



# Government College Bhoranj (Tarkwari)

(Institution of Excellence cum Utkrisht Mahavidyalaya)

Re-Accredited with Grade 'B' (CGPA - 2.37) by NAAC in 2nd Cycle



**PROSPECTUS 2024-25**  
Under Graduate and Self-Financing Programmes

# ADMISSION SCHEDULE FOR THE SESSION 2024-25

## For admission to BA, B.Sc., B.Com. 1st Year and BCA 1st Semester Classes

- |   |  |
|---|--|
| 1. Online Availability of Prospectus    | College website <a href="http://www.gcbhoranj.info">www.gcbhoranj.info</a> |
| 2. Submission of Online Admission Forms | June 03, 2024 to July 15, 2024 (34 Days)                                   |
| 3. Pre-admission Counseling of Students | June 03, 2024 to July 15, 2024 (34 Days)                                   |
| 4. Display of 1st Merit List            | July 16, 2024 (upto 1.00 pm)   |
| 5. Fee to be deposited                  | July 16, 2024 to July 19, 2024 (3 Days)                                    |
| 6. Display of 2nd Merit List            | July 20, 2024 (upto 11.00 am)  |
| 7. Fee to be deposited                  | July 20, 2024 upto to 5.00 pm (1 Day)                                      |
| 8. Orientation of 1st year students     | July 22, 2024 (1 Day)  |
| 9. Regular Teaching                     | July 23, 2024  |

## For admission to BA, B.Sc., B.Com 2nd year and 3rd year and BCA 3rd and 5th semester classes (roll on basis)

- |   |  |
|---|--|
| 1. Submission of Online Admission Forms | June 06, 2024 to July 15, 2024 (31 Days) |
| 2. Fee to be deposited                  | June 06, 2024 to July 19, 2024 (35 Days) |
| 3. Post Admission Counseling            | July 20, 2024, July 22, 2024 (2 Days)    |
| 4. Regular Teaching                     | July 23, 2024                            |

## For admission to PGDCA 1st Semester (Tentative Schedule)

- |   |                                   |
|---|-----------------------------------|
| 1. Submission of Online Admission Forms | August 1, 2024 to August 14, 2024 |
| 2. Display of Merit List                | August 16, 2024 (upto 11.00 am)   |
| 3. Fee to be deposited                  | August 16, 2024, August 17, 2024  |
| 4. Regular Teaching                     | 3rd Week of August                |

**Important note : The admission forms received after July 15, 2024 will be considered for merit only after the earlier received (June 03, 2024 to July 15, 2024) forms are exhausted.**

**Students are strictly require to deposit the college fee on prescribed date and time as mentioned above; failing which his/her admission shall stand cancelled automatically and subsequently there will be no claim for admission in any form whatsoever.**

For admission click on the link [https://www.gcbhoranj.info/Registration\\_steps.aspx](https://www.gcbhoranj.info/Registration_steps.aspx)

## VISION

Government College Bhoranj (Tarkwari) is an emerging rural institution with a vision of empowering rural youth to meet the educational, social and economic needs for a better life and to face the global challenges.

## MISSION

- ❖ To provide better higher education in rural area.
- ❖ To make every student employable by developing right skills.
- ❖ To develop positive attitude, leadership qualities and awareness among students.
- ❖ To make students capable of earning livelihood.
- ❖ To provide education to less privileged and deprived sections of the society.
- ❖ To inculcate moral value among the rural youth.
- ❖ To inculcate national spirit and respect for our culture among students and make them a good citizen.





## *Principal's Message*

### *Greetings from Govt. College Bhoranj (Tarkwari)*

Welcome to Government College Bhoranj (Tarkwari). This college was established in the year 2002 to open up the doors of higher education in the rural region of Bhoranj, Distt. Hamirpur (H.P). At present, the college is offering three year Degree Course (TDC) in the Arts, Commerce, Science & Computer science streams. In addition to this, the college is also offering BCA, PGDCA under HEIS. All courses are affiliated to Himachal Pradesh University, Shimla. PG courses i.e. M.A. in Hindi, English and Political Science are in pipeline and to be introduced in current academic session.

In the wake of the present competitive society, it is our duty to provide the students to have an even footing to compete with others in the national as well as International level.

Thus for the success of our mission, we will strictly follow the academic calendar enclosed with the prospectus for the different activities to be conducted in the college. It is mandatory for the students to maintain regular attendance during the academic year and they must ensure their presence in Mid-term examination and active participation in seminars, workshops, extension education programmes compulsorily. The participation in extra-curricular activities is also expected from the students. Moreover, I request the guardians and parents to fully co-operate with the teaching faculty as well as college authority for making the students career a bright and successful one.

I wish a warm welcome to the new students who have taken admission in this college with the hope that their upcoming years in this college will be fruitful.

In this year, the college got **NAAC accreditation (2<sup>nd</sup> cycle) with Grade-'B' (CGPA-2.37)** and thus embarked upon the endless journey of education and progress adding newer features within a short span of 22 years.

Over the years, our institution has taken big steps in its endeavor of educating especially the students with the rural background and today, we can justifiably proud of modesty claiming that we are on the right path and have not wavered or reared from in face of many unforeseen development.

We are also aware that we have to go a long way, irrespective of constraints of ways and means...

Dr. Vijay Thakur

Principal, Government College Bhoranj (Tarkwari)

## About the Institution

With the motto “Vidya Dadaati Vinayam” – knowledge gives politeness. Govt. College Bhoranj (Tarkwari) Distt. Hamirpur was established in the year 2002. Since its very inception, it has progressively emerged as one of the reputed institutions of the state. This college is situated on Tarkwari – Tauni Devi road at a distance of 4 km. from Tarkwari and 10 km. from Tauni-Devi on the bank of rivulet Kunah near village Kanjian a transit centre of trade in old days.



Spread over an area of about 20 acres, this college has a beautiful campus at the base of hills covered with lush green pine forest. The college has a building with majestic architectural design. It has a good infrastructure which includes spacious class rooms with sufficient furniture, well equipped science labs, facilities for indoor and outdoor games, computer labs with internet facility, well stocked library with reading room, fourteen newspapers journals & periodicals and a well furnished conference hall and virtual classroom with latest technology, canteen facility, parking facility for student and staff, staff quarters and own solar panel.

The college is affiliated to UGC under section 2f and 12(b) of UGC Act, 1956 and to Himachal Pradesh University, Shimla. This college has been awarded Grade-'B' with CGPA of 2.37 by the National Assessment and Accreditation Council (NAAC) of UGC in April, 2024. This college has been conferred with the status of "UTKRISHT MAHAVIDYALYA" in January, 2021 and Institution of Excellence in March, 2024 by Govt. of Himachal Pradesh. It offers undergraduate course in Humanities, Science (Medical & Non-Medical) and Commerce. In Humanities, eleven subjects are being taught in this college. To meet the growing demand of the computer professionals at all levels, a three year degree course of Bachelor of Computer Application (BCA), Post Graduate Diploma in Computer Application (PGDCA) under self financing scheme is running in the college. For effective and qualitative teaching, most of the departments are using latest teaching aids like Lectern, Smart Boards, LCD Multimedia Projector etc. The professionally competent faculty of different departments is fully geared to groom the students to enable them to face the challenges of the job market with skill and confidence.

During the session 2023-24, 474 students got enrollment in this college, with majority of female students. In the current session the number is likely to exceed in comparison to previous year strength. The college has one unit of National Service Scheme (NSS), one unit of Rovers & Rangers, a Red-Ribbon Club, Eco Club, Road Safety Club and various cultural & Subject societies to offer optimum opportunities to students to develop the spirit of social service, communal harmony, discipline, mutual co-operation, quality of leadership and sense of responsibility. Career guidance and placement cell helps the students in providing the information for selection of career and placement through various governments and private agencies. The college publishes its magazine “TAARIKA” annually which provides a forum for students with a flair for writing. It gives vent to their thoughts and perceptions. Women grievance redressal cell has been constituted in the college to redress the grievances of the female students and staff.

The faculty members are committed to quality teaching and all round development of students. This institution is thus, poised to become an excellent centre of education to the rural students with the patronage of the state government and the hard work of the faculty members and the students.



## Important Notes

### (Regarding Admission for the Session 2024-25)

1. The candidates seeking admission to any course has to apply on the prescribed form available **online on the college website : [www.gcbhoranj.info](http://www.gcbhoranj.info)**
2. Before filling the admission form you are advised to read the information provided in College Prospectus/Handbook of Information.
3. The candidates can approach the college guidance and counseling committee in case they find any difficulty in filling up of admission form during the college hours.
4. The complete online form should be submitted on or before the dates decided by the Institution/HP University Notifications.
5. After the approval of admission form by the Admission Committee of the college, the selected candidates will have to deposit the Fees and other dues online within the specified dates, failing which your admission for any Programme/Course will stand cancelled.
6. The admission will be purely provisional, and will be cancelled at any stage, if the information submitted online is found incorrect.
7. The provisional admission will be finalized after the verification of the original documents/testimonials.
8. The college will follow the orders/guidelines of higher authorities for the process of admission.
9. The regular classes of the admitted candidates will be started as per the directions of Higher Authorities.
10. List of forms to be downloaded and submitted as hard copy in office of college after admission :
  - i. Admission form (colored Passport size photograph to be pasted on the form)
  - ii. Library enrollment form
  - iii. Undertaking by the parents/guardian
  - iv. Parents Teachers Association (PTA) enrolment form (to be filled by the candidate)
  - v. Authorization Certificate (if required)
  - vi. Anti raging affidavit.

Principal

Govt. College - Bhoranj (Tarkwari)





**Dr. Vijay Thakur**  
**PRINCIPAL**  
M.Sc., M.Ed., Ph.D.

## FACULTY OF SCIENCE

### Department of Physics



**Mr. Mukesh Kumar**  
Associate Professor  
M.Sc., M.Phil.



**Mr. Ravi Dutt**  
Assistant Professor  
M.Sc., M.Phil.



**Dr. Naresh Kumar**  
Assistant Professor  
M.Sc., M.Phil., Ph.D., B.Ed.

### Department of Chemistry



**Dr. Mohinder Kumar**  
Associate Professor  
M.Sc., M.Phil., Ph.D.,  
B.Ed., NET-CSIR-JRF, SLET



**Ms. Pooja Kumari**  
Assistant Professor  
M.Sc., B.Ed., NET, SET

### Department of Computer Science



**Mr. Abhinav Sharma**  
Assistant Professor  
B.Tech. (IT), M.Tech. (CS)

### Department of Zoology



**Mr. Kuljeet Singh**

Associate Professor  
M.Sc., M.Phil., GATE, SET



**Ms. Pooja**

Assistant Professor  
M.Sc., M.Phil., SET, B.Ed.

### Department of Mathematics



**Dr. Kultaran Kumari**

Assistant Professor  
M.Sc., M.Phil., Ph.D.,  
SET, B.Ed., TET

### Department of Botany



**Mr. Prince Thakur**

Assistant Professor  
M.Sc., M.Phil., NET, GATE



**Dr. V.C. Chandel**

Assistant Professor  
M.Sc., M.Phil., Ph.D.

## FACULTY OF HUMANITIES & SOCIAL SCIENCES

### Department of Sanskrit



**Dr. Asha Devi**

Assistant Professor  
M.A., M.Phil., Ph.D., B.Ed.

### Department of English



**Mr. Nishant**

Assistant Professor  
M.A., M.Phil.

