



GOVERNMENT COLLEGE SANGRAHI

DISTRICT SIRMOUR (H.P.)

AAC ACCREDITED

राजकीय महाविद्यालय संगड़ाह
जिला सिरमौर (हि.प्र.)

नैक से मान्यता प्राप्त



COLLEGE WEBSITE

PROSPECTUS 2023-24



Admission Schedule

The candidates have to apply online on the college website: www.gcsangrah.in

Submission of Admission Forms	30-06-2023 to 08-07-2023
Display of Merit List	08-07-2023 at 5:00 PM
Fee Deposit	10-07-2023 to 12-07-2023
Display of 2 nd Merit List	12-07-2023
Final Fee Deposit	13-07-2023 to 14-07-2023
Orientation of 1 st Year Student	15-07-2023 to 17-07-2023
Regular Teaching	18-07-2023

Regarding Admission for the Session 2023-24

- Before filling the admission form you are advised to read the information provided in College **Prospectus/Handbook of Information**.
- The completed online form should be submitted on or before the dates decided by the **Institution/HP University Notifications**.
- After the approval of admission form by the **Admission Committee** of the college, the selected candidates will have to **submit the Fees** and other **dues online within the specified dates**, failing which your admission for any Programme/Course will stand, cancelled.
- The admission will be purely provisional, and will be cancelled at any stage, if the information submitted online is found incorrect.
- The provisional admission will be finalized after the **verification of the original documents/testimonials**.
- During the COVID-19 Pandemic the students have to follow the latest SOP's issued by the concerned authorities.**

The Students have to be ready with following Documents:

- ☞ Passport size photograph
- ☞ Signature of Student
- ☞ Matriculation Certificate
- ☞ Plus Two Pass Certificate
- ☞ School Leaving / Character Certificate (Only for First Year Students)
- ☞ Aadhar Card Copy
- ☞ Certificate of SC/ ST/ OBC/ BPL (As applicable)
- ☞ Affidavit of Single Girl Child
- ☞ Himachal Pradesh Domicile Certificate
- ☞ 40% Disability Certificate (In case of Handicap Student)
- ☞ Affidavit of Gap Year (If any)
- ☞ Affidavit Registration Form (Anti-Ragging)

Ragging is a Criminal Offence

Ragging is a punishable offence. Ragging of all kind is strictly banned in the college campus. Anybody caught indulging in this evil exercise shall face penalty under the law. Act remotely suggestive of ragging should be **reported to the college authorities/to the member of anti-ragging committee**. 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**.

रैगिंग एक दण्डनीय अपराध है

रैगिंग एक दंडनीय अपराध है। कॉलेज परिसर में सभी प्रकार की रैगिंग पर सख्ती से प्रतिबंध लगा दिया गया है। किसी को भी इस बुराई में पकड़े जाने पर **कानून के तहत दंड** दिया जाएगा। **रैगिंग से सम्बंधित शिकायत या सुझाव कॉलेज अधिकारियों / एंटी रैगिंग समिति के सदस्यों** को दे सकते हैं। जो छात्र रैगिंग का अपराध करता है उसे एक अवधि के लिए कारावास के साथ दंडित किया जा सकता है यह दंडतीन साल तक का भी हो सकता है साथ ही जुर्माना के लिए भी उत्तरदायी होगा, यह जुर्माने की राशि **रुपए 50,000/-** तक हो सकती है या दोनों भी हो सकते हैं।

Punishment shall be exemplary and justifiably harsh. Punishment for ragging includes:

- ☞ Imprisonment, fine or both.
- ☞ Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
- ☞ Withholding scholarship or other benefits.
- ☞ Debarring from representation in events.
- ☞ Withholding of results.
- ☞ Suspension of expulsion from hostel or mess and the like.

Anti-Ragging Committee :

Dr. Devraj Sharma	9418455805
Dr. Jagpal Singh	9418669999
Sh. Ajay Kumar	8894528278
Sh. Manoj Kumar	6230802251

You Can Fill Affidavit Registration Form (Anti-Ragging) Click the Below Link :

National Anti-Ragging Help Line
1800-180-5522 (24x7 Toll Free Number)

https://www.antiragging.in/affidavit_registration_disclaimer.html

Playing Songs/ Music on mobile phones in the campus is strictly prohibited and any violation of this instruction will be considered act of indiscipline.

