



**GOVT. DEGREE COLLEGE NAGROTA SURIAN**

Tehsil Jawali, District Kangra (H.P.)-176027

# PROSPECTUS

**2019-2020**



**For Admission to**

• Bachelor of Arts

• Bachelor of Commerce

• Bachelor of Science (Medical/Non-Medical)

• Bachelor of Computer Application

# COLLEGE FACULTY



Principal - Vacant

Science



Dr. Ashwani Patel,  
Associate Professor  
Zoology



Sh KK Sharma,  
Assistant Professor  
Physics



Sh Rohit,  
Assistant Professor  
Chemistry



Ms Manu Priya,  
Assistant Professor  
Botany



Sh Vijay Kumar,  
Assistant Professor  
Mathematics

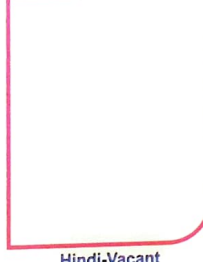
Commerce



Sh Naveen Nischal,  
Assistant Professor  
Commerce



Ms Neha Dewan  
Assistant Professor  
Commerce



Hindi-Vacant



Political Science-Vacant



Sh Nishant,  
Assistant Professor  
English

Arts



Ms Arti Rani  
Assistant Professor  
English



Sh Vipin Sharma  
Assistant Professor  
History



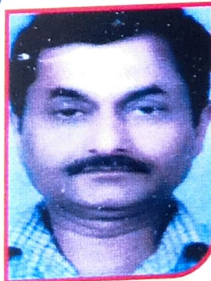
Ms Monika Sharma,  
Assistant Professor  
Economics



Ms Milan Preet  
Assistant Professor  
Sociology



Sh Rajesh Kumar  
Assistant Professor  
Sanskrit



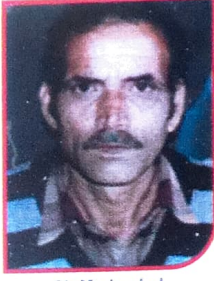
Sh Kulbhushan Sharma,  
Supdt-II



Sh Rajesh Sharma,  
Clerk



Sh Ravinder Singh,  
Peon



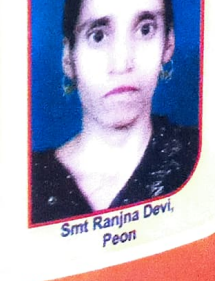
Sh Madan Lal,  
Peon



Smt Prem Lata,  
Peon



Sh Surinder Kumar,  
Peon



Smt Ranjna Devi,  
Peon

# PROSPECTUS

## Introduction :-

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

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

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

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

## Courses

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

### Bachelor of Arts (B.A.)

Bachelor of Arts (B.A.) is an undergraduate degree course spread over three years & 6 Semesters.

### **Eligibility Conditions for Admission:-**

- (a) Passed the Senior Secondary (+2) Examination (Academic Stream) conducted by HP. Board of School Education or an examination accepted as equivalent there to by the various bodies of the HPU.
- (b) Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. Programme.
- (c) Provided that the candidates who have passed the qualifying examination with commerce stream be given preference in admission to B.Com Programme.
- (d) Provided that the candidates who have passed qualifying examination with arts stream/humanities be given preference in admission to BA. Programme.