### Department of Hindi



**Mr. Vinay Kumar**

Assistant Professor  
M.A., B.Ed., NET (JRF), SET

### Department of Geography



**Dr. Sandeep Kumar**

Assistant Professor  
M.A., M.Phil., Ph.D., NET(JRF),  
SET, B.Ed.

### Department of History



**Mr. Tilak Raj**

Assistant Professor  
M.A., B.Ed., SET

### Department of Pol. Science



**Ms. Sunita Kumari**

Assistant Professor  
M.A., M.Phil., NET



### Department of Sociology



**Mr. Bhupender Kumar**  
Assistant Professor  
M.A., M.Phil., NET(JRF), SET

### Department of Physical Edn.



**Dr. Virender Kumar**  
Assistant Professor  
M.A., M.Phil., Ph.D.,  
NET, SET

### Department of Public Ad.



**Mr. Ashish Negi**  
Assistant Professor  
M.A., M.Phil., SET

### Department of Economics



**Mr. Gulshan Kumar**  
Assistant Professor  
M.A., NET

### Department of Music (Instrumental)



**Ms. Shilpa Kumari**  
Assistant Professor  
M.A., M.Phil., NET

## FACULTY OF COMMERCE

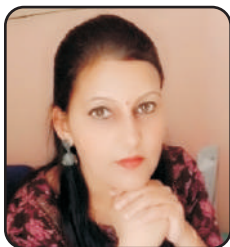


**Mr. Pawan Kumar**  
Assistant Professor  
M.Com., M.Phil., M.B.E., NET, SLET



**Dr. Nikhil Kumar**  
Assistant Professor  
M.Com., Ph.D., NET (JRF)

## FACULTY OF BCA/PGDCA



**Ms. Annu Parmar**  
Assistant Professor  
M.C.A., NET, SET



**Mr. Vijay Kamal**  
Assistant Professor  
M.Sc.(Maths), SET



**Ms. Sheekha Thakur**  
Assistant Professor  
M.C.A.



**Mr. Ashish Sharma**  
Assistant Professor  
M.C.A.



## NONTEACHING STAFF

### Library Staff

Sr.No.	Name	Designation	Qualification
1.	Mr. Kuldeep Kumar	Assistant Librarian	M.Lib.Sc., M.A., PGDLAN
2.	Mr. Brijesh Pal Sharma	Assistant Librarian	M.Com., Dip. in Lib. Science
3.	Mr. Kulbir Kumar	Assistant Librarian	+2, Dip. in Lib. Science
4.	Ms. Sudha Kumari	Assistant Librarian	Matric, Dip. in Lib. Science

### Ministerial Staff

1.	Ms. Suman Lata	Superintendent Grade-I
2.	Mr. Praveen Kumar	Superintendent Grade-II
3.	Ms. Tripta Devi	Junior Assistant

### Laboratory Staff

1.	Mr. Baldev Singh	Senior Lecturer Assistant
2.	Mr. Tilak Raj	Senior Lecturer Assistant
3.	Mr. Sunil Kumar Sharma	Laboratory Assistant
4.	Ms. Sheela Devi	Laboratory Assistant
5.	Vacant (3 Posts)	Junior Lecturer Assistant

### Class IV Staff

1.	Ms. Sudesh Kumari	Peon	4.	Mr. Sanjeev Sharma	Multi Task Worker
2.	Ms. Veena Kumari	Peon	5.	Ms. Kanta Devi	Sweeper (Part Time)
3.	Ms. Rita Devi	Peon	6.	Vacant	Peon



## Admission Committees (Admission Time: 10:00 a.m. to 3:00 p.m.)

### B.Sc (Chemistry, Botany and Zoology)

1.	Mr. Prince Thakur	Convener	<b>Department of Bio-Sciences</b>
2.	Ms. Pooja Kumari (Chemistry)	Member	
3.	Ms. Pooja (Zoology)	Member	

### B.Sc (Physics, Maths and Computer Science)

1.	Dr. Naresh Kumar	Convener	<b>Department of Physics</b>
2.	Dr. Vivek Chand	Member	
3.	Mr. Abhinav Sharma	Member	
4.	Dr. Kultaran Kumari	Member	

### B.A (Pol.Sci., Phy.Edu., SKT., Geo., Eco., His., Hindi., Eng., Pub. Adm., and Music)

1.	Dr. Asha Devi	Convener	<b>Staff Room</b>
2.	Dr. Virender Kumar	Member	
3.	Ms. Sunita Kumari	Member	
4.	Dr. Sandeep Kumar	Member	
5.	Mr. Vinay Kumar	Member	
6.	Mr. Bhupender	Member	
7.	Mr. Tilak Raj	Member	
8.	Ms. Shilpa Kumar	Member	

### B.Com

1.	Mr. Pawan Kumar	Convener	<b>Department. of Commerce</b>
2.	Dr. Nikhil Kumar	Member	
3.	Mr. Nishant	Member	

### BCA/PGDCA

1.	Dr. Mohinder Kumar	Convener	<b>Computer Centre Lab</b>
2.	Dr. V.C. Chandel	Member	
3.	Mr. Abhinav Sharma	Member	

### Final Admission Committee

1.	Mr. Kuljeet Singh	Member	<b>COE Office</b>
2.	Mr. Mukesh Kumar	Member	
3.	Mr. Ravi Dutt	Member	

\*Roll on admission to 2nd & 3rd Year shall be done by the concerned subject teacher & Final Committee.



# Admission Procedure and Criteria

(B.A./B.Sc./B.Com. 1<sup>st</sup> year)

## Guidelines and General Instructions:

1. The candidates seeking admission to the above classes should apply online. The form, complete in all respects, is to be filled in by the candidate and copies of the documents uploaded along with must be submitted through the college website **www.gcnhoranj.info**
2. A student applying for admission in B.A. I year is advised to give two subjects courses of his/her choice, choosing at least one course from each group (page 11 ). But the allotment of courses (DSC-1 & DSC-2) to the student will be purely on merit basis.
3. Subject wise merit list will be displayed on the college website and the college notice board on the scheduled dates.
4. The admission forms of the candidates appearing in the merit list will be scrutinized online by the concerned Admission Committee.
5. The admission form recommended by the Admission Committee and approved by the Principal entitles a student to deposit the prescribed fee within the stipulated period.
6. A candidate who fails to deposit the fee dues by the prescribed date and time shall forfeit her right to admission and the seat shall be offered to the next student in the merit list for which the notices will be displayed on the official website, accordingly. In no case shall the third merit list be issued.
7. In case of tie in selection, the candidate older in age shall be given weightage.
8. Roster for reservation of seats in various categories shall be as per rules of H.P. University, Shimla.
9. Incomplete admission forms and those without copies of uploaded documents will not be entertained.
10. No admission, whatsoever, shall be made after the due date
11. All admissions will be as per admission schedule notified by H.P. University from time to time.

## Documents and Certificates Required to be Uploaded while Applying for Admission

1. Passport size photograph.
2. Copy of **Matriculation** certificate.
3. Copy of **10+2** certificate.
4. Copy of **original Character certificate** from the Head of the Institution last attended or character certificate issued by a Gazetted Officer in case of a private candidate. The character certificate should not be older than 6 months on the day of admission.
5. Copy of certificate issued by competent authority for availing benefit of **reservation** in the category concerned.
6. Copy of **Bonafide Himachali Certificate** for the exemption of Tuition Fee (in case of girls only).
7. A documentary evidence declaration as the proof of activities for the **period of gap** in the academic career.
8. An **equivalence eligibility certificate** from HP Board/ University for the candidates who have passed +2 from a Board other than HP Board of School Education/ I.C.S.E./C.B.S.E.
9. Copy of **original migration certificate** for the candidates who have passed from Board/University other than the H.P.Board of School Education/H.P. University.
10. Copy of **Aadhar** card.
11. Number of seats in under graduate programmes (B.A./B.Sc./B.Com.) are limited i.e 80 seats in each discipline that is being offered by this college. One seat each reserve for over and above the allotted seats for single girl child in each course.

**Note: Admission without any of the above-mentioned documents shall be purely provisional and at the candidate's own risk. The candidate must produce all his/her original certificates for verification when demanded by the Admission Committee/college office on the dates displayed on the notice board and the college website.**

## Eligibility for Admission

- i. **B.A. Pass Course:** The students who have passed +2 examinations or an examination equivalent thereto, accepted as equivalent thereto, by various bodies of H.P. University with 33% marks (including English). The students opting for Mathematics as one of the subjects of study must have 45% marks in

aggregate or 45% marks in Mathematics at +2 level. However, a student who has passed qualifying examination in Arts stream will be given preference in B.A. programme.

- ii. **B.Sc. Pass Course:** +2 examinations or an examination equivalent thereto, accepted as equivalent thereto, by various bodies of H.P. University with pass marks in five subjects (three Science subjects & one English) with 45% marks. The students seeking admission in B.Sc. I year (Non- Medical) have the option to choose either Chemistry or Computer Science as one of the Discipline Specific Courses for study.
- iii. **B.Com. Pass Course:** The minimum eligibility condition for a student to get admission in B.Com is 33% marks in +2 examinations. However, a student who has passed qualifying examination in Commerce stream will be given preference in the Commerce programme. The candidates opting for Commerce from other streams must have passed Mathematics /Economics as compulsory subjects at +2 level with a minimum of 45% marks.
- iv. All the admissions in BA/B.Sc./B.Com. programme will be made on the merit of +2 examination, taking into consideration the best five subjects including English as one of the subjects.
- v. **The students placed under compartment or failed in +2 examination are not eligible for admission in the college.**
- vi. Admission against quota meant for outstanding sportsperson and outstanding students in cultural activities shall be made only once in the beginning of the session. These students must also qualify the minimum eligibility conditions for admission in that course as provided under rules.
- vii. Only those students will be considered for Sports quota who have participated in the District /State /National Level Tournaments
- viii. Only those students who have secured 1st, 2nd or 3rd position in District /State /National Level in cultural events will be considered for the quota meant for outstanding students in cultural activities.
- ix. It will be mandatory for the students admitted against Sports and Cultural quotas to participate in sports /cultural events.
- x. **Original certificates will have to be produced when demanded by the college authority. The dates for the same will be displayed on the college website and notice board.**
- xi. The roster for reservation of seats for various categories shall be as per HP. University, Shimla.

## Upper Age Limit

- i. An applicant must not be more than 23 years of age (25 years in case of girl students) as on July 1, 2024. A relaxation of 3 years is applicable to candidates belonging to SC/ST category.
- ii. The Vice-Chancellor, H.P.U. may, in exceptional cases/circumstances, to be recorded in writing, give relaxation in age up to a maximum of 6 months to any candidate. All such cases of age relaxation of up to six months may be granted admission provisionally by the Principal and a consolidated list of all such cases will be sent for approval of the Vice-Chancellor by 31 October of every academic year.
- iii. Relaxation in upper age limit is also admissible to physically challenged candidates.

**Note: All admissions made by the college are provisional till regularized by H.P. University.**

## The CBCS System

This system is a transformation of earlier system which not only introduces innovations but also develops the learner-centric approach. This system allows flexibility in education system so that students depending upon their interests can choose inter-disciplinary, intra-disciplinary and skill based courses. This system not only offers opportunities and avenues to learn core subjects but also explore additional avenues of learning beyond the core subjects for holistic development of student.

The student in this system has considerable freedom in choosing courses and so making his/her own personalized programme/bouquet in cafeteria mode keeping in mind necessary requirements of a course. Except for the compulsory and core courses of the subject of his/her major, he/she is free to choose courses of his/her choice. The programme is considered completed when the student cumulates the requisite number of successful credits (passed).