CONTENTS

Sr. No.	Section	Page No.
I.	Admission Schedule	1
II.	Regarding Admission for the Session 2023-24	1
III.	Ragging is a Criminal Offence	2
IV.	National Anti-Ragging Help Line	2
V.	From the Principal Desk	4
VI.	About the College	5
VII.	Faculty	6
VIII.	Non-Teaching Staff	7
IX.	Admission cum Registration Committees 2023-24	8
X.	Incharges and Official Responsibility	8
XI.	Administrative Committees 2023-24	9-10
XII.	General Admission Rules	10-11
XIII.	Choice Based Credit System (CBCS) for UG Courses	11
XIV.	Outline of Choice Based Credit System (CBCS)	12-13
XV.	Permissible Combinations in B.A.	14
XVI.	Reservation of Seats	15
XVII.	Fee Structure for B.A./B.Sc./B.Com. (1 st , 2 nd & 3 rd)	16
XVIII.	Examination & Evaluation System	16-18
XIX.	College Hostel & Fee Structure	18
XX.	Migration Rules, Scholarships, Discipline and Conduct	18-20
XXI.	Identity Card, Library Card, Leave Rules, Re-admission	20-21
XXII.	Co-curricular and Extra-curricular Activities	21
XXIII.	NSS, NCC and Rovers & Rangers	21
XXIV.	CSCA, PTA, Sports, PATAL Magazine, Education Tour, Annual Prize Distribution, Career Guidance & Counselling Cell, Graduate Add-On Program	22-23
XXV.	Tentative Activity Calendar for Session 2023-24	24
XXVI.	Glimpses of the College	25



Dr. Dev Raj Sharma
Officiating **PRINCIPAL**

From the Principal's Desk

Govt. College Sangrah is an institution that is now well known for its commitment towards excellence in every aspect of its institutional life. The college has grown and evolved to become one of the most esteemed and prestigious college of the Himachal Pradesh University, Shimla.

College is not only about acquiring academic knowledge but also about personal development. Take advantage of the diverse range of experiences and opportunities available to you. Join clubs, NCC/NSS/R&R and sports teams that align with your passions. Step out of your comfort zone and engage with people from different backgrounds and cultures. Seek mentorship and guidance from professors and professionals in your field. It is through these experiences that you will grow, develop new skills, and discover your true potential.

In conclusion, dear college students, your time in higher education is a unique and transformative period in your lives. Make the most of it by embracing the power of education, pursuing personal growth, cultivating relationships, maintaining balance, and embracing resilience. Seize every opportunity that comes your way, and remember that the skills and experiences you gain here will shape your future. Have faith in yourself, and enjoy the journey ahead.

The spirit of our college resonates with all its staff and students. I hope all of you will spend enriching and the most memorable years of your life in our college and make bonds lasting a lifetime.

Wishing you an exceptional and fulfilling college experience!

College Profile

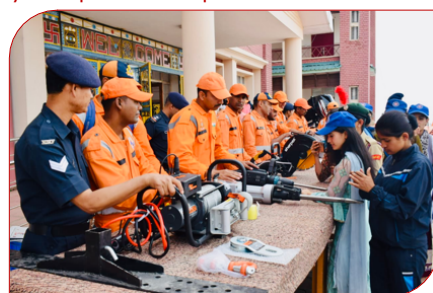
Government College Sangrah was established in 2006. The college is affiliated to Himachal Pradesh University, Shimla. The Mid-Shivalik Himalayas' lush green, attractive, awe-inspiring, and thrillingly stunning slopes are home to this college. The scenic and serene surroundings, as well as the delightful cool temperature, provide an ideal and very conducive learning environment.



The college has made strides in academics, sports, and co-curricular activities since its beginnings. The institution has always aspired to provide students

with multidimensional education, not just through classroom instruction in various lines of

study, but education in its whole, leading to the holistic enlightenment of the students' intellectual and human dimensions. Academics, sports, NSS, NCC, Rovers & Rangers, and other extra-curricular activities have all been areas where the college has strived for greatness.



Furthermore, the college has established a reputation in the field of cultural activities. Our highly qualified, motivated, and hardworking teaching and non-teaching team is committed to assisting students in attaining their objectives. Classrooms with technology-assisted learning techniques, a well-equipped computer lab, a Wi-Fi campus, a library with a large number of books, magazines, and journals, a well-equipped gymnasium with other sports facilities, and a well-equipped Music Room all help to nurture and aid the students' diverse potentials and talents. Recently our college has been chosen for **Unnat Bharat Abhiyan (MoE, Govt. of India)** which is inspired by vision of transformational change in rural development processes. This enables higher educational institutions to work with people of rural India to evolve appropriate solutions for accelerating sustainable growth.

VISION:

"To be a reputable educational institution dedicated to academic excellence with a compassionate face that contributes to social transformation through improved life quality."





