



GOVERNMENT DEGREE COLLEGE NAGROTA SURIAN

Distt. Kangra, Himachal Pradesh

SELF FINANCE COURSES

BCA & PGDCA

BACHELOR OF COMPUTER
APPLICATIONS

POST GRADUATE DIPLOMA IN
COMPUTER APPLICATIONS

PROSPECTUS 2026 - 27

ADMISSION
OPEN

Empowering Students Through
Quality Computer Education



Affiliated to Himachal Pradesh University, Shimla & Approved by AICTE

Apply for Online Admission at www.gcnagrotasurian.edu.in

CONTENTS

FROM PRINCIPAL'S DESK	3
MESSAGE FROM BCA COORDINATOR.....	4
ABOUT COLLEGE.....	5
VISION	5
MISSION.....	6
STAFF:	7
BACHELOR OF COMPUTER APPLICATIONS.....	10
ADMISSION SCHEDULE FOR BCA 1 ST 3 RD & 5 TH SEM	11
TENTATIVE ADMISSION SCHEDULE FOR BCA (3 RD SEM AND 5 TH SEM)	12
ADMISSION PROCEDURE & CRITERIA	13
GENERAL INSTRUCTIONS	14
DOCUMENTS REQUIRED AT THE TIME OF ADMISSION FOR FIRST YEAR (1 ST SEM).....	15
ROSTER (120 POINT).....	16
SYLLABUS OF BCA FOR SESSION (2026-27)	17
BCA/PGDCA FEE STRUCTURE	20
BCA/PGDCA DRESS CODE.....	21
PGDCA (POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS)	22
ADMISSION SCHEDULE FOR PGDCA 1 ST SEM.....	22
SYLLABUS OF PGDCA FOR SESSION (2026-27)	23
PGDCA DRESS CODE	24
BCA/PGDCA LAB RULES.....	24
MIGRATION RULES.....	25
LIBRARY RULES.....	25
SCHOLARSHIPS, FEE CONCESSIONS AND FINANCIAL ASSISTANCE.....	26
NOTICE BOARD.....	27
ANTI-RAGGING.....	27
❖ PUNISHMENTS	27
EXTENSION ACTIVITIES OF THE COLLEGE	27
CELLS, CLUBS AND ASSOCIATIONS.....	28
❖ PARENT TEACHER ASSOCIATION (PTA)	30
❖ ALUMNI ASSOCIATION	30
❖ STUDENTS CHARTER.....	30
COLLEGE COMMITTEES AND CO-CURRICULAR ASSIGNMENTS	32
ADMISSION COMMITTEES	32
TENTATIVE ANNUAL CALENDAR.....	45

FROM PRINCIPAL'S DESK

It gives me immense pleasure to welcome you to Government Degree College Nagrota Surian as you prepare to embark on a transformative journey of higher education. This phase of life is filled with opportunities for intellectual growth, personal development, and self-discovery. College education is not merely about acquiring knowledge, but about shaping character, nurturing creativity, and building the confidence to face the challenges of an ever-evolving world.



At Government Degree College Nagrota Surian, we are committed to providing a vibrant academic environment that encourages curiosity, critical thinking, and innovation. Our dedicated faculty members strive tirelessly to ensure that students receive quality education supported by modern teaching methodologies and the effective use of information technology. In today's digital age, access to knowledge is just a click away, and we encourage our students to master technology wisely, using it as a tool for growth rather than becoming dependent on it.

As an institution affiliated with Himachal Pradesh University, Shimla, we take pride in upholding high academic standards while fostering holistic development. We strongly believe that education extends beyond classrooms. Students are encouraged to participate in co-curricular and extracurricular activities, which play a vital role in developing leadership skills, teamwork, and a sense of responsibility towards society.

Our college provides a student-centric learning environment supported by adequate infrastructure, including well-equipped classrooms, library facilities, and spaces for sports and cultural activities. We continuously strive to improve and innovate in order to meet the evolving educational needs of our students.

We also emphasize values such as discipline, integrity, and environmental consciousness. Our aim is to nurture responsible citizens who are not only academically competent but also socially aware and ethically grounded.

As you begin this new chapter, I urge you to make the most of every opportunity, remain focused on your goals, and cultivate meaningful relationships with your peers and mentors. Your dedication and perseverance will pave the way for a bright and successful future.

Warm regards

Dr. Pardeep Kumar

**Chairman/Principal
Higher Education Institute Society
Govt Degree College Nagrota Surian**

MESSAGE FROM BCA COORDINATOR

India's National Education Policy 2020, distinctly and strongly focuses on applied and research fields of Higher Education with impetus on skill enhancement. Students who are opting for a specialized course like BCA will have advantages of an early bird. So, capitalize on this opportunity by hard work and diligence. The BCA and PGDCA courses offered under the Self-Financing Scheme in Government Degree College Nagrota Surian, will further your academic endeavors with motivated faculty, well equipped labs and able administration.

Students should try to catch up with the latest trends in the field like artificial intelligence, data science, quantum computing and many more. Also, get maximum certifications in the relevant field from various agencies which will endear you to a very good Curriculum Vitae. The professional courses BCA & PGDCA will remain centre of attraction for students due to their relevance in this technologically dominated modern world. It is evident from the fact that BCA and PGDCA Courses though started in 2018 & 2025 respectively together formed about 30% of the total strength of the college out of total enrolled strength of 369 students. are affiliated to HP University and BCA Course is approved for the session 2026-27 by All India Council for Technical Education. The current session will start on 1st June 2026 with admissions and regular teaching will commence from 1st July 2026.

Wish you all the success for a bright future.

Parveer Dhiman
BCA Coordinator

ABOUT COLLEGE

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. 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 Haldoon Ghati.

The college was established vide Notification No. EDN-A-Ka(1)-1/2014 dated 15th January 2014. Arts and Commerce streams commenced under the RUSA (CBCS) system on 11th June 2014. Science streams (Medical and Non-Medical) were introduced in the session 2017–18. With the introduction of BCA in 2018 and PGDCA in 2025, the college has grown to have a strength of 369 students in the session 2025-26. For detailed information on New Education Policy 2020 click the link given below:

https://drive.google.com/drive/folders/1tKcCjsUDMQ9P00DumE4zEJEcGUXzm_xo?usp=drive_link

The courses offered by the college are:

COURSES OFFERED

UNDERGRADUATE DEGREE 3-YEARS' PROGRAMS WITH MULTIPLE ENTRY & EXIT

- Bachelor of Arts (BA)
- Bachelor of Science (BSc)
- Bachelor of Commerce (B. Com)

PROFESSIONAL COURSES

- Bachelor of Computer Application (BCA)
- Post Graduate Diploma in Computer Applications (PGDCA)

VISION

Government Degree College, Nagrota Surian, envisions itself as a beacon of educational empowerment for rural communities, with a special focus on girl students and those from underprivileged backgrounds. Our mission is to provide accessible, high-quality education to students who might otherwise face barriers due to their socio-economic status. We aim to cultivate an environment that nurtures intellectual growth, moral integrity, and a strong sense of social responsibility. Our college is dedicated to breaking down the traditional barriers to education in rural areas, ensuring students—especially girls—who are encouraged, supported, and given the necessary resources to achieve academic and personal success.

MISSION

To inspire, educate, and empower the Students of rural areas, preparing them to lead meaningful and impactful lives. We strive to:

- **Provide Quality Education:** Deliver affordable, high-quality education tailored to the needs of rural students, with a focus on academic excellence, innovation, and critical thinking.
- **Empower Girl Students:** Encourage and support girls in their pursuit of higher education by offering a safe, inclusive, and nurturing environment that fosters confidence, leadership, and personal growth.
- **Support Underprivileged Students:** Ensure that students from humble socio-economic backgrounds have access to financial aid, scholarships, and mentorship programs, so they can fully participate in academic and extracurricular activities.
- **Promote Holistic Development of students:** Equip students with not only academic knowledge but also life skills, vocational training, and values-based education, preparing them for both personal and professional success.
- **Bridge the Rural-Urban Gap:** Leverage modern technologies, infrastructure, and teaching methodologies to provide rural students with the same opportunities as their urban counterparts, fostering equitable education for all.
- **Encourage Community Engagement:** Promote a sense of social responsibility and community service among students, preparing them to give back to society and become agents of positive change, especially in rural areas.

