

Prospectus

2023-24



Government Degree College Dhami at 16 Mile, Shimla H.P.



Tel. : 0177-2779955

Email: gcdhami@gmail.com

Website: www.gdcdhami.ac.in

Admission Schedule for the session 2023-24

Sr. No.	Period	Days	Remark
1	30.06.2023 to 08.07.2023	08 Days	Submission of Admission Forms
2	08.07.2023	--	Display of 1 st Merit List (at 5 PM)
3	10.07.2023 to 12.07.2023	3 Days	Depositing of Fee
4	12.07.2023	--	Display of 2 nd Merit List (at 5 PM)
5	13.07.2023 to 14.07.2023	2 Days	Depositing of Fee
6	15.07.2023 to 17.07.2023	3 days	Orientation of 1 st Year Students

NOTE: ROLL-ON ADMISSIONS FOR B.A./B.COM II & III : 30.06.2023 to 14.07.2023
Commencement of Teaching Work : 18.07.2023

NOTE: ANY CHANGE IN THE ADMISSION SCHEDULE WILL BE ADHERED TO AND DISPLAYED ON THE COLLEGE NOTICE BOARD [AS NOTIFIED BY HPU, GYAN PATH SHIMLA, 171005], IT WILL ALSO BE NOTIFIED ON THE WEBSITE OF THE COLLEGE AND SHARED WITH THE STUDENTS THROUGH WHATSAPPGROUPS AS WELL.

DOCUMENTS REQUIRED AT THE TIME OF ADMISSION:

1. Three passport size photographs.
2. Three copies of Matriculation certificate. Original certificates must be presented at the time of admission scrutiny.
3. One copy of 10+2 Marks sheet issued by a recognized board.
4. One copy of HP domicile certificate for girl students for the exemption of tuition fee.
5. Original character certificate from head of the institution last attended in case of a student seeking admission to BA/B.Com 1st year for the 1st time.
6. A student seeking admission from a board/university other than from HPU will have to produce his/her Migration certificate (original).
7. Affidavit (self attested) ,wherever applicable.
8. One copy of certificate of SC/ST from Magistrate Class-1 for seeking relaxation in age and benefit of reservation in the respective category.
9. One copy of Aadhar Card (self attested)
10. One copy of bank passbook front page (self-attested)

Please Note:

1. The character certificate must not have been issued more than six months prior to the date of admission.
2. In case of a student who has discontinued his/her studies for one or more than one year, the character certificate must be supplemented by another character certificate obtained from a Gazetted Class-1 Officer or the Panchayat Pradhan of the village.
3. A student has to submit an affidavit for the gap year stating reason(s) for discontinuation of studies.
4. A student with compartment at 10+2 level is not eligible for admission.



From the Principal's Desk ...



Dear Students

I take this opportunity to welcome you to the forthcoming academic session 2023-24. As a member of the academia, I have often quoted the futurologist, Alvin Toffler, who avers that “The illiterates of the twenty first century will not be those who cannot read and write but those who cannot learn, unlearn and relearn”. This indeed is the utmost challenge of the present times, wherein we are confronted with new forms of learning systems infused with technical know how. The most recent developments in the field of Artificial Intelligence is a case in point. It poses a serious challenge and threat to how we acquire knowledge and transform it into skills for living a life in personal as well as social spheres. Many of us have quickly downloaded mobile apps like chatGPT, more out of the fear of missing out (FOMO) rather than out of the curiosity or excitement to learn something new and useful. Indeed, the advancements in technology vis-à-vis the use of Information and Computer Technology (ICT) in the classrooms can enable us to learn new skills while also helping us to consolidate our traditional knowledge systems. This is also the key thrust of the National Education Policy 2020.

With a view to inculcate among our students insightful and pragmatic understanding of the present finely tampered with the wisdom of our past, the College has adopted “Academic and Cultural Leadership” and “Capacity Building of Students” as “Institutional Best Practices”. We seek to develop an immersive atmosphere in the College for students to celebrate our culture and tradition. At the same time, we make meaningful efforts to improve your potential and capabilities through career orientation programmes and short-term courses in ICT, along with regular social and personal awareness activities organised round the year.

You are invited to participate in the institutional life so that your stay in the campus is productive in terms of learning outcomes, your personal and collective development and helps to prepare you for the challenges of the future.

May God bless you!

(Dr. Janesh Kapoor)

GOVT. COLLEGE DHAMI AT 16 MILE SHIMLA-171014 (H.P.)

INTRODUCTION

Govt. College Dhami at 16 Mile is the only institute of tertiary education in the region providing fruits of higher education to the youth of the

area. This College was announced in January 2016 by the Chief Minister of Himachal Pradesh, Late Sh. Virbhadra Singh. The official notification was issued in February 2016 vide letter no EDN-A- Ka (1)-2/2012-L-Pt Dated 15th February 2016. The College is affiliated to NAAC

Accredited Grade A Himachal Pradesh University. The College is named after a place called 'Dhami' which is of historic importance. Dhami was a Princely State founded by the descendents of Prithvi Raj Chauhan in the 13th Century. It is situated 16 miles west of Shimla and has become a constituent of Himachal Pradesh in 1948.



The Dhami *Prajamandal* movement played a significant role in the independence of India which resulted into the famous incident known as Dhami *Goli Kand*. The famous festival of stones, *Patharon-Ka-Mela* held after Diwali is still a unique feature of Dhami's cultural life. It is a beautiful drive from Shimla towards Mandi till *Solah-Meel-Ka-Mor* to enter into the beautiful scenic place popularly known as Dhami. Its sheer isolation, captivating beauty, history and folklores all combined together to make it a mysterious and an irresistible place to visit. The students of this college are nurtured to become part of a vibrant ecosystem with only three years of education saturated with rich culture and tradition.

The College possesses adequate infrastructure academic facilities including library, multipurpose hall, conference room, virtual classroom, science laboratories and well lighted class rooms. The College has become a star attraction for the students because of its serene environment, infrastructure and excellence in academics, experienced faculty, co-curricular activities and sports.

We, at the College believe in providing our students an environment rich in knowledge and supportive of the extracurricular interests. The College encourages a quest for knowledge that is rooted in an ethical understanding of the world. We inhabit and this enthusiasm for learning along with a desire to evolve into socially responsible well beings that is visible through their participation or involvement in the programs of local, national and international interests. The efficient, experienced and enthusiastic teaching faculty of the institution not only believes in attributing the best of academic qualification to the students in the courses of their study, but also tries to impart value education in its true sense. This will lead to the enlargement of intellectual and humanitarian tendencies of the students to match with the larger world outside the college campus.