## Programmes of Study

**(I) B.A. (Humanities) Combinations available in humanities are given on next page.**



- a. Language Group : English, Hindi, Sanskrit
- b. Social Science Group: Economics, Geography, Political Science, History, Sociology, Pub. Administration Mathematics, Phy. Education.
- c. Arts and Applied Social Science Group: Music (Instrumental)
- (II) B.Sc. (Science) Three Combination Available**
  - a. Physics, Chemistry, Mathematics.
  - b. Botany, Zoology, Chemistry.
  - c. Physics, Mathematics, Computer Science.
- (III) B.Com. (Commerce)**
  - a. Commerce.

## Choosing courses of study

- At the time of admission student will identify/select a discipline/programme of study of his/her choice out of the above mentioned disciplines/programmes of study. The main discipline/programme of study will be one in which he/she will concentrate and will study specified no. of courses according to type of degree allowed as per rules of HPU Shimla.
- Besides, the student will also select one/two assisting disciplines based on the subject / combination availability in college and in consultation with admission committee. The student will have to study these subjects as allied disciplines.

## Subject Combinations Available in Humanities

Group-I	Group-II
English	Hindi
Political Science	Sanskrit
Public Administration	History
Geography	Economics
Music	Sociology
Maths	Physical Education

## Reservation of Seats for Admission in Various Courses

The college 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:

Scheduled Caste (SC)	15%
Scheduled Tribe (ST)	7.5%
Sports (SP)	5%
Cultural Activities (CUL)	5%
Persons with Disability (PC)	5%
Economically Weaker Section (EWS)	10%

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 the territorial jurisdiction of Himachal Pradesh or bonafide resident of Himachal Pradesh. Seats under Sports and Cultural quotas will be allotted to those students who have participated in events recognised by H. P. U. Sports and Co-Curricular Council. The final decision to allot seats in these quotas will be with the respective committees constituted for the same. For reservation, the following roster will be followed:

## Roster (120 Point) to be Followed for Admission

The admission will be made purely on merit subject to the number of seats available and the reservation as per H.P. University rules/roster.

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	ST	33	SC	53	ST	73		93	ST	113	SC
14		34		54	EWS	74		94		114	
15		35		55		75	EWS	95	EWS	115	
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

**Note -1:** The candidates applying for sports and Cultural quotas should deposit the hard copy of the admission form along with documents on or before 13th July, 2024 in the concerned department.

**Note - 2 :** One seat in each department is reserved over and above the allotted seats for single girl child.



## ADMISSIONS AND COURSE GUIDELINES B.A./B.Sc./B.Com II & III YEAR

- Admission to the above classes is open on Roll-on basis. In Roll-on system, the students who have studied in I and II year in the previous session are allowed to take provisional admission in the next class i.e. in II and III year respectively, without waiting for the final result of the previous year.
- However, these students will have to fulfill all the formalities laid down by the college authorities like filling up of the online admission form and depositing the prescribed fee within the stipulated date and time. Admission schedule as notified by H.P University will be displayed on the notice board and official website of the college.
- DSC-1 and DSC-II subjects, once chosen/allotted in B.A. I and B.Sc. 1 year cannot be changed in II or III year of B.A/B.Sc.
- The students getting admission in II year will have to study two Skill Enhancement Courses (SEC 1 & SEC-2) in the DSC 1 or DSC 2 subjects/disciplines of their choice studied in first year, in addition to the courses DSC-1, DSC-2, Compulsory English/MIL in BA/B.Com and DSC-1, DSC-2, DSC-3 in B.Sc. SEC/AEEC in II and III years will be from DSC-1 or DSC-2 subject allotted in first year.
- The students seeking admission in BA/B.Com III year will study the Discipline Specific Elective (DSE-1, DSE-2) courses in the subjects/disciplines studied earlier. SEC-3 and SEC-4 in the subject of their first choice studied and two courses of Generic Elective (GE-1 & GE-2) in an unrelated subject/discipline
- The students in B. Sc III year will have to study the DSE-1, DSE-2, DSE-3 courses in the subjects/disciplines selected earlier and SEC-3 SEC-4 in the subject of their first choice studied.
- Generic subjects in B.A III year will be any subject other than the DSC-1 and DSC-2 (Generic subjects will be allotted by the college).

### Note:

- The students of B.A / B.Sc. /B.Com. II must choose the SEC course from one of the DSC-1 and DSC-2 courses opted by them in the First year
- A candidate who fails to fill the online admission form and deposit the prescribed fee within stipulated period in Roll-on System will not be allowed to attend the classes and appear in annual examinations.
- All the candidates are directed to strictly adhere to the timeline prescribed by the H. P. University.

## SCHEME OF COURSES

### B.A. PROGRAMME

TABLE-1

Year	Discipline Specific Course (DSC)-8	Core Courses Compulsory Courses (Compulsory for all)	Ability Enhancement Compulsory Course (AECC)-2 (Compulsory for all)	Skill Enhancement Course (SEC)-4	Discipline Specific Elective (DSE)-4	Generic Elective(GE)-2 Courses
First Year	DSC-1A=6 Credit DSC-1B=6 Credit DSC-2A=6 Credit DSC-2B=6 Credit  =24 Credit	Eng.-1 = 6 Credit  Hindi/Skt./MIL-1 = 6 Credit (One out of Three)  =12 Credit	Environment Science=4 Credit  Hindi/ Eng./Skt.= 4 Credit  =8 Credit	NIL	NIL	Nil     Total Credit=44
Second Year	DSC-1C=6 Credit DSC-1D=6 Credit DSC-2C=6 Credit DSC-2D=6 Credit  =24 Credit	Eng.-2 = 6 Credit  Hindi/Skt./MIL-2 = 6 Credit (One out of Three)  =12 Credit	Eng. 2 = 6 Credit Hindi/ Skt. 2= 6 Credit  =12 Credit	SEC-1=4Credit SEC-2=4Credit  =8 Credit	NIL	Total Credit=44
Third Year	NIL	NIL	NIL	SEC-3=4Credit SEC-4=4Credit  =8 Credit	DSE-1A=6 Credit DSE-1B=6 Credit DSE-2A=6 Credit DSE-2B=6 Credit =24 Credit	GE 1= 6 Credit GE 2= 6 Credit  =12 Credit  Total Credit=44

Total Credits in B.A. Three Year Degree Course 44x3=132

**SCHEME OF COURSES****B.Sc. MEDICAL/ NON-MEDICAL PROGRAMME****B.S.c. MEDICAL(Life Sciences): Chemistry, Zoology and Botany****B.S.c. NON-MEDICAL (Physical Sciences): Mathematics, Physics and Chemistry/ Computer Application****Table-2**

Year	Discipline Specific Course (DSC)-12	Ability Enhancement Compulsory Course (AECC)-2	Skill Enhancement Course (SEC)-4	Discipline Specific Elective (DSE)-6	Total Credits
I	DSC-1A=6 Credit DSC-1B=6 Credit DSC-2A=6 Credit DSC-2B=6 Credit DSC-3A=6 Credit DSC-3B=6 Credit =36 Credit	Environment Science = 4 CreditHindi/Eng./ Skt. = 4 Credit (One out of Three) =8 Credit	NIL  NIL	NIL  NIL	=44Credits
II	DSC-1C=6 Credit DSC-1D=6 Credit DSC-2C=6 Credit DSC-2D=6 Credit DSC-3C=6 Credit DSC-3D=6 Credit =36 Credit	NIL	SEC-1=4Credit SEC-2=4Credit  =8 Credit	NIL	=44 Credits
III	NIL	NIL	SEC-3=4Credit SEC-4=4Credit  =8 Credit	DSE-1A=6 Credit DSE-1B=6 Credit DSE-2A=6 Credit DSE-2B=6 Credit DSE-3A=6 Credit DSE-3B=6 Credit =36 Credit	= 44 Credits

**Total Credits in B.Sc. three Year Degree Course****44\*3 = 132****SCHEME OF COURSES****B.COM. PROGRAMME****Table-3**

Basic Structure: Distribution of Courses			
1.	Ability –Enhancement Compulsory Course (AECC)	2 Papers of 4 Credits each (Total Credit Hrs. 4*2)	8
2.	Skill- Enhancement Course (SEC)	4 Papers of 4 Credits each (Total Credit Hrs. 4*4)	16
3.	Core Course	12 Papers of 6 Credits each (Total Credit Hrs. 12*6) (5 Lectures and 1 Tutorial)	72
4.	Discipline Specific Elective (DSE)	4 Papers of 6 Credits each (Total Credit Hrs. 3*6) (5 Lectures and 1 Tutorial)	24
5.	Generic Elective (GE)	2 Papers of 6 Credits each (Total Credit Hrs. 3*6) (5 Lectures and 1 Tutorial)	12
	Total Credit Hours		132

## Guidelines and Conditions for Obtaining Degree

- A candidate has to earn 132 credits for pass course degree in B.A./B.Sc./B.Com. programme.
- An undergraduate degree in Humanities/Social Sciences/Commerce disciplines may be awarded if a student completes 4 Core papers each in two disciplines of choice, 2 Core papers each in English and MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC) and 2 papers each from a list of Discipline Specific Elective based on 2 disciplines of choice selected above, respectively and 2 papers from the list of Generic Elective papers (See Table 1).
- An undergraduate degree in Science discipline may be awarded if a student completes 4 (DSC) Core papers each in three disciplines of choice, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC) and 2 Discipline Specific Elective (DSE) courses each in three discipline of choice (See Table 2).
- Every student shall be required to undergo a regular course of study i.e., attendance in lectures, tutorials, seminars, practical etc., in order to be eligible to appear for University examination. A candidate should attain 75% attendance in each of the concerned courses in Theory and Practical, separately.
- Internal Assessment/Continuous Comprehensive Assessment (CCA) and Annual Examination will be as per HPU guidelines.
- In Annual System the minimum qualifying marks is 40% in aggregate. However, to score 35% marks in each CCA and Final Examination (separately) will be compulsory. For practicals, 40% passing marks will be mandatory.
- A candidate failing either in one or two subjects/papers in annual examination will be placed under compartment in those subjects/papers. Such students will have only two chances, one at supplementary stage and another at the annual stage, to clear the compartment.
- A candidate failing in three or more subjects/papers will be treated as FAIL, in that year and will have to repeat the entire year.
- The results will be declared as per grading system and the students will have to complete the degree within 5 years.

**Note:** The above guidelines/conditions may vary as per the latest notification by the H.P. University.

## Evaluation System

As per H.P. University guidelines, the marks scheme for all undergraduate courses in annual system for B.A./B.Com programme will be in the ratio of 70:30 i.e., 70 marks for theory (annual examination) and 30 marks for Continuous Comprehensive Assessment (CCA)/Internal Assessment (IA). For all the courses of B.Sc. programme, the ratio will be 50:20:30 i.e., 50 marks for theory (annual examination), 20 marks for practical (annual examination) and 30 marks for CCA/IA respectively.

The 30% marks of CCA will be determined by the concerned teacher on the basis of the following components:

1. Mid-Term Test-10 marks
2. Class Test-5 marks
3. Assignments/Seminars 10 marks
4. Class Room Attendance-5 marks

**Class room attendance will be defined 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

**Note:** Class tests will be conducted by the teacher on the completion of 40% of the syllabi and Mid-Term Test on the completion of 75% of the syllabi.