**बेटी बचाओ**



**बेटी पढ़ाओ**

# PROSPECTUS

## COLLEGE COMMITTEES

Sr. No.	Name of the Committee	Convener	Other Members
1.	Admissions:- Timing:- 10 AM To 1.30 PM A) BA-I, II year & V Sem. B) B.Com-I, II year & V Sem. C) B.Sc.-I, II year & V Sem.	Ms. Monika Sharma Sh. Naveen Nischal Sh. K. K. Sharma	i) Dr. Vipin Sharma ii) Sh. Nishant iii) Ms. Milanpreet iv) Sh. Rajesh Kumar i) Ms. Arti Rani ii) Mrs. Neha Dewan i) Sh. Vijay Kumar ii) Dr. Rohit Sharma iii) Ms. Manu Priya
2.	College Advisory	Dr. Ashwani Kumar Patel	i) Sh. K. K. Sharma ii) Dr. Vipin Sharma
3.	Internal Quality Assurance Cell (IQAC)	Sh. K. K. Sharma	i) Mrs. Monika Sharma ii) Dr. Vipin Sharma iii) Sh. Naveen Nischal iv) Sh. Vijay Kumar
4.	Time Table	Sh. K. K. Sharma	i) Sh. Naveen Nischal ii) Sh. Nishant
5.	Annual/House Examination	Sh. K. K. Sharma	i) Mrs. Monika Sharma ii) Mrs. Neha Dewan
6.	College Bursar	Dr. Ashwani Kumar Patel	
7.	Library affairs	Ms. Arti Rani	i) Mrs. Neha Dewan ii) Dr. Rohit Sharma
8.	Scholarship	Sh. K. K. Sharma	i) Mrs. Monika Sharma ii) Dr. Vipin Sharma iii) Sh. Naveen Nischal iv) Ms. Arti Rani
9.	Career Guidance & Placement Cell	Dr. Ashwani Kumar Patel	i) Sh. K. K. Sharma ii) Sh. Naveen Nischal iii) Dr. Rohit Sharma iv) Ms. Arti Rani
10.	RUSA/CBCS	Dr. Vipin Sharma	i) Mrs. Monika Sharma ii) Sh. Nishant
11.	Redressal-cum-Counselling Cell for Students	Dr. Ashwani Kumar Patel	i) Sh. K. K. Sharma ii) Mrs. Neha Dewan iii) Ms. Arti Rani iv) Sh. Rajesh Kumar
12.	Infrastructure Development and Maintenance	Dr. Ashwani Kumar Patel	i) Sh. K. K. Sharma ii) Dr. Vipin Sharma iii) Sh. Nishant iv) Dr. Rohit Sharma
13.	Anti-Ragging	Mrs. Monika Sharma	i) Ms. Arti Rani ii) Sh. Vijay Kumar
14.	Committee against Sexual Harassment of women at workplace	Mrs. Monika Sharma	i) Mrs. Neha Dewan ii) Ms. Milanpreet iii) Ms. Manu Priya iv) Smt. Prem Lata
15.	Purchase	Dr. Ashwani Kumar Patel	i) Sh. K. K. Sharma ii) Sh. Naveen Nischal iii) Sh. Nishant iv) Mrs. Neha Dewan
16.	Media	Dr. Vipin Sharma	i) Sh. Nishant ii) Sh. Rajesh Kumar
17.	Cultural	Mrs. Monika Sharma	i) Sh. Naveen Nischal ii) Mrs. Neha Dewan iii) Sh. Vijay Kumar iv) Ms. Milanpreet
18.	Educational Tour	Sh. K. K. Sharma	i) Dr. Vipin Sharma ii) Sh. Nishant iii) Ms. Milanpreet
19.	First Aid	Ms. Arti Rani	i) Ms. Milanpreet ii) Ms. Manu Priya
20.	Senior Tutors	Dr. Ashwani Kumar Patel	i) Sh. K. K. Sharm (Science) ii) Sh. Naveen Nischal (Comm.) iii) Sh. Nishant (Humanity)
21.	Societies/clubs :- a) NSS b) Red Ribbon Club c) Eco Club d) Disaster Management Club	----- ----- ----- Sh. Nishant	i) Sh. Nishant ii) Mrs. Monika Sharma ii) Sh. Nishant i) Sh. Nishant i) Sh. Vijay Kumar ii) Dr. Rohit Sharma iii) Sh. Rajesh Kumar iv) Ms. Milanpreet

# PROSPECTUS

Sr. No.	Name of the Committee	Convener	Other Members
22.	Sports in-Charges	-----	i) Dr. Vipin Sharma (Men) ii) Mrs. Neha Dewan (Women)
23.	Computer Lab in-charges	-----	i) Mrs. Neha Dewan ii) Sh. Rajesh Kumar
24.	College Property in-charge	-----	Sh. Kulbhushan Sharma (Supdt.)
25.	Bus Pass Attestation	-----	i) Sh. K. K. Sharma ii) Mrs. Neha Dewan
26.	University Forms Attestation	-----	i) Dr. Ashwani Kumar Patel ii) Sh. K.K. Sharma