MOTTO OF THE COLLEGE

‘विद्या ददाति विनयम्’ (Knowledge leads to humility)

VISION OF THE COLLEGE

To make the College an epitome of meritorious and value-based learning, empowering students to realize and explore their potential to the utmost

MISSION OF THE COLLEGE

- To uplift and empower students hailing from the rural/semi-rural areas
- To impart quality education to the economically and socially deprived sections with special focus on girl education
- To provide interactive and facilitative mode in academics and co-curricular activities

OBJECTIVES

The Institutional Objectives are in tune with the Vision and Mission as well as the Learning Objectives which the College shall endeavour to achieve in praxis:

- To enable students to acquire knowledge in the field of languages, literature, social-sciences and commerce
- To enable students to contextualize knowledge in social, cultural, political, economic/business and environmental fields
- To enable students to develop interpersonal and communication skills to face challenges of the competitive world
- To enable students to use various ICT Tools in exploring, creating, and analyzing information since these are indispensable in research and acquisition of knowledge
- To empower and enable students to appear for competitive examinations and make an informed choice in their future aspirations
- To develop analytical and critical thinking so that students can take decisive steps in their personal and professional life
- To educate students about their civic duties so as to enable them to be a responsible citizen of the country

Teaching and Non-Teaching Staff

Principal
Dr. Janesh Kapoor



Department of Geography
Ms. Mona Sharma



Faculty of Commerce
Dr. Deepshikha Bhardwaj



Department of Hindi
Dr. Dinesh Kumari



Faculty of Commerce
Dr. Rajeev Sharma Dr. Gaurav Sharma



Department of History
Dr Kishori Lal



Department of Economics
Dr. Ram Lal Bhardwaj



Department of Music (Instrumental)
Dr. Gian Chand



Department of English
Dr. Anita Sharma Dr. Santosh Thakur



Department of Music (Vocal)
Dr. Praveen Jaret



Department of Physical Education
Dr. Ramesh Chand Chauhan



Superintendent
Mr. Puran Chand Thakur



Sr. Assistant
Mr. Khem Chand



Department of Political Science
Dr. Poonam Chandel



Jr. Assistant
Mr. Tulsi Ram



JOA-IT
Ms. Neelam Garg



Department of Sociology
Dr. Vishav Jyoti



(Peon)
Smt. Narvada Devi



(Peon)
Ms. Geeta Devi



Librarian
Ms. Shakuntla



(Peon)
Smt. Uma Devi



(Peon)
Sh. Het Ram



(Peon)
Sh. Krishan Chand



ADMISSION COMMITTEES FOR THE SESSION 2022-23

Senior Co-Ordinator

Dr Anita Sharma

Co-Ordinator's Admission Committee

Dr. Deepshikha Bhardwaj

Dr. Santosh Thakur

APPLICATION VERIFICATION/COUNSELING COMMITTEE

B.A. 1st Year

Dr. Praveen Jaret

Dr Kishori Lal

B.A 2nd Year

Dr. Mona Sharma

Dr. Poonam Chandel

BA 3rd Year

Dr. Vishav Jyoti

Dr Dinesh Negi

B. Com 1st Year

Dr Rajeev Sharma

B. Com 2nd Year

Dr. Gaurav Sharma

B. Com 3rd Year

Dr. Ramesh Chand Chauhan

B.Sc. 1st Year (If introduced)

Dr. Gian Chand

ELIGIBILITY CRITERIA FOR ADMISSION TO BA/B.COM. / B.Sc.

1ST YEAR, 2ND YEAR & 3RD YEAR

A candidate who has passed in the Higher Secondary Examination (Academic Stream) conducted by the HP Board of School Education or an examination accepted as equivalent thereto by the various bodies of the HP University.

Provided that the candidates who have passed the qualifying examination with Arts/Humanities stream shall be given admission to the B.A. program. Provided that the candidates who have passed the qualifying examination with Commerce stream shall be given preference in admission to B.Com. program.

1. Age limit:- For first admission to the First Year of the Degree Course, the maximum age limit is 23 years for General category candidates, 25 years for Girl candidates as on 1st July, 2023. In case of SC/ST candidates, a relaxation of 3 years is applicable. The Vice Chancellor, H.P. University Shimla, may, in exceptional cases/ circumstances, to be recorded in writing, give relaxation in age up to a maximum of six months to the candidates. All such cases may be provisionally granted age relaxation up to six months by the Principal of the college and a consolidated list of all such cases will be sent for approval of the Vice Chancellor by the 31st October of every academic year.

MINIMUM PERCENTAGE OF MARKS REQUIRED FOR ADMISSION IS AS UNDER: -

The students who have passed 10+2 Examination, or an examination accepted as being equivalent there to by H.P University, Shimla-5

(i) B.A. (Pass Course) 33%

(ii) B.A. (With Maths) :45% (in aggregate or in Maths)

(iii) B.Com. (Pass Course) : 45 % (35% for girls, 40% for students who have passed 10+2 with Commerce).

(iv) B.Sc. (Pass Course): 45 %

(v) Admission to 2nd Year & 3rd year will be on roll- on basis and will remain provisional till the declaration of the result of previous class or till further directions from H.P. Govt./H.P.

Note: 1. A candidate failing in either one or two subjects/papers will be given compartment in that subject/papers and will be eligible for promotion to the next class. He/she will appear in the subject/paper in which he/she got the compartment. He/she will have two chances (one at the

supplementary stage and one at the annual stage), available to clear his/her compartment in subjects/papers. He/she will not be awarded the degree until he/she clears all his/her courses within five years from the date of his/her admission to a particular course. A candidate failing in three or more subjects/papers will be treated as fail in that year and has to repeat the entire year.

Note: 2 As per norms and regulations of the University 7 10(c) there shall be a minor examination after completion of approximately 2/3 of the syllabus. Awards and copies of the above test have to be shown to students and the result has to be displayed on the notice board of the department/college. Students who do not qualify in IA/CCA can be given chance by the College for minor test and submission of assignments etc. As the University has given 1st and 2nd level verification to the college/ teacher concerned and Principal respectively, therefore, it shall be responsibility of the college to upload and verify the correct award. No correction/rectification shall be allowed once the awards have been verified by the Principal. Further, it is clarified that students shall be eligible to get the admit card if he/she has qualified in CCA/IA i.e., 35% minimum, but he/she shall have to score 40% and 45% aggregate Marks in annual system and semester system as the case may be (Final theory exams and CCA). If a candidate fails to score 40% / 45% Marks in aggregate he/she only have the option to appear in theory examination and CCA once uploaded and verified by the College shall not be subject to any change or improvement.

RESERVATION OF SEATS

Our institution follows the reservation policy of H.P. Government and H.P. University in admissions. The following reservations are available, which are filled according to the reservation roster devised by H.P.

University:

Schedule Caste (SC)	:	15%
Schedule Tribe (ST)	:	7.5%
Sports (SP)	:	5%
Cultural Activities (CUL)	:	5%
Persons with disability (PC)	:	5%
Economic Weaker Section (EWS)	:	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. For reservation the following roster will be followed

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

Abbreviation used in Roster- 1. SC= Schedule Caste, 2. ST= Schedule Tribe 3. SP- Sports 4. CUL= Cultural 5. PC= Persons with disability 6.EWS= Economic Weaker Section

Note:- One seat in every subject will be reserved for the single girl child over and above the allotted seats.

ADMISSION PROCESS/GUIDELINES FOR ADMISSION TO B.A./B.Com.

1ST YEAR, 2ND YEAR/ 3RD YEAR

All the students seeking admission in B.A/B.Com (UG) will have to apply online.

All the admissions to first year will be on merit basis.

DOCUMENTS & INSTRUCTIONS REQUIRED FOR ONLINE ADMISSION

1. Scanned copies of all Board/Univ. certificates from matriculation onwards.
2. Scanned copy of character certificate from the head of institution last attended.
3. A valid mobile number and Email account of Student/Parents.
4. Copy of Aadhar Card must be submitted.
5. Recent passport size photograph scanned in 140 x 180 pixel resolution and less than 200 KB in size.
6. The candidates from other Boards/University, must submit:
 - a. Eligibility certificate from H.P. Board/University showing equivalence.
 - b. Migration Certificate.
7. One copy of certificate of SC/ST from Magistrate Class-1 for seeking relaxation in age and benefit of reservation in the respective category.
8. The candidate belonging to IRDP, NCC, NSS, Sports, Cultural Quota seeking relaxation & benefit must upload scanned copy of corresponding certificate.
9. All students from 2nd year onwards have to fill HP University Roll No. along with College Roll No and HPU Registration Number.
11. All fields marked with red star are mandatory
12. All fields marked with red star are mandatory If by mistake you have submitted wrong information, you can edit (Except DOB and your name) from your Student Login.
13. Choose the Date of Birth (DOB) and Gender carefully; Age related eligibilities will be based on these Fields.
14. Click on Register Button. Note: - Please don't click multiple time as registration process may take some time to complete
15. Please note after registration process you must login into admission portal and complete your application form.
16. The candidate will receive a confirmation email/message about the acceptance of her/his admission form or any shortcoming in it to be rectified before depositing admission fee.
17. The candidate will complete the process of admission by depositing the required fee. Bank charges/commission payable if any, for online deposit of fee shall be borne by the candidate.
18. No fee/funds will be charged from students with special needs (with more than 40 percent disability) upon the production of medical certificate as per DHE, HP letter no. EDN-H(8) B (15)- HPU-15/2013 dated 01.02.2020.

