1 SEC-2 C 09 C 10
B.Com 3 rd Year					
Subject	Code	Core Course/SEC	Subject	Code	Core Course/SEC
1.Human Resource Management 2.Fundamental of Financial Management 3.Management Accounting 4.International Business	BC 3.1(a) BC 3.2(a) BC 3.5(c) BC 3.6(a)	DSE-1 DSE-2 DSE-3 DSE-4	5.Principles of Micro Economics 6.Indian Economy 7.Enterpreneurship 8.Personal Selling & Salemanship	BC 3.4 BC 3.8 BC 3.3 BC 3.7	GE-1 GE-2 SEC-3 SEC-4

B.Sc 1 st year			
Sr. No.	Subject	Title	Code
1.	Zoology	1. Animal Diversity 2. Comparative and anatomy and developmental biology of vertebrates	ZOOL 101TH ZOOL 102TH
2.	Botany	1. Diversity (Microbes algae fungi and archegoniate) 2. Plant Ecology and taxonomy	BOTA 101TH BOTA 102TH
3.	Chemistry	1.Atomic Structure, bonding, general organic chemistry and aliphatic hydrocarbons 2.States of matter, chemicals kinetics and functional organic chemistry	CHEM 101TH CHEM 102TH
4.	Physics	1.Mechanics 2.Eleericity magnetism and EMT	PHYS 101TH PHYS 102TH
5.	Math	1. Differential calculus 2.Differential Equation	MATH 101TH MATH 102TH

B.Sc 2 nd year					
Sr.No.	Subject	Dsc/Core	Code	Sec	Code
1.	Zoology	1.Physiology and Biochemistry 2.Genetics and evolutionary biology	ZOOL 201TH ZOOL 202TH	1.Medical diagnostic 2.Apiculture	ZOOL 203TH ZOOL 204TH
2.	Botany	1. Plant anatomy and embryology 2.Plant physiology and metabolism	BOTA 201TH BOTA 202TH	1.Biofertilizer 2.floriculture	BOTA 203 BOTA204
3.	Chemistry	1. Solutions, phase equilibrium conductance electro chemistry 2.Chemistry of main group elements, chemical energetics and equilibria	CHEM 201TH CHEM 202TH	1.Basic analytical chemistry 2. Fuel Chemistry and chemistry of cosmetic and perfumes	CHEM 203 CHEM 204
4.	Physics	1. Statistical and thermal physics 2.Waves and optics	PHYS 201TH PHYS 202TH	1.Physics workshop skills 2. Electrical circuits and network skills	PHYS203TH PHYS205TH
5.	Math	1.Real analysis 2.Algebra	MATH201TH MATH202TH	1.Integral calculus 2. Vector Calculus	MATH 309 MATH 310

B.Sc 3 rd year					
Sr.No.	Subject	Dsc/Core	Code	Sec	Code
1.	Zoology	1.applied zoology 2.immunology	ZOOL301(A)TH ZOOL302(B)TH	1.Aquarium Fish Keeping 2.Sericulture	ZOOL304TH ZOOL303TH
2.	Botany	1.Economic Botany and Biotechnology 2.Cell and Molecular Biology	BOTA 301 BOTA 303	1.Mushroom Cultivation 2.Medicinal Botany and Ethnobotany	BOTA 307 BOTA 306
3.	Chemistry	1.Polynuclear hydrocarbons, dyes, heterocyclic compounds and spectroscopy (uv, ir,nmr) 2.Chemistry of Transition and Inner Transition Elements, Coordination Chemistry, Organometallics, Acids & Bases	CHEM301TH CHEM304TH	1.Chemical Technology & Society and Business Skills for Chemistry 2.Pesticide Chemistry & Pharmaceutical Chemistry	CHEM307 CHEM308
4.	Physics	1.Elements of modern physics 2.Nuclear and particle physics	PHYS301TH PHYS304TH	1.Renewable Energy & EnergyHarvesting 2.Radiation Safety	PHYS310TH PHY307TH
5.	Math	1.Matrices 2.Numerical method	MATH301TH MATH304TH	1.Probability and Statistics 2.Transportation and game theory	MATH313TH MATH317TH