STAFF:**TEACHING & NON-TEACHING****Principal: Dr. Pardeep Kumar****Faculty of Humanities/Social Sciences**

Department	Name	Designation	Qualifications
Economics	Sh. Ajay Kumar	Assistant Professor	M.A., NET
English	Sh.Parveer Dhiman	Assistant Professor	M.A. M.Phil., NET, HP-SET
English	Vacant		
English	Vacant		
Sociology	Sh.Kaku R. Manhas	Assistant professor	M.A., M. Phil., NET-JRF, H.P. SET
Sanskrit	Dr. Rajesh Kumar	Assistant Professor	M.A., M.Phil, NET-JRF, Ph.D
History	Sh.Yuvraj	Assistant Professor	M.A., UGC-NET, H.P.-SET.
Music (Vocal)	Sh. Abhishek Pal	Assistant Professor	M.A., NET-JRF , H.P.-SET
Political Science	Sh.Ranjeet	Assistant Professor	M.A., NET-JRF, H.P.-SET,
Hindi	Mr.Nilkamal Kumar	Assistant Professor	M.A., M.Phil., NET-JRF

Faculty of Sciences

Department	Name	Designation	Qualifications
Zoology	Dr. Anuragini	Assistant Professor	M.Sc, NET-JRF, GATE, Ph.D
Botany	Dr. Manu Priya	Assistant Professor	M.Sc., NET (JRF), Ph.D.
Chemistry	Ms. Priya	Assistant Professor	M.Sc., HP-SET
Mathematics	Sh.Ashish Bamta	Assistant Professor	M.Sc.,M.Phil.,JRF, GATE, HP-SET
Physics	Vacant	-	-

Faculty of Commerce

Department	Name	Designation	Qualifications
Commerce	Dr. Pushpa Yadav	Assistant Professor	M.Com.(Hons,), NET-JRF, Ph. D.
Commerce	Ms.Neha Choudhary	Assistant Professor	M. Com.,M.Ed.,NET, H.P. SET(Edu.) NET

Faculty of BCA/PGDCA

Department	Name	Designation	Qualifications
BCA / PGDCA	Sh.Vishal Chouhan	BCA Faculty	B.A. , PGDCA , MSc. IT
BCA / PGDCA	Sh. Vikas Dhiman	BCA Faculty	BCA , MSc. IT

Library

Department	Name	Designation	Qualifications
Library	Sh. Rajneesh Chand	Assistant Librarian	Diploma in Library Information Sciences

Administrative Staff / Ministreal Staff

Designation	Name
Supdt. Grade I	Vacant
Supdt. Grade II	Vacant
Senior Assistant	Sh.Rajesh Kumar
Clerk	Vacant
JOA (IT)	Sh.Kushal Dhiman
Table Vadak	Vacant
Peon	Sh. Surinder Singh
Peon	Ms. Ranjana Devi
Peon	Vacant
Peon cum Chowkidar	Sh. Yashpal
Peon cum Chowkidar	Vacant



STAFF, GOVERNMENT DEGREE COLLEGE NAGROTA SURIAN



FRONT ROW L to R: Mr. Rajesh Kumar, Mr. Kaku Ram, Mr. Ajay Kumar, Dr. Pardeep Kumar (Principal), Dr. Anuragini, Dr. Pushpa Yadav, Mr. Parveer Dhiman
MIDDLE ROW L to R: Ms. Priya, Ms. Neha Choudhary, Dr. Rajesh Kumar, Mr. Ashish Bamta, Ms. Ranjana
BACK ROW L to R: Mr. Rajneesh Chand, Mr. Vishal Chauhan, Mr. Vikas Dhiman, Mr. Yuv Raj, Mr. Abhishek Pal, Mr. Nil Kamal, Mr. Yash Pal, Mr. Ranjeet

BACHELOR OF COMPUTER APPLICATIONS



Staff Members and Students of Passing Out Batch of BCA (2023-26)

ADMISSION SCHEDULE FOR BCA 1ST 3RD & 5TH SEM

Sr. No.	Particulars	Tentative Period	Days
1	Submission of online admission forms	01 June to 19 June	19
2	Pre-admission counselling of students	12 June to 19 June	08
3	Display of 1st Merit List	20 June up to 05:00 PM	----
4	Fee to be deposited	21 June to 23 June	03
5	Display of 2nd Merit List	24 June up to 03:00 PM	----
6	Fee to be deposited	25 June to 27 June	03
7	Orientation for 1st Sem Students	28-30 June	03
8	Admission of other UG classes on Roll on Basis	01 June to 19 June	19
9	Fee to be deposited	12 June to 23 June	12
10	Post admission counselling, online submission of scholarship forms and student feedback	24 June to 30 June	07
11	Regular Teaching	01 July onwards	---

Note: a) Do not miss the admission, after online submission of form, students should check their SMS inbox and e-mail for any comment/discrepancy removal so as to complete form-verification before the last day of admission.

b) Any change in the admission schedule, if notified by HP University, will be displayed on the notice board and on the college website. The admission to First Year shall be strictly on the basis of merit, and the roster of reservation of HPU will be applicable for subsidized seats only.

DOCUMENTS/CERTIFICATES REQUIRED TO BE UPLOADED

1. Matriculation certificate for date of birth.
2. 10+2-mark sheet (Original Should be scanned and uploaded).
3. Passport-size photograph.
4. Character certificate in original from the Head of the Institution last attended in case of regular candidates. Character certificate shall be issued by a gazetted officer or the panchayat pradhan in the case of students having Gap in their education after 10+2.
5. The character certificate should not be older than six months on the day of submission of the admission form.
6. Certificates issued by competent authority for availing the benefit of reservation or relaxation in age in the category concerned, i.e., SC/ST/OBC/Person with Disabilities/ Economically Weaker Section/Ex Serviceman (or EWS)/Ward of Freedom Fighter.
7. Any gap in the academic career of an applicant must be supported by documentary evidence/affidavit/declaration as proof of his/her activities during the period of the gap.
8. H.P. Domicile certificate for exemption of tuition fee (for female candidates only).
9. An equivalence eligibility certificate from H.P. Board/H.P. University for the candidates who have passed 10+2 from a board other than the H.P. Board of School Education/CBSE/ICSE.
10. Migration certificates need to be submitted by candidates coming from boards/universities other than H.P. Board of School Education/H.P. University.
11. BPL/IRDP Certificate should not be outdated. It is required to avail benefit of Fee Concession, if applicable.

TENTATIVE ADMISSION SCHEDULE FOR BCA (3RD SEM AND 5TH SEM)

Students are required to submit the complete online admission form. After verification from the admission committee in all respects and deposit the fee on the dates notified.

Particulars	Period	Days
Admission of 2 nd and 3 rd year on Roll On Basis	1 June to 19 June	19
Fee to be deposited	12 June to 23 June	6
Regular Teaching	01 July onwards	---

Note: Admit Card of Semester Examination (Previous Class) is required for Seeking Admission to BCA 3rd and 5th sem.

ADMISSION PROCEDURE & CRITERIA

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

However, the actual number of subsidized seats may increase at the time of Display of 1st Merit. The decision of the Executive Council, HEIS will be final in this regard. The 120 point roaster will continue from 61st Point onwards in the session 2026-27 for subsidized seats in BCA.

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 2026. The Vice-Chancellor may permit age relaxation up to a 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.

NRI Admissions will be subject to approval from AICTE/HP University.

However, subject to approval from competent authorities, 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 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.

Note: Changes (if any) in the guidelines and eligibility for admission will be notified as per the notification of Himachal Pradesh University Shimla. (For First Year Students)

GENERAL INSTRUCTIONS

Read the instructions thoroughly before filling out the admission form for any course.

1. A candidate seeking admission to the first year should apply online. The form, complete in all respects, must be submitted through the link available on college website.
2. Before applying for admission, students must obtain an APAAR (Automated Permanent Academic Account Registry) ID linked to DigiLocker and also sign an online anti-ragging pledge.
3. The eligibility criteria for admission to B.A., B.Sc. and B.Com. in the first year are strictly as per the latest ordinances/guidelines/calendar notified by Himachal Pradesh University.
4. Candidates are required to upload the original documents and a recent passport- size photograph.
5. The admission form recommended by the admission committee and approved by the principal entitles a candidate to deposit the prescribed fee within the stipulated time period.
6. Change of subject is allowed only with the permission of the principal. A change of faculty, i.e., from science to arts or vice versa, is permissible only if the candidate has the required percentage of marks as specified for admission to that faculty.
7. College authorities may discontinue a course if adequate number of students are not available/enrolled in that particular course.
8. Roster for reservation of seats in various categories shall be as per rules of H.P. University, Shimla
9. Incomplete admission forms will not be entertained.
10. All admissions will be as per the admission schedule notified by HP University from time to time.
11. Students admitted to the college will have to abide by all the rules and regulations of the college as stipulated in the prospectus/student's charter.

DOCUMENTS REQUIRED AT THE TIME OF ADMISSION FOR FIRST YEAR (1ST SEM)

1. Latest passport-size photographs.
2. Original copy of matriculation certificate.
3. Original copy of the 10+2 pass marks sheet issued by a recognised board.
4. H.P. Domicile certificate for girl students (for exemption of tuition fee).
5. An original character certificate from the head of the institution last attended in case of a student seeking admission to the 1st year of any course.
6. A student seeking admission from a board/university other than H.P. will have to produce his/her migration certificate in original.
7. Gap Year Undertaking duly signed by the candidate to be uploaded wherever applicable.
8. SC/ST certificate from the Magistrate (Class-1) for seeking relaxation in age and benefit of reservation in the respective category.
9. Aadhar Card.
10. Affidavit of Single Girl Child (if Applicable).
11. Affidavit / Certificate related to the Economically Weaker Section of the Society.