MISSION:

"Our mission is to create lifelong learners with skills developed through the integration of academic learning and humanism. We strive to prepare our students for the future by instilling in them the confidence to take on professional and societal problems with zeal and maturity. All efforts are made to prepare our students to serve as leaders in a variety of settings and to act as change agents in a globalized world".



Teaching Faculty


Department of Economics  Sh. Ajay Kumar B.Ed, M.A., M.Phil UGC NET, SLET	Department of Geography  Dr. Jagdish Chand M.A., M.Phil, Ph.D UGC JRF, NET, SLET Gold Medal in M.A. Gold Medal in M.Phil	Department of Geography  Dr. Jagpal Singh Tomar M.A., Ph.D UGC NET, SLET
Department of Hindi  Smt. Ambra Devi M.A., UGC JRF, NET	Department of History  Sh. Sandeep Kumar M.A. SLET UGC JRF, NET Gold Medal in M.Phil	Department of Music (V)  Dr. Dev Raj Sharma M.A., Ph.D, SLET Gold Medal in MA Sangeet Prabhakar
Department of Physical Education  Sh. Manoj Kumar BPed, M.A. NIS, SLET	Dept. of Botany – Vacant Dept. of Chemistry – Vacant Dept. of Commerce – Vacant Dept. of English – Vacant Dept. of Mathematics – Vacant	Dept. of Music (I) – Vacant Dept. of Political Science – Vacant Dept. of Physics – Vacant Dept. of Sanskrit – Vacant Dept. of Zoology – Vacant

Library & Lab Staff











Assistant Librarian  Sh. Subhash Chand	Laboratory Attendant  Sh. Sant Ram	Laboratory Attendant  Sh. Ravinder Singh	Laboratory Attendant  Sh. Vinod Kumar
---	---	--	--

Non-Teaching Staff

<p>Supdt. G-I</p>  <p>Sh. Vinod Kumar Sharma</p>	<p>Supdt. G-II</p>  <p>Sh. Rajinder Singh</p>
---	---

<p>Senior Assistant</p>  <p>Sh. Rajeev Kumar</p>	<p>Clerk</p>  <p>Sh. Virender Singh</p>	<p>Clerk</p>  <p>Ms. Anita Devi</p>
--	---	--

Class- IV

<p>Peon</p>  <p>Sh. Joginder Singh-1</p>	<p>Peon</p>  <p>Sh. Dharam Das</p>	<p>Peon</p>  <p>Sh. Surat Singh</p>	<p>Peon</p>  <p>Sh. Ramanand</p>	<p>Peon</p>  <p>Sh. Joginder Singh-2</p>
<p>Peon</p>  <p>Sh. Jaswant Singh</p>	<p>Peon</p>  <p>Sh. Hirda Ram</p>	<p>Peon</p>  <p>Sh. Ravinder Singh</p>	<p>Peon</p>  <p>Smt. Santosh Devi</p>	<p>Peon</p>  <p>Sh. Bhinder Singh</p>

ADMISSION CUM REGISTRATION COMMITTEES

B.A. / B.COM. / B.SC. 1ST YEAR

- Dr. Jagdish Chand **(Convenor)**
- Sh. Sandeep Kumar

B.A. / B.COM. 2ND YEAR

- Smt. Ambra Devi **(Convenor)**
- Sh. Manoj Kumar

B.A. / B.COM. 3RD YEAR

- Dr. Jagpal Singh **(Convenor)**
- Sh. Ajay Kumar

INCHARGES AND OFFICIAL RESPONSIBILITIES

IQAC	Co-ordinator	Dr. Dev Raj Sharma
Unnat Bharat Abhiyan	Co-ordinator	Dr. Jagdish Chand
Eco Club	Co-ordinator	Dr. Jagdish Chand
Add on Course	Co-ordinator	Dr. Jagdish Chand
Career Guidance & Counseling	Co-ordinator	Dr. Jagdish Chand
College Finances	Bursar	Dr. Jagpal Singh
Ek Bharat Shrestha Bharat	Co-ordinator	Sh. Sandeep Kumar
NSS	Programme Officer	Sh. Sandeep Kumar
Red Cross	Co-ordinator	Sh. Sandeep Kumar
NCC	Incharge	Smt. Ambra Devi
House Exam / Mid Term Exam	Incharge	Sh. Sandeep Kumar
Staff	Secretary	Sh. Ajay Kumar
Rover & Ranger	Incharge	Sh. Manoj Kumar
Old Student Association	Incharge	Sh. Ajay Kumar
Scholarship	Co-ordinator	Sh. Ajay Kumar
Hostel Warden (Girls)	Incharge	Smt. Ambra Devi
Energy Club	Co-ordinator	Sh. Ajay Kumar