19. If you have any trouble to register, please contact with college admin on mentioned phone numbers
20. To know more about the college visit: www.gdcdhami.ac.in

GENERAL ADMISSION RULES AND PROCEDURES

1. The admission to B.A./B.Com. B.Sc. 1st year will be on merit basis. The seats for various categories will be allotted in accordance to 120 points reservation roster.
2. Students seeking exemption from Tuition fee for disability must attach a self-attested copy of disability certificate issued by competent authorities.
3. Self-attested photocopy of Himachal domicile Certificate for Tuition Fee concession (Girl students only).
4. The students of NIOS (National Institute of Open School) who have passed all five subjects by securing requisite marks will be admitted.
5. Admission to various classes will be made on the recommendation of the Admission committee constituted for the purpose.
6. Students are advised to pay their dues personally on notified dates, failing which his/her claim for admission stands forfeited and seat(s) so vacated will be allotted to the next candidate in merit. Fees and funds once deposited will not be refunded.
7. Registration fee will not be charged from a student who migrates from other college if he/she is already registered with HP university.
8. Fee structure can be changed/modified according to the guidelines/instructions of higher authorities.
9. A student expelled from any college/university or found indulged in any kind of indiscipline activity will not be admitted to the college.
10. Students having compartment(s) in 10+2 examination are ineligible for admission.
11. In case, a candidate got admitted by furnishing wrong document(s)/information or by concealing the facts, his/her admission will be cancelled.
12. The Principal reserves the right to refuse to admit student(s) only for valid reasons.

CHOICE BASED CREDIT SYSTEM (CBCS)

The list of undergraduate disciplines/courses offered by the College to be covered under CBCS as per UGC template is:

Bachelor Courses:

1. B.A 2. B. Com 3. B.Sc.

Outlines of Choice Based Credit System:

1. **Core Course:** Four discipline specific papers each for regular courses and two papers each for English and Hindi/MIL (B.A./B. Com): The papers under this category are going to be taught uniformly across all universities with 30% deviation proposed in the draft. The purpose of fixing core papers is to ensure that all the institutions follow a minimum common curriculum so that each institution/university adheres to common minimum standard. Also the course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which is studied by a candidate as a core requirement is termed as a Core course.

2. **Elective Course:** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

(i) **Discipline Specific Elective (DSE) Course** (2 each for regular courses): Elective courses offered under the main discipline/subject of study are referred to as Discipline Specific Elective course. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need. The University/Institute may also offer discipline

related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).

(ii) **Generic Elective (GE) Course:** (2 each for B.A. /B. Com. regular courses): An elective Course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

P.S.: A core course offered in a discipline/subject may be treated as an elective by other Discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

3. Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). “AECC” courses are the courses based upon the content that leads to knowledge enhancement; i). Environmental Science and English/Hindi/MIL Communication. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

4. Skill Enhancement Courses (SEC): (4 for regular courses): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category is suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

5. Practical/tutorials: (One each with every core and discipline/generic specific elective paper): The list of practical provided is suggestive in nature and each university has the freedom to add/subtract/edit practical from the list depending on their faculty and infrastructure available. Addition will however be of similar nature.

CREDIT SCHEME

1. An Undergraduate degree in Humanities/ Social Sciences/ Commerce may be awarded if a student completes 4 core courses each in two disciplines of choice, 2 core courses each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 courses each from a list of Discipline Specific Elective courses based on the two disciplines of choice selected above, respectively, and two courses from the list of Generic Electives courses.
2. For the purpose of computation of work-load the following mechanism may be adopted:
 - i) 1 Credit = 1 Theory period of one hour duration per week
 - ii) 1 Credit = 1 Tutorial period of one hour duration per week
 - iii) 1 Credit = 1 Practical period of two-hour duration per week

SCHEME OF COURSES FOR B. A. /B. Com (Annual System)

	Core Courses (CC)-12	Ability Enhancement compulsory courses (AECC)-2	Skill Enhancement Course (SEC)-4	Discipline Specific Elective (DSE)-4	Generic Elective (GE)- 2	CREDITS
1 st Yr	English-1=6Credit Hindi-1=6Credit DSC-1 A=6 Credit DSC-1 B=6Credit DSC-2 A=6Credit DSC-2 B=6Credit Credit=36	Environmental Science=4Credit (English//MIL Communication) =4Credit (One out of three) Credit=08				44
2 nd Yr	English-2=6 Credit Hindi-2=6Credit DSC- 1 C=6Credit DSC- 1 D=6Credit DSC- 2 C=6Credit DSC- 2 D=Credit Credit=36		SEC-1=4Credit SEC-2=4Credit Credit=08			44
3 rd Yr			SEC-3=4Credit SEC-4=4Credit Credit=08	DSE-1A =6Credit DSE-1B =6Credit DSE-2A =6Credit DSE-2B =6Credit Credit=24	GE-1 =6Credit GE-2 =6Credit Credit=12	44
Total Credits in B.A/B.Com Three Year Degree Course=44x3						132

- SEC will be selected in accordance with the first elective DSE already chosen by the student.
- Generic Elective Course will be on availability of teachers & subject combination of the student in Ist year.
- SEC will determine nomenclature of the degree.

SUBJECT COMBINATIONS FOR B.A. 1st Year

Each student will have to opt the following eight courses in B.A. / B.Com. Ist Year:

1. Core Course : English & Hindi/Sanskrit
2. Discipline Specific Core Course – I (DSC-1A & I-B)
3. Discipline Specific Core Course – II (DSC-2A& 2B)
4. Ability Enhancement Compulsory Course (AECC) : English /MIL (Communication) and Environmental Science

SUBJECT COMBINATIONS

This College offers only Humanities and Commerce Streams. The subjects offered in Humanities are Economics, English, Hindi, History, Physical Education, Political Science, Music (Vocal), Music (I) Sociology & Geography.