IMPOTRANT INFORMATION

- ☐ **The Character Certificate must not have been issued more than six months prior to the date of admission.**
- ☐ **In case of gap year(s), the character certificate of the last attended institution must be supplemented by another character certificate obtained from a Gazetted Class-1 Officer or the Pradhan of the concerned Gram Panchayat or President of the concerned Nagar Panchayat / Municipality.**
- ☐ ***The candidate having a compartment at the 10+2 level is not eligible for admission.***
- ☐ **Students must furnish their latest email and Aadhar number and working mobile number.**
- ☐ **The students seeking admission to the first semester (as per the HPU notification) will deposit their fee only after the merit list is displayed.**

ROSTER (120 POINT)

Our institution follows the reservation policy of H.P. Government and H.P. University, Shimla in admissions. The 120 point roster will continue from 61st Point onwards in the session 2026-27 for subsidized seats in BCA. The following reservations are available, which are filled according to the reservation roster devised by H.P. University, Shimla:

Schedule Caste (SC)	15%	Cultural Activities (CUL)	5%
Schedule Tribe (ST)	7.5%	Persons with disability (PwD)	5%
Sports (SP)	5%		

These reservations will be applicable to:

- Those who have passed their qualifying examination from H.P. Board of School Education or from any other Schools located within territorial Jurisdiction of Himachal Pradesh or Bonafide resident of Himachal Pradesh.
- Sports and cultural seats will be allotted to those events which are recognized by HPU sports and co-curricular council.
- The final decision under sports and cultural quota will be with the respective committees constituted for the same.

120 POINTS RESERVATION ROSTER FOR ADMISSION

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

Note: One seat, over and above the allotted seats, in every subject will be reserved for the single girl child. The applicant will have to furnish a certificate from a competent authority as proof of her status as a single girl child.

NEP 2020 SYLLABUS OF BCA 1ST & 2ND SEMESTER FOR SESSION (2026-27)

A Student is required to study 6 courses in 1st semester and 7 in 2nd semester. After clearing both semesters (44 credits) he/she may exit with a certificate. After completing 4 semesters or 2nd Year, a student can exit securing a diploma. A student need to pass a total of 6 semesters to earn a BCA degree. Syllabus of only first two semesters under NEP 2020 is available as of now. Any further update regarding syllabus will be shared with the students as and when notified by the university. Links have been given for courses. Student can click on these links to view the detailed syllabi. Detailed Guidlined on National Education Policy 2020 are available at <https://www.hpuniv.ac.in/university-detail/home.php?nep2020>

BCA First Semester

Sr. No	Course Code	Course Type	Course Title	Contact Hrs/week				C	Semester End Marks	
				L	T	P	H		EE	IA
1.	COMP-101	DSC-A1	Fundamentals of Computers and Office Productivity Tools	4	0	0	4	4	70	30
2.	COMP-102	DSC-B1	Programming using C	4	0	0	4	4	70	30
3.	COMP-103	MDC-1	Accounting	3	0	0	3	3	50	25
4.	COMP-151	SEC-1	Fundamentals of Computers and Office Productivity Tools – Lab	0	0	6	6	3	50	25
5.	COMP-152	MC-1	Programming using C Lab	0	0	8	8	4	70	30
6.		AEC-1	To be chosen from corresponding Pool	-	-	-	-	2	35	15
TOTAL								20	345	155
									Total = 500	

Abbreviations : Discipline Specific Core (DSC), Discipline Specific Elective (DSE), Minor Course (MC), Multidisciplinary Course (MDC), Skill Enhancement Course (SEC), Ability Enhancement Course (AEC) and Value Addition Course (VAC) & Add on Course (AOC).

BCA Second Semester

Sr. No	Course Code	Course Type	Course Title	Contact Hrs/week				C	Semester End Marks	
				L	T	P	H		EE	
1.	COMP -201	DSC-A2	Internet and Web Technologies	4	0	0	4	4	70	
2.	COMP-202	DSC-B2	Data Structures	4	0	0	4	4	70	
3.	COMP- 203	MDC- 2	To be chosen from Mathematics Pool	-	-	-	-	3	50	
4.	COMP -251	SEC-2	Internet and Web Technologies- Lab	0	0	6	6	3	50	
5.	COMP -252	MC-2	Data Structures - Lab	0	0	8	8	4	70	
6.		I/A/P/C 1	As per HPU Guidelines	-	-	-	-	4	70	
7.		VAC-1	To be chosen from VAC Pool	-	-	-	-	2	35	
TOTAL								24	415	
									Total = 600	

CBCS Syllabus for existing 3rd/4th/5th/6th Semesters

BCA Third Semester

Paper Code	Paper Title	Credit	University Examination	Internal Assessment	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	

BCA Fourth Semester

Paper Code	Paper Title	Credit	University Examination	Internal Assessment	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 and Web Page Design	4	70	30	100	3
BCA0405	Programming in Visual Basic	4	70	30	100	3
BCA0404(P)	Internet Technology and 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	

BCA Fifth Semester

Paper Code	PaperTitle	Credit	University Examination	Internal Assessment	Max. Marks	Exam Duration Hours
BCA0501	Operating System	4	70	30	100	3
BCA0502	E Commerce	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	

BCA Sixth Semester

Paper Code	PaperTitle	Credit	University Examination	Internal Assessment	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(P)	Major Project	3	35	15	50	3
		Total			600	

BCA/PGDCA FEE STRUCTURE

DETAILS OF FEES & FUNDS FOR THE SESSION 2026-2027		
Government Account Fee and Funds		Amount (Rs.)
H.Q. A/C. Govt. Funds	Admission Fee (Annual)	25
	Re- admission fee (1 st Time)	200
	Re- admission Fee (2 nd Time)	300
	Tuition Fee (Per Month) Only for Boys and Non-HP Bonafide Girls	50
Per Day	Late admission fee (Per day)	10
	Late payment of dues	01
University Fee / Funds		
Annual Charges	Registration Fee (Annual) (as per University notification dt 10-4-26)	400*
	Continuation Fee (Annual) (only for even semesters)	10
	Sports Fee (Annual)	100
	Youth Welfare Fee (Annual)	100
	Holiday Home Fee (Annual)	01
	HP University Development fund (To be charged for Odd Semesters) vide letter No./file No. 5-25/2013-HPU (Acad) – (II) on dated 22 April, 2026 & for IRDP/BPL	500
		250
Self-Finance Fees	For Subsidized BCA/PGDCA (per Semester)	6000
	For Non-Subsidized BCA/PGDCA (per Semester)	12000
College Dues		
College dues (Non-Refundable)	House examination Fund (Annual)	80
	Computer & Internet facility Fund (Annual)	20
	Identity Card (Annual)	10
	Duplicate Identity Card (Annual)	20
	College Magazine Fund (Annual)	50
	Student Aid Fund (Annual)	02
	Health Fund (Annual)	06
	Campus Development Fund (Annual)	10

	Furniture Repair Fund (Annual)	10
	Book Replacement Fund (Annual)	25
	Cultural Activities Fund (Annual)	20
	Rover and Rangers Fund (Annual)	60
	Sports Fund (Annual)	240
	Amalgamated Fund (Annual)	300
	Building Fund (Annual)	120
	PTA Fund (Annual) (500+500 for Semester Students)	1000
	Youth Red Cross Fund (Annual)	40
Practical Examination Charges		
Per subject per Annum	Computer Practical (90+90 for Semester Students)	180
Various Fines	Absent in Lectures (Per Lecture)	05
	Absent in Practical Exams/Class Test/Presentation (per day)	10
	Absent in House Test/ Mid Term Examinations (Per Paper)	100
	Late Library Book Return (Per Day)	01
	Delay in returning Sports Article (Per Day)	05
	Uniform Fine (First time/Subsequent)	50/100
	Fine for Indiscipline Fine up to	3000

Note: Fee structure is subject to change as per guidelines by Himachal Pradesh University and Directorate of Higher Education. Concession in fee is allowed as per the rules applicable. No student will be readmitted for the third time in the session if name is struck off. Rs. 600 Extra for Non Himachali Bonafide girls.

*To be paid by the student individually during Online Registration Process on HP University portal.

BCA & PGDCA DRESS CODE

A formal dress code implies cultivation of special attitude and gives different look to the students and also adds to his/her personality. Wearing uniform in the college is compulsory. The Dress Code will be observed for five days in a week i.e. Monday, Tuesday, Thursday, Friday and Saturday .

Summer Dress Code—Light Blue Plain Shirt ,Navy Blue Trouser and Black Leather Shoes with Navy Blue Neck Tie for both Boys and Girls.