ADMINISTRATIVE COMMITTEES 2023-24

Time Table Committee Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar	CSCA Advisory Committee Dr. Devraj Sharma (Convenor) Dr. Jagpal Singh Dr. Jagdish Chand	Bus Pass Committee All the Heads of Department (DSC-I)
Women Grievances & Redressal Cell Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand Ms. Anita Devi	Mid-Term / House Exam Committee Sh. Sandeep Kumar (Convenor) Sh. Manoj Kumar Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)	Career Counseling / Job Placement Cell Dr. Jagdish Chand (Convenor) Sh. Ajay Singh Sh. Sandeep Kumar
Scholarship Committee Sh. Ajay Kumar (Convenor) Sh. Sandeep Kumar Sh. Manoj Kumar Sh. Virender Singh (Clerk)	Building & College Property Committee Dr. Jagpal Singh (Convenor) Sh. Ajay Singh Sh. Ajay Kumar	Educational Tour Committee Dr. Jagpal Singh (Convenor) Sh. Ajay Kumar
Anti-Ragging & Discipline Committee Dr. Devraj Sharma (Convenor) Dr. Jagpal Singh Sh. Ajay Kumar Sh. Manoj Kumar	Press / Media Committee Sh. Ajay Kumar (Convenor) Sh. Sandeep Kumar	Cultural & Youth Festival Committee Dr. Devraj Sharma (Convenor) Sh. Ajay Singh Sh. Manoj Kumar Sh. Sant Ram
Purchase Committee Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand Sh. Ajay Singh Sh. Vinod Kumar (Supdt.-I)	RUSA Cell Dr. Devraj Sharma (Convenor) Dr. Jagpal Singh Sh. Ajay Kumar Sh. Sandeep Kumar	College Magazine Committee Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar
Library Advisory Committee Dr. Jagdish Chand (Convenor) Sh. Ajay Singh Sh. Subhash Chand	Computer Literacy Committee Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand Sh. Sandeep Kumar	Hostel Committee Dr. Devraj Sharma (Convenor) Dr. Jagpal Singh
College Website Committee Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Sh. Rajinder Singh (Supdt.-II)	Internal Quality Assurance Cell (IQAC) Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand Sh. Ajay Singh Sh. Sandeep Kumar	Canteen Committee Sh. Ajay Singh (Convenor) Sh. Sandeep Kumar Sh. Manoj Kumar
Prospectus Committee Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar	Red Ribbon Club Sh. Ajay Singh (Convenor) Sh. Virender Singh (Clerk) Sh. Vinod Kumar (L.A.)	Eco Club Dr. Jagdish Chand (Convenor) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)
UGC Cell Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand	Anti-Drug Cell Dr. Jagpal Singh (Convenor) Sh. Ajay Kumar Smt. Anita Devi	Disaster Management Cell Dr. Jagpal Singh (Convenor) Dr. Jagdish Chand Sh. Manoj Kumar

Equal Opportunity Cell Dr. Jagdish Chand (Convenor) Sh. Ajay Singh	Annual Report Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar	Campus Beautification & Cleanliness Committee Dr. Jagpal Singh (Convenor) Sh. Ajay Kumar Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)
Water Supply & Electricity Committee Sh. Ajay Singh (Convenor) Sh. Manoj Kumar Sh. Virender Singh Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)	Building Fund Committee Principal Pradhan Gram Panchayat Sangrah Senior Asst./ Asso. Prof. President of PTA Asst. Engineer PWD President CSCA	Road Safety Committee Dr. Jagpal Singh (Convenor) Sh. Rajeev Kumar (Sr.A.) Sh. Sant Ram (L.A.)
First Aid Committee Sh. Manoj Kumar (Convenor) Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)	Grievances Committee to Prevent Caste Discrimination Dr. Jagdish Chand (Convenor) Sh. Ajay Singh Sh. Sandeep Kumar	Internal Complaint Committee Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand Sh. Ajay Singh Sh. Manoj Kumar

General Admission Rules

For admission to the 1st Year, a student must not be more than 23 Years (25 Years for girls) of age on 1st July 2023, e.g. the applicant should not be born earlier than 01/07/2001 in case of boys and 01/07/1999 in case of girls. However, in respect of SC and ST students a relaxation of 3 years is given.

The Vice-Chancellor of HPU Shimla has the power to permit age relaxation up to a maximum of 6 months. All such cases could provisionally be granted age relaxation up to six months by the Principal and a consolidated list of such cases be sent for approval of the Vice-Chancellor. A candidate who has availed age relaxation at the time of first admission shall be eligible for the same in the subsequent classes also.