Note:1. B.Sc. 1st year students to select one compulsory AECC Environmental Science (ENVS2AECC 02) and one AECC from English/Hindi/Sanskrit. [(i) Writing Skill Code: ENGAECC 104 ii) Hindi BhashaaurSampreshanCode: HIND 104 iii) UpnishadSrimadBhagwatGeetatathaPaniniaSikshaCode: SKTAECC 104]. Select six DSC/Core according to your Medical or Non-Medical stream.

2. B.Sc 2nd year students will choose six DSC/Core (two from each subject) of their combination of Subjects and two SEC of their main subjects

3. For more inquiry regarding subjects and syllabus kindly visit <https://www.hpuuniv.ac.in/syllabus.php>

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 is 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 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 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.

- Two copies of passport size photographs.
- 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 Principal 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 Rs.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. 1000/-per student is 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 that 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. 80
Student Aid Fund	Rs. 2.00
College Magazine	Rs. 50
Library Security (Refundable)	100 (only for 1 st year)(1000 for Self Finance)
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	(Rs. 500/250/100 for Self Finance)
For General Category	250 (only for 1 st year)
For IRDP/BPL	100 (only for 1 st year)
(Latest certificate to be submitted)	
Physics/Chemistry/Botany/Zoology Practical	240 each
Commerce practical/BCA/PGDCA Practical	90 Rs 1 st year & 270 Rs 2 nd year

**COMMULATIVE FEE AND FUNDS INCLUDING PTA for SESSION 2025-26
BA/ B.COM/ B.SC 1ST YEAR**

CLASS	GENDER	CATEGORY GEN/IRDP	TOTAL FEE WITHOUT PTA
BA 1 ST	M	GEN	1959
BA 1 ST	M	IRDP	1809
BA 1 ST	F	GEN	1359
BA 1 ST	F	IRDP	1209
B.COM 1 ST	M	GEN	2049
B.COM 1 ST	M	IRDP	1899
B.COM 1 ST	F	GEN	1449
B.COM 1 ST	F	IRDP	1299
B.SC 1 ST (N.M.)	M	GEN	2439
B.SC 1 ST (N.M.)	M	IRDP	2289
B.SC 1 ST (N.M.)	F	GEN	1839
B.SC 1 ST (N.M.)	F	IRDP	1689
B.SC 1 ST (MED)	M	GEN	2679
B.SC 1 ST (MED)	M	IRDP	2529
B.SC 1 ST (MED)	F	GEN	2079
B.SC 1 ST (MED)	F	IRDP	1929

BA/ B.COM/ B.SC 2ND YEAR

CLASS	GENDER	CATEGORY GEN/IRDP	TOTAL FEE WITHOUT PTA
BA 2 ND	M	GEN & IRDP	1619
BA 2 ND	F	GEN & IRDP	1019
B.COM 2 ND	M	GEN & IRDP	1889
B.COM 2 ND	F	GEN & IRDP	1289
B.SC 2 ND (N.M.)	M	GEN & IRDP	2099
B.SC 2 ND (N.M.)	F	GEN & IRDP	1499
B.SC 2 ND (MED)	M	GEN & IRDP	2339
B.SC 2 ND (MED)	F	GEN & IRDP	1739

BA/ B.COM/ B.SC 3RD YEAR

CLASS	GENDER	CATEGORY GEN/IRDP	TOTAL FEE WITHOUT PTA
BA 3 RD	M	GEN & IRDP	1619
BA 3 RD	F	GEN & IRDP	1019
B.COM 3 RD	M	GEN & IRDP	1619
B.COM 3 RD	F	GEN & IRDP	1019
B.SC 3 RD (N.M.)	M	GEN & IRDP	2099
B.SC 3 RD (N.M.)	F	GEN & IRDP	1499
B.SC 3 RD (MED)	M	GEN & IRDP	2339
B.SC 3 RD (MED)	F	GEN & IRDP	1739