Winter Dress Code—Navy Blue Sweater and Navy Blue Blazer/Coat with Light Blue Plain Shirt, Navy Blue Trouser and Black Leather Shoes with Navy Blue Neck Tie shall be the dress Code during the winters for both Boys and Girls.

Students will have one day i.e. Wednesday when they can attend college in any decent attire and uniform will not be compulsory.

PGDCA (POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS)

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 2026.

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 2026-27 as per Annexure 1. It will be followed from 9th point.

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 40% marks in each subject or 40% in aggregate in the House Examination.

ADMISSION SCHEDULE FOR PGDCA 1ST SEM

The Tentative Admission Schedule: Admissions to PGDCA 1st Semester will tentatively commence from 1st June 2026 along with other UG Courses. Detailed schedule will be notified separately on College Website and College Notice Board. The counseling of students who will apply online on college website for this course will tentatively be conducted during 2nd week of July 2026.

SYLLABUS OF PGDCA FOR SESSION (2026-27)

PGDCA First Semester

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

SEMESTER –I (ELECTIVE)

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

PGDCA Second Semester

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

SEMESTER –II (ELECTIVE)

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

Total Credits: 22 + 22 = 44

PGDCA FEES STRUCTURE

It will be same as BCA. The fee structure has been given above.

PGDCA DRESS CODE

It will be same as BCA.

BCA/PGDCA LAB RULES

1. Do not **switch on/off systems** without permission.
2. Handle all equipment (keyboard, mouse, CPU) **carefully**.
3. Do not **change system settings**, install software, or delete files.
4. Use the computer **only for academic purposes** (no games, social media, etc.).
5. If any equipment or item is damaged, the student will be required to pay a fine equal to the cost of the damage.

MIGRATION RULES

No migration certificate can be issued unless the student is registered with the university. A migrating student will not be admitted to the college if prior permission has not been taken from the Principal/Chairman, HEIS of the college. After migration has been sanctioned and notified by the H.P. University, the student must join the second college within the time period stipulated by the university. The admission of a student migrating from another university shall be treated as provisional and shall be confirmed when he/she produces the migration certificate issued by the university and a certificate of good conduct issued by the head of the institution last attended. A student disqualified by another university shall not be given admission during the period of disqualification.

Migration to GDC Nagrota Surian shall be allowed only if vacant seats are available in the respective subsidized or non-subsidized category.

IDENTITY CARD

It is mandatory for every student to carry their college identity card within the college premises.

- A student without an identity card is deemed an outsider. In the event of an inspection of an identity card during a surprise check or for any other reason, if the student is found without an identity card, he/she will be handed over to the police or as the situation may demand.
- The students are not permitted to replace their photographs on the identity cards due to any reason whatsoever.
- It is the personal responsibility of the student to keep their identity card in safe custody. In case it is lost or gets misplaced, one has to report in college office immediately.

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.

❖ 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.

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.

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

2. Book Issuing Rules

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

3. Library Conduct

- **Electronic instruments** and **eatables** are strictly prohibited inside the library.
- Students are **responsible for the safekeeping** of their belongings.
- **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

- 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.

SCHOLARSHIPS, FEE CONCESSIONS AND FINANCIAL ASSISTANCE

Scholarships- The College is deeply committed to ensuring that financial constraints do not hinder any student's pursuit of higher education. To support our academic community, the Scholarship Committee actively guides and assists students in applying for and securing various scholarship schemes sponsored by both Central and State Governments across multiple categories.

We strongly encourage all eligible students to explore these opportunities during their admission process to help fund their academic journey.

Our Recent Impact (Academic Year 2025-26)

We are proud to share that in the current academic year; the committee has successfully verified applications for approximately 30% of our eligible student body. A significant majority of our students are actively opting for and benefiting from these financial aid programs.

Major Scholarship Schemes Available - While there are numerous schemes available for students on the National Scholarship Portal (NSP) website, some of the prominent scholarships frequently availed by our students include:

1. **Central Sector Scheme of Scholarship** for College & University Students
2. **Post-Matric Scholarship** for OBC Students
3. **Post-Matric Scholarship** for EBC Students
4. **Post-Matric Scholarship** for SC Students
5. **Kalpana Chawla Chhatravriti Yojana**
6. **Post Matric Scholarship Students with Disabilities**

- **Important Note Regarding Disbursement:** The college acts strictly as a facilitating and verifying authority. All scholarship amounts are officially sanctioned by the respective Government Ministries. Approved funds are credited directly into the students' personal bank accounts via **Direct Benefit Transfer (DBT)**.

Students are advised to regularly check the National Scholarship Portal (NSP) and the college notice board for detailed eligibility criteria, application deadlines, and a complete list of active schemes.

NOTICE BOARD

All the students must read the notices which are pasted on the College Notice Board or displayed on notice board on a regular basis to keep acquainted with the latest developments in the college.

ANTI-RAGGING

All students are hereby cautioned that ragging is a criminal offence. Ragging includes any type of physical or mental torture inflicted by any individual or group, either by words or by conduct, which creates an apprehension in the mind of the person that he/she cannot pursue his/her studies from any mental disturbance or torture created thereby. Any person who aids or encourages such an action shall also be guilty of such ragging." Ragging in and around the college/hostel campus or on roads/approaches leading there is strictly prohibited. If any student is found indulging in ragging directly or indirectly, the college authorities shall be obliged under Rule 22.17 (a) (b) (c) of H.P. University to expel the guilty student(s) from the college/hostel and to report the matter to the police, as ragging amounts to a criminal offence as per the recent judgement of the Hon'ble Supreme Court of India, Hon'ble H.P. High Court and the Govt. of H.P.

❖ Punishments

The students indulging in ragging will be punished by law with:

1. Cancellation of admission and withholding/withdrawing scholarship and any other benefit.
2. Debarring from appearing in any test, examination or any other evaluation process.
3. Debarring from representing the institution in any national or international tournament, youth festival, etc.
4. Suspension from college and consequent debarring from admission to any other institute.
5. Fine of up to Rs. 50,000/- or imprisonment to 3 years or both.

All the students admitted to the college shall be deemed to have given the following undertaking:

"I have gone through the rules and regulations regarding ragging and discipline of the university/college, and I hereby solemnly affirm that I will not indulge in any act of ragging/indiscipline and that if I am found guilty of such offences as are covered under these rules, I will have no claim against the order of rustication/expulsion from the college."

EXTENSION ACTIVITIES OF THE COLLEGE

- ❖ **NSS:** The National Service Scheme unit of the college works actively towards social welfare and promotes national integration under the able leadership of the experienced faculty.

❖ **Rovers & Rangers:** The college has well-organized units of Rangers (for boys) & Rangers (for girls), which give an opportunity to the students to improve their personality and develop leadership qualities under the guidance of able teachers.

❖ **Educational Tours and Excursions:**

Various educational tours, excursions and picnics are permitted during the academic session with certain conditions as follows:

1. Every educational tour and excursion will be accompanied by the teacher and needs prior permission.
2. A student must possess a written consent from the parent before going on any educational tour, excursion or picnic.

CELLS, CLUBS AND ASSOCIATIONS

❖ **Internal Quality Assurance Cell (IQAC)**

The Internal Quality Assurance Cell has been set up in the college to ensure and enhance the quality of education and overall institutional performance, as mandated by the National Assessment and Accreditation Council (NAAC). Its main goal is to improve various aspects of the college, including academics, administration, and the learning environment, through continuous quality improvement initiatives.

❖ **Career Guidance and Placement Cell**

The Career Guidance and Placement Cell is a vital resource centre that helps students explore and achieve their career goals. It acts as a bridge between the student and the job market, providing services like career counselling, workshops, and placement assistance. The Career Guidance and Placement Cell of the college guides the student regarding different career avenues open to them in their respective fields through the notice board, organising training programmes and arranging lectures by experts and resource persons.

❖ **Anti-Ragging Cell**

An Anti-Ragging Cell, with the Principal as the Chairman, has been formed to sensitize the students about the menace of ragging which has sullied the names of many reputed institutions. The following measures have been undertaken by the institution to ensure a safe environment for the new entrants:

1. Installation of CCTV cameras at vital points in the college.
2. Making students aware of the consequences of indulging in any form of ragging through notice boards.
3. Regular counselling of students by the members of the Anti-Ragging Cell.
4. The students also are required to give an undertaking at the time of admission that they are aware of the rules and regulations regarding ragging and are also aware of the consequences and shall not indulge in any form of ragging, which is an offence punishable under law.

❖ **Committee against Sexual Harassment of women at workplace (Internal Complaints Committee)**

The Internal Complaints Committee of the college is established to address and resolve complaints of sexual

harassment, ensuring a safe and conducive environment for students and staff. The ICC functions under the guidelines of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the UGC Regulations, 2015.

❖ **Disaster Management Cell**

This cell, with the support of police personnel and home guards, makes sincere efforts to train and produce a team of young, alert and informed enthusiasts who will be able to work with phenomenal speed without losing equanimity of mind in the event of any natural or man-made disaster.