Eligibility for Admission

The candidate should be passed in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education or an

examination accepted as equivalent there to by the various bodies of the H. P. University:

- ☞ Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. program.
- ☞ Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com.
- ☞ Admission is purely on merit basis. Rounding of fraction of marks is permissible as per norms.

Choice Based Credit System (CBCS) for Undergraduate (UG) Courses

The Himachal Pradesh University vide Letter No. 2-1/2012 H.P.U. (Academic) dated 4 June 2016 has notified the acceptance of the latest course curriculum under Choice Based Credit System (CBCS) brought out by the University Grant Commission for implementation of academic session 2023-24.

OUTLINES OF CHOICE BASED CREDIT SYSTEM:

Core Course: (12 for general courses; 4 discipline specific papers each for regular courses and 2 papers each for English and Hindi/MIL in B.A./B.Com.

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.

Discipline Specific Elective (DSE): (2 each for regular courses): An elective course offered under the main discipline/ subject of study is referred to as Discipline Specific Elective.

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.

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 (ii) English/Hindi/MIL Communication/Sanskrit.

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.

NEW SCHEME FOR UGC CBCS B.A. / B.COM.

Year	Core Courses	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective (DSE) (4)	Generic Elective GE (2)	Credits
1st	ENG-1					6x6= 36
	SKT/HINDI-1					2x4= 08
	DSC-1A	ENVIRONMENT	-	-	-	Total = 44
	DSC-1B					
	DSC-2A DSC-2B	HINDI/ENG/SKT				
2nd	ENG-2					6x6= 36
	SKT/HINDI-2		SEC-1			2x4= 08
	DSC-1C	-		-	-	Total = 44
	DSC-1D		SEC-2			
	DSC-2C DSC-2D					
3rd	-	-	SEC-3 SEC-4	DSE-1A DSE-1B DSE-2A DSE-2B	GE-1 GE-2	6x6 = 36 2x4 = 8 Total = 44
Total Credits						132

NEW SCHEME FOR UGC CBCS B.SC.

Year	Core Courses	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective (DSE) (4)	Generic Elective GE (2)	Credits
1st	DSC-1 A					6 x 6 = 36
	DSC-2 A					2 x 4 = 08
	DSC-3 A	ENVIRONMENT-1	-	-	-	Total = 44
	DSC-1 B					
	DSC-2 B DSC-3 B	HINDI/ENG/SKT-2				
2nd	DSC-1 C DSC-2 C DSC-3 C DSC-1 D	-	SEC-1 SEC-2	-	-	6 x 6 = 36 2 x 4 = 08 Total = 44
	DSC-2 D					
	DSC-3 D					
3rd	-	-	SEC-3 SEC-4	DSE-1 A DSE-2 A DSE-3 A DSE-1 B DSE-2 B DSE-3 B		6x6 = 36 2x4 = 8 Total = 44
Total Credits						132

Permissible Subject Combinations in B.Sc. (Sciences/ Physical Sciences/ Bio-Sciences)

Sr. No.	Main Subject	Subject Combination Permitted (Any Two)	Combination No.
1.	Botany	Chemistry and Zoology	1
2.	Chemistry	Physics and Mathematics	2
3.	Chemistry	Botany and Zoology	3
4.	Mathematics	Physics and Chemistry	4
5.	Physics	Chemistry and Mathematics	5
6.	Zoology	Chemistry and Botany	6

Permissible Subject Combinations in B.A. (Arts/ Humanities/ Languages)

Sr. No.	Main Subject	Subject Combination Permitted (Any One)	Combination No.
1.	Economics	Geography, History, Physical Education, English	1
2.	English	Political Science, History, Economics, Music (V&I)	2
3.	Geography	History, Economics, Political Science, Hindi, Physical Education	3
4.	Hindi	Political Science, Physical Education, Music (V&I), Geography	4
5.	History	Geography, Economics, Physical Education, English Music (V&I), Sanskrit	5
6.	Music (V&I)	Hindi, Political Science, Sanskrit, English, History	6
7.	Physical Education	History, Hindi, Economics, Sanskrit, Political Science, Geography	7
8.	Political Science	Geography, Hindi, English, Music (V&I), Physical Education, Sanskrit	8
9.	Sanskrit	Physical Education, Music (V&I), History, Political Science	9

NOTE:

- ✓ Commerce students will study subjects as prescribed in their syllabus.
- ✓ Admission to B.A. /B.Com. 2nd and 3rd Year will be purely on ROLL ON System.
- ✓ In B.A./ B.Com. 2nd Year, Skill Enhancement Course (SEC) will be offered from the main discipline/ subject (DSC-1).