## Subject Combination and General subject course plan for BA/Com/ B.Sc 1st year students under CBCS pattern

Subject Combination					General / Basic Plan		
Sr. No.	Main Subject	Choose any one			Sr. No.	Subject/Course DSC/Core	Credits
1.	Hindi	Pol. Sci.	Eco.		1.	DSC 1A	6
2.	History	Soc.	Skt.	Music	2.	DSC 1B	6
3.	Pol. Science	Hindi	Eco.		3.	DSC 2A	6
4.	Economics	Pol. Sci.	Eng.	Math	4.	DSC 2B	6
5.	English	All Subjects			5.	English-I (Core Course)	6
6.	Math	Eco.	Eng.		6.	Hindi-I (Core Course)	6
7.	Music	Hist.	Hindi		7.	AECC-I (EVS-compulsory)	4
8.	Sanskrit	Hist.	Soc.		8.	AECC-II (Eng./Hindi/Skt.)	4
9.	Sociology	Hist.	Skt.	Music		Total Credits	44

**Note :-I.** All BA/ B.Com. 1st year students choose Two compulsory course i.e i) English-I ( Code ENGCE 101 ), ii) Paryojanmulak Hindi ( HIND 101 ), Compulsory AECC Environment Science ( ENV2AECC-02 ) and of AECC from Eng. /Hindi/SKT [ i) Writing Skill - code; ENGAECC 104 ii) Hindi Bhasha aur Sampreshan Code : HIND 104 ,iii) Upanishad Srimad Bhagwat Geeta tatha Paninia Siksha Code : SKTAECC 104 ] in addition to Four DSC/Core from the respective combination.

**Note:- II.** BA/B.Com 2nd year students choose two compulsory course i.e i) English II ( ENGCE 201 )& ii) Anivarya Hindi "Rachna Punj" (HIND 201) 4 DSC and 2 SEC from their main subject

# PROSPECTUS

## ARTS STREAM

BA/B.Com Ist year				BA/B.Com IInd year			
Sr. No.	Subject	DSC/Core Title	Code	DSC/Core Title	Code	AEEC/SEC	Code
1.	English	IA Eng. Literature-1 IB Eng. Literature-2	ENGDSC 102 ENGDSC 103	1C British Literature 1D Literary Cross Currents	ENGDSC 202 ENGDSC 203	Creative Writing Translation Studies	204 205
2.	Hindi	IA Hindi Sahitya ka Itihas IB Madhyakalin Hindi Kavita	HIND 102 HIND 103	1A Adhunik Hindi Kavita 1B Hindi Gadya Sahitya	HIND 202 HIND 203	Karyalayee Hindi Anuvad Vigyan	HIND 202 HIND 202
3.	Pol. Sci.	IA Introduction to Political Theory IB Indian Govt. & Politics	POLS 101 POLS 102	Comparative Govt. in Politics Introduction to International Relation	POLS 201 POLS 202	Legislative Support Public Opinion & Survey Research	POLS 201 POLS 201
4.	History	IA History of India from the earliest times to C-300 IB History of India C -300 to 1206	HIST-(A) 101 HIST-(A) 102	History of India From 1206-1707 History of India from 1707 to 1950	HIST-(A) 103 HIST-(A) 104	Historical Tourism Indian Hist. & Culture	HIST-(A) 117 HIST-(A) 119
5.	Eco.	IA Principles of Microeconomics I IB IA Principles of Microeconomics - II	ECON (A)101 ECON (A)102	IA Principles of Macroeconomics- I IB IA Principles of Macroeconomics-II	ECON (A)201 ECON (A)202	Economics Of rural development Demography	ECON (A)204 ECON (A)206
6.	Soc.	IA Introduction to Sociology IB Society of India	SOCL (A) 101 SOCL (A) 102	Sociological Theories Methods of Sociological Enquiries	SOCL (A) 201 SOCL (A) 202	STechniques of social research Sociology of Environment	SOCL (A) 302 SOCL (A) 402
7.	Sanskrit	IA Sanskrit Kavya IB Sanskrit Gadhya Kavya	SKT-DSC-101 SKT-DSC-102	----- -----	----- -----	----- -----	----- -----
8.	Music	IA Theory of Indian Music-I IB Theory of Indian Music-II	MUSA 101TH MUSA 102TH	----- -----	----- -----	----- -----	----- -----