❖ **Research and Development Cell**

The R&D cell of the college provide a platform for the students and faculty wherein essential awareness about the scope and skills in the field are disseminated.

❖ **Red Ribbon Club**

The Red Ribbon Club of the college, is a student-led organization focused on raising awareness about HIV/AIDS and promoting healthy lifestyles among youth. Red Ribbon Club is a movement initiated by the Government of India to educate youth and other members of the community about sexuality, HIV/AIDS, and responsible behavior.

❖ **Eco Club**

The Eco Club of the college is a student-led initiative focused on promoting environmental awareness and action. It aims to educate students about environmental issues, encourage sustainable practices, and engage the campus community in environment protection activities. The eco club organizes activities like tree planting, waste reduction campaigns, and awareness campaigns to raise public awareness.

❖ **Electoral Literacy Club**

This club has been formed to create awareness among students & new voters about the electoral process.

❖ **COLLEGE MAGAZINE**

The College brings out the yearly issue of its magazine titled "*Haldoon*". The students having a flair for writing may submit their articles within the specified date for inclusion in the magazine.

❖ **IT/BCA LAB**

The college has a well-equipped IT lab with an adequate number of computer systems with internet access to impart ICT education to the students of BCA and PGDCA.

❖ **Student Grievance Redressal Cell**

A Grievance Redressal Mechanism for students in GDC Nagrota Surian is a process that allows students to voice their concerns, complaints, or grievances regarding academic or non-academic issues, ensuring they are addressed effectively and fairly. It plays a vital role in maintaining a positive and transparent academic environment.

❖ **ANNUAL PRIZE DISTRIBUTION**

Prizes are awarded during the Annual Distribution Function for obtaining first, second and third positions in the aggregate and also for achieving first and second positions in the individual subjects in the Annual

Examination, provided a student has passed in all the subjects offered. Apart from academic prizes, outstanding performers in sports, NCC, NSS, Rovers and Rangers and cultural activities are also felicitated.

❖ **PARENT TEACHER ASSOCIATION (PTA)**

The Parent-Teacher Association is formed with an objective of promoting parents' participation in different development activities of the college. There is a General Body of PTA comprising of

(a) Parents or Guardians (only in blood relation); (b) Teachers; and (c) The Principal of the College, who is the Patron of the body.

❖ **ALUMNI ASSOCIATION**

The ex-students of the college under the aegis of the 'Government Degree College Nagrota Surian Alumni Association' (GDCNSAA) through their ideas and experiences can contribute constructively to the growth and development of their alma mater. The association provides valuable advice to the college authorities on academic and co-curricular activities and other pressing issues. The executive body consists of the following members.

- Principal of the College – Patron of the association
- President, Vice-President, Secretary and Treasurer are elected from amongst the Alumni

❖ **STUDENTS CHARTER**

The students are important stakeholders in any educational institution. The Students' Charter as adopted by IQAC of the college is a document that defines and confers rights, responsibilities and privileges to the students with a view to achieve holistic growth.

Responsibilities of the Institution towards the Students-

Government Degree College Nagrota Surian, shall endeavor to provide to its students:

- A healthy atmosphere for their academic, individual and collective growth and development.
- Creating awareness about the value and purpose of education as upheld in the vision, goals, programmes of study, instructional methodology and various co-curricular activities as outlined in the Annual Calendar of Activities.
- To provide free access to the students to every kind of information about college/university statutes, ordinances, acts, regulations, policies, procedures and curriculum.
- To inculcate amongst the students the values of social responsibility, religious and cultural tolerance and other values of human and national importance as per the Constitution of India and the vision document of the University Grants Commission.
- To adopt a student-centric approach in teaching-learning methodology.
- To develop the competence of the students at different levels, especially with regard to:
 - a) Linguistic Competence B) Logical And Analytical Ability
 - C) Scientific Temperament And D) Entrepreneurship.
- To provide support and guidance to the students through continuous mentoring, viz., regular tutorials, remedial courses and career counselling.

- To provide the students adequate exposure to the teaching-learning methodology through smart classrooms and IT.
- To receive constant feedback from the students and other stakeholders, like the Parent-Teacher Association and the Old Students' Association, for improving and strengthening the activities of the institution and to act upon the same in an empathic and pragmatic manner.

RESPONSIBILITIES OF THE STUDENTS TOWARDS THE INSTITUTION

All students of the college are expected to observe the following in the larger interest of the institution:

- To understand, appreciate and follow the vision and goals of the institution.
- To have a clear and adequate knowledge of various programmes of study, admission policy, programme completion requirements, assessment mechanisms and other student services of the college.
- To undertake regular and intense study of their course material.
- To adhere to the general norms of the institution with regard to the courses of study time and schedule as per ordinances/rules/acts of H.P. Government or H.P. University/UGC as framed and implemented from time to time.
- To abide by the decision of the college administration in case of any grievance, individual or pertaining to more than one student/group, and to help the college administration.
- To make optimum use of learning resources available in the college and to participate actively in academically enriching programmes such as seminars, workshops, debates, etc.
- To provide neutral feedback on the quality of teaching and various other activities undertaken by the college, both in a formal and informal way, whenever they are asked for the same.
- To contribute to the enrichment of the institutional life of the college through their engagement in all the student-related activities of the institution as outlined in Part A of the Students' Charter.
- Not to indulge in acts of ragging or to make use of any kind of intoxicants in and around the institution.
- Not to shout slogans, damage college property, deface walls or desks, spit or spread litter on the campus, or indulge in other acts of violence which tend to disrupt the academic and general atmosphere of the college and amount to unlawful or criminal acts.
- To follow the moral and constitutional values as enshrined in our multidimensional culture, the Constitution of India, including respect for diversity of ideas/thinking and inculcation of an inclusive culture without any preconceived notions of caste, creed or religion.

COLLEGE COMMITTEES AND CO-CURRICULAR ASSIGNMENTS

Admission & Forms Verification Committee

BCA/PGDCA

Ms. Neha Choudhary (Convener)
Sh. Ashish Bamta
BCA/PGDCA Faculty

College Bursar : Sh. Ajay Kumar
Nodal Officer AISHE: Sh. Ajay Kumar
Co-ordinator BCA : Sh. Parveer Dhiman

College Advisory Council

1	Sh. Ajay Kumar	Convener
2	Sh. Parveer Dhiman	Co-Convener
3	Sh. Kaku Ram Manhas	Member
4	Dr. Anuragini	--do--
5	Dr. Pushpa Yadav	--do--
6	Dr. Rajesh Kumar	--do--
7	Sh. Rajesh Kumar (Sr. Asstt.)	--do--

College Development Committee

1	Sh. Kaku Ram Manhas	Convener
2	Ms. Priya	Co-Convener
3	Sh. Abhishek Pal	Member
4	Sh. Ashish Bamta	--do--
5	Sh. Rajneesh Chand (Asstt. Librarian)	--do--
6	Sh. Rajesh Kumar (Sr. Asstt.)	--do--

IQAC (Internal Quality Assurance Cell)

1	Sh. Ajay Kumar	Coordinator
2	Sh. Parveer Dhiman	Co-Coordinator
3	Sh. Kaku Ram Manhas	Assistant Coordinator
4	Dr. Rajesh Kumar	Member
5	Dr. Anuragini	--do--
6	Ms. Neha Choudhary	--do--
7	Dr. Pushpa Yadav	--do--
8	Sh. Ashish Bamta	--do--
9	Sh. Rajneesh Chand (Asstt. Librarian)	--do--
10	Sh. Rajesh Kumar, Sr. Asstt.	--do--
11	Sh. Kewal Kumar (Retd. A.P. Physics)	Educationist
12	Sh. Parveen Mehra (Retd. Treasury Officer)	Representative of Local Society
13	Dr. HL Dhiman (Retd. Principal)	Representative of Employer
14	CSCA President	Representative of Students
15	PTA President/Vice President	Representative of Parents
16	President, GDCNSAA	Representative of Alumni

Management Committee, Higher Education Institute Society, GDC Nagrota Surian (For Self Finance Courses)

1	Dr. Pardeep K. Kaundal (Principal)	Chairman
2	Dr. Sanjay Sharma (Principal GDC Lanj)	Director Nominee
3	Sh. Ajay Kumar (Senior Most Teacher)	Member Secretary
4	President, Parent Teachers Association	Member

5	Dr. Harbans Lal Dhiman	Eminent Educationist/ Member
6	Sh. Parveer Dhiman	BCA Coordinator/Member
7	Dr Pushpa Yadav	HOD/Member
8	Sh. Ashish Bamta	Member
9	Sh. Rajesh Kumar (Sr Asstt.)	Member
10	President/Vice President, Alumni Association	Member