In order to have uniform pattern all across the State and to avoid inconvenience and smooth conduct of teaching work particularly in B.A. program, a basket of combination is evolved. The basket of combination allowing inter-bar/inter basket combination is suggested as follows:

Sr. No.	DSC I	DSC II	Code
1	Economics	Pol.Science	01
2		English	02
3		Geography	03
4		Hindi	04
5		Sociology	05
6		Geography	06
7	Music(I)	Pol. Science	07
8		Sociology	08
9		English	09
10		Hindi	10
11		Geography	11
12	Music(V)	Pol. Science	12
13		Geography	13
14		Sociology	14
15		English	15
16		Hindi	16
17	History	Pol. Science	17
18		Geography	18
19		English	19
20		Hindi	20
21		Sociology	21
22	Sociology	Hindi	22
23		Music(V)	23
24		Physical Edu.	24
25		History	25
26		Pol. Science	26
27	Pol. Science	Economics	27
28		Physical Edu.	28
29		History	29
30		Hindi	30
31	English	Economics	31
32		Physical Edu.	32
33		History	33
34		Music (I)	34
35		Music(V)	35
36		Pol. Science	36

37	Geography	Physical Edu.	37
38		Economics	38
39		History	39
40		Pol.Science	40
41		Music(I)	41
42		Music(V)	42

***Exception: Combination of Sociology and Hindi shall also be allowed as DSC-1&DSC-2**

COURSES OFFERED

B.A./ B.Sc./ B. Com 1st Year

Subject	Course Title	Course Code	Course Type (CC/AE CC/SEC/ DSE or DSC /GE-I or GE-II)
Chemistry	1. Atomic Structure, Bonding, General Organic Chemistry & Hydrocarbons	CHEM101	DSC
	2. States of Matter, chemical kinetics & Functional organic chemistry	CHEM102TH	DSC
Mathematics	1. Differential Calculus	MATH101TH	DSC
	2. Differential Equations	MATH102TH	DSC
Physics	1. Mechanics	PHYS101	DSC
	2. Electricity and Magnetism	PHYS102	DSC
Botany	1. Biodiversity	BOTA101	DSC
	2. Plant Ecology & Taxonomy	BOTA102	DSC
Zoology	1. Animal Diversity	ZOOL101	DSC
	2. Comparative Anatomy & Developmental Biology of Vertebrates	ZOOL102	DSC
B. Com	1. Environmental Studies	BC 1.1	AECC
	2. Financial Accounting		CC
	3. Business Organization & Management	BC 1.2	CC
	4. Business Law	BC 1.3	CC
	5. Business Statistics & Mathematics	BC 1.4	CC
Economics	1. Principles of Micro Economics-I	ECONA101	DSC1
	2. Principles of Micro Economics-II	ECONA 102	DSC2

Geography	1. Physical Geography 2. General Cartography (Practical)	GEOGP101CC GEOGP102CC	CC CC
English	1. English-I Core ENGLISH 2. English Literature - 1(Essays, Stories & Poems) 3. English Literature- 2 (Poems, Short Stories & Essays) 4. English (Writing Skills)	ENG CE 101 ENG DSC 102 ENG DSC103 ENGAECC104	CC DSC-IA DSC AECC-2
Hindi	1- हिन्दी साहित्य का इतिहास 2- मध्यकालीन हिन्दी कविता 3- प्रयोजनमूलक हिन्दी 4- हिन्दी भाषा और संप्रेषण	HIND102 HIND103 HIND101 HIND104	DSC-1A DSC-1B AECC-2
History	1. History of India from the Earliest Times up to 300 CE. 2. History of India from .C 300 to 1206	HIST(A)101 HIST(A)102	DSC-I DSC-2
Music(I)	1. Theory of Indian Music 2. Practical 3. Theory of Indian Music general & Biographies 4. Practical (Viva-Voce)	MUSA101 TH MUSA102PR MUSA103TH MUSA104PR	DSC-1A DSC-2A DSE-1B DSE-2B
Music(V)	1. Theory of Indian Music 2. Practical 3. Theory of Indian Music general & Biographies 4. Practical (Viva-Voce)	MUSA101 TH MUSA102PR MUSA103TH MUSA104PR	DSC-1A DSC-2A DSE-1B DSE-2B
Physical Education	1. Introduction to Physical Education 2. Olympics moment & organizations of Tournaments	PED101TH PED102TH	CC CC
Political Science	1. Introduction to Political Theory 2. Indian Government and Politics	DSC-1A POLS101 DSC-1B POLS102	DSC1A DSC1B
Sociology	1. Introduction to Sociology 2. Society in India	SOCL-A101 SOCL A 102	DSC-1A/CC DSC-2A

*Core Course (CC), Ability Enhancement Compulsory Course (AECC), Skill Enhancement Course (SEC), Discipline Specific Elective (DSE or DSC), Generic Elective (GE), Specific Elective (SE).

B.A./B. Com 2nd YEAR

Subject	Course Title	Course Code	Course Type (CC/AEC C /SEC/DSE or DSC /GE-I or GE-II)
B.Com	<ol style="list-style-type: none"> 1. Company Law 2. Income Tax Law and Practice. 3. Computer Application in Business 4. Corporate Accounting 5. Cost Accounting 6. E-Commerce 	BC2.1 BC2.2 BC2.3 BC2.4 BC2.5 BC2.6	CC CC SEC CC CC SEC
Economics	<ol style="list-style-type: none"> 1. Principles of Macro Economics-I 2. Principles of Macro Economics-II 3. Economics of Rural Development 4. Demography 	ECONA201 ECONA202 ECONA204 ECONA206	DSC1 DSC2 SEC-I SEC-II
English	<ol style="list-style-type: none"> 1. English-2 Core English 2. British Literature (Play & Novel) 3. Literary Cross Currents 4. AECC/SEC-1: Creative Writing Book and Media Reviews 5. AECC/SEC-2, (Translation Studies and Principles of Translation) 	ENGCE-201 ENG DSC-202 ENG DSC-203 ENGAEEC/SEC204 ENGAEEC-SEC205	CC DSC-1C DSC-1D ENG AECC/SEC ENG/AECC /SEC
Geography	<ol style="list-style-type: none"> 1. Human Geography 2. Environmental Geography 3. Regional Planning and Development 4. Remote Sensing and GPS (Practical) 	GEOGP201CC GEOGP202CC GEOGP203CC GEOGP204CC	CC CC SEC SEC
Hindi	<ol style="list-style-type: none"> 1- आधुनिक हिन्दी कविता 2- हिन्दी गद्य साहित्य 3- कार्यालय हिन्दी 4- अनिर्वाह हिन्दी रचना पुंज 5- अनुवाद विज्ञान 	HIND 202 HIND 203 HIND 204 HIND 201 HIND 206	DSC-IC DSC-ID SEC-1 SEC-2

History	1. History of India from 1206-1707 2. History of India from 1707-1950 3. Historical Tourism 4. An Introduction to Archeology	HIST(A)203 HIST(A)204 HIST(A)213 HIST(A)215	DSC-3 DSC-4 SEC-1 SEC-2
Music(I)	1. Ancient Granthas & Contributions 2. Practical(Stage Performance) 3. Medieval Granthas & Contributions..... 4. Practical Viva-Voce 5. Practical (Value based course) 6. Practical (Value based course)	MUSA201TH MUSA202PR MUSA203TH MUSA204PR MUSA205PR MUSA206PR	DSC-1C DSC-2C DSC--1D DSC--2D SEC-1 SEC-2
Music(V)	7. Ancient Granthas & Contributions 8. Practical(Stage Performance) 9. Medieval Granthas & Contributions..... 10. Practical Viva-Voce 11. Practical (Value based course) 12. Practical (Value based course)	MUSA201TH MUSA202PR MUSA203TH MUSA204PR MUSA205PR MUSA206PR	DSC-1C DSC-2C DSC-1D DSC-2D SEC-1 SEC-2
Physical Education	1. Human Anatomy & Physiology 2. Sports Psychology 3. Sports, Medicine, Physiotherapy & Rehabilitation 4. Sports Trainings	PED201TH PED202TH PED203TH PED204TH	CC CC SEC SEC
Political Science	1. Comparative Govt. & Politics 2. Introduction to International Relations 3. Legislative Support 4. Public opinion and survey Research	DSC-IC POLS201 DSC- ID-POLS202 SEC-1 POLS203 SEC-2 POLS204	DSC-1C DSC-1D SEC-1 SEC-2
Sociology	1. Sociological Theories 2. Method of Sociological Enquiry 3. Techniques of Social Research 4. Sociology of Environment	SOCL-A201 SOCL-A202 SOCL-A203 SOCL-A204	DSC-1C DSC-2C SEC-I SEC-II