Note:

- **Rs. 1000 fee will be added to above mentioned fees as PTA fund.**
- **Rs. 10 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 change after the implementation of New Education policy.**

FINE

Late admission fee (Per Day)	-	Rs.10.00
Re – admission for the 1 st time	-	Rs. 100
Re – admission for the 2 nd time	-	Rs. 200
Duplicate identity card	-	Rs. 20.00
Absence fine per period	-	Rs. 1.00
Absence from per practical (Per Practical)	-	Rs. 3.00
Absence from House - Test (Per Paper)	-	Rs. 100
Late Return of Library Books (Per Day)	-	Rs. 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 under National Scholarship portal:

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 on account of unavoidable circumstances 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.

Library Rules:

1. Identity Card Requirement

All students must bring their valid ID or library card when visiting the library. This must be produced upon request by the librarian.

- o Loss of ID or library card must be reported to the librarian immediately.
- o **No student will be allowed entry without a valid identity card.**

2. Book Issuing Rules

- o A maximum of **two books** can be issued to one student at a time.
- o Books are issued for a period of **15 days**.
- o Students must return books **on or before the 15th day**.
- o A late fine of **₹1 per day** will be charged for each overdue book.
- o Books issued are **not transferable** to other students.

3. Library Conduct

- o **Electronic instruments and eatables** are strictly prohibited inside the library.
- o Students are **responsible for the safekeeping** of their belongings.
- o **Use of mobile phones** inside the library is strictly prohibited. Violation of this rule will result in a **special fine of ₹200**.

4. Loss or Damage of Books

- o In case of loss or damage of a library book, the student must either **replace the book** or **pay the cost of the book plus an additional 20%** as a penalty.

5. Reference Books

- o Reference books are to be used **within the library premises only** and are not to be issued or taken outside.

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.

Self-Finance Courses

HIGHER EDUCATION INSTITUTION SOCIETY (HEIS), Govt. Degree College Nagrota Surian is a registered society aimed at providing technical/skill based courses to students on self-finance basis. There are two courses available which are affiliated to HP University, Shimla.

BACHELOR OF COMPUTER APPLICATIONS (BCA)
POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (PGDCA)

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	40

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 2025. 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 case of NRI's, this scheme admits students as per the merit in the past examinations passed by the candidate.

In addition to the eligibility conditions mentioned above, 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.

In case of non -availability of NRI's, the seats under Non -Subsidized category will be filled on First Come First Serve basis. To Resolve a Tie: In case of tie, the candidate having higher aggregate marks in the qualifying - examination shall be admitted first. If the tie is still not resolved the candidate younger in age will be admitted first.

REFUNDABLE SECURITY FEE

An amount of Rs.1000/- will be charged extra as library security fee at the time of admission.

PTA FUND

PTA fund of Rs.1000/- will be charged from each candidate annually.

UNIVERSITY DEVELOPMENT FUND

For Subsidized: Rs.250/-

Non-Subsidized Seats: Rs.500/-

For IRDP/BPL Candidates: Rs.100/-

EXAMINATION FEE

Examination, Migration Fee & other charges will be as per the guidelines from Himachal Pradesh Government and the Himachal Pradesh University Shimla.