**Executive Committee, Higher Education Institute Society, GDC Nagrota Surian
(For Self Finance Courses)**

1	Dr. Pardeep K. Kaundal (Principal)	Chairman
2	Sh. Ajay Kumar (Senior Most Teacher)	Member Secretary
3	Sh. Parveer Dhiman	BCA Coordinator/Member
4	Dr Pushpa Yadav	HOD/Member
5	Sh. Ashish Bamta	Member

Students & CSCA Advisory Committee

1	Sh. Ajay Kumar	Convener
2	Sh. Parveer Dhiman	Co-convener
3	Dr. Anuragini	Member
4	Dr. Pushpa Yadav	--do--
5	Dr. Rajesh Kumar	--do--
6	Sh. Yuv Raj	--do--

Career Counseling & Placement Cell

1	Sh. Parveer Dhiman	Convener
2	Sh. Kaku Ram Manhas	Co-convener
3	Dr. Rajesh Kumar	Member
4	Ms. Neha Choudhary	Member
5	Sh. Ashish Bamta	--do--
6	Ms. Priya	--do--
7	CSCA President	--do--

**Grievance Cell for Women and Prevention of Sexual Harassment Committee/Internal Complaints
Committee**

1	Dr. Anuragini	Convener
2	Dr. Pushpa Yadav	Co-convener
3	Sh. Kaku Ram Manhas	Member
4	Ms. Neha Choudhary	--do--
5	Ms. Priya	--do--
6	PTA Members	--do--
7	External Member	--do--
8	Two CSCA Members (Girls)	--do--

Women Development Cell

1	Dr. Anuragini	Convener
2	Dr. Pushpa Yadav	Co-convener
3	Sh. Yuv Raj	Member
4.	Ms. Neha Choudhary	--do--
5	Ms. Priya	--do--
6.	PTA Members	--do--
7.	External Member	--do--
8	Two CSCA Members (Girls)	Members (02Girls)

POCSO Committee

1	Dr. Anuragini	Convener
2	Dr. Pushpa Yadav	Co-convener
3	Sh. Kaku Ram Manhas	Member
4.	Ms. Neha Choudhary	--do--
5	Sh. Nil Kamal Kumar	--do--
6.	Sh. Rajesh Kumar (Sr. Asstt.)	--do--
7.	Ms. Priya	--do--

8	PTA Members	--do--
9	External Member	--do--
10	Two CSCA Members (Girls)	Members (02Girls)

Committee for Taking Care of Differently Abled Students/Equal Opportunity Cell

1	Dr. Rajesh Kumar	Convener
2	Sh. Kaku Ram Manhas	Co-Convener
3	Dr. Anuragini	--do--
4	Ms. Priya	--do--
5	Sh. Rajesh Kumar (Sr. Asstt.)	--do--

Scholarship and Financial Aid Monitoring Committee

1	Dr. Rajesh Kumar (Scholarship In-charge)	Convener
2	Ms. Neha Choudhary	Member
3	Ms. Priya	--do--
4	Sh. Yuv Raj	--do--

Cultural and Co-Curricular activities and Youth Festival Committee

1	Dr. Anuragini	Convener
2	Dr. Pushpa Yadav	Co-convener
3	Ms. Neha Choudhary	Member
4	Dr. Rajesh Kumar	--do--
5	Ms. Priya	--do--
6	Sh. Yuv Raj	--do--
7	Sh. Abhishek Pal	--do--
8	Sh. Ranjeet	--do--

Time Table Committee

1	Sh. Parveer Dhiman	Convener
2	Dr. Pushpa Yadav	Co-convener
3	Dr. Rajesh Kumar	--do--
4	Sh. Ashish Bamta	--do--

RUSA Cell and Ek Bharat Shrestha Bharat Committee

1	Dr. Pushpa Yadav	Convener
2	Sh. Abhishek Pal	Co-convener
3	Sh. Ranjeet	Member
4	Sh. Nilkamal Kumar	--do--
5	Sh. Rajesh Kumar (Senior Assistant)	--do--
6	Sh. Kushal Dhiman (JOA IT)	--do--

Examination Committee (House/MTT & University Examinations)

1	Dr. Anuragini	Convener
2	Sh. Kaku Ram Manhas	Co-convener
3	Sh. Parveer Dhiman	Member
4	Dr. Rajesh Kumar	--do--
5	Sh. Ashish Bamta	--do--
6	Ms. Priya	--do--
7	Sh. Kushal Dhiman (JOA IT)	--do--

Discipline Committee & Anti-Ragging Squad

Name	Duty Assigned	
1 Sh. Ajay Kumar (9418531645)		Convener
2 Sh. Parveer Dhiman (7018427184)	Ground Floor	Co-convener
3 Ms. Priya (9625568504)		Member
4 Sh. Ashish Bamta (7018401583)	1 st Floor	Member
5 Sh. Rajneesh Chand (8894489748)		Member
6 Sh. Rajesh Kumar (Sr. Asstt.)		Member
7 Sh. Kaku Ram (7009756225)	2 nd Floor	Member
8 Dr. Anuragini (7814967089)		Member
9 Dr. Rajesh Kumar (9736209997)		Member
10 Dr. Pushpa Yadav (8178041089)		Member
11 Sh. Yuv Raj (7018135427)	3 rd Floor	Member

12	Sh. Abhishek (8219549430)		Member
13	BCA Faculty (7876347135 , 8219225952)		Member
14	Ms. Neha Choudhary (8351832775)	Play Ground	Member
15	Sh. Nil Kamal Kumar		Member
16	Sh. Ranjeet		Member

Anti-Ragging Committee

1.	Dr. Pardeep K. Kaundal	Principal
2	Dr. Rajesh Kumar	Convener
3	Sh. Parveer Dhiman	Co-convener
4	Dr. Anuragini	Member
5	Ms. Neha Choudhary	--do--
6	Sh. Ashish Bamta	--do--
7	President, PTA	--do--
8	CSCA President	--do--

Library Advisory Committee

1	Ms. Neha Choudhary	Co-convener
2	Dr. Rajesh Kumar	Member
3	Ms. Priya	--do--
4	Sh. Ashish Bamta	--do--
5	Sh. Rajneesh Chand (Asstt. Librarian)	--do--

Prospectus cum Identity cum Library Cards Committee

1	Sh. Kaku Ram Manhas	Convener
2	Dr. Anuragini	Co-convener
3	Ms. Neha Choudhary	Member
4	Dr. Rajesh Kumar	--do--
5	Sh. Ashish Bamta	--do--
6	Sh. Rajneesh Chand (Asstt. Librarian)	--do--

Book Bank Committee

1	Sh. Nil Kamal Kumar	Convener
2	Sh. Ranjeet	Co-convener
3	Sh. Abhishek Pal	Member
4	Sh. Rajneesh Chand (Asstt. Librarian)	--do--

GDC Nagrota Surian Alumni Association Advisory Committee

1	Sh. Yuv Raj	Convener
2	Sh. Ranjeet	Co-convener
3	Sh. Abhishek Pal	Member
4	Sh. Nilkamal Kumar	--do--

Sports Committee

1	Sh. Ajay Kumar	Sports In charge
2	Sh. Ashish Bamta	Co-convener
3	Sh. Parveer Dhiman	Member
4	Ms. Neha Choudhary	--do--
5	Dr. Rajesh Kumar	--do--
6	Sh. Ranjeet	--do--

College Building Fund Committee

1	Dr. Pardeep K. Kaundal (Principal)	Chairman
2	President Gram Panchayat Bantungli	Member
3	Sh. Ajay Kumar	Member Secretary
4	President Parent Teachers Association	--do--
5	A.E. HPPWD Sub. Div. Nagrota Surian	--do--
6	President, CSCA	--do--
7	Sh. Kulbhushan Sharma VPO Ludret Tehsil Dehra Kangra HP	--do--

NEP 2020 and APAAR/ABC ID Committee

1	Sh. Kaku Ram Manhas	Convener
2	Sh. Parver Dhiman	Co-convener

3	Dr. Pushpa Yadav	Member
4	Mrs. Neha Choudhary	--do--
5	Dr. Rajesh Kumar	--do--
6	Sh. Abhishek Pal	--do--
7	Sh. Ranjeet	--do--
8	Sh. Abhishek Pal	--do--

UGC Affairs

1	Ms. Neha Choudhary	Co-ordinator
2	Dr. Rajesh Kumar	Asstt. Coordinator
3	Ms. Priya	Member

NAAC Steering Committee

1	Sh. Ajay Kumar	Co-ordinator
2	Sh. Parveer Dhiman	Asstt. Coordinator
3	Dr. Pushpa Yadav	Member
4	Sh. Kaku R Manhas	--do--
5	Dr. Anuragini	--do--
6	Ms. Neha Choudhary	--do--
7	Dr. Rajesh Kumar	--do--
8	Ms. Priya	--do--
9	Sh. Ashish Bamta	--do--
10	Sh. Abhishek Pal	--do--
11	Sh. Yuv Raj	--do--
12	Sh. Ranjeet	--do--
13	Sh. Nil Kamal Kumar	--do--
14	Sh. Kushal Dhiman	--do--