B.A./B. Com 3RD YEAR

Subject	Subject Title	Course Code	Course Type
B.Com	1. Principles of marketing 2. Fundamentals of financial Management 3. Entrepreneurship 4. Principles of Micro Economics 5. Banking and Insurance 6. Office Management & Secretarial Practice 7. Personal Selling & Salesmanship 8. Indian Economy	BC 3.1(b) BC 3.2(a) BC 3.3 BC 3.4 BC 3.5(b) BC 3.6 (b) BC 3.7 BC 3.8	DSE- 1 DSE- 2 SEC- 3 GE- 1 DSE-3 DSE-4 SEC-4 GE-2

Economics	DSE- Group I Indian Economy	ECONA301	DSE-1
	DSE- Group II Development Economics	ECONA305	DSE-2
	SEC-III Public Finance SEC-IV Money and Banking	ECONA310 ECONA311	SEC-3 SEC-4
	GEC-1 Economy of Himachal Pradesh GEC-II Indian Economy	ECONA313 ECONA314	GEC-1 GEC-11
English	1. Technical Writing	ENG AEEC/SEC 301	AEEC/SEC -3
	2. Business Communication	ENG AEEC/SEC 302 ENG DSE 303	AEEC/SEC -4
	3. Soft Skills	ENG DSE 304	DSE-1A
	4. Academic Writing & Composition	ENG GE 305	DSE-1B
	5. Literature From Himachal	ENG GE 306	GE-1
	6. Contemporary India: Women & Empowerment		GE-2
Geography	1. Geographic Information System (Practical)	GEOGP301 SEC	SEC
	2. Field Techniques and Survey based Project (Practical)	GEOGP302 SEC	SEC
	3. Geography of India	GEOGP303 1 DSC	DSE-2A
	4. Disaster Management	GEOGP304 2 DSC	DSE-2 B
	5. Disaster Risk Reduction		GEI GE2
	6. Sustainability and Development	GEOGP305 GE1 GEOGP306 GE2	
	१. रंग आलेख एवं रंगमंच	HIND 301	SEC-3
	२. भाषा कम्प्युटिंग	HIND 302	SEC-3
	३. लोक साहित्य	HIND 305	DSE-1 A
	४. आधुनिक भारतीय साहित्य	HIND 307	GE-1
	५. चलचित्र लेखन अथवा समाचार संकलन और लेखन	HIND 303	SEC-4
	६. छायावोदन्तर हिन्दी कविता	HIND 304	-----
	७. सृजनात्मक लेखन के विविध क्षेत्र	HIND 306	DSE-1 B
		HIND 308	GE-2
History	1. Modern & Contemporary World History-I(1871-1919)	HIST(A) 305	DSE-1A
	2. Modern & Contemporary World History-II (1919-1992)	HIST(A) 307	DSE-1B
	3. Indian History & Culture	HIST(A) 317	SEC-5
	4. Introduction to Indian Art	HIST(A) 319	SEC-7

Music(I)	1. Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation & Documentation-III 4 credits	MUSA 301PR	SEC-3
	2. Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation & Documentation-IV 4 credits	MUSA 302PR	SEC-4
	3. Unit -1 Theory of Indian Music & Study of Ancient Granths & Ragas (Vocal/Inst) 3 credits	MUSA303 TH	DSC 1A
	4. Unit-2 Practical Vocal/Instrumental Hindustani Music 3credits	MUSA304 PR	DSC 2A
	5. Unit-1 Theory of Indian Music & Gharana Tradition (Vocal/Inst) 3 credits	MUSA305 TH	DSC1B
	6. Unit-2 Practical Vocal/Inst Hindustani Music 3 credits	MUSA306 PR	DSC2B
	7. Vocal/Inst Theory of Indian Music 6 credits	MUSA307 TH	GE-1
	8. Practical Vocal/Inst 6 credits	MUSA308 PR	GE-2
Music(V)	1. Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation & Documentation-III 4 credits	MUSA 301PR	SEC-3
	2. Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation & Documentation-IV 4 credits	MUSA 302PR	SEC-4
	3. Unit -1 Theory of Indian Music & Study of Ancient Granths & Ragas (Vocal/Inst) 3 credits	MUSA303 TH	DSC 1A
	4. Unit-2 Practical Vocal/Instrumental Hindustani Music 3credits	MUSA304 PR	DSC 2A
	5. Unit-1 Theory of Indian Music & Gharana Tradition (Vocal/Inst) 3 credits	MUSA305 TH	DSC1B
	6. Unit-2 Practical Vocal/Inst Hindustani Music 3 credits	MUSA306 PR	DSC2B
	7. Vocal/Inst Theory of Indian Music 6 credits	MUSA307 TH	GE-1

	8. Practical Vocal/Inst 6 credits	MUSA308 PR	GE-2
Physical Education	1. Specialization in Volley Ball Or Specialization in Football Or Specialization in Kabaddi	PED301PR PED302PR PED303PR	SEC SEC SEC
	2. Specialization in Athletics	PED304PR	SEC
	3. Recreation Or Kinesiology & Biomechanics	PED305TH PED306TH	DSE DSE
	4. Methods of Teaching in Physical Education Or Officiating & Coaching	PED307TH PED 308TH	DSE DSE
	5. Health Education and Nutrition	PED309TH	GE
	6. Yoga	PED310TH	GE
Political Science	1. Themes in Comparative Political Theory	DSE1B POLS302	DSC-1B
	2. Democracy and Governance	DSE1A POLS301	DSE 1- A
	3. Democratic Awareness through legal literacy	SEC3 POLS303	SEC-3
	4. Conflict and Peace Building	SEC4 POLS304	SEC-4
	5. Society, Economy, Politics in H.P	GE-1 POLS305	GE-1
	6. Human Rights Gender & Environment	GE-2 POLS306	GE-2
Sociology	1. Social Demography	SOCL-301	SEC-3
	2. Theory and Practice of Development	SOCL-302	SEC-4
	3. Religion and Society or Marriage, Family & Kinship	SOCL-A304	DSE-1A DSE-1B
	4. DSE-1B (From any other)		
	5. Social Stratification or Gender & Sexuality	SOCL-305	DSE-2A DSE-2B
	6. DSE-2B(From any other)		GE-1
	7. Polity & Society in India		GE-2
	8. Economy and Society		

*core course (CC), Ability Enhancement Compulsory Course (AECC), Skill Enhancement Course (SEC), Discipline Specific Elective (DSE or DSC), Generic Elective (GE), Specific Elective (SE).

** Subjects are arranged in alphabetical order.

IMPORTANT INSTRUCTIONS

- (a) A candidate shall also be required to fulfill the following conditions to appear in the annual examinations: -
- (i) 75% attendance is compulsory in theory and practical.
 - (ii) 75% attendance is mandatory in seminars and submission of assignments.
 - (iii) It shall be compulsory to score minimum 50% marks in aggregate in House examination.
 - (iv) It shall also be mandatory to participate in activities of subject societies.
 - (v) The University annual examination forms shall be treated as provisional unless and until the eligibility criteria mentioned above for appearing in annual examination is fulfilled by the candidate and a certificate to this effect is received from the Principal of the concerned College at least 15 days prior to the start of annual/ practical examination.
- (b) Apart from compulsory subjects, the subject combinations and number of seats shall be decided by the College concerned.

For determining the CCA of a student enrolled for the Academic session will account for 30 % of the total marks i.e. 100. The break up to 30% marks is given below:-

For 1st, 2nd & 3rd Year

- i) 5 marks for attendance
- ii) 5 marks for class test to be taken on completion of 40% syllabus by the class teacher.
- iii) 10 marks for unit/ house test to be taken on completion of 75% of syllabus.
- iv) 10 marks for assignment, tutorials, general behavior of student.