# PROSPECTUS

## BA/B.Com 5th Semester (Select 3 DSC/GE & 1 SEC)

Sr. No.	Main Subject	DSC/DSE	Code	GE	Code	AEEC/SEC	Code
1.	English	Soft skills	ENGL 502	Contemporary India ; Women & Empowerment	ENGL 501	Technical Writing	ENGL 503
2.	Pol. Sci.	Themes in comparative Political theory	POLS502	Society economy & politics in HP	POLS 504	Democratic awareness with legal literacy	POLS 501
3.	History	Some Aspects of European History	HIST 107	Women studies in India	HIST 111	An introduction to archaeology	HIST 121
4.	Hindi	Lok Sahitya	HIND 504	Adhunik Hindim Sahitya	HIND 504	Rang alekh & rangmanch	HIND 501
5.	Economics	Public Finance	ECON 505			Indian Economy	ECON 517
6.	Sociology	Religion & Society	SOCL 502	Polity & Society in India	SOCL 504	Population Studies	SOCL 501

## BA/B.Com 6th Semester (Select 3 DSC/GE & 1 SEC)

1.	English	Academic Writing	ENGL 602	Language literature & culture	ENGL 601	Business Communication	ENGL 603
2.	Pol. Sci.	Democracy & Governance	POLS602	Human right, gender & environment	POLS 604	Conflict & peace building	POLS 601
3.	History	Society & Economy of Modern Europe 15th -18th century	HIST 109	Gender & education in India	HIST 114	Quality & oral culture in india	HIST 124
4.	Hindi	Chhayavadotar Hindi Kavita	HIND 603	Sarjnatmak lekhan ke vividh kshetr	HIND 604	Samachar sankalan aur lekhan	HIND 602
5.	Economics	Money and Banking	ECON 609	-----	-----	Demography	ECON 619
6.	Sociology	Social Stratification	SOCL 602	Economy & Society	SOCL 604	Theory & Practice of development	SOCL 601

## COMMERCE STREAM

### B.Com 6th Semester (Select 3 DSC/GE & 1 SEC)

1.	B.Com	Financial Accounting Business Organization & Management Business Law Business Stat. & Math.	BC 1.1 BC 1.2 BC 1.3 BC 1.4	Company Law Income Tax & Practice Corporate Accounting Cost Accounting	BC 2.1 BC 2.2 BC 2.4 BC 2.5	Computer application in business E-Commerce	BC 2.3   BC 2.6
2.	B.Com	i) Human Resource Management ii) Fundamental of Financial Management	BC 5.1(a) BC 5.2(a)	Principles of Microeconomics	BC 5.4	Entrepreneurship	BC 5.3
3.	B.Com	i) Management Accounting ii) International Business	BC 6.1(c) BC 6.2(a)	Indian Economy	BC 6.4	Personal Selling & Salesmanship	BC 6.3

**Note :-** B.Sc 1st year student s select one compulsory AECC Environment Science ( ENVS2AECC 02 ) and one AECC from Eng./Hindi/Skt. [ i) Writing Skill - code; ENGAECC 104 ii) Hindi Bhasha aur Sampreshan Code : HIND 104 ,iii) Upnishad Srimad Bhagwat Geeta tatha Paninia Siksha Code : SKTAECC 104 ]. Select six DSC/Core according to your Medical or Non-medical stream.