RTI and Legal Affairs Committee

1	Principal	PIO
2	Sh. Rajesh Kumar (Sr. Asstt.)	APIO
3	Sh. Kushal Dhiman (JOA IT)	Clerk

Staff Secretary

1	Sh. Parveer Dhiman	Staff Secretary
2	Ms. Neha Choudhary	Joint Staff Secretary

NSS Programme Committee

1	Sh. Nilkamal Kumar	Programme Officer
2	Sh. Kushal Dhiman (JOA IT)	NSS Clerk

Rovers/Rangers Leaders

1	Sh. Kaku Ram Manhas	Rangers Leader
2	Ms. Neha Choudhary	Rovers Leader

Red Ribbon Club, Blood Donor Cell and Red Cross Society

1	Ms. Priya	Convener
2	Sh. Nilkamal Kumar	Member
3	Sh. Abhishek Pal	--do--

Eco Club

1	Sh. Yuv Raj	Convener
2.	Sh. Ranjeet	Member
3.	Sh. Ashish Bamta	--do--

Prahari Club /Anti-Drug Cell

1	Sh. Nilkamal Kumar	Convener
2	Sh. Ranjeet	Co-convener
3	Sh. Abhishek Pal	Member
4	Sh. YuvRaj	--do--
5	Ms. Priya	--do--
6	Student Members =30	--do--

Energy Club

1	Sh. Ashish Bamta	Convener
2	Sh. Nilkamal Kumar	Co-convener

3	Sh. Abhishek Pal	Member
4	Student Members =25	Member
Road Safety Club		
1	Dr. Rajesh Kumar	Convener
2	Sh. Ranjeet	Co- Convener
3	Sh. Nilkamal Kumar	Member
Electoral Literacy Club		
1	Sh. Ranjeet	Convener
2	Sh. Abhishek Pal	Co-convener
3	Sh. Nilkamal Kumar	Member
4	Student Member=25	--do--
Educational Tours, Excursions & Adventure Club		
1	Sh. Ajay Kumar	Convener
2	Sh. Parveer Dhiman	Co-convener
3	Ms. Neha Choudhary	Member
4	Dr. Rajesh Kumar	--do--
5.	Sh. Yuv Raj	--do--
6	Ms. Priya	--do--
Electricity, Water Management and Rain Harvesting Committee		
1	Sh. Abhishek Pal	Convener
2	Sh. Ranjeet	Member
3	Sh. Nil Kamal Kumar	--do--
4	Sh. Rajneesh Chand (Asstt. Librarian)	--do--
5	Sh. Rajesh Kumar ((Sr. Asstt.)	--do--
College Canteen Committee		
1	Dr. Rajesh Kumar	Convener
2	Sh. Kaku Ram Manhas	Co-convener
3	Sh. Yuv Raj	Member
4	Dr. Pushpa Yadav	--do--
5	Sh. Rajesh Kumar ((Sr. Asstt.)	--do--
Campus Beautification Committee		
1	Sh. Yuv Raj	Convener
2	Ms. Priya	Co-convener
3	Sh. Abhishek Pal	Member
4	Sh. Nilkamal Kumar	--do--
5	Sh. Kushal Dhiman (JOA IT)	--do--
6	Sh. Rajneesh Chand (Asstt. Librarian)	--do--
Purchase Committee		
1	Sh. Kaku Ram Manhas	Convener
2	Sh. Parveer Dhiman	Co-convener
3	Dr. Anuragini	Member
4	Ms. Neha Choudhary	--do--
5	Dr. Rajesh Kumar	--do--
6	Sh. Ashish Bamta	--do--
7	Sh. Rajesh Kumar (Sr. Asstt,)	--do--
8	Ex-Officio Member from Concerned Department	--do--
University Registration and Examination forms & SWAYAM Committee		
1	Sh. Parveer Dhiman	Convener
2	Dr. Anuragini	Co-convener
3	Dr. Pushpa Yadav	Member
4	Dr. Rajesh Kumar	--do--
5	Sh. Ashish Bamta	--do--
6	Sh. Yuv Raj	--do--
7	Sh. Rajesh Kumar (Sr. Asstt.) (University Clerk)	--do--

8	Sh. Kushal Dhiman (JOA IT)	--do--
9	BCA Faculty	--do--
Bus Pass Committee		
1	Dr. Pushpa Yadav	Arts, Commerce
2	Sh Nilkamal Kumar	
3	Sh. Ranjeet	
1	Sh Parveer Dhiman	Science, BCA
2	Ms. Priya	
3	Sh. Ashish Bamta	
IT /Techno Committee and Repair & maintenance works of Electronics items		
1	Sh Parveer Dhiman	Convener
2	Sh. Ranjeet	Co-convener
3	Sh. Yuv Raj	Member
4	BCA faculty	--do--
5	Sh. Kushal Dhiman (JOA IT)	--do--
Editorial Board (College Magazine)		
1	Sh. Ajay Kumar	Editor-in-Chief
2	Sh. Parveer Dhiman	English Section
3	Ms. Neha Choudhary	Pahari Section
4	Sh. Nilkamal Kumar	Hindi Section
5	Dr. Pushpa Yadav	Planning Section
6.	Dr. Anuragini	Science Section
7	Dr. Rajesh Kumar	Sanskrit Section
8	Sh. Yuv Raj	History Section
CCA Verification Committee		
1	Sh. Parveer Dhiman	Convener
2	Dr Pushpa Yadav	Co-Convener
3	Dr. Rajesh Kumar	Member
4	Sh. Ashish Bamta	--do--
5	Sh Kushal Dhiman (JOA IT)	--do--
Disaster Management Committee		
1	Sh. Ranjeet	Nodal Officer
2	Sh. Yuv Raj	Convener
3	Ms. Priya	Member
4	Sh. Abhishek Pal	--do--
5	Sh. Nilkamal Kumar	--do--
Committee for SC/ST, OBC & Minority Cell		
1	Sh. Ajay Kumar	Convener
2	Sh. Kaku Ram Manhas	Co-convener
3	Sh. Parveer Dhiman	Member
4	Dr. Anuragini	--do--
5	Ms. Neha Choudhary	--do--
6	Ms Priya	--do--
College Student Grievance Redressal Committee (CSGRC)		
1	Sh. Parveer Dhiman	Member Secretary
2	Dr. Rajesh Kumar	Member
3	Dr Pushpa Yadav	--do--
4	Sh. Abhishek Pal	--do--
5	Two Representatives from students (Boy and Girl)	--do--
First Aid Committee/Health Club		
1	Ms. Priya	Convener
2	Sh. Nilkamal Kumar	Member
3	Sh. Abhishek Pal	Member
Skill Development Training & Internship/Apprenticeship/Project & Community Work Committee		
1	Dr Pushpa Yadav	Convener

2	Sh. Parveer Dhiman	Co-convener
3	Sh. Kaku Ram	Member
5	Dr Anuragni	--do--
6	Ms. Neha Choudhary	--do--
7	Dr Rajesh Kumar	--do--
8	Sh. Nilkamal Kumar	--do--
9	Sh. Abhishek Pal	--do--
10	Sh. Ranjeet	--do--
11	BCA Guest faculty	--do--

Committee for the Organization of Seminars/Conferences/Workshops and Research Development Committee

1	Sh. Ajay Kumar	Convener
2	Sh. Kaku Ram Manhas	Co-convener
3	Sh. Parveer Dhiman	Member
4	Dr Anuragini	--do--
5	Dr Pushpa Yadav	--do--
6	Dr Rajesh Kumar	--do--
7	Ms. Neha Choudhary	--do--
8	Sh. Ashish Bamta	--do--

MOU Coordination Committee

1	Mrs Neha Choudhary	Convener
2	Dr. Rajesh Kumar	Co-convener
3	Sh. Ranjeet	Member
4	Sh. Yuv Raj	--do--
5	Sh. Nil Kamal Kumar	--do--

College Website Management Committee

1	Sh Ashish Bamta	Convener
2	Sh. Yuv Raj	Co-convener
3	BCA faculty	Member

Press, Photography and Social Media Committee

1	Ms. Neha Choudhary	Convener
2	Sh. Abhishek Pal	Member
3	Sh. Nilkamal Kumar	--do--
4	Sh. Kushal Dhiman	--do--
5	BCA Faculty	--do--

Students' Result Related Discrepancy Redressal Committee

1	Sh. Parveer Dhiman	Convener
2	Dr. Rajesh Kumar	Co-convener
3	Mrs Neha Choudhary	Member
4	Ms Priya	--do--
5	Sh. Nilkamal Kumar	--do--