Reservation of Seats (Ordinance 3.14)

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%

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 quota will be applicable to those events which are recognized by HPU sports and co-curricular council. The final decision under sports and cultural quota will rest with the respective committees constituted for the same. For reservation, the following roster will be followed:

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

Note: 05 seats for B.A., 02 for BSc (01 each for Life Sciences and Physical Sciences), and 01 for B.Com. are reserved over and above the allotted seats for single girl child.

Fee Structure for B.A./ B.SC./ B.COM. (1st, 2nd & 3rd Year)

Sr. No.	Government Account Fees	Amount (in Rs.)
	Annual Charges	
a.	Admission Fee	25
b.	Re-admission fee first time	100
c.	Re-admission fee second time	200
d.	Late admission fee	10
e.	Tuition fee	600
f.	Migration fee (Other than HP Board)	200
g.	Himachal University charges	As decided by HPU from time to time
	College Annual Charges (Refundable)	
1.	Library security	100
	College Annual Charges (Non-Refundable)	
2.	House examination fund	80
3.	Health fund	6
4.	Campus development, beautification & up-keep fund	10
5.	Book replacement fund	25
6.	Furniture repair/ replacement fund	10
7.	Identity card	10
8.	Duplicate identity card	20
9.	Magazine fund	50
10.	N.C.C. fund	5
11.	Student aid fund	2
12.	Cultural activity fund	20
13.	Computer & internet facility	20
	Annual Charges	
14.	Amalgamated fund	300
15.	Sport fund /fee	240
16.	Building fund	120
19.	Geography	180
22.	Music/ any other practical subject	180
23.	Rovers and rangers fund	60
24.	Computer practical (Commerce and Math students)	180
	Absence and Other Fines	
25.	Absence fine (per period)	1
26.	Absence fine (per practical)	3
27.	Absence from house test (per paper)	10
28.	Late return of library books (Per Book/ Per Day)	1
29.	University Development Fund	250 (Gen.) & 100 (IRDP/ BPL)
30.	PTA Fund	500

Examination & Evaluation System

The Evaluation System in CBCS will consist of two components :

(i) Continuous Comprehensive Evaluation (CCE) : Accounting for 30% of the final grade that a student gets in a course ; and

(ii) End Term /Annual Examination (ETE) : Accounting for the remaining 70% of the final grade that a student's gets in a course.

(I) Continuous Comprehensive Evaluation (CCE) : This would have the following components :

(a) Classroom Attendance : Each student will have to attend a minimum of 75% Lectures /Tutorials/ Practical's.

(b) House Exams/ Mid-Term Tests : There will be one mid-term test of 15 marks. It is mandatory to appear in mid-term test & must score 45% marks to become eligible for end-term examination.

(c) Seminar /Assignment :

(i) The 10 marks of the CCE will be awarded on the basis of seminar/assignment etc. that the course teacher might give to the students.

(ii) The remaining 5 marks of the CCE will be awarded on the basis of attendance.

(iii) End-Term/Annual Examination (ETE) : The remaining 70% of the final grade of the student in a course will be on the basis of end-term/ annual examination (ETE) that will be of three hours duration and covering the whole syllabus of the course.

Continuous Comprehensive Assessment:

Mid Term Test (Marks)		Class Test/ Tutorials/Assignments (Marks)	Quiz/Seminars (Marks)	Attendance (Marks)	Total Marks
15		5	5	5	30
Total	15	5	5	5	

Annual Examination:

Maximum Marks Allotted	Minimum Pass Marks	Time Allotted
70	25	3.00 Hrs

College Hostel

The college provided hostel facility for **100 Girls students**. Girls Students desirous of seeking hostel accommodation may apply for these seats after their admission to the college has been secured. **Application form** can be obtained from the **hostel warden/ office**.

Procedure for Seat Allotment:

This hostel is meant for only **SC/ST Girls**. However, **General Category** girls may also get accommodation depending upon the availability of seats. Girls who were residing in the hostel in the previous academic session are given preference unless they fail in the **Annual Examination**. Other applicants will be allotted seats on the basis of merit in the previous academic session. If the seats still remain vacant, they will be filled on the **first come first serve basis**.

Detail of Hostel Fee and Funds for the session 2023-24 (Amount in Rs.)

Refundable /Adjustable		Non-Refundable			
Annual Charges				Monthly Charges	
Furniture Security	100	Utensil	100	Common Room	40
Hostel Security	500	Maintenance	100	Water Charges	20
Mess Advance	1000			Electricity Charges	150
				Newspaper/ Magazine Fund	20
				Room Rent	30
				Miscellaneous	60

Migration Rules

Migration from other colleges to this college and vice-versa is governed by HP University Rules. A migration certificate can be issued only if the student is registered with the HP University.