# PROSPECTUS

## SCIENCE STREAM

Sr. No.	Subject	DSC/Core/Title	Code
1.	Botany	1. Diversity ( Microbes, Algae, Fungi & Archegoniate ) 2. Plant Ecology & Taxonomy	BOTA 101TH BOTA 102TH
2.	Zoology	1. Animal Diversity 2. Comparative Anatomy & Developmental Biology of Vertebrates	ZOOL101TH ZOOL102TH
3.	Chemistry	1. Atomic Structure , Bonding, General Organic Chemistry & Aliphatic Hydrocarbons 2. States of Matter, Chemical Kinetics & Functional Organic Chemistry	CHEM101TH CHEM102TH
4.	Physics	1. Mechanics 2. Electricity Magnetism & EMT	PHYS101TH PHYS102TH
5.	Math	1. Differential Calculus 2. Differential Equation	MATH101TH MATH102TH

**B.Sc 2nd year students choose 6 DSC/Core ( two from each subject ) of their combination of subjects and 2 SEC of their main subject.**

Sr. No.	Subject	DSC/Core/Title	Code	SEC	Code
1.	Botany	Plant Anatomy & Embryology Plant Physiology & Metabolism	BOTA 201TH BOTA 202TH	Bio fertilizer Floriculture	BOTA BOTA
2.	Zoology	Physiology & Biochemistry Genetics & Evolutionary Biology	ZOOL201TH ZOOL202TH	Medical Diagnostic Apiculture	ZOOL203TH ZOOL204TH
3.	Chemistry	Solutions, Phase Equilibrium Conductance, Electrochemistry Chemistry of main group elements, Chemical energetics & equilibria.	CHEM201TH CHEM202TH	Basic Analytical Chemistry Fuel Chemistry & chemistry of cosmetics & perfumes	CHEM203TH CHEM204TH
4.	Physics	Stastical & Thermal Physics Theory Waves & optics	PHYS201TH PHYS202TH		
5.	Math	Real Analysis Algebra	MATH201TH MATH202TH	Integral Calculus Vector Calculus	MATH309 MATH310

# PROSPECTUS

B.Sc Vth Semester (Select 3 DSC & 1 SEC)					
Sr. No.	Subject	DSC/Core	Code	SEC	Code
1.	Botany	Economic Botany & Biotechnology	BOTA501		BOTA
2.	Zoology	Applied Zoology	ZOOL501	Sericulture	ZOOL504
3.	Chemistry	Polymer chemistry	CHEM501	Chemical technology , society & business skills for chemistry	CHEM503
4.	Physics	Elements of Modern Physics	PHYS501	Radiation safety theory	PHY506
5.	Math	Linear Algebra	MATH 503	Probability & Statistics	MATH504

B.Sc Vth Semester (Select 3 DSC & 1 SEC)					
Sr. No.	Subject	DSC/Core	Code	SEC	Code
1.	Botany	Genetics & Plant Breeding	BOTA 603		
2.	Zoology	Reproductive Biology	ZOOL603	Aquarium fish keeping	ZOOL604
3.	Chemistry	Chemistry of main group elements, theories of acids & bases	CHEM604	Pesticide chemistry & pharmaceutical chemistry	CHEM604
4.	Physics	Nuclear and Particle Physics	PHYS601	Renewable Energy and Energy Harvesting Theory	PHYS607
5.	Math	Complex Analysis	MATH602	Transportation & game theory	MATH605

## Bachelor in Computer Application:-

Three Year Degree Course in computer application is being run under the aegis of HP Technical University, Hamirpur having 60 seats. This course is being governed by Higher Institutes Education Society, Govt. Degree College Nagrota Surian, Kangra under self finance system.