## MID-TERM TESTS

- One Mid-Term Test of 10 marks in each course will be conducted in the academic year.
- It is mandatory for every student to appear in the Mid-Term Test and the marks obtained shall contribute to the total CCA of 30%.
- As per University guidelines, the students who do not get 35% marks in CCA and fail to have minimum 75% class room attendance will not be allowed to appear in annual examination.

## ACCUMULATION OF CREDITS (NEW PATTERN)

At the end of the programme, if student successfully accumulates 132 credits he/she will be awarded UG degree as per the rule laid down by HP University Shimla.

## GRADING SYSTEM

HP University follows 10 points grading system. The candidate after successful completion of specified programme of study is awarded grades/grade points based on his/her performance as follow.

### CGPA Letter Grade Explanation of letter grade

9.51 & above	S+	Super
9.01 to 9.50	S	
8.51 to 9.00	O++	Outstanding
8.01 to 8.50	O+	
7.51 to 8.00	O	
7.01 to 7.50	A++	Excellent
6.51 to 7.00	A+	
6.01 to 6.50	A	
5.51 to 6.00	B+	Good
5.01 to 5.50	B	
4.51 to 5.00	C	Average
4.50 & below	F	Fail
No grade	I	Incomplete
No grade	P	Audit Pass
No grade	X	Audit Fail

## Grievances and Redressal Mechanism

The students will have the right to make an appeal against any component of evaluation. Such appeal has to be made to the Principal of the College on a prescribed form and should clearly state in writing the reason(s) for the complaint/appeal. The appeal will be placed before the Grievance Redressal Committee (GRC), Chaired by the College Principal, comprising:

1. For cases pertaining to the Discipline specific courses (core or elective courses): the Head of the Department, Course Teacher, and a senior Teacher of the Department.
2. For cases pertaining to the Electives of the Discipline specific courses: the Head of the Department (of the Major), Course Teacher, and a senior Teacher of the Department of the Elective Discipline Specific Subject.

The Committee will consider the case and may give a personal hearing to the appellant before deciding the case. The decision of the Committee will be final.

## FEES AND DUES

The Fee structure is in accordance with the rules & guidelines of HPU & HP Govt.

## Details of Fees/Funds

University Funds	Annual Charges	Practical Funds	Per Month
Uni. Development Fund	Rs. 250/- (500 for Non-Subsidized Seats)	Computer Science	Rs. 20/-
Uni. Registration Fee	Rs. 220/-	Physics	Rs. 20/-
Continuation Fee	Rs. 10/-	Chemistry	Rs. 20/-
Duplicate Registration Card	Rs. 800/-	Zoology	Rs. 20/-
Migration fee-Inter College	Rs. 300/-	Botany	Rs. 20/-
Admission Fee	Rs. 25/-	Music	Rs. 15/-
Readmission fee (First Time)	Rs. 100/-	Physical Education	Rs. 15/-
Sports Fee	Rs. 15/-	Geography	Rs. 15/-
Holiday Home fee	Rs. 01/-	Computer Practicals (Comm. & Maths)	Rs. 15/-
HPU Youth Welfare Fund	Rs. 15/-		

College Funds per Annum	Annual Charges	Examination Fees	As per University
Building Fund	Rs. 120/-	Furniture repair fund	Rs. 10/-
Cultural activity	Rs. 20/-	Identity Card	Rs. 10/-
Mid-Term Test	Rs. 80/-	Duplicate Identity card	Rs. 20/-
Magazine fund	Rs. 50/-	NCC	Rs. 10/-
Student Aid fund	Rs. 02/-	Library Security (refundable)	Rs. 100/-
Book Replacement fund	Rs. 25/-	Computer & Internet facility Fund	Rs. 20/-
Medical fund	Rs. 06/-	Rovers and Rangers fund	Rs. 60/-
Sports fund	Rs. 240/-	College Campus Development fund	Rs. 10/-
Amalgamated fund	Rs. 300/-	PTA fund	Rs. 400/-



## DETAIL OF FEE FUND TO BE CHARGED FROM STUDENTS OF I, II AND III YEAR

	B.A./B.Sc./B.Com. 1 <sup>ST</sup> YEAR		B.A./B.Sc./B.Com. 2 <sup>ND</sup> YEAR		B.A./B.Sc./B.Com. FINAL YEAR	
Govt.Charges : Admission	25.00		25.00		25.00	
<b>Total (A)</b>	<b>25.00</b>		<b>25.00</b>		<b>25.00</b>	
<b>Univesrity Fund.</b>						
Cont. fee	Nil		10.00		10.00	
Welfare fund	15.00		15.00		15.00	
Holiday Home Fund	1.00		1.00		1.00	
University Development Fund (Rs.100/- for IRDP/BPL students)	250.00					
University Sports Fee	15.00		15.00		15.00	
<b>Total (B)</b>	<b>IRDP/BPL 281.00</b>	<b>131.00</b>	<b>41.00</b>		<b>41.00</b>	
<b>College Annual charges:</b>						
Library Security (refundable)	100.00		-		-	
Mid Term Test	80.00		80.00		80.00	
Magazine Fund	50.00		50.00		50.00	
Identity Card	10.00		10.00		10.00	
Medical Fund	06.00		06.00		06.00	
NCC Fund	10.00		10.00		10.00	
Student Aid Fund	2.00		2.00		2.00	
Amalgamated@ 25/-p.m.	300.00		300.00		300.00	
Sports fund @ 20/-p.m	240.00		240.00		240.00	
Building fund @ 10/-p.m	120.00		120.00		120.00	
Furniture repair/replacement	10.00		10.00		10.00	
Campus dev/Beautification	10.00		10.00		10.00	
Book replacement Fund	25.00		25.00		25.00	
Rovers & Rangers @ 5/-p.m	60.00		60.00		60.00	
Cultural activities fund	20.00		20.00		20.00	
Computer & Internet facility fund	20.00		20.00		20.00	
PTA fund	400.00		400.00		400.00	
<b>Total (C)</b>	<b>IRDP/BPL 1,463.00</b>	<b>1,463.00</b>	<b>IRDP/BPL 1,363.00</b>	<b>1,363.00</b>	<b>IRDP/BPL 1,363.00</b>	<b>1,363.00</b>
<b>Grand Total (A+B+C)</b>	<b>1,769.00</b>	<b>1,619.00</b>	<b>1,429.00</b>	<b>1,429.00</b>	<b>1,429.00</b>	<b>1,429.00</b>

### Other Charges

- Tuition fee @ Rs. 50/- per month for each year from boys and non-Himachali girls. Exemption of tuition fee will be available to Himachali girls only, subject to production of Bonafide Himachali Certificate.
- Science-practical Fee @Rs. 20/- per month, per subject (Physics, Botany, Zoology, Chemistry, Computer Applications) for each year.
- Practical fee for other subjects (Commercial Art, Painting, Physical Education, Sculpture, Psychology, Music ,Geography& Commerce)- Practical fee @ Rs. 15/- per month, per subject for each Year.

**Note: The above fee and funds are subject to change as per H.P.U/H.P. Govt. instructions.**

### Absence and Other Fines(For all the classes)

- |      |  |      |
|------|--|------|
| i.   | Absence fine (Per Period)              | 1.00 |
| ii.  | Absence fine (Per Practical)           | 3.00 |
| iii. | Late return of library books (Per Day) | 1.00 |
| iv.  | Late payment of dues (Per Day)         | 1.00 |



v.	Re-admission fee (1 time) (On the recommendation of teachers only)	100.00
vi.	Re-admission fee (2 time)	200.00
vii.	Duplicate Identity Card	20.00
viii.	Absence from Mid Term Tests	10.00 per paper

### **Installments of the fee to be deposited :**

Students of B.A./B.Sc./B.Com. will have to deposit their college fee and dues in two installments. The amount to be paid in each installment is given below.

### **For B.A./B.Sc./B.Com. 1st year students**

**1st Installment:** To be paid at the time of Admission

<b>B.A. &amp; B.Com.</b>	<b>B.Sc. (NonMedical)</b>	<b>B.Sc. (Medical)</b>
Boys: Rs. 1569	Boys: Rs. 1809	Boys: Rs. 1929
Girls: Rs. 1269	Girls: Rs. 1509	Girls: Rs. 1629

### **For B.A. /B.Sc./B.Com. 2nd and 3rd year students**

**1st Installment:** To be paid at the time of Roll on Admission

<b>B.A. &amp; B.Com.</b>	<b>B.Sc. (NonMedical)</b>	<b>B.Sc. (Medical)</b>
Boys: Rs. 1229	Boys: Rs. 1469	Boys: Rs. 1589
Girls: Rs. 929	Girls: Rs. 1169	Girls: Rs. 1289

### **For B.A/B.Sc./B.Com. 1st, 2nd and 3rd year students**

**2nd Installment:** To be paid in the month of November/December

<b>B.A. &amp; B.Com.</b>	<b>B.Sc. (NonMedical)</b>	<b>B.Sc. (Medical)</b>
Boys: Rs. 800	Boys: Rs. 1040	Boys: Rs. 1160
Girls: Rs. 500	Girls: Rs. 740	Girls: Rs. 860

**The fees are subject to change as per instructions of HPU & HP Govt. whenever received**

### **Fines and Penalties**

1. In case a student does not deposit her dues on the dates notified, her name will be struck off from the College rolls at the end of the month.
2. The name of a student will also be struck off from the college rolls if she remains absent without sanctioned leave continuously for 10 days or more.
3. The student must be accompanied by her parent or guardian at the time of re-admission.
4. Once the name is struck off, the student must seek re-admission within seven days.
5. Every student will have to procure no-dues certificate from College/Library/Concerned Science Department/NSS/Sports/College Canteen/Fee Clerk etc. if she wants to leave the College.
6. The library security deposited at the time of first admission will lapse if a student does not apply for refund within one year of leaving the college.

## **BACHELOR OF COMPUTER APPLICATIONS (BCA)**

### **Why to Study Bachelor of Computer Applications?**

BCA is a popular course and considered as one of the standard choice for students who wish to be a part of computer applications graduate community. The course content is designed so as to include the basic architecture of computer and various specialized subjects like networking, database, etc. in order to introduce different horizons of computer application.

### **About Bachelor of Computer Applications**

BCA Course is a three year degree course which is split in six semesters in the CBCS system. The course is being run under self financing scheme and is duly approved by H.P. Govt., affiliated by H.P. University. After successful completion of this course, the student will get the degree of Bachelor of Computer Application from HP University. The total number of seats in BCA 1st Semester are 50 and 1 seat is reserved for single girl child over and above the allotted seats. The admission to the course is open under two categories:

<b>Category</b>	<b>Seats</b>
Subsidized	40
Non-Subsidized	10

**NOTE :** As per university rules, 75% seats will be filled out of the candidate who have passed their 10+2 examination from the schools in Himachal Pradesh irrespective of the Board. Remaining 25% seats will be filled on all India bases. Other reservation rules of H.P University shall be applicable.

### **ELIGIBILITY CONDITIONS**

Candidates who have passed 10+2 examination from H.P. Board /CBSE/ICSE or any other examination considered equivalent to 10+2, by the Himachal Pradesh University, Shimla-5, with 40% Marks (35% marks for SC/ST category), shall be eligible.

### **AGE LIMIT**

Maximum age limit for the admission in BCA Course is 21 years for general category, 24 years for SC/ST category and 23 years for girls candidate as on 1 July, 2024. The Vice-chancellor of HPU may permit the age relaxation upto maximum of 6 months.

### **MODE OF SELECTION**

The admission to BCA course will be made on the basis of merit of the qualifying examination.