Distribution of fee over semester

Class	Gen	Category	Total Fee (With PTA)	
			(Subsidized)	For Non subsidized
BCA 1 st Sem	M	Gen, Sc, ST, OBC	8314+1000 (PTA)=9314	14564+1000 (PTA)=15564
BCA 1 st Sem	M	IRDP & BPL	8164+1000 (PTA)=9164	14564+1000 (PTA)= 15564
BCA 1 st Sem	F	Gen, Sc, ST, OBC	8014+1000 (PTA)=9014	14264+1000 (PTA)=15264
BCA 1 st Sem	F	IRDP & BPL	7864+1000 (PTA)=8864	14264+1000 (PTA)= 15264
BCA 2 nd 4 th , 6 th Sem	M	All Category	6740	12740
BCA 2 nd 4 th , 6 th Sem	F	All Category	6440	12440
BCA 3 rd & 5 th Sem	M	All Category	7064+1000 (PTA)=8064	13064+1000 (PTA)=14064
BCA 3 rd & 5 th Sem	F	All Category	6764+1000 (PTA)= 7764	12764+1000 (PTA)= 13764

Syllabus of BCA

First Year (1st 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
Total					600	

Second Year (4th 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
Total					600	

First Year (2nd 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
Total					600	

Third Year (5th 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
Total					600	

Second Year (3rd 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
Total					600	

Third Year (6th 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	
Total					600	

POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (PGDCA)

Post Graduate Diploma in Computer Applications is a comprehensive programme designed to equip students with advanced knowledge and skills in the field of computer applications. This diploma course is a popular choice among individuals seeking to enhance their career prospects in the ever-expanding IT industry. The PGDCA curriculum covers a wide range of subjects, including programming languages, database management systems, computer networks, web development, software engineering, and more. Students are exposed to both theoretical concepts and practical applications, ensuring they acquire a well-rounded understanding of computer science principles.

AVAILABILITY OF SEATS

The Post Graduate Diploma in Computer Application (PGDCA) programme is a one-year course, divided into two semesters. At the end of each semester, students are required to take an examination as prescribed by the university. The total capacity for the PGDCA course is 30 subsidized seats.

ELIGIBILITY CRITERIA

Provided that the candidate is a Graduate with minimum 50% marks (45% in a case of SC./ST.) in aggregate in Bachelor's Degree or equivalent from a University established by law in India shall be eligible to apply for the admission.

Or

A Bachelor's Degree or equivalent with a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree.

AGE LIMIT

Candidates seeking admission in PGDCA programme shall not be more than 26 years for male candidates, 28 years for female candidates & 29 years for SC/ST candidates (both girls & boys) as on 1st July 2025.

BASIS OF ADMISSION

Admission will be made on merit basis determined from Bachelor Degree. The Himachal Pradesh University 120 point roster is being followed for admission to PGDCA and reservation of various categories for the session 2025-26 as per Annexure 1. It shall be followed from 1-30 points.

MANDATORY CONDITIONS TO APPEAR IN SEMESTER END UNIVERSITY EXAMS

To be eligible to appear in University Exams the student must at the end of each semester fulfill certain conditions. The conditions are laid below:

1. Attendance should be at least 75% in each theoretical subject individually.
2. Attendance should be at least 75% in each practical subject individually.
3. Secure at least 20% marks in each subject or 25% in aggregate in the House Examination.

FEE STRUCTURE

The Fee Structure for PGDCA is as below

Subsidized Seats: Rs. 14,000/- per annum (Rs 7,000/semester)

Note:

- a) Fee once deposited shall not be refunded.
- b) The student admitted to the course of PGDCA will be governed by the rules and regulations of HPU. 28

REFUNDABLE LIBRARY SECURITY FEE & PTA FUND

An amount of Rs. 1000/- will be charged extra as library security fee (refundable) at the time of admission. In addition to above mentioned fee PTA fund (Non-refundable) of Rs. 1000/- will be charged from each candidate annually.

UNIVERSITY DEVELOPMENT FUND

For Subsidized/Non-Subsidized Seats: Rs. 250/-

For IRDP/BPL Candidates: Rs. 100/-

EXAMINATION FEE

Examination, Migration Fee & other charges will be as per the guidelines from Himachal Pradesh Government and the Himachal Pradesh University.

DETAILED COURSE OUTLINE

Detailed course outline for the PGDCA programme as prescribed by the University is given below, which is subject to changes by the Board of Studies approved by Academic Council and the Executive Council of the University.