# PROSPECTUS

## RULES OF ADMISSION :-

- \* Admission to various classes will be made on the recommendation of the admission committee constituted for the purpose.
- \* Any gap of one year or more in the academic career of an applicant just prior to seeking admission to the Bachelor degree must be supported by documentary evidence /affidavit as the proof of his/her activities during the period of gap. Submission of false affidavit is a legal offence. Affidavit/Undertaking in this regard can be given by the candidate on a proforma provided by the college. There is no need to submit it on legal papers as per the notification of H.P. Govt.
- \* The application must be filled by the candidate in his/her own handwriting and should be complete in all respects and supported by following documents :-
  - Attested copy of Matriculation Certificate.
  - Attested copy of Detailed Marks Card of the previous examination passed.
  - Character Certificate in ORIGINAL from the institution last attended or by some Gazetted Class-I Officer of H.P. Government/Gram Panchayat Pradhan.
  - Attested copy of certificate for which benefit is claimed (SC/ST/OBC/IRDP, etc.)
- \* An applicant must produce original certificates at the time of admission before admission committee.
- \* Applicants coming from Boards/Universities other than the H.P. Board of School Education/H.P. University must provide Migration Certificate in ORIGINAL.
- \* Handicapped applicants seeking fee concession must furnish their status certificate from Medical Board.
- \* National Open School students seeking admission to the 1st year of Bachelor degree must have cleared all the five papers including English. Such students have to submit their MIGRATION CERTIFICATE in original at the time of admission.
- \* FAILED students of other institutions shall not be admitted to any class/Sem.
- \* An applicant must not be more than 23 years of age (25 years for girls only) on 01-07-2019 of must not have been born earlier to 01-07-2019. The upper age limit is raised to 26 years for SC & ST applicants. However in use of overage applicants. The V.C, H.P. University may allow a relaxation upto six months.
- \* Bring Parent or local Guardian at the time of Admission.
- \* Admission of a candidate is liable to be cancelled in case he/she furnishes incomplete /false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
- \* Admission cannot be claimed as a matter of right. The Principal can deny admission to any such student whose conduct is detrimental to the interest/discipline of the institution.
- \* Initially all admissions shall be provisional and subject to the final approval by H.P.U.
- \* Rules of admission are subject to change as per the H.P. University notification issued from time to time.

# PROSPECTUS

## DOCUMENTS TO BE SUBMITTED WITH THE ADMISSION FORM

1. Photostat (Attested) copies of School Board/University Certificates from Matriculation onwards.
2. Original copy of the character certificate from the Head of the Institution last attended.
3. The candidate who has passed previous examination from another University/Board must submit :-
  - Eligibility Certificate from H.P. University /Board declaring equivalence
  - Migration Certificate from Board/University from which they have passed the previous Examination (photocopies).
4. Detailed Marks Sheet
5. Admission without these documents will be purely provisional and at the candidates own risk and responsibility and the Principal's discretion.
6. Three copies of passport size photograph and one copy of stamp size photograph.
7. S.C./S.T. Certificates from the Magistrate (first class) for those seeking weightage or relaxation.
8. All original certificates, must be produced at the time of admission/ interview.
9. For admission to the 1st year the candidate must submit duly filled registration/ enrolment form along with attested photocopies of Matriculation and 10+2 class certificates.
10. All girl candidates have to submit a copy of Bonafide Himachal Certificate to avail the benefit of relaxation from tuition fee as per government notification number E.D.N.-H(e)3(7)1/76 dated 29-6-2001.
11. 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, then committee will retained the forms with them. The merit list of students would be displayed as per the schedule dates notified by the HPU. Thereafter, the students will then go to the relevant Fee-Counter to deposit his/her dues and other funds where he/she will be issued receipt for fee, PTA fund and College Roll Number without fail, otherwise his/her seat will be allotted to the next candidate in the waiting list (second merit list). On production of the fee receipt and a passport size photograph the identity card will be issued from the library.

# PROSPECTUS

## Rules of Migration :-

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

## FEES/FUNDS/FINES :-

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

# PROSPECTUS

## 2. DUTY LEAVE RULES:-

Participation by the students in Sports/Cultural/Co-Curricular activities, Inter-College/University Competitions shall be considered as duty leave for the period of respective competition(s). Duty leave, however, shall only be allowed if recommended by the concerned activity In-charge, prior proceeding to the event.

## RED RIBBON CLUB :-

In order to raise awareness level regarding the dreaded disease AIDS the college has Red Ribbon Club. The Red Ribbon Club as a voluntary on-campus intervention programme for students to address the knowledge, attitude and behaviour in the interrelated areas of voluntary blood donation, HIV and AIDS.