**Note:** Admission to BCA Ist Year will be done as per the final decision of the Government of Himachal Pradesh.

## Scheme of Examination

The pass percentage in each subject will be 40%.

### (i) Theory Papers

For Regular students each paper will be of 100 marks (70 marks for theory exam and 30 marks for internal assessment) and duration of each paper will be 3 hours.)

### ii Practical Examination

Maximum Marks:50

Internal: 25

Duration:3 hours.

External: 25

### Project Work

In the 6th semester, the student has to develop one project, which will be evaluated by the external examiner from the panel submitted to the Chairman, Computer Science Department, Himachal Pradesh University and duly approved by the university authority/evaluation branch, Himachal Pradesh University, Shimla on the following basis:

- |    |                |                                       |
|----|----------------|---------------------------------------|
| 1. | Project Report | 10 Marks                              |
| 2. | Seminar        | 10 Marks (to be evaluated internally) |
| 3. | Viva-Voce      | 30 marks                              |

## FEE STRUCTURE

### Subsidized Seats

The candidates admitted against the subsidized seats shall be required to pay the fee in two installments. Rs. 7555 at the time of admission in 1st, 3rd and 5th semester as first installment and Rs. 6140 as second installment at the time of 2nd, 4th and 6th semester.

### Non Subsidized Seats

The candidates admitted against the Non-subsidized seats shall be required to pay the fee in two installments. Rs. 19805 at the time of admission in 1st, 3rd and 5th semester as first installment and Rs. 6140 as second installment at the time of 2nd, 4th and 6th semester.

### Refundable Security

All the BCA 1st year students will be required to deposit a refundable security of Rs. 1000/- at the time of admission in the college. The students can apply for refund of security within one year after the session is over. i.e. 30th April of next year.

**NOTE :** *Fee once deposited shall be refunded as per instructions of HPU/HP Govt.*

## DRESS CODE

### For Boys & Girls

Sky blue shirt (half sleeve/full sleeve), Black trouser, Black leather shoes, white socks, black tie, Navy blue blazer/Grey Pullover (Sweater) (during winter).

### For Girls (Optional)

Black Salwar, Sky Blue Kurta (with collars & 3 quarters sleeve), Black Dupatta. The way the student dress should befit and reflect the stature of the college. Student shall not be permitted to wear revealing clothes. Students are advised to adhere to Indian culture and ethos. Student not adhering to above rules will not be allowed to attend classes & will forfeit the attendance for the classes missed. For repeated violation, after 3 warnings student will be suspended from attending classes for 3 days and their parents will be informed.



## ADMISSION PROCESS

### BCA-1st Semester

Online application form duly filled in and accompanied by the following documents should be submitted in the college on or before the due date as notified in the advertisement.

1. One attested copy of the certificate of Matriculation as a proof of date of birth.
2. Copy of 10+2 certificate.
3. Copy of SC/ST certificate (SC/ST candidates only).
4. Valid character-cum-school leaving certificate (issued by the Principal of the institution last attended for regular students or by a Gazetted officer in case of private candidate) (In Original). The character certificate must have been issued within last 6 months on the day of submission of application.

5. Migration certificate in original from school board other than H.P. Board of School Education, Dharamshala should also be submitted. In case of Non-Subsidized Seats (NRIs/NRI sponsored candidates & foreign nationals), the following additional documents are also required:

A. Sponsorship documents in case of self-financing (NRIs/NRI sponsored) candidates.

B. Proof of the nationality in case of the foreign Nationals.

C. Certificate of sponsorship from a NRI in case of a sponsored candidate alongwith proof of NRI status of the sponsorer as required under para (b) above.

D. Proof of their status in case of self-financing NRIs. The following documents will be considered as proof for this purpose.

I. Copy of the Non-Resident Card/Employment Card issued by the employer.

II. Photocopy of the Immigration/employment visa entry on the passport alongwith details of the passport.

III. Certificate issued by the Indian Embassy/High Commission in the country where NRI is residing.

IV. Photocopy of the latest assessment order of the income tax authorities either in India or the country of employment filled in the status of Non-Resident Indian.



***BCA- IIIrd& Vth Semester admissions shall be done by Coordinator BCA.***

1. Absence fine (per period)	Rs. 2/- per subject. Name will be struck off after 6 days of continuous absence without prior permission; Readmission will be done after the payment of Rs. 100. There will be no readmission after name has been struck off for the third time.
2. Fine for absence from House Test (per paper)	Rs. 50/-
3. Late return of library books (per day)	Rs. 1/- per book
4. Breakage/Damage in the Computer Lab:	Minimum double the amount of actual cost of the computer, computer component(s) or the lab furniture will be charged. This fine has to be deposited immediately; otherwise the student will not be allowed to attend classes/practicals/exams and will be marked absent.
5. 'Not in Dress' Fine	Rs. 10/- per day (after warning on sudden inspection Rs. 20/ )

***Some Glimpses of NAAC PEER TEAM Visit***





## Course Outline For Bachelor of Computer Application

As per new course designed by the Board of studies (HPU) under CBCS System. All the theory courses are worth 4 credits and all practical courses are worth 3 credits.

### First Year (1st Semester)

Paper Code	Paper Title
BCA0101	Mathematics -I
BCA0102	Applied English
BCA0103	Computer Fundamentals
BCA0104	C Programming
BCA0105	Office Automation Tools
BCA0104(P)	C Programming LabI
BCA0105(P)	Office Automation Tools LabII

### First Year (2nd Semester)

Paper Code	Paper Title
BCA0201	Mathematics -II
BCA0202	Communicative English
BCA0203	Digital Electronics
BCA0204	Data Structures
BCA0205	Data Base Management System
BCA0204(P)	Data Structures Lab-III
BCA0205(P)	Data Base Management System Lab-IV

### Second Year (3rd Semester)

Paper Code	Paper Title
BCA0301	Mathematics -III
BCA0302	Business Practices and Management
BCA0303	Computer Organization
BCA0304	Object Oriented Programming with C++
BCA0305	Desktop Publishing and Designing
BCA0304(P)	Object Oriented Programming with C++ Lab-V
BCA0305(P)	Desktop Publishing and Designing Lab.-VI

### Second Year (4th Semester)

Paper Code	Paper Code
BCA0401	Personnel Management
BCA0402	Accounting
BCA0403	System Analysis and Design
BCA0404	Internet Technology and Web Page Design
BCA0405	Programming in Visual Basic
BGA0404(P)	Internet Technology and Web Page Design LabVII
BCA0405(P)	Programming in Visual Basics Lab.-VIII

### Third Year (5th Semester)

Paper Code	Paper Title
BCA0501	Operating Systems
BCA0502	E-commerce
BCA0503	Management Information System
BCA0504	ASP.net Technologies
BCA0505	Computer Oriented Statistical Methods
BCA0504(P)	ASP.net Technologies Lab-IX
BCA0505(P)	Computer Oriented Statistical Methods Lab-X

### Third Year (6th Semester)

Paper Code	Paper Title
BCA0601	Computer Networks
BCA0602	Numerical Methods
BCA0603	Multimedia Technology
BCA0604	Computer Graphics
BCA0605	Software Engineering
BCA0604(P)	Computer Graphics Lab-XI
BCA0606	Major Project

Detailed syllabus can be downloaded from HPU website: [http://hpuniv.nic.in/Syllabus\\_CBCS.htm](http://hpuniv.nic.in/Syllabus_CBCS.htm)



## Post Graduate Diploma in Computer Application (PGDCA)

### Course Profile

The duration of PGDCA course is one year, spread over two semester and examination will be held at the end of each semester. The total number of seats in PGDCA Course are 40 and 1 seat is reserved for single girl child over and above the allotted seats.. The distribution of seats is as under :

Category	Number of Seats in PGDCA
i) Subsidised Seats	35
ii) Non Subsidised Seats	05
Total (i+ii)	40

### Eligibility Conditions

A candidate who has passed Bachelor degree in any discipline with atleast 50% marks (45% marks in case of SC/ST candidates) from a university established by law in India.

### Age Limit

Candidate seeking admission in PGDCA programme shall not be more than 26 years for male candidate 28 years for female candidate and 29 years for SC/ST candidate as on 1st July, 2024.

**Note : The admission will be made purely on graduation marks basis. The students who want to take admission in PGDCA are directed to apply upto 14-08-2024 (Tentative).**

### FEE STRUCTURE

#### Subsidized Seats

The candidates admitted against the subsidized seats shall be required to pay the fee in two installments. Rs. 7115 at the time of admission in 1st semester as first installment and Rs. 7390 as second installment at the time of 2nd semester.

#### Non Subsidized Seats

The candidates admitted against the Non-subsidized seats shall be required to pay the fee in two installments. Rs. 13065 at the time of admission in 1st semester as first installment and Rs. 11440 as second installment at the time of 2nd semester.

#### Refundable Security

All the PGDCA students will be required to deposit a refundable security of Rs. 1100/- at the time of admission in the college. The students can apply for refund of security within one year after the session is over. i.e. 30th April of next year.

**NOTE : Fee once deposited shall be refunded as per instructions of HPU/HP Govt.**

### Admission Process

Online application form duly filled in and accompanied by the following documents should be submitted in the college on or before the due date as notified in the advertisement.

1. Attested copies of matric, +2, Three year degree course (TDC) I, II & III or its equivalent examination from recognized university and attested photocopies of supporting documents. If result of qualifying exam i.e. TDC III is not declared, submit the DMC at the time of counseling.
2. Attested copies of certificate for reserved category, if any.
3. Character Certificate from the institution last attended if the candidate has passed the qualifying exam from other than this institution.
4. Photocopy of Aadhar Card.
5. Anti Ragging Affidavit.

## Reservation of Seats

Admission to the course except for seats reserved for payment/non-subsidized seats shall be made as per the roster. The roster of admission showing reservations of various categories shall be followed as per rules of Himachal Pradesh University.