CLASS ROOM ATTENDANCE INCENTIVES

Those having greater than 75% attendance (for those participating in co-curricular activities, 25% will be added to percent Attendance) will be awarded CCA marks as follows:

75% but < 80%	1 Mark
>= 80% but < 85%	2 Marks
>=85% but < 90%	3 Marks
>= 90% but <95%	4 Marks
>= 95%	5 Marks

MIGRATION RULES

1. To apply for Migration, a student must apply online for the same through the RME Portal of HP University, Shimla. The Migration request will have to be verified by the Principals of the concerned colleges before it is approved by the University. Migration from other college to Govt. Degree College, Dhama at 16 Mile, District Shimla and vice-versa is governed by HPU rules.
2. No migration certificate can be issued unless the student is registered with university. A migrating student will not be admitted to the college if the subject/ courses studied by him/her previously are not available in the college.
3. The migrating student must submit the following documents/information:
 - i Lecture attendance statement (of all subjects offered)
 - ii Statement of credits earned by the students under CCA
 - iii Character certificate from the Principal of the college last attended.
4. After migration has been sanctioned and notified by the HPU, the student must join the second college within the time period stipulated by the HPU.
5. The college first joined is entitled to the tuition fee for the month in which the university sanctions the migration. The second college is not entitled to the tuition fee for the month or part thereof.
6. The admission of the students migrating from another university or from an affiliated college or institution in the same course (including ICDEOL) shall be governed by the regulations framed by the Executive Council of HPU from time to time.
7. The admission of the 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.
8. A student disqualified by another university shall not be given admission during the period of the disqualification.

The Scholarships /Concessions available are:

1. Post -Matriculation Scholarship for SC/ST students whose parents annual income does not exceed Rs 2,50,000.
2. Post-Matric scholarship for students belonging to minorities whose income is below 200,000/-(Rupees two lakh) per annum and marks not less than 50 per cent.
3. Indira Gandhi *Utkrisht Chhatrvriti Yojana* for Post 10 +2 students : the scholarship under this shall be awarded to 10 male toppers each from merit list of 10+2 (Arts, Science and Commerce)@ of 10,000 per annum.
4. **Post +2 Scholarship scheme:** Under this scheme the first 100 students from the merit list of 10+2 class supplied by the HP board of School Education, Dharamshala will be selected provided they join the first year of the degree course
5. **Maharishi Valmiki scholarship for girls:** This scholarship is meant for girls who belong to the Valmiki family and whose parents are engaged in unclean profession, the amount for the same is Rs 9000/- per annum.
6. **IRDP/BPL scholarship scheme:** The student who belongs to IRDP/BPL families may apply for this scholarship with required documents. A sum of Rs. 1200/- per annum is provided as financial assistance.
7. **Govt. of India Scholarship for Handicapped students:** This scholarship is available to the physically handicapped students only through HP Welfare department.

8. Soldier Board Scholarship: The children of Ex-servicemen may apply for this scholarship to the District Soldiers' Board. The prescribed form can be obtained from the office of this board/college office.

9. Scholarship for children of Army personnel Martyred/Disabled during war: Eligible students may apply to the District Soldier's Board through the head of the Institution. The amount of scholarship is Rs 1200/- per annum.

10. Kalpana Chawala Chatrvriti : State scholarship for the 2000 meritorious +2 girls students of all study groups named Kalpana Chawala Chatrvriti Yojana has been started from 2012-13 onwards. The deserving candidates will be awarded a scholarship of Rs. 15,000/- per student per annum.

11. Prime Minister Scholarship Scheme: Available for eligible students who are unable to attain higher education due to financial crises. This scholarship scheme is available through online portal of the Govt. of India.

12. COVID crisis support Scholarship scheme: This scheme will be available to those students who have lost one or both parents due to COVID -19 through online portal of the Govt. of India.

PAYMENT OF FEE

1. Tuition fee shall be charged for 12 months (June to May) as per schedule.
2. Fee and other charges are to be paid (without fine) on the dates fixed by the office for each class notified from time to time. Those who pay the college dues after the dates fixed for their class will have to pay the fine for the delay.
3. Fee, fine and other dues once paid, will not be refunded.
4. The students who do not pay their dues as by the due dates will be charged Rs. 10/- per day as the late fee and as per the schedule fixed by the college/ university from time to time.
5. Tuition fee from the following students will not be charged:
 - i. Girls students.
 - ii. Among real brothers/sisters, only one will be exempted.
No fee/funds will be charged from students with special need with more than 40 percent disability upon the production of medical certificate as per DHE, HP letter no. EDN-H(8) B (15)- HPU-15/2013 dated 01.02.2020
6. Bank charges/commission payable if any, for online deposit of fee shall be borne by the candidate.

FEE STRUCTURE

Fee will be charged as under:

1. At the time of admission for the whole academic year or twelve months.
2. Himachal Pradesh University charges: As decided by the HPU Gyan Path from time to time.

[Note: If the fee structure is subsequently revised, the student will have to pay the incremental difference, if any]

College Fee and Funds	Annual Charges Rs.	Monthly Charges	Rs.
Admission Fee	25.00	Tuition fee(Only for Boys and Non-Himachali Girls)	50.00
University Continuation Fee (for 2 nd /3 rd year)	10.00	Amalgamated Fund	25.00
University Holiday Home	01.00	Building Fund	10.00
University Welfare Fund	15.00	Rovers and Rangers Fund	05.00
University Sports Fee	15.00	Sports Fund	20.00
House Examination Fund	80.00	Practical Fee Commerce Music	15.00 15.00
Library Security (Refundable) one time at the time of admission	100.00	Physical Education	15.00
College Magazine	50.00	Geography	15.00
		Physics	20.00
		Chemistry	20.00
		Botany	20.00
		Zoology	20.00
NCC	10.00	Re-Admission Fee First Time	100.00
		Second Time	200.00
Student Aid fund	02.00	Absence and other fines	
Red Cross Society fund	06.00	i. Absentee fine per period	1.00
Book Replacement fund	25.00	ii. Absent from practical (Per practical)	3.00
Furniture repair	10.00	iii, Absence from House Test (Per Paper)	10.00
I-Card	10.00	iv. Late Return of Library Book (Per Day)	1.00
Cultural Activity	20.00	v. Late Payment of dues (per day)	1.00
Computer and Internet Facility	20.00	vi. Late Admission fee (per day)	10.00
Campus Beautification and Dev. Fund	10.00		
University Development Fund (One time for a program/course)			
i. For Gen. students	250.00		
ii. For BPL/IRDP students	100.00		

* Extra Rs. 50.00 to be paid for online prospects.

** Registration fee to be paid to HPU by the candidate at the time of online registration.

*** PTA fund of Rs. 600/- to be paid by the candidate at the time of admission.

COLLEGE MAGAZINE

The College magazine '*Nav Palash*' is published every year. This magazine provides a platform to hone the skill of the students in writing/creativity under different sections of the magazine. The students having a flair for writing have to submit the articles within the stipulated time period for inclusion in the magazine.

COLLEGE STUDENTS' CENTRAL ASSOCIATION (CSCA)

The College will have a CSCA constituted as per HPU rules and regulations in force from time to time.

COLLEGE IDENTITY CARD: Once the admission of a student to the college is confirmed, he/she should collect his/her identity card from the college office/the Librarian well in time as per the schedule notified by the office/Librarian. It is compulsory for all the students to carry the college identity card with them daily and to produce it for verification as and when demanded by the college authorities. The loss of identity card must be reported immediately to the college authorities. One has to file an FIR in order to get a duplicate I-Card on payment of Rs. 20/- within one week.