## COLLEGE MAGAZINE : HALDOON :-

The inaugural issue of the college magazine named •Haldoon• was published in 2017. It is providing an expression to the creative talent of our students. The magazine have four sections, each section edited by a member of the staff and assisted by a student editor.

## CAREER GUIDANCE & COUNSELLING :-

Keeping in mind the career of the students, the college runs a Career Guidance and Counselling Cell. The students are made aware of various career opportunities available to them. They are also advised about the preparation for various competitive examinations.

## CULTURAL/CO-CURRICULAR ACTIVITIES :-

The college also provides opportunities for students to take part in cultural and co-curricular activities. These are Debates & Declamation, Rangoli, Painting, Poster Making, Drama, Quizzes etc.

Note:- Every student must seek written permission on prescribed proforma from concerned subject teacher before leaving the college for participation in various activities.

**NSS :-** A unit of NSS comprising 50 students has been started in the college since September 2016.

## PARENT TEACHER ASSOCIATION (PTA) :-

There is a Parent Teacher Association which plans and undertakes various developments works in the college. The association is run by the Executive Committee which takes all decisions. The parents/guardians of the students contribute toward P.T.A. fund at the time of admission. The PTA body is constituted by the parents of bonafide students of the college either through election or unanimously.

# PROSPECTUS

## EDUCATIONAL/STUDY TOURS :-

- i. Educational tours are arranged only for final year students and such tours are allowed only during winter vacations. The routes will be recommended by the concerned committee and approved by the Principal.
- ii. The college will provide limited financial support as permitted under rules.
- iii. Students will have to produce written permission from their parents for joining such tours.
- iv. The college will not recognize any Organization other than College Students Central Association (CSCA) or such Subject Societies as are established by college authorities.
- v. Applications for educational tours must reach the Co-ordinator Educational Tour Committee by 30th November, 2017 and no application after that date will be entertained.

## COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA) :-

The college student body called the CSCA is elected as per the norms and directions of H.P. University. It follows the recommendation of Lyngdoh Committee. The CSCA extends helping hand to the college administration in the smooth functioning of all activities. Elections are held on indirect basis as per the academic performance of the students and also strictly as per the guidelines of Himachal Pradesh University.

## CONDUCT AND DISCIPLINE :-

The Principal can impose fine, suspension or even rustication on any student who is found indulging in such misconduct as is listed below.

1.
  - a) Any act of ragging on the campus will be severely dealt with Ragging implies harassment/physical or mental torture to another student by a student or a group of students. Any student found associated in such nefarious activities will be held guilty of gross misconduct. Remember Ragging is a cognizable offence.
  - b. Anybody found guilty of writing obscene language, words on blackboard, walls or furniture of the college.
  - c. Aimlessly loitering in the verandas, making noise or attempting to disturb classes.
  - d. Smoking or consumption of alcohol/drugs etc. in the college campus is strictly prohibited.
  - e. Bringing unwanted outsider persons to the campus or sitting unnecessary on the passage to the campus.
  - f. Pasting posters on the walls or notices on the Notice Board without Principal's permission.
  - g. Mobile phone should be on switch off mode in classes and on silent mode outside classes/college campus.

Indiscipline on campus will not be tolerated.
2. Students who participate in sports or other-curricular activities/educational tours must produce written permission from their parents/guardians.
3. Every student must always carry with him/her duly completed identity card which is issued to him/her at the time of admission. He/she must produce the identity card when-ever demanded by any teacher or the principal.
4. Parents/guardians are requested to remain in touch with the Principal and the concerned teachers regarding the progress of their wards in the college.