## SCHEME OF EXAMINATION FOR PDGCA

There will be semester system of examination. Each theory paper will be of three hours duration and of 100 marks out of which 75 marks are for written examination and 25 for internal assessment. Each practical exam will be of 100 marks out of which 50 marks for practical and 50 for internal assessment. In the second semester student has to prepare one project which will be evaluated on the following basis :

<i>Category</i>	<i>Marks</i>
<b>Project Report</b>	<b>50</b>
<b>Viva-voce</b>	<b>100</b>
<b>Seminar</b>	<b>50</b>
<b>Total</b>	<b>200</b>

## COURSE OUTLINE FOR PGDCA

(1st Semester)		(2nd Semester)	
Course Code	Paper Title	Course Code	Paper Title
DCS-101	Fundamentals of Programming using C	DCS-201	Data & File Structure
DCS-102	PC Software	DCS-202	System Analysis & Design
DCS-103	Operating System	DCS-203	Object Oriented Programming & C++
DCS-104	Computer Organization & Architecture	DCS-204	Database Management System
DCS-105	Practical-I (C-language)	DCS-205	Practical-III (DFS Using C++)
DCS-106	Practical-II (PC Software)	DCS-206	Practical-IV (DBMS)
		DCS-207	Project Work



## ADMINISTRATIVE COMMITTEES FOR 2024-25

### 1. College Advisory Committee

Prof. Kuljeet Singh	Advisor
Prof. Mukesh Kumar	Convener
Prof. Ravi Dutt	Co-convener
Dr. Mohinder Kumar	Member
Prof. Prince Thakur	Member
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Prof. Pooja (Zoology)	Member
Dr. Kultaran Kumari	Member
Dr. Virender Kumar	Member



### 2. HEIS Management Committee for Self Financing Courses

Dr. Vijay Kumar	Chairperson
Prof. Kuljeet Singh	Vice-chairperson
Dr. Mohinder Kumar	Coordinator
Prof. Mukesh Kumar	Member
Prof. Prince Thakur	Finance Advisor
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Mr. Milap Chand (PTA President)	Member



### 3. Internal Quality Assurance Cell (IQAC)

Dr. Vijay Thakur (Principal)	Chairperson
Prof. Kuljeet Singh	Advisor
Dr. Mohinder Kumar	Co-ordinator
Prof. Ravi Dutt	Member
Prof. Prince Thakur	Member
Prof. Pawan Kumar	Special Invitee
Dr. Naresh Kumar	Member
Dr. Asha Devi	Member
Dr. Sandeep Kumar	Member
Prof. Pooja (Zoology)	Member
Mr. Praveen Sharma (Office Supdt.)	Member
College PTA President	Member
Pradhan Gram Panchayat Kanjian & Sadhrian	Member
President OSA	Member





## 4. Chapter Wise AQAR/NAAC Re-accreditation Committee

1.	Chapter 1	Prof. Pooja Kumari (Chemistry) Prof. Abhinav Sharma
2.	Chapter 2	Prof. Pawan Kumar Dr. Sandeep Kumar Prof. Shilpa Kumari
3.	Chapter 3	Prof. Sunita Kumari Prof. Bhupender Kumar Prof. Vijay Kumar
4.	Chapter 4	Dr. Vivek Chand Prof. Tilak Raj Mr. Praveen Sharma (Office Supdt.)
5.	Chapter 5	Dr. Naresh Kumar Dr. Asha Devi
6.	Chapter 6	Prof. Ravi Dutt Prof. Nishant Prof. Gulshan Kumar
7.	Chapter 7	Prof. Prince Thakur Dr. Nikhil Kumar Dr. Kultaran Kumari

## 5. UGC Affairs & Research Promotion Committee

Prof. Kuljeet Singh	Advisor
Prof. Mukesh Kumar	Member
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Dr. Vivek Chand	Incharge
PTA President	Member
Mr. Bhagwan Dass (Retd. Prof.)	Member
CSCA Representative(s)	Member



## 6. Centralized College Purchase Committee

Prof. Kuljeet Singh	Advisor
Prof. Mukesh Kumar	Member
Prof. Ravi Dutt	Member
Dr. Mohinder Kumar	Member
Dr. Asha Devi	Incharge
Dr. Kultaran Kumari	Member
Ms. Suman Lata (Supdt. G-I)	Member
Mr. Praveen Sharma (Supdt. G-II)	Member
Mr. Kuldeep Kumar (Asstt. Librarian)	Member



## 7. RUSA Affairs committee (Execution of institutional development plan)

Prof. Prince Thakur	Coordinator
Dr. Sandeep Kumar	Member
Prof. Pooja Kumari (Chemistry)	Member
Prof. Tilak Raj	Member
Mr. Kuldeep Kumar (Asstt. Librarian)	Member

## 8. RUSA Academic cum Internal Assessment Monitoring committee

(RUSA grievance redressal cell and NEP Committee)

Dr. Vivek Chand	Coordinator (Academic)
Dr. Sandeep Kumar	Member
Prof. Pooja Kumari (Chemistry)	Member
Dr. Nikhil Kumar	Member
Prof. Gulshan Kumar	Member
Prof. Shilpa Kumari	Member
Prof. Vinay Kumar	Member

## 9. Proctorial committee cum Anti ragging committee

Prof. Kuljeet Singh	Coordinator 9418280351
Prof. Mukesh Kumar	Member 7018219175
Prof. Ravi Dutt	Member 9418000849
Dr. Mohinder Kumar	Member 7018917577
Prof. Prince Thakur	Member 9418024834
Prof. Pawan Kumar	Member 9418187302
Dr. Asha Devi	Member 9418636235
Prof. Sunita Kumari	Member 9418207764
Dr. Virender Kumar	Member 9418392644

## 10. Anti Ragging Squads

### 10a. Anti ragging squad-I New Block

Prof. Pawan Kumar	9418187302
Prof. Pooja (Zoology)	9459093977
Prof. Tilak Raj	8219678535
Prof. Sunita Kumari	9418207764
Prof. Gulshan Kumar	8219967524

## 10b. Anti ragging squad-II Old Block

Dr. Naresh Kumar	9857834505
Prof. Pooja Kumari (Chemistry)	8559082894
Prof. Bhupender Kumar	8219215032
Dr. Nikhil Kumar	8219835559
Prof. Shilpa Kumari	6239071524
Prof. Vinay Kumar	7876196399

## 10c. Anti ragging Squad -III

(Outside Campus, Ground, Front & Backside of Building)

Prof. Ravi Dutt	9418000849
Dr. Vivek Chand	9418298001
Prof. Nishant	9418276452
Dr. Sandeep Kumar	9459002202
Dr. Kultaran Kumari	8988111136
Mr. Avtar Singh (Security Guard)	9816021085

## 11. Scholarship Monitoring committee

Prof. Kuljeet Singh	Nodal officer
Prof. Pawan Kumar	Member
Prof. Bhupender Kumar	Member
Prof. Pooja Kumari (Chemistry)	Member
Prof. Gulshan Kumar	Member
Prof. Vinay Kumar	Member

## 12. Examination committee(External/Internal/End Term Exams)

Prof. Ravi Dutt	Controller of Examination
Prof. Pawan Kumar	Dy Controller
Dr. Naresh Kumar	Member
Prof. Bhupender Kumar	Member
Dr. Nikhil Kumar	Member
Dr. Sandeep Kumar	Member
Prof. Tilak Raj	Member
Prof. Gulshan Kumar	Member





### 13. Swachh Bharat Abhiyan Committee

Dr. Virender Kumar	Coordinator
Prof. Pooja Kumari	Member
Prof. Tilak Raj	Member
Prof. Bhupinder Kumar	Member

### 14. College Complaint and Redressal Committee

Dr. Vijay Thakur (Principal)	Chairperson
Prof. Kuljeet Singh	Advisor
Prof. Mukesh Kumar	Member
Prof. Prince Thakur	Member
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Prof. Pooja (Zoology)	Member
Prof. Tilak Raj	Member



### 15. Senior Tutors

Dr. Naresh Kumar	Science Faculty
Dr. Asha Devi	Arts Faculty
Prof. Pawan Kumar	Commerce Faculty

### 16. Attestation committee(Examination Forms/Bus Passes/others)

#### a. Faculty of Science

Prof. Ravi Dutt  
Prof. Pooja Kumari (Chemistry)  
Prof. Pooja (Zoology)

#### b. Faculty of Arts

Prof. Tilak Raj  
Dr. Virender Kumar  
Prof. Gulshan Kumar

#### c. Faculty of Commerce

Prof. Pawan Kumar  
Dr. Nikhil Kumar  
Prof. Shilpa Kumari



## 17. Prospectus cum I-card and Library Card Committee

Prof. Pawan Kumar	Convener
Dr. Naresh Kumar	Member
Dr. Asha Devi	Member
Prof. Nishant	Member
Prof. Abhinav Sharma	Member
Prof. Vinay Kumar	Member
Mr. Kuldeep Kumar (Asstt. Librarian)	Member
Mr. Brijesh Kumar (Asstt. Librarian)	Member

## 18. Time Table Committee

Dr. Mohinder Kumar	Advisor
Dr. Vivek Chand	Convener
Prof. Pooja Kumari (Chemistry)	Member
Dr. Sandeep Kumar	Member
Dr. Nikhil Kumar	Member
Prof. Shilpa Kumari	Member

## 19. Library Affairs Committee

Prof. Ravi Dutt	Convener
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Prof. Sunita Kumari	Member
Prof. Virender Kumar	Member
Prof. Pooja Kumari (Chemistry)	Member
Prof. Vinay Kumar	Member

## 20. College Magazine committee

Dr. Asha Devi	Convener
Dr. Sandeep Kumar	Member
Dr. Kultaran Kumari	Member
Prof. Sunita Kumar	Member
Prof. Nishant	Member
Dr. Nikhil Kumar	Member

## 21. Cultural Affairs Committee

Dr. Asha Devi	Convener
Dr. Kultaran Kumari	Member
Prof. Sunita Kumari	Member
Prof. Tilak Raj	Member
Prof. Pooja Kumari (Chemistry)	Member
Dr. Virender Kumar	Member
Prof. Shilpa Kumari	Member

## 22. Tent & Shamiana committee

Dr. Naresh Kumar	Convener
Dr. Vivek Chand	Member
Prof. Sunita Kumari	Member
Dr. Virender Kumar	Member
Prof. Vinay Kumar	Member

## 23. Refreshment/Hospitality Committee

Prof. Ravi Dutt	Convener
Prof. Pawan Kumar	Member
Dr. Naresh Kumar	Member
Prof. Pooja (Zoology)	Member
Dr. Kultaran Kumari	Member
Prof. Tilak Raj	Member

## 24. Electricity Repair/maintenance Committee

Dr. Naresh Kumar	Convener
Prof. Tilak Raj	Member
Prof. Bhupender Kumar	Member

## 25. Water Repair/maintenance Committee

Prof. Nishant	Convener
Dr. Nikhil Kumar	Member
Prof. Gulshan Kumar	Member

## 26. Educational tour committee

Dr. Vivek Chand	Convener
Dr. Kultaran Kumari	Member
Prof. Sunita Kumari	Member
Prof. Gulshan Kumar	Member
Prof. Shilpa Kumari	Member

## 27. Building Fund committee

Dr. Vijay Thakur (Principal)	Chairperson
Prof. Kuljeet Singh	Member secretary
Prof. Mukesh Kumar	Member
Dr. Mohinder Singh	Member
President CSCA	Member
Pradhan, Gram Panchayat Sadhrian	Member
President, PTA	Member
SDO, HPPWD Sub. Div. Bhoranj	Member
Donor	Member



## 28. Campus Maintenance And Beautification/Green Campus Initiative/AYUSH/Navgrah/Rashi Vatika committee

Dr. Vivek Chand	Convener
Dr. Sandeep Kumar	Member
Prof. Bhupender Kumar	Member
Prof. Sunita Kumari	Member
All BCA Faculty	Member
Mr. Brijesh Kumar (Asstt. Lib.)	Member
Mr. Baldev Raj (SLA)	Member
Mr. Sunil Dutt (LA)	Member
Mr. Avtar Singh (Security Guard)	Member
Mr. Sanjeev Kumar (Class-IV)	Member
Mr. Uddham Singh (Mali)	Member

## 29. Student Aid Fund & Book Bank committee

Prof. Pawan Kumar	Coordinator
Dr. Naresh Kumar	Member
Prof. Tilak Raj	Member
Prof. Shilpa Kumari	Member

## 30. Career Guidance & students Placement cell

Dr. Vivek Chand	Convener
Dr. Naresh Kumar	Member
Prof. Nishant	Member
Prof. Sunita Kumari	Member
Dr. Nikhil Kumar	Member
Mr. Tilak Raj (SLA)	Member
Mr. Sunil Dutt (LA)	Member

## 31. Photography Committee

Prof. Sunita Kumari	Convener
Prof. Bhupinder Kumar	Member
Dr. Virender Kumar	Member
Prof. Tilak Raj	Member
Prof. Vinay Kumar	Member