SEMESTER –I

Course Code	Paper	Credits	Term-End	IA	Total Marks
DCS-101	Fundamentals of Programming Using C	4	75	25	100
DCS-102	Office Automation Tools	4	75	25	100
DCS-103	Computer Organization	4	75	25	100
DCS-104	Elective - 1	4	75	25	100
DCS-105	Practical-I (C Language)	3	75	25	100
DCS-106	Practical-II (Office Automation Tools)	3	75	25	100
Total		22			600

Elective-1	
Course Code	Paper
DCS-104 (i)	Operating System
DCS-104 (ii)	Software Engineering
DCS-104 (iii)	Multimedia Technology

Elective-2	
Course Code	Paper
DCS-204 (i)	Data Communication and Networks
DCS-204 (ii)	Object oriented programming using JAVA
DCS-204 (iii)	Artificial Intelligence

SEMESTER –II

Course Code	Paper	Credits	Term-End	IA	Total Marks
DCS-201	Data and File Structure	4	75	25	100
DCS-202	Web Technology and Designing	4	75	25	100
DCS-203	Database Management system	4	75	25	100
DCS-204	Elective - 2	4	75	25	100
DCS-205	Practical-III (Web Technology and Designing)	3	75	25	100
DCS-206	Practical-IV (DBMS)	3	75	25	100

Total	22		600
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Total Credits: 22 + 22 = 44

Distribution of fee over semester

Class	Gen	Category	Total Fee (With PTA) (Subsidized)
PGDCA 1 st Sem	M	Gen, Sc, ST, OBC	9314+1000(PTA)=10314
PGDCA 1 st Sem	M	IRDP & BPL	9164+1000(PTA)=10164
PGDCA 1 st Sem	F	Gen, Sc, ST, OBC	9014+1000(PTA)=10014
PGDCA 1 st Sem	F	IRDP & BPL	8864+1000(PTA)=9864
PGDCA 2 nd Sem	M	All Category	8064
PGDCA 2 nd Sem	F	All Category	7764

ABSENTEE AND OTHER FINES FOR SELF FINANCE COURSES

Absence Fine (Per Lecture)	Rs. 5.00
Absence Fine (Per Practical/Presentation/Class Test/Group Discussion/copy checking etc.)	Rs. 10.00
Absence from House Test/MTT	Rs. 100.00
Late Return of Library Books (Per Day)	Rs. 1.00
Uniform Fine (First Time)	Rs. 50.00
Uniform Fine (Subsequently)	Rs. 100.00
Readmission Fee (First Time)	Rs. 200.00
Readmission Fee (Subsequently)	Rs. 300.00
Indiscipline Fine	Up to Rs. 3000.00

SUBMISSION OF APPLICATION FORM

Application form duly filled is to be submitted in the office of HEIS, Government Degree College, Nagrota Surian. The form should accompany the following documents:

- Attested copies of the certificates of Matriculation or its equivalent examination. Secondary School Certificates (Class 12) or its equivalent examination with the conversion formula of grades into percentage wherever applicable with the relevant testimonials or Certificate of being appeared in the qualifying examination from the Head of the Institution.
- Attested copies of certificates of Bachelor's Degree (all years/semesters with the conversion formula of grades into percentage wherever applicable with the relevant testimonials or Certificate of being appeared in the qualifying examination from the Head of the Institution.
- Latest Character Certificate from the institute last attended.
- Copy of Aadhaar Card.
- Any additional Document/Certificate required at the time of submission of Application form.

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 not claimed within one year after leaving the college.

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</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 2025-26. However, if any discrepancy is found at later stage shall be subject to ratification/correction as per rules and regulations of the University.