# PROSPECTUS

## ROSTER FOR ADMISSION AND RESERVATION :-

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

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

Abbreviations used: SC: Schedule Casts, ST: Schedule Tribe, SP: Sports, CUL: Cultural, HC: Handicapped.  
Number of category-wise Reserved seats in 120 point reservation roster :-

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

# PROSPECTUS

## COLLEGE ACTIVITY CALENDAR : 2019-20

1. Submission of Admission form 16-06-2019 to 23-06-2019
2. Display of merit List 24-06-2019 to 27-06-2019
3. Fee deposit and display of second merit list and final fee deposit 28-06-2019 to 30-06-2019
4. Regular teaching of I, III and V semester 01-07-2019 to 12-10-2019
5. Meeting of Parents Teacher Association (PTA) 06 August 2019
6. Mid-Term examination 24 August 2019
7. Teachers Day celebration 05 September 2019
8. Hindi DIVAS 14 September 2019
9. End-Semester-Examination 13-10-2019 to 12-11-2019
10. Admission to II, IV and VI Semester (Rool No. Basis) 10 Nov. onwards
11. Regular teaching of II, IV and VI Semester 13-11-2019 to 20-12-2019  
and 05-02-2020 to 10-04-2020
12. Annual Athletic Meet Last Week of Dec. 2019
13. CSCA Cultural Function Second Week of Dec. 2019
14. Winter Vacation 01-01-2020 to 04-02-2020
15. Mid-Term Examination 25 Feb. 2020
16. Annual Prize Distribution Function Last Week of March 2020
17. Diwali Break Two Days after Diwali
18. End Semester Exam 11-04-2020 to 10-05-2020

As per schedule give above

**Note:-** Roll on admission and fee

### Deposit for III and V Semester

- a) B.A. III and V Semester
- b) B.Com III and V Semester

# PROSPECTUS

## THINGS TO REMEMBER

### Admission:-

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

### General:-

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

# PROSPECTUS

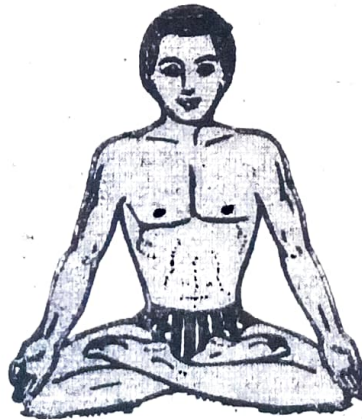
(Calendar is Tentative)

## ANTI-RAGGING/INDISCIPLINE RULES :-

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

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

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





डॉ० एच० एल० धीमान

## आभार

नगरोटा सूरियाँ कालेज 2014 में खुला। जून 2019 में पाँच की उम्र होगी। सिंगल संकाय से चला था। पाँच साल में पाँच संकाय हो गए, अब साईंस पढ़ने दूर नहीं जाना पड़ता। बी० सी० ए० का भी प्रबन्ध है। जबकि अभी स्कूल में अवस्थित है, पर बनतुंगली में अपनी ऊंची अट्टालिकाएं वाट जो रही हैं। यह सब सरकार के आशीर्वाद से हुआ, आशीर्वाद में निहित प्रयास थे, विस्तृत प्रस्ताव थे, अथक और असहनीय मेहनत थी, अपनापन व स्थानीयत्व का भाव था, जिस भाव ने महाविद्यालय के समारम्भ से अपनी सेवानिवृत्ति (31.5.2019) तक बतौर वरिष्ठ प्रवक्ता व प्राचार्य, कालेज की स्थापना व उत्थान के लिए दिन रात एक कर दी, दीर्घावधि की शैक्षिक मंजिलें लघु कर दीं, अपने बच्चों की माफिक इसकी परवरिश की। कालेज व कालेज का इतिहास सदैव अपने सेवानिवृत्त प्राचार्य डा० एच० एल० धीमान् के सदप्रयासों, अथक मेहनत व अपनत्व का ऋणी व कृतज्ञ रहेगा। कालेज उनके सेवानिवृत्त जीवन की मंगल कामना करता है एवम् भविष्य में भी कालेज के शैक्षिक स्वालम्बन में उनके सहयोग व सद्भाव की अपेक्षा करता रहेगा।

समस्त कालेज स्टाफ  
राजकीय महाविद्यालय  
नगरोटा सूरियाँ (कांगड़ा)