PARENT-TEACHER ASSOCIATION (PTA)

The College has constituted the Parents Teachers Association from the Session 2016-17. Every student is supposed to contribute Rs. 600/- P.A. towards PTA. Parent-Teachers Association has been formed in the college with the avowed object of promoting participation of parents in the developmental activities of the College. Their presence and valuable suggestions are eagerly solicited by the staff in PTA meetings. Elections to the general body of the PTA are held at the start of academic session every year. The executive body comprises the following members:

1. Principal of the College- Patron of the body.
2. Parents or Guardians (only those who have blood relation with the students studying in the college.)
3. Teachers.

LEAVE RULES

It is compulsory for all the students to get their leave sanctioned before proceeding on any kind of leave.

1. For leave on medical ground, the student will be required to submit a medical certificate in case the leave is for more than a week's duration.
2. Leave up to one week will be sanctioned by the concerned teacher. For leave extending more than one week's duration, the student shall have to apply to the Principal.
3. A student will not be allowed to avail more than ten days leave during the entire academic session, except under exceptional circumstance.
4. If a student remains absent for ten days continuously without information, his/her name will be struck off from the rolls of the college.
5. Even if a student is on leave, he/she will have to deposit his/her fee as per the scheduled date decided by the college.

LIBRARY RULES

1. All the students on the rolls of the College shall be eligible to become members of the College Library.
2. Every student is entitled to draw two books for reading at home for a period of 30 days from the library.
3. The borrower shall be solely responsible for the safety/preservation of the books drawn by him/her.
4. A fine of Rupee 1/- per day will be charged beyond due date of submission of the book from the defaulter students.
5. In case a book is found mutilated, torn, defaced or misplaced the actual cost of the book plus 20% of the original cost will be charged from such defaulter student.
6. Reference books are to be consulted in library only.

RE-ADMISSION

Students can seek re-admission twice during the session. First re-admission will be allowed within ten days after the name is struck off after paying a fine of Rs. 100/- and a fine of Rs. 200/- will be charged for the second re-admission within ten days after the name is struck off from the rolls. No student will be allowed to seek admission after two times of re-admission.

COLLEGE RULES FOR STRICT COMPLIANCE

1. The principal and the members of the staff have the power to take disciplinary action against students indulged in act of indiscipline, which may lead to imposing fine, or suspension, rustication or expulsion of the guilty student.
2. Students are directed to switch off their mobiles as and when they enter Class rooms. Playing music and songs on mobile phones is strictly prohibited. Student found indulging in it will be penalized.
3. The prior approval of the college authorities to organize the function /activity in the college campus, is required.
4. Pasting of unauthorized posters in the college, writing on the wall, blackboards and notice board is strictly prohibited.
5. A student bringing along an outsider in the college campus will be severely punished. Outsiders are not allowed to roam about in the college campus.
6. Roaming about in the campus, corridors and outside classrooms during vacant periods and causing disturbance to work in this manner is highly undesirable and will be considered an act of indiscipline.
7. Damage of any kind to college property including defacement of walls, damage to furniture, etc. is an act of indiscipline.
8. Use of Alcohol and drugs is strictly prohibited. Any student found indulged in it will be penalized.

9. Smoking chewing of tobacco/gutka is strictly prohibited and any infringement may entail a fine of rupees 100/-.

11. It is mandatory for all the students to carry their identity cards daily to the college. The loss of the card should be reported through FIR immediately.

GRIEVANCES AND REDRESSAL MECHANISM

1. The students will have the right to make an appeal against any component of evaluation. Such appeal has to made to the Principal of the College on a prescribed form and should clearly state in writing the reason(s) for the complaint/appeal.

2. The appeal will be placed before the grievance Redressal committee (GRC), Chaired by the college Principal for cases pertaining the core/elective/generic courses.

3. Any other type of grievance may be heard by the said committee.

SPORTS/CULTURAL AND ACADEMIC SOCIETIES

The institution has various clubs and societies:

1. The Planning Forum
2. Literary Club
3. The History Society
4. The Political Science Society /Electoral Literacy Club
5. Eco- Club/ Energy Conservation Club
6. Sports & Cultural/ Folk Society
7. Red Ribbon Club
8. Social Sciences Society
9. Commerce Society
10. Road Safety Club

The College Calendar gives space to various activities other than academics including sports, cultural, creativity, social work etc. The college is representing the Inter College/ Inter University and North Zone/All India Inter Universities Sports Competitions. The college will provide the sports facilities for the sports person to participate in various competitions during the session 2023-24

TUTORIALS/REMEDIAL CLASSES

All the students will be divided into different tutorials groups for the purpose of academic excellence and greater interaction between teacher and the taught. Teacher-in-charge of each group will provide assistance/counseling/guidance regarding academics and other activities periodically.

THE BHARAT SCOUTS & GUIDES

The college has one unit each for Rangers and Rovers registered under world organization, the Bharat Scouts & Guides. The mission of this organization is to contribute to the education of young people, through a value system based on the Scout Promise and Law to help build a better world where people are self-fulfilled as individuals and play a constructive role in society. The registered Rangers and Rovers will get the opportunities to participate in various activities organized by this organization like jamborees, rallies, conference, competitions, community participation program etc.

NATIONAL SERVICE SCHEME (NSS)

The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports. It provides opportunity to the student youth at various levels to take part in various government led community service activities. At present college has two active units of NSS.

RED RIBBON CLUB/RED CROSS SOCIETY

Red club is movement started by the government of India in education institution through which students will be making awareness of AIDS. The club in this institution organizes awareness camps in regular interval in surrounding areas.

ROAD SAFETY CLUB

Road Safety Club was formed in the college in the session 2021-22 with the purpose of spreading road safety awareness among the college students.

CAREER COUNSELLING AND PLACEMENT CELL (CC&PC)

The CC&PC will function with the objective of providing guidance/counselling and assistance to students to achieve their career goals and secure their career. The Cell will provide skill-based support & guidance to the students so as to prepare them for getting placement in reputed firms.

ANNUAL COMMITTEES 2022-23

Senior Tutors

Dr. Anita Sharma

Dr. Deepshikha Bhardwaj

Advisory Committee

Dr. Anita Sharma- Convener

Dr. Deepshikha Bhardwaj

Dr. Santosh Thakur

Dr. Praveen Jaret

Dr. Gian Chand

Dr. Ramesh Chand

Dr. Rajeev Sharma

Sh. Puran Chand Thakur

CSCA Committee

Dr. Anita Sharma – Convener

Dr. Santosh Thakur

Dr. Ramesh Chand

Dr. Rajeev Sharma

Ms. Mona Sharma

Dr. Vishav Jyoti

Dr. Kishori

Discipline / Anti-ragging Committee

Dr. Ramesh Chand – Convener

Dr. Rajeev Sharma

Dr. Gaurav Sharma

Dr. Poonam Chandel

Dr. Kishori Lal

Sh. Puran Chand Thakur

Anti-Drug Squad & Anti Cyber Crime Committee

Dr. Gian Chand- Convener Dr.

Ramesh Chand

Dr. Rajeev Sharma

Ms Mona Sharma

Dr. Vishav Jyoti

Dr. Kishori Lal

IQAC & Research Promotional Cell Dr.

Janesh Kapoor, Principal (Chairperson) Dr.