Scholarships

A number of scholarships are available for the eligible and deserving students. Information regarding dates, eligibility conditions and procedure for applying for these scholarships will be notified on the college notice board from time to

time. The students may apply online for these scholarships. The application should be duly attested / verified by the competent authority and should be accompanied by the relevant **Certificates of Educational Qualification / Income / Category / Domicile/ College Fee Receipt/ Aadhaar No. and Bank Account No., etc.**

State Sponsored Scholarship Schemes

- IRDP Scholarship Scheme
- HP University Scholarship
- Kalpana Chawla Chhatravriti Yojana

Centrally Sponsored Scholarship Schemes

- Post Matriculation Scholarships for SC/ST students
- Post-Matric Scholarship Scheme to OBC students
- Maharishi Balmiki Chhatravriti Yojana
- Post-Merit Scholarship Scheme for Students belonging to Minority Community
- Post-Matric Scholarship for Students with Disabilities
- Molana Azad Scholarship for Girl Students
- INBA Scholarship for NCC Students
- INSPIRE Scholarship - for Science students

Discipline and Conduct

The Principal has power to take disciplinary action against student indulging in acts of indiscipline, which may lead to ***fine, suspension, rustication or expulsion. The following activities will be considered as violative of the college discipline and may result in fine expulsion or rustication depending on the gravity of the offence:***

- ☞ Violence, use of force and ragging.
- ☞ Making noise and disturbing classes.

- ☞ Breaking college furniture, doors, windows, etc.
- ☞ Bringing outsider to the college campus.
- ☞ Interfering with electrical wiring/appliances.
- ☞ Writing / defacing walls and blackboards.
- ☞ Eve-teasing
- ☞ Smoking, use of Gutka or any intoxicant.

Identity Card cum Library Card

Identity Card cum Library Card is an important document a student must carry every day. In case of loss of Card, an application to the Principal along with payment of **Rs 20/- duplicate I-Card** will be issued. I-Card cum Library Card should be collected from the Librarian as per schedule notified by the librarian.

College Library

The issuance of the books is between **10:00 AM to 4:00 PM** on all working days. A student must bring his/her library card to get the books issued in his/her name. Only two books are issued to a student at a time for **a period of 14 days**. Reference Books/ Dictionaries/ Newspapers/ Periodicals will not be issued. If the issued books are not returned by due date, a fine at the rate of **Rs. 1 per book per day** will be charged. In case of a loss or damage of an issued book, it will either be replaced or its payment of the present cost will be accepted only with the permission of Principal.

Leave Rules

Students should get their leave applications recommended by the teachers.

- Leave for **2 days** will be sanctioned by the **senior tutors / subject teacher**.
- Leave for **2-5 days** will be sanctioned by the **Vice-Principal**.
- Leave for more than **5 days** will be sanctioned by the **Principal**.

Re-admission

The students absent for **6 days continuously** from any class without proper sanctioning of leave by the competent authority of the college, his/ her name automatically will be struck off from the rolls. A student **absent for 10 days in a month** will also be deleted from rolls.

Re-admission will be entertained on payment of **readmission fee of Rs. 100/- within 7 days** after duly permitted by the Principal. After **expiry of 7 days** the student will have to bear a **re-admission fee of Rs. 200/-**. The recommendation of the teacher and in addition to it, the Principal may impose extra fine depending upon the gravity of his/her absence. A student struck off for the second time in a session from any class will be ineligible for re-admission to the class.

Co-Curricular and Extra-Curricular Activities

Education is a very broad term and goes beyond training of one's mind for acquiring textual knowledge. It is associated with other activities in order to see multi-dimensional development of overall personality of a man. The college provides opportunity to our students through many co-curricular and other activities that help them to develop into a sound body and mind. Keeping this in view we have societies like **Social Science Society, Red Ribbon Club and Eco Club etc.** Students are encouraged to join these societies as per their interest. Students can approach the incharge of these societies.

National Service Scheme (NSS)

The college has two NSS units. Enrolment in NSS is done in the **beginning of the session in the month of August**. Students have to apply as and when notified through notice board for participation in NSS activities. Interested students may contact NSS Programme officers for enrolment.

National Cadet Corps (NCC)

The college has two NCC wings separately for boys and girls and recruitment is done by selection. NCC teaches the students the lesson of study and discipline. A, B & C Certificates holder are eligible to appear directly for interview in the Armed Forces.