## 32. Campus Safety/Disaster Management Committee

Prof. Kuljeet Singh	Advisor
Dr. Sandeep Kumar	Convener
Prof. Pooja Kumari (Chemistry)	Member
Dr. Virender Kumar	Member
Prof. Gulshan Kumar	Member

### 33. College Canteen Committee

Prof Ravi Dutt	Convener
Dr. Asha Devi	Member
Dr. Naresh Kumar	Member
Dr. Vivek Chand	Member
Prof. Tilak Raj	Member
Ms. Suman Lata (Supdt. G-I)	Member

### 34. Press/Publicity Committee

Dr. Asha Devi	Convener
Prof Vinay Kumar	Member
Mr. Praveen Sharma (Supdt. G-II)	Member

### 35. Women's Grievances Redressal/Sexual Harassment Cell

Dr. Asha Devi	Advisor
Prof. Sunita Kumari	Convener
Prof. Pooja (Zoology)	Member
Dr. Kultaran Kumari	Member
Ms. Tripta Devi (Clerk)	Member
Smt. Dharmi Devi (Vice-president PTA)	Member
Student Final Year/CSCA (2 Girl Students)	Member
Ms. Sudesh Kumari (Class-IV)	Member

### 36. House Allotment Committee

Prof Kuljeet Singh	Convener
Prof. Prince Thakur	Member
Prof. Pawan Kumar	Member
Prof. Nishant	Member
Dr. Kultaran Kumari	Member
Ms. Suman Lata (Supdt. G-I)	Member
Mr. Praveen Sharma (Supdt. G-II)	Member

### 37. First Aid Committee

Prof Pooja Kumari (Chemistry)	Convener
Prof. Nikhil Kumar	Member
Prof. Bhupender Kumar	Member

### 38. College Website Management Committee

Prof. Abhinav Sharma	Convener
Prof. Bhupender Kumar	Member
Dr. Nikhil Kumar	Member
Dr. Kultaran Kumari	Member
Mr. Rajesh Kumar (BCA Clerk)	Member

### 39. Drinking-Water Zone and Washroom Cleanliness Committee

Prof. Nishant	Convener
Prof. Gulshan Kumar	Member
Prof. Shilpa Kumari	Member
Ms. Tripta Devi (Clerk)	Member
Ms. Kanta Devi (Sweeper)	Member

### 40. College CSCA Advisory Committee

Prof. Kuljeet Singh	Convener
Prof. Ravi Dutt	Member
Dr. Mohinder Kumar	Member
Prof. Prince Thakur	Member
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Prof. Pooja (Zoology)	Member
Dr. Kultaran Kumari	Member

### 41. Sports Advisory Committee

Prof. Prince Thakur	Convener
Dr. Vivek Chand	Member
Dr. Asha Devi	Member
Dr. Virender Kumar	Member
Prof. Sunita Kumari	Member
Prof. Tilak Raj	Member

### 42. Prize Purchase/Distribution Committee

Prof. Kuljeet Singh	Advisor
Prof. Ravi Dutt	Convener
Prof. Pawan Kumar	Member
Dr. Naresh Kumar	Member
Dr. Asha Devi	Member
Dr. Sandeep Kumar	Member
Prof. Virender Kumar	Member
Prof. Gulshan Kumar	Member

### 43. Student Exchange Program Monitoring Committee

Prof. Kuljeet Singh	Convener
Prof. Pawan Kumar	Member

### 44. GEM Purchase Committee

Prof. Prince Thakur	Convener
Prof. Pawan Kumar	Member
Prof. Pooja (Zoology)	Member
Prof. Abhinav Sharma	Member
Ms. Suman Lata (Supdt. G-I)	Member
Ms. Tripta Devi (Clerk)	Member



#### 45. Yoga/Meditation/Wellness Centre Committee

Prof. Prince Thakur	Convener
Prof. Sunita Kumari	Member
Prof. Bhupender Kumar	Member
Dr. Virender Kumar	Member

#### 46. Old Student Association Affairs Committee

Prof. Prince Thakur	Convener
Prof. Tilak Raj	Member
Prof. Vinay Kumar	Member
Mr. Kuldeep Kumar (Asstt. Librarian)	Member

#### 47. H.P. University Youth Festival Group-I

Prof. Ravi Dutt	Convener
Prof. Prince Thakur	Member
Prof. Nishant	Member
Dr. Asha Devi	Member
Prof. Tilak Raj	Member
Prof. Pooja Kumari (Chemistry)	Member
Prof. Shilpa Kumari	Member
Ms. Sheela Devi (LA)	Member
All BCA Faculty	Member

#### 48. H.P. University Youth Festival Group-II

Dr. Asha Devi	Convener
Prof. Sunita Kumari	Member
Prof. Pooja (Zoology)	Member
Dr. Sandeep Kumar	Member
Prof. Shilpa Kumari	Member
Ms. Sheela Devi (LA)	Member
All BCA Faculty	Member

#### 49. H.P. University Youth Festival Group-III

Dr. Asha Devi	Convener
Prof. Sunita Kumari	Member
Prof. Bhupender Kumar	Member
Dr. Nikhil Kumar	Member
Dr. Kultaran Kumari	Member
Ms. Sheela Devi (LA)	Member
All BCA Faculty	Member

#### 50. H.P. University Youth Festival Group-IV

Prof. Prince Thakur	Convener
Dr. Vivek Chand	Member
Prof. Sunita Kumari	Member
All BCA Faculty	Member

## 51. RTI Committee

Prof. Kuljeet Singh	Advisor
Dr. Mohinder Kumar	Member
Ms. Suman Lata (Supdt. G-I)	Member
Mr. Praveen Sharma (Supdt. G-II)	Member

## 52. National Service Scheme (NSS)

Prof. Prince Thakur	Programme Officer
Mr. Praveen Sharma (Supdt. G-II)	

## 53. Rover and Ranger Incharges

Prof. Sunita Kumari	Ranger's Leader
Prof. Bhupender Kumar	Rover's Leader

## 54. Red Ribbon Club

Prof. Pooja (Zoology)	Convener
Dr. Kultaran Kumari	Member
Dr. Nikhil Kumar	Member

## 55. Road safety Club

Dr. Sandeep Kumar	Convener
Prof. Bhupender Kumar	Member
Prof. Tilak Raj	Member
Prof. Gulshan Kumar	Member

## 56. Energy and Environment committee/Eco Club

Prof. Prince Thakur	Convener
Dr. Naresh Kumar	Member
Prof. Pooja (Zoology)	Member
Prof. Tilak Raj	Member

## 57. Block Level Public Library Bhoranj Committee

Prof. Kuljeet Singh	Advisor
Dr. Asha Devi	Convener
Ms. Suman Lata (Supdt. G-I)	Member
Mr. Kuldeep Kumar (Asstt. Librarian)	Member
Mr. Brijesh Kumar (Asstt. Librarian)	Member
Ms. Sudha Kumari (Asstt. Librarian)	Member
Mr. Kulveer Kumar (Asstt. Librarian)	Member

## 58. M.A. (English, Hindi & Pol. Science) Affiliation and Admission Committee

Dr. Mohinder Kumar	Convener
Dr. Asha Devi	Member
Prof. Sunita Kumari	Member
Prof. Nishant	Member
Prof. Vinay Kumar	Member

## 59. Bursar

Prof. Pawan Kumar

## 60. Co-ordinator Self Finance Courses/AISHE

Dr. Mohinder Kumar

## 61. Dean Student Welfare

Dr. Asha Devi

## 62. MI/Wellness Room Incharge

Prof. Pooja Kumari (Chemistry)

## 63. Sports Assignments

**Dr. Virender Kumar**

**Coordinator**

### Events

Athletics  
Athletics  
Weight Lifting  
Weight Lifting  
Badminton  
Badminton  
Basket Ball  
Basket Ball  
Volley Ball  
Volley Ball  
Kabaddi  
Kabaddi  
Table Tennis  
Table Tennis  
Boxing  
Boxing  
Cross -Country  
Cross -Country

### President

Prof. Pawan Kumar  
Prof. Pooja (Chemistry)  
Prof. Mukesh Kumar  
Prof. Pooja (Zoology)  
Prof. Gulshan Kumar  
Dr. Kultaran Kumari  
Dr. Vivek Chand  
BCA Faculty  
Dr. Naresh Kumar  
Prof. Sunita Kumari  
Prof. Ravi Dutt  
BCA Faculty  
Dr. Sandeep Kumar  
Dr. Asha Devi  
Prof. Tilak Raj  
Prof. Pooja (Chemistry)  
Prof. Bhupender Kumar  
Prof. Sunita Kumari

### Category

Men  
Women  
Men  
Women  
Men  
Women  
Men  
Women  
Men  
Women  
Men  
Women  
Men  
Women  
Men  
Women  
Men  
Women





## MORE ABOUT COLLEGE

### Library

There are about 7700 books in the college library. In addition to various reference books and general books, the library has a regular subscription of major dailies magazines and periodicals. All students can have access to these during the working hours on all working days. The following rules and regulations are to be observed in relation to library by the students.

1. Maintain silence in and around the library.
2. Always keep your identity card with you.
3. All the students on the roll of the college shall be eligible to become the member of the college library.
4. Every student is entitled to draw two books for reading at home for a period of thirty days from the college library.
5. Reference books will not be issued. These can only be consulted in Library.
6. In case a book is found mutilated, torn, defaced, or misplaced the actual cost of book plus 20% of the original cost will be charged from such defaulter students.
7. Students can get their library security refunded within one year after leaving the college, otherwise the security will stand forfeited.
8. Computer facility has been provided in library with internet.
9. Photostat and printing facility has also been made available in Library. The cost per page of Photostat is Rs. 1/- and printing is Rs. 5.

### Tutorial

Students will be divided into different tutorial groups for the purpose of academic excellence and greater interactions between the teachers and taught. The teacher in charge of each group will provide assistance regarding academics and other activity periodically

### National Service Scheme (NSS)

To inculcate the quality of leadership, social service, discipline and patriotism among the youth, the college is running NSS. Presently the college has one NSS unit with 100 students. The students who attend 240 hours of social service and one 07 days special camp are given a special benefit of 2% marks at the time of admission to the H.P. University P.G. Courses.

### Rovers & Rangers (R&R)

The college has two units Rovers and Rangers which is an international association of volunteers. The college has two wings. There are 20 seats in each wing. The students who obtain a NIPUN certificate are eligible for 2% marks weightage while seeking employment in Railways and other Govt. institutions.

### Parent-Teachers Association (PTA)

This association has been working actively since the year 2003. PTA contributes towards the improvement of the college infrastructure and provides assistance as per requirements of the college.

### Internal Quality Assurance Cell (IQAC)

IQAC has been established in this college. The IQAC functions as a link between student's and administration for the quality improvement of infrastructure and academic environment in college. IQAC keeps a steady vigil over the curriculum, attendance in classes and achievements by students as well as teachers. IQAC has helped in this college to develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance. IQAC has helped to promote measures for institutional functioning towards quality enhancement through internationalization of quality culture and institutionalization of best practices. Presently Dr. Mohinder Kumar is heading this cell.

### Career-Guidance Cell/Campus Placement Cell

To cope with the requirements of the today's world a Career Guidance Cell is being constituted in the College. It is formed to help the students in providing the information for the selection of the career and job placement through various Govt. and private agencies and to arrange the lecture of the experts and concerned officials for selection of better & suitable career.