Anita Sharma- Coordinator (IQAC)

Dr. Ramesh Chand

Dr. Rajeev Sharma

Dr. Vishav Jyoti

Dr. Kishori Lal

Sh. Puran Chand Thakur

Alumni Member

President CSCA

Senior Educationist

Industry representative

AISHE

Dr. Santosh Thakur

NAAC Steering Committee

Dr. Gian Chand (Co-Ordinator)

Dr. Vishav Jyoti

Dr. Rajeev Sharma

Dr. Poonam Chandel

Dr. kishori lal

Time Table Committee

Dr. Gian Chand- Convener

Dr. Rajeev Sharma

Ms. Mona Sharma

Women Cell

Dr. Anita Sharma - Convener

Dr. Deepshikha Bhardwaj

Dr. Ramesh Chand

Dr. Vishav Jyoti

Dr. Poonam Chandel

Dr. Dinesh Kumari Negi

Ms. Neelam

Internal Complaints-cum- Grievance Redressal Committee

Dr. Anita Sharma - Convener

Dr. Deepshikha Bhardwaj

Dr. Santosh Thakur

Dr. Praveen jaret

Dr. Ramesh Chand

Dr. Vishav Jyoti

Ms. Neelam Garg

Ms. Geeta devi

Disaster Management Committee

Dr. Rajeev Sharma - Convener

Ms. Mona Sharma

Sh. Puran Chand Thakur

Sh. Khem Chand

Scholarship Committee

Dr. Ramesh Chand- Convener

Dr. Rajeev Sharma

Dr. Kishori Lal

Ms. Neelam Garg

Bus Pass Attestation Committee

Dr. Gian Chand - Convener
Ms. Mona Sharma
Dr. Gaurav Sharma
Dr. Kishori Lal

Red Cross & First Aid Committee

Dr. Ramesh Chand - Convener
Dr. Dinesh Kumari

The Bharat Scouts & Guides

Dr. Poonam Chandel
Dr. Kishori Lal

NSS

Dr. Ram Lal Bhardwaj
Dr. Vishav Jyoti

Career Counseling and Placement Cell

Dr. Anita Sharma- Convener
Dr. Deepshikha Bhardwaj
Dr. Praveen Jaret
Dr. Rajeev Sharma
Dr. Vishav Jyoti
Dr. Kishori Lal

Mid-Term Examination (RUSA)

Dr. Rajeev Sharma – Convener
Ms. Mona Sharma
Dr. Poonam Chandel
Dr. Kishori Lal

Sports Committee

Dr. Ramesh Chand -Convener
Dr. Kishori Lal

Library Committee

Dr. Rajeev Sharma – Convener
Dr. Poonam Chandel
Dr. Kishori Lal
Dr. Dinesh Kumari Negi
Ms. Shakuntla

College Magazine / Prospectus / Annual Report / Press Liasson Committee

Dr. Anita Sharma – Convener/ Chief Editor
Dr. Santosh Thakur
Dr. Gian Chand
Dr. Rajeev Sharma
Dr. Ram Lal Bhardwaj
Dr. Vishav Jyoti
Dr. Dinesh Kumari Negi
Ms. Neelam

Stage Management Committee

Dr. Praveen Jaret
Dr. Gian Chand
Dr. Ram Lal Bhardwaj
Dr. Rajeev Sharma
Dr. Vishav Jyoti
Ms. Mona Sharma
Ms. Shakuntla
Mr. Tulsi Ram
Ms. Narvada

Cultural Committee

Dr. Santosh Thakur- Convener
Dr. Praveen Jaret
Dr. Gian Chand
Ms. Mona Sharma
Dr. Dinesh Kumari Negi

Canteen Committee

Dr. Ramesh Chand-Convener
Dr. Ram Lal Bhardwaj
Dr. Gaurav Sharma
Dr. Poonam Chandel
Dr. Kishori Lal
Mr.Khem Chand

Eco Club/ Energy and Water Conservation

Dr. Ram Lal Bhardwaj - Convener
Ms. Mona Sharma
Dr. Dinesh Kumari Negi
Dr. Gaurav Sharma
Mr. Khem Chand
Mr. Tulsi Ram

Bursar

Dr. Gian Chand

College Web-site/ Admission Portal

Dr. Gian Chand- convener
Dr. Rajeev Sharma
Ms. Mona Sharma
Dr. Poonam Chandel
Dr. Kishori Lal
Neelam Garg

Road Safety Club

Dr. Rajeev Sharma
Dr. Poonam Chandel

YOUTH FESTIVAL COMMITTEES

Dr. Anita Sharma- Co-Ordinator

Group 1

(Creativity (Quiz, Elocution, Debate, On - the-Spot Painting, Collage, Poster Making, Clay Modeling, Cartooning and Rangoli)

Dr. Santosh Thakur – Convener
Dr. Dinesh Kumari
Dr. Vishav Jyoti
Dr. Kishori Lal
Dr. Gaurav Sharma

Group - II Music Items

(Classical, Vocal, Hindustani or Kathak, Instrumental (Solo-Percussion), Light Vocal (Indian), Western Vocal Solo, Group Song (Indian), Group Song (Western)

Dr. Praveen jaret - Convener
Dr. Gian Chand

Group - III Dance

(Folk/ Tribal Dancel Classical Dance)

Dr. Gian Chand – Convener
Ms. Mona Sharma
Dr. Poonam Chandel

Group -IV Theatre

(One Act Play/ Skit/ Mime)

Dr. Santosh Thakur- Convener
Dr. Rajeev Sharma

ANNUAL CALENDAR/ ACTIVITIES OF THE COLLEGE 2023 -2024

Principal's Address and Induction for 1st Year	18.07 2023
Formation of Tutorial Group	Last week of August
Fresher's Day Celebration	Third Week of September
General House and PTA Formation	12.08.2023
CSCA Election	As per HPU Notification
Oath Taking Ceremony	After CSCA Election
Teacher's Day	05.09.2023
Hindi Diwas	14.09.2023
Filling of Scholarship Forms	To be notified later
NSS Day	24.09.2023
Mid Term Examination	Last week of November
Diwali Break	11.11.2023 to 15.11.2023
Constitutional Day	26.11.2023
AIDS Day	01.12.2023
World's Human Rights Day	10.12.2023
Winter Vacations	01.01.2023 to 04.02.2024
Athletic Meet/ Sports Competitions	February 2024
Women's Day	08.03.2024
Annual Function	March 2024
Farewell to Outgoing Class	March 2024
H.P.U. Examinations	1.4.2024 onwards

RAGGING- A PUNISHABLE OFFENCE

PROHIBITION OF RAGGING UNDER H.P. EDUCATIONAL INSTITUTIONS ACT

(PROHIBITION OF RAGGING ACT , 2009) defines ' Ragging' as doing any act, by disorderly conduct, to a student of an educational institution, which causes or is likely to cause physical or psychological harm or raising apprehension or fear or shame or embarrassment to the student. Such disorderly conduct includes, teasing or abusing or playing practical jokes on or causing hurt to such students or asking a student to do any act or perform something which such student, will not be willing to do in the ordinary course.

A student who commits the offence of ragging shall be punishable with imprisonment for a term which may extend to three years or shall also be liable to a fine which may extend to Rs. 50,000 or both.

If a student is convicted of the charges of committing, abetting, participating or propagating ragging, he shall be dismissed from the college and such student will not get admission in other colleges for a period of three years from the date of his dismissal from the college.



**TOLL FREE
UGC HELP LINE
1800-180-180-5522**



Teacher's Helpline

Dr. Janesh Kapoor (Principal)	9418964666
Dr. Anita Sharma	9816030711
Dr. Deepshikha	9418673984
Dr. Santosh Thakur	9418818167
Dr. Praveen Jaret	9318018734
Dr. Ramesh Chauhan	8628990674
Dr. Rajeev Sharma	9459960349