**TENTATIVE ANNUAL CALENDER by IQAC
(SESSION 2025-2026)**

Sr. No.	Activity	Date/ Tentative Date
June 2025		
1.	Submission of admission forms	01 June to 19 June
2.	Pre-admission counseling of students	13 June to 19 June
3.	Display of 1 st Merit List (UG 1 st year students)	
4.	Fee to be deposited	21 June to 23 June
5.	Display of 2 nd Merit List	24 June up to 03:00 PM
6.	Fee to be deposited	25 June to 27 June
7.	Orientation for 1 st Year Students (Scholarship, ABC, Anti Ragging, Anti-Drug etc.)	28-30 June
8.	Admission of other UG classes on Roll On Basis	01 June to 19 June
9.	Fee to be deposited	13 June to 23 June
10.	Post admission counseling	24 June to 30 June
11.	World Environment Day	5 th June
12.	International Yoga Day	21 st June
13.	International Day against Drug Abuse and Illicit Trafficking International Anti-Drugs Day	26 th June
July 2025		
14.	World Day for International Justice	17 th July
15.	Kargil Memorial Day (India)	26 th July
August 2025		
16.	Book Fair & World Tribal Day	9 th August
17.	Azadika Amrit Mahotsav	11-15 Aug (01 Hour Daily)
18.	Enrollment of various Clubs and Units & Mentor Mentee group formation	Till 14 th August
19.	India's Independence Day	15 th August
20.	National Sports Day	29 th August
September 2025		
21.	Teachers Day (India)	5 th September
22.	Talent Hunt by Cultural & IIC committee	1 st week of September
23.	International Literacy Day	8 th September
24.	Annual Athletic Meet	2 nd week of September
25.	Hindi Diwas	14 th September
26.	World Tourism Day	27 th September
October 2025		
27.	International Day of Non-Violence (Gandhi Jayanti)	2 nd October
28.	National Anti-Drug Addiction day	2 nd October
29.	International Day of Rural Women	15 th October
30.	Diwali Break	2 days before and 2 days after Diwali (20 October)

1.	National Unity Day	31 st October
November 2025		
2.	National Education Day (Birth anniversary of Maulana Abul Kalam Azad)	11 th November
3.	Constitution Day	26 th November
4.	Rally on Road Safety	Last week of November
December 2025		
5.	World AIDS Day	1 st December
6.	International Day of Disabled Persons	3 rd December
7.	Mid-Term Examination	2 nd week of December to 4 th week of December
8.	International Human Rights Day	10 th December
9.	National Mathematics Day	22 nd December
10.	CSCA “Jhankaar”	Last week of December
11.	Road Safety Week	Last week of December
January 2026 (Winter Break 01 Jan to 04 Feb)		
12.	Statehood Day & National Voters’ Day	25 th January
13.	Republic Day (India)	26 th January
February 2026		
14.	World Cancer Day	4 th February
15.	NSS Camp	1 st week of February
16.	National Innovation Day (Birth anniversary of Dr. A.P.J. Abdul Kalam)	16 th February
17.	National Science Day	28 th February
March 2026		
18.	International Women’s Day	8 th March
19.	World Tuberculosis Day	24 th March
April & May 2026		
20.	Examination	Last week of March to 2 nd Week of May

Note:

1. CSCA formation as per instruction by the HPU and Oath-Taking ceremony will take place within one week of its formation.
2. Field Visit by the History and Commerce department as per decision by the college administration.
3. Trade Fair by the Commerce Dept. before Deepawali break.

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	1930
GUDIYA HELPLINE	1515
HOSHIAR SINGH HELPLINE	1090



Principal & Staff with Chief Guest Dr. H. L. Dhiman



Students and Staff with Chief Guest during Annual Prize Distribution Function



Students during Annual Prize Distribution Function



Students during Cultural Function 'Jhankar'



Principal & CSCA members during 'Jhankar'



Students & Staff during Cultural Function 'Jhankar'



Tiranga Rally by Students



Drill on Disaster Management



Ek Ped Maa Ke Naam (एक पेड़ माँ के नाम)



N.S.S. Camp 2024-25



Winners of Annual Athletic Meet (2024-25)



Principal & Staff with PTA (2024-25)