## Red Ribbon Club

The Red Ribbon Club of this college came into being in 2009. Any number of college students can get registered as Volunteers of this club which exclusively aims at launching an exhaustive campaign against AIDS. Club is not only educating and sensitizing college youth but also taking a lead in reaching out to the general public as well as the people unaware about AIDS.

## Eco Club

The Eco Club of college is playing an important role in environment protection and construction in college campus. Plantation activities are done by ECO Club in the Campus. The club also organizes seminars, Lecturer and other activities related to environment protection. In the coming Session Eco Club aims to increase the involvement of students in environment protection activities.

## Road Safety Club (RSC)

Road Safety Club in our college has been established for involving the student community in road safety activities. RSC is a community group committed to reducing road deaths and serious injuries locally. Its vital important for student to have awareness and understanding and respect all the road safety rules.

## College Students Central Association (CSCA)

This Association is elected according to the rules and regulations of H.P.University. Besides maintaining discipline in the college, CSCA plays an important role in involving students in various co-curricular activities like seminars and functions at intra and inter college level.

## Scholarship/Financial Assistance

A scholarship is an award of financial aid for a student to further their education. Scholarships are awarded based upon various criteria, which usually reflect the values and purpose of the donor or founder of the award.

The college has provision for the following scholarships:

### Scholarship Schemes

#### (i) Central Sponsored Schemes :

- (a) Post Matric Scholarship Scheme for SC Students
- (b) Post Matric Scholarship Scheme for ST Students
- (c) Post Matric Scholarship Scheme for OBC Students
- (d) Dr. Ambedkar Post Matric Scholarship of Economically Backward Classes.
- (e) Central Sector Sponsored Scheme (For Meritorious Students)

#### (ii) State Sponsored Schemes :

- (a) Kalpna Chawla Chhatravriti Yojna
- (b) IRDP Scholarship Scheme
- (c) Indira Gandhi Utkrist Chattervriti Yojna for Post Plus Two Students

#### (iii) College Sponsored Schemes :

- (a) Student Aid Fund

**The eligible students should submit the scholarship forms by on or before the date notified by central or state government for college. The forms will be filled online. For more details students are advised to meet convener of Scholarship committee well in time after regular classes have been started.**

## Prizes/Awards

Prizes are given to the students achieving distinction in Mid Term Examinations, University Exams, Excellence in Sports, NSS, Rovers and Rangers, Red Ribbon Club and other co-curricular activities organized from time to time in the college, University and inter-university level. These prizes are awarded in the Annual Prize Distribution Function of the College organized in the month of March every year.

## OUR HEALTHY PRACTICES

## Feedback and Suggestions

Two suggestion Boxes has been installed in the college Campus to invite the comments, general

advice, suggestion or information from the students about how good or useful the institutional working is and what measure can be adopted to make its functioning more meaningful, purposeful and result oriented.

### **CSCA Cultural Function (UMANG)**

It is the Annual Cultural fest of college. In this interfaculty competitions are organized. A running trophy is awarded to winning faculty. The fest runs for 2 days.

### **Activity Day**

On 2nd and 4th Saturday the teachers of the college give the special attention to the students by imparting necessary guidance, increasing general awareness and addressing their problems within the frame work of the respective time-table.

### **Sports**

Inter-faculty Athletic/Sports meet is organized in college every year. In this event various sports events are organized. The winning students are awarded prizes and medals.

### **College Magazine 'TAARIKA'**

To nurture the creativity of the students, the College Magazine 'TAARIKA' is published every year. It has many sections like Hindi, Sanskrit, Pahari, English, Science and Economics, Commerce etc. One student editor for each section is also appointed.

### **Extension Lectures**

The extension Lectures are organized by various faculties for the benefit of students. The speakers are invited from various prestigious research and educational institutions.

### **Educational Tour**

Educational Tours are also organized by college for providing exposure to students. For this, students will have to submit a written proposal to the committee through their subject incharge. The committee finalizes the tour and completes all formalities. The college provides limited financial support as permitted in rules. The students will have to bring a No Objection Certificate from their parents before proceeding on tour.

### **Drama Club**

The college has a dramatic club which organizes the activities of plays, skits and mime in the college from time to time. Students who are having the potential of acting and theater are eligible to become members of this club. The club also participates in HPU youth festival Group-IV.

## **CODE OF CONDUCT**

### **Attendance**

1. 75% lecture attendance and 20% marks in each subject in Mid-Term Examinations is compulsory for appearing in the End-year examinations.

2. An irregular student or one who remains absent continuously for 10 days his or her name will be struck-off from the college rolls. If the name of the student is struck-off twice then he/she will not be re-admitted in the college.

**Fee for first readmission is Rs. 100/- while for second readmission is Rs. 200/-**

3. A student is liable to pay all dues and fines as long as his/her name remains on the college Rolls.

4. Principal reserves the right to refuse, expel or suspend any student from the College on any disciplinary ground or without assigning any reason.

### **Leave Rules**

1. Application for any kind of leave on the prescribed Proforma should be submitted well in time.

2. Leave up to three days will be sanctioned by the tutor. But in case of the leave a single period the concerned teacher may be asked

3. Leave more than three days will be sanctioned by the senior tutor. Leave for more than 7 days will be sanctioned by the Principal on the recommendation of concerned subject teacher/senior tutor.

4. In case of medical leave for a period of over 7 days the applicant must produce a medical certificate.



Students participating in inter-college competition should note that the practice/rehearsal timings should be either before the classes (Morning hours) or after the classes (Evening hours) because all activities form apart, but not the substitute of the academics/studies.

## **IDENTITY CARD**

1. Every student will be issued an identity card. Every student must always keep/carry it with him/her and must produce whenever required (during all working days, examination and college function etc). Otherwise, he/she will be considered as an outsider and will be punished accordingly.
2. In case the Identity card is lost, a duplicate card will be issued only after an FIR is registered with the nearest police station and an original copy thereof is appended with such request.
3. For obtaining duplicate card, student shall have to pay Rs. 20/- besides a copy of FIR and stamp size photo with scanned signature

## **PROCEDURE FOR GETTING IDENTITY CARD**

After depositing admission fee and dues, every student will get an identity card from the college library on showing his/her receipt. After having affixed his/her own photograph and filled in all entries in the I-card, every student must get it duly signed by the principal and respective senior tutor within one week from the date of admission positively.

## **GENERAL CONDUCT AND DISCIPLINE RULES**

Any of the following activities will be considered as breach of discipline.

1. Graffiti i.e. any sort of writing on the walls/black board/rooms/desks etc.
2. Damaging the college property.
3. Loitering about the corridors and causing disturbance to the classes.
4. Possession and use of intoxicants and smoking in the college campus.
5. Bringing outsiders to the college with them.
6. Sticking any kind of bills/notices on the notice boards, on the walls of the premises or in the college campus without prior permission of the Principal.
7. Creating any kind of violence in the campus.
8. Coming to the college without Identity Card.

## **ZERO TOLERANCE TO RAGGING**

**ALL STUDENTS MUST NOTE THAT RAGGING INSIDE/OUTSIDE THE COLLEGE IS A COGNIZABLE OFFENCE**

Ragging in and out of the College Campus/roads/approaches leading there to is found indulging in ragging directly or indirectly, the college authorities shall be obliged under rule 22, 17(a) (b) (c) of H.P. University ordinance to expel the guilty student from the college and initiate legal action.

### **Ragging means the following**

"Ragging includes any type of physical or mental torture inflicted by any individual or group, whether by words spoken or written or by any act which has effect of teasing, treating or handling with rudeness any other student, including in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the student to do any act or perform something which such student will not in ordinary cause and which has the effect of or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of fresher or a junior student which creates an apprehension in the mind of the person that he/she can not peruse his/her studies free from any mental disturbance or torture created thereby any

person who aids or abets such an action shall be guilty of such ragging".

### **Punishable Ingredients of Ragging**

1) Abetment to ragging; 2) Criminal conspiracy to rag; 3) unlawful assembly and rioting while ragging; 4) public nuisance created during ragging; 5) Violation of decency during ragging; 6) Injury to body, causing hurt or grievous hurt; 7) Wrongful restraint; 8) Wrongful confinement; 9) Use of criminal force; 10) Assault as well as sexual offences or unnatural offences; 11) Extortion; 12) Criminal trespass; 13) Offences against the victim(s); 14) physical or offences following definition of "Ragging".

Any student found involved in ragging in any form whatsoever will be punished appropriately which may include:

1. Imprisonment, fine or both
2. Expulsion from the College.
3. Suspension from the classes.
4. Withholding scholarship or other benefits
5. Fine with public apology.
6. Debarring from representation in events.

Ragging is a Reprehensible Act under Himachal Pradesh Educational Institutions (Prohibition of Ragging) Ordinance - 2009

### **Anti-Ragging Help Lines:**

National - Toll Free No. 1800-180-5522  
State - 0177-2625400, 2625819

email: [helpline@antiragging.net](mailto:helpline@antiragging.net).  
email: [cm-hp@nic.in](mailto:cm-hp@nic.in)



# COLLEGE ANNUAL CALENDAR FOR THE SESSION 2024-25

## Examination Schedule (B.A./B.Sc./B.Com.)

Exam Type	1st, 2nd & 3rd Year
Mid-Term Test	Mid December, 2024
End Year/Sem. Exam	April 1, 2025 to May 14, 2025

## Examination Schedule BCA/PGDCA

1st, 3rd, 5th Sem	2nd, 4th, 6th Sem.
Mid October, 2024	Mid March, 2025
Nov./Dec. 2024	April/May 2025

## Vacation Schedule

(a) Festival Break	Oct. 29, 2024 to Nov. 02, 2024 (5 Days)
(b) Winter Vacation	1st January 2025 to 4th Feb. 2025 (35 days)
(c) Summer Vacation	18th June, 2024 to 12th July, 2024 ( 26 days)

## OTHER ACTIVITIES OF THE COLLEGE

1. Principal's Address and introduction of faculty	22nd July, 2024
2. Change of Subject	23rd July, 2024 to 3rd August, 2024
3. Enrolment in Various activities (NSS, R&R, Sports etc.)	Upto 15th August, 2024
4. Formation of Subject Societies and Clubs	3rd week of August, 2024
5. Formation of Tutorial Group	4th week of August, 2024
6. Tutorial Meet	Once in a week
7. Activity Day (Seminar, Lecture, Debate, Paper Writing)	Once in a week
8. Van Mahotsav	2nd & 3rd week of Aug. 2024
9. Community participation (General House & Formation of PTA)	1st Week of September, 2024
10. Library Week	12th August onwards
11. College Student Central Association (CSCA) Election	As per HPU notification
12. Talent Hunt - "AAGAAZ"	Mid September, 2024
13. HP Youth Festivals	As per HPU Notification
14. Teacher's Day	5th September, 2024
15. Hindi Diwas	14th September, 2024
16. National Service Scheme Day (NSS Day) (Awareness regarding first aid, fire safety and disaster management)	24th September, 2024
17. Education Day	11th November, 2024
18. Constitution Day	26th November, 2024
19. Annual Athletic Meet	Last Week in Nov. 2024
20. World AIDS DAY	1st December 2024
21. AIDS awareness week	1st Week of December, 2024
22. World Human Rights Day	10th December, 2024
23. Mid Term Examination	2nd & 3rd Week of Dec., 2024
24. NSS Annual Camp	Last week of December, 2024
25. CSCA Cultural Function - "UMANG"	1st week of March, 2025
26. Science Day	28th February, 2025
27. International Women Day	8th March, 2025
28. Annual Prize Distribution Function	2nd Week of March, 2025





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