College Campus Cleanliness Supervision Committee

Sr. No.	Name	Duty Assigned	
1	Sh. Ajay Kumar	Ground	Convener
2	Sh. Parveer Dhiman	Floor	Co-convener
3	Ms. Priya	& Canteen	Member
1	Sh. Ashish Bamta		Convener
2	Sh. Rajneesh Chand	1 st Floor	Co-convener
3	Sh Kushal Dhiman (JOA IT)		Member
1	Sh. Kaku Ram Manhas		Convener
2	Dr Anuragini	2 nd Floor	Co-convener
3	Dr. Pushpa Yadav		Member
4	Dr. Rajesh Kumar		--do--
1	Sh. Abhishek Pal	3 rd Floor	Convener
2	Sh. Yuv Raj		Co-convener

3	BCA Faculty		Member
1	Ms. Neha Choudhary	Outside	Convener
2	Sh. Nil Kamal Kumar	Building	Co-convener
3	Sh. Ranjeet	Campus	Member

Girls Common Room Supervision and Maintenance Committee

1	Mrs. Neha Choudhary		Convener
2	Ms. Priya		Co-Convener
3	Mrs. Ranjana (Peon)		Member
4	CSCA Member		

Societies

A Language Society

1.	Sh. Parveer Dhiman		Convener
2.	Dr. Rajesh Kumar		Co-Convener
3.	Sh. Nilkamal Kumar		Member

B Social Sciences Society

1.	Sh. Ajay Kumar		Convener
2.	Sh. Kaku Ram Manhas		Co-Convener
3	Sh Yuv Raj		Member
4	Sh. Ranjeet		--do--

C Science Society

1.	Dr. Anuragini		Convener
2.	Ms Priya		Co-Convener
3.	Sh. Ashish Bamta		Member

D Commerce Society

1.	Dr. Pushpa Yadav		Convener
2.	Mrs. Neha Choudhary		Co-Convener

College Activity Record Maintenance Committee

1.	Mrs. Neha Choudhary		Convener
2.	Sh. Yuv Raj		Co-Convener
3	Sh Abhishek Pal		Member
4	Sh Nilkamal Kumar		--do--

Bio-Metric cum Geo-Fence Attendance

1	Dr. Rajesh Kumar		Nodal Officer-Geo Fence
2	Sh. Ranjeet		Nodal Officer-Biometric
3	Sh. Kushal Dhiman (JOA IT)		Deputy Nodal Officer

Student Aid / Fund Committee

1	Sh. Ranjeet		Convener
2.	Sh. Nilkamal Kumar		Co-Convener
3	Sh. Rajesh Kumar (Sr. Asstt.)		Member

College Property In-Charges (General Store)

1.	Sh. Rajesh Kumar (Sr. Asstt.)		Incharge
2.	Sh. Kushal Dhiman (JOA)		Co-Incharge
3.	Sh. Surinder Kumar		Class-IV
4.	Sh. Yash Pal		Class-IV

Senior Tutors:-

1.	Sh. Ajay Kumar		Arts
2.	Sh. Parveer Dhiman		
1.	Dr. Anuragini		Science
2.	Ms. Priya		
1.	Dr. Pushpa Yadav		Commerce
2.	Mr. Neha Choudhary		

(Senior Tutors & Coordinator of Self Finance Courses will sign All Forms of the students on behalf of the principal)

Grievances Redressal Cell (Employees)

1.	Principal		Chairman
----	-----------	--	----------

2.	Sh. Ajay Kumar	Member
3	Sh. Parveer Dhiman	Member Secretary
4	Sh. Kaku Ram Manhas	Member
5	Dr. Pushpa Yadav	--do--
6	Dr. Anuragini	--do--

Mental Health and Wellness Club

1.	Mrs. Neha Choudhary	Convener
2.	Sh. Abhishek Pal	Member
3.	BCA Guest Faculty	--do--

Institution's Innovation Council –

1	Dr. Pardeep Kumar	President
2	Sh. Ajay Kumar	Vice-President Internship Coordinator
3	Dr. Pushpa Yadav	Convener
4	Sh. Parveer Dhiman	Innovation Activity
5	Sh. Kaku Ram Manhas	Start-up Activity Coordinator
6	Dr. Anuragini -	IPR Activity Coordinator
7	Dr. Rajesh Kumar -	Social media
8	Ms. Priya	Research & Development
9	Ms. Neha Choudhary	Member
10	Sh. Ashish Bamta	--do--
11	Sh. Nilkamal Kumar	--do--
12	Dr. H.L. Dhiman-External member	--do--

Admission and Online Forms Verification Committee

1	Sh. Kaku Ram Manhas (Convener)	
2	Dr. Rajesh Kumar	Arts Stream
3	Sh. Abhishek Pal	
4	Sh. Nilkamal Kumar	
1	Dr. Anuragini (Convener)	Science Stream (Medical & Non-Medical)
2	Ms. Priya	
3	Sh. Ashish Bamta	
1	Dr. Pushpa Yadav (Convener)	Commerce Stream
2	Neha Choudhary	
3	Sh. Ranjeet	
4	Sh. Yuvraj	
1	Ms. Neha Choudhary (Convener)	BCA/PGDCA (Self Finance)
2	Sh. Ashish Bamta	
3	BCA/PGDCA Faculty	

Mentor-Mentee Groups

1	Sh. Ajay Kumar	Group A
2	Dr. Pushpa Yadav	
3	BCA Faculty	
1	Sh. Parveer Dhiman	Group B
2	Sh. Nil Kamal Kumar	
3	Sh. Ashish Bamta	
1	Dr. Rajesh Kumar	Group C
2	Sh. Yuv Raj	
1	Sh. Kaku Ram	Group D
2	Sh. Abhishek Pal	
1	Dr. Anuragini	Group E
2	Sh. Ranjeet	
1	Ms. Neha Choudhary	Group F
2	Ms. Priya	
3	BCA Faculty	

ANNUAL FUNCTION 2025-26



GLIMPSES OF ACTIVITIES OF SESSION 2025-26



Students watching informative video on Kargil Vijay Diwas



Workshop in Hindi Typing



Students performing in Group 3 of HPU intercollege youth festival held at GC Una.



Students receiving 2nd prize in quiz competition on culture awareness



Students performing in Talent hunt competition

CSCA FUNCTION "JHANKAAR"



TENTATIVE ANNUAL CALENDAR (SESSION 2026-2027)

Sr. No.	Activity	Date/ Tentative Date
June 2026		
1.	World Environment Day	5 th June
2.	International Yoga Day	21 st June
3.	International Day against Drug Abuse and Illicit Trafficking International Anti-Drugs Day	26 th June
July 2026		
4.	Mentor Mentee Meeting 1	15 July
5.	World Day for International Justice	17 th July
6.	Kargil Memorial Day (India)	26 th July
August 2026		
7.	Book Fair & World Tribal Day	9 th August
8.	Azadi ka Amrit Mahotsav	11-15 Aug (01 Hour Daily)
9.	Enrollment of various Clubs and Units & Mentor Mentee group formation	Till 14 th August
10.	India's Independence Day	15 th August
September 2026		
11.	Teachers Day (India)	5 th September
12.	Mentor Mentee Meeting 2	5 th September
13.	Talent Hunt by Cultural & IIC committee	1 st week of September
14.	International Literacy Day	8 th September
15.	Annual Athletic Meet	2 nd week of September
16.	Hindi Diwas	14 th September
17.	World Tourism Day	27 th September
October 2026		
18.	International Day of Non-Violence (Gandhi Jayanti)	2 nd October
19.	National Anti-Drug Addiction day	2 nd October
20.	National Innovation Day	15 th October
21.	Diwali Break	2 days before and 2 days after Diwali
22.	National Unity Day	31 st October
November 2026		
23.	National Education Day (Birth anniversary of Maulana Abul Kalam Azad)	11 th November
24.	Constitution Day	26 th November
25.	Rally on Road Safety	Last week of November
December 2026		
26.	World AIDS Day	1 st December
27.	Mid-Term Examination for 2nd and 3rd year students	2 nd week of December to 4 th week of December
28.	International Human Rights Day	10 th December
29.	National Mathematics Day	22 nd December
30.	Mentor Mentee Meeting 3	24 th December

31.	CSCA "Jhankaar"	Last week of December
32.	Road Safety Week	Last week of December
January 2027 (Winter Break 01 Jan to 04 Feb)		
33.	Statehood Day & National Voters' Day	25 th January
34.	Republic Day (India)	26 th January
February 2027		
35.	NSS Camp	1 st week of February
36.	Mentor Mentee Meeting 4	6 th February
37.	National Innovation Day (Birth anniversary of Dr. A.P.J. Abdul Kalam)	16 th February
38.	National Science Day	28 th February
March 2027		
39.	International Women's Day	8 th March
40.	World Tuberculosis Day	24 th March
April & May 2027		
41.	Examination for 2nd and 3rd year students	Last week of March to 2 nd Week of May

Note:

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

Disclaimer: Although due care has been taken to avoid errors or omissions in the preparation of this prospectus, but in spite of best efforts and cautions, errors or omissions may have crept inadvertently. The committee would be obliged if any such error or omission is brought to its knowledge for possible corrections in a future edition.