Rovers and Rangers

The college has got one unit of Rovers and Rangers each. Basically it is a voluntary non-political youth organization wherein students are trained to combat during natural disaster and otherwise too. It helps its members to have all-round development and become perfect responsible individuals to the society, nation and the world at large.

Note: The students can opt for either NCC or NSS or Rovers and Rangers.

College Students Central Association (CSCA)

The College Students Central Association is formed every year as per the rules laid down by Himachal Pradesh University, Shimla from time to time. Presently the selection for various posts of this association is done through merit i.e. indirect selection mode.

Parent Teachers Association (PTA)

To encourage community participation in education Parent Teachers Association (PTA) under section 2.33 to 2.33.7 of the HP Education Code, 2001, has been established. It is a non-political body for better coordination and interaction between parents and teachers for improvement of academic standards and infrastructural facilities of the college.

Sports

It is a bygone story that studies only bring name. Sports have taken many a stride where one can try for a name and fame. In order to encourage students our college provides facilities for indoor and outdoor games. Students are encouraged to participate in any of the games and prepare for inter-college tournaments organised by Himachal Pradesh University to earn name and fame and establish oneself in sports also. In addition, the college offers a well-equipped gym on campus.

Renuka Dhara: Yearly Periodical

In order to encourage creative abilities among the students, the college magazine '**Renuka Dhara**' is published annually. It consists of a number of sections and each section has **one staff editor & one student editor**. Students are asked to contribute original authored poems, articles, stories, memoirs, experiences, and so on giving it a literary tinge. It also exhibits a panoramic summary of year-long activities in the form of pictography.

Educational Tours

For the overall development of the student's stream-wise educational tours are arranged from time to time. The purpose of the trip is usually observation, non-experimental research or to provide students with experiences outside their everyday activities, such as going & camping with teachers and their classmates.

Annual Prize Distribution

Various awards and prizes are given to the meritorious students in **academics** and to those who **excel in sports and co-curricular activities** on the Annual Prize Distribution Function as per college norms.

Career Guidance & Counseling Cell

Career guidance cell guides the students regarding different career prospects open to them. Clippings of advertisements for different posts/training programs from various newspapers are also displayed on the notice board for the benefit of students. Sometimes, resource persons are also invited.

Mentor Cell

The Students are encouraged to interact with their teachers regarding their problems which may be academic, non-academic or personal. Appropriate help and guidance are provided to cater the needs of students. It is also an essential and integral part of IQAC.

Graduate Add-On Program

Himachal Pradesh Kaushal Vikas Nigam (HPKVN) is implemented the Graduate Add-on Program in selected Colleges shared by Department of Higher Education. This training programme will train 2,000 students in selected sectors viz., BFSI, Electronics, IT-ITES, Beauty and Wellness, Apparel & Made Ups Sectors. Further, Indian Institute of Skill Development (IISD) has been selected to provide training in the aforesaid sectors in academic year 2022-23. The entire funding for the programme is being done by HPKVN with no cost to Directorate of Higher Education (DOHE).

TENTATIVE ACTIVITY CALENDAR FOR SESSION 2023-24

Principal's Address to the Students	15-07-2023 & 17-07-2023
Van Mahotsav Week	01-07-2023 to 07-07-2023
World Population Day	11 th July
World Youth Skills Day	15 th July
Kargil Vijay Diwas	26 th July 2023
NCC/NSS/ Rovers & Rangers Enrolment	First Week of August
International Youth Day	12 th August 2023
Independence Day Celebration	15 th August
PTA Meeting	27 th August 2023
CSCA Formation	Date to be notified by HPU
Teacher's Day Celebration	5 th September
Hindi Divas	14 th September
World Ozone Day	16 th September
NSS Day	24 th September
Annual Athletic Meet	Last Week of September
Gandhi Jayanti Celebration	2 nd October
Diwali Break	11-11-2023 to 15-11-2023
Rashtriya Ekta Diwas	31 October 2023
Rovers & Rangers Day	7 th November
National Legal Literacy Day	9 th November
National Education Day	11 th November
Constitution Day Campaign	26 th November
NCC Day	4 th Sunday November
World AIDS Day	1 st December
World Computer Literacy Day	2 nd December
Human Rights Day	10 th December 2023
College Educational Tour	Last Week of December
Winter Break	01-01-2024 to 04-02-2024
Mid Term Exam / House Exam	2 nd Week of February 2024
Annual Prize Distribution	1 st Week of March 2024
International Women's Day	8 th March 2024
Earth Day	22 nd April 2024
Final Examination	01-04-2024 to 23-05-2024
Summer Break	05-06-2024 to 29-